



**PROSPECTUS-CUM-  
HANDBOOK OF INFORMATION  
2022-23**



**Government College Bhoranj (Tarkwari)**  
**(Utkrishit Mahavidyalaya)**

Accredited with Grade 'B' by NAAC  
Phone & Fax : 01972-287505, 287287  
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Visit us at : [www.gcbhoranj.info](http://www.gcbhoranj.info)

## ADMISSION SCHEDULE FOR THE SESSION 2022-23

### 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 | July 10 to July 20, 2022 (10 Days)                                         |
| 3. Display of 1st Merit List            | July 21, 2022                                                              |
| 4. Fee to be deposited                  | July 22, 2022 to July 25, 2022 (4 Days)                                    |
| 5. Display of 2nd Merit List            | July 26, 2022                                                              |
| 6. Fee to be deposited                  | July 27 and July 28, 2022 (2 Days)                                         |
| 7. Orientation of 1st year student      | July 29, 2022 and July 30, 2022 (2 Days)                                   |
| 8. Regular Teaching                     | August 01, 2022                                                            |

### For admission to BA, B.Sc., B.Com 2nd year and 3rd year and BCA 3rd and 5th semester classes :

- |                                                  |                          |
|--------------------------------------------------|--------------------------|
| 1. Online Availability of Prospectus & Admission | July 10 to July 28, 2022 |
| 2. Regular Teaching                              | August 1, 2022           |

### For admission to PGDCA 1st Semester

- |                                         |                          |
|-----------------------------------------|--------------------------|
| 1. Submission of Online Admission Forms | 10-07-2022 to 05-08-2022 |
| 2. Display of Merit List                | 08-08-2022               |
| 3. Fee to be deposited                  | 09-08-2022 & 10-08-2022  |
| 4. Regular Teaching                     | 3rd Week of August       |

Important note : The admission forms received after July 20, 2022 will be considered for merit only after the earlier received (July 10 to July 20, 2022) forms are exhausted.

## VISION

Govt. 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 areas.
- ♦ 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



Dear Students and Readers!

I am greatly overjoyed to welcome you all to the temple of learning which is all set to tread on the path of development.

Education is an effective medium to social transformation. Education drives away ignorance and through illumination it emboldens a man to righteous thought and action.

Since inception this institution has grown manifold in terms of excellent infrastructure alongwith competent and dedicated faculty who strive for all round development of every student. Co-curricular activities and extra co-curricular activities including sports are encouraged to ensure multidimensional personality development of the learners.

In the years to come G.C. Bhoranj will certainly continue to have a cutting edge in the field of education as it moves from strength to strength. I wish best future, peace and prosperity to all those who contribute to noble task of spreading education and its manifested qualities, aims and objectives.

Rakesh Kumar  
Principal  
Govt. College Bhoranj (Tarkewari)

## Important Notes

(Regarding Admission for the Session 2022-23)

1. The candidates have to apply 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 complete online form should be submitted on or before the dates decided by the Institution/HP University Notifications.
4. 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.
5. The admission will be purely provisional, and will be cancelled at any stage, if the information submitted online is found incorrect.
6. The provisional admission will be finalized after the verification of the original documents/testimonials.
7. The college will follow the orders/Guidelines of Higher authorities for the process of admission.
8. The regular classes of the admitted candidates will be started as per the directions of Higher Authorities.
9. List of forms to be downloaded :
  - i. Admission form (colored PP size photograph to be pasted on the form)
  - ii. Library enrollment form
  - iii. Undertaking by the parents/guardian
  - iv. PTA enrolment form (to be filled by the candidate)
  - v. Authorization Certificate (if required)

Principal

Govt. College Bhoranj (Tarkwari)

## **Our Institution**

With the motto "Vidya Dadaati Vinayam" knowledge gives politeness, Govt. College Bhoranj (Tarkwari) Dist. 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 4km from Tarkwari and 10km from Tauni-Devi on the bank of rivulet Kunah near village Kanjian, a transit centre of trade in past.

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 brand new furniture, well equipped science labs, facilities for indoor and outdoor games, computer labs with internet facility, well stocked library with reading room with fourteen newspapers, journals and periodicals and a well furnished conference hall with latest technology.

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 also been accredited by NAAC Bangluru with "B" Grade in year 2016. This college is one of the first colleges to be selected to receive a grant of 2 Crores under RUSA 1.0 which was utilised for various academic, administrative and infrastructural development projects.

Now, under RUSA 2.0, this college will receive another grant of 2 crores which will be utilized for further strengthening of infrastructure in the College. This college has been upgraded as "Utkrisht Mahavidyalaya" in January 2021 and a grant of 1 crore is received and utilized for strengthening the infrastructure of the college. It offers undergraduate courses 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, BCA and PGDCA under self financing scheme is also available in the college.

For effective and qualitative teaching, Department of Geography, Botany, Zoology, Physics and Computer Applications 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 2021-22, 735 students got enrolled in this college, with majority of female students. In the current session the number is likely to exceed 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 job opportunities 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 nourishes 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 holistic 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.



## PRINCIPAL

**Mr. Rakesh Kumar M.Sc, M.Phil**

### FACULTY OF SCIENCE

#### Department of Botany

Sr. No.	Name	Designation	Qualification
1.	Mr. Prince Thakur	Assistant Professor	M.Sc., M.Phil., NET, GATE
2.	Dr. V.C. Chandel	Assistant Professor	M.Sc., M.Phil., Ph.D

#### Department of Chemistry

1.	Ms. Anjna	Assistant Professor	M.Sc., M.Phil.
2.	Dr. Hem Suman Jamwal	Assistant Professor	M.Sc., M.Phil., Ph.D., NET
3.	Vacant	.....	.....

#### Department of Computer Application

1.	Mr. Praveen Kumar	Assistant Professor	MCA, M.Phil
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#### Department of Mathematics

1.	Dr. Jagjit Singh Patial	Associate Professor	M.Sc., M.Phil., Ph.D.
2.	Vacant	.....	.....

**Department of Physics**

1.	Mr. Mukesh Kumar	Associate Professor	M.Sc., M.Phil.
2.	Mr. Ravi Dutt	Assistant Professor	M.Sc., M.Phil.
3.	Dr. Naresh Kumar	Assistant Professor	M.Sc., M.Phil., Ph.D

**Department of Zoology**

1.	Mr. Kuljeet Singh	Associate Professor	M.Sc., M.Phil., GATE, SET
2.	Dr. Devender Singh	Assistant Professor	M.Sc., M.Phil., Ph.D, NET

**FACULTY OF HUMANITIES****Department of English**

1.	Mr. Ravinder Kumar	Assistant Professor	M.A., M.Phil., NET, SLET, B.Ed.
2.	Vacant	*****	*****

**Department of Geography**

1.	Dr. Sandeep Kumar	Assistant Professor	MA, M.Phil, Ph.D, JRF, SLET, B.Ed
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**Department of Sociology**

Sr. No.	Name	Designation	Qualification
1.	Mr. Bhupender Kumar	Assistant Professor	M.A., M.Phil., NET (JRF), SET

**Department of Political Science**

1.	Ms. Sunita Kumari	Assistant Professor	M.A. M.Phil., UGC-NET
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**Department of Sanskrit**

1.	Dr. Asha Devi	Assistant Professor	M.A., M.Phil., Ph.D., B.Ed.
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**Department of Physical Education**

1.	Dr. Pawan Verma	Associate Professor	M.A., NET, Ph.D, IAAF level-I
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**Department of Music (Instrumental)**

1.	Vacant	.....	.....
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**Department of Hindi**

1.	Vacant	.....	.....
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**Department of History**

1.	Mr. Tilak Raj	Assistant Professor	M.A., B.Ed., SLET
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**Department of Public Administration**

1.	Mr. Ashish Negi	Assistant Professor	M.A., M.Phil, SLET
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**Department of Economics**

1.	Dr. Vinod Kumar	Assistant Professor	M.A., M.Phil, Ph.D., SLET
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**Faculty of Commerce**

1.	Mr. Pawan Kumar	Assistant Professor	M.Com., M.Phil., NET, SLET, MBE
2.	Mr. Nikhil Kumar	Assistant Professor	M.Com., M.Phil., NET(JRF), SLET

**Faculty of BCA**

1.	Mr. Rakesh Kumar	Director	M.Sc., M.Phil.
2.	Mr. Mukesh Kumar	Co-ordinator	M.Sc., M.Phil.

**Faculty of PGDCA**

1.	Mr. Rakesh Kumar	Director	M.Sc., M.Phil.
2.	Mr. Praveen Kumar	Co-ordinator	MCA, M.Phil.

Being a self - financing programme, four posts of BCA/PGDCA teaching faculty will be filled up after admissions.

**NON-TEACHING STAFF****Library Staff**

Sr. No.	Name	Designation	Qualification
1.	Mr. Kuldeep Kumar	Assistant Librarian	M.Lib.Sc., M.A., PGDLAN
2.	Mr. Roop Singh	Assistant Librarian	Diploma in Library Science

**Ministerial Staff**

1.	Mr. Suman Baryal	Office Superintendent	
2.	Vacant	Jr. Assistant	

**Laboratory Staff**

1.	Mr. Sunil Kumar Sharma	Laboratory Assistant	
2.	Ms. Sheela Devi	Laboratory Assistant	

**Class IV Staff**

1.	Ms. Tripta Devi	Peon	
2.	Ms. Kamlesh Kumari	Peon	
3.	Ms. Sudesh Kumari	Peon	
4.	Ms. Veena Kumari	Peon	
5.	Ms. Rita Devi	Peon	
6.	Ms. Kanta Devi	Sweeper (Part Time)	

## Admission Committees for the session 2022-23

(Admission Time : 10:00 a.m. to 2:00 p.m.)

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

1	Prof. Kuljeet Singh	Convener	Room No. 4 Department of Chemistry
2	Prof. Prince Thakur	Member	
3	Prof. Anjana	Member	
4	Dr. Devender	Member	

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

1	Prof. Ravi Dutt	Convener	Room No. 103 Department of Physics
2	Prof. Praveen Kumar	Member	
3	Dr. Naresh Kumar	Member	
4	Dr. Hem Suman Jainwal	Member	

### B.A. (Pol.Sc., Phy. Edn., Skt., Geog., Eco., His., Hindi, Eng., Sociology, Pub. Adm. & Music)

1	Dr. Pawan Verma	Convener	Staff Room
2	Dr. Vinod Kumar	Member	
3	Dr. Asha Devi	Member	
4	Prof. Sumita Kumari	Member	
5	Dr. Sandeep Kumar	Member	
6	Prof. Ashish Negi	Member	
7	Prof. Bhupender	Member	
8	Prof. Tilak Raj	Member	

### B.Com.

1	Prof. Pawan Kumar	Convener	Room No. 101 Department of Commerce
2	Prof. Ravinder Kumar	Member	
3	Prof. Nikhil Kumar	Member	

### BCA & PGDCA

1	Prof. Mukesh Kumar	Convener	Computer Centre Lab
2	Prof. Praveen Kumar	Member	
3	Dr. V.C. Chandel	Member	

## Admission Rules

1	No. of seats in UG Programmes (BA, B.Sc., & B.Com) are limited i.e. 80 seats in each discipline that is being offered by this college.
2	One seat will be reserved for "Single Girl Child" in each discipline i.e. in this case No. of seats shall be 80+1.
3	Admission to the BA, B.Sc. & B.Com. will be made strictly on the basis of marks obtained in the qualifying examination (10+2). Students will apply on prescribed forms for a particular discipline of their choice to the respective admission committee on or before the last date of admission. (It is to be noted that no form will be accepted for admission after last date). Students who want to apply for two or more disciplines will have to apply on different forms.
4	Students can apply simultaneously in 2 disciplines. Later, when merit list will be displayed, the student will have to take admission in the disciplines in which student will be selected. In case the student gets selected in both disciplines, he will have to vacate the seat of other in writing.
5	The admission committee will prepare a merit list of students by taking into account the marks obtained in the qualifying exam (10+2) and following the 120 point reservation roster of H.P. University Shimla.

6	<p>The first merit list will be displayed on the next day after last date of submission of admission forms. The students will be given time of 4 days for depositing fees and securing the admission. The vacancy status of seats in various departments will be displayed on the notice board and 2nd merit list will be displayed after this (The new admission forms will not be entertained unless last date is extended by H.P. Govt. or H.P. University Shimla).</p>
7	<p>Documents to be attached at the time of admission (self-attested):</p>
	<ul style="list-style-type: none"> <li>(i) Copy of 10<sup>th</sup> class marks sheet</li> <li>(ii) Copy of 12<sup>th</sup> class marks sheet</li> <li>(iii) Original Character Certificate (latest)</li> <li>(iv) Certificate of Bonafide Himachal (for girls only)</li> <li>(v) SC/ST/OBC/IRDP/BPL certificate (if the said category is mentioned)</li> <li>(vi) Copy of Aadhar Card</li> <li>(vii) Copy of first page of Bank Account Passbook</li> <li>(viii) Migration Certificate in original, if the student has done 10+2 from board/ university other than HP Board of School Education</li> </ul>
<b>Note:</b>	<p>At the time of admission the students will come with all original documents which will be verified by respective admission committee. In case any discrepancy/fraudulence is observed, the admission shall stand cancelled.</p>
	<p>Some Boards &amp; Universities have been derecognized by Govt. of HP/UGC/HPU Shimla. The students who have completed their 10+2 from these Boards/ Universities will not be eligible for admission.</p>

## Eligibility

### Eligibility Conditions :

A candidate passed in the Senior Secondary (+2) examination (academic stream) conducted by the HP Board of School Education or an examination accepted as equivalent thereto by the various bodies of the HP University;

- I. Provided that the candidate who have passed the qualifying examination with science stream shall be given preference in admission to B.Sc./ BCA programme.
- II. Provided that the candidates who have passed the qualifying examination with commerce stream shall be given preference in admission to B.Com. programme.
- III. For B.A., the candidate must have passed 10+2 in any stream; is eligible.

### Age Limit:

- i. For admission in three year degree course (TDC), in 1st year the maximum age limit is 23 years (25 years of girl candidate as on 01-07-2022).
- ii. For SC/ST candidates relaxation of 3 years in age is allowed (Both Boys & Girls)
- iii. The vice chancellor can in exceptional circumstances and to be recorded in writing give relaxation in the age upto maximum of 6 months.

As per the University Ordinance/ Rules, a candidate who has appeared in National Open School Examination shall be eligible to take the admission in B.A./B.Sc./B.Com 1<sup>st</sup> year only if he/she has passed/ cleared all the five papers including English with requisite pass percentage.

*The above mentioned eligibility criteria are subject to the fulfilment of eligibility conditions of HPU Shimla.*

### Refusal of Admission :

- i. A student disqualified/expelled/restituted by an university shall not be admitted to any course during his/her disqualification period (HPU Ord. No. 3.6)
- ii. The Principal reserve the right to disallow or cancel any admission.
- iii. As there is no provision of compartment in the NIOS New Delhi Rules and any other school board, so a candidate failed in any one or more than one subject/subjects out of 5 is not eligible and will not be admitted.
- iv. Any applicant having a stay of more than 5 years in any college will not be admitted to any course.
- v. Notwithstanding eligibility for admission, the Principal may refuse admission, if the conduct of a student has not been upto the mark during previous years.

## 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 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 programme is considered completed when the students cumulates the requisite number of successful credits (passed).

## Programmes of Study

### 1. B.A. (Humanities)

- 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)

### 2. B.Sc. (Science): three combinations available

- a. Physics, Chemistry, Mathematics
- b. Botany, Zoology, Chemistry
- c. Physics, Mathematics, Computer Science

### 3. B.Com. (Commerce)

- a. Commerce



## Choosing Courses of Study

- 1] 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.
- 2] Besides, the students 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(Arts):

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



Note: In humanities, the student can choose main discipline from either group and then he/she will have to choose the allied subject from the other group.

