

PROSPECTUS

2023-24

(ONLY ONLINE ADMISSION)



**GOVERNMENT DEGREE COLLEGE KANDAGHAT
DISTT. SOLAN 173215 (H.P.)**

From Principal's Desk



Dear students,

“Education is not a preparation of life; Education is life itself.” Govt. Degree College Kandaghat, Distt. Solan was established in the year 2016 with an objective to enhance the sphere of higher education in rural areas and provide education to the youth coming from these areas at their doorstep. At present, the college has its own huge building surrounded by picturesque hilly landscape that creates serene and delightful ambience. The institution has spacious and well-furnished rooms, a multipurpose hall, a Library and other facilities. Since its inception, it has been a constant endeavour of the college to create a congenial academic environment to achieve the true goal of Education i.e. all round development of students personality, to shape, polish, refine and prepare them to be progressive, dynamic, cultured, responsible and vibrant individuals as National Education Policy 2020 envisions.

Education is a powerful weapon which equips and enables a person to fight all the odds in life and helps him or her to come out victorious in this battle. In order to be able to keep pace with the changing scenario, to usher in a new era and contribute to the progress and prosperity of the society they are living in and our beloved nation, our students will have to be knowledgeable, well rounded, disciplined and innovative.

The institution has well-qualified and a committed team of teachers in the faculty of humanities and commerce. It is a matter of great joy and pride for all of us that science stream, B.Sc. (Medical and Non-Medical) has already started from previous academic session i.e. 2022-2023 onwards besides addition of two more subjects-Geography and Physical Education. To engage students in extra- curricular activities, Rangers and Rovers units are functional in the institution whereas two NSS units (Boys and Girls) have been allotted by HP University and enrolment drive shall begin as soon as the session (2023-24) starts. Concerted efforts are also being made to raise NCC (Girls) unit from this academic session i.e. 2023-24 onwards and we are quite hopeful to get the unit.

Dear students, I welcome and congratulate you all who will prefer to seek admission in this institution which will definitely go a long way in broadening your horizon, developing scientific temperament and inculcating moral and democratic values in you coupled with a deep sense of respect for our rich culture and heritage. Finally, a word of caution- Do not indulge in any of the anti-social activities- Ragging, Drugs, Smoking, Eve-Teasing etc. which may spoil your career. So, let us have a poised state of mind, maintain equanimity and embark on the path of new hope, new vistas with faith, compassion and empathy.

Wish you all the best!

Jai Hind.

Prof. Indira Daroch

GOVERNMENT DEGREE COLLEGE KANDAGHAT, DISTT. SOLAN - 173215

Government Degree College Kandaghat, Solan established in the year 2016, offers undergraduate courses in the field of Humanities and Commerce. B.Sc. (Medical and Non-Medical) is being started from this academic session i.e. 2022-23 onwards. The town of Kandaghat, where this college is situated, is of historical importance as the Late Maharaja Bhupinder Singh, the ruler of Patiala state, came from Shimla and built his first Palace at Kandaghat. During pre-independence days, Kandaghat used to be known as 'Kohistan'.

The College was started in the year 2016 in one of the properties vested in the Government of Himachal Pradesh, which was originally the residence of Raja Dhaulpur, a palace constructed by Maharaja Patiala, Yadvindra Singh. This palace used to be the seat of the Deputy Commissioner and the Superintendent of Police and also the summer capital of the princely state of Patiala. After independence this town became a part of the erstwhile PEPSU state (Patiala and East Punjab State Union).

The original building of the college has always rendered services to the people of the region as it was earlier used for the purpose of hospital and then housed the office of the Sub-Divisional Magistrate. The building was also converted into a Food Testing Laboratory for a short period of time. Subsequently, as the need for college was felt, this building again opened its arms and was notified as Government Degree College in December 2015. The foundation stone of the college was laid on December 30, 2016 by the then Chief Minister, Late Shri Virbhadra Singh. The Institution is located on the lush green hill known as Sirinagar. The institution provides every possible medium for academic, moral and intellectual growth of the students in the socio- cultural sphere.

VISION

A maxim by A.P.J. Abdul Kalam says, “**when our signature changes to autograph, this makes the success.**”

To be a leading educational institution which focuses on the multi-faceted development of the young minds.

MISSION

The purpose of education is to make good human beings with skills and expertise. Enlightened human beings can be created by teachers- A.P.J. Abdul Kalam.

To transform young minds by providing affordable quality education, while equipping students with overall knowledge and skills in their chosen streams and provide opportunities to them to realize their full potential for their future prospects.

PRINCIPAL

Prof. Indira Daroch

TEACHING STAFF**FACULTY OF HUMANITIES****Department of English**

1 Ms. Upma Sharma
Assistant Professor

2 Ms. Mittali
Assistant Professor

Department of Hindi

1 Dr. Jatinder Kumar
Assistant Professor

Department of Economics

1 Dr. Geeta Negi
Assistant Professor

Department of Geography

1 Dr. Sudhir Kumar
Assistant Professor

Department of History

1 Ms. Anju Devi
Assistant Professor

Department of Music (Vocal)

1 Dr. Savita Sharma
Associate Professor

Department of Pol. Science

1 Dr. Bharti Gupta
Assistant Professor

Department of Sociology

1 Dr. Sneha
Assistant Professor

Dept. of Physical Education

1 Dr. Gopal Dasta
Associate Professor

FACULTY OF COMMERCE

1 Dr. Yashika Guleria
Assistant Professor

2 Dr. Shilpa Chauhan
Assistant Professor

FACULTY OF SCIENCE**Department of Botany**

1 Dr. Jyoti Gupta
Associate Professor

Department of Chemistry

1 Dr. Harinder Lal
Associate Professor

Department of Physics

1 Vacant

Department of Zoology

1 Vacant

Department of Mathematics

1 Vacant

LIBRARY

1 Smt. Rajani Bhardwaj
Librarian

MINISTERIAL STAFF**OFFICE STAFF**

1 Mr. Hamender Dutt Sharma
Supdt. Grade – II

2 Mr. Sudhir Kumar Sharma
Sr. Assistant

3 Mr. Hitesh Kumar
JOA(IT)

4 Ms. Babita
JOA(IT)

LABORATORY STAFF

1 Laboratory Assistant
Vacant (4)

2 Tabla Instructor
Vacant (1)

CLASS IV

1 Mr. Amar Pal
Peon cum *Chowkidar*

2 Ms. Champa Devi
Peon cum *Chowkidar (On Deputation)*

3 Mr. Suresh Kumar
Peon cum *Chowkidar*

4 . Vacant (3)

ADMISSION SCHEDULE (2023-24)

Admission and Teaching Schedule of B.A./B.Com./B.Sc. I for the session 2023-24:

Particulars	Period	Days
Submission of Admission Forms	30 th June, 2023 to 8 th July, 2023	8 Days
Display of First Merit List	8 th July, 2023 at 5 p.m.	
Fee to be Deposited	10 th July, 2023 to 12 th July, 2023	3 Days
Display of Second Merit List	12 th July, 2023 at 5 p.m.	
Fee to be Deposited	13 th July, 2023 to 14 th July, 2023	2 Days
Orientation for First Year Students	15 th July, 2023 and 17 th July, 2023	2 Days
Regular Teaching	18 th July, 2023 to 10 th November, 2023 16 th November, 2023 to 31 st December, 2023 6 th February, 2024 to 31 st March, 2024	116 Days 46 Days 55 Days
	Total Working Days	217 Days

Note: Any change in the Admission Schedule, if notified by HP University, will be displayed on the notice board. The admission to First Year shall be strictly on the basis of merit and the roster reservation of HPU will be applicable. The admission forms duly filled-in must be submitted to the concerned committees by 5:00 P.M. (If the admission is offline).

