



Academic
Block

Sr.No.:

PROSPECTUS 2016-17



Jyoti Rawat
HPU Merit Holder



Krishan Dutt
GAURAV



Sneha Sharma
GAURAV



Arti Devi
HPU Merit Holder

Shree Guru Gobind Singh Jee Government Post Graduate College

Paonta Sahib, District Sirmour (H.P.) 173025

Telefax: 01704-223357, email: gcpaontasahib@gmail.com

website: www.gdcpaontasahib.com

₹ : 50.00



Annual Calendar



RUSA (CBCS) UG Classes (B.A./B.Com./B.Sc./B.C.A. 1st, 3rd, & 5th Semester):

Admission Schedule:

Submission of Admission Forms by
the Students: 21st June to 25th June 2016 (5 Days)
Display of Merit List: 26th and 27th June 2016 (2 Days)
Fee Deposit by the Students: 28th June to
30th June 2016 (3 Days)

**Note: There is no provision of admission as per university ordinance after 30th June of every year and as per Hon'ble High Court Decision. No admission will be given after the schedule.*

RUSA (CBCS) UG Classes (B.A./B.Com./ B.Sc./B.C.A. 2nd, 4th & 6th Semester):

Regular Teaching of Classes (2nd, 4th & 6th Semester):

Regular Teaching of Classes: 24th November 2016 to
31st December 2016 (38 Days)

Winter Vacations: 1st January to
10th February 2017 (41 Days)

Regular Teaching of Classes: 11th February 2017 to
14th April 2017 (63 Days)

Online Examination Forms: 1st March to 31st March 2017
Examinations: w.e.f. 11th April 2017

RUSA (CBCS) UG Classes (B.A./B.Com./B.Sc./ B.C.A. 1st, 3rd, & 5th Semester):

Regular Teaching of Classes (1st, 3rd and
5th Semester): 1st July 2016 to
14th October 2016 (15 weeks)

Diwali Break: 28th October 2016 to
31st October 2016 (4 Days)

Online Examination Forms: 1st August to 31st August 2016
End Semester Examinations: w.e.f. 14th October 2016

RUSA (CBCS) PG Classes (M.A. English, M.Com. and PGDCA 1st Semester):

Online Examination Forms: 1st September to
30th September 2016
Examinations: w.e.f. 23rd November 2016

RUSA (CBCS) PG Classes (M.A. English, M.Com. and PGDCA 2nd Semester):

Online Examination Forms: 20th March to 20th April 2017
Examinations: w.e.f. 3rd June 2017

**Examination Schedule vide HPU Conduct Branch notification No. 1-1/2016-HPU (Conduct) PG/UG exams. schedule, Dated 18.05.2016)*

**Admission and Vacation Schedule vide Directorate of Higher Education notification no. EDN-H(8)B(3)/2011-Admn/Vacation Sch. dated 28th May 2016.*

Tentative Calendar of Intra-College Activities and Functions:

- | | | |
|----------------------------|---|---|
| 1. PTA General House | : | 17 th August 2016 (Sunday) |
| 2. Annual Athletics Meet | : | According to HPU Sports Calendar |
| 3. Mid Term Examinations | : | 1 st October 2016 (1 st , 3 rd & 5 th Semester) |
| 4. Mid Term Examinations | : | 28 th March 2017 (2 nd , 4 th & 6 th Semester) |
| 5. Annual Function 2016-17 | : | According to Declaration of HPU Results |

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About our college

With the beginning of this academic year the college has entered into its 23rd year of academic excellence. Established in the year 1994 Shree Guru Gobind Singh Jee Government Post Graduate College Paonta Sahib has earned its name far and wide. It has been given the name after 10th Sikh Guru Shree Guru Gobind Singh Jee Maharaj to commemorate the Khalsa Panth which he founded here itself during his sojourn between 1685-1689. It is said that he spent most of his time in meditating and experiencing spiritual bliss. His spiritual vibes can be experienced even today if one wills.

The college campus is spread over 40 bighas of land in the village Shubh Khera of Paonta Sahib about 1.5 kilometres away from Bus Station. One can walk upto College from minutes. The majestic



Yamuna flows by the town tirelessly giving the dwellers a feel of ancient glorious past. On important religious festivals, people from Delhi and other far-off places come to have a heavenly dip in the sylvan crystal clear pure water of Yamuna. Dehradun, the capital city of Uttarakhand State, is not very far and one can reach within one hour covering 50 kilometres.

Once cottedged in a Sugar Mill, the College has now turned into a multi-storeyed building with well-equipped labs and study rooms. The developmental works of administrative and other academic blocks are still going on. The college has got the biggest playground in the town wherein number of sports activities can be witnessed throughout the day. The library has a storage of more than 9,000 books and has e-access facility through N-LIST. The college campus has wireless fidelity (Wi-Fi) system for online connectivity from any corner of the campus.

The College is affiliated to Himachal Pradesh University, Shimla and recognised by the University Grants Commission, Government of India, New Delhi. Being a government institution, experienced and well-qualified dedicated faculty is always a boon to the students enrolled with this institution. The college also offers ample exposure to students through co-curricular activities to develop them into a multi-faceted personality.

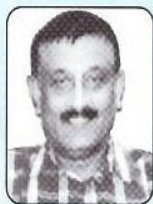


Faculty



Principal

Dr. Kiranveer Singh



Teaching Faculty

Deptt. of Botany

1. Prof. Dhanmanti Kandasi



2. Dr. Jahid Ali Malik



Deptt. of Chemistry

1. Prof. Amita Joshi



2. Prof. Pooja Kashyap



Deptt. of Commerce

1. Prof. Titi Singh Chauhan



2. Prof. Mast Ram



3. Prof. Rinku Aggarwal (PTA-GIA)



Deptt. of Economics

1. Prof. Nalin Ramaul



2. Sh. Yashpal Singh



Deptt. of English

1. Dr. Nanduri Raj Gopal



2. Dr. Dipali Sharma Bhandari



3. Prof. Manjinder Kaur



4. Prof. Reena Chauhan



Deptt. of Geography

1. Dr. Jagdish Chand



Deptt. of Hindi

1. Prof. Devendra Gupta



Deptt. of History

2. Prof. Shanta Kumar



Deptt. of Maths

1. Prof. Vandana Kansal



Deptt. of Music

1. Dr. Kiran Bala Sharma



2. Prof. Ravinder Singh



Deptt. of Physics

1. Dr. Kuldeep Singh Sen



2. Prof. Chinoo Bansal



Deptt. of Pol. Sci.

1. Prof. Mohan Singh Negi



Deptt. of Sanskrit

1. Dr. Usha Joshi



Deptt. of Sociology

1. Dr. Alka Chauhan



Deptt. of Zoology

1. Prof. Ritu Pant



2. Prof. Seema Tyagi



Librarian

1. Sh. Kuldeep Singh Negi



Non Teaching Staff

OFFICE STAFF

1. Sh. Naresh Kumar Batra (Supdt. G-II)



2. Smt. Rekha Tomar (Sr. Asstt.)



3. Sh. Najakat Ali (Clerk)



4. Sh. Sanjay Kumar
(Computer Operator)



LAB STAFF

1. Sh. Guman Singh (SLA)



2. Smt. Raj Laxmi (SLA)



3. Sh. Naresh Lamba
(Junior Lecturer Assistant)



4. Sh. Gulab Singh Manta
(Junior Lecturer Assistant)



Class IV

1. Sh. Nup Singh



2. Sh. Jeet Ram

3. Smt. Raj Rani



4. Smt. Kala Devi



5. Smt. Jogindro Devi



6. Sh. Mani Ram



8. Smt. Sumitra Devi





Committees For 2016-17



Admission cum Counselling Committees

Sale of Prospectus (Chemistry Lab)

1. Smt. Raj Lakshmi, SLA
2. Sh. Guman Singh, SLA

Overall Incharge Admissions (Physics Lab)

1. Dr. Alka Chauhan

Dean of Admission (Physics Lab)

- | | |
|----------------------|------------------------|
| 1. Science Faculty | : Dr. Kuldeep Sen |
| 2. Commerce Faculty | : Prof. Ritu Pant |
| 3. Arts Faculty | : Prof. Devendra Gupta |
| 4. Smt. Reena (Peon) | |

B.A. 1st Semester (IGNOU Room)

1. Prof. Nalin Ramaul (Convener)
2. Dr. Jagdish Chand
3. Dr. Usha Joshi
4. Prof. Mohan Singh Negi
5. Prof. Shanta Negi
6. Sh. Naresh Lamba (JLA)
7. Sh. Anil Kumar (LA) – Data Entry
8. Smt. Kala Devi (Peon)

