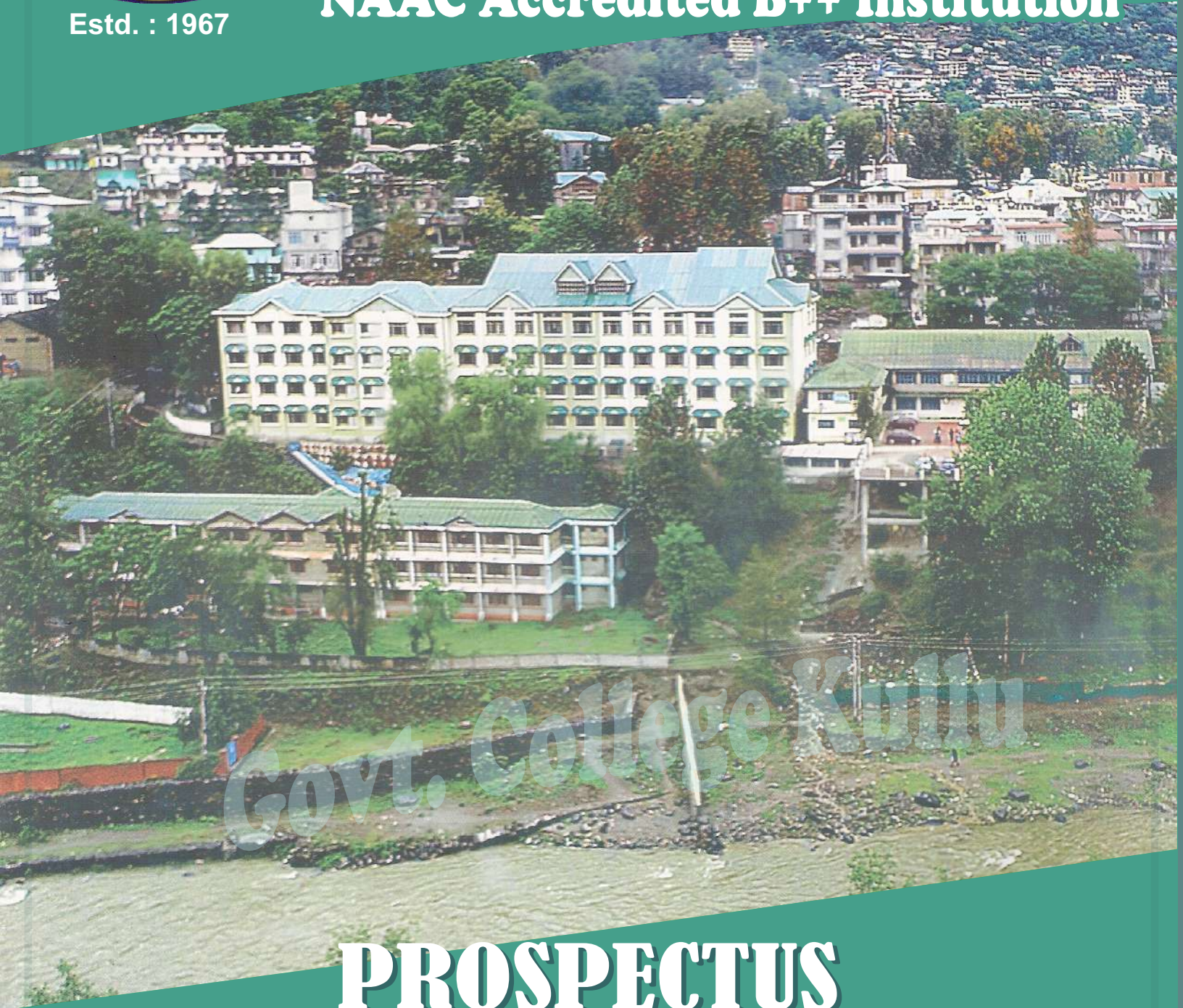




Estd. : 1967

# Govt. College Kullu

NAAC Accredited B++ Institution



Govt. College Kullu

PROSPECTUS

2021-2022



## From the Principal's Desk



“Education is the manifestation of the perfection already in man.”

—Swami Vivekanand

Dear Students,

It gives me immense pleasure to welcome you all to the new academic session 2021-2022. Govt. College Kullu has been providing quality education to students both at undergraduate and post graduate level. Here with experienced and dedicated staff and excellent infrastructure we are committed to build in our students life skills, technical skills, creativity, spirit of enquiry and moral leadership that will benefit the society and the nation. The students will have ample opportunities to participate in co-curricular and other extension activities through guided mentoring by the faculty.

I advise you all to go through the prospectus carefully and thoroughly in order to acquaint yourself with various committees/clubs/societies formed for your benefit, subject combinations offered and other details that will be useful for you. Also, go through the college website i.e. [www.gckullu.com](http://www.gckullu.com) regularly for all updates/notices/information etc.

At present we are going through an unprecedented global predicament. Each one of us and the entire world is affected by the Corona Virus pandemic. It is our duty to abide by the guidelines regarding social distancing and sanitization and cooperate with the college administration for the safety of one and all.

In the end, I wish you all a wonderful learning throughout your stay in the college and a promising life ahead.

Best Wishes.

—Bandana Vaidya

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**Principal**

Mrs. Bandana Vaidya

**Faculty of Arts:****Department of Economics:**

Dr. Ratnesh Tripathi Assistant Professor  
Mr. Hira Singh Assistant Professor  
Dr. Lokesh Assistant Professor

**Department of Education:**

Dr Anupama Katoch Assistant Professor

**Department of English:**

Dr. Binta Thakur Associate Professor  
Mr. Ashok Sharma Associate Professor  
Mrs. Leena Vaidya Assistant Professor  
Mrs Charu Ahluwalia Assistant Professor  
Mr. Ajay Kumar Assistant Professor  
Mr. Surender Kumar Assistant Professor  
Mrs. Gunjan Hazri Assistant Professor

**Department of Geography:**

Dr. O.P. Thakur Associate Professor  
Mr. Chet Ram Associate Professor  
Mr. Govind Singh Associate Professor  
Mrs. Anuradha Negi Assistant Professor

**Department of Hindi:**

Dr. Ursem Lata Associate Professor  
Dr. Rupa Devi Assistant Professor  
Ms Anita Assistant Professor  
Dr. Kanchan Kumari Assistant Professor

**Department of History:**

Mr. Jyoti Charan Assistant Professor  
Mr. Krishan Lal Assistant Professor

**Department of Journalism and Mass Communication:**

Dr. Awadhesh K Yadav Assistant Professor

**Department of Music:****Vocal:**

Dr. Hari Singh Assistant Professor  
Dr. Nisha Sharma Assistant Professor

**Instrumental:**

Dr. Thakur Sen Assistant Professor

**Department of Physical Education:**

Dr. Sujata Associate Professor

**Department of Political Science:**

Dr. Khem Chand Assistant Professor  
Mr. Rattan Dev Assistant Professor  
Mr. Sunny Thakur Assistant Professor  
Ms. Minakshi Johal Assistant Professor

**Department of Public Administration:**

Dr. Nirmla Singh Associate Professor

**Department of Sanskrit:**

Mr. Vijay Singh Assistant Professor

**Department of Sociology:**

Ms Babli Joshi Assistant Professor  
Mrs. Krishna Sharma Assistant Professor

**Department of Tourism and Travel Management:**

Dr. Hiramani Kashyap Assistant Professor

**Faculty of Commerce:**

Dr. Dinesh Singh Assistant Professor  
Ms. Dechen Chhomo Assistant Professor  
Mr. Kuldeep Assistant Professor

**Faculty of Science:****Department of Botany:**

Dr. Ram Nath Associate Professor  
Dr Sakshi Assistant Professor  
Dr Man Singh Rana Assistant Professor  
Mr. Rajeev Parmar Assistant Professor

**Department of Chemistry:**

Dr Brij Bala Associate Professor  
Mrs Seema Sharma Associate Professor  
Dr. Raj Kumar Associate Professor  
Mr. Rajesh Kumar Assistant Professor  
Dr. Nirmal Chauhan Assistant Professor  
Vacant  
Vacant