Roll-on Admission Schedule (for admission to B.A. / B.Com. /B.Sc. II and III Year)

Students of B.A. / B.Com./ B.Sc II and III Year are required to submit the admission form after verification from the admission committee in all respects and deposit the fee on the dates notified.

Period	Remarks
30 th June, 2023 to 12 th July, 2023	Without late fee

Vacation Schedule

Vacation	Period	Days
Summer Vacation	5 th June, 2023 to 29 th June, 2023	25 days
Diwali Break	11 th November, 2023 to 15 th November, 2023	05 days
Winter Vacation	1 st January to 4 th February, 2024	35 days

EXAMINATION SCHEDULE (2023-24)

Mid-Term & Annual Examination (Practical & Theory) Schedule for Annual System

Period	Dates
Mid Term Tests	First / Second Week of December
Annual Examination	1 st April, 2024 to 23 rd May, 2024

TENTATIVE SCHEDULE OF OTHER ACTIVITIES (2023-24)

1. Commencement of Regular Classes	18 th July, 2023
2. Orientation of First Year Students	25 th July, 2023 and 26 th July, 2023
3. PTA General House	To be notified in due course of time
4. CSCA Elections	As per University Schedule
5. <i>Van Mahotsav</i>	First Week of August
6. Women Cell Lecture	September (Last Week)
7. Youth Society/Club's Function	September (Last Week)
8. College Sports Meet	Last Week of November/1 st week of Dec.
9. Disaster Mock Drill	Mid – October, 2023
10. Inter-University Sports & Youth Festival	As per University Schedule
11. Career Counselling Lecture	First Week of October, 2023
12. Red Ribbon Club Week	1 – 7 December, 2023
13. Filling of Examination Forms	As per HP University Notification
14. CSCA Function	February 2024
15. Annual Function	In the Month of March
16. Celebrations of Days	
i. Red Cross Day	8 th May
ii. International Yoga <i>Diwas</i>	21 st June
iii. Hindi <i>Diwas</i>	14 th September
iv. Flag Day (R&R)	7 th November
v. World AIDS Day	1 st December
vi. Science Day	28 th February
vii. Women's Day	8 th March
viii. Indian Constitutional day	26 th November
ix. World Environment Day	5 th June

CHOICE BASED CREDIT SYSTEM (CBCS)

The choice-based credit system (CBCS) provides an opportunity for the students to choose courses from the prescribed courses comprising core courses (DSC), elective courses (DSE), skill-based courses (SEC) and generic courses (GEC). The courses can be evaluated following the grading system, which is considered to be better than the conventional marks system. This uniform grading system will benefit the students to move across institutions within India to begin with and across countries. The uniform grading system will also enable potential employers in assessing the performance of the candidates. In order to bring uniformity in evaluation system and computation of the Cumulative Grade Point Average (CGPA) based on student's performance in examinations, the UGC has formulated the guidelines to be followed.

Outline of Choice Based Credit System:

- 1. Core Course:** A course, which should compulsorily be studied by a candidate as a core requirement is termed as a Core course. Core course also referred as Discipline Specific Core (DSC) Course ensures that all institutions follow common curriculum so that each institution adheres to a common minimum standard. The course, designed under this category, aims to cover the basics that a student is expected to imbibe in that particular discipline.

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

2.1 Discipline Specific Elective (DSE) Course (2 Each for regular courses): Elective courses may be offered by the main discipline/subject of study is referred to as Discipline Specific Elective. The University/Institute may also offer discipline related Elective courses of interdisciplinary nature (to be offered by main discipline/subject of study).

2.2 Dissertation/Project: An elective course designed to acquire special/advanced knowledge, such as supplement study/support study to a project work, and a candidate studies such a course on his own with an advisory support by a teacher/faculty member is called dissertation/project.

2.3 Generic Elective (GE) Course: An elective course chosen generally from an unrelated discipline/subject, with an intention to seek exposure is called a Generic Elective. The purpose of this category of papers is to offer the students the option to explore disciplines of interest beyond the choices they make in Core and Discipline Specific Elective papers.

P.5: 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: AE Compulsory Course (AECC) and Skill Elective Course (SEC).

3.1 Ability Enhancement Compulsory Course (AECC): "AECC courses are the courses based upon the content that leads to knowledge enhancement. These are: (i) Environmental Science, (ii) English/MIL Communication), are mandatory for all disciplines. AECC courses are value-based and/or skill-based and are aimed at providing hands-on-training, competencies, skills, etc.

3.2 Skill Enhancement Courses (SEC) (Minimum 4): These courses may be chosen from a pool of courses designed to provide value-based and/or skill-based knowledge. The main purpose of these courses is to provide students with life-skills in hands-on mode so as to increase their employability.

A Brief of UG Program in Arts, Commerce and Science (I, II & III Year)

The following Table gives you the courses of study in the **Under Graduate Programme of Arts, Commerce and Science for I, II & III Year.**

Changes in the Structure of UG in respect of BA/B.Com./B.Sc. First Year/Semester to be notified as per the NEP-2020.

SCHEME OF COURSES FOR B.A PROGRAMME:

Table -1

Year	Discipline Specific Course (DSC)-12	Ability Enhancement Compulsory Course (AECC)-2	Skill Enhancement Course (SEC)-4	Discipline Specific Elective (DSE)-2	Generic Elective (GE)-2
1 st Year	Eng. 1=6 Credit Hindi 1=6 Credit	Env. Science =4 Credit Eng.=4 Credit	Nil	Nil	Nil

	DSC 1A =6 Credit DSC 1B =6 Credit DSC 2A =6 Credit DSC 2B =6 Credit 36 Credit	8 Credit		Total Credits=44	
2nd Year	Eng.-2 = 6Credit Hindi-2 =6 Credit DSC 1C =6 Credit DSC 1D =6 Credit DSC 2C=6 Credit DSC 2D =6 Credit 36 Credit	Nil	SEC-1 =4 Credit SEC-2 =4 Credit 8 Credit	Total Credits =44	
3rd Year	Nil	Nil	SEC-3=4 Credit SEC-4 =4 Credit 8 Credit	DSE 1A=6 DSE 1B =6 Credit DSE 2A =6 Credit DSE 2B =6 Credit 24 Credit Total Credits = 44	GE- 1 =6 Credit GE-2 = 6 Credit 12 Credit

B.Sc. Programme:**B.Sc. Medical (Life-Science):** Chemistry, Zoology and Botany.**B.Sc. Non-Medical (Physical Science):** Mathematics, Physics and Chemistry/Computer Science.**Table-2**

Scheme of Courses for B.Sc. Medical/Non-Medical					
Year	Discipline Specific Course (DSC)-12	Ability Enhancement Compulsory Course (AECC)-2	Skill Enhancement Course (SEC)-4	Discipline Specific Elective (DSE)-6	CREDITS
1	DSC-1A=6 Credit DSC-1B=6 Credit DSC-2A=6 Credit DSC-2B=6 Credit DSC-3A=6 Credit DSC-3B=6 Credit 36 Credit	Environmental Science =4 Credit Eng. =4Credit 8 Credit	Nil	Nil	44
2	DSC-1C=6 Credit DSC-1D=6 Credit DSC-2C=6 Credit DSC-2D=6 Credit DSC-3C=6 Credit DSC-3D=6 Credit 36 Credit	Nil	SEC-1 =4 Credit SEC-2 =4 Credit 8 Credit	Nil	44
3	Nil	Nil	SEC-3 =4 Credit SEC-4 =4 Credit 8 Credit	DSE-1A=6 Credit DSE-1B=6 Credit DSE-2A=6 Credit DSE-2B=6 Credit DSE-3A=6 Credit DSE-3B=6 Credit Credit=36	44
Total Credits in B.Sc. Three Year Degree Course =44x3					132

B. Com. (Pass Course): Three-Year CBCS Programme

Basic Structure: Distribution of Courses			
1	Ability-Enhancement Compulsory Course (AECC)	2 Papers of 4 Credit Hrs. each (Total Credit Hrs.4X2)	8
2	Skill-Enhancement Elective Course (SEC)	4 Papers of 4 Credit Hrs. each (Total Credit Hrs. 4X4)	16
3	Core Course	12 Papers of 6 Credit Hrs. each (Total Credit Hrs. 12X6)(5 Lectures and I Tutorial)	72
4	Discipline Specific Elective (DSE)	4 Papers of 6 Credit Hrs. each (Total Credit Hrs. 3X6)(5 Lectures and I Tutorial)	24
5	Generic Elective (GE)	2 Papers of 6 Credit Hrs. each (Total Credit Hrs. 3X6)(5 Lectures and I Tutorial)	12
	Total Credit Hours		132

B. Com.: Three-year (Annual) CBCS Programme Structure

Course No.	Course Title	Course Type
	YEAR-1	
	Environmental Studies	Ability -Enhancement
BC 1.1	Financial Accounting	Core Course C-1
BC 1.2	Business Organisation and Management	Core Course C-2
	English-1 Core English (Compulsory for B.A./B.Com)	Core Course C-3
	Language: English/Hindi/Modern Indian Language	Ability-Enhancement Compulsory Course (AECC)-2
BC 1.3	Business Law	Core Course C-4
BC 1.4	Business Statistics and Mathematics	Core Course C-5
	Hindi-1 / Modern Indian Language	Core Course C-6
	Year -2	
BC 2.1	Company Law	Core Course C-7
BC 2.2	Income Tax Law and Practice	Core Course C-8
	English-II	Core Course C-9
BC 2.3	Computer Application in Business	Skill-Enhancement Elective Course (SEC)-1
HIND 400	Hindi-II	Core Course C-10
BC 2.4	Corporate Accounting	Core Course C-11
BC 2.5	Cost Accounting	Core Course C-12
BC 2.6	E-Commerce	Skill-Enhancement Elective Course (SEC)-2
	YEAR 3	
	Any one of the following BC 3.1 (a) Human Resource Management BC 3.1 (b) Principles of Marketing BC 3.1 (c) Corporate Governance and Auditing	Discipline Specific Elective (DSE)-1
	Any one of the following Discipline:- BC 3.2 (a) Fundamentals of Financial Management	Discipline Specific Elective (DSE)-2

	BC 3.2 (b) Goods and Services Tax (GST)	
BC 3.3	Entrepreneurship	Skill- Enhancement Course (SEC)-3
BC 3.4	Principles of Micro Economics	Generic Elective (GE)-1
	Any one of the following Discipline:- BC 3.5 (a) Corporate Tax Planning BC 3.5 (b) Banking and Insurance BC 3.5 (c) Management Accounting BC 3.5 (d) Computerised Accounting System	Specific Elective (DSE)-3
	Any one of the following Discipline:- BC 3.6(a) International Business BC 3.6(b) Office Management and Secretarial Practice BC 3.6(c) Fundamentals of Investment BC 3.6(d) Consumer Protection	Specific Elective (DSE)-4
BC 3.7	Personal Selling and Salesmanship	Skill-Enhancement Elective Course (SEC)-4
BC 3.8	Indian Economy	Generic Elective (GE)-2

THE EVALUATION SYSTEM OF CBCS FOR ARTS , COMMERCE and SCIENCE (I, II & III YEAR)

All Courses (Core and Elective) will have an evaluation system that comprises of the following two components:

1. **Continuous Comprehensive Assessment (CCA)** accounting for 30% (for Arts ,Commerce and Science) & 30% (for Science) of the final grade that a student gets in a course, and
2. **End-Semester Examination (ESE)** accounting for the remaining 70% (Arts/ Commerce) & 50% Theory + 20% Practical (Science) of the final grade that the student gets in a course.

Continuous Comprehensive Assessment (CCA)

CCA for a student enrolled for the session will account for 30% of the total marks. The breakup of 30% i.e. 30 marks is given below:

- (a) **House Examination Test (10 Marks):** There will be one Mid Term Test, to be conducted when approximately two – third of the syllabus has been covered.
- (b) **Assignment / Presentation/ Seminar/ Quiz etc. (10 Marks)**
- (c) **Class Test (5 Marks)**
- (d) **Classroom Attendance (5 Marks)** – Each student will have to attend a minimum of 75% Lectures/ Tutorials/practical. A student having less than 75% attendance will not be allowed to appear in the Term End Examination. A 5% assessment will be given on the basis of this attendance. The CCA marks for attendance will be 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
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Note: It is compulsory for all the students to take the mid-term test and obtain 35 per cent marks in the internal assessment (IA). However, minimum aggregate pass marks (i.e. IA + Final Exam) will be 40 per cent.

Classroom Attendance Rules

Each student will have to attend a minimum of 75% Lectures/Tutorials /Practical. A student having less than 75% attendance will not be allowed to appear in the Term End Examination (TEE).

Guidelines and Eligibility for Admission to B.A./B.Com./B.Sc. First Year

A candidate seeking admission to any class has to apply **ONLINE**. The Application form is to be filled up by the applicant after carefully reading all the rules and eligibility conditions.

1. The eligibility criteria for admission to B.A., B.Sc. and B.Com. in the first year is strictly as per the latest ordinances / guidelines / calendar notified by the Himachal Pradesh University.
2. All the admissions in B.A. / B.Sc. / B.Com. 1st Year Program will be made on the merit of +2 Examination taking into consideration the best five subjects, including English as one of the subjects.
3. The student of NIOS (National Institute of Open School), who has passed all five subjects securing the requisite marks will be admitted.
4. Provided that a student who has passed the qualifying exam in Arts Stream with minimum 33% marks will be given preference in the BA programme.
5. Provided that a student who has passed the qualifying exam with minimum 40% marks in Commerce Stream will be given preference in the B.Com. programme (33% for girls). Students from other streams opting for Commerce must have studied Economics or Mathematics at +2 level and attained minimum 45% marks.
6. The students opting for Science Stream must have passed +2 examination under 10 +2 or an equivalent thereto of a Board/University with five subjects (three Science Subjects, one English and one physical Education/Computer) with 45% marks. The students seeking admission in B.Sc 1st year (non -medical) have the option to choose Chemistry as one of the Discipline Specific Course for study .
7. B.Sc. pass course : 45% in +2 in five written subjects (including English) with physics, chemistry, and Mathematics for Non -Medical and the students who opt for medical group, Biology at 10 +2 level is compulsory.
8. A student who has passed *Shashtri, Prak Shashtri* from Sanskrit Colleges affiliated to the HPU or *Rashtria Sanskrit Sansthan* (Deemed University) under MHRD, Govt. of India shall be eligible for admission to Arts stream only, provided that the candidate has passed *Prak Shastri* or *Shastri* with English as one of the subjects.
9. Upper age limit for admission to B.A./B.Com./B.Sc. First Year is 23 years for boys as on 1st July 2023 and for girls it is 25 years as on 1st July 2023. Age relaxation of three years is allowed in case of SC/ST candidates. **The Vice Chancellor (VC) has the power to permit age relaxation, for reasons to be recorded in writing, up to a maximum of six months.**
10. Merit will be worked out by taking into consideration the best of five subjects including English as one of the subjects.
11. In case of a tie in selection, the candidate older in age shall be given weightage.
12. An applicant who fails to deposit the dues by the last date and time shall forfeit his/her right to admission and the seat shall be offered to the next applicant in the merit list.