B.A. 3rd & 5th Semester (Room No. 201)

1. Prof. Manjinder Kaur (Convener)
2. Dr. Dipali Sharma
3. Dr. Kiran Bala Sharma
4. Prof. Reena Chauhan
5. Prof. Ravinder Singh
6. Smt. Sumitra Devi – 1 (Peon)

B.Com. 1st, 3rd and 5th Semester (Room No. 101)

1. Prof. Titi Singh Chauhan (Convener)
2. Prof. Mast Ram
3. Prof. Rinku Aggarwal
4. Sh. Gulab Singh Manta, JLA
5. Prof. Jyoti Sharma – Data Entry
6. Smt. Sumitra Devi – 1 (Peon)

B.Sc. 1st Semester (Botany Lab)

1. Prof. Dhanmanti Kandasi (Convener)
2. Prof. Pooja Kashyap
3. Prof. Vandana Kansal
4. Smt. Sumitra Devi – 2 (Peon)

B.Sc. 3rd and 5th Semester (Zoology Lab)

1. Prof. Chinu Bansal (Convener)
2. Prof. Amita Joshi
3. Prof. Seema Tyagi
4. Smt. Sumitra Devi – 2 (Peon)

B.C.A. & P.G.D.C.A. (IT Lab)

1. Dr. N.R. Gopal (Dean IT)
2. Prof. Yashpal Tomar
3. Ms. Bhumika
4. Sh. Mahesh Kumar (LA)
5. Sh. Deepak (Peon)

Food Processing & Pharma. (Community College Lab)

1. Jahid Ali Malik (Dean – Community College)
2. Sh. Rahul Dev
3. Smt. Asha Kaushal
4. Sh. Deepak (Peon)

Change of Subject/Faculty Committee

1. Dr. Alka Chauhan – Incharge Admissions
2. Dr. Kuldeep Sen – Dean Science
3. Prof. Ritu Pant – Dean Commerce
4. Prof. Devendra Gupta – Dean Arts
5. Prof. Nalin Ramaul – Convener B.A. 1st Sem.
6. Prof. Titi Singh Chauhan – Convener B.Com.
7. Prof. Dhanmanti Kandasi – Convener B.Sc. 1st Sem.

M.A. 1st Semester (IT Lab)

1. Dr. Nanduri Raj Gopal (Convener)
2. Prof. Manjinder Kaur
3. Dr. Dipali Sharma Bhandari
4. Prof. Reena Chauhan

M.Com. 1st Semester (Staff Room)

1. Prof. Titi Singh Chauhan (Convener)
2. Prof. Mast Ram
3. Prof. Rinku Aggarwal

Incharges and Official Responsibilities

1.	College Finances	Bursar	Prof. Titi Singh Chauhan
2.	RUSA	Coordinator	Prof. Nalin Ramaul
3.	PTA	Secretary	Sh. Naresh Batra (Superintendent)
4.	IT (Self Financing)	Coordinator	Dr. Nanduri Raj Gopal
5.	IGNOU	Coordinator	Prof. Nalin Ramaul
6.	IGNOU	Asst. Coordinator	Prof. Amita Joshi
7.	Community College	Nodal Officer	Dr. Jahid Ali Malik
8.	NSS (Boys Unit)	Programme Officer	Prof. Mast Ram
9.	NSS (Girls Unit)	Programme Officer	Prof. Reena Chauhan
10.	Rover	Incharge	Prof. Mohan Singh Negi
11.	Ranger	Incharge	Prof. Seema Tyagi
12.	Science Society	Incharge	Prof. Kuldeep Sen
13.	Social Science Society	Incharge	Prof. Alka Chauhan
14.	Planning Forum	Incharge	Prof. Yashpal Tomar
15.	Commerce Society	Incharge	Prof. Titi Singh Chauhan
16.	Sports	Incharge	Prof. Yashpal Tomar
17.	Staff	Secretary	Dr. Jagdish Chand
18.	Staff	Co-Secretary	Prof. Reena Chauhan

Administrative Committees

Anti-Drug Cell

1. Dr. Dipali Sharma (Convener)
2. Prof. Mohan Singh Negi
3. Prof. Pooja Kashyap
4. Prof. Shanta Kumar

Beautification & Cleanliness Committee

1. Manjinder Kaur (Convener)
2. Prof. Dhanmanti Kandasi
3. Prof. Reena Chauhan
4. Prof. Mast Ram
5. Smt. Rekha Tomar (Sr. Asst.)

Building Repair

1. Prof. Titi Singh Chauhan (Convener)
2. Dr. Jahid Ali Malik
3. Dr. Jagdish Chand

RUSA Grievances Redressal Cell

1. Dr. Kuldeep Sen (Convener)
2. Prof. Nalin Ramaul
3. Dr. Jagdish Chand
4. Prof. Mohan Singh Negi
5. Prof. Pooja Kashyap
6. Sh. Sanjay Kumar

4. Prof. Rinku Aggarwal
5. Sh. Najakat Ali (Clerk)
6. Sh. Gulab Singh Manta (JLA)

Bus-Pass Committee

1. Prof. Dhanmanti Kandasi (Convener)
2. Prof. Reena Chauhan
3. Prof. Ravinder Singh
4. Prof. Usha Joshi
5. Prof. Mast Ram

Canteen Committee

1. Prof. Devendra Gupta (Convener)
2. Prof. Ravinder Singh
3. Prof. Mast Ram

Career Guidance Cell

1. Dr. Dipali Sharma (Convener)
2. Prof. Reena Chauhan

3. Dr. Jahid Ali Malik
4. Prof. Pooja Kashyap
5. Prof. Vandana Kansal
6. Dr. Jagdish Chand
7. Prof. Rinku Aggarwal

College Advisory Committee

1. Dr. Alka Chauhan (Convener)
2. Dr. Kuldeep Sen
3. Prof. Ritu Pant

College Magazine Committee

- | | | |
|----|------------------------|---------------------------|
| 1. | Prof. Devendra Gupta | Chief Editor |
| 2. | Prof. Manjinder Kaur | Editor – English Section |
| 3. | Prof. Devendra Gupta | Editor – Hindi Section |
| 4. | Dr. Usha Joshi | Editor – Sanskrit Section |
| 5. | Prof. Yashpal Tomar | Editor – Planning Section |
| 6. | Prof. Vandana Kansal | Editor – Science Section |
| 7. | Prof. Mohan Singh Negi | Editor – Pahari Section |
| 8. | Prof. Ravinder Singh | Editor – Music Section |

CSCA Advisory Committee

1. Dr. Alka Chauhan (Convener)
2. Dr. Kuldeep Sen
3. Prof. Ritu Pant
4. Prof. Devendra Gupta

Cultural Activities & Youth Festival Committee

1. Prof. Devendra Gupta (Convener)
2. Prof. Manjinder Kaur
3. Dr. Dipali Sharma
4. Dr. Jagdish Chand
5. Dr. Usha Joshi
6. Prof. Reena Chauhan
7. Prof. Ravinder Singh
8. Dr. Kiran Bala Sharma
9. Prof. Vandana Kansal
10. Prof. Mohan Singh Negi
11. Prof. Yashpal Tomar

Discipline & Anti-Ragging Committee

1. Prof. Titi Singh Chauhan (Convener)
2. Prof. Seema Tyagi
3. Dr. Kiran Bala Sharma
4. Prof. Usha Joshi
5. Prof. Mohan Singh Negi
6. Prof. Ravinder Singh

7. Prof. Pooja Kashyap
8. Prof. Vandana Kansal

Discipline Action Taken Committee

1. Dr. Alka Chauhan (Convener)
2. Dr. Kuldeep Sen
3. Prof. Ritu Pant
4. Prof. Devendra Gupta
5. Sh. Naresh Batra (Superintendent)

Eco Club

1. Prof. Dhanmanti Kandasi (Incharge)
2. Prof. Seema Tyagi
3. Prof. Jahid Ali Malik
4. Dr. Jagdish Chand
5. Smt. Raj Lakshmi, SLA

Electricity

1. Prof. Chinu Bansal (Convener)
2. Prof. Mohan Singh Negi
3. Prof. Mast Ram
4. Smt. Rekha Tomar, Sr. Asst.
5. Sh. Sanjay Kumar

Furniture Repair

1. Dr. Jagdish Chand (Convener)
2. Prof. Mast Ram
3. Prof. Rinku Aggarwal
4. Smt. Rekha Tomar (Sr. Asst.)
5. Sh. Guman Singh (SLA)

Library Advisory Committee

1. Dr. Kuldeep Sen (Convener)
2. Prof. Titi Singh Chauhan
3. Prof. Seema Tyagi
4. Dr. Dipali Sharma
5. Dr. Jagdish Chand
6. Prof. Shanta Negi
7. Sh. Kuldeep Singh Negi, Librarian

Mid Term/House Exam Committee

1. Prof. Nalin Ramaul (Convener)
2. Prof. Seema Tyagi
3. Prof. Chinu Bansal
4. Prof. Shanta Negi
5. Prof. Rinku Aggarwal

6. Sh. Naresh Lamba, JLA
7. Sh. Gulab Singh Manta, JLA

Prospectus Committee

1. Prof. Nalin Ramaul (Convener)
2. Prof. Manjinder Kaur
3. Prof. Chinu Bansal
4. Prof. Yashpal Tomar
5. Sh. Sanjay Kumar

Purchase Committee

1. Dr. Alka Chauhan (Convener)
2. Dr. Kuldeep Sen
3. Prof. Titi Singh Chauhan (Bursar)
4. Sh. Naresh Batra (Superintendent)
5. HOD of Concerned Purchase

Red Ribbon Club

1. Prof. Amita Joshi (Convener)
2. Prof. Seema Tyagi
3. Dr. Jahid Ali Malik
4. Prof. Pooja Kashyap
5. Sh. Guman Singh, SLA

Scholarship & Fee Concession Committee

1. Dr. Nanduri Raj Gopal (Convener)
2. Prof. Titi Singh Chauhan (Co-Convener)
3. Manjinder Kaur
4. Dr. Dipali Sharma
5. Dr. Jagdish Chand
6. Prof. Rinku Aggarwal
7. Prof. Bhumika
8. Prof. Jyoti
9. Sh. Najakat Ali

Sports Affair Committee

1. Prof. Ritu Pant (Convener)
2. Dr. Jahid Ali Malik
3. Prof. Yashpal Tomar
4. Prof. Shanta Negi
5. Prof. Mast Ram
6. Prof. Rinku Aggarwal

Time Table Committee

1. Prof. Nalin Ramaul (Convener)
2. Prof. Titi Singh Chauhan
3. Prof. Amita Joshi

Tobacco Control Committee

1. Prof. Dhanmanti Kandasi (Convener)
2. Prof. Mohan Singh Negi
3. Prof. Pooja Kashyap
4. Prof. Shanta Kumar
5. Sh. Guman Singh, SLA

UGC & NAAC Committee

1. Prof. Nalin Ramaul (Convener)
2. Prof. Amita Joshi
3. Prof. Chinu Bansal
4. Dr. Jahid Ali Malik
5. Sh. Najakat Ali (Clerk)
6. Sh. Anil Kumar (LA)

University Forms Attestation Committee

1. Prof. Dhanmanti Kandasi (Convener)
2. Prof. Reena Chauhan
3. Prof. Mohan Singh Negi

Water and Sanitation

1. Prof. Amita Joshi (Convener)
2. Prof. Yashpal Tomar
3. Prof. Shanta Kumar
4. Sh. Naresh Kumar Lamba (JLA)
5. Sh. Deepak Kumar
6. Smt. Jogindro Devi

Women Grievance Redressal Cell

1. Dr. Alka Chauhan (Convener)
2. Dr. Kuldeep Sen
3. Prof. Ritu Pant
4. Dr. Nanduri Raj Gopal
5. Dr. Usha Joshi
6. Sh. Naresh Batra (Superintendent)

Note: The Principal has every right to make necessary changes and modifications in the committee from time to time as required.

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

2016-17 Academic Session

The Himachal Pradesh University vide Letter No. 2-1/2012-हि.प्र.वि.(शै.) dated 4 June 2016 has notified the acceptance of the latest course curriculum under Choice-Based Credit System (CBCS) brought out by the University Grant Commission for implementation from the 2016-17 academic session.

Outline of Choice Based Credit System

1. **Core Courses (C):** 14 for honours courses; 4 discipline specific papers each for regular courses and 2 papers each for English and Hindi/MIL in B.A./B.Com.
2. **Elective Course:**
 - 2.1 **Discipline Specific Elective (DSE) Course:** 4 honours courses and 2 each for regular courses. Elective courses offered under the main discipline/subject of study is referred to as Discipline Specific Elective.
 - 2.2 **Generic Elective (GE) Course:** 4 for honours courses and 2 each for B.A./B.Com. regular courses. An elective course chosen from an unrelated discipline/subject, with an intention to seek exposure beyond discipline/s of choice is called a Generic Elective. A core course offered in a discipline/subject may be treated as an elective by other discipline/subject and vice versa and such electives may also be referred to as Generic Elective.
3. **Ability Enhancement Courses (AEC):** The Ability Enhancement (AE) Courses may be of two kinds:
 - 3.1 **Ability Enhancement Compulsory Courses (AECC):** AECC courses are the courses based upon the content that leads to knowledge enhancement; i. Environment Science and ii. English/Hindi/MIL Communication. These are mandatory for all disciplines.
 - 3.2 **Skill Enhancement Courses (SEC) (minimum 2 for honours courses and 4 for regular courses):** These courses may be chosen from a pool of courses designed to provide value-based and/or skill-based knowledge and should contain both theory and lab/hands-on/training/field work. The main purpose of these courses is to provide students life-skills in hands-on mode so as to increase their employability.
4. **Practical/Tutorials:** One each with every core and discipline/generic specific elective paper.

A

Details of Courses under B.Sc. (Honours)

Course	*Credits	
	Theory + Practical	Theory + Tutorial
I. Core Course (6 Credits)		
(14 Papers)	14 x 4 = 56	14 x 5 = 70
Core Courses Practical / Tutorial*		
(14 Papers)	14 x 2 = 28	14 x 1 = 14
II. Elective Course (6 Credits)		
(8 Papers)		
A.1 Discipline Specific Elective	4 x 4 = 16	4 x 5 = 20
(4 Papers)		
A.2 Discipline Specific Elective		
Practical / Tutorial*	4 x 2 = 8	4 x 1 = 4
(4 Papers)		
B.1 General Elective /		
Interdisciplinary	4 x 4 = 16	4 x 5 = 20
(4 Papers)		
B.2 General Elective /		
Practical / Tutorial*	4 x 2 = 8	4 x 1 = 4
(4 Papers)		
• Optional Dissertation or project work in place of one Discipline Specific Elective paper (6 credits) in 6th Semester.		
III. Ability Enhancement Course		
1. Ability Enhancement Compulsory Courses (AECC)		
(2 Papers of 4 credits each)	2 x 4 = 8	2 x 4 = 8
Environmental Science		
English / Hindi / MIL Communication		
2. Skill Enhancement Courses (SEC)		
(Minimum 2)	2 x 4 = 8	2 x 4 = 8
(2 Papers of 4 credits each)		
Total credit	148	148

Institute should evolve a system/policy about ECA/General Interest/Hobby/Sports/NCC/NSS/related courses on its own.

* wherever there is a practical there will be no tutorial and vice-versa.

B

Details of Courses under B.A./B.Com. (Honours)

Course	*Credits	
	Theory + Practical	Theory + Tutorial
I. Core Course (6 Credits)		
(14 Papers)	14 x 4 = 56	14 x 5 = 70
Core Courses Practical / Tutorial*		
(14 Papers)	14 x 2 = 28	14 x 1 = 14
II. Elective Course (6 Credits)		
(8 Papers)		
A.1 Discipline Specific Elective	4 x 4 = 16	4 x 5 = 20
(4 Papers)		
A.2 Discipline Specific Elective		
Practical / Tutorial*	4 x 2 = 8	4 x 1 = 4
(4 Papers)		
B.1 General Elective /		
Interdisciplinary	4 x 4 = 16	4 x 5 = 20
(4 Papers)		
B.2 General Elective /		
Practical / Tutorial*	4 x 2 = 8	4 x 1 = 4
(4 Papers)		
• Optional Dissertation or project work in place of one Discipline Specific Elective paper (6 credits) in 6th Semester.		
III. Ability Enhancement Course		
1. Ability Enhancement Compulsory Courses (AECC)		
(2 Papers of 4 credits each)	2 x 4 = 8	2 x 4 = 8
Environmental Science		
English / Hindi / MIL Communication		
2. Skill Enhancement Courses (SEC)		
(Minimum 2, Max. 4)	2 x 4 = 8	2 x 4 = 8
(2 Papers of 4 credits each)		
Total credit	148	148

Institute should evolve a system/policy about ECA/General Interest/Hobby/Sports/NCC/NSS/ related courses on its own.

* wherever there is a practical there will be no tutorial and vice-versa.

C

Details of Courses Under Undergraduate (B.Sc.)

Course	*Credits	
	Theory + Practical	Theory + Tutorial
I. Core Course (6 Credits)		
(12 Papers)	12 x 4 = 48	12 x 5 = 60
04 Courses from each of the 03 disciplines of choice		
Core Courses Practical / Tutorial*		
(12 Practical/Tutorials*)	12 x 2 = 24	12 x 1 = 12
04 Courses from each of the 03 disciplines of choice		
II. Elective Course (6 Credits)		
(6 Papers)	6 x 4 = 24	6 x 5 = 30
Two papers from each discipline of choice including paper of interdisciplinary nature.		
Elective Course Practical / Tutorials*		
(6 Practical/Tutorials*)	6 x 2 = 12	6 x 1 = 6
Two papers from each discipline of choice including paper of interdisciplinary nature.		
<ul style="list-style-type: none"> • Optional Dissertation or project work in place of one Discipline Specific Elective paper (6 credits) in 6th Semester. 		
III. Ability Enhancement Course		
1. Ability Enhancement Compulsory Courses (AECC)		
(2 Papers of 4 credits each)	2 x 4 = 8	2 x 4 = 8
Environmental Science		
English / Hindi / MIL Communication		
2. Skill Enhancement Courses (SEC)	4 x 4 = 16	4 x 4 = 16
(4 Papers of 4 credits each)		
Total credit	132	132

Institute should evolve a system/policy about ECA/General Interest/Hobby/Sports/NCC/NSS/related courses on its own.

* wherever there is a practical there will be no tutorial and vice-versa.

D

Details of Courses Under Undergraduate (B.A./B.Com.)

Course	*Credits	
	Theory + Practical	Theory + Tutorial
I. Core Course (6 Credits)		
(12 Papers)	12 x 4 = 48	12 x 5 = 60
Two Papers - English		
Two papers - Hindi/MIL		
Four Papers - Discipline 1.		
Four papers - Discipline 2.		
Core Courses Practical / Tutorial*		
(12 Practical)	12 x 2 = 24	12 x 1 = 12
II. Elective Course (6 Credits)		
(6 Papers)	6 x 4 = 24	6 x 5 = 30
Two papers - Discipline 1 specific		
Two papers - Discipline 2 specific		
Two papers - Inter Disciplinary		
Two papers - from each discipline of choice		
and two papers of interdisciplinary nature.		
Elective Course Practical / Tutorials*		
(6 Practical/Tutorials*)	6 x 2 = 12	6 x 1 = 6
Two papers - Discipline 1 specific		
Two papers - Discipline 2 specific		
Two papers - Generic (Inter disciplinary)		
Two papers from each discipline of choice		
including papers of inter-disciplinary nature.		
• Optional Dissertation or project work in place of one Elective paper (6 credits) in 6th Semester.		
III. Ability Enhancement Course		
1. Ability Enhancement Compulsory Courses (AECC)		
(2 Papers of 4 credits each)	2 x 4 = 8	2 x 4 = 8
Environmental Science		
English / Hindi / MIL Communication		
2. Skill Enhancement Courses (SEC)		
(4 Papers of 4 credits each)	4 x 4 = 16	4 x 4 = 16
Total credit	<u>132</u>	<u>132</u>
Institute should evolve a system/policy about ECA/General Interest/Hobby/Sports/NCC/NSS/related courses on its own.		

* wherever there is a practical there will be no tutorial and vice-versa.

A**Proposed Scheme for Choice Based Credit System in B.Sc. Honours**

Sr.No.	Core Course (14)	Ability Enhancement Compulsory Course (AECC)(2)	Skill Enhancement Course (SEC)(2)	Elective Discipline Specific DSE (4)	Elective Generic (GE) (4)
I.	C1	(English/Hindi/MIL Comm.)/			GE-1
	C2	Environmental Science			
II	C3	Environmental Science/(English/			GE-2
	C4	Hindi/MIL Comm.)			
III	C5		SEC-1		GE-3
	C6				
	C7				
IV	C8		SEC-2		GE-4
	C9				
	C10				
V	C11			DSE-1	
	C12			DSE-2	
VI	C13			DSE-3	
	C14			DSE-4	

B**Proposed Scheme for Choice Based Credit System in B.A./B.Com. Honours**

Sr.No.	Core Course (14)	Ability Enhancement Compulsory Course (AECC)(2)	Skill Enhancement Course (SEC)(2)	Elective Discipline Specific DSE (4)	Elective Generic (GE) (4)
I.	C1	(English/Hindi/MIL Comm.)/			GE-1
	C2	Environmental Science			
II	C3	Environmental Science/(English/			GE-2
	C4	Hindi/MIL Comm.)			
III	C5		SEC-1		GE-3
	C6				
	C7				
IV	C8		SEC-2		GE-4
	C9				
	C10				
V	C11			DSE-1	
	C12			DSE-2	
VI	C13			DSE-3	
	C14			DSE-4	

C

Proposed Scheme for Choice Based Credit System in B.Sc.

Sr.No.	Core Course (12)	Ability Enhancement Compulsory Course (AECC)(2)	Skill Enhancement Course (SEC)(2)	Discipline Specific Elective DSE (6)
I.	DSC-1 A DSC-2 A DSC-3 A	(English/Hindi/MIL Comm.)/ Environmental Science		
II	DSC-1 B DSC-2 B DSC-3 B	Environmental Science/ (English/Hindi/MIL Communication)		
III	DSC-1 C DSC-2 C DSC-3 C		SEC-1	
IV	DSC-1 D DSC-2 D DSC-3 D		SEC-2	
V			SEC-3	DSE-1 A DSE-2 A DSE-3 A
VI			SEC-4	DSE-1 B DSE-2 B DSE-3 B

D

Proposed Scheme for Choice Based Credit System in B.A./B.Com.

Sr.No.	Core Course (12)	Ability Enhancement Compulsory Course (AECC)(2)	Skill Enhancement Course (SEC)(2)	Discipline Specific Elective DSE (4)	Generic Elective (GE) (4)
I.	English/Hindi/ MIL-I DSC-1 A DSC-2 A	(English/Hindi/ MIL Comm.)/ Environmental Science			
II	Hindi/MIL/ English-I DSC-1 B DSC-2 B	Environmental Science/(English/ Hindi/MIL Comm.)			
III	English/Hindi/MIL-2 DSC-1 C DSC-2 C		SEC-1		
IV	Hindi/MIL/English-2 DSC-1 D DSC-2 D		SEC-2		
V			SEC-3	DSE-1 A DSE-2 A	GE-1
VI			SEC-4	DSE-1 B DSE-2 B	GE-2

Age Limit for Admission to UG Courses

For admission to the 1st Semester, a student must not be more than 23 years (25 years for girls) of age on 1st July 2016, e.g. the applicant should not be born earlier than 01/07/1993 in case of boys and 01/07/1991 in case of girls. However, in respect of SC and ST students a relaxation of 3 years is given.

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

Migration Rules

Migration from other colleges to this college and vice versa is governed by HP University rules. A migration certificate can be issued only if the student is registered with the HP University. A migrating student must submit the following:

1. Lecture attendance statement in r/o all optional & compulsory subjects.
2. Statement of marks obtained in the House Examination in the previous college.
3. Character certificate from the Principal of the College last attended.
4. The First College is entitled to receive the tuition fee for the month in which the University sanctions the migration. The second college is not entitled to receive the tuition fee for that month or part thereof.
5. A student disqualified by another University shall not be given admission during the period of disqualification.
6. The examination last taken by the candidate and the result thereof will be recorded on the migration certificate.
7. Specific mention will be made on the migration certificate if the candidate has been disqualified and whether the certificate is being issued during the period of his/her disqualification.

ROSTER FOR ADMISSION AND RESERVATION

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

No. of category-wise reserved seats in 120 point reservation roster:
 Schedule Caste - 18 (15%)
 Schedule Tribe - 09 (7.5%)
 SP (Sports) - 06 (5%)
 CUL (Cultural) - 06 (5%)
 PWD (Persons with Disability) - 06 (5%)

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

2014-15 & 2015-16 Academic Session

The admissions shall be governed by the HPU Regulations for CBCS and Continuous Assessment Grading Pattern (CAGP) for UG Programmes.

Eligibility for Admission

A pass in the Senior Secondary (+2) Examination (Academic Stream) conducted by the H.P. Board of School Education or an examination accepted as equivalent thereto by the various bodies of the H.P. University

- 1. Provided that the candidates who have passed the qualifying examination with science stream shall be given preference in admission to B.Sc. / B.C.A programme.*
- 2. Provided that the candidates who have passed the qualifying examination with commerce stream shall be given preference in admission to B.Com. / B.B.A programme.*
- 3. Provided that the candidates who have passed the qualifying examination with Mathematics as one of the subjects shall be given preference in admission to B.C.A programme.*

Choosing Program Study Courses

- 1. At the time of admission each student will identify a **major (main)** subject in which he / she will concentrate and two **minor (allied)** subjects which he / she would choose to study.*
- 2. Major would be the subject in which the student will have to take **core courses (hard and soft core and / or elective)** as defined below prescribed by the concerned UG Board of Studies and the Faculty.*
- 3. Major once identified would not be changed unless the student quits a programme and joins a new programme.*
- 4. Minor, on the other hand, would be the subjects that would be chosen by the student out of a number of subject combinations (at least two subjects in each subject combination) suggested and approved by the UG BoS and Faculty of a student's major subject and available in the college/institution in which student applies for admission.*
- 5. In these subjects the student will be required to accumulate a certain minimum number of credits in order to qualify for the UG degree.*

For the Degree

- 1. A regular candidate shall have to undergo the prescribed courses of study in a College affiliated to the H.P. University for a period not less than three academic years (and not more than five academic years), should have passed the examinations prescribed and fulfil such conditions as have been prescribed thereof.*
- 2. There shall be no private or other category of students and shall be eligible for degree either through regular mode or through distance education mode (ICDEOL).*
- 3. Provided that not more than three attempts will be allowed to pass a course.*

Programmes

- **B.A. (Arts / Humanities / Languages)**
 - **Language Group:** English, Hindi, Sanskrit
 - **Social Science / Humanities Group:** Economics, Political Science, Sociology, History, Geography, Public Administration, Mathematics
 - **Fine Arts and Applied Social Science Group:** Music, Public Administration, Physical Education
- **B.Sc. (Sciences / Physical Sciences / Bio-Sciences)**
 - **Natural Science Group:** Physics, Chemistry, Botany, Zoology, Mathematics.
- **B.Com. (Commerce)**
 - Commerce

Provided that the following minor subject combinations will be allowed with different major subjects in B.A., B.Sc. Programme:

Major Subject	Minor Subject Combinations Permitted	
One of the Languages	1.	One of the Languages other than the major or one social science or one science subject.
	2.	One Social Science or Science Subject or Fine Arts & Applied Social Science group.
One of the Social Science / Humanities/Arts Subject/ Applied Social Science Groups.	1.	One of the languages or social sciences or sciences.
	2.	One of the Science or Social Science Subjects or Fine Arts & Applied Social Science group.
Physics	1.	Mathematics.
	2.	One of the Science or Social Science subjects or one of the language subjects.
Chemistry	1.	One of the Languages or Science or Social Science subjects or Fine Arts & Applied Social Science group.
	2.	One of the Languages or Science or Social Science subjects or Fine Arts & Applied Social Science group.
Botany/Zoology/Geography	1.	One of the Languages or Science or Social Science subjects or Fine Arts & Applied Social Science group.
	2.	One of the Languages or Science or Social Science subjects or Fine Arts & Applied Social Science group.
Mathematics	1.	Physics or Chemistry or one of the Social Sciences
	2.	One of the science or Social Science subjects or Fine Arts & Applied Social Science group.

The CBCS System (Earning Credits)

All the above mentioned Programmes (named after the major subject (core/ main) chosen by the student) shall be run on Choice Based Credit System (CBCS). The student in this system has considerable freedom in choosing courses and so making his / her own personalized programme/ bouquet in a cafeteria mode keeping in mind necessary requirements of a major 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).

Credits

The term 'credit' refers to the weightage given to a course, usually in terms of the number of instructional hours per week assigned to it. This explains why usually 'credit' is taken to mean 'credit hours'. The credits also determine the volume of course contents and delivery of programme such as lectures, tutorials, practical, assignments etc.

Credits for Award of Degree

The programme is considered completed when the student cumulates the requisite number of successful credits (passed), i.e. at least 120 credits for an undergraduate major (honours) degree, and 106 credits for an undergraduate pass degree.

Courses in Programmes

The UG (TDC) programme comprises the following categories of courses:

1. Compulsory Courses.
2. Core Courses.
3. Elective Courses.
4. General Interest and Hobby Courses.

A minimum of three and a maximum of six compulsory courses are to be passed by all students enrolled for a UG degree.

The following table gives a summary of an under graduate programme:

Sr. No.	Course Component	Number of Courses		Credits Per Course	Total Credits	
		Minimum	Maximum		Minimum	Maximum
1	Compulsory Courses and Skill based Courses	3	6	3	9	18
2	Core Courses	12		4	48	
3	Elective Courses	6 each in two subjects (12 in total)		4	24 each in two subjects (48 in total)	
4	General Interest & Hobby Courses	1	3	1 to 3	1	9
Total		28	33	1 to 3 (variable)	106	123

Students' Course-wise Assessment and Evaluation

All courses (Compulsory, Core, Elective, and GI & H courses) involve an evaluation system of **students** that has the following two components:

Continuous Comprehensive Assessment (CCA) accounting for 30% of the final grade that a student gets in a course; and

End-Semester Examination (ESE) accounting for the remaining 70% of the final grade that the student gets in a course.

- Note:**
1. A student will have to pass both the components (i.e. CCA and ESE) separately to become eligible to be declared successful in a course.
 2. The ratio of Continuous Comprehensive Assessment (CCA) and End-Semester Examination (ESE) would remain unchanged (i.e. 50:50) for the students of the academic sessions admitted in 2014.

Mid-Term (Minor) Test

There will be one mid-term test, to be conducted when approximately 2/3 of the syllabus has been covered. This mid-term test will be for 15 marks. Mid-term test will be conducted by the college in consultation with the teacher.

Note: Mid-term (Minor) Test will be of 30 marks for the students of the academic sessions admitted in 2014.

Seminar/Assignment/Term Paper

The remaining 10 marks of the CCA will be awarded on the basis of seminar/assignment/term paper etc. that the course teacher might give to the students.

Note: Seminar/Assignment/Term Paper will be of 15 marks for the students of the academic session 2014.

Classroom Attendance Incentive

The incentive for the classroom attendance (for those participating in Co-curricular activities. 25% will be added to per cent 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		

End-Semester Examination (ESE)

The remaining 70% of the final grade of the student in a course will be on the basis of an end-semester examination (ESE) that will be for three hours duration and will be covering the whole syllabus of the course.

- Note:**
1. Only those students will be allowed to appear in the ESE who have been successful in the CCA.
 2. The remaining 50% of the final grade for the students of the academic session 2014 in a course will be on the basis of an end-semester examination (ESE) that will be for three hours duration and will be covering the whole syllabus of the course.
 3. A student, who fulfils all the requirements for appearing in a semester examination, is unable to appear in the examination or to complete it on account of his/her own serious illness, accident, or on account of the death of near relative (mother, father, brother and sister), or the dates of state or national level examinations falls on dates of the semester exams may be allowed to appear in the semester exam in the next academic year when examination for that semester is due.

Important Days to be celebrated in the College

Sr. No.	Important Day	Date and Month	Sr. No.	Important Day	Date and Month
1.	National Science Day	28th February	5.	International Voluntary Blood Donation Day	1st October
2.	International Women Day	8th March	6.	Bharat Scouts and Guides (BS&G) Day	7th November
3.	Hindi Day	14th September	7.	National Integration Day	19th November
4.	National Service Scheme (NSS) Day	24th September	8.	World AIDS Day	1st December

Scholarships

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

State Sponsored Scholarship Schemes

1. **IRDP Scholarship Scheme:** The students who belong to IRDP families may apply for this scholarship with required documents. A sum of Rs. 1200/- per annum is provided as financial assistance.
2. **Financial Assistance to the children of the Armed Forces Personnel killed/disabled during the different War/Operations:** Children of Armed Forces Personnel killed / disabled in the different wars /operations are eligible for this assistance. Application proformas are available with District Sainik Welfare Board. A sum of Rs. 1200/- per annum is provided as financial assistance.
3. **Indira Gandhi Uttkrisht Chhatravritti Yojna for Post Plus Two Students:** The Indira Gandhi *Uttkrisht Chhatravritti Yojna* for meritorious students for Post Plus two Courses shall be awarded to 150 students @ Rs. 10,000/-P.A. per student purely on the basis of the merit and without any income ceiling. The Scholarship will also be awarded to ten toppers each from the merit list of 10+2 arts, Science and Commerce, supplied by the H.P. Board of School Education Dharamshala, provided they join any academic/professional stream. The scholarship will be renewed every year to the same number of students till they complete degree/course.

Centrally Sponsored Scholarship Schemes

4. **Post Matriculation Scholarships for SC/ST students:** For students belonging to SC/ST category whose parents annual income does not exceed Rs. 2,50,000/-.
5. **Post-Matric Scholarship Scheme to OBC students:** The students who belong to OBC category are entitled for this scholarship if the annual income of their parents is up to Rs. 1,00,000/-.
6. **Maharishi Balmiki Chattarvriti Yojna:** The scholarship under this scheme is @ Rs.9000/- per year given to the Bonafide Himachali girl students belonging to Balmiki Families, engaged in unclean occupation. The concerned students must apply on prescribed proforma through their Head of the School/College/Institution along with Balmiki certificate.
7. **Merit-cum-Means Scholarship Scheme for Students Belonging to the Minority Community (Centrally Sponsored Scheme):** The annual income of the parents/ guardians of the beneficiaries should not exceed Rs. 2.5 Lakhs from all sources and the student should not have secured less than 55% marks or equivalent grade in the previous final examinations.
8. **Post-Merit Scholarship Scheme for Students belonging to Minority Community (Centrally Sponsored Scheme):** The annual income of the parents/ guardians of the beneficiaries should not exceed Rs. 2 Lakhs from all sources and the student should not have secured less than 50% marks or equivalent grade in the previous final examinations. The students must have passed the examination from government/ government-aided institutions.
9. **Post Matric Scholarship for Students with Disabilities:** This scheme is available to students with disabilities who are covered under the Persons with Disabilities (Equal Opportunity, Protection of Rights and Full Participation) Act, 1995. Scholarship under the Scheme will be awarded by the Ministry of Social Justice & Empowerment, Department of Disability Affairs, Government of India. Scholarship will be paid to the students whose parents/ guardians' income from all sources does not exceed Rs. 2,50,000/- (Rupees two lakh fifty thousand only) per annum.
10. **Scholarship for Children of Mine Workers:** This scheme is sponsored by the Ministry of Labour and Employment, Government of India. Either of the parents of the students should be a beedi worker or a mine worker in Iron Ore/Manganese Ore/Chrome Ore Mines, Limestone/Dolomite or Mica Mines or a cine worker for six months at least. This would also include Contract Labourers. Total income of both the parents of the students from all sources should not exceed Rs.10,000/- p.m. including all allowances. The scholarship under this scheme is @ Rs. 3000/- per year.

Individual-Sponsored Scholarships

11. **Chaudhary Sher Jung Memorial Scholarship:** This scholarship of Rs. 2000/- per student (one girl & one boy student) from each faculty of Arts, Commerce and Science is given to meritorious students coming from economically weaker families to encourage them.

Fee Concession

- Half Fee Concession:** One of the two or more real brothers/sisters studying in the Lower class in the college will be eligible for 50% exemption in tuition fee.
- Tuition Fee Concession:** Himachali Bonafide Girls and Physically Challenged with a disability of more than 40%.

Discipline and Conduct

The Principal & members of the staff have power to take disciplinary action against student indulging in acts of indiscipline which may lead to fine, suspension, rustication or expulsion.

Ragging

“Ragging includes any type of physical or mental torture inflicted by any individual or group, either by words or conduct which creates an apprehension in the mind of the person that he/she cannot pursue his/her studies free from any mental disturbance or torture created thereby. Any person who aids or abet such an action shall also be guilty of such ragging.”

Ragging in and around the college/hostel campus or on roads/approaches leading thereto is strictly prohibited. If any student is found indulging in ragging, directly, or indirectly, the college authorities shall be obliged under Rule 22, 17 (a), (b), (c) of HP. University to expel the guilty student (s) from the college/hostel.

Do's and Don'ts

- ☞ The students shall have to stay in the campus with utmost discipline and moral conduct failing which the students shall be dealt with the rules and regulations of the college.
- ☞ The students are expected to confirm to the rules and regulation, which are notified from time to time in addition to those contained in this brochure. The students will come to the college and leave it according to the Time Table.
- ☞ Roaming about in the campus, corridors and outside the classrooms during vacant periods and causing disturbance to teaching work in this manner is unacceptable and will be considered an act of indiscipline.
- ☞ Damage of any kind to college property including defacement of walls, damage to furniture, etc. is also the act of indiscipline.
- ☞ **Playing Songs/Music on mobile phones in the campus is strictly prohibited and any violation of this instruction will be considered act of indiscipline.**
- ☞ Smoking, use of 'Gutka', wine or any intoxicant are strictly prohibited within the college premises. Strict action will be taken against the offenders.
- ☞ No student will put up notices on the College Notice Board without proper authorisation by the college Authorities. Notices without the signature of Principal or a Member of the Teaching staff will not be valid.

Identity Card cum Library Card

Identity Card cum Library Card is an important document a student must carry every day. In case of loss of Card, an application to the Principal alongwith payment of Rs. 50/- duplicate I-Card will be issued. I-Card cum Library Card should be collected from the Librarian as per schedule notified by the librarian.

College Library

- ☞ The issuance of the books is between 10 am to 3 pm on all working days. A student must bring his/her library card to get the books issued in his/her name. Only two books are issued to a student at a time for a period of 15 days. Reference Books/ Dictionaries/ Newspapers/ Periodicals will not be issued.
- ☞ If the issued books are not returned by due date, a fine at the rate of Rs. 1.00 per book per day will be charged. In case of loss of a book the student will have to replace the book with a new one or pay actual price of the book plus 20% of the original price as a fine amount.
- ☞ Books returned in damaged condition will entail penalty as per rules. Failure to return the book or to pay the penalty imposed will entail the same procedure for recovery as in the case of recovery of Govt. property.
- ☞ All the issued books must be returned and library card be surrendered to the librarian before the End Semester Examination (ESE). A No-Dues Certificate to this effect should be obtained from the librarian.
- ☞ All the students can claim the refund of their security within one year of leaving the college even if they leave the college without completing their course of study, otherwise the security will stand lapsed.

Leave Rules

1. Students should get their leave applications recommended by the teachers.
2. Leave up to 3 days will be sanctioned by the Tutors.
3. Leave for more than 3 days will be sanctioned by the Principal
4. The students will be **marked absent** during the leave period and the same will not be considered for calculating the lectures attended by him/her for determining his/her eligibility to appear in the University Examination. However in case leave is properly sanctioned, neither his/her name will be struck off the rolls, nor any absence fine will be imposed.

Re-admission

- ☞ The students absent for 5 days continuously from any class without proper sanctioning of leave by the concerned authority/ Principal, his/her name automatically will be struck off from the rolls.
- ☞ Readmission will be entertained on payment of readmission fee of Rs. 100/- within 7 days after duly permitted by the Principal. After expiry of 7 days the student will have to bear a readmission fee of Rs. 200/-. In addition to it, the Principal may impose extra fine depending upon the gravity of his/her absence.
- ☞ A student struck off for the second time in a session from any class will be **ineligible** for re-admission to the class. But in exceptional cases, the Principal may grant special permission using his discretionary powers, if he/she deems so.

Co-Curricular and Extra-Curricular Activities

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

National Service Scheme (NSS)

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

Rovers and Rangers

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

College Students Central Association (CSCA)

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

Parent Teachers Association (PTA)

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

The election of the new executive committee of PTA will be held in the PTA General House scheduled to be held on 7th August 2016 at 11 am. This is a request from the Principal and the staff that the parents are invited to attend this meeting. In this regard no other invitation will be sent to you.

PAHAL: The Cultural Function

Preservation of cultural heritage gives strength to the society. The society in turn nurtures cultural programmes with gusto. Keeping in view the importance of cultural function college celebrates cultural festival in the form of a programme called PAHAL with great excitement. This forum provides a platform to students to exhibit their keenness in cultural activities like dancing, singing and various other genres. During this function students prepare cultural items and a day's long celebration takes place.

Sports

It is a bygone story that studies only bring name. Sports have taken many a strides where one can try for a name and fame. In order to encourage students our college provides facilities for indoor and outdoor games. College is housed with a very big playground where cricket, volleyball, basketball and badminton courts are well designed. We have facilities for indoor games like carom, chess, and table tennis too. Students are encouraged to participate in any of the games and prepare for inter-college tournaments organised by Himachal Pradesh University to earn name and fame and establish oneself in sports also.

BHANUJA: Yearly Periodical

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

Educational Tours

For the overall development of the students stream-wise educational tours are arranged from time to time. The purpose of the trip is usually observation, non-experimental research or to provide students with experiences outside their everyday activities, such as going & camping with teachers and their classmates. The aim of this research is to observe the subject in natural state and possibly collect samples. The college organises/sponsors the following tours each year:

1. All India Tour (Duration 10-15 Days approximately) during the winter vacation.
2. Short Tours (2-3 Days)
3. One Day Trip.

- ☞ Tours unaccompanied by at least one member of the teaching staff will not be permitted.
- ☞ The students desirous of participating in such tours should seek the permission of the Principal after getting the written consent of the teacher who has agreed to accompany the tour. Adequate publicity and time must be given to sanction tour to enable maximum number of students to participate in such tours.
- ☞ The teacher will be required to complete the codal formalities and other formalities like arrangement of buses, accommodation etc. related to tour.
- ☞ The students will be allowed to join the tour only on production of written consent from the parents.
- ☞ No student shall be permitted to participate in more than one short tour.
- ☞ No outsider will be permitted to join the tour.
- ☞ All students will carry their identity cards with them on all such tours.
- ☞ The students will be expected to maintain complete discipline on the tour. Any act of indiscipline reported by the teacher in-charge may entail severe penalty.

Caution: Parents are advised to ascertain that the tour is authorised by the college before issuing the permission letter to their ward.

Awards

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

GAURAV Award

The GAURAV (**G**enuine **A**chiever with **U**nderstanding, **R**esolve, **A**bility and **V**ersatility) Awards for the best all round students in the male and female categories were launched in the year 2006. These awards are based on the overall performance of the students in the 3 years of their stay in the institution. Students are identified on the basis of their performance in all the three facets of a student life namely academics, sports and co-curricular fields.

DAKSH Award

DAKSH award for excellence in a specific field has also been instituted by the college in the year 2006. The award is given to a student who secures position in H.P.U. Merit List or secures a position at National level in sports or cultural activities.

*Newly
constructed
Admin.
Block*



Post Graduate Courses (M.A.-English & M.Com.)

The Himachal Pradesh University vide its letter No. 1-127/94-हि. प्र. वि. वि. (शै.) खण्ड-1 dated 26 May 2016 has granted affiliation to Government Post Graduate College Paonta Sahib for M.Com. and M.A. (English).

Seats Sanctioned: M.A. English 20 M.Com. 20

Duration:

The duration of the M.A. English and M.Com. courses will be two academic years spread over in four semesters.

Admission Procedure for Post Graduate Courses (M.Com. and M.A. English):

The Entrance Tests for admission to the colleges affiliated to Himachal Pradesh University are being conducted by the University in a centralised Entrance Test for admission in the subject concerned on the dates mentioned in the HPU Hand Book of Information for the Session 2016-17.

However, the students interested in admission to the colleges affiliated to Himachal Pradesh University will have to apply separately after the declaration of the Entrance Test result to the respective college. The admission will be made strictly on the basis of marks obtained in Entrance Test.

The minimum qualifying marks in the Entrance Test will be 35% to make the candidates eligible for interview/ admission. In case of SC/ST candidates, the minimum qualifying marks shall be reduced until the full SC/ST quota for admission has been exhausted.

Date of Entrance Exam: M.A. (English) 15th June 2016 M.Com. 13th June 2016

Date of Declaration of Results of Entrance Tests (on or before): 15th July 2016

Last Date for Submission of Application form along with documents: 28th July 2016

Date/Time for reporting for Interview/Admission:

M.A. (English) 30 July 2016 10.00 A.M.

M.Com. 30 July 2016 10.00 A.M.

All the applicants should report for interview/admission in the college.

In case, some seats remain vacant or fall vacant subsequently, the same will be filled after calling the candidates in order of merit, only out of the list of the candidates who have been interviewed earlier and were eligible (having passed the qualifying examination on the date of interview).

Last date for admission against the vacant / vacated seats (if any): 10th August 2016

Regular Teaching will start from 2nd August 2016.

Eligibility:

The minimum eligibility for admission for Postgraduate courses will be 20-24 credits in Undergraduate degree course in the concerned subject.

Age Limit:

- The upper age limit for Post Graduate Courses is 26 years for boys and 28 years for girls and 29 years in case of SC/ST candidates (both for boys and girls) as on 1st July of the concerned year.
- Himachal Pradesh University has adopted the age relaxation upto a maximum of 5 years to persons with disabilities in admission to various courses vide UGC letter No. 6-1/2002(CPPII) Vol.III dated July, 2006 received from the Academic Branch vide Office letter No. 4-16/93-HPU(Acad) vol-IV dated 14th September, 2006.

Reservation :

Reservation for various categories will be provided as per the University Rules.

Fee Structure for B.A./B.Sc./B.Ccom. 1st, 3rd & 5th Semester under CBCS (RUSA) for the year 2016-17

Class	Semester-I			Semester-III			Semester-V		
	Girls		Boys	Girls		Boys	Girls		Boys
	Himachali	Non-Himachali		Himachali	Non-Himachali		Himachali	Non-Himachali	

B.A. / B.Com.

Fee & Funds	1456	1756	1756	1166	1466	1466	1166	1466	1466
PTA	300	300	300	300	300	300	300	300	300
Total	1756	2056	2056	1466	1766	1466	1466	1766	1766

B.Sc. (Non-Medical)

Fee & Funds	1696	1996	1996	1406	1706	1706	1496	1796	1796
PTA	300	300	300	300	300	300	300	300	300
Total	1996	2296	2296	1706	2006	2006	1796	2096	2096

B.Sc. (Medical)

Fee & Funds	1816	2116	2116	1526	1826	1926	1526	1826	1526
PTA	300	300	300	300	300	300	300	300	300
Total	2116	2416	2416	1826	2126	2226	1826	2126	1826

M.A. (English)

Fee & Funds	1290	1590	1590	-	-	-	-	-	-
PTA	300	300	300	-	-	-	-	-	-
Total	1590	1890	1890	-	-	-	-	-	-

M.Com.

Fee & Funds	1290	1590	1590	-	-	-	-	-	-
PTA	300	300	300	-	-	-	-	-	-
Total	1590	1890	1890	-	-	-	-	-	-

Admission Procedure

Admission to any class will be strictly on the basis of merit i.e. forms will be received till 25th of June 2016 and the respective Admission Committees will scrutinise and prepare the first list of candidates which will be displayed on the notice board on 26th June, 2016 at 1:00 pm. Thereafter, admission will be given with Late Fee @ Rs. 10/- per day till 30th of June, 2016 and a second Merit List will be prepared and put on Notice Board on 30th June, 2016 at 1:00 pm. The maximum number of seats will be 60 in each major subject.

The subjects once opted shall not be changed under any circumstances.

Checklist for Admission to 1st Semester

- | | |
|--|---|
| 1. Application Form | 2. Acknowledgment Card |
| 3. Matric Certificate (2 copies) | 4. +2 Certificate (2 copies) |
| 5. 2 Passport size Photographs of student | 6. 1 Passport size Photograph of Parents/Guardian |
| 7. Original Character certificate issued by the school | |
| 8. If +2 is passed as a private candidate, in that case character certificate may be obtained from a gazetted officer / Panchayat Pradhan / Municipal Councillor | |
| 9. In case of opting for category benefit, SC/ST/OBC/Physically Disabled the certificate from a competent authority must be enclosed. | |
| 10. Self-Declaration for gap year(s). | |
| 11. Bonafide Himachali Certificate must be attached by girl students to avail Tuition Fees concession. | |
| 12. Copy of Aadhaar Card | |
| 13. Those who have passed their eligibility exam from a Board/ University other than Himachal Pradesh must submit original migration certificate. | |

Checklist for Admission to 3rd and 5th Semester

- | | |
|--|---|
| 1. Application Form | 2. 2 Passport size Photographs of student |
| 3. 1 Passport size Photograph of Parents/Guardian | |
| 4. Bonafide Himachali Certificate must be attached by girl students to avail full fee concession. | |
| 5. Matric Certificate (1 copy) | 6. +2 Certificate (1 copy) |
| 7. Copy of Aadhaar Card | |
| 8. Photocopy of the admit card of the last examination attended (2 nd and 4 th Semester) consisting of No Dues Certificate duly certified by the concerned departments and counter-signed by the Principal/authorised Faculty Deans. | |

Compulsory Course 3rd Semester

Audit Pass Course: B.A./ B.Sc./B.Com. 3rd Semester – Compulsory Environmental Science

Checklist for Admission to M.A. (English) and M.Com.

- | | |
|--|---|
| 1. Application Form | 2. 2 Passport size Photographs of student |
| 3. 1 Passport size Photograph of Parents/Guardian | |
| 4. Bonafide Himachali Certificate must be attached by girl students to avail full fee concession. | |
| 5. Matric Certificate (1 copy) | 6. +2 Certificate (1 copy) |
| 7. Graduation Certificates/ Grade Cards | 8. HPU PG Entrance Exam Result Card |
| 9. Copy of Aadhaar Card | |
| 10. In case of opting for category benefit, SC/ST/OBC/Physically Disabled the certificate from a competent authority must be enclosed. | |

All original certificates must be produced at the time of admission.

3rd
Rank



Jyoti Rawat
HPU Merit Holder

100% Result with all 1st Divisioners &

University Rank Holders this year in PGDCA

B.C.A. & P.G.D.C.A.

9th
Rank



Anni Devi
HPU Merit Holder



Self-Financing Courses under Higher Education Institute Society (Regd.)

SGGSJ Government Post Graduate College, Paonta Sahib (H.P.)

Welcome to the abode of information technology. We believe in quality education and will try to provide you excellent education that you can think of. Be ready to face the challenges of future by putting your whole hearted determination, dedication & will to do.

- Our college has excelled in providing best B.C.A. (Bachelor of Computer Applications) and P.G.D.C.A. (Post Graduate Diploma in Computer Applications) courses at highly subsidised rates.
- We have best of faculties, who have put their efforts resulting in bagging university positions in the courses of P.G.D.C.A. this year.
- The courses are run through a society which in times to come is planning to establish a new lab with hi-tech facilities to cater to the needs of our students as to keep the growing interest of students pursuing studies in the discipline.
- The reservation for different subsidised seats is as per government rules.

Availability of Seats

Course	No. of Seats	Subsidised Seats	Non-subsidised Seats
B.C.A.	50	25	25
P.G.D.C.A.	50	25	25
Total	100	50	50

Fee Structure (per Semester)

Course	Subsidised Seats	Non-subsidised Seats
B.C.A.	Rs. 7,500/-	Rs. 12,500/-
P.G.D.C.A.	Rs. 7,500/-	Rs. 12,500/-

Admission Schedule for the Session 2016-17

- Submission of Admission Forms: from 21st June, 2016
- Display of 1st Merit List: 26th June, 2016 (at 1:00 pm)
- Commencement of Classes: from 1st July, 2016



Prospectus can be purchased from IT Lab, 2nd Floor, New Building, Govt. PG College Paonta Sahib

Director-cum-Principal: Dr. K.V. Singh, Ph. 01704-223357

Dealing Assistant: Mr. Najakat Ali, 9318979882

Coordinator: Dr. Nanduri Raj Gopal, 9418080936

website: www.gdcpaontasahib.com,

email: bca.gdcpaonta@gmail.com



SGGSJ Government Post Graduate College Paonta Sahib

offers following UGC sponsored courses under Community College Scheme:

Advance Diploma in Food Processing and Advance Diploma in Pharmaceuticals

Course Details:

Sr. No.	Name of the Course	Seats	Eligibility	Mode of selection
1	Advance Diploma in Food Processing	50	10+2 Pass (in any discipline)	Admission on the basis of +2 merit
2	Advance Diploma in Pharmaceuticals	50	10+2 Pass with Science	

Admissions for the session 2016-17 begin w.e.f. 21st June 2016

	Certificate	Diploma	Advanced Diploma
Level of Job Role	NSQF Level 4 Assessment	NSQF Level 5 Assessment	NSQF Level 6 Assessment
Duration	06 Months	01 Year	02 Years

Prominent features of the courses:

Fee:

Nominal Fee Rs. 4000/- per semester.

Curriculum:

- * 60% skill component, 40% general education
- * Industry oriented curriculum
- * Inbuilt with on-the-job-training in specific job role, developed by NSDC, Govt. of India

Industrial Training:

- * Extensive skill training in each semester in reputed industries

Certification

- * The students will be assessed by the respective sector skill council under NSDC, Govt. of India for specific job role and awarded with multiple level certification as under:

Flexibility:

- * Multiple entry and exit: student can exit at any point with certification at different level
- * Age No Limit

Interactive Forum:

- * Frequent interactions with eminent experts from industries, research institutes, other educational institutions, Govt. & Non-Govt. organisations and business consultants to enrich the skills.

Scholarships:

- * Scholarship to every student @ Rs. 1000/- per month on his/her satisfactory performance is assured.

MOU's:

College has signed MOU's with leading local industries for training & placements etc.

Career Opportunities:

Industry

- * Fruit and Vegetable Processing
- * Cereals, Pulses and Oil Seed Processing
- * Dairy Industries
- * Bakery and Confectionary
- * Pharmaceutical Industries

Job Roles

- * Machine Operator
- * Store Executive
- * Quality Assurance Chemist
- * Quality Assurance Manager
- * Production Chemist
- * Purchase Executive
- * Supervisor
- * Bio-Chemist
- * Food Technologist



Prospectus can be purchased from Community College Lab, 1st Floor, New Building, Govt. P.G. College Paonta Sahib

Dr. K.V. Singh, Chairman-cum-Principal, 01704-223357

Dr. Jahid Ali Malik, Nodal Officer: 9625484004

Mr. Sanjay Kumar, Dealing Assistant: 9736312432

Email: ccgcpaonta@gmail.com



ignou
THE PEOPLE'S
UNIVERSITY

INDIRA GANDHI NATIONAL OPEN UNIVERSITY
IGNOU STUDY CENTRE-1133
SGGSJ Government Post Graduate College, Paonta Sahib, District Sirmour (H.P.)-173025
E-mail: ignou.paonta@gmail.com



इग्नू
जन-जन का
विश्वविद्यालय

ADMISSIONS are OPEN for different Programmes offered by **Indira Gandhi National Open University (IGNOU)** **for Session JULY-2016.**

- The Common Prospectus for all the Programmes can be obtained from IGNOU Study Center.
- The counseling sessions are organised only on Sundays and the attendance is not compulsory.
- There is no age bar.
- English is not a compulsory subject for graduation.
- IGNOU does not require any migration certificate.

❖❖❖ **Courses Offered:** ❖❖❖

★ **Bachelor Degree Programme (BDP):**

- **Bachelor of Tourism Studies (B.T.S.)**
- **Bachelor of Science (B.Sc.)**
- **Bachelor of Arts (B.A.)**
- **Bachelor of Commerce (B.Com.)**

★ **Master's Degree Programme (M.A.):**

- **Master of Arts in English (MEG)**
- **Master of Arts in Economics (MEC)**
- **Master of Arts in History (MAH)**
- **Master of Arts in Hindi (MHD)**
- **Master of Arts in Political Science (MPS)**
- **Master of Arts in Pub. Admin (MPA)**
- **Master of Arts in Sociology (MSO)**

★ **Select Diploma and Certificate Programme:**

A number of Diploma and Certificate Programmes are offered by IGNOU at our Study Centre. Some select programmes are:

- | | |
|---|--|
| ➤ Post Graduate Diploma in Rural Development (PGDRD) | ➤ Certificate in Disaster Management (CDM) |
| ➤ Post Graduate Diploma in Disaster Management (PGDDM) | ➤ Certificate in Food and Nutrition (CFN) |
| ➤ Diploma in Women's Empowerment and Development (DWED) | ➤ Certificate in Environmental Studies (CES) |
| ➤ Diploma in Nutrition & Health Education (DNHE) | ➤ Certificate in Human Rights (CHR) |
| ➤ Diploma in Tourism Studies (DTS) | ➤ Certificate in Consumer Protection (CCP) |

Prof. AMITA JOSHI
(Assistant Coordinator)
Mob: 9418132511



NALIN KUMAR RAMAUL (Coordinator)
IGNOU Study Centre
Mob: 9816858644

Timings: Tuesday to Saturday 2 pm to 5 pm; Sunday 10 am to 4 pm

Email ID: ignou.paonta@gmail.com

Website: <http://ignoupaonta.blogspot.in/>

