

# GOVT. COLLEGE

SANGRAH, Distt. Sirmour  
Himachal Pradesh-173023



# prospectus

AND HANDBOOK OF INFORMATION

*Session*  
**2019-20**



# ADMISSION SCHEDULE FOR 2019-20

For BA / B.Sc. / B.Com 1st Year

S.No.	Period	Days	Remarks
1.	18th June to 24th June, 2019	7 Days	Submission of admission forms
2.	25th June to 26th June, 2019	2 Days	Display of merit list
3.	27th June to 29th June, 2019	3 Days	Fee deposit and display of 2nd merit list and final fee deposit.

Admission to B.A./B.Sc. / B.Com IIInd Year / 5th semester will be purely on roll on basis as per HPU schedule.

**Timing of admission : 10:30 AM to 02:00 PM**

There is no provision of admission as per university ordinance after 30th June of every year and as per Hon'ble High Court decision; no admission will be given thereafter.

## Documents And Certificates Required

- i) Original documents alongwith Photostat copies of School / Board / University certificates for matriculation onwards (Internet copy not valid).
- ii) 2 Photographs, one passport size for admission form and one stamp size for I-card.
- iii) Character certificate in original from the Head of the Institution last attended or a character certificate issued by a gazetted officer in case of Private Candidate.
- iv) The character certificate should have been issued within the last 6 months from the day of submission of the admission form.
- v) Students who have passed +2 from Boards other than H.P. Board of School Education / ICSE/CBSE must submit equivalent eligibility certificate.
- vi) Certificate of Bonafide Himachali (For girl students who belong to HP).
- vii) Original migration certificate is to be enclosed with the admission form.
- viii) Certificate of SC/ST from the Magistrate Class I for those seeking relaxation in age / marks.
- ix) Any gap (latest) in the academic career of an applicant must be supported by a documentary evidence / self-declaration / affidavit as the proof of his / her activities during the period of gap. If the gap is 3 years or more, the candidate will not be admitted.
- x) Aadhar card / Enrolment no.
- xi) Every student must possess a valid E-mail ID.
- xii) Every student must submit Anti-Ragging Undertaking / Declaration.
- xiii) All original certificates must be produced at the time of admission.
- xiv) Admission without any of these documents shall be purely provisional.

**Admission to B.A., B.Sc., B.Com. 1st Year will be purely on merit basis**



# TENTATIVE ACTIVITY CALENDER FOR SESSION 2019-20

Admission to various classes	: From 18th June, 2019
Regular teaching starts from	: 1st July, 2019
Principal's address to students	: 5th July, 2019
PTA Meeting	: 13th July, 2019
Commencement of Practical Classes	: 2nd week of July, 2019
Formation of various societies & clubs	: 2nd week of July, 2019
NSS / Rovers & Rangers Enrolment	: 3rd week of July, 2019
CSCA Elections (Nomination)	: Date to be notified by HPU
Mid Term Test of V Sem.	: Last week of August, 2019
Teacher's Day Celebration of CSCA	: 5th September, 2019
Annual Athletic Meet	: 3rd Week of September, 2019
ESE of Vth Sem with practical	: 16th October, 2019 to 14th November, 2019 (As per HPU Schedule)
Festival Break	: 25th October, 2019 to 30th October, 2019
Roll on Admission of VIth Sem.	: November, 2019
Regular teaching starts from	: 15th November, 2019 to 20th December, 2019 6th February, 2020 to 10th April, 2020
House Exam for Ist & IInd Year	: November / December, 2019
College Excursion / NSS Camp / Tour	: Last week of December, 2019
Last date of submission of articles for college magazine	: Last week of December, 2019
Winter Break	: 1st January, 2020 to 5th February, 2020
Giri Sapandan	: 3rd Week of February, 2019
Annual prize distribution function	: 1st Week of March, 2019
Mid term test of VIth Sem.	: 2nd Week of March, 2019
Annual Examination Ist & IInd Year	: 15th March, 2020 to 10th April, 2020
ESE of VIth Sem.	: 11th April, 2020 to 10th May, 2020
Summer Break	: 22nd May, 2020 to 16th June, 2020