## Layout of B.Sc. Courses and Credits :

Year	Core Course	Ability Enhancement Compulsory Course (ABCC)	Skill Enhancement Course (SEC)	Discipline Specific Elective (DSE)	Credits
1 <sup>st</sup> Year	DSC-1A-6	Eng/MIL	NIL	NIL	44
	DSC-1B-6	Communication - 4			
	DSC-2A-6	Environment			
	DSC-2B-6	Science - 4			
	DSC-3A-6				
	DSC-3B-6				
2 <sup>nd</sup> Year	DSC-1C-6	NIL	SEC-1-4	NIL	44
	DSC-1D-6		SEC-2-4		
	DSC-2C-6				
	DSC-2D-6				
	DSC-3C-6				
	DSC-3D-6				
3 <sup>rd</sup> Year	NIL	NIL	SEC-3-4	DSE-1A-6	44
			SEC-4-4	DSE-2A-6	
				DSE-3A-6	
				DSE-1B-6	
				DSE-2B-6	
				DSE-3B-6	
Total Credits					132

## Layout of B.A. / B.Com. Courses and Credits

Year	Core Course	Ability	Skill	Discipline		Generic Elective (GE)	Credits
		Enhancement Compulsory Course (AEC)	Enhancement Courses (SEC)	Specific (DSE)	Elective		
1 <sup>st</sup> Year	DSC-1A-6 DSC-1B-6 DSC-2A-6 DSC-2B-6 Compulsory I-6 Compulsory II-6	Eng/Hindi MIL - 4 Environment Science - 4	NIL	NIL	NIL	NIL	44
2 <sup>nd</sup> Year	DSC-1C-6 DSC-1D-6 DSC-2C-6 DSC-2D-6 Compulsory I-6 Compulsory II-6	NIL	SEC-1 -4 SEC-2 -4	NIL	NIL	NIL	44
3 <sup>rd</sup> Year	NIL	NIL	SEC-3-4 SEC-4-4	DSE-1A-6 DSE-2A-6 DSE-1B-6 DSE-2B-6	GE-1-6 GE-2-6	NIL	44
<b>Total Credits</b>							<b>132</b>

## Outline of Courses (Annual Pattern)

### B.Sc with Botany

Class	Sr. No.	Type of Course	Course Code	Course Title	Credits
1 <sup>st</sup> Year	1	DSC-1A	BOTA 101	Biodiversity(Microbes, Algae, Fungi and Archegoniatas)	4+2=6
	2	DSC-1B	BOTA 102	Plant ecology and Taxonomy	4+2=6
2 <sup>nd</sup> Year	1	DSC-2A	BOTA 201	Plant Anatomy and Embryology	4+2=6
	2	DSC-2B	BOTA 202	Plant Physiology and Metabolism	4+2=6
	3	SEC-I	BOTA 203	Biofertilizers	4
	4	SEC-II	BOTA 204	Gardening and Floriculture	4
3 <sup>rd</sup> Year	1	DSC-3A	BOTA 301	Economic Botany and Biotechnology	4+2=6
	2	DSC-3B	BOTA 303	Cell and Molecular Biology	4+2=6
	3	SEC-III	BOTA 306	Medicinal Botany and Ethno botany	4
	4	SEC-IV	BOTA 307	Mushroom Cultivation Technology	4

## B.Sc with Chemistry

Class	Sr. No.	Type of Course	Course Code	Course Title	Credits
1 <sup>st</sup> Year	1	DSC-1A	CHEM 101	Atomic Structure, bonding, general organic chemistry & aliphatic hydrocarbons	4+2+6
	2	DSC-1B	CHEM 102	States of Matters, Chemical Kinetics & functional organic chemistry	4+2+6
2 <sup>nd</sup> Year	1	DSC-2A	CHEM 201	Solutions, Phase Equilibrium, Conductance, Electrochemistry & Organic Chemistry	4+2+6
	2	DSC-2B	CHEM 202	Chemistry of main group elements; chemical energetic and equilibria	4+2+6
	3	SEC-I	CHEM 203	Basic Analytical Chemistry	4
	4	SEC-II	CHEM 204	Fuel Chemistry & Chemistry of Cosmetics & perfumes	4
3 <sup>rd</sup> Year	1	DSC-3A	CHEM 301	Polynuclear hydrocarbons, dyes, heterocyclic compounds and spectroscopy (UV, IR, NMR)	4+2+6
	2	DSC-3B	CHEM 304	Chemistry of transition and inner transition elements, coordination chemistry, organometallics, acids & bases	4+2+6
	3	SEC-III	CHEM 307	Chemical technology & society and business skills for chemistry	4
	4	SEC-IV	CHEM 308	Pesticide chemistry & pharmaceutical chemistry	4

B.Sc. Physical Science  
(Physics, Maths, Computer  
Science)

Class	Sr. No.	Type of Course	Course Code	Course Title	Credits
1 <sup>st</sup> Year	1	DSC-1A	COMP 101	Problem Solving Using Computer	4+2+6
	2	DSC-1B	COMP 102	Office Automation Tools	4+2+6
2 <sup>nd</sup> Year	1	DSC-2A	COMP 201	Computer System Architecture	4+2+6
	2	DSC-2B	COMP 202	Database Management System	4+2+6
	3	SEC-I	COMP 203	PHP Programming	4
	4	SEC-II	COMP 204	Computer Networks	4
3 <sup>rd</sup> Year	1	DSC-3A	COMP 301	Operating System	6
	2	DSC-3B	COMP 302	Data Structure and File Processing	6
	3	SEC-III	MATH 203	Integral Calculus	4
	4	SEC-IV	COMP 303	Software Engineering	4







## B.Com First Year

Sr. No.	Type of Course	Course Code	Course Title	Credits
1	AECC-1		Environment Science	4
2	Core-1	BC 1.1	Financial Accounting	6
3	Core-2	BC 1.2	Business Organizations and Management	6
4	Core-3	ENG-101	English-1 (Core English-Compulsory)	6
5	AECC-2		Language - English/Hindi/MIL	4
6	Core-4	BC 1.3	Business Law	6
7	Core-5	BC 1.4	Business Statistics and Math	6
8	Core-6		Hindi-I/MIL	6

## B.Com Second Year

Sr. No.	Type of Course	Course Code	Course Title	Credits
1	Core-7	BC 2.1	Company Law	6
2	Core-8	BC 2.2	Income Tax Law and Practice	6
3	Core-9		English-II	6
4	SEC-1	BC 2.3	Computer Application in Business	4
5	Core-10	HIND-400	Hind-II	6

6	Core-11	BC 2.4	Corporate Accounting	6
7	Core-12	BC 2.5	Cost Accounting	6
8	SEC-2	BC 2.6	e-Commerce	4
<b>B.Com Third Year</b>				
Sl. No.	Type of Course	Course Code	Course Title	Credits
1	DSE-I	BC 3.1(c)	Fundamental of Financial Management	6
2	DSE-II	BC 3.2(b)	Corporate Governance and Auditing	6
3	SEC-III	BC 3.3	Entrepreneurship	4
4	GE-I	ECONA 313	Economy of Himachal Pradesh	6
5	DSE-III	BC 3.5 (c)	Management Accounting	6
6	DSE-IV	BC 3.6 (b)	Office Management and Secretarial Practice	6
7	SEC-IV	BC 3.7	Personal Selling and Salesmanship	4
8	GE-II	ECONA 314	Indian Economy	6

## B.A. with Political Science

Class	Sr. No.	Type of Course	Course Code	Course Title	Credits
1 <sup>st</sup> Year	1	DSC-1A	POLS 101	Introduction to Political Theory	6
	2	DSC-1B	POLS 102	Indian Government and Politics	6
2 <sup>nd</sup> Year	1	DSC-1C	POLS 201	Comparative Government and Politics	6
	2	DSC-1D	POLS-202	Introduction to international relations	6
	3	SEC-1	POLS 203	Legislative Support	4
	4	SEC-II	POLS 204	Public Opinion and Survey Research	4
3 <sup>rd</sup> Year	1	DSE-1A	POLS 301	Themes in Comparative Political Theory	6
	2	DSE-1B	POLS 302	Democracy and Governance	6
	3	SEC-3	POLS 303	Democratic Awareness Through Legal Literacy	4
	4	SEC-4	POLS 304	Conflict and Peace Building	4
	5	GE-1	POLS 305	Society Economy and Politics in Himachal Pradesh	6

## B.A. with History

Class	Sr. No.	Type of Course	Course Code	Course Title	Credits
1 <sup>st</sup> Year	1	DSC-1A	HIST 101	History of India from the earliest time to 300 CE.	6
	2	DSC-1B	HIST 102	History of India from 300 CE to 1206	6
2 <sup>nd</sup> Year	1	DSC-1C	HIST 103	History of India from 1206 to 1707	6
	2	DSC-1D	HIST 104	History of India from 1707 to 1950	6
	3	SEC-I	HIST 117	Historical Tourism: Theory and Practice	4
	4	SEC-II	HIST 119	Indian History and Culture Research	4
3 <sup>rd</sup> Year	1	DSE-1A	HIST(A)305	Modern and contemporary world history 1871-1919	6
	2	DSE-1B	HIST(A)307	Modern and contemporary world history-II 1919-1992	6
	3	SEC-3	HIST(A)317	Indian History and Culture	4
	4	SEC-4	HIST(A)319	Introduction to Indian Art	4
	5	GE-I	HIST(A)309	Women in Indian History	6
	6	GE-IV	HIST(A)312	History of Himachal Pradesh 1815-1972	6

## B.A. with Sanskrit

Class	Sr. No.	Type of Course	Course Code	Course Title	Credits
1 <sup>st</sup> Year	1	DSC-1A	SKT 101	संस्कृत काव्य	6
	2	DSC-1B	SKT 102	संस्कृत गद्य काव्य	6
2 <sup>nd</sup> Year	1	DSC-1C	SKT 201	संस्कृत नाटक	6
	2	DSC-1D	SKT 202	संस्कृत व्याकरण	6
	3	SEC-I	SKT 205	आयुर्वेद के मूल सिद्धान्त	4
	4	SEC-II	SKT 206	उपनिषद् संस्कृत छंद एवं गायन	4
3 <sup>rd</sup> Year	1	DSC-1A	SKT-DSE-301	व्यक्तित्व विकास का भारतीय दृष्टिकोण	6
	2	DSC-1B	SKT-DSE-302	साहित्यिक समालोचन	6
	3	AECC/ SEC-3	SKT-AECC/SEC-305	भारतीय रमणाला	4
	4	AECC/ SEC-4	SKT-AECC-306	भारतीय वास्तुशास्त्र	

## B.A. with Public Add.

Class	Sr. No.	Type of Course	Course Code	Course Title	Credits
1 <sup>st</sup> Year	1	DSC-1A	PUB(A)101	Administrative Theory	6
	2	DSC-1B	PUB(A)102	Indian Administration	6
2 <sup>nd</sup> Year	1	DSC-1C	PUB(A)201	Administration Thinkers	6
	2	DSC-1D	PUB(A)202	Development Administration	6
	3	SEC-1	PUB(A)203	Computer Application & Office Management	4
	4	SEC-II	PUB(A)204	Human Resource and Logistic Management	4
3 <sup>rd</sup> Year	1	DSE-1A	PUBA303A OR PUBA 304A	Local Governance OR Contemporary issues & Concerns in Indian Administration	6
	2	DSE-1B	PUBA 305A OR PUBA 306A	Public Policy and Administration in India OR Financial Administration	6
	3	SEC-3	PUBA 301A	Leadership styles and conflict management	4
	4	SEC-4	PUBA 302A	Stress and time management	4
	5	GE-I	PUBA 307A	Constitutional and Administrative aspects of Himachal Pradesh	6
	6	GE-IV	PUBA 308A OR PUBA 309A	Disaster Management OR e-Governance	6

## B.A. with Hindi

Class	Sr. No.	Type of Course	Course Code	Course Title	Credits
1 <sup>st</sup> Year	1	SKT/Hindi BA/BCom	HIND 101	प्रयोजनमूलक हिन्दी	6
	2	DSC-1A	HIND 102	हिन्दी साहित्य का इतिहास	6
	3	DSC-1B	HIND 103	माध्यकालीन हिन्दी कविता	6
	4	AECC-2	HIND 104	हिन्दी भाषा और संरक्षण	4
2 <sup>nd</sup> Year	1	SKT/Hindi BA/BCom	HIND 201	अनिवार्य हिन्दी रचना पुंज	6
	2	DSC-1C	HIND 202	आधुनिक हिन्दी कविता	6
	3	DSC-1D	HIND 203	हिन्दी गद्य साहित्य	6
	4	SEC-1	HIND 204	कार्यालयी हिन्दी	4
	5	SEC-11	HIND 206	अनुवाद विज्ञान	4
3 <sup>rd</sup> Year	1	DSE-1A	HIND 305	लोक साहित्य	6
	2	DSE-1B	HIND 306	छायावादीतर हिन्दी कविता	6
	3	SEC-3	HIND 301	रंग अलेख एवं रंगमंच	4
	4	SEC-4	HIND 304	समाचार संकलन और लेखन	4

## B.A. with Music

Class	Sr. No.	Type of Course	Course Code	Course Title	Credits
1 <sup>st</sup> Year	1	DSC-1A	MUSA101	Basic principles of Indian music and biographic of musicians	3
	2	DSC-1B	MUSA102	Practical (Stage Programming)	3
	3	DSC-1C	MUSA103	Theory of Indian Music and Biographic of Musicians	3
	4	DSC-1D	MUSA104	Practical (viva-voce)	3
2 <sup>nd</sup> Year	1	DSC-1E	MUSA201	Theory of Indian Music, ancient grathas & constitution of musicologists	3
	2	DSC-1F	MUSA202	Practical (Stage Programming)	3
	3	DSC-1G	MUSA203	Theory of Indian Music, Ancient grathas & constitution of musicologists	3
	4	DSC-1H	MUSA204	Practical (Viva-voce)	3
	5	SEC-I	MUSA205	Presentation and Documentation-I	4
	6	SEC-II	MUSA206	Presentation and Documentation-II	4
3 <sup>rd</sup> Year	1	DSE1A	MUSA303Th	Theory of Indian Music and Study of ancient Granths and ragas Vocal/Inst	3
	2	DSE2A	MUSA304Pr	Practical Vocal/ Inst Hindustani Music	3

	3	DSE1B	MUSA305Th	Theory of Indian Music and Ghrana Tradition Vocal/ Inst	3
	4	DSE2B	MUSA306Pr	Practical Vocal/ Inst Hindustani Music	3
	5	SEC-3	MUSA301Pr	Value Based & Practical Oriented course for Hindustani Music (Vocal/Inst) Presentation & Documentation-III	4
	6	SEC-4	MUSA302Pr	Value Based & Practical Oriented Course for Hindustani Music (Vocal/Inst) Presentation & Documentation-IV	4
	7	GE-1	MUSA307Th	Vocal/ Inst Theory of Indian Music	6
	8	GE-2	MUSA308Pr	Practical Vocal/ Inst	6

### B.A. with Physical Education

Class	Sr. No.	Type of Course	Course Code	Course Title	Credits
1 <sup>st</sup> Year	1	DSC-1A	PED101	Introduction to Phy. Education	6
	2	DSC-1B	PED102	Olympic Movement and organization of Tournaments	6
2 <sup>nd</sup> Year	1	DSC-1C	PED201	Human Anatomy and Physiology	

	2	DSC-1D	PED202	Sports Psychology	
	3	SEC-I	PED203	Sports medicine, physiotherapy and rehabilitations	4
	4	SEC-II	PED204	Sports Training	4
<b>3<sup>rd</sup> Year</b>	1	DSC-1A	PED305	Recreation	6
	2	DSC-1B	PED307	Methods of Teaching in Phy. Education	6
<b>B.A. with Economics</b>					
<b>Class</b>	<b>Sr. No.</b>	<b>Type of Course</b>	<b>Course Code</b>	<b>Course Title</b>	<b>Credits</b>
<b>1<sup>st</sup> Year</b>	1	Core-1	ECON(A)101	Principle of Micro Economics-I	6
	2	Core-2	ECON(A)102	Principle of Micro Economics-II	6
<b>2<sup>nd</sup> Year</b>	1	Core-3	ECON(A)201	Principles of Macro Economics-I	6
	2	Core-4	ECON(A)202	Principles of Macro Economics-II	6
	3	SEC-I	ECON(A)203	Statistical Methods-I	4
			OR	OR	
			ECON(A)204	Economics of rural development	
	4	SEC-II	ECON(A)205	Statistical Methods-II	4
			OR	OR	

ECON(A)206 Demography					
<b>3<sup>rd</sup> Year</b>	1	DSC-1A	ECON(A)301	Indian Economy	6
	2	DSC-1B	ECON(A)305	Development Economics	6
	3	SEC-I	ECON(A)310	Public Finance	4
	4	SEC-II	ECON(A)311	Money and Banking	4
	5	GE	ECON(A)313	Economy of Himachal Pradesh	6
	6	GE	ECON(A)314	Indian Economy	6
B.A. with Geography					
Class	Sr. No.	Type of Course	Course Code	Course Title	Credits
<b>1<sup>st</sup> Year</b>	1	CC-1	GEOGP101	Physical Geography	6
	2	CC-2	GEOGP102	General Geography	6
<b>2<sup>nd</sup> Year</b>	1	CC-1	GEOGP201	Human Geography	6
	2	CC-2	GEOGP202	Environment Geography	6
	3	SEC-1	GEOGP203	Regional Planning and Development	4
	4	SEC-II	GEOGP204	Remote sensing & GPS	4
<b>3<sup>rd</sup> Year</b>	1	DSE-1A	GEOGP303-1DSE	Geography of India	6

	2	DSE-1B	GEOGP304-1DSE	Disaster Management	6
	3	SEC-1	GEOGP301SEC	Geographic Information System	4
	4	SEC-II	GEOGP302SEC	Field Techniques and Survey based Project Report	4
<b>B.A. with Sociology</b>					
<b>Class</b>	<b>Sr. No.</b>	<b>Type of Course</b>	<b>Course Code</b>	<b>Course Title</b>	<b>Credits</b>
<b>1<sup>st</sup> Year</b>	1	DSC-1A	SOCL-A101	Introduction to Sociology	6
	2	DSC-2A	SOCL-A102	Society in India	6
<b>2<sup>nd</sup> Year</b>	1	DSC-1C	SOCL-A302	Sociological Theories	6
	2	DSC-2C	SOCL-A204	Methods of Sociological Enquiry	6
	3	SEC-1	SOCL-A304	Techniques of Social Research	4
	4	SEC-2	SOCL-A305	Sociology of Environment	4
<b>3<sup>rd</sup> year</b>	1	DSC-1A	SOCL-A304	Marriage Family and Kinship	6
	2	DSC-2A	SOCL-A305	Social Stratification	6
	3	SEC-1	SOCL-A301	Social Demography	4
	4	SEC-2	SOCL-A302	Theory and Practice of Development	4
	5	GEC	SOCL-A307	Policy and Society in India	6

## B.A. with English

Class	Sr. No.	Type of Course	Course Code	Course Title	Credits
1 <sup>st</sup> Year	1	Compulsory	ENG CE 101	English-1 Core Eng. For BA & BCom	4+2+6
	2	Core	ENG DSC102/ ENG Hons GK101	English Literature-1	4+2+6
	3	Core	ENG DSC 203/ ENG Hons GE102	English Literature-2	4+2+6
	4	CC-2	ENG AECC 104	Writing Skills	4+2+6
2 <sup>nd</sup> Year	1	Compulsory	ENG CE 201	English-2 Core Eng for BA & BCom	4+2+6
	2	Core	ENG DSC202/ENG Hons. GK 203	British Literature	4+2+6
	3	Core	ENG DSC 203/ ENG Hons. GE 204	Literary Cross Currents	4+2+6
	4		ENG AECC/ SEC 205	Creating writing, books and media reviews	4
	5		ENG AECC/ SEC205	Translation of Studies and Principles of Translation	4
3 <sup>rd</sup> Year	1	DSE-1A	ENGDSE-303	Soft Skills Economic Geography	6
	2	DSE-1B	ENGDSE-304	Academic Writing and Composition	6
	3	AECC/SEC	ENGAECC/SEC301	Technical Writing	4
	4	AECC/SEC	ENGAECC/SEC302	Business Communication	4
	5	GEC	ENGGE-305	Literature from Himachal	6
	6	GEC	ENGGE-306	Contemporary India: Women and Empowerment	6

## Examination and Evaluation System

In Choice Based Credit System (CBCS) there is a two component evaluation pattern for all types of courses i.e. Annual Examination and Continuous Comprehensive Assessment (CCA). Student will participate in lectures, practicals and tutorials during his/ her course of study. After successful completion of a course, the student will be awarded specific number of credits and his performance will be evaluated in grade points. The annual examinations account for 70% while CCA accounts for 30% of the total marks.

A student will have to pass both the components (i.e. CCA and EYE) separately to become eligible to be declared successful in a course. The minimum passing marks will be 40% in aggregate. However, 35% each in internal assessment and final exam will be compulsory. For practicals, 40% passing marks will be compulsory.

### **Lectures:**

The students will participate in lectures according to their course structure and as per the college time table.

### **Tutorials:**

The tutorials will consist of participatory discussion/ desk work and problem solving sessions that make learners absorb and assimilate more effectively the contents of lecture sessions.

### **Practicals:**

This consists of hand on experience, laboratory experiment, field studies, case studies that equip students to acquire the much required skill component.

## End Year Examination

The end year examination is conducted as per the schedule of HP University Shimla. The end year examination will be of 3 hour duration and from whole syllabus of the course.

## Continuous Comprehensive Assessment (CCA):

The entire academic activities i.e. attendance, seminars, assignments and minor test in which student shall participate during his/her course of study will be taken into consideration across the academic year.

Note : Only those students will be allowed to appear in end year examination, who have been successful in the CCA

### CCA is further composed of following sub - components:

#### || Minor Test:

- ❖ There will be one minor test (class test for 5 marks and house test for 10 marks) during the whole session. The marks obtained in this test shall be added to the CCA. The test shall be conducted as per guidelines of HPU Shimla. The mode of conducting M.T. (15 marks) will be as under :
  - i) Class room test after completion of the 40% of syllabus.
  - ii) House Test will be conducted after completion of 75% syllabus.

#### || Classroom Activities:

- ❖ The student will also take part in various classroom activities i.e. assignments, presentations, class seminars and quizzes related to subject. The subject incharge shall keep a record of all these activities and assess the students accordingly. The class room activities will account for 10 marks.

#### || Attendance Incentive:

- ❖ It is compulsory for students to maintain their attendance above 75% (in lectures, tutorials and practicals). The students having attendance less than 75% will not be allowed to appear end year examination in the year concerned

- (I) provided that those having attendance between 74% and 65% will apply for exemption in a prescribed form accompanied by clear reason(s) for absence to the authorized functionaries;
- (II) Provided that those having between 64% and 50% attendance will apply for exemption in a prescribed form accompanied by a Medical Certificate from a government hospital.
- (III) Provided that exemption from 75% attendance will be given to those participating in prescribed co-curricular activities (e.g. R&R, NSS, youth festivals, sports etc) to the extent of 25% (making the necessary attendance as 50% in these cases). However, the claim for this exemption should be supported by authenticated certificate from the concerned college authorities/ subject incharges.
- (IV) Provided further that those getting the exemptions, except for those getting exemptions for co-curricular activities will not be entitled for getting the CCA marks for classroom attendance as given below:

◆ Classroom Attendance Incentive:

- (i) Those having greater than 75% attendance will be awarded CCA marks as follows:

>75% but <80%	1 marks
>80% but <85%	2 marks
>85% but <90%	3 marks
>90% but <95%	4 marks
>95%	5 marks

## Accumulation of Credits

At the end of the programme, if student successfully accumulates 132 credits he/she will be awarded UG degree as per the rules 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:

- ❖ 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.
- ❖ For cases pertaining to the Electives of the discipline specific courses: The Head of the Department (of the core subject), Course Teacher and a Senior Teacher of the Department of the 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 Funds**

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

### **Fee Structure:**

Tuition Fee for Boys: Rs. 50/- pm      Tuition Fee for Girls: NIL

### **Details of Fees/ Funds**

University Funds	Annual Charges	Practical Funds	Per Month
Univ. Development Fund	Rs. 250/- (500 for Non-subsidized seats)	Computer Science	Rs. 20/-
Univ. Registration Fee	Online	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/-

College Fund 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/-
House Examination Fund	Rs. 10/-	Duplicate Identity Card	Rs. 20/-
Magazine Fund	Rs. 50/-	NCC Fund	Rs. 10/-
Student Aid Fund	Rs. 02/-	Library Security (refundable)	Rs. 100/-
Book Replacement Fund	Rs. 25/-	Computer & Internet Facility	Rs. 20/-
Medical Fund	Rs. 06/-	Rovers and Rangers Fund	Rs. 60/-
Sports Fund	Rs. 210/-	College Development Fund	Rs. 10/-
Amalgamated Fund	Rs. 300/-	PTA Fund	Rs. 400/-

### Absence and other Fines:

- ❖ Per period absence: Rs. 1/-
- ❖ Absence from Practical: Rs. 3/- per practical
- ❖ Absence from house examination: Rs. 10/- per paper
- ❖ Late payment of dues: Rs. 1/- per day
- ❖ Late return of library books: Rs. 1/- per day



Students of BA/BSc/BCom will have to deposit their college fee and dues in two instalments. The amount to be paid in each instalment is given below:

**For B.A./B.Sc./B.Com 1<sup>st</sup> year students:**

1<sup>st</sup> instalment: to be paid at the time of admission.

B.A. & B.Com	B.Sc. (Non-Medical)	B.Sc. (Medical)
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 2<sup>nd</sup> and 3<sup>rd</sup> year students:**

1<sup>st</sup> instalment: to be paid at the time of roll on admission.

B.A. & B.Com	B.Sc. (Non-Medical)	B.Sc. (Medical)
Boys: Rs. 889/-	Boys: Rs. 1129/-	Boys: Rs. 1249/-
Girls: Rs. 589/-	Girls: Rs. 829/-	Girls: Rs. 949/-

**For B.A./ B.Sc./B.Com 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> year students:**

2<sup>nd</sup> instalment: to be paid in the month of November/December

B.A. & B.Com	B.Sc. (Non-Medical)	B.Sc. (Medical)
Boys: Rs. 700/-	Boys: Rs. 940/-	Boys: Rs. 1060/-
Girls: Rs. 400/-	Girls: Rs. 640/-	Girls: Rs. 760/-

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

- ❖ University Examination will be charged in addition to the above dues
- ❖ In case a student fails to deposit the college dues in time, his/her name will automatically get struck-off from the college rolls.
- ❖ If a student does not claim the refund of security deposits within one year of leaving the college his/her claim for refund shall not be entertained.
- ❖ PTA fund will be charged as per the college rule.

**Note :** 1. The above fee and funds are subject to change as per HPU/HP Govt. instructions.  
2. Fee and funds once deposited shall be refunded as per instructions of HPU/HP Govt.

## Bachelor of Computer Application (BCA)

### Course Profile

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 HP Govt., affiliated by HP University.

The total number of seats in BCA course are 50. The distribution of seats is as under :

	<b>Category</b>	<b>Number of Seats in BCA</b>
i)	Subsidised Seats	40
ii)	Non Subsidised Seats	10
	<b>Total (i+ii)</b>	<b>50</b>

### Eligibility Conditions:

Candidates who have passed 10+2 examination from HP 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 to BCA course is 21 years for general category, 24 years for SC/ST category and 23 years for girl candidate as on 1st July, 2022. The Vice-chancellor of HPU may permit age relaxation upto maximum of 6 months.

### Mode of Selection

The admission to BCA course will be made on the basis of merit of 10+2 examination.

### Scheme of Examination

The pass percentage in each subject will be 40%.

- ❖ 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.)
- ❖ Practical Examination:
  - ◆ Max. Marks: 50 Internal: 25 External:25
- ❖ Project Work: In the 6<sup>th</sup> 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:

- ◆ Project Report: 10Marks
- ◆ Seminar: 10 Marks (to be evaluated internally)
- ◆ Viva-Voce: 30 Marks

❖ Medium of Instruction: English will be the medium of instructions.

### **Fee Structure for Subsidized & Non Subsidized Seats**

BCA	Subsidized Seats		Non Subsidized Seats	
	1st, 3rd, 5th Sem.	2nd, 4th, 6th Sem.	1st, 3rd, 5th Sem.	2nd, 4th, 6th Sem.
Course Fee	Rs. 8000/- per sem.	Rs. 6040/- per sem.	Rs. 20,100/- per sem.	Rs. 6040/- per sem.
Library Security	1000/- Refundable		1000/- Refundable	
PTA Fund	Included in the above fee		Included in the above fee	

### **Admission Process**

#### **BCA-1<sup>st</sup> Semester**

Downloaded application forms accompanying the following documents should be submitted to The Principal cum Director, Govt. College, Bhoranj (Tarkwari).

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

#### Absence and other Fines:

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.
Fine for absence from House Test (per paper)	Rs. 50/-
Late return of library books (per day)	Rs. 1/- per book
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. The fine has to be deposited immediately, otherwise the student will not be allowed to attend classes/practical/exams and will be marked absent.
"Not in Dress" Fine	Rs. 10/- per day(after warning on sudden inspection Rs.20/-)

## Course Outline for BCA

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)

### First Year (2nd Semester)

Paper Code	Paper Title	Paper Code	Paper Title
BCA-0101	Mathematics-I	BCA-0201	Mathematics-II
BCA-0102	Applied English	BCA-0202	Communicative English
BCA-0103	Computer Fundamentals	BCA-0203	Digital Electronics
BCA-0104	C Programming	BCA-0204	Data Structures
BCA-0105	Office Automation Tools	BCA-0205	Data Base Management System
BCA-0104(P)	C Programming Lab-I	BCA-0204(P)	Data Structures Lab-III
BCA-0105(P)	Office Automation Tools Lab-II	BCA-0205(P)	Data Base Management System Lab-IV

### Second Year (3rd Semester)

### Second Year (4th Semester)

Paper Code	Paper Title	Paper Code	Paper Code
BCA-0301	Mathematics-III	BCA-0401	Personnel Management
BCA-0302	Business Practices and Management	BCA-0402	Accounting
BCA-0303	Computer Organization	BCA-0403	System Analysis and Design
BCA-0304	Object Oriented Programming with C++	BCA-0404	Internet Technology and Web Page Design
BCA-0305	Desktop Publishing and Designing	BCA-0405	Programming in Visual Basic
BCA-0304(P)	Object Oriented Programming with C++, Lab-V	BC-A0404(P)	Internet Technology and Web Page Design Lab-VII
BCA-0305(P)	Desktop Publishing and Designing Lab.-VI	BCA0405(P)	Programming in Visual Basics Lab. -VIII

### Third Year (5th Semester)

### Third Year (6th Semester)

Paper Code	Paper Title	Paper Code	Paper Title
BCA-0501	Operating Systems	BCA-0601	Computer Networks
BCA-0502	E-commerce	BCA-0602	Numerical Methods
BCA-0503	Management Information System	BCA-0603	Multimedia Technology
BCA-0504	ASP.net Technologies	BCA-0604	Computer Graphics
BCA-0505	Computer Oriented Statistical Methods	BCA-0605	Software Engineering
BCA-0504(P)	ASP.net Technologies Lab -IX	BCA-0604(P)	Computer Graphics Lab-XI
BCA-0505(P)	Computer Oriented Statistical Methods Lab-X	BCA-0605	Major Project



## Post Graduate Diploma in Computer Application (PGDCA)

### a) **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. The distribution of seats is as under :

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

### a) **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.

### b) **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, 2022.

**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 05-08-2022.

## Fee Structure for Subsidized & Non Subsidized Seats

PGDCA	Subsidized Seats		Non Subsidized Seats	
	1st Sem.	2nd Sem.	1st Sem.	2nd Sem.
Course Fee	Rs. 7165	Rs. 7450	Rs. 13,115	Rs. 11,500
Library Security	1000/- Refundable		1000/- Refundable	
PTA Fund	Included in the above fee		Included in the above fee	

## Admission Process

Downloaded application forms accompanying the following documents should be submitted to The Principal cum Director, Govt. College, Bhoranj (Tarkwari).

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.

### 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.

## COURSE OUTLINE FOR PGDCA

<b>(1st Semester)</b>		<b>(2nd Semester)</b>	
<b>Course Code</b>	<b>Paper Title</b>	<b>Course Code</b>	<b>Paper Title</b>
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

### SCHEME OF EXAMINATION FOR PGDCA

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 :

<b>Category</b>	<b>Marks</b>
<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>

## Administrative Committees for the Session 2022-23

### 1. College Advisory Committee

Dr. Jagjit Singh Patial	Convener
Prof. Kuljeet Singh	Member
Prof. Mukesh Kumar	Member
Dr. Pawan Verma	Member
Prof. Prince Thakur	Member
Dr. Vinod Kumar	Member
Dr. Asha Devi	Member

### 2. Self Finance Advisory committee

Prof. Mukesh Kumar	Coordinator
Dr. Pawan Verma	Member
Prof. Praveen Kumar	Member
Prof. Prince Thakur	Member
Dr. Vinod Kumar	Member

### 3. Internal Quality Assurance

#### Cell (IQAC)

Mr. Rakesh Kumar (Principal)	Chairperson
Prof. Mukesh Kumar	Co-ordinator
Prof. Praveen Kumar	Dy. Co-ordinator
Prof. Prince Thakur	Member
Dr. Asha Devi	Member
Dr. Sandeep Kumar	Member
Mr. Suman Banyal .	(Office Supt.)
College PTA President	
Pradhan Gram Panchyat-Kanjiaan & Sadhrian	
OSA President	

### 4. UGC Affairs & Research Promotion Committee

Prof. Kuljeet Singh	Conveer
Dr. Vinod Kumar	Member
Dr. Devender Singh	Member
Prof. Nikhil Kumar	Member

### 5. NAAC Reaccreditation Committee

Prof. Prince Thakur	Coordinator
Prof. Praveen	Member
Dr. VC Chandel	Member
Dr. Devender Singh	Member
Dr. Sandeep Kumar	Member

### 6. Centralized college purchase committee

Prof. Jagjit Singh Patyal	Conveer
Prof. Mukesh Kumar	Member
Prof. Praveen Kumar	Member
Prof. Prince Thakur	Member
Dr. Vinod Kumar	Member
Dr. Asha Devi	Member
Mr. Suman Banyal (Office Supt.)	Office Supt.

### 7. College Complaint and Redressal Committee

Mr. Rakesh Kumar (Principal)	Chairperson
Dr. Jagjit Singh Patyal	Convener
Prof. Mukesh Kumar	Member
Prof. Prince Thakur	Member
Dr. Vinod Kumar	Member
Dr. Asha Devi	Member
Prof. Tilak Raj	Member

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

Prof. Prince Thakur	Coordinator
Prof. Praveen Kumar	Member
Dr. Vinod Kumar	Member
Prof. Ravinder Kumar	Member
Dr. Sandeep Kumar	Member
Dr. Hem Suman Jamwal	Member
Mr. Kuldeep Kumar (Asstt. Lib.)	Member

## 9. RUSA Academic cum Internal Assessment Monitoring committee

(CCA/Practical and Term Awards /Internal assesment & other RUSA related grievances)

Dr.VC Chandel	Coordinator
Dr. Sandeep Kumar	Member
Dr. Hem Suman Jamwal	Member
Prof. Nikhil Kumar	Member
Prof. Ashish Negi	Member

## 10. Proctorial committee cum Anti ragging committee

Dr. Jagjit Singh Patial	Convener
Prof. Kuljeet Singh	Member
Prof. Mukesh Kumar	Member
Dr. Pawan Verma	Member
Prof. Prince Thakur	Member
Dr. Vinod Kumar	Member
Dr. Asha Devi	Member

## 11. Anti ragging squads

### 11a. Anti ragging squad-I New Block

Dr. VC Chandel
Dr. Devender Singh
Prof. Tilak Raj
Prof. Sunita Kumari

### 11b. Anti ragging squad-II Old Block

Dr. Naresh Kumar
Prof. Anjna Kumari
Dr. Hem Suman Jamwal
Prof. Ashish Negi
Prof. Nikhil Kumar

### 11c. Anti ragging Squad -III

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

Dr. Pawan Verma
Prof. Ravi Dutt
Prof. Ravinder Verma
Prof. Bhupender
Dr. Sandeep Kumar
Dr. Ashish Negi
Mr. Avtar Singh (Security Guard)

## 12. Scholarship Monitoring committee

Dr. Jagjit Singh Patyal	Nodal officer
Prof. Pawan Kumar	Member
Dr. VC Chandel	Member
Prof. Ravinder Kumar	Member
Prof. Bhupender Kumar	Member
Dr. Hem Suman Jamwal	Member

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

Dr. Devender Thakur	Controller of Examination
Prof. Pawan Kumar	Member
Dr. Naresh Kumar	Member
Dr. Hem Suman Jamwal	Member
Prof. Sunita Kumari	Member
Prof. Bhupender	Member
Dr. Sandeep Kumar	Member
Prof. Ashish Negi	Member
Prof. Tilak Raj	Member

### 14. Swachh Bharat Abhiyan Committee

Prof. Ravinder Kumar	Coordinator
Dr. Hem Suman Jamwal	Member
Prof. Ashish Negi	Member
Prof. Tilak Raj	Member
Prof. Bhupender Kumar	Member

### 15. Tent & Shamiana committee

Prof. Praveen Kumar	Convener
Dr. Vinod Kumar	Member
Dr. Devender Kumar	Member
Dr. Sandeep Kumar	Member
Dr. Hem Suman Jamwal	Member

### 16. Senior Tutors

Dr. Jagjit Singh Patyal	Science Faculty
Dr. Vinod Kumar	Arts Faculty
Prof. Pawan Kumar	Commerce Faculty

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

#### a. Faculty of Science

Prof. Ravi Dutt
Prof. Anjana Kumari

#### b. Faculty of Arts

Dr. Pawan Verma
Prof. Tilak Raj

#### c. Faculty of Commerce

Prof. Pawan Kumar
Prof. Nikhil Kumar

### 18. Prospectus Committee

Dr. Devender Singh	Co-ordinator
Prof. Pawan Kumar	Convener
Prof. Parveen Kumar	Member
Dr. Naresh Kumar	Member
Dr. Asha Devi	Member
Prof. Ravinder	Member

### 19. Time Table Committee

Dr. VC Chandel	Convener
Dr. Hem Suman Jamwal	Member
Dr. Sandeep Kumar	Member
Prof. Nikhil Kumar	Member

## 20. Library Affairs Committee

Prof. Ravi Dutt	Convener
Prof. Pawan Kumar	Member
Dr. Asha Devi	Member
Prof. Sunita Kumari	Member
Dr. Sandeep Kumar	Member
Dr. Hem Suman Jamwal	Member

## 21. College Magazine committee

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

## 22. Cultural Affairs Committee

Dr. Asha Devi	Convener
Prof. Anjna Kumari	Member
Prof. Sunita Kumari	Member
Prof. Tilak Raj	Member
Prof. Ashish Negi	Member

## 23. Refreshment committee

Prof. Ravi Dutt	Convener
Dr. Naresh Kumar	Member
Prof. Anjna Kumari	Member
Dr. Hem Suman Jamwal	Member
Prof. Nikhil Kumar	Member

## 24. Electricity cum water supply Repair/maintenance committee

Dr. Vinod Kumar	Convener
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Dr. Naresh Kumar	Dy. Convener
Prof. Tilak Raj	Member
Prof. Bhupender Kumar	Member
Prof. Ashish Negi	Member

## 25. Educational tour committee

Prof. Praveen Kumar	Convener
Dr. Devender Singh	Member
Dr. VC Chandel	Member
Prof. Anjna Kumari	Member
Prof. Sunita Kumari	Member

## 26. Building Fund committee

Mr. Rakesh Kumar (Principal)	Chairperson
Dr. Jagjit Patyal	Member secretary
Prof. Kuljeet Singh	Member
Prof. Mukesh Kumar	Member
Prof. Prince Thakur	Member
Dr. Vinod Kumar	Member
Pradhan, Gram Panchyat Sadhrian	Member
President PTA	Member
SDO HPPWD Sub-Division Bhoranj	Member
Donor	Member

## 27. Campus Maintenance And Beautification/Green campus Initiative/AYUSH committee

Dr.V.C. Chandel	Convener
Prof. Ravinder Kumar	Member
Prof. Bhupender Kumar	Member
Prof. Sunita Kumari	Member

### 28. Student Aid Fund & Book Bank committee

Prof. Pawan Kumar	Co-ordinator
Dr. Naresh Kumar	Member
Prof. Tilak Raj	Member

### 29. Career Guidance & students Placement cell

Dr. Vinod Kumar	Co-ordinator
Dr. Naresh Kumar	Member
Prof. Ravinder Kumar	Member
Prof. Sunita Kumari	Member
Prof. Nikhil Kumar	Member
Mr. Sunil Dutt (LA)	

### 30. Photography committee

Dr. Devender Singh	Convener
Prof. Tilak Raj	Member
Prof. Sunita Kumari	Member

### 31. Campus safety/Disaster Management committee

Prof. Kuljeet Singh	Convener
Prof. Prince Thakur	Member
Dr. Vinod Kumar	Member
Dr. Devender Singh	Member
Dr. Asha Devi	Member

### 32. College Canteen committee

Prof Ravi Dutt	Convener
Dr. Asha Devi	Member
Dr. Naresh Kumar	Member
Dr. VC Chandel	Member

### 33. Press/Publicity committee

Dr. Asha Devi
Prof Ravinder Kumar

### 34. Women's Grievances Redressal Cell

Prof Anjna Kumari	Convener
Prof Sunita Kumari	Member
Student Final Year	Member
Ms. Tripta Devi (Class-IV)	Member

### 35. House Allotment Committee

Prof Kuljeet Singh	Convener
Prof. Praveen Kumar	Member
Dr. Devender Singh	Member
Prof. Ravinder Kumar	Member
Mr. Suman Banyal (Off. Supdt.)	Member

### 36. First Aid Committee

Prof Anjna	Convener
Prof. Nikhil Kumar	Member
Prof. Bhupender Kumar	Member

### 37. College Website Management Committee

Prof. Praveen Kumar	Convener
Prof. Prince Thakur	Member
Mr. Rajesh Kumar	Member

### 38. College Sanitization Committee

Prof. Mukesh Kumar	Convener
Dr. Pawan Verma	Member
Prof. Pawan Kumar	Member
Mr. Suman Banyal (Office Supdt.)	Member

### 39. College CSCA Advisory Committee

Dr. Jagjit Singh Patyal	Convener
Prof. Kuljeet Singh	Member
Prof. Ravi Dutt	Member
Prof. Prince Thakur	Member

### 40. Sports Advisory Committee

Prof. Mukesh Kumar	Convener
Dr. Pawan Verma	Member
Prof. Praveen Kumar	Member
Prof. Prince Thakur	Member
Dr. V.C. Chandel	Member

### 41. Prize Purchase/Distribution Committee

Dr. Jagjit Singh Patyal	Convener
Dr. Kuljeet Singh	Member
Dr. Pawan Verma	Member
Prof. Ravi Dutt	Member
Prof. Pawan Kumar	Member
Prof. Sandeep Kumar	Member
Dr. Ashish Negi	Member

### 42. Student Exchange Program Monitoring Committee

Prof. Kuljeet Singh	Convener
Prof. Pawan Kumar	Member

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

Dr. Pawan Verma	Convener
Prof. Ravi Dutt	Member

### 44. Old Student Association Affairs Committee

Prof. Prince Thakur	Convener
Prof. Tilak Raj	Member
Mr. Kuldeep Kumar	Member

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

Prof. Ravi Dutt	Convener
Prof. Prince Thakur	Member
Prof. Ravidner	Member
Dr. Asha Devi	Member
Prof. Tilak Raj	Member

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

Dr. Asha Devi	Convener
Prof. Sunita Kumari	Member
Prof. Ashish Negi	Member
Dr. Sandeep Kumar	Member

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

Prof. Anjana Kumar	Convener
Prof. Bhupender	Member
Prof. Nikhil Kumar	Member
Dr. Hem Suman Jamwal	Member

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

Prof. Prince Thakur	Convener
Dr. V.C. Chandel	Member
Dr. Devender Singh	Member
Prof. Sunita	Member

## 49. National Service Scheme (NSS)

Prof. Ravinder Kumar Programme Officer  
Sh. Suman Banyal (Office supt.)

## 50. Rover and Ranger Incharges

Prof. Anjna Kumari  
Prof. Bhupender Kumar

## 51. Red Ribbon Club

Dr. Devender Singh Convener  
Prof. Ashish Negi Member  
Prof. Bhupender Kumar

## 52. Road safety Club

Prof. Kuljeet Singh Convener  
Prof. Bhupender Kumar Member  
Prof. Tilak Raj Member

## 53. Energy and Environment committee/Eco Club

Prof. Prince Thakur Convener  
Dr. Devender Singh Member  
Dr. Naresh Kumar Member  
Prof. Tilak Raj Member

## 54. College Bursar

Prof. Pawan Kumar

## 55. BCA Co-ordinator

Prof. Mukesh Kumar

## 56. PGDCA Co-ordinator

Prof. Praveen Kumar

## 57. AISHE Co-ordinatore

Dr. Hem Suman Jamwal

## 58. Sports Assignments

Dr. Pawan Verma Coordinator

- 1. Athletics**  
Dr. Jagjit Singh Patial (Boys)  
Prof Anjna (Girls)
- 2. Weightlifting**  
Prof. Mukesh (Boys)  
Prof. Anjana (Girls)
- 3. Badminton**  
Dr. Hem Suman Jamwal (Boys)  
Dr. Asha Devi (Girls)
- 4. Basketball**  
Dr. VC Chandel (Boys)  
Dr. Asha Devi (Girls)
- 5. Volleyball**  
Dr. Naresh Kumar (Boys)  
Prof. Sunita Kumari (Girls)
- 6. Kabaddi**  
Prof. Ravi Dutt (Boys)  
Prof. Sunita Kumari (Girls)
- 7. Table-Tennis**  
Dr. Sandeep Kumar (Boys)  
Dr. Asha Devi (Girls)
- 8. Boxing**  
Dr. Kuljeet Singh (Boys)  
Prof. Anjna (Girls)
- 9. Cross-Country**  
Prof. Bhupinder (Boys)  
Prof. Sunita Kumari (Girls)

## 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 specified hours. 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 168 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.*

## **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.

## **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 32 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 has been established in this college. The IQAC functions as a link between students 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 to towards quality enhancement through internationalization of quality culture and institutionalization of best practices.

### **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.

### **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**

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. It's vital importance for students to have awareness and understanding & respect all the road safety rules.

## **Students Central Association**

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:

### **◆ Central Sponsored Schemes**

- ◆ Post Matric Scholarship Scheme for SC Students
- ◆ Post Matric Scholarship Scheme for ST Students
- ◆ Post Matric Scholarship Scheme for OBC Students
- ◆ Dr. Ambedkar Post Matric Scholarship of Economically Backward Classes.

### **◆ State Sponsored Schemes**

- ◆ Kalpana Chawla Chhatravriti Yojna
- ◆ IRDP Scholarship Scheme
- ◆ Indira Gandhi Utkrist Chattervriti Yojna for Post Plus Two Students.

Students should submit the scholarship forms as per directions of Directorate of Higher Education, HP Govt. 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 started.

### **Prizes/ Awards**

Prizes are given to the students achieving distinction in Minor Test, 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-varsity level. These prizes are awarded in the Annual Prize Distribution Function of the College organized in the month of February/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.

### **'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.

### **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 prestigious research and educational institutions.

### **Educational Tour**

Educational Tours are also organized by college for providing expose 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 proceeding on tour.

## Code of Conduct

1. 75% lecture attendance and 20% marks in each subject in Minor- Test 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 Performa 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 there of this 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 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 course 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 pursue 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,
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

Email: [helpline@antiragging.net](mailto:helpline@antiragging.net)

State:0177 -2625400,2625819

Email: [cm-hp@pic.in](mailto:cm-hp@pic.in)

# COLLEGE ANNUAL CALENDER FOR THE SESSION 2022-23

## Examination Schedule (BA/BSc./B.Com)

Exam Type	1st 2nd, 3rd Year
Mid-Term Test	Mid December 2022
Year End Exam	15-04-2023 to 20-05-2023

## Examination Schedule BCA/PGDCA

Exam Type	1st 3rd, 5th Sem	2nd, 4th, 6th Sem
Mid-Term Test	Mid October, 2022	Mid March 2023
End Sem Exam	November/ Dec., 2022	April/ May, 2023

## Vacation Schedule

(a) Festival Break	2 days before Diwali i.e 22-10-2022 to 26-10-2022	5 days
(b) Winter Break	1st January 2023 to 04-02-2023	35 days
(c) Summer Break	21-05-2023 to 15-06-2023 (Tentative)	25 days

## OTHER ACTIVITIES OF THE COLLEGE

1. Principal's Address and introduction of faculty	1st Aug. 2022
2. Change of Subject/Faculty	1st to 10th Aug. 2022
3. Enrolment in Various activities/Unit (NSS, R&R, Eco club, Red Ribbon Club, Road safety club)	Upto 20th Aug.2022
4. Formation of Subject Societies and Clubs	3rd & 4th week of Aug. 2022
5. Formation of Tutorial Group	1st Week of Sep. 2022
6. Tutorial Meet	Once in a week
7. Talent Hunt for various Activities	Last Week of Sep. 2022
8. Activity Day (Seminar, Lecture, Debate, Paper Writing)	Once in week
9. Community Participation (General House & Formation of PTA)	5th September, 2022
10. Van Mahotsav	2nd & 3rd week of August 2022
11. CSCA Election	As Per HPU Notification
12. Cultural Function - "AAGAAZ"	Mid Sep. 2022
13. HP Youth Festivals	As Per HPU Notification
14. Teacher's Days	5th September, 2022
15. Hindi Diwas	14th September, 2022
16. National Service Day,(NSS Day) (Awareness regarding first aid, fire safety and disaster management)	24th September, 2022
17. Education Day	11th November,2022
18. Annual Athletic Meet	December, 2022
19. World Aids Day	1st December, 2022
20. AIDS awareness, week	1st Week of Dec. 2022
21. World Human Rights Day	10th December 2023
22. CSCA Cultural Functions-"UMANG, 2022"	Mid December, 2022
23. NSS Annual Camp	Last Week of December, 2022
24. Science Day	28th February, 2023
25. International Women Day	8th March, 2023
26. Annual Prize Distribution Function	3rd/4th Week of March, 2023

## Glimpses of 2021-22