**Department of Computer Sciences:**

Mr. Nishchal Sharma Assistant Professor

**Department of Geology:**

Mr. Shubham Deep Assistant Professor

**Department of Mathematics:**

Mr. Som Krishan Sharma Associate Professor  
Mrs Priyanka Randhawa Assistant Professor  
Mr. Lalit Mohan Sharma Assistant Professor  
Mrs. Pooja Sohal Assistant Professor

**Department of Physics:**

Dr. Harish Chauhan Associate Professor  
Mr. Kashmir Singh Assistant Professor  
Mr. Jai Prakash Assistant Professor

**Department of Zoology:**

Mrs. Sarita Assistant Professor  
Mrs. Priyanka Thakur Assistant Professor  
Vacant

**Library Staff:**

Vacant Librarian  
Mrs. Damyanti I (Asst. Lib.) PTA  
Mrs. Damyanti II (Restorer) PTA

**Office Staff**

Mr. Hemant Duggal Superintendent G-II  
Mr. Tejender Singh Jr. Asst.  
Mr. Rohit Mahant Clerk

**Additional supporting staff :**

Mrs. Shakuntla	Peon
Mrs. Bimla Devi	Peon
Mrs. Prem Lata	Peon
Mr. Sher Singh	Chowkidar
Mr. Ses Ram	Peon
Mr. Prakash Chand	Peon A/F
Mr. Satish Chand	Sports Attendant A/F
Mrs. Manisha Thakur	DEO PTA
Mr. Bishan Dass	Sweeper PTA
Mrs. Neelam	Sweeper PTA
Mrs. Guddi Devi	Sweeper PTA
Mrs. Meena	Sweeper PTA
Mrs. Jamuna Devi	PTWC

**Laboratory Staff :**

Mr. Bala Ram	Sr. Lect. Assistant
Mr. Raj Kumar	Sr. Lect. Assistant
Mr. Bhimi Ram	Jr. Lect. Assistant
Mr. Budhi Prakash	Lab. Attendant
Mrs. Satya Devi	Lab. Attendant
Ms. Savitra	Lab. Attendant
Mr. Narayan Singh	Lab. Attendant PTA
Mrs. Hemlata	Lab. Attendant PTA
Mr. Kiran Chand	Lab. Attendant PTA
Mr. Jai Nand	Lab. Attendant PTA
Smt. Oma Devi	Lab. Attendant PTA

**Music Department :**

Mr. Vidya Sagar	Tabla Vadak PTA
-----------------	-----------------

**Administrative Assignments :**

Secretary, Staff Council :

Dr. Brij Bala

**Bursur :**

Mr. Govind Singh

**Controller/Examination :**

Dr. Brij Bala

**Assistant Controller/Examination :**

Dr. O.P. Thakur

Mr. Jai Prakash

**Coordinator of RUSA :**

Dr. Man Singh Rana

**Coordinator of BCA :**

Mr. Kashmir Singh

**Coordinator of BBA :**

Dr. Man Singh Rana

**Coordinator of B.Voc. :**

Dr. O.P. Thakur

**Coordinator of IGNOU :**

Mrs. Seema Sharma

**Assistant Coordinator of IGNOU :**

Dr. Raj Kumar

Mr. Govind Singh

**C.S.C.A. / General Advisory Committee**

Mrs. Bandana Vaidya, Principal Chairperson

Dr. Brij Bala Convener

Dr. Sujata  
Dr. O.P. Thakur  
Mr. Som Krishan Sharma  
Mrs. Seema Sharma

**C.S.C.A. Elections Grievance Cell**

Dr. Binta Thakur Convener  
Dr. Harish Chauhan Member

**Internal Quality Assurance Cell**

Mrs. Bandana Vaidya, Principal Chairperson  
Dr. Binta Thakur Coordinator

Dr. O.P. Thakur

Dr. Harish Chauhan

Dr. Ursem Lata

Mr. Rajesh Kumar

Mr. Kashmir Singh

Dr. Man Singh Rana

Mr. Nishchal Sharma

Mr. Y.P. Mahant (Alumni)

Mr. Vinay Hazri (Executive Engineer)

Mr. Hemant Duggal (Superintendent (G-II))

PTA President

CSCA President

**NAAC Steering Committee**

Dr. O.P. Thakur Coordinator

Dr. Binta Thakur

Mrs. Seema Sharma

Dr. Raj Kumar Thakur

Dr. Ursem Lata

Mr. Kashmir Singh

Dr. Nirmal Chauhan

Dr. Man Singh Rana

Mr. Nishchal Sharma

**College Development Committee :**

Mr. Som Krishan Sharma Convener

Mr. Chet Ram

Mr. Rajesh Kumar

Mr. Kashmir Singh

Mr. Rattan Dev

Mr. Sunny Thakur

**Scholarship/Stipends/Fee Concession Committee**

Dr. Sujata Convener

Dr. Ram Nath

Mr. Govind Singh

Dr. Nirmla Singh

Mr. Ashok Sharma

Dr. Dinesh Singh

Dr. Khem Chand

Dr. Rupa Devi

Mr. Hira Singh

**Hostel Advisory Committee :**

Mrs. Bandana Vaidya, Principal Chairperson

Dr. Sujata Convener

Mr. Rattan Dev

Dr. Kanchan Kumari

**Library Committee :**

Dr. Ursem Lata Convener  
 Dr. Nirmla Singh  
 Mrs. Anuradha Negi  
 Mr. Jai Prakash  
 Dr. Nirmal Chauhan  
 Dr. Ratnesh Tripathi  
 Mrs. Charu Ahluwalia  
 Mrs. Sarita  
 Dr. Hari Singh  
 Dr. Khem Chand  
 Dr. Rupa Devi  
 Ms. Babli Joshi  
 Mr. Vijay Singh  
 Mr. Kuldeep

**Time Table Committee :****Arts :**

Dr. O.P. Thakur  
 Mr. Govind Singh  
 Mr. Nishchal Sharma  
 Mr. Surender Kumar

**Science :**

Dr. Raj Kumar  
 Mr. Jai Prakash  
 Dr. Man Singh Rana

**Commerce :**

Dr. Dinesh Singh  
 Mr. Kuldeep

**University Form Attestation Committee :****Arts :**

Dr. Sujata  
 Dr. Binta Thakur  
 Mr. Chet Ram  
 Mrs. Anuradha Negi  
 Mr. Rattan Dev

**Science :**

Mrs. Seema Sharma  
 Dr. Harish Chauhan  
 Dr. Raj Kumar  
 Mr. Jai Prakash

**Commerce :**

Dr. Dinesh Singh  
 Mr. Kuldeep

**Advisory Committee Self-Financing/B.Voc. Courses :**

Mrs. Bandana Vaidya, Principal Chairperson  
 Dr. O.P. Thakur  
 Mr. Kashmir Singh

Dr. Man Singh Rana

**M.A. Advisory Committee :**

Mrs. Bandana Vaidya, Principal Chairperson  
 Dr. Binta Thakur Convener  
 Dr. Ratnesh Tripathi  
 Dr. Khem Chand

**NSS Advisory Committee :**

Mrs. Bandana Vaidya, Principal Chairperson  
 Mr. Rajesh Kumar Convener  
 Dr. Khem Chand  
 Dr. Anupama Katoch

**Career Guidance and Placement Cell :**

Dr. Harish Chauhan Convener

Mr. Rajesh Kumar  
 Dr. Nirmla Singh  
 Mr. Ashok Sharma  
 Dr. Nirmal Chauhan  
 Dr. Dinesh Singh  
 Dr. Sakshi  
 Dr. Ratnesh Tripathi  
 Dr. Awadhesh K Yadav  
 Dr. Khem Chand  
 Ms. Babli Joshi  
 Mr. Jyoti Charan  
 Dr. Hiramani Kashyap  
 Mr. Krishan Lal  
 Mr. Shubham Deep  
 Dr. Thakur Sen  
 Ms. Minakshi Johal

**Discipline Committee :**

Dr. Sujata Convener  
 Mr. Som Krishan Sharma  
 Mrs. Seema Sharma  
 Dr. Harish Chauhan  
 Mr. Chet Ram  
 Dr. Raj Kumar  
 Dr. Ursem Lata  
 Mr. Govind Singh  
 Dr. Nirmla Singh  
 Mr. Ajay Kumar  
 Mr. Jyoti Charan  
 Dr. Lokesh  
 Dr. Kanchan Kumari  
 Mr. Rattan Dev  
 Mr. Lalit Mohan Sharma

**U.G.C. Affairs Committee :**

Dr. Binta Thakur Convener  
Dr. Man Singh Rana  
Mr. Nishchal Sharma  
Mr. Surender Kumar

**College Canteen Committee :**

Dr. Sujata Convener  
Dr. Raj Kumar  
Mr. Govind Singh  
Dr. Ursem Lata  
Mr. Kashmir Singh  
Dr. Dinesh Singh

**College Magazine Editorial Board :****Chief Editor :**

Dr. Binta Thakur

**Editors :**

Editors :	Section :
Mr. Ashok Sharma	English
Dr. Kanchan Kumari	Hindi
Mr. Vijay Singh	Sanskrit
Ms. Anita	Pahadi
Dr. Sakshi Rana	Science
Mr. Kuldeep	Commerce
Mr. Kashmir Singh	Self-Financing

**Bus Pass Attestation Committee :**

Mr. Chet Ram  
Mr. Ashok Sharma  
Dr. Dinesh Singh  
Dr. Hari Singh  
Dr. Khem Chand  
Dr. Rupa Devi  
Ms. Babli Joshi  
Mrs. Krishna Sharma  
Mr. Hira Singh  
Dr. Lokesh  
Mr. Lalit Mohan Sharma  
Mrs. Priyanka  
Mr. Krishan Lal  
Mr. Rajeev Parmar  
Mr. Shubham Deep  
Dr. Thakur Sen  
Mrs. Gunjan Hazri  
Mrs. Pooja Sohal  
Mr. Vijay Singh  
Ms. Meenakshi Johal

**Women Cell :**

Mrs. Seema Sharma Convener  
Dr. Ursem Lata

Dr. Nirmal Chauhan  
Dr. Sakshi Rana  
Mrs. Charu Ahluwalia  
Mrs. Sarita  
Mrs. Priyanka Randhawa  
Ms. Babli Joshi  
Mrs. Krishna Sharma  
Mrs. Gunjan Hazri

**Sexual Harassment****Grievance Redressal Committee :**

Dr. Brij Bala Convener  
Dr. Sujata  
Mrs. Seema Sharma  
Dr. Ursem Lata  
Mr. Govind Singh  
Dr. Kanchan Kumari  
Mr. Hemant Duggal (Supdt.)  
Mrs. Shakuntla  
Cdt. Juveda Bodh (NCC)

**Rapid Action & Disaster****Management Committee :**

Mr. Chet Ram Convener  
Mr. Ajay Kumar  
Dr. Khem Chand  
Mr. Jyoti Charan  
Mr. Rattan Dev  
Dr. Anupama Katoch

**Sports Advisory Committee :**

Mrs. Bandana Vaidya, Principal Chairperson  
Dr. Sujata Convener  
Dr. Raj Kumar  
Dr. Ratnesh Tripathi  
Mr. Surender Kumar

**Campus Beautification Committee :**

Mrs. Seema Sharma Convener  
Mrs. Charu Ahluwalia  
Dr. Rupa Devi  
Mr. Rattan Dev  
Dr. Kanchan Kumari  
Mr. Rajeev Parmar  
Dr. Hiramani Kashyap  
Mrs. Priyanka Thakur  
Ms. Dechen Chhomo  
Dr. Anupama Katoch  
Dr. Nisha Sharma

### **Community Service Cell :**

Dr. Ursem Lata Convener  
Dr. Dinesh Singh  
Dr. Khem Chand  
Ms. Babli Joshi  
Mr. Jyoti Charan  
Dr. Anupama Katoch  
Ms. Meenakshi Johal

### **Legal Clinic Cell :**

Mr. Chet Ram Convener  
Mr. Govind Singh  
Dr. Dinesh Singh

### **Youth Exchange Programme Cell :**

Dr. Ram Nath Convener  
Dr. Awadhesh K Yadav  
Dr. Hiramani Kashyap  
Mrs. Dechen Chhomo  
Mr. Shubham Deep

### **Information & Public Relation Committee :**

Dr. Awadhesh K Yadav Convener  
Mr. Nishchal Sharma  
Mr. Jyoti Charan  
Ms. Anita

### **Eco-Club/Botanical Garden :**

Dr. Ram Nath Convener  
Dr. Man Singh Rana  
Mr. Rajeev Parmar

### **Energy Club :**

Dr. Harish Chauhan Convener  
Mr. Kashmir Singh  
Mr. Jai Prakash

### **Red Ribbon Club :**

Dr. Nirmla Singh Convener  
Dr. Nirmal Chauhan  
Mrs. Sarita  
Mrs. Krishna Sharma

Mrs. Priyanka Thakur

Mrs. Pooja Sohal

### **Mountaineering, Trekking**

#### **and Adventure Club :**

Dr. Ram Nath Convener  
Dr. Ratnesh Tripathi  
Mr. Ajay Kumar  
Dr. Lokesh  
Dr. Hiramani Kashyap  
Mr. Shubham Deep

### **Educational Tour Mgt. Committee :**

Mr. Jai Prakash Convener  
Dr. Hiramani Kashyap  
Mr. Sunny Thakur  
Ms. Dechen Chhomo

### **In-Charge NSS :**

Dr. Khem Chand  
Dr. Anupama Katoch

### **In-Charge NCC (Air Wing) :**

Flg. Officer Mr. Nishchal Sharma

### **In-Charge NCC (Army Wing) :**

Lt. Ajay Kumar (Boys)  
Miss. Anita (C/T Girls)

### **In-Charge Rovers & Rangers :**

Mr. Jyoti Charan Rover Leader  
Ms. Meenakshi Johal Ranger Leader

### **Ek Bharat Shreshth Bharat**

Dr. Man Singh Rana  
Dr. Nirmal Chauhan  
Dr. Rupa Devi  
Dr. Surender Kumar  
Dr. Thakur Sen



## Academic Programmes Offered :

The college is running Bachelor's Degree Programme in Arts, Science and Commerce under Choice Based Credit System and Master's Degree Programme in Economics, English and Pol. Science. The college has been running Vocational Degree Programme in Retail Management and in Hospitality & Tourism from the session 2017-18. The yearly system has been re-introduced in U.G. Courses from the session 2018-19.

Programmes Offered & Seats Available:

Sr. No.	Name of Programme (Main Subject/Discipline)	Seats Available	Sr. No.	Name of Programme (Main Subject/Discipline)	Seats Available
1.	B.A. English	80	16.	B.A. Physical Education	80
2.	B.A. Hindi	80	17.	B.Sc. (Physical Sc.) with Comp. Sc.	60
3.	B.A. Sanskrit	80	18.	B.Sc. (Physical Sc.) with Physics	80
4.	B.A. Economics	80	19.	B.Sc. (Physical Sc./Life Sc.) with Chemistry	140
5.	B.A, Pol. Science	80	20.	B.Sc. (Physical Sc.) with Mathematics	100
6.	B.A. History	80	21.	B.Sc. (Life Sc.) with Botany	80
7.	B.A. Geography	80	22.	B.Sc. (Life Sc.) with Zoology	80
8.	B.A. Music(I)	40	23.	B.Sc. (Phy.Sc.) with Geology	80
9.	B.A. Music(V)	40	24.	B.Com.	140
10.	B.A. Sociology	80	25.	B.Voc. in Retail Management	40
11.	B.A. Pub. Admn.	80	26.	B.Voc. in Hospitality & Tourism	40
12.	B.A. J&MC	80	27.	M.A. English	30
13.	B.A. Mathematics	40	28.	M.A. Economics	30
14.	B.A. T&TM	80	29.	M.A. Pol. Science	30
15.	B.A. Education	80			

**\*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 she/he gives a written request to the admission committee to be considered for the subsequent counseling.**

## Eligibility:

### For Admission in 1st Year:

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

- (i) Provided that the candidates who have passed the qualifying examination i.e. 10+2 with science stream, shall be given admission to B.Sc.
- (ii) Provided that the candidates, who have passed the qualifying examination with commerce stream, shall be given preference to admission to B.Com.
- (iii) On 1<sup>st</sup> July 2021, a student should not be more than 23 years in case of boys and 25 years in case of girls in general category Relaxation of three years will be given in case of SC/ST students as per University norms. The Vice Chancellor may permit age relaxation up to a maximum of six months for reasons to be recorded in writing
- (iv) In each discipline, seats will be reserved for SCs, STs, PH, EWS (Economical Weaker Section), Sports and Cultural quota as per HPU norms.
- (v) One seat in each department shall be reserved for single girl child which will be allotted on the basis of merit.
- (vi) Any student with compartment in +2 examination will not be eligible for admission.

### Scanned Documents Required at the Time of Filling Admission Form for 1<sup>st</sup> year

- ⇒ Passport Size Photograph.
- ⇒ Copies of Matriculation & 10+2 Certificates.
- ⇒ Latest Character Certificate from the institution last attended. In case of private candidate's latest character certificate in original by some H.P. Govt. Gazetted Class-I Officer.
- ⇒ Copy of Category Certificate (SC/ST/EWS) if claimed.
- ⇒ Copy of Sports/Cultural Activities etc. if any.(State/National Level)
- ⇒ A Certificate from competent authority in case of Single Girl Child.
- ⇒ 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 filling of University Registration Form.
- ⇒ Himachali Bonafide Certificate for fee concession (for girls only).

### GENERAL GUIDELINES FOR ADMISSION TO BACHELOR'S DEGREE

1. Admission to various Main/Core 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 prior to seeking admission to the Bachelor Degree must be supported by documentary evidence or she/he has to give an undertaking as the proof of her/his activities during the period of gap.
3. The application must be filled by the candidate in her/his own handwriting. It should be complete in all respects and supported by the documents as mentioned above.
4. An applicant must produce original certificates before admission committee at the time of admission/counseling.

5. Applicant coming from Board/ University other than the HP Board of School Education/HP. University must provide Migration Certificate at the time of filling of University Registration form.
6. Handicapped Applicants seeking fee concession must furnished their status certificate from Medical Board.
7. National Open School students seeking admission to the 1st 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 where conduct is detrimental to the interest/discipline of the institution.
11. Initially all admission is 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.

### Outline of the Courses Offered:

1. **Core Course:** A course offered by a Discipline/Subject which is to be compulsorily studied by the candidate.
  - i) **Discipline Specific Core Course (DSC) of six credits:** A core course offered by the Discipline Subject chosen by the candidate main or other Discipline/Subject.
  - ii) Two papers each for English & Hindi/MIL in B.A./B.Com.
2. **Elective Course:** A course which a student can choose from a pool of courses offered by Discipline Subject.
  - i) **Discipline Specific Elective Course (DSE) of six credits:** An elective course is a course which is chosen by a student from the courses offered by the Discipline/Subject of his/her choice.
  - ii) **Generic Elective Course (GE) of six credits:** A Course other than DSC-I and DSC-II

#### Note:

**Students of B.A. 3rd year will choose Generic Elective Courses from 1. Pol. Science 2. History 3. Economics 4 Geography 5. Hindi 6. English 7. Music 8. Sociology 9. Tour & Travel.**

3. **Ability Enhancement Course:** A course based upon the content that leads to Knowledge enhancement.
  - i) **Ability Enhancement Compulsory Course (AECC) of four credits:** Ability Enhancement Course which is to be compulsorily studied by the candidate. These courses include *Environment Science & English/Hindi/Sanskrit*.
  - ii) **Ability Enhancement Elective Course (SEC/AEEC) four credits:** A course which a student studies in DSC-I (Main Subject).

## Choosing Programme/Study Courses :

Candidate seeking admission in any programme after 10+2 examination is required to choose one of the disciplines listed below as a **Main Subject i.e. DSC-1**. Thereafter he/she will choose One other subject as DSC-2 from the list of combinations given in the table below.

Sr. No.	Main Subject DSC-1	DSC-2 (Choose One Subject)	Core Compulsory for B.A./B.Com. & DSC-3 for B.Sc.
1	English	J&MC/History/Pol. Sc./Geography	English & Hindi
2	Hindi	J&MC/Music/History/Sociology	English & Hindi
3	Sanskrit	Music/Sociology/Pub. Admn./T&TM	English & Hindi
4	Economics	Maths/Pol. Sc./T&TM/Geography	English & Hindi
5	Pol. Science	History/Economics/English/Geography	English & Hindi
6	History	Pol. Sc./English/Hindi/Public Admn.	English & Hindi
7	Geography	Economics/English/T&TM/Pol. Sc.	English & Hindi
8	Music (I)	Sociology/Sanskrit/Pub. Admn./Hindi/Pol.Sc.	English & Hindi
9	Music (V)	Sociology/Sanskrit/Pub. Admn./Hindi/Pol.Sc.	English & Hindi
10	Sociology	Hindi/Music/Education/J&MC	English & Hindi
11	Pub. Admn.	Music/Education/Sanskrit/History	English & Hindi
12	J&MC	Phy. Edu./Hindi/Sociology/English	English & Hindi
13	Mathematics (B.A.)	Economics/English/Geography	English & Hindi
14	Education	Sociology/Pub. Admn./Hindi/English	English & Hindi
15	Physical Education	T&TM/J&MC/Sociology/Pub. Admn.	English & Hindi
16	Tourism & Travel Mgt.	Economics/Geography/Phy. Edu./Sanskrit	English & Hindi
17	Comp. Science	Mathematics	Physics
18	Physics	Chemistry	Mathematics
19	Chemistry	Physics/Botany	Mathematics/Zoology
20	Mathematics (B.Sc.)	Physics	Chemistry
21	Geology	Physics	Mathematics
22	Botany	Chemistry	Zoology
23	Zoology	Chemistry	Botany
24	B. Com.		English & Hindi

### Completion of Degree:

A regular candidate shall have to undergo the prescribed course of study in the college affiliated to the Himachal Pradesh University for a period not less than 3 years and a maximum of 5 years from the date of admission of the candidates. For completion of an undergraduate degree, the student shall have to accumulate a minimum of 132 successful credit hours of course work.

**P.S.:** *Successful Passing of course includes Classroom Learning, Assignment Work, Mid Term Test and End Term Examination.*



### **Evaluation Process**

**I. Internal Assessment : 30 Marks**

Attendance	:	5 Marks
Class Test	:	5 Marks
House Test	:	10 Marks
Assignments/Presentation etc.	:	10 Marks

[For attendance 75%-80% = 03 Marks; 81%-90% = 04 Marks; 91%-100% = 05 Marks]

**II. End Term Examination : 70 Marks**

For Practical subjects End Term Exam will be split up into ETE practical (20 Marks) and theory (50 Marks)

### **Year wise Course Structure for CBCS B.A. & B.Com. Programmes**

Year	Course to be studied	Credits	Total Credits
1 <sup>st</sup> Year	1. AECC-I Environment Science	4	44
	2. AECC-II English/Hindi	4	
	3. Core Compulsory Hindi	6	
	4. Core Compulsory English	6	
	5. DSC – 1A (main subject)	6	
	6. DSC – 1B (main subject)	6	
	7. DSC – 2A (second subject)	6	
	8. DSC – 2B (second subject)	6	
2 <sup>nd</sup> Year	1. Core Compulsory Hindi	6	44
	2. Core Compulsory English	6	
	3. DSC – 1C (main subject)	6	
	4. DSC – 1D (main subject)	6	
	5. DSC – 2C (second subject)	6	
	6. DSC – 2D (second subject)	6	
	7. SEC/AEEC-I (main subject)	4	
	8. SEC/AEEC-II (main subject)	4	
3 <sup>rd</sup> Year	1. DSE – 1A (main subject)	6	44
	2. DSE – 1B (main subject)	6	
	3. DSE – 2A (other subject)	6	
	4. DSE – 2B (other subject)	6	
	5. SEC – 1 (main subject)	6	
	6. SEC – 2 (main subject)	6	
	7. GE – 1 (other than DSC – 1 & DSC – 2)	4	
	8. GE – 2 (other than DSC – 1 & DSC – 2)	4	

## Year wise Course Structure for CBCS B.Sc. Physical/Life Science Programme

Year	Course to be studied	Credits	Total Credits
1 <sup>st</sup> Year	1. AECC-I Environment Science	4	44
	2. AECC-II English/Hindi	4	
	3. DSC – 1A (main subject)	6	
	4. DSC – 1B (main subject)	6	
	5. DSC – 2A (second subject 1st)	6	
	6. DSC – 2B (second subject 1st)	6	
	7. DSC – 3A (second subject 2nd)	6	
	8. DSC – 3B (second subject 2nd)	6	
2 <sup>nd</sup> Year	1. DSC – 1C (main subject)	6	44
	2. DSC – 1D (main subject)	6	
	3. DSC – 2C (other subject 1st)	6	
	4. DSC – 2D (other subject 1st)	6	
	5. DSC – 3C (other subject 2nd)	6	
	6. DSC – 3D (other subject 2nd)	6	
	7. SEC/AEEC-I (main subject)	4	
	8. SEC/AEEC-II (main subject)	4	
3 <sup>rd</sup> Year	1. SEC/AEEC-3 (main subject)	4	44
	2. SEC/AEEC-4 (main subject)	4	
	3. DSC – 1A (main subject)	6	
	4. DSC – 1B (main subject)	6	
	5. DSC – 2A (other subject 1st)	6	
	6. DSC – 2B (other subject 1st)	6	
	7. DSC – 3A (other subject 2nd)	6	
	8. DSC – 3B (other subject 2nd)	6	

### **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.

## B.Voc. (Bachelor of Vocation) UGC Approved 3-Year Regular Degree Programme

### COURSE OF STUDY :

The college offers the following two 'NSQF' (National Skill Qualification Framework) UGC approved 3-year regular degree programmes under semester system for vocational studies as mentioned below.

**B.Voc. in Retail Management** **40 Seats**

**B.Voc. in Hospitality & Tourism** **40 Seats**

### ABOUT THE BACHELOR OF VOCATION (B.VOC.) DEGREE PROGRAMME :

The University Grants Commission (UGC) has launched a scheme on skill development based job oriented higher education programme as a part of College/University education, leading to Bachelor of Vocation (B.Voc.) degree. This degree Programme is unique with the provision of multiple entry and exit at different levels of NSQF from level 5 to 7, viz. Diploma/Advance Diploma and Degree in compliance to the National Skills Qualification Framework (NSQF). Multiple entry and exit will allow students the flexibility to earn and study as per their convenience.

### Objectives :

- ❖ To create requisite job role specific skilled manpower for industry at various NSQF levels as per NOS's (National Occupational Standards).
- ❖ To empower the youth by providing them employment and income generating opportunities.
- ❖ To provide judicious mix of skills relating to a profession and appropriate content of general education.
- ❖ To provide flexibility to the students by means of pre-defined entry and multiple exit levels.
- ❖ To integrate skill based NSQF vocational studies with the undergraduate level of higher education in order to enhance employability of the graduates and meet the industry requirements. Such graduates apart from meeting the needs of local and national industry are also expected to be competent to become part of the global workforce.

### Course Structure :

B. Voc. programme is designed with provision for multiple exit levels. All the candidates enrolled for diploma courses or further will be treated at par from the second semester onwards. Students may exit after six months with the certificate (NSQF Level 4) or they may continue for diploma or advance diploma level courses leading to B. Voc. Degree.

Following table provides a snapshot of the various certificates and their duration :

NSQF Level	Skill Component Credits	General Education Credits	Total Credit for Award	Normal Duration	Exit Points/Awards
4	18	12	30	One Sem.	Certificate
5	36	24	60	Two Sem.	Diploma
6	72	48	120	Four Sem.	Advanced Diploma
7	108	72	180	Six Sem.	B.Voc. Degree

## Internship Programme:

Internship for 6 weeks after the completion of each year is an integral/essential component of B.Voc. Degree.

The Internship shall also carry credits to be added in the final evaluation of skill components.

## Guest Lectures:

Guest Lecture is an important part of B Voc programme. At every level/Semester, Guest Lectures are organized in which experts from the Retail Industries/Hospitality & Tourism Industries are invited & they share their valuable practical knowledge and apprise the students of various skills required and opportunities in the field.

## Industrial Visits:

Industrial Visits are arranged for the students of B.Voc. Retail Management as well as B.Voc. Hospitality & Tourism Management which provide the practical knowledge about the related Industries & their management etc.

## On Job Training (OJT):

On Job Training is an important part of the B.Voc. Course at the end of every Level/ Semester. During the On-Job Training, the students learn the working, management, job roles, co-ordination skills in an organization and also learn how to deal with various types of customers.

**HPKVN (Himachal Pradesh Kaushal Vikas Nigam)** is fully sponsoring the internship apart from facilitating the skill component (60 %) of this programme along with coursework for whole of the programme.

Candidates enrolled for this programme are entitled for '**Kaushal Vikas Bhatta**' as per state government policy.

## JOB OPPORTUNITY:

### RETAIL MANAGEMENT :

- ❖ After the completion of the first semester, the student will get a Sales Associate Certificate in the Retail Management sector from Retailers Association's Skill Council of India (RASCT). The candidate may work as a certified resource in any retail-related industry.
- ❖ After the completion of the second semester, the student will get combined Team Leader Diploma in the Retail Management sector from Retailers Association's Skill Council of India (RASCI) and Himachal Pradesh University. The candidate may get an opportunity to work in any retail-related industry.
- ❖ After the completion of the second year, the student will get a combined Departmental Manager Advanced Diploma in the Retail Management sector from Retailers Association's Skill Council of India (RASCI) and Himachal Pradesh University. The candidate may work as a skilled resource in the related field as well as explore opportunities to become an entrepreneur.
- ❖ After the completion of the third year, the student will get a degree from the Himachal Pradesh University. The candidate may become a "Store Manager in retail-related industries as well as explore opportunities to become an entrepreneur.



## HOSPITALITY & TOURISM

- ❖ After The completion of the first semester, the student will get a Office Associate Certificate in the Hospitality & Tourism sector from Tourism and Hospitality Skill Council (THSC). The candidate may work certified resource in any hospitality and tourism-related industry.
- ❖ After the completion of the second semester the student will get combined "Front Office Executive Diploma in the Hospitality & Tourism sector from Tourism and Hospitality Skill Council (THSC) and Himachal Pradesh University. The candidate may get an opportunity to work in any Hospitality & Tourism-related industry.
- ❖ After the completion of the second year, the candidate will get a combined "Guest Relations Manager" Advanced Diploma in the Hospitality & Tourism sector from Tourism & Hospitality Skill Council (THSC) and Himachal Pradesh University. The candidate may work as a skilled resource in the related field as well as explore opportunities to become an entrepreneur.
- ❖ After the completion of the third year, the student will get a degree from the Himachal Pradesh University. The candidate may become a "Duty Manager in the Hospitality & Tourism-related industries as well as explore opportunities to become an entrepreneur.

Following tables provide a snapshot of the Job Roles after different levels.

### Retail Management

NSQF Level	Semster	Job Role	Training Hours
5	I	Sale Associate	585
6	II	Team Leader	585
7	III & IV	Departmental Manager	1170
8	V&VI	Store Manager	1245

### Hospitality & Tourism

NSQF Level	Semster	Job Role	Training Hours
5	I	Front Office Associate	585
6	II	Front Office Executive	585
7	III & IV	Guest Relation Manager	1170
8	V&VI	Duty Manager	1245

### Faculty of B.Voc. Course :

#### Retail Management :

1. Mr. Chura Mani                      Trainer
2. Mr. Susheel                              Trainer
3. Mr. Gopal Thakur                      Trainer

#### Hospitality & Tourism :

1. Mr. Dinesh Kumar                      Trainer
2. Mrs.Shobhna Sharma                      Trainer
3. Mr. Ashish Bhopal                      Trainer

#### Additional Supporting Staff :

1. Mrs. Amita                              Office Assistant
2. Mrs. Indu                                  L. A. (H&T)
3. Mrs. Manorama                          L. A. (R. M.)

## Eligibility Conditions:

- ❖ Admission to the B. Voc. programme will be as per the rules and regulations of the Himachal Pradesh University.
- ❖ The eligibility criteria for admission to the B. Voc. degree programme shall be 10+2 in all streams from a recognized board or an examination equivalent thereof from a Board/University established by law India with English as a compulsory subject with 45% marks in aggregate, OR any examination of a University/Board/College or School in a foreign country recognized as equivalent for the above purpose by the Vice-Chancellor/Equivalence Committee on its own, OR on the recommendations of Association of Indian Universities with 45% marks OR as per eligibility norms of the college for admission to undergraduate courses in case of center of excellence.
- ❖ Vocational subjects under NSQF will be given weightage, equivalent to any other general education subject while considering admission to the undergraduate courses as per reference No. DDNo. 1 52/2013(CC/NSQF) dated 30.04.2014 of UGC.
- ❖ On 1st July 2021, a student should not be more than 23 years in case of boys and 25 years in case of girls in general category. Relaxation in case of SC/ST will be given as per university norms. The Vice Chancellor may permit age relaxation up to a maximum of six months for reasons to be recorded in writing.
- ❖ Reservation rules are applicable as per the rules or guidelines of the Himachal Pradesh Government.
- ❖ Students belonging to SC/ST category shall be given a 5% relaxation in marks for admission purpose, i.e. they would require a minimum of 40% marks in aggregate at 10+2 level.
- ❖ Students having compartment shall not be allowed admission in the B Voc. programmes.
- ❖ Candidate cannot pursue two full time undergraduate courses simultaneously.
- ❖ The University reserves the right to cancel an admission at any stage.
- ❖ In matters relating to undergraduate admissions, the decision of the Admission Committee/Vice Chancellor, Himachal Pradesh University, Shimla, shall be final.
- ❖ All legal matters pertaining to undergraduate admissions shall be subject to the Himachal Pradesh jurisdiction only.
- ❖ Admission to the B.Voc. programme in Retail Management and Hospitality & Tourism (Semester-1) shall be done purely on the merit in the qualifying examination (10+2 etc.).
- ❖ There are three categories of candidates who shall be given admission in Semester-1 of the skill-based courses under NSQF.

Category 1: Students who have already acquired NSQF certification Level 4 in a particular Industry sector may opt for admission in the skill-based courses under NSQF.

Category 2: Students who have acquired NSQF certification Level 4, but may like to change their trade and enter into skill-based courses in a different trade.

Category 3: Students who have passed the 10+2 examination with conventional schooling without any background of vocational training.

Note: Regarding selection of students for B Voc. programme, 10% extra weightage shall be given to Category-1 and 5% extra weightage shall be given to Category-2 in 10+2 examination Final list of students shall be decided on merit.

The course content of the B.Voc programme will be taught in English.

## Conditions of Registration and Admission :

- ❖ Application for admission shall be submitted in the prescribed form to the B.Voc Committee.
- ❖ Receipt of the application submitted to be obtained from the committee.
- ❖ True and correct particulars should be given in the application form.
- ❖ The following certificate in original shall be produced at the time of admission:
  - a) Matriculation Certificate
  - b) 10+2 Mark Sheet(s)
  - c) Latest Character Certificate in original from the Head of the Institution last attended. In case of private candidates, latest character certificate by some HP Govt. Class-1 Gazetted Officer.



### Important Note for the Students

*Students are advised to preserve fee receipt issued by the college for future use. In case fee receipt is lost, photocopy / receipt No. of the same can be obtained from the clerk on the payment of rupees 100/-*

# Fee Structure 2021-22

## Fee Structure for B.Voc. Courses

Sr. No.	Particulars B.Voc.	Amount (Rs.)	Sr. No.	Particulars B.Voc.	Amount (Rs.)
1	Admission Fee	50/-	16	Cultural Activity Fund	20/-
2	University Continuation Fee	10/-	17	P.T.A. Fund/Membership Fee	500/-
3	University Sports Fund (Annual)	15/-	18	Furniture Repair Fund	10/-
4	Youth Welfare Fund	15/-	19	Rovers & Rangers Fund	60/-
5	University Holiday Home Fee	1/-	20	N.C.C. Fund	5/-
6	Building Fund	120/-	21	Student Aid Fund	2/-
7	Identity Card Fund	10/-	22	Computer & Internet Facility	20/-
8	Mid Term Fee	100/-	23	Sports & Cultural Fund	240/-
9	College Magazine Fund	50/-	<b>Other Charges (Skill Component) per semester</b>		
10	Medical Fund (H.F.)	6/-	24	Skill Component Practical-I	240/-
11	Library Security (Refundable) (New Admission)	100/-	25	Skill Component Practical-II	240/-
12	Amalgamated Fund	300/-	26	Tuition Fee	1000/-
13	Red Cross Fund	40/-	27	Late Fee (per day)	10/-
14	Tuition Fee (Only Boys)	1000/-	28	Assessment-cum-certification fee charged by sector skill council per semester	1200/-
15	Book Replacement Fund	25/-	29	Youth Red Cross Fund	40/-

### NOTE:

1. Exemption of tuition fee Will be available to the Himachali girls only, subject to the production of Bonafide Himachali Certificate.
2. Fee and Funds once deposited are not refundable in any case.
3. Registration Fee will be paid by the student at the time of filling HPU Registration Fee. From H.P. Board Students Rs. 200 and other than H.P. Board is Rs. 400/- (For 1<sup>st</sup> Year New Students).



## Guidelines for Admission to M.A. Courses:

The college offers post-graduate courses in the subjects of English, Economics and Political Science. The number of available seats in every course is as under:

<b>M.A. English</b>	<b>30 seats</b>
<b>M.A. Economics</b>	<b>30 seats</b>
<b>M.A. Political Science</b>	<b>30 seats</b>

### General Rules:

The admission will be on the basis of centralized entrance tests conducted by the HPU for the session 2021-22. The students interested in admission to the institution, will have to apply separately after the declaration of results by the HPU. The final list of candidates will be decided on merit.

An applicant should not be more than 26 years of age as on 1-7-2021 in case of boys & 28 years in case of girls. The upper age limit is 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 on the production of 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/Pol.

Science will be given weightage as per the HP University norms.

### 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/ Pol. Science 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:
  - (i) Admission Form
  - (ii) Library Registration Form
  - (iii) Character Certificate in original
  - (iv) Attested copies of Matriculation, 10+2 certificate & attested copy of Bachelor Degree Certificate.
  - (v) Attested copy of H.P.U. Registration card (if any).

## Details of Fee and Funds for the Session 2021-22

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

Sr. No.	Particulars B.A./B.Sc./B.Com./M.A.	Amount (Rs.)	Sr. No.	Particulars B.A./B.Sc./B.Com./M.A.	Amount (Rs.)
1	Admission Fee	25/-	21	Science Funds	720 (Med) 480 (NM)
2	Late Admission Fee (per day)	10/-		Physics (Practical)	240/-
3	University Continuation Fee (old Students)	10/-		Chemistry (Practical)	240/-
4	University Sports Fee (Annual)	15/-		Botany (Practical)	240/-
5	Youth Welfare Fund	15/-		Zoology (Practical)	240/-
6	University Holiday Home Fee	1/-		Geology (Practical)	240/-
7	Building Fund	120/-		Computer Science (Practical)	240/-
8	Identity Card	10/-	22	Cultural Activity Fund	20/-
9	House Examination Fee	40/-	23	P.T.A. Fund/Membership Fee	500/-
10	College Magazine Fund	50/-	24	Furniture Repair Fund	10/-
11	Medical Fund (H.F.)	6/-	25	Rovers & Rangers Fund	60/-
12	Library Security (Refundable) (New Admission)	100/-	26	N.C.C. Fund	5/-
13	Amalgamated Fund	300/-	27	M.B. Fund	2/-
14	Tuition Fee	600/-	28	Educational Tour	2/-
15	College Development Fund	10/-	29	Annual Function	3/-
16	Youth Red Cross Fund	40/-	30	Lady Attendant Fee (For Girls)	6/-
17	Book Replacement Fund	25/-	31	Computer & Internet Facility	20/-
18	Music (Practical)	180/-	32	Sports Fund	240/-
19	Geography (Practical)	180/-	33	University Development Fee (Rs. 100 for BPL Candidates After Producing Certificate i.e. Original)	250/-
20	Physical Education (Practical)	180/-	34	Red Cross Fund	40/-

**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 from total fee subject to the production of disability Certificate issued by the competent medical Authority at the time of admission.
3. Fee and Funds once deposited are not refundable in any case.
4. Registration Fee will be paid by the student at the time of filling HPU Registration Fee. From H.P. Board Students Rs. 200 and other than H.P. Board is Rs. 400/- (For 1<sup>st</sup> Year New Students).

## Scholarships/Concessions

The College offers the following Scholarships and Concessions.

### Centre Sponsored Schemes:

- ❖ Post-Matric Scholarship schemes for SC/ST/Minority/E.B.C./O.B.C/Disabled students.

### State Sponsored Schemes:

- ❖ Indira Gandhi Utkrisht Chhatravriti Yojna.
- ❖ Kalpana Chawla Chhatravriti Yojna.
- ❖ Maharishi Valmiki Chhatravriti Yojna.
- ❖ I.R.D.P. Scholarship Scheme.
- ❖ Financial Assistance to the Children of the Armed Forces Personnel killed/disabled during wars/operations.

### 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 **hp e-pass 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 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 readmission, 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 @ 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 100/- shall be imposed on a student if she/he is found using cell phone in college campus except cell phone zone i.e. playground of college. Repeated offence will lead to increase in fine and even confiscating of cell phone.**
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/Fee Receipt No. of the same can be obtained from the clerk on the payment of Rs.100/-**

## College Library

The college library has a collection of approximately 29000 books including 3.346 reference and 10,000 general books. The library subscribes 10 newspapers, 35 magazines and 15 journals regularly. There is a well-maintained reading room. The college library is registered for N-list Programme of University Grants Commission. This Programme provides access to more than 21000 e-journals and over 51000 e-books through INFLIBNET. Efforts are being made to further modernize the library. The college library is partially computerized with all the database of library updated on library software since 2011-12.

Along with 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 30 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 along with 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 5 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 is held in the last week of April every year to give away prizes to the students excelling in academics, sports, N.C.C., N.S.S., cultural and other extra-curricular activities.

## Rules for award of Prize:

### In Academics

Prize will be awarded to the student who secures first or second position in 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 is 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.
- d) 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 the 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) 110 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 courses 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 161/2 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 Asstt. Prof. Nishchal Sharma (NCC Air Wing), Asstt. Prof. Ajay Kumar, (NCC Army Wing Boys), Asstt. Prof. Anita (Caretaker NCC Army Wing Girls).**



## Parent Teachers Association (PTA)

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 executive members every year, meets frequently to carry out the regular affairs of the body. A general body, consisting of all the parents and teachers, meets occasionally to ensure 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 discussions with the elder and visionary members of the society and 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 Dept. 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.

## Old Students Association (OSA)

The college is proud of its Alumni Association

which is working for upliftment of the college besides enriching the knowledge of students and providing an opportunity for reunion of the old students.

## 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.

Any college student can seek admission to the college hostel.

**Note :-** Requesting Hostel admission student will be informed later when offline classes will begin.

## 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. Admission to failed students is denied.
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. Admission shall be sought afresh in every academic session and will be confirmed subject to the following conditions:
  - i) Receipt of a duplicate admission form duly signed by the parents of the resident. At the time of admission an applicant will fill such a form and attach a duly stamped envelope addressed to his/ her parents. Parents must accompany their wards for the admission in hostels otherwise admission will not be granted.



## **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 been running Rovers (Boys) and Rangers (Girls) programme since 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 organizes activities through various clubs & societies. These clubs/societies organize 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 has established 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.

## **Educational Tour and Excursion**

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 at 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.

## **College Students Central Association. (CSCA):**

In order to inculcate leadership qualities among the students and to provide platform to address the students' problems, the CSCA is constituted in the college in accordance with the university notification. At present, the CSCA is a nominated body of the student comprising of President, Vice-President, Gen. Secretary, Joint Secretary as well as Class and other nominated representatives.

- ii) Satisfaction of the Warden regarding proper conduct and regular payment of dues of hostel, mess and canteen in case of ex-resident.
  - iii) A student will be allowed to stay in the hostel for a maximum of three years for pursuing U G degree. However, the admission of the boarder will be cancelled the moment, he/she gets a job in the Govt./ Private/ Corporation/ any other institution during his studies.
4. Admission to the hostel for the academic year will close 10 days after the closure of admission to the college.
  5. 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.
  6. Any outing, including a visit to her/his local guardian's place, without getting leave sanctioned by the hostel warden is strictly banned.
  7. Residents permitting or abetting unauthorized occupation of the rooms/ seats shall be liable to:
    - a) Expulsion from the hostel
    - b) Forfeiture of securities; and
    - c) Imposition of fine by the Warden.
  8. In case of non-payment of dues or violation of any of the hostel rules by a resident, the Hostel Warden may get his/her room locked.
  9. No inmate is allowed to use electric heaters in the room.
  10. Every resident shall be responsible for the safety of the furniture given to him/her. Furniture is not to be removed from one room to another. Damage to hostel property is a serious offence. Any boarder found guilty of damaging hostel property will be liable for disciplinary action as per hostel rules including expulsion from the hostel.
  11. An undertaking on a prescribed proforma from the students and their parents will be obtained at the time of admission in the hostels to the effect that she/he will not participate in any political and in disciplinary activities which harms the social, academic and congenial environment Hostel/College.
  12. A Student cannot shift from allotted room within the hostel without the permission of the warden.
  13. The residents shall be in their rooms at night and will not move to other rooms for sleeping without the permission of the Warden.
  14. The residents shall keep the Hostel Identity Card obtained from the Warden with them and will present these on demand by authorities. For this, the applicants will submit an extra attested copy of the photograph along with the admission form.
  15. The gates of the hostels will be closed at 8.00 PM and opened at 5:00 AM. A resident shall, under all circumstances, inform the Warden about his/her absence from the hostel. He/she shall sign the register maintained for the purpose at the hostel gate. The names of the residents absenting themselves without permission for a fortnight or more may be struck off the rolls and possession of their rooms taken by the Welfare Officer.
  16. Entry of outsiders/guests in the hostel strictly is strictly prohibited.
  17. 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.
  18. All the boarders are required to pay their outstanding dues and bills well in time.
  19. All the boarders are required to ensure overall cleanliness of the hostel campus.
  20. Residents should not keep cash or jewellery or other valuables in their rooms. The responsibility for safety of their belongings will be entirely that of the residents. The residents are advised to take out an insurance against theft and fire.

21. Before leaving the hostel every resident shall obtain clearance from Warden and personally hand over the charge of the room and hostel property. Repair charges for any damage to the furniture will have to be paid by the residents. During vacation, all boarders will deposit their room keys with the hostel Clerks/Warden failing which the result of the defaulters will be withheld.
22. Local Guardian's address will be registered with the Hostel Warden.
23. Only three- or four-days leave will be sanctioned per month for the residents of hostel.
24. 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.
25. The hostel security deposit will lapse if a student doesn't apply for refund within six months of her/his leaving from the hostel.
26. All hostels will formally close on the day of the last regular examination. Each boarder will have to vacate her/his room within 24 hours of the termination of her/his regular examination. Fine per day or any disciplinary action, if required, will be taken for overstay.
- d) Unruly conduct or rowdism;
- e) Writing on walls, sticking of posters distribution of unauthorized handbills or notices;
- f) Making noise or creating disturbance including the use of transistor, radio etc. in a manner likely to disturb other boarders;
- g) Convening, organizing, attending unauthorized meeting within the hostel premises; and
- h) Breach of any of the hostel rules.
28. While visiting common room/dining hall, the student should be in proper dress:
29. For any willful disobedience/insolence or defiance and willful tampering with hostel property, the student may be asked by the Warden to leave the hostel immediately subject to the approval of the Principal.
30. Students shall use or handle with care all property belonging to the hostel. When a student is found guilty of damaging hostel property, the warden may recover the cost of article/s or replacement and may also impose or recommend imposition of fine depending on the circumstances.

## **27. CONDUCT AND DISCIPLINE:**

- (i) Students shall maintain discipline and peaceful atmosphere in hostel;
- (ii) A Student may be fined or expelled from the hostel by the Warden for the following reasons:
  - a) Misbehaviour of any kind, which will include disrespectful conduct towards the Warden or other teacher, employees of the hostel and other residents;
  - b) Teasing or otherwise harassing other students and/or the use of violence;
  - c) Stealing or pilfering Hostel/ College property or the property of other students;

For more information please contact:

**Dr. Kanchan Kumari**                      **Mr. Rattan Negi**  
 (Warden Girls' Hostel)                      (Warden Boys' Hostel)

## **Anti Smoking /Anti Tobacco**

Smoking and use of tobacco products are strictly prohibited in the college campus and the hostels. Any one found smoking or using tobacco products will have to pay a fine of Rs.200/- in addition to suspension or expulsion from the college.

## Hostel Charges

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

HO. A/e	Fee and Funds	Amount (Rs.)
Govt. Funds & College Dues	Hostel Admission Fee	10/-
	Room rent/seat	360/-
	Hostel Security (Refundable)	1500/-
	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/-
	Total (For New Students)	6500/-
Total (For Old Students)	5000/-	

### General Conduct and Discipline

1. Every student should carry her/his college Identity card which should be produced on demand.
2. 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.
3. 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.
- Writing slogans, pasting notice/defacing walls, putting party banners and hoarding in and around the campus.
- Pasting notice on notice board without prior permission of the Principal
- Misbehaving with college staff/fellow students
- 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.
- 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, capris will be viewed as indiscipline.

**Note: Cell Phones are not allowed in the examination hall. Penalty/fine of 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 the Honorable Supreme Court of India judgment/order 2001 is defined as any disorderly conduct whether by words spoken or written or by an act with 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 of shame or embarrassment so as to adversely affect the physique or psyche of a fresher or 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 result
4. Suspension or expulsion from hostel, mess and college.
5. Initiation of legal proceedings under criminal law.
6. Fine upto 25000/-with public apology.
7. 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 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 a victim student does not know the name of offending students she/he can give complaint in writing and identify such offenders and an action as specified above can be initiated against them.

**Note: In case of any incidence of ragging please contact any of the following immediately:**

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

## Anti-Ragging Committee

Mrs. Bandana Vaidya (Principal)	01902-222568
Dr. Brij Bala	94180-60960
Dr. Sujata	94182-81284
Dr. O.P. Thakur	94180-66651
Mr. Som Krishan Sharma	82199-22016
Dr. Binta Thakur	94184-66451
Mr. Chet Ram	92187-81146
Mr. Hemant Duggal (Supdt. G-II)	01902-222568
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

<b>Campus Area :</b>	
Mr. Som Krishan Sharma	82199-22016
Mr. Chet Ram	92187-81146
Mr. Ashok Sharma	94183-96583
Mr. Ajay Kumar	89883-16717
Mr. Sunny Thakur	98057-77757
Mr. Lalit Mohan Sharma	94188-90629

Mr. Vijay Singh 70186-01162

## Library Area :

Mr. Kashmir Singh	94181-48998
Mr. Nishchal Sharma	94181-88365
Mrs. Nirmala Singh	94181-70041

## Science Block Ground Floor :

Mrs. Seema Sharma	94182-00018
Mr. Raj Kumar	94180-08981
Mrs. Priyanka Randhawa	94182-31641
Mrs. Pooja Sohal	98820-72210

## Science Block First Floor :

Dr. Harish Chauhan	82199-49752
Mr. Govind Singh	98053-76817
Dr. Anuradha Negi	94188-11623
Mr. Jai Prakash	98160-03178

## Science Block Top Floor :

Dr. Ram Nath	94182-04023
Mrs. Sarita	94187-98698
Mr. Rajeev Parmar	94183-54495

## New Building Arts Block :

### Ground Floor :

Dr. Sujata	94182-81284
Dr. Nirmala	94181-70041
Dr. Lokesh	94188-62695
Mr. Vijay Singh	70186-01162

## First Floor :

Dr. Awadhesh K Yadav	70183-81091
Mr. Jyoti Charan	94180-10504
Mr. Surender Kumar	98057-86484
Ms. Meenakshi Johal	86290-90182

## Second Floor :

Dr. Ratnesh Tripathi	94595-17060
Dr. Dinesh Singh	94599-59261
Dr. Krishna Sharma	98050-99666
Mr. Sunny Thakur	98057-77757

## Top Floor :

Dr. Hari Singh	94182-05257
Dr. Rupa	78319-68760
Mr. Hira Singh	78073-65165
Dr. Thakur Sen	70186-51809

## Old Girls Hostel :

Dr. O.P. Thakur	94180-66651
Dr. Hiramani Kashyap	94591-02717
Dr. Man Singh Rana	94181-84064
Ms. Meenakshi Johal	86290-90182

## New Girls Hostel :

Mr. Rattan Dev	70182-93656
Dr. Kanchan Kumari	94185-28952

## Boys Hostel :

Mr. Rattan Dev	70182-93656
Dr. Kanchan Kumari	94185-28952

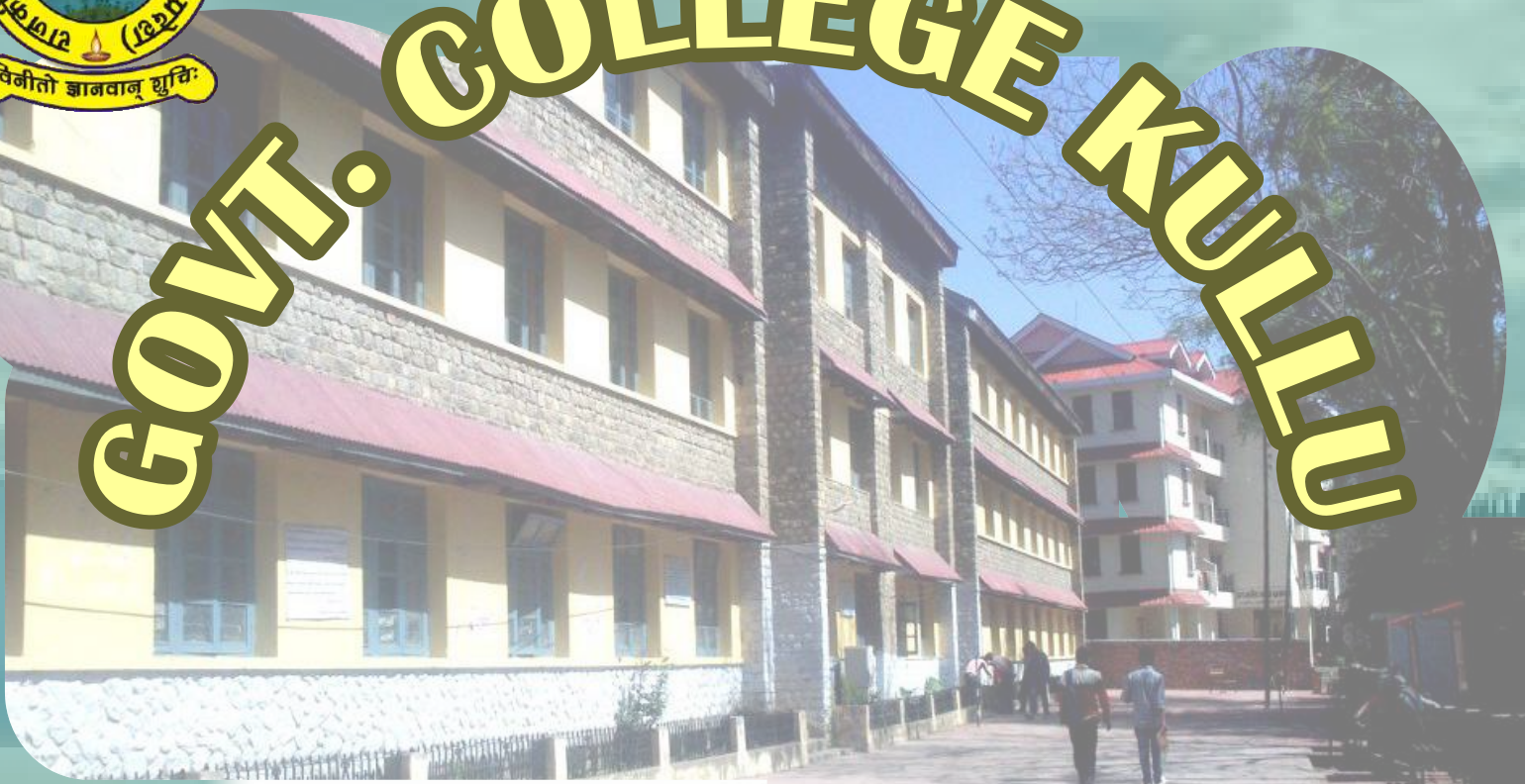








# GOVT. COLLEGE KULLU



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