## GOVT. COLLEGE SANGRAH, DISTT. SIRMOUR (HP.)

E-mail : [pcgcsangrah191@gmail.com](mailto:pcgcsangrah191@gmail.com) | Website : [www.gcsangrah.in](http://www.gcsangrah.in)

Phone : 01702-248216

### SOME DO'S & DON'TS OF CONDUCT :

- ~~Be~~ regular in attending your classes.
- ~~Keep~~ the campus clean and make proper use of the dustbins provided.
- ~~Show~~ respect and courtesy to the members of the teaching and non-teaching staff and fellow students.
- ~~Show~~ your identity card as and when asked for by any teacher.
- ~~Participate~~ actively in co-curricular & extra-curricular activities.
- ~~Maintain~~ silence while moving in the college campus. Move quietly when going from one classroom to another.
- ~~Adopt~~ healthy lifestyle.
- ~~Don't~~ loiter aimlessly.
- ~~Make~~ good use of library and internet facilities.
- ~~Do not~~ disturb the classes by standing and talking outside the classroom while the classes are in progress.
- ~~Do not~~ spoil the college property i.e. furniture, electrical installation etc.
- ~~Do not~~ pluck flowers or damage plants.
- ~~Approach~~ your teachers in case you are in any difficulty during college hours.

Price : ₹ 50/-

## CONTENTS

- Admission Schedule ➔
- Documents & Certificates Required ➔
- Tentative activity Calendar 2019-20 ➔



(inside Cover Page)

1.	FROM THE PRINCIPAL'S DESK	-	2
2.	RAGGING - A PUNISHABLE OFFENCE	-	3
3.	FACULTY PROFILE	-	4
4.	COLLEGE COMMITTEES FOR SESSION 2019-20	-	5
5.	GUIDELINES FOR ADMISSION	-	6
6.	OUTLINE OF CBCS	-	7
7.	PROPOSED CBCS IN B.A. PROGRAMME	-	8
8.	SUBJECT COMBINATIONS PERMITTED TO BA PROG.	-	9
9.	PROPOSED CBCS IN B.Sc. & B.Com. PROGRAMME	-	10
10.	TITLE/CODE OF B.A. IST & IIND YEAR	-	11
11.	TITLE/CODE OF B.A. VTH & VITH SEM.	-	12
12.	TITLE/CODE OF B.SC. IST & IIND YEAR	-	13
13.	TITLE/CODE OF B.SC. VTH & VITH SEM. AND B.COM IST & IIND YEAR	-	14
14.	EVALUATION PROCEDURE	-	15
15.	CHANGE OF SUBJECTS	-	16
16.	ROLL-ON SYSTEM OF ADMISSION	-	16-17
17.	MIGRATION RULES	-	17
18.	APPLYING FOR LEAVE	-	18
19.	SCHOLARSHIPS	-	18-19
20.	DISCIPLINE AND CONDUCT	-	19-20
21.	COLLEGE ID CARDS	-	20
22.	LIBRARY, GYM	-	20
23.	NSS/ROVERS & RANGERS/SPORTS/CSCA	-	20
24.	COLLEGE HOSTEL	-	20-21
25.	COLLEGE MAGAZINE	-	21
26.	ANNUAL PRIZE DISTRIBUTION FUNCTION	-	21
27.	EDUCATIONAL TOUR & EXCURSIONS	-	21
28.	PTA/NOTICE BOARD	-	21
29.	FEE STRUCTURE	-	22-23
30.	FINE / FUNDS	--	24
31.	IMPORTANT CONTACT NUMBERS	--	24

## From The Principal's Desk



Govt. College Sangrah came into existence in the year 2006 and started functioning w.e.f. August, 2006. The college is affiliated to Himachal Pradesh University. This college is located in the lush green, picturesque, awe-inspiring and thrillingly beautiful slopes of the Mid-Shivalik Himalayas. The beautiful and peaceful surroundings, pleasantly cool weather create an ideal and very conducive environment for learning.

Since its inception, the college has strived forward in the field of academics, sports and co-curricular activities and the previous session 2018-19 has also witnessed outstanding accomplishments in these diverse fields. The college has always aimed at providing multidimensional education to the students not only through classroom instructions in different courses of study, but education in its full scope leading to the enlightenment of intellectual as well as human dimensions of the students in a holistic manner. The college has constantly endeavored to accomplish excellence in diverse areas such as academics, sports, NSS, Rovers & Rangers and other extra-curricular activities. Moreover, in the field of cultural activities, the college has made a name for itself. Our well-qualified, hard-working and dedicated teaching and non-teaching staff is committed to help the students in achieving their goals. The college takes special care of Divyang students and there are wheelchair ramps in the college campus for easy access and movement of said students. The classes of Divyang students are conducted, as far as possible, in the ground floor, keeping in mind their convenience. Classrooms with technology-aided learning techniques, well-equipped computer room, Wi-Fi campus, library with ample number of books, magazines, journals, well set gymnasium with other sports facilities and well-equipped Music Room nurture and aid multifarious potentials and talents of the students. We aim at evolving students into knowledgeable individuals and worthy citizens with sound character.

At last, I urge my students and staff members to come together to march on the glorious path of intellectual and moral development and also on the equally grand path of service of the nation and humanity.

It has rightly been said, "A stone is broken by the last stroke of the hammer. This doesn't mean that the first stroke is useless." Always remember that success is the result of continuous and persistent efforts.

**Dr. Dinesh Kumar Bhardwaj**  
**(Principal)**

## 2. Ragging - A Punishable Offence

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

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

**Any student found involved in ragging will be punished appropriately which may include:**

- i) Expulsion from the University /College.
- ii) Suspension from classes.
- iii) Fine with a public apology.
- iv) Withholding a scholarship or other benefits.
- v) Debarring from the representations in events.
- vi) Suspension or expulsion from hostel or mess.
- vii) Legal proceedings under criminal law shall be initiated.



### ANTI-RAGGING/DISCIPLINE COMMITTEE

- i) Prof. Dinesh Kumar (Convener)
- ii) Prof. Govind Singh
- iii) Dr. Sushil Sharma
- iv) Prof. Ambra Devi
- v) Prof. Ajay Kumar

### WOMEN GRIEVANCES REDRESSAL CELL

- i) Prof. Ambra Devi
- ii) Prof. Ajay Kumar
- iii) Smt. Rashmi Thakur

### Note :

All students are directed to note that the use of mobile phones in the college campus is strictly banned as per the H.P Govt. norms (vide letter No. EDN-HE(21)B(15)15/2017-V Directorate of higher education H.P Shimla-I). The defaulters will be dealt with as per college discipline rules.



### Anti Ragging Help lines :

National Helpline Toll Free No.: 1800-180-5522

State : 0177-2625400. 2625819

e-mail : [helpline@antiragging.in](mailto:helpline@antiragging.in)

e-mail : [cm-hp@nic.in](mailto:cm-hp@nic.in)

### 3. FACULTY PROFILE

**Principal : Dr. Dinesh Kumar Bhardwaj**

#### **Department of English**

1. Asstt. Prof. Vikram Singh Thakur
2. Vacant
3. Vacant

#### **Department of History**

1. Asstt. Prof. Promod

#### **Department of Geography**

1. Dr. Ved Prakash
2. Asstt. Prof. Devender Kumar

#### **Department of Political Science**

1. Asstt. Prof. Dinesh Kumar

#### **Department of Sanskrit**

1. Asstt. Prof. Vinod Kumar

#### **Department of Hindi**

1. Asstt. Prof. Ambra Devi

#### **Department of Music (V)**

1. Vacant

#### **Department of Music (I)**

1. Asstt. Prof. Rashmi Thakur  
(on Local PTA Basis)

#### **Department of Economics**

1. Asstt. Prof. Ajay Kumar

#### **Department of Physical Education**

1. Vacant

#### **Department of Physics**

1. Asstt. Prof. Govind Singh

#### **Department of Chemistry**

1. Vacant

#### **Department of Zoology**

1. Dr. Vineet Kumar

#### **Department of Botany**

1. Dr. