



Estd. : 1967

# Govt. College Kullu

College with Potential for Excellence



## PROSPECTUS

### 2015-16

Price : Rs. 50/-

By Post : Rs. 80/-



## Principal's Message

Dear students

I welcome you all to one of the prestigious and academically rich college of Himachal Pradesh. It has exceptionally calm and exotic environment for teaching and receiving learning attributes. We want to give you the best education through our exceptionally brilliant and academically competent team of teachers. We want to develop a scientific approach, which means there would be no irrational dogmas. In this temple of learning it will be our endeavour to infuse in our students self respect, courage, uprightness and pragmatic wisdom through its various campus activities such as debates, discussions, cultural and community service programs.

Dear students, it is also our duty to gain correct knowledge and help those who could not get opportunity to study like you. In fact education is for improving life of others not only yours. So ,to be successful and to be able to serve the suffering humanity : (a) know more than others (b) work more than others and (c) expect less than others. Also, remember that success is not key to happiness rather happiness is key to success.

In this noble cause a constant encouragement from parents and community is also needed. The respect towards teachers, caring about proper usage of hard earned money of parents, not throwing litter in campus, not to disfigure and damage college property etc are some of good manners we expect from all of you. The core focus of one's life needs to be service to others. Success becomes a kind of by product of a life spent in embellishing and elevating the lives of others. The Nation looks towards you with high hopes. So, prepare yourself to serve your society by making right choice of career, matching your ability, skills and aptitude. Remember,

Everything is easy to those who are busy! Nothing is easy to those who are lazy!!!

Dr. N. L. Sharma  
Principal

## Activities Calendar for the session 2015-2016

| Sr. No. | Activity   | Tentative dates                               |
|---------|--|---|
| 1       | Principal's Guidance and Encouragement to Students | First Week of July 2015                       |
| 2       | Five Day Camp for Rovers and Rangers               | July or August, 2015                          |
| 3       | Sports Coaching Camp                               | July 2015 onward                              |
| 4       | Special lecture on Economic issues                 | August, 2015                                  |
| 5       | Geography Society Declamation and Debate           | Last week of August 2015                      |
| 6       | Seminar on Commerce and Trade                      | August, 2015                                  |
| 7       | College's Athletic Meet                            | First Week of September 2015                  |
| 8       | Literary Society Function                          | 4 <sup>th</sup> September 2015                |
| 9       | Hindi Day Celebration                              | 14 <sup>th</sup> September 2015               |
| 10      | N.S.S. Day   | 24 <sup>th</sup> September 2015               |
| 11      | Music Performance Competitions                     | First October 2015                            |
| 12      | Public Administration Society Seminars             | 7 <sup>th</sup> October 2015                  |
| 13      | Eco Club Seminars                                  | 9 <sup>th</sup> October 2015                  |
| 14      | Sociological Society Quiz and Declamation          | 14 <sup>th</sup> October 2015                 |
| 15      | Geography Society Field Study Tour                 | 19 <sup>th</sup> October 2015                 |
| 16      | Science Class Excursion and Tour                   | Last week of October, 2015                    |
| 17      | Energy Club Essay Writing Contest                  | 20 <sup>th</sup> October 2015                 |
| 18      | History Quiz Contest                               | 7 <sup>th</sup> November 2015                 |
| 20      | NCC Day  | 4 <sup>th</sup> Sunday of November 2015       |
| 21      | Red Ribbon AIDS Awareness Quiz                     | 1 <sup>st</sup> December 2015                 |
| 22      | Human Rights Day                                   | 10 <sup>th</sup> December 2015                |
| 23      | Science Day Function                               | 2 <sup>nd</sup> Week of December 2015         |
| 24      | Geography Society Exhibition                       | 22-23 December, 2015                          |
| 25      | CSCA Function "SRIJAN"                             | Last Week of February 2015                    |
| 25      | Women Cell Activity                                | Last Saturday of Every Month                  |
| 26      | Career Counseling Programme                        | Last Week of September, November and February |
| 27      | Community Service Programme                        | Second Saturday of Every Month                |
| 28      | NSS Special Camp                                   | 1 <sup>st</sup> Week of January 2016          |
| 29      | Trekking and Mountaineering                        | 1 <sup>st</sup> Week of September 2016        |
| 30      | College Educational Tour                           | 1 <sup>st</sup> Week of January 2016          |
| 31      | Annual Prize Distribution Function                 | Last Week of April 2016                       |

Above dates & programmes are tentative & subject to change /amendment. Any change if any will be notified by the Principal through the college notice board & notice circulation in the Class.

### Disclaimer :

This prospectus is an information broucher only and not a legal document. Rules and regulations given here within are as per notification by H.P. University and subject to change from time to time. Any information contained here within can not be challenged in any court of law.



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## Important Dates For Admission in the College

11th to 20th June, 2015 : Submission of admission forms complete in all respects.

Last Date for Submission of Admission Forms is 20th June, 2015

22nd June, 2015 : Display of Merit List  
22nd June to 25th June, 2015 : First Counseling and Deposition of Fee  
26th June, 2015 : Second Merit List  
(Against Vacant Seats if any)

26th and 27th June, 2015 : Second Counseling and Deposition of Fee  
29th June, 2015 : Third Merit List  
(Against Vacant Seats if any)  
29th and 30th June, 2015 : Third Counseling and Deposition of Fee

- ★ Candidate are advised to see their names in Merit List which will be displayed on 22nd June, 2015 in all the Major subjects they applied for admission according to their first, second, third and forth preference in the admission form.
- ★ Candidates failing to deposit the fee on the given dates will not be considered for further counseling and their seats will be allotted to next students falling in the Merit List.
- ★ As per University Ordinance and Hon'ble High Court Decision, No Admission will be given after the above schedule i.e. 30th June, 2015.
- ★ Minor Subjects will be allotted at the time of respective dates of counseling

Vacation Schedule :

Festival Break : 09th November to 20th November, 2015 (During Diwali)

First January to 31st January, 2016 : 31 Days.

Govt. College Kullu (H.P.) 175101

Tel. No. & Fax : 01902-222568

E-Mail : gckullu-hp@nic.in

Website : www.gdckullu.com

## Principal

Dr. Nand Lal Sharma

## Teaching Faculty

### Faculty of Arts:

#### Department of Economics:

- 1 Ms. Som Prakar Negi Assistant Professor
- 2 Mr. Sham Singh Bains Assistant Professor
- 3 Mr. Rajneesh Thakur Assistant Professor

#### Department of English:

- 1 Mrs. Neeraj Kapoor Associate Professor
- 2 Mr. Rakesh Rana Associate Professor
- 3 Mrs. Binta Thakur Associate Professor
- 4 Mr. Ajay Kumar Assistant Professor
- 5 Mrs. Charu Alhuwalia Assistant Professor
- 6 Mrs. Anjali Kaundal Assistant Professor
- 7 Ms. Priyanka Thakur Assistant Professor

#### Department of Geography:

- 1 Dr. O. P. Thakur Associate Professor
- 2 Mr. Chet Ram Associate Professor
- 3 Mr. Romesh Chander Associate Professor
- 4 Mrs. Sneh Lata Assistant Professor
- 5 Dr. Savita Negi Assistant Professor

#### Department of Hindi :

- 1 Dr. D.N. Gautam Associate Professor
- 2 Dr. Rupa Thakur Assistant Professor
- 3 Ms. Rekha Sharma Assistant Professor

#### Department of History :

- 1 Dr. Mandeep Sharma Associate Professor
- 2 Ms. P. Dolma Associate Professor

#### Department of Journalism and Mass Communication :

- 1 Dr. Pankaj Assistant Professor

#### Department of Music:

Instrumental :

- 1 Mr. Deepak Gautam Associate Professor

Vocal :

- 1 Dr. Surat Thakur Assistant Professor
- 2 Dr. Hemender Sharma Assistant Professor

#### Department of Physical Education:

- 1 Dr. Sujata Associate Professor

#### Department of Political Science:

- 1 Dr. Roshan Lal Associate Professor
- 2 Mr. Duni Chand Assistant Professor

#### Department of Public Administration:

- 1 Dr. Nirmla Singh Assistant Professor

#### Department of Sanskrit:

- 1 Dr. Pushpa Shashni Associate Professor

#### Department of Sociology:

- 1 Mrs. Krishna Sharma Assistant Professor

#### Department of Tourism and Travel Management

Mrs. Aditi Sood Assistant Professor  
(Tour & Travel Fund)

#### Faculty of Commerce:

- 1 Mr. G.R. Saini Associate Professor
- 2 Ms. Indu Thakur Assistant Professor

#### Faculty of Science:

#### Department of Botany:

- 1 Dr. Ram Nath Associate Professor
- 2 Mr. Harish Anand Assistant Professor
- 3 Dr. Sakshi Rana Assistant Professor

#### Department of Chemistry:

- 1 Dr. Balbir Singh Associate Professor
- 2 Mr. Raghuvir Singh Associate Professor
- 3 Dr. Brij Bala Associate Professor
- 4 Mrs. Seema Sharma Associate Professor
- 5 Dr. Raj Kumar Thakur Associate Professor
- 6 Mr. Rajesh Kumar Assistant Professor

#### Department of Computer Application

- 1 Mr. Nishchal Sharma Assistant Professor

#### Department of Mathematics:

- 1 Mr. Som Krishan Sharma Associate Professor
- 2 Mr. Lalit Sharma Assistant Professor  
(On Deputation)

### Department of Physics:

|   |                        |                     |
|---|------------------------|---------------------|
| 1 | Mr. N. S. Thakur       | Associate Professor |
| 2 | Mr. Karam Singh        | Associate Professor |
| 3 | Mr. Kashmir Sharma     | Assistant Professor |
| 4 | Mr. Jai Prakash Sharma | Assistant Professor |
| 5 | Dr. Anup Bhatia        | Assistant Professor |

### Department of Zoology:

|   |                  |                     |
|---|------------------|---------------------|
| 1 | Mr. Basheer Khan | Assistant Professor |
| 2 | Mrs. Monika      | Assistant Professor |
| 3 | Mrs. Sarita      | Assistant Professor |

### Library Staff:

|   |                         |                  |
|---|-------------------------|------------------|
| 1 | Mr. Rattan Singh Thakur | Librarian        |
| 2 | Mrs. Damyanti I         | (Asst. Lib.) PTA |
| 3 | Mrs. Damyanti II        | (Restorer) PTA   |

### Office Staff:

|    |                   |                    |
|----|-------------------|--------------------|
| 1. | Mrs. Kanchan Bala | Suprintendent G-II |
| 2. | Mr. Rohit Mahant  | Clerk              |
| 3. | Ms. Teena         | Clerk              |

### Additional Supporting Staff:

|    |                   |                      |
|----|-------------------|----------------------|
| 1. | Mrs. Maya Devi    | Peon                 |
| 2. | Mrs. Mansa Devi   | Peon                 |
| 3. | Mr. Gopi Chand    | Chowkidar            |
| 4. | Mrs. Durga        | Peon                 |
| 5. | Mrs. Pushpa Devi  | Peon                 |
| 6. | Mr. Prakash Chand | Peon A/F             |
| 7. | Mr. Satish Chand  | Sports Attendant A/F |
| 8. | Mr. Premu         | Gardner A/F          |
| 9. | Mr. Raju          | Sweeper              |

### Laboratory Staff:

|     |                      |                     |
|-----|----------------------|---------------------|
| 1.  | Mrs. Dawarika Sharma | Sr. Lect. Assistant |
| 2.  | Mr. Tarzan Sharma    | Sr. Lect. Assistant |
| 3.  | Mr. Girdhari Lal     | Jr. Lect. Assistant |
| 4.  | Mr. Raj Kumar        | Jr. Lect. Assistant |
| 4.  | Mr. Mohar Singh      | Lab. Attendant      |
| 5.  | Mr. Gian Chand       | Lab. Attendant      |
| 6.  | Mrs. Satya           | Lab. Attendant      |
| 7.  | Diwan Chand          | Lab. Attendant      |
| 8.  | Savitra              | Lab. Attendant      |
| 9.  | Mr. Kiran Chand      | Lab. Attendant PTA  |
| 10. | Mr. Narayan Singh    | Lab. Attendant PTA  |
| 11. | Mrs. Hema            | Lab. Attendant PTA  |

|     |                 |                    |
|-----|-----------------|--------------------|
| 12. | Mr. Jai Nand    | Lab. Attendent PTA |
| 13. | Mr. Vidya Sagar | Tabla Vadak PTA    |
| 14. | Mr. Roshan Lal  | Sweeper PTA        |
| 15. | Mrs. Guddi Devi | Sweeper PTA        |

## Administrative Assignments

### Secretary to Staff Council

Dr. Mandeep Sharma

### Bursar

Mr. G.R. Saini

### Controller of Examination

Dr. Roshan Lal

### Assistant Controller

Mr. Kashmir Sharma

Mr. J.P. Sharma

### Coordinator BCA

Dr. Daya Nand Gautam

### Coordinator BBA

Dr. Mandeep Sharma

### Coordinator Tourism & Travel Management

Mr. Som Krishan Sharma

### Coordinator of IGNOU

Mr. N.S. Thakur

### Asstt. Cordinator

Dr. Balbir Singh

Mr. Karam Singh

## C.S.C.A. General Advisory Committee

### 1. C.S.C.A. Advisory Committee

Dr. Nand Lal Sharma, Principal      Chairman

Dr. Pushpa Shashni      Convener

Mr. N.S. Thakur

Mr. Karam Singh

Dr. Daya Nand Gautam

Dr. Roshan Lal

### 2. C.S.C.A. Elections Grievance Cell

Dr. Mandeep Sharma

Convener

Dr. Balbir Singh

Member

### **Internal Quality Assurance Cell**

Dr. Nand Lal Sharma, Principal      Chairman  
Dr. Mandeep Sharma      Convener  
Dr. Balbir Singh  
Mrs. Neeraj Kapoor  
Dr. O. P. Thakur  
Dr. R. K. Thakur  
Mr. Nishchal Sharma  
Smt Kanchan Bala (Supintendent (G-II))  
Rattan Singh (Librarian)  
PTA President  
CSCA President

### **N.A.A.C Steering Committee**

Dr. Balbir Singh      Convener  
Dr. Daya Nand Gautam  
Mrs. Neeraj Kapoor  
Mr. Nishchal Sharma

### **UGC Affairs Committee**

Dr. R. K. Thakur      Convener  
Mr. Rajesh Kumar  
Dr. Sakshi Rana  
Mr. Nishchal Sharma

### **Scholarship/ Stipends/ Fee Concession Committee**

Mr. Raghuvir Singh      Convener  
Dr. Sujata  
Dr. Ram Nath  
Dr. Nirmla Singh  
Mr. Harish Anand

### **Library Committee**

Mr. N. S. Thakur      Convener  
Dr. Brij Bala  
Mrs. Seema Sharma  
Mrs. Binta Thakur  
Mr. Rajesh Kumar  
Dr. Nirmla Singh  
Mrs. Anjali Kaundal  
Mrs. Sarita  
Ms. Rekha Sharma

Mr. Hemender Sharma  
Dr. Savita Negi

### **Time Table Committee**

Dr. Balbir Singh      Convener  
Dr. O.P. Thakur  
Mr. Govind Ram Saini  
Mr. Nishchal Sharma

### **University Form Attestation Committees**

#### **(i) Arts**

Ms. P. Dolma  
Dr. Roshan Lal  
Mr. Rakesh Rana

#### **(ii) Commerce**

Mr. Som Krishan Sharma  
Mr. G. R. Saini

#### **(iii) Science**

Mr. Karam Singh  
Dr. Brij Bala  
Dr. Ram Nath

### **College Development Committee**

Mr. Karam Singh      Convener  
Dr. Roshan Lal  
Dr. O.P. Thakur  
Mr. Chet Ram  
Dr. Surat Ram

### **Advisory Committee For Self Financing /Ad-on Courses**

Dr. Nand Lal Sharma, Principal  
Dr. Mandeep Sharma  
Dr. D. N. Gautam  
Mr. Somkrishan Sharma

### **M.A. Advisory Committee**

Dr. Nand Lal Sharma      Chairman  
Mrs. Neeraj Kapoor      Convener  
Mr. Rakesh Rana  
Ms. Som Prakar Negi

### **Hostel Advisory Committee**

Dr. Nand Lal Sharma Chairman  
Mr. N.S. Thakur Convener  
Dr. Sujata  
Dr. Anup Bhatia

### **NSS Advisory Committee**

Dr. Nand Lal Sharma Chairman  
Mr. Raghuvir Singh Convener  
Mrs. Seema Sharma  
Mr. Rakesh Rana  
Ms. Som Prakar Negi

### **Career Guidance and Placement Cell**

Dr. Brij Bala Convener  
Mrs. Seema Sharma  
Dr. Nirmla Singh  
Mrs. Krishna Sharma  
Mrs. Anjali Kaundal  
Ms. Priyanka Thakur  
Mr. Duni Chand  
Mr. Rajneesh Thakur

### **Discipline Committee**

Dr. Deepak Gautam Convener  
Dr. Sujata  
Mr. Som Krishan Sharma  
Mr. Romesh Chander  
Dr. Pankaj  
Mrs. Monika  
Mr. Ajay Kumar  
Mr. Sham Singh Bains  
Dr. Rupa Thakur

### **College Magazine Editorial Board**

#### **Chief Editor:**

Dr. Pushpa Shashni

#### **Editors:**

Mrs. Neeraj Kapoor (English Section)  
Dr. D.N. Gautam (Hindi Section)  
Mr. N. S. Thakur (Science Section)  
Dr. Pushpa Shashni (Sanskrit Section)  
Dr. O. P. Thakur (Pahari Section)  
Mr. G.R. Saini (Commerce Section)

### **Bus Passes Attestation Committee**

Dr. Sujata  
Mr. Chet Ram  
Dr. Ram Nath  
Mr. Govind Ram Saini  
Mr. Rajesh Kumar  
Dr. Surat Thakur  
Mrs. Charu Alhuwalia  
Mr. Ajay Kumar  
Mr. Jai Prakash Sharma  
Mr. Kashmir Sharma  
Mr. Nishchal Sharma  
Dr. Rupa Thakur  
Mr. Duni Chand

### **Sexual Harassment/ Grievance Redressal Committee**

Ms. P. Dolma Convener  
Mrs. Binta Thakur  
Mrs. Sneh Lata  
Mrs. Krishna Sharma

### **Task Force For Security Of Women**

Dr. Sujata Convener  
Ms. Som Prakar Negi  
Ms. Rekha Sharma  
Mrs. Charu Alhuwalia  
Dr. Savita Negi

### **College Canteen Committee**

Dr. Roshan Lal Convener  
Mr. Som Krishan Sharma  
Dr. O. P. Thakur  
Dr. Raj Kumar Thakur  
Mr. Jai Prakash Sharma

### **Rapid Action & Disaster Management Committee**

Dr. Mandeep Sharma Convener  
Mr. N. S. Thakur  
Mr. Chet Ram  
Mr. Romesh Chander  
Mr. Ajay Kumar



### **Campus Beautification Committee**

Mrs. Neeraj Kapoor                                  Convener  
Mrs. Seema Sharma  
Mrs. Binta Thakur  
Dr. Pankaj  
Dr. Anup Bhatia  
Mr. Sham Singh Bains  
Ms. Priyanka Thakur  
Ms. Indu Thakur

### **Community Service Cell**

Mr. Raghuvir Singh                                  Convener  
Ms. Som Prakar Negi  
Mr. Harish Anand  
Mrs. Krishna Sharma  
Mr. Sham Singh Bains  
Ms. Indu Thakur

### **Youth Exchange Programme Cell**

Dr. Basheer Khan                                  Convener  
Mr. Kashmir Sharma  
Dr. Hemender Sharma  
Mr. Duni Chand  
Mr. Rajneesh Thakur

### **Information and Public Relation Committee**

Mr. Deepak Gautam                                  Convener  
Mr. Basheer Khan  
Dr. Pankaj

### **Eco Club/ Botanical Garden**

Dr. Ram Nath  
Mr. Harish Anand  
Dr. Sakshi Rana  
Mrs. Sarita

### **Energy Club**

Mr. Kashmir Sharma  
Mr. Jai Prakash Sharma  
Dr. Anup Bhatia

### **Red Cross Club**

Mr. Rajesh Kumar                                  Convener  
Mrs. Sneha Lata  
Mrs. Anjali Kaundal

### **Mountaineering, Trekking and Adventure Club**

Mr. Som Krishan Sharma                                  Convener  
Dr. Raj Kumar Thakur  
Mr. Chet Ram  
Mr. Romesh Chander  
Dr. Surat Thakur  
Dr. Basheer Khan

### **Women Cell**

Ms. P. Dolma    Convener  
Dr. Brij Bala  
Mrs. Binta Thakur  
Dr. Sakshi Rana  
Ms. Priyanka Thakur  
Ms. Indu Thakur

### **Educational Tour Management Committee**

Mr. Rakesh Rana  
Mr. R. K. Thakur  
Mr. Govind Saini  
Ms. Som Prakar Negi

### **In charge NSS**

Mr. Rakesh Rana  
Ms. Som Prakar Negi

### **In charge NCC (Air wing)**

Dr. O.P. Thakur (Flying Officer)

### **In charge NCC (Army Wing)**

Mr. Ajay Kumar (Boys)  
Dr. Pankaj (Girls)

### **In charge Rover & Rangers**

Dr. Sakshi Rana  
Mr. Sham Singh Bains

# Guidelines for admission to 1st Semester of Undergraduate Courses for the session 2016-2017

## Important Dates :

1. Last date of submission of filled admission form : 25/06/2016
2. Display of Merit List: : 27/06/2016 at 10:00 AM

## Counseling and fee deposit schedule

| Programme | 1st counseling | 2nd counseling | 3rd Counseling |
|-----------|----------------|----------------|----------------|
| B.Sc.     | 27/06/2016     | 29/06/2016 *   | 30/06/2016*    |
| B. Com.   | 27/06/2016     | 29/06/2016*    | 30/06/2016*    |
| B.A.      | 27/06/2016     | 29/06/2016*    | 30/06/2016*    |

*\* Against Vacant Seats if any.*

**Note:** Candidate failing to attend counseling or deposit the fee on the day of counseling will lose his/her claim on the seat unless he/she gives a written request to the admission committee to be considered for the subsequent counseling.

## Eligibility :

### For Admission in Ist Semester :

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

- Provided that the candidates who have passed the qualifying examination i.e. 10+2 with science stream shall be given admission in B.Sc.
- Provided that the candidates who have passed the qualifying examination with commerce stream shall be given admission in B.Com. CBCS for Undergraduate Courses programme.
- On 1st July 2016 a student should not be more than 23 yrs. in case of boys and 25 yrs. in case of girls. For M. A. 26 yrs. for boys and 28 yrs. for girls.
- In each discipline seats will be reserved for SC's, ST's, Sports and Culture as per HPU norms.
- One seat in each department shall be reserved for single girl child which will be allotted on the basis of merit.
- A student with compartment in +2 examination will not be eligible for admission.

### Document required at the time of admission to 1<sup>st</sup> year

- ⇒ 3 copies of passport size photographs.
- ⇒ Attested copies of matriculation & 10+2 certificate.
- ⇒ Latest Character certificate in original from the institute last attended
- ⇒ Attested copies of category certificate (SC/ST/OBC/IRDP) if claimed.
- ⇒ For Single girl child certificate from competent authority.
- ⇒ Candidates coming from Board/University other than H.P. Board of School Education/H.P. University must produce Migration Certificate in original at the time of admission.

## GENERAL GUIDELINES FOR ADMISSION TO BACHELOR'S DEGREE

- 1 Admission to various Major subjects will be made on the recommendation of the concerned admission committee constituted for the purpose.
- 2 Gap of one year or more in the academic career of an applicant just prior to seeking admission to the Bachelor degree must be supported by documentary evidence/affidavit as the proof of her/his activities during the period of gap. Submission of false affidavit is a legal offence and will invite penalty to the applicant.
- 3 The application must be filled by the candidate in her/his own handwriting and should be complete in all respects supported by following documents :
  - ⇒ Attested copy of Matriculation Certificate.
  - ⇒ Attested copy of Detailed Marks Card of the previous examination passed.
  - ⇒ Character Certificate in original from the institution last attended or by some H.P. Govt. Gazetted class-I officer.
  - ⇒ Attested copy of certificate for which benefit is claimed (SC/ST/OBC, etc.)
- 4 An applicant must produce original certificates at the time of admission before admission committee.
- 5 Applicants coming from Board /University other than the H.P. Board of School Education/H.P. University must provide Migration Certificate in original.
- 6 Handicapped applicants seeking fee concession must furnish their status certificate from Medical Board.
- 7 National Open School students seeking admission to the Ist year of Bachelor degree must have cleared all the five papers including English.
- 8 Failed students of other institutions shall not be admitted to any class.
- 9 Admission of a candidate is liable to be cancelled in case she/he furnishes incomplete/false information or in case of concealment of facts. Disciplinary action will also be taken against such candidates.
- 10 Admission cannot be claimed as a matter of right. The Principal can deny admission to any such student whose conduct is detrimental to the interest/discipline of the institution.
- 11 Initially all admissions shall be provisional and subject to the final approval by Himachal Pradesh University
- 12 Rules of admission are subject to change as per the H.P. University notification issued from time to time.

### Choosing Program Study Courses:

At the time of admission each student will identify a major (main) subject in which he / she will specialize and two minor (allied) elective subjects which he / she would choose to study.

Major would be the subject in which the student will have to take **core courses** as defined below prescribed by the concerned UG Board of Studies and the Faculty.

Major once identified would not be changed unless the student quits a programme and joins a new programme.

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.

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:**

A regular candidate shall have to undergo the prescribed courses of study in the College affiliated to the H.P. University for a period not less than three academic years (and not more than five academic years). Each academic year shall comprise of two semesters, viz. Odd and Even semesters. Odd Semesters shall be from June / July to October / November and the Even Semester shall be from November / December to April / May. There shall be no private or other category of students who shall be eligible for degree through regular mode. For the degree (B.A. / B. Sc. / B.Com.) the student will have to cumulate a minimum of 106 successful credit hours of coursework over a minimum of three and a maximum of five years from the date of admission. Provided that not more than three attempts will be allowed to pass a course.

**For the degree (B.A./B.Sc./B.Com.) the student will have to cumulate a minimum of 120 successful credit hours of coursework for a bachelors degree with a major (honours).**

### **Programmes:**

#### **B.A. (Arts / Humanities / Languages)**

**Language Group:** English, Hindi, Sanskrit,

**Social Science / Humanities Group:** Economics, Political Science, Sociology, History, Geography, Public Administration, Mathematics, Physical Education, Music (Vocal & Instrumental), Journalism & Mass Communication, Tourism & Travel Management.

#### **B.Sc. (Sciences / Physical Sciences / Bio-Sciences)**

**Natural Science Group:** Physics, Chemistry, Botany, Zoology, Geography, Mathematics.

#### **Methods and Techniques Group:**

Computer Science, Computer Applications.

#### **B.Com.**

Commerce

## Number of Seats Available in Different Major Subject

|     |                                    |    |  |     |                      |     |
|-----|------------------------------------|----|--|-----|----------------------|-----|
| 1.  | English                            | 80 |  | 12. | Physics              | 80  |
| 2.  | Hindi                              | 80 |  | 13. | Chemistry            | 80  |
| 3.  | Sanskrit                           | 80 |  | 14. | Botany               | 80  |
| 4.  | Economics                          | 80 |  | 15. | Zoology              | 80  |
| 5.  | Pol. Science                       | 80 |  | 16. | Maths                | 80  |
| 6.  | History                            | 80 |  | 17. | Computer Application | 80  |
| 7.  | Geography (B.A.)                   | 80 |  | 18. | Geography (B.Sc.)    | 80  |
| 8.  | Music (I)                          | 40 |  | 19. | Physical Education   | 80  |
|     | Music (V)                          | 40 |  | 20. | B.Com.               | 140 |
| 9.  | Sociology                          | 80 |  |     |                      |     |
| 10. | Pub. Admn.                         | 80 |  |     |                      |     |
| 11. | Journalism &<br>Mass Communication | 80 |  |     |                      |     |

**Provided that the following minor subject combinations will be allowed with different major subjects:**

### Major Subject Minor Subject Combinations Permitted

| Major Subject                                      | Minor Subject Combinations permitted  |
|--|---|
| English/ Hindi/ Sanskrit                           | 1. One of the Languages or one of social science subject.<br>2. One of Social Science including Tourism & Travel Management     |
| One of the Social Science / Humanities Subjects*** | 1. One of the languages or one of the social science subjects<br>2. Any Social Science other than major subjects including TTM. |
| Physics  | 1. Mathematics<br>2. One of the Science subject.  |
| Chemistry  | 1. Physics/Botany/Zoology/Computer Application<br>2. One of the Science subject other than major subject                        |
| Botany   | 1. Zoology<br>2. One of the Science subject   |
| Zoology  | 1. Botany<br>2. One of the science subject  |
| Geography (B.Sc.)                                  | 1. One of the science subject<br>2. One of the social science subjects including TTM  |
| Mathematics  | 1. Physics or Economics or Computer Application<br>2. Chemistry or one of the Social Science subjects                           |
| Computer Application                               | 1. Maths or<br>2. One of the science or Social Science subject.   |
| Commerce   |   |
| Geography (B.A.)                                   | 1. One Language or one of the social science subject.<br>2. One of the social science subject including TTM                     |

## Courses in Programmes:

The UG programme in a college affiliated to the HPU will comprise the following categories of courses:

- (i) Compulsory Courses.      (ii) Core Courses.    (iii) Elective Courses.
- (iv) General Interest and Hobby Courses.

**Compulsory Courses:** A student enrolled in an undergraduate programme will have to pass some compulsory courses. These compulsory courses are of three kinds -

**(a) Languages**

- (i) Compulsory English      (ii) Compulsory Hindi

**(b) Social Science/ Commerce/Management**

- (i) Compulsory Geography of Himachal Pradesh
- (ii) Compulsory Indian Constitution
- (iii) Compulsory Himachal Past, Present and Future

**(c) Science**

- (i) Climate Change and its impact on mountain sustainability
- (ii) Compulsory Environmental Science (Audit Pass Course)

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

- ***A student majoring /minoring in language will not do compulsory course in that language.***
- ***A student majoring/minoring in particular social science will not do compulsory course in that particular social science.***
- ***A student majoring/minoring in science subjects will not do compulsory course in basic science in basic science subject.***

**(d) Skill Based Courses**

- (i) Functional English      (ii) Functional Hindi

**General Interest and Hobby (GI & H) Courses: The college offers the following hobby courses with 1 to 3 credit hours each:**

- General Computer Applications (Software Package Training)
- History of Science
- Window Operating System.
- World Map Appreciation.
- Playing Musical Instruments (Sitar, Guitar, Tabla , Harmonium,)
- Economic Terminology.
- Communicating Skill in English.

For B.Com Students :

- Leadership Style
- Basics of Accounting
- Introduction of Statistics.

About GI and Hobby Classes : Students can take part in NSS, NCC, Sports, Cultural activities and

Rovers and Rangers at the college, inter university and national level, including the Asian Games. International events and Olympics, students who take parts in these activities can earn credits ranging 1 to 3 depending upon the level of participation.

**The following table gives you a summary of an undergraduate (major/honours)**

| 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             | 106                                   | 123     |

- (a) Continuous Comprehensive Assessment (CCA) accounting for 30% of the final grade that a student gets in a course;
- (b) End-Semester Examination (ESE) accounting for the remaining 70% of the final grade that the students 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 2013 and 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.
  - Mid-term (Minor) Test will be of 30 marks for the students of the academic session admitted in 2013 and 2014 respectively.
  - 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

sessions admitted in 2013 and 2014

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 :

Only those students will be allowed to appear in the ESE who have been successful in the CCA

The remaining 50% of the final grade for the students of the academic session 2013 and 2014 in a course will 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.

A Candidate shall be eligible for the conferment of the Bachelor's degree only if he/she has earned the minimum required credits for the programme prescribed in the regulations i.e.

- (a) For a bachelors degree with major (honours): 120 credits in total and minimum of 9 credits in Compulsory Courses; 56 credits in Core Courses; a minimum of 40 credits in Elective Courses (minimum 20 credits in each of the minor subjects, or
- (b) For a bachelors degree: 106 credits with 48 credits in Core Courses; 48 credits with 48 in Elective Courses (24 credits in each of the two subjects studied) and minimum of 9 credits in Compulsory Courses); and a minimum of 1 credit of GI and Hobby Courses.

### **Class Room Attendance :**

Each student will have to attend a minimum 75% lectures/ tutorials/ practicals. A student having less than 75% attendance will not be allowed to appear in the End-Semester Examination (ESE)

Provided that those having between 74% and 65% attendance will apply for exemption in a prescribed form accompanied by clear reason(s) for absence to the authorized functionaries.

Provided that those having between 64% and 50% attendance will apply for exemption in a prescribed form accompanied by a Medical Certificate.

Allotment of marks according to attendance will be as follow :

|               |         |
|---------------|---------|
| 75% but < 80% | 1 mark  |
| 80% but < 85% | 2 marks |
| 85% but < 90% | 3 marks |
| 90% but < 95% | 4 marks |
| 95%           | 5 marks |



## **Guidelines for Admission to M.A. English and M.A. Economics Courses:**

The college offers post-graduate courses in the subject of English and Economics. The number of available seats in each course is as under:

|                       |                 |
|-----------------------|-----------------|
| <b>M.A. English</b>   | <b>30 seats</b> |
| <b>M.A. Economics</b> | <b>30 seats</b> |

### **General Rules:**

As per the corrigendum, Himachal Pradesh University, office of the Dean of studies vide letter No. 1-58/2016 HPU (DS), the admission to M.A. Economics and M.A. English for semester will be held on the basis of centralized entrance test for admission in the subject concerned on the dates mentioned in the HPU handbook of Information for the session 2016-17. The students interested in admission to the Govt. College Kullu, will have to apply separately after the declaration of entrance test result by the HPU. They will be given admission on the basis of H.P.U. entrance test merit.

An applicant should not be more than 26 years of age in case of boys (28 years for girl students) as on 1-7-2016. The upper age limit is raised to 29 years for SC/ST applicants. The Vice-Chancellor may permit age relaxation up to a maximum of 6 months for reasons to be recorded in writing.

- 1 A candidate who fails in 1<sup>st</sup> semester may be permitted to join 2<sup>nd</sup> semester but she/he shall not be permitted to proceed from 1<sup>st</sup> to 3<sup>rd</sup> semester without appearing in 2<sup>nd</sup> semester examination.
- 2 15% and 7.5% reservation is available to SC and ST applicants respectively. In case the reserved seats remain vacant, the same shall be considered open for the general category applicants.
- 3 The admission of a student migrating from another university shall be treated as provisional and shall be confirmed only when she/he produces the migration

certificate and character certificate in original from Head of the Institution last attended.

**Note:** The eligible candidate who has passed Honours course in English/Economics will be given 10% weightage in addition to his weighted merit percent.

### **Eligibility Conditions:**

Candidates who have passed Bachelor's Degree examination with at least 50% marks in aggregate or 45% marks or Honours in English/Economics are eligible. Relaxation of 5% marks in minimum eligibility for admission will be given to SC/ST candidates

### **Procedure of Admission:**

- 1 The candidate should fill the admission form in her/his own handwriting and submit it to the admission committee. The admission form must be complete in all respects.
- 2 A candidate seeking admission to first year of any course must appear before the concerned admission committee with her/his parents or guardian.
- 3 A candidate seeking admission to any class should appear before the concerned admission committee, thereafter the Chief Convener of the Faculty concerned.
- 4 When admission is granted to a candidate, the candidate must deposit fees within a day failing which her/his admission will stand cancelled.
- 5 At the time of appearing before admission committee the applicant should submit her/his application form complete in all respects with other documents in the sequence given below:
- 6 Admission Form (ii) Library Registration Form (iii) Character Certificate in original (iv) Attested copies of Matriculation & 10+2 certificate or attested copy of last examination passed. (v) Attested copy of H.P.U. Registration card (if any).

## Details of Fee and Funds to be Realized from the Students during the Session 2016-17

(Subject to change according to latest instruction of H.P. Govt./HPU)

| S.No. | Particulars  | B.A./ B.Sc.<br>B.Com.<br>Ist. Sem.<br>(Rs.) |
|-------|--|---|
| 1     | Admission Fee  | 25  |
| 2     | University Registration Fee<br>(For 1 <sup>st</sup> year new students) | 200   |
| 3     | University Continuation Fee<br>(old Students)                          | 10  |
| 4     | University sports Fee (Annual)   | 15  |
| 5     | Youth Welfare Fund   | 15  |
| 6     | University Holiday Home Fee  | 1   |
| 7     | Building Fund  | 120   |
| 8     | Identity Card  | 10  |
| 9     | N.S.S.   | 1   |
| 10    | Minor Examination Fee*   | 40  |
| 11    | College Magazine Fund  | 50  |
| 12    | Student Aid Fund   | 2   |
| 13    | Medical Fund   | 6   |
| 14    | Library Security (Refundable)<br>(New Only)                            | 100   |
| 15    | Amalgamated Fund   | 300   |
| 16    | Fine Arts Fund (Music) **  | 180   |
| 17    | Tuition Fee  | 600   |
| 18    | Campus Development Fund  | 10  |
| 19    | Science Funds  |   |
|       | Physics  | 240   |
|       | Chemistry  | 240   |
|       | Botany   | 240   |
|       | Zoology  | 240   |

\* For RUSA students Minor Examination Fee is Rs. 40.

\*\* Only for Music students

| S.No. | Particulars   | B.A./ B.Sc.<br>B.Com.<br>Ist. Sem.<br>(Rs.) |
|-------|---|---|
| 20    | Book Replacement Fund   | 10  |
| 21    | Geography Fee   | 180   |
| 22    | Cultural Activity Fund  | 20  |
| 23    | P.T.A. Fund/Membership Fee  | 200   |
| 24    | Furniture Repair Fund   | 10  |
| 25    | Migration from other Boards<br>(B.A./B.Com/B.Sc.-I only)              | 200   |
| 26    | Migration from other University                                       | 200   |
| 27    | Rovers & Rangers Fund   | 5   |
| 28    | N.C.C. Fund   | 5   |
| 29    | M.B. Fund   | 2   |
| 30    | Educational Tour  | 2   |
| 31    | Annual Function   | 2.50  |
| 32    | Lady Attendant Fee<br>(For Girls)                                     | 6   |
| 33    | Cost of Registration Form<br>(only for B.A./B.Sc.I new student)       | 5   |
| 34    | Computer & Internet Facility  | 20  |
| 35    | Sports Fund   | 240   |
| 36    | College Development Fee   | 500   |
| 37    | Practical Fee<br>(For Non-Medical Students)<br>(For Medical Students) | 480<br>720                                  |

### NOTE :

- 1 Exemption of tuition fee will be available to the Himachali girls only, subject to the production of Bonafide Himachali Certificate.
- 2 Disabled students with more than 40% disability will be exempted of tuition fee subject to the production of disability Certificate issued by the competent medical Authority at the time of admission.
- 3 Fees and funds once deposited are not refundable in any case.

## Scholarships/Concessions

The College offers the following Scholarships and Concessions:

- ❖ Govt. of India Scheduled caste/tribe scholarship.
- ❖ Poverty cum merit scholarship.
- ❖ I.R.D.P. Scholarship.
- ❖ O.B.C. Scholarship.
- ❖ Maharishi Balmiki Chhatravriti Yojna for Girls.
- ❖ Half Fee concession.

If two male wards of the same parent are getting education in the college, only one will be eligible for the scholarship.

Fee concession will be given to the poor but brilliant students on the recommendation of fee concession committee. If two brothers are studying in the college, only senior one will be considered for the concession.

The scholarships are awarded to the students as per norms and rules prescribed by the department. The students will have to apply for scholarship through internet on [epass website](#). The dates for which will be notified on College notice boards. Only those students who are regular in the college rolls (her/his name should not be struck off from the college roll and should have at least 75% lecture attendance) and have obtained minimum passing marks in all subjects in the house examination are eligible for the award of scholarship/concession.

## Fines and Penalties

1. Failure to pay dues on/by due date will entail a fine of Rs. 5 per day.
2. The name of student shall be struck off from the college roll, if she/he remains absent without sanctioned leave for continuous 10 days or more than 10 days in a month.

3. Re admission is permissible with a fine of Rs. 100/- for the first time and Rs. 200/- for the second time on the recommendation of concerned teacher.
4. For seeking re-admission the candidate must be accompanied by her/his parent or guardian.
5. If a student fails to seek re-admission within 7 days after his/her name is struck off, he/she will have to pay additional fine @ Rs. 10/- per day for a maximum upto 10 days at the time of readmission. After this period the student will lose her/his right to re-admission.
6. The Principal can expel/rusticate a student from the college if found guilty of misconduct.
7. The library security deposit will lapse if a student doesn't apply for refund within 1 year of her/his leaving the college.
8. A fine of Rs. 100/- shall be imposed on a student if she/he keeps her/his cell phone in on mode/vibration mode inside the classrooms.
9. A fine of Rs. 500/- shall be imposed on a student carrying intoxicants/smoking materials within the campus.
10. A student without college identity card in the college campus will be imposed a fine of Rs. 50.

### Other fines will be as given below:

- a) Absence per period: Rs. 1/-
- b) Absence per practical: Rs. 3/-
- c) Absence in Minor Test : Rs. 100 per paper
- d) Delay in returning Library books: Rs. 1/- per day per volume.

**Note: Students are advised to preserve fee receipt issued by the college for future use. In case fee receipt is lost photocopy of the same can be obtained from the clerk on the payment of Rs. 100/- only.**

## College Library

The college library has a collection of approximately 27105 books including 3,346 reference and 10,000 general books. The library subscribes 10 newspapers, 30 magazines and 15 journals regularly. There is a well maintained reading room. The college library has registered itself for N-list Programme of University Grants Commission. This Programme would provide access to more than 21000 e-journals and over 51000 e-books through INFLIBNET. Efforts are being made to further modernize the library . From the session 2011-12 the college library is partially computerized with all the database of library updated on library software.

Alongwith this, separate departmental libraries have been set up in all the science departments. The rest of the departments will also be provided with this facility in the near future.

## Guidelines for the use of Library

Immediately after admission a student will have to collect library card from the college librarian on production of her/his fee receipt. She/he has to get it signed in person by her /his tutor, librarian and finally by the Principal.

Ordinarily two books are issued at a time for 14 days, but the Librarian has the right to recall the books at any time.

Reference Books and Periodicals including Journals and Magazines are not issued.

Student shall be responsible for the book as soon as it is issued to her/him. In case the book is defected or damaged in any way or lost, she/he has to either replace the book or pay fine equivalent to the latest market price of the book.

## Book Bank

A book bank has been set up in the

college library so as to provide text books to the needy brilliant students. Books collected on the basis of donation are issued to the students keeping in view the stock available in the book bank.

## College Identity card:

Each admitted student will be issued a college identity card which will have her/his complete personal information alongwith one stamp size photograph. In case of loss of the card, a duplicate identity card will be issued on payment of Rs. 50/- and production of copy of FIR lodged with the Police station.

## Leave Rules for Students

- 1 A student can proceed on leave with prior permission from the college Principal, but the application should also be signed by parent/guardian of the student and duly recommended by the tutor.
- 2 A tutor can sanction leave up to maximum of 7 days and leave for longer duration will be sanctioned by the college Principal.
- 3 The applicant must get her/his leave sanctioned herself /himself and further ensure that the concerned subject teachers have noted down the leave.
- 4 Leave on account of illness, if it is for more than three days, must be accompanied by the medical certificate.
- 5 Students participating in various inter college games or other competitions including NCC camp; trekking tour, etc. will have to get their leave sanctioned by the college Principal on the recommendation of their incharges concerned before their departure.

**Please note that general leave will only be counted for the relaxation in fine only and not to be counted as the lecture attended. In case of participation in**

**sports, cultural, NCC, NSS and others activities credit will be given to the students and to be counted as lecture attended.**

### **Annual Prize Distribution Function**

Annual Prize Distribution function will be held in the last week of April every year to give away prizes to the students who excel in academics, sports, N.C.C., N.S.S., cultural and other extra co-curricular activities.

#### **Rules:-**

##### **In Academics**

Prize will be awarded to the student who secures first or second position in the aggregate in terms of CGPA (in H.P. University Annual exams.) provided that the student has passed in all the subjects offered. A student securing a position in the merit list of H.P. University is awarded "Roll of Honour" and a prize.

Prizes are also awarded to the students:

- a) Having 100% attendance in all subjects.
- b) Best reader among boys and best reader among girls as adjudged by the college librarian.

##### **In Sports / Cultural / N.C.C. / N.S.S.**

##### **Prizes are awarded to students:**

- a) bagging I<sup>st</sup>, II<sup>nd</sup>, & III<sup>rd</sup> position in national/Inter Zonal/ Inter Varsity/H.P. University/ H.P. State sports/ College Athletic Meet/ Cultural Events.
- b) To N.C.C. students for participation in RD Parade, selection in National, Directorate level camp/ state RD, position in shooting, best turn out and selection as Best Cadet.
- c) To best N.S.S. volunteer and group leader. 'College Colour' is presented to the students for their outstanding performance at National/State/H.P. level in sports, N.C.C. and N.S.S. events and Rovers & Rangers participation.

### **Career Guidance and Counseling Cell**

Career guidance, counseling and placement activities have become an integral part of functioning of education institutions which provide a number of opportunities to the educated youth. With the objective of helping students in making right career choice and providing them placement opportunities through campus interviews, the career guidance, counseling and placement cell arranges seminars, counseling session at the time of admission and throughout the year.

### **College magazine**

The college brings out its annual magazine **Devdhara** that provides an opportunity to the budding student writers to express their creative, innovative and analytical views on various issues of significance. The magazine has six sections viz. English, Hindi, Pahari, Sanskrit, Science and Commerce. For each section, the staff Editor selects a suitable, vibrant student editor. Students willing to contribute their write ups to the college magazine can contact these editors.

### **N.C.C.**

The college has 3 wings of National Cadet Corps i.e. Air Wing, Army wing boys and Army wing girls. N.C.C. (Air Wing) enrolls total of 200 students out of which 33% are girls.

In N.C.C. Army wing (boys) 55 students are enrolled whereas in girls wing 80 girls are enrolled.

The N.C.C. provides various types of training/Adventure activities including flying, gliding, parasailing, aero-modelling, shooting, trekking, mountaineering, etc. 'C' certificate holders are given 2% weightage in marks while seeking admission to post graduate classes and are also exempted from written exam for entry to Armed Forces as commissioned officers. First year students of BA/B.Sc./B.Com. who have attained 16½ yrs are eligible to join N.C.C.

The cadets are eligible to appear in B certificate examination only after one year of continuous training and at least one camp. For appearing in 'C' certificate examination students must have put in 2 years of continuous training, passed B certificate examination and have attended at least 2 camps.

**Note:**

**Students seeking admission to N.C.C. can have application forms from Flying officer Dr. O. P. Thakur (Air Wing), Asst. Prof. Mr. Ajay Kumar, NCC (Army Wing boys), Asst. Prof. Pankaj NCC (Army Wing Girls).**

**N.S.S.**

National service scheme is currently having two units in this college with an enrolment of 100 students in each unit under the guidance of two Programme officers. These units are engaged in regular as well as special camp activities in and around the college as envisaged under the spirit of the scheme. For enrolment, students have to apply on prescribed application form which can be procured from N.S.S. officers. A student who completes 240 work hours in two academic sessions and attends one 7 day camp is awarded a certificate and is eligible for 2% weightage in admission to Post Graduate course.

**Rovers And Rangers**

The college has introduced Rovers (Boys) and Rangers (Girls) programme from the academic session 2005-2006. Students who are enrolled as Rovers and Rangers in the college are given leadership training for the service of the nation and humanity at large.

**Sports**

Students interested in sports activities and games should register themselves with Dr. Sujata at the time of admission. The college has infrastructure for the games like Cricket, Hockey, Football, Volleyball, Badminton,

Table Tennis, Weight Lifting, Boxing and Athletics. The college provides various incentives for the students participating in various competitions held at university/state/zonal/national levels.

Coaching facilities are available in different games. Coaching for Athletics, cross-country, Boxing, Hockey and Table-Tennis will commence immediately after admission.

**Co-curricular Activities**

With an aim of providing opportunity for the development of student's potential to the fullest, the college organises activities through various clubs & societies. These clubs/societies organise talks, debates, quiz contest and other competitions in their respective fields. In addition to this, students are also encouraged to celebrate occasions of national importance and cultural significance.

**Disaster Management Club :**

The college is planning to establish Disaster Management club with a vision to prepare a group of volunteers who can reach out to the tragedy/natural calamity affected people at the earliest so as to provide them immediate relief in tandem with NGOs and local administration.

Members of this club will be imparted special training by different departments in fire fighting, traffic controlling, rescue work, providing first aid etc. Outstanding volunteers will be awarded certificates of merit for their services.

**Educational tour and Excursions**

An annual educational tour for the final year students of B.A./B.Sc./B.Com is arranged during the winter vacation with an aim to enhance the outlook of the students. The students who are regular in their attendance and have good conduct will be eligible for the educational tour.

The notice in this regard, showing the exact tour route and expenditure to be incurred will be displayed in appropriate time.

The interested students whose names are recommended by their respective class teachers will have to deposit the requisite amount along with the written consent of their parents on the prescribed performa with the tour incharge.

Subject excursions are arranged in the subjects where such excursions form the part of their syllabi. Eligibility conditions and other requirements are the same as for the annual educational tour.

During excursion and educational tour, one teacher will accompany every twenty students. No tour/ excursion can be organized without accompanying of any teacher and prior permission of the college Administration.

### **Parent Teachers Association**

The Parent Teacher Association is a statutorily constituted elected body which aims at the overall development of the college. Parental co-operation in creating a healthy campus atmosphere is of utmost importance. The PTA aspires for co-operation and participation of parents in full measure, in the wholesome activities of the college. An Executive Committee, comprising the Principal as Chairman, a teacher elected as the Secretary and six others every year, meets frequently to carry out the regular affairs of the body. A general body, consists of all the parents and teachers, meets occasionally and it gives paramount importance in ensuring a healthy and congenial academic atmosphere in the college.

PTA is functioning in the college to undertake development activities and also develop a rapport between the parents and the teachers for the smooth functioning of the college.

The objectives are:

- 1 To arrange time to time discussions with the elder and visionary members of the society and to incorporate their suggestions for the improvement of educational standard of the college.
- 2 To arrange teachers, etc., when there is a shortage of staff in the institution, as a temporary measure.
- 3 To make the parents aware of various schemes of the government in the area of education and also to give information about various activities and programmes of the Deptt. of education at college District/ State/ National levels.

### **Note:**

All the Parents of the college students are requested to attend the general body meeting of PTA, the date of which will be notified later on.

### **Hostels**

The college has three tribal hostels-two for girls and one for boys. One girls' hostel has a total capacity of 99 and the boys' hostel has total capacity of 69. Temporarily, the other girls' hostel with a capacity of 72 is being used for academic purpose as one of the college old building has been dismantled. Our hostels are well equipped with Sports facilities, Mess, Common Room, TV, Gymnasium and Library facility. Admission will be strictly on merit basis after filling the separate application form which can be obtained from college office.

Students belonging to other categories can also seek admission to both the hostels. Admission shall be given strictly on merit basis.

Application form will be available in the college library and can be purchased on the payment of Rs. 10/- per form.

The application form complete in all respects should be submitted to the warden of the respective hostel by 10-07-2016. The

candidate must be accompanied by her/his parent or guardian (in case parents are not alive) at the time of submission of the form. Old students of hostel will have to deposit fee by 30-06-2016.

### **Hostel Rules**

- 1 A student can apply for the hostel accommodation after he/she is admitted to the college on the recommendation of the warden.
- 2 The rooms will be allotted on a date notified by the warden of the hostel and allotted rooms will not be changed without prior permission of the warden.
- 3 The general discipline requirements of the college shall be applicable to boarders and the inmates are expected to stick to the timings of the hostel.
- 4 Any outing including a visit to her/his local guardian's place without getting leave sanctioned by the hostel warden is strictly banned.
- 5 The hostel security deposited will lapse if a student doesn't apply for refund within six months of her/his leaving from the hostel.
- 6 No inmate is allowed to use electric heaters in the room.
- 7 Entry of outsiders/guests in the hostel is strictly prohibited.
- 8 Use of drugs or intoxicants, smoking and ragging in the hostel is an offence which will result in the eviction and expulsion of the offender from the hostel.
- 9 The warden/college authorities shall not be responsible for loss of valuables, jewellery or cash of the boarders.
- 10 All the boarder is required to pay their outstanding dues and bills well in time.
- 11 No political activity is allowed in the hostel.
- 12 All the boarders are required to ensure overall cleanliness of the hostel campus.
- 13 Before leaving/vacating the hostel the boarders shall have to procure 'No dues certificate' from the hostel warden.
- 14 Damage or destruction done to any hostel property shall be paid by the student. It will be recovered from the hostel security of the student.
- 15 Local Guardian's address will be registered with the Hostel Warden.
- 16 Only three or four days leave will be sanctioned per month for the residents of hostel.
- 17 Violation of any of the above rules will attract a fine of Rs 100/- and the same will be intimated to the parents/ guardian of the boarder.
- 18 Admission to failed student is denied.

For more information please contact:

**Dr. Sujata**  
(Warden Girls' Hostel)

**Dr. Anup Bhatia**  
(Warden Boys' Hostel)



## Hostel Charges

**To be realized at the time of admission**

| H.O. A/c.                  | Fee and Funds                   | Amount to be charged (Rs.) |
|----------------------------|---------------------------------|----------------------------|
| Govt. Funds & College Dues | Hostel Admission Fee            | 10                         |
|                            | Room rent/seat                  | 360                        |
|                            | Hostel Security (Refundable)    | 500                        |
|                            | Furniture Security (Refundable) | 100                        |
|                            | Utensil charges                 | 30                         |
|                            | Hostel identity card            | 10                         |
|                            | Common room fund                | 120                        |
|                            | Attendant fee                   | 480                        |
|                            | Clerical Assistance fee         | 180                        |
|                            | Electricity charges             | 2500                       |
|                            | Water charges                   | 250                        |
|                            | Misc. Charges                   | 500                        |
|                            | Sweeper charges                 | 360                        |
|                            | Depreciation charges            | 100                        |
|                            | Mess Advance                    | 1000                       |
| Total (For New Students)   | Rs. 6500/-                      |                            |
| For Old Students           | Rs. 5000/-                      |                            |

## Conduct and Discipline

- Every student should carry her/his college Identity card which should be produced on demand.
- Any act of ragging in campus or in and around the hostels will be severely dealt with. Ragging implies harassment, physical or mental torture to another student by a student or group of students.
- Following will be considered as acts of misconduct and indiscipline and are punishable with either fine or suspension/expulsion.
- Writing obscenities/dirty words on black board, walls and furniture.
- Banging doors, desk or other furniture.
- Smoking, taking drugs/ alcohol, chewing

tobacco/ chewing gum/ Pan masala, spitting etc. in the college campus including canteen.

- Bringing outsiders, miscreants or anti-social elements in the campus.
- Pasting notice/defacing walls, putting party banners and hoardings (from college gate, main road).
- Pasting notice on notice board without prior permission of the Principal.
- Misbehaving with college staff.
- Holding of any meeting in the campus without prior permission of the Principal.
- Using mobile phones in the classroom and playing music on the cell phones in the campus as such.
- Plucking of flowers/ damaging plants in the campus.
- Indulging in any rash/ unbecoming behavior
- Writing slogans in the campus.i.e. from college gate (main road)
- Creating disturbance in corridor by shouting or exploding crackers.
- Damaging college property.
- Bringing Motorbikes or any other vehicle inside the college campus except parking area.
- Students are advised to come to college in decent dress. Shorts, cappris will be viewed as indiscipline.

**Note: Cell Phones are not allowed during minor tests and final examinations. Penalty/fine of Rs. 100/- will be imposed on violators (first time) and same will be increased thereafter.**

**Parents/ guardians are requested to remain in touch with the college administration and teachers regarding the progress of their wards.**

## Anti-ragging regulations and zero tolerance to ragging

Ragging according to Supreme Court of India judgment/order 2001 is defined as “any disorderly conduct whether by words spoken or written or by an act which the effect of teasing, treating or handling with rudeness any other student, indulging in rowdy or indiscipline activities which causes or is likely to cause annoyance, hardship or psychological harm or to raise fear or apprehension thereof in a fresher or a junior student or asking the students to do any act or perform something which such student will not do in the ordinary course and which has the effect of causing or generating a sense or shame or embarrassment so as to adversely affect the physique or psyche of a fresher or a junior student.”

Any student found indulged in above stated activities or ragging in any form whatsoever will be punished appropriately which may include:

1. Withholding scholarship or other benefits.
2. Debarring from representation of college events.
3. Withholding of results.
4. Suspension or expulsion from hostel, mess and college.
5. Expulsion from the College.
6. Legal proceeding under criminal law shall be initiated.
7. Fine upto Rs. 25000/- with public apology.
8. In case of more serious allegations, FIR will be lodged against such offenders with police and matter will be disposed of in the court of law where if convicted for such an offence the offender can be punished with imprisonment up to three years or fine up to Rs 50,000 or both. Such an offender will stand expelled from the institution and will not be eligible for admission in any other institution for a period of three years.

In case victim student does not know the name of offending students he can even then give complaint in writing and he will have to identify such offenders and then action as specified above can be taken against these students.

**Note: If any student faces any kind of the problem regarding ragging or any such whatsoever he/she is free to contact any of the following immediately:**

**Toll Free Anti Ragging  
Helpline 24x7  
1800-180-5522**

### Anti Ragging Committee

|                                      |             |
|--------------------------------------|-------------|
| Dr. Nand Lal Sharma (Principal)      | 01902222568 |
| Dr. D. N. Gautam                     | 9218888601  |
| Dr. Roshan Lal                       | 9418452100  |
| Kanchan Bala (Superintendent G-II)   | 01902222568 |
| P.T.A. President                     |             |
| Students Members : Senior Member - 1 |             |
| Junior Member -1                     |             |
| Media Representative                 |             |
| Civil Administration Representative  |             |
| S.H.O. (Police)                      | 100         |

### Anti-Ragging Squad & Discipline Committee

#### Campus Area :

|                     |            |
|---------------------|------------|
| Mr. Raghuvir Singh  | 9418347764 |
| Mrs. Neeraj Kapoor  | 9418155015 |
| Mr. Rakesh Rana     | 9418024497 |
| Ms. Som Praker Negi | 9418184084 |

#### Library Area

|                             |            |
|-----------------------------|------------|
| Mr. Nishchal Sharma         | 9418188365 |
| Lib. Sh. Ratan Singh Thakur | 9459828805 |

#### New Building Ground Floor :

|                        |            |
|------------------------|------------|
| Mr. Som Krishan Sharma | 9418477730 |
| Mrs. Seema Sharma      | 9418200018 |
| Dr. Raj Kumar Thakur   | 9418008981 |
| Mr. Rajesh Kumar       | 9418271788 |

#### New Building Ist Floor :

|                        |            |
|------------------------|------------|
| Dr. O. P. Thakur       | 9418066651 |
| Mr. Jai Parkash Sharma | 9816003178 |

#### New Building Top Floor :

|                    |            |
|--------------------|------------|
| Dr. Mandeep Sharma | 9418680222 |
| Dr. Shakshi Rana   | 9418600670 |

#### Old Girls Hostel :

|                 |            |
|-----------------|------------|
| Mr. G.R. Saini  | 9418685392 |
| Dr. S.R. Thakur | 9816399807 |

#### New Girls Hostel :

|            |            |
|------------|------------|
| Dr. Sujata | 9418281284 |
|------------|------------|

#### Boys Hostel :

|                 |            |
|-----------------|------------|
| Dr. Pankaj      | 9459884524 |
| Dr. Anup Bhatia | 9418154411 |