13. The roster for reservation of seats for various categories shall be as per the rules of HP University, Shimla.
14. **University Ordinance shall be strictly adhered to in admission to all the classes.**
15. There is no provision of compartment in the National Open School, New Delhi. So, a candidate failed in any one or more than one subject(s) is not eligible for admission in the college and will not be admitted as per university ordinance / rules.
16. Admission of a student is liable to be cancelled in case he/she furnishes incomplete/ wrong/ false information or in case of concealment of facts. Disciplinary action will also be taken against such a candidate.
17. The students placed under compartment or failing in +2 examination are not eligible for the admission in the college.
18. Mathematics at 10 +2 level is compulsory for any student seeking admission to B.A.I with Mathematics as one of the subject of study with 45% marks in aggregate or 45% marks in mathematics at +2 level.
19. Admission against quota meant for outstanding sports students and outstanding students in cultural activities shall be made only once in the beginning of the session. These students, must also qualify the minimum eligibility conditions for the admission in that course as provided under rules.
20. Only those students will be considered for sports quota who have participated in the District /State/ National level tournaments.
21. Only those students who have secured 1st, 2nd and 3rd position in the District/ State National level in the cultural events will be considered for the cultural quota.
22. Admission to be given in the 1st Year will be purely provisional and if admission of any candidate is cancelled by the HP University the college will not be responsible for that.

Note: Changes (If any) in the guidelines and eligibility for admission will be notified as per the notification of Himachal Pradesh University Shimla.

DOCUMENTS /CERTIFICATES REQUIRED AT THE TIME OF ADMISSION TO FIRST YEAR

1. Two passport size photographs.
2. Matriculation certificate.
3. 10+2 Pass Marks sheet issued by a recognized board.
4. One copy of H.P. Domicile certificate for girl students (for exemption of tuition fee).
5. Original character certificate from the head of the institution last attended in case of a student seeking admission to the 1st year of any course.
6. A student seeking admission from board/university other than H.P. will have to upload his/her migration certificate in original.
7. Gap Year Undertaking to be attached wherever applicable.
8. One copy of certificate of SC/ST from the Magistrate (Class-1) for seeking relaxation in age and benefit of reservation in the respective category.
9. One copy of Aadhar Card.
10. One copy of bank pass book front page.
11. Affidavit of Single Girl Child

12. Affidavit / Certificate related to Economically Weaker Section of the Society.
13. An equivalent eligibility certificate from H.P board/ University for the candidates who have passed +2 from a board other than H.P Board of School Education /ICSE/ CBSE.

NOTE:

- Candidates are required to upload original copy of documents and a recent passport size photograph.
- The Character Certificate must not have been issued more than six months prior to the date of admission.
- In case of gap year/(s) the character certificate of the last attended institution must be supplemented by another character certificate obtained from Gazetted Class-1 Officer or the Pradhan of Concerned Gram Panchayat or President of concerned Nagar Panchayat / Municipality.
- *The candidate having a compartment at 10+2 level is not eligible for admission.*
- ***The original certificates are mandatory at the time of admission/counselling.***
- Students must furnish the information of their latest e-mail and Aadhar number.
- The students seeking admission to 1st Year (as per the HPU notification) will deposit their fee only after the merit list is displayed.
- Admission without any of the above-mentioned documents shall be purely provisional and at candidate's own risk. The candidate must produce all his /her original certificates for verification when demanded by the Committee /College office.

PROVISIONAL ADMISSION

Initially all admissions shall be provisional and subject to the final approval by H.P. University. The admission of a student migrating from another University shall only be treated as provisional and shall only be confirmed when he/she produces the migration certificate and a certificate of good conduct from the head of the institution last attended by him/her.

Rules of admission are subject to change as per the Himachal Pradesh University notifications issued from time to time.

HUMANITIES/ARTS
SUBJECT COMBINATIONS ARTS STREAM (BA-1st YEAR)

The student will have to select 2 courses (DSC-I & DSC-II) from the list of courses given below. Students after selecting DSC-I from the courses offered will select 1 course of DSC-II from the corresponding options available. Students must keep in mind that they will have to study the SEC of their DSC-I course in second and final year.

DSC I	DSC II
Economics	Mathematics/ Political Science/ Sociology / English/ Hindi/ Geography
Music (V)	Political Science/ Sociology/ English/ Hindi
History	Political Science/ Sociology/ English/ Hindi/ Geography
Physical Education	Mathematics/ Political Science/ Sociology / English/ Hindi
Mathematics	Economics/ Music (V)/ History/ Physical Education/ English/ Hindi/ Geography
Political Science	Economics/ Music (V)/ History/ Physical Education/ English/ Hindi/ Geography
Sociology	Economics/ Music (V)/ History/ Physical Education/ English/ Hindi/ Geography
English	Economics/ Music (V)/ History/ Physical Education/ Mathematics/ Political Science/ Sociology
Hindi	Economics/ Music (V)/ History/ Physical Education/ Mathematics/ Political Science/ Sociology
Geography	Economics/ History/ Mathematics/ Political Science/ Sociology

Note: While selecting 2 Core Courses the following instructions are to be kept in view:

- 1. Students cannot opt for 2 practical subjects as core subjects.**
- 2. Two languages as core subjects cannot be opted for.**

SUBJECTS, SEATS & ROSTER

The Detailed list of all the subjects offered by the college and number of seats available in each subject is mentioned in the table ahead:

Faculty	Subject	Seats	Faculty	Subject	Seats
Arts	English	80	Science (Medical and Non-Medical)	Mathematics (Arts + Sc.)	80
	Hindi	80		Physics	80
	Economics	80		Chemistry	80
	Geography	80		Botany	80
	History	80		Zoology	80
	Political Science	80			
	Sociology	80	Commerce	80	
	Music (Vocal)	80			
	Physical Education	80			

ROSTER (120 POINT)

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

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

Abbreviations: SC=Scheduled Caste; ST = Scheduled Tribe; PwD = Person with Disabilities; SP= Sports; CUL= Cultural; Blank Box = General

Note: One seat, over and above the allotted seats, in every subject will be reserved for the single girl child. The applicant will have to furnish a certificate from a competent authority as a proof of her status of a single girl child.

B.A./B.Com./B.Sc. 2nd and 3rd year Admission and Course Guidelines:

- Admission to B.A./B.Com./B.Sc. II Year & III year shall be on Roll-on basis. In roll on system the students who have studied in first and second year in the previous session are allowed to take provisional admission in the next class that is in 2nd and 3rd year respectively without waiting for the final result. However, the students will have to fulfill all the formalities laid down by the college authorities like filling up of the **online admission form** and depositing the prescribed fee within stipulated date and time. Admission schedule as notified by HP University will be displayed on the notice board and official website of the college. The student is required to submit a copy of the Detailed Marks Certificate after declaration of the result.
- The students of BA/B. Com. I & II year shall qualify minimum six courses mentioned for their study (out of eight). Students failing in one/two subjects of annual system of CBCS will be placed in compartment and those failing in three or more than three courses will be declared fail and rolled back to previous class.
- After getting the form verified and approved by the members of the admission committee, the applicants of II & III year will get their fee deposited. In case of any clarification or guidance, the applicant can approach the Admission Guidance Committee of the college.
- **The girl students are required to enclose their Bonafide Himachali certificate along with the form.**
- **Students who have not appeared in his/her Annual Examination conducted by the Himachal Pradesh University will not be eligible for admission under roll-on basis.**

College is offering Generic Elective course in all the available subjects in B.A./B.Com.- III Year (Except Hindi). The students of B.A-III Year will opt from Generic Elective Courses (GE-I and GE-II) in an unrelated subject/discipline, in addition to DSC-I, DSC-II and SEC Courses.

MIGRATION

1. Migration from other colleges to Govt. Degree College, Kandaghat, Distt. Solan and vice-versa is governed by HP University rules and it shall be carried out online only.
2. No migration certificate can be issued unless the student is registered with the university. A migrating student will not be admitted to the college if the subject/courses studied by him/her previously are not available in the college.
3. The migrating student must submit the following documents/information:
 - Lecture attendance statement (of all subjects offered)
 - Statement of score earned by the students under CCA.
 - Character certificate from the Principal of the college last attended.
4. After migration has been approved by the H.P. University the student must join the College within the time period stipulated by the University.
5. The College first joined is entitled to the tuition fee for the month in which the university approves the migration. The second college is not entitled to the tuition fee for that month or part thereof.
6. The admission of students migrating from another university or from an affiliated college or institution in the same course (including the Directorate of Correspondence Courses) shall be governed by the regulations framed by the Executive Council of HPU from time to time.
7. The admission of a student migrating from another university shall be treated as provisional and shall be confirmed when he/she produces the migration certificate issued by the university and a certificate of good conduct issued by the Head of the Institution last attended.
8. **A student disqualified by another university shall not be given admission during the period of disqualification.**

FEES AND FUNDS (2023-24)

(As approved by the Government / Himachal Pradesh University Shimla)

Annual Charges			Monthly Charges		
Admission Fee		₹25.00	Tuition Fee (Boys & Non Himachali Girls)	₹50.00	
Registration Fee (to be paid online)	HP Board	₹200.00	Amalgamated Fund	₹25.00	
	Other Boards	₹400.00	Building Fund	₹10.00	
University Continuation Fee		₹10.00	Rovers & Rangers Fund	₹5.00	
University Holiday Home		₹1.00	Sports Fund	₹20.00	
Youth Welfare Fee		₹15.00	Music Practical Fund	₹15.00	
University Sports Fee		₹15.00			
Students Aid Fund		₹2.00	Practical Fund (Per Year per subject)		
House Examination Fund		₹80.00	Geography/ Music/Physical Education	₹180.00	
Computer and Internet Facility		₹20.00	Computer Practical (Commerce / IT)	₹180.00	
Book Replacement Fund		₹25.00	Chemistry/Physics/Botany/ Zoology	₹240.00	
Indian Red Cross Society Fund		₹40.00	Late payment of dues per day	₹1.00	
NCC		₹10.00	Re-admission Fee and Fines		
Culture Activity		₹20.00	Re- admission Fee	First Time	₹100.00
Furniture Repair /Repl.		₹10.00		Second Time	₹200.00
Library Security (Refundable) Only for 1st Year		₹100.00	Late return of Library book per book per day		₹1.00
Identity Card		₹10.00	Late admission Fee		₹10.00
College Magazine		₹50.00	Absence & Other Fines	Absentee per period	₹1.00
Medical Fund		₹6.00		Absence per Practical	₹3.00
Campus Beautification & Dev. Fund		₹10.00		Absence from House Test per paper	₹10.00
University Development Fund (only for 1st year)	For General Students	₹250.00			
	For BPL Students	₹100.00			

Note:

- 1) The above fees and funds are subject to change as per HPU/HP Government Instructions. If the fee is revised, the students will have to pay the revised fee or the Himachal Pradesh University charges as decided by HPU from time to time.
- 2) PTA Fund, as decided by the PTA, shall be taken annually.
- 3) On migration from other institutions, funds for the entire session shall be charged and tuition fee shall be charged from the time of joining the College.
- 4) Rs. 100.00 will be charged extra from students migrating from other colleges on account of Library Security.
- 5) Fine, if any, from the students will be collected in the month of February / March, 2024.

Rules regarding the payment of college dues

1. Tuition fee shall be charged for 12 months (June to May) as per schedule. At the time of admission students will have to pay the fees for one year.
2. Fees and other charges are to be paid (without fine) on the dates fixed or notified from time to time.
3. Those who pay the College dues after the dates fixed for their class will have to pay the fine for the delay.
4. Fine once paid will not be refunded.
5. The students who do not pay their dues as per scheduled dates will be charged late fee at rate notified by the government from time to time.
6. Tuition fee from the Bonafide Himachali girl students will not be charged
7. Student with physical disability above 40% will not be charged fee or any funds (Notification No. 4-51/2015-HPU(Acad) dated 25-07-2015)
8. Students must keep the fee receipt safe throughout the session, as a proof of their admission and to claim the refund after graduation.

Scholarship, Fee Concession and Financial Assistance

Number of scholarships and fee concessions are available to eligible and deserving students. Information regarding the dates, eligibility conditions and procedure for applying for these scholarships/concessions, etc. is notified on the college notice board from time to time. (For additional information contact the Convenor of Scholarship/Fee Concession Committee). The student may apply for these scholarships/concessions on prescribed forms that can be obtained from the office or online. The application should be duly attested/ verified by the competent authority and should be accompanied by the relevant certificates of educational qualification/income/caste/ tribe/ domicile etc.

The Scholarships / Concessions available are:

1. **Post Matriculation Scholarship for SC/ST Students:** This Scholarship is available for students of SC/ST Category whose parents/guardians & annual income does not exceed Rs. 2,50,000 per annum.
2. **Post Matriculation Scholarship for OBC Students:** Students who belong to OBC category are entitled to this scholarship if the annual income of their parents is up to Rs. 1,50,000 per annum.
3. **IRDP/BPL Scholarship Scheme:** The student who belongs to IRDP/BPL families may apply for this scholarship with required documents. A sum of Rs. 1200/- per annum is provided as financial assistance.
4. **Post Matriculation Scholarship for Students with Disabilities:** This scholarship is applicable to students with more than 40% disabilities and having a valid certificate of disability issued by the competent authority (as prescribed under rules).
5. **Kalpna Chawla Chhatravriti Yojna:** This is a National Scholarship for 2000 meritorious 10+2 girl students of all study groups. The deserving candidates will be awarded a scholarship as per notification.
6. **Indira Gandhi Utkrisht Chhatravriti Yojana for Post 10+2 students:** The scholarship shall be

awarded to the ten male toppers each from the merit list of 10+2 Arts, Science and Commerce, supplied by the H.P. Board of School Education Dharamshala. The rate of scholarship would be Rs. 10,000 per student per annum.

7. **Dr. Ambedkar Post Matriculation Scholarship for SC Students:** This scholarship will be given to top 1250 meritorious students of SC category. The rate of scholarship would be Rs. 12,000 per student per annum.
8. **Dr. Ambedkar Post Matriculation Scholarship for OBC Students:** This scholarship will be given to top 1000 meritorious students of OBC category. The rate of scholarship would be Rs. 10,000 per student per annum.
9. **Scholarship to the children of Armed Forces Personnel killed/ disabled in action.**
10. **Dr. Ambedkar Post Matriculation Scholarship for Economically Backward class students.**
These scholarships are awarded to students as per norms and rules prescribed by the department. The concerned student is also required to have an Account in any of the Scheduled / Commercial Banks and Aadhaar Enrolment. The Bank Account should be linked to AADHAR number.

Note: Subject to change as per Government Notification.

LEAVE RULES FOR STUDENTS

1. It is compulsory for all the students to get their leave sanctioned before proceeding on any kind of leave.
2. A student can proceed on leave with prior permission from the Principal, but the application should also be signed by the parents/guardian of the student and duly recommended by the tutor.
3. For leave on medical grounds, the student will be required to submit a medical certificate in case the leave is of more than a week.
4. Leave up to one week will be sanctioned by the concerned teacher. For leave extending, one week duration, the student shall have to apply to the Principal.
5. A student will not be allowed to avail more than ten days leave during the entire academic session, except under exceptional circumstances.
6. If a student remains absent for ten days continuously (Annual system) without information, his/her name will be struck off from the rolls of the college.
7. Even if a student is on leave, he/she will have to deposit his/her fee as per the scheduled date decided by the college. Similarly, he/she will have to return the book on the due date.
8. No leave will be granted during the Mid-term Examination.
9. Students who represent College in various inter- college games or other competitions will have to get their leaves sanctioned from the Principal and noted by the subject teachers concerned before their departure for the event.

RE-ADMISSION

1. The name of the student who remains absent for 10 days continuously from any class without proper leave shall be struck-off from the college rolls.
2. The student, whose name is struck-off from the college rolls due to shortage of attendance, shall have to seek re-admission within ten days of the name being struck-off. Failing which he/she will not be eligible for re-admission. Parents/Guardian of the candidate must accompany such candidate and assume responsibility for the student's regularity in classes during the remaining period of the academic session. He/She will have to seek re-admission on the recommendation of the concerned teachers and by the approval of the Principal.

A student can only be re-admitted twice. He shall cease to be a student after that. ***Re-admission required to be sought within ten days of the date on which the notice of struck-off is put on the Notice Board, failing which it is to be assumed that the student is not interested in continuing as such.***

IDENTITY CUM LIBRARY CARD

Once the admission of a student to the college is confirmed, he/she should collect his/her card from the CollegeOffice/Librarian well in time as per the schedule notified by the Office/ Librarian. **It is compulsory for all students to carry the college identity card with them and to produce it for verification as and when demanded by the college authorities.** The loss of identity card must be reported immediately to the college authorities. One has to file an FIR in order to get a duplicate identity card on payment of Rs. 20.00/- within one week only.

LIBRARY RULES

Library is the heart of any educational institution where students enrich their knowledge. No institution is complete without a library. The process of establishing the library in the college was started in the academic session 2017-2018. At present this library has books on various subjects, subscription of newspapers, Magazines, Periodicals and Journals as per the requirement of the students.

1. A student after admission is required to collect the Library-cum-Identity card on production of his/her fee receipt. The card should be kept carefully by the student.
2. Books will be issued on the Library-cum-Identity card only.
3. Ordinarily, two books are issued at a time for 14 days, but the librarian can recall the same at any time.
4. If the books are not returned by the due date, a fine of Re. 1/- per book per day will be charged for the overdue period.
5. Reference books and periodicals/ journals/ magazines are not issued; however, the students can consult the same in the library.
6. The student shall be responsible for the book issued to him/her. Books torn/ damaged/ defaced in any manner will not be accepted. In case of loss of a book, the student will have to replace the book or pay fine in addition to the present price of the book with special permission of the Principal.
7. In case of loss of the Library-cum-Identity card, the duplicate card can be obtained by applying through an application to the Principal, paying Rs.20/- and on production of the copy of the FIR lodged with the police.
8. If a student fails to claim refund of library security within two years of leaving the college, it shall automatically stand lapsed.

ROVERS AND RANGERS

Bharat Scouts and Guides is a voluntary youth movement with Rovers and Rangers as its higher wing. The motto of the Movement is 'Service to Society'. The purpose is to develop the young people as Rangers (Girls) and Rovers (Boys), in achieving their overall physical, intellectual, social and spiritual goals. The college also has one unit of this organization. The Rovers and Rangers attend the training camps from time to time and are engaged in various college activities and functions.

COLLEGE MAGAZINE

The College publishes its magazine “*UDBHAV*” every year. It has various sections covering write-ups in English, Hindi, Commerce, Pahari and Planning section showing the creative skills of the young student-writers. The College magazine provides an opportunity to the budding student writers to express their creative, innovative and analytical views with regard to various issues. This magazine is an important source of channelizing the inherent qualities and capabilities of the students and to cultivate and nourish their creative skills. Those students who want to contribute their vibrant write-ups should contact /consult staff/ student editors of various sections in this regard during the session.

CAREER GUIDANCE, COUNSELLING AND PLACEMENT CELL

The College has established a Career Guidance, Counselling and Placement Cell for the benefit of the students as per the instructions of the Government. The object of the cell is to guide the students about the different career prospects and inform them about the more popular and accessible job inlets in the administrative and professional arenas. The Cell also aims at helping the students in developing their personalities and sharpen their communication skills. The members of the Cell are always available to guide the students in selecting and pursuing the careers most suitable to them considering their abilities.

COLLEGE STUDENT & CENTRAL ASSOCIATION (CSCA)

The CSCA will be constituted as per the H.P. University rules and regulations.

CO-CURRICULAR ACTIVITIES, VARIOUS CLUBS AND SOCIETIES

The various co-curricular activities in the class room helps in imparting bookish knowledge to the students as per the demands of the examination system, but unless certain other activities are undertaken, a student never acquires completeness. It is here that the role of co-curricular activities comes in. Such activities along with class room involvement help integrate the three very vital aspects of an individual (student) -- namely the body, mind and soul. With the above objectives in mind, various clubs and societies have been constituted under the guidance of the able teachers. Students are advised to join at least one of the clubs and respective subject societies to become ennobled graduates on completion of their courses from this College. The various clubs are functional in the college are: Red Ribbon Club, Yuva Tourism, Jal Shakti /Energy Club, Eco/ Nature Club, Road Safety NSS Rover & Rangers/ Ek Bhart Shreshth Bhart, IQAC cell etc.

PARENT TEACHER ASSOCIATION (P.T.A.)

Parent-Teacher Association is formed in the college with the avowed object of promoting participation of parents in the developmental activities of the college. Parent-Teacher Association of Govt. Degree College Kandaghat has contributed a lot to the development of the College. Its main objectives include revival of the relationship between the parents and teachers, to create the healthy educational environment, to arrange discussions with the elder persons of the society from time to time and incorporate their suggestions for the improvement of the educational standards, to suggest ways so that students education is promoted, to make a collective effort to improve the conduct of the students and also to restrict the entry of anti-social elements on the campus, to inform the parents/guardians about the

performance of their wards from time to time and to make the parents aware of various schemes of the Govt. in the area of education.

On admission of a student, his/ her parent (father or mother) or guardian (only blood relation) automatically becomes member of the PTA.

The executive body of Parent-Teacher Association comprises the following members:

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

Notice of Annual General Meeting of PTA

The Annual General House / Meeting of the PTA will be notified in the month of August/September, 2023 in the College to undertake the following agenda:

1. *Election of the office bearers and members of the Executive*
2. *Any other matter with the permission of the Chair*

Parents/ guardians may please make it convenient to attend the meeting in the interest of the College and their wards.

CODE OF CONDUCT AND DISCIPLINE

1. The Principal and the members of the staff have the power to take disciplinary action against students indulging in any act of indiscipline, which may lead to fine, suspension, rustication or expulsion of the guilty student.
2. It is the personal responsibility of every student to get himself/herself registered in their respective subjects. Failing which he/she will be marked absent and name will be struck-off.
3. Students are directed to switch off their mobiles as and when they enter their class rooms. Playing of music and songs on mobile phones is strictly prohibited. Any student, if found, indulging in it will be penalized.
4. Only those functions can be held in the college campus which are organized or are allowed by the college authorities.
5. Pasting of unauthorized posters in the college, writing on the walls, blackboards and notice boards is strictly prohibited.
6. A student bringing outsiders to the college campus will be severely punished. Outsiders are not allowed to roam about in the college campus otherwise they would be handed over to the police.
7. Roaming about in the campus, corridors and outside the classrooms during vacant periods and causing disturbance to work in this manner is highly undesirable and will be considered an act of indiscipline.
8. Damage of any kind to college property including defacement of walls, damage to furniture, tampering with electrical or water fittings etc. is an act of indiscipline and is punishable.
9. Use of Alcohol, tobacco and drugs is strictly prohibited. Any student found indulging in it will be penalized and necessary action will be taken.
10. Using foul language with a student, teacher or any employee of the college shall be viewed seriously.
11. All to go through the notices displayed on the College Notice Board on a regular basis.
Students are expected to strictly follow the SOPs as notified by the college authorities.
12. **The Students are under the CCTV Surveillance.**

Administrative Assignments and Committees for the Session 2023-24

Sr. No.	Committee	Convenor / Incharge	Member
1.	Dean Students' Welfare (DSW)	Dr. Gopal Singh Dasta	
2.	College Advisory Committee	Dr. Gopal Singh Dasta	Dr. Savita Sehgal Dr. Harinder Lal Ms. Upma Sharma Dr. Sneh
3.	Bursar	Dr. Sudhir Kumar	Already notified (Office Order)
4.	Anti-Ragging Committee	Principal (Chairperson) Dr. Savita Sehgal (Nodal Officer)	Dr. Sneh Dr. Sudhir Kumar Mr. Hamender Dutt Sharma (Supdt Gr-II) SHO Kandaghat
5.	College Building & Land Affairs/ Campus Development / Campus Beautification / Water & Electricity Maintenance Committee	Dr. Gopal Singh Dasta	Dr. Harinder Lal Ms. Upma Sharma Ms. Rajni Bhardwaj (Librarian) Mr. Hamender Dutt Sharma (Supdt Gr-II) Mr. Sudhir Kumar (Sr. Asstt.)
6.	Time- Table Committee	Ms. Upma Sharma	Dr. Sneh Dr. Sudhir Kumar
7.	House Examination Committee	Dr. Savita Sehgal	Dr. Jitender Kumar Ms. Anju Thakur Dr. Shilpa Chauhan Dr. Bharti Gupta Ms. Babita (JOA-IT)
8.	Scholarship Committee	Dr. Harinder Lal (Nodal Officer)	Dr. Geeta Devi Dr. Yashika Guleria Mr. Hitesh Kumar (JOA-IT)
9.	Scholarship Monitoring & Scrutiny Committee	Dr. Gopal Singh Dasta	Dr. Savita Sehgal Ms. Upma Sharma
10.	Library Committee	Dr. Savita Sehgal	Dr. Jitender Kumar Dr. Bharti Gupta Dr. Mitali Dhareula Ms. Rajni Bhardwaj

11.	Career Counselling & Placement Cell	Ms. Upma Sharma	Dr. Geeta Devi Dr. Sudhir Kumar Dr. Shilpa Chauhan Ms. Mitali Dhareula
12.	Grievances Redressal Cell/ Internal Complaint Committee against Sexual Harassment of Women	Principal (Chairperson) Dr. Savita Sehgal (Convenor)	Dr. Jyoti Gupta Ms. Upma Sharma Dr. Sneh Dr. Jitender Kumar
13.	Sports Committee	Dr. Gopal Singh Dasta	Dr. Harinder Lal Dr. Bharti Gupta Dr. Mitali Dhareula Mr. Hitesh Kumar (JOA-IT)
14.	Maintenance of Girls' Common Room/ Management of Sanitary Napkin Machine	Prof. Anju Devi	Dr. Yashika Guleria Dr. Shilpa Chauhan Dr. Bharti Gupta Ms. Babita (JOA-IT)
15.	Disaster Management	Principal (Chairperson) Ms. Upma Sharma (Nodal Officer)	Dr. Geeta Negi Dr. Jitender Kumar Ms. Anju Thakur Mr. Hamender Dutt Sharma PTA President
16.	Eco /Nature Club	Dr. Jyoti Gupta	Dr. Sneh Dr. Sudhir Kumar Ms. Anju Devi Dr. Shilpa Chauhan
17.	Red Ribbon / Red Cross Society	Ms. Anju Devi	Dr. Yashika Guleria Dr. Shilpa Chauhan
18.	Ek Bharat Shreshth Bharat	Ms. Anju Thakur (Nodal Officer)	Dr. Shilpa Chauhan Dr. Bharti Gupta
19.	Yuva Tourism Club	Dr. Yashika Guleria	Dr. Bharti Gupta Ms. Mitali Dhareula
20.	Road Safety Club	Dr. Sneh (Nodal Officer)	Dr. Jitender Kumar Dr. Yashika Guleria
21.	Ambedkar / Sc/ST Grievances Redressal Cell	Dr. Sneh	Dr. Geeta Negi Ms. Babita (JOA-IT)

22	Jal Shakti/Energy Club	Dr. Harinder lal	Dr. Sneh Dr. Sudhir Kumar
23	College Website	Dr. Geeta Devi	Dr. Jitender Kumar Dr. Bharti Gupta Mr. Hitesh Kumar (JOA-IT) Ms. Babita (JOA-IT)
24	Old Student Association / Alumni Association	Dr. Gopal Singh Dasta	Dr. Savita Sehgal Dr. Jitender Kumar Mr. Hamender Dutt Sharma
25	Canteen Committee	Dr. Gopal Singh Dasta	Dr. Jyoti Gupta Dr. Harinder Lal Mr. Sudhir Sharma (Sr. Asstt.)
26	First Aid Committee	Dr. Shilpa Chauhan	Dr. Mitali Dhareula Ms. Rajni Bhardwaj (Librarian) Ms. Babita (JOA-IT)
27.	AISHE	Dr. Geeta Devi (Nodal Officer)	Mr. Hitesh Kumar (JOA-IT)
28.	Anti-Drug (Prevention and Remedies)	Dr. Gopal Singh Dasta	Dr. Harinder lal Dr. Yashika Guleria Dr. Jitender Kumar Mr. Hamender Dutt Sharma
29.	Press and Photography	Ms. Upma Sharma	Dr. Jitender Kumar Ms. Mitali Dhareula
30	Local Purchase Committee (Other than GEM)	Dr. Savita Sehgal	Dr. Harinder Lal Dr. Geeta Devi Mr. Hamender Dutt Sharma
31.	University Form / Bus Pass Attestation	Dr. Geeta Negi	Dr. Sudhir Kumar Ms. Anju Thakur Dr. Yashika Guleria Dr. Shilpa Chauhan
32.	RUSA Cell (Academics and Funds)	Dr. Yashika Guleria	Mr. Hitesh Kumar (JOA-IT)
33.	Rovers and Rangers	Dr. Jitender Kumar Ms. Mitali Dhareula	
34	NSS (Programme Officer)	Girls- Dr. Sneh Boys- Dr. Sudhir Kumar	

35	College Magazine	Ms. Upma Sharma (Chief Editor)	Dr. Harinder Lal (Science Section) Dr. Geeta Devi (Planning Forum) Dr. Jitender Kumar (Hindi/Pahari Section) Dr. Yashika Guleria (Commerce Section) Dr. Shilpa Chauhan (Chronicle Section) Dr. Mitali Dhareula (English Section)
36.	Discipline Committee	Dr. Gopal Singh Dasta	Dr. Jyoti Gupta Dr. Harinder Lal Dr. Sudhir Kumar Dr. Jitender Kumar Mr. Hamender Dutt Sharma Mr. Sudhir Kumar (Sr. Asstt.)
37	Stage Conduct	Ms. Upma Sharma Dr. Jitender Verma	
38	Refreshment Committee	Dr. Sneh	Dr. Shilpa Chauhan Dr. Bharti Gupta Dr. Mitali Dhareula Ms. Babita (JOA-IT) Ms. Champa (Peon) Sh. Amar pal Sh. Suresh Kumar
39	Stage Decoration	Dr. Shilpa Chauhan	Dr. Bharti Gupta Ms. Mitali Dhareula Ms. Babita (JOA-IT)
40	Seating/Sound System	Dr. Savita Sehgal	Dr. Harinder Lal Dr. Bharti Gupta Mr. Hitesh Kumar (JOA-IT) Ms. Champa (Peon) Sh. Suresh Kumar
41	IQAC Cell	Dr. Harinder Lal (Co-ordinator)	Dr. Savita Sehgal Ms. Upma Sharma Dr. Geeta Negi Dr. Sudhir Kumar Dr. Bharti Gupta

			Ms. Rajni Bhardwaj (Librarian)
42	Cultural Affair Committee	Dr. Savita Sehgal (Chief Co-ordinator)	
	Group -I	Ms. Upma Sharma (Convenor)	Dr. Jitender Kumar Dr. Anju Thakur Ms. Mitali Dhareula
	Group -II and III	Dr. Savita Sehgal (Convenor)	Dr. Geeta Negi Dr. Bharti Gupta
	Group -IV	Dr. Sneh (Convenor)	Dr. Sudhir Kumar Dr. Yashika Guleria

ONLINE ADMISSION COMMITTEE (SESSION 2023-2024)

STREAM	CLASS	CONVENOR	MEMBERS
Arts	BA I	Ms. Upma Sharma	Dr. Sneh Dr. Geeta Devi Dr. Jitender Kumar
	BA II and BA III	Dr. Sudhir Kumar	Ms. Anju Thakur Dr. Bharti Gupta Ms. Mitali Dhareula
Commerce	B.Com. I, II & III	Dr. Yashika Guleria	Dr. Shilpa Chauhan
Science	B.Sc. – I	Dr. Jyoti Gupta	Dr. Harinder Lal
Scrutiny of Forms		Dr. Gopal Singh Dasta	Dr. Savita Sehgal

Note: - The above-mentioned committees can be changed/re-constituted as per requirement/any exigency.

Courses of B.Sc. 1st Year			
Subject	Course Type	Course Title	Course Code
Physics	DSC I A	Mechanics	PHY 101
	DSC I B	Electricity & Magnetism	PHY 102
Chemistry	DSC I A	Structure of Atom & Organic Chemistry	CHEM 101
	DSC I B	State of Matter & Functional Organic Chemistry	CHEM 102
Maths	DSC I A	Differential Calculus	MATH 101
	DSC I B	Differential Equations	MATH 102
Botany	DSC I A	Biodiversity (Microbes Algae Fungi & Arch.)	BOTA 101
	DSC I B	Plant Ecology & Taxonomy	BOTA 102
Zoology	DSC I A	Animal Diversity	ZOOL 101
	DSC I B	Comparative Anatomy & Development	ZOOL 102

Courses of B.A. - Ist Year			
Subject	Course Type	Course Title	Course Code
English	Compulsory	English Core	ENG CE 101
	DSC I A	English Literature - 1 (Essays, Stories & Poems)	ENG DSC 102
	DSC I B	English Literature -2 (Poems, Short Stories & Essays)	ENG DSC 103
	AECC - 2	Writing Skills	ENG AECC 104
Hindi	Compulsory	प्रयोजनमूलक हिंदी	HIND 101
	DSC I A	हिंदी साहित्य का इतिहास	HIND 102
	DSC I B	मध्यकालीन हिंदी कविता	HIND 103
	AECC - 2	हिंदी भाषा और संप्रेषण	HIND 104
Economics	DSC 1 A	Principles of Micro Economics-I	ECONA 101
	DSC 1 B	Principles of Micro Economics-II	ECONA 102
Maths	DSC I A	Differential Calculus	MATH 101
	DSC I B	Differential Equations	MATH 102
Political Science	DSC I A	Introduction to Political Theory	POLS 101
	DSC I B	Indian Government & Politics	POLS 102
Geography	DSC I A	Physical Geography	GEOGP 101 CC
	DSC I B	General Cartography	GEOGP 102 CC
Sociology	DSC I A	Introduction to Sociology	SOCLA 101
	DSC I B	Society in India	SOCLA 102
History	DSC I A	History of India from the earliest times up to 300CE	HIST 101
	DSC I B	History of India from C300 to 1206	HIST 102
Physical Education	DSC I A	Introduction to Physical Education	PED 101 TH
	DSC I B	Olympic Movement & Organisation of Tournament	PED 102 TH
Music (V)	DSE I A	Theory of Indian Music	MUSA 101 TH
	DSC 2 A	Practical (Stage Performance)	MUSA 102 PR
	DSC 1 B	Theory of Indian Music General & Biographies	MUSA 103 TH
	DSC 2 B	Practical (Viva-Voice)	MUSA 104 PR

Courses of B.Com. 1st Year			
Subject	Course Type	Course Title	Course Code
AECC - I	Compulsory Course	Environmental Studies	ENVS2AECC02
	Core Courses C - I	Financial Accounting	BC 1.1
	Core Courses C - II	Business Organisation & Management	BC 1.2
	Core Courses C - III	English - I Compulsory	ENG CE 101
		Language - English/Hindi	ENG AECC 104
AEEC - II	Core Courses C - IV	Business Laws	BC 1.3
	Core Courses C - V	Business Statistics & Mathematics	BC 1.4
	Core Courses C - VI	Hindi - I Compulsory	HIND 101

ANTI-RAGGING SQUAD

1.	Principal – Ms. Indira Daroch	94184 87333
2.	Dr. Savita Sehgal	9816602023
3.	Dr. Sneh	9805031866
4.	Dr. Sudhir Kumar	9805193488
5.	Sh. Hamender Dutt Sharma (Supdt. G-II)	9418680094
6.	SHO, Police Station Kandaghat	01792-256229/100

All students are hereby cautioned that ragging is a criminal offence. Ragging includes any type of physical and mental torture inflicted by an individual or group, either by words or by 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 abets 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 H.P. University to expel the guilty student(s) from the college/hostel and to report the matter to the police as ragging amounts to a criminal offence as per the recent judgement of the Hon'ble H.P. High Court and the Govt. of H.P.

The Students Indulging in Ragging will be punished by Law with a Fine upto Rs. 50,000/- and Imprisonment upto Three Years or Both.

ANTI-SMOKING NOTIFICATION

The Cigarettes and other Tobacco Products (Prohibition of Advertisement and Regulation of Trade and Commerce, Production, Supply and Distribution) Act, 2003 or COPTA, 2003 is Act of Parliament of India enacted in 2003. A fine up to Rs. 200/- can be imposed for smoking in public places, selling tobacco products to minors, or selling tobacco products within a radius of 100 meters from any educational institute.

PROHIBITION OF DISCRIMINATION OF TRANSGENDERS

Right to Equality (Article 14) : No one can deny any “person” equality before the law or equal protection of law. Using the term “person” shows that no discrimination is done on the basis of sex or gender identity.

PROHIBITION OF DISCRIMINATION ON THE BASIS OF CASTE

Article 15 of the Indian constitution prohibits discrimination based on caste, colour, language, or nationality. Every child also has the right to live without any discrimination.

ANTI DRUGS NOTIFICATION

The Education Department issued the guidelines that all educational institutions including hostels in Himachal Pradesh will be compulsorily declared “**No Drugs, No Intoxication Zone**”.

As per the guidelines issued by the Education Department regarding the implementation of the "Integrated Drug Prevention Policy-2022", any violation of the guidelines will attract disciplinary action, including expulsion from the institution.

DISCLAIMER

Information contained in the prospectus is general in nature and the content is intended to be used only for information purposes and to get a general understanding of the admission procedure to various courses. Although the information contained in the document comes from the sources believed to be reliable and accurate, no legal claim in whatever form can be made to the authenticity of the document. College cannot be held responsible for any hardship or expenses incurred on account of any changes made by H.P Govt. or HPU.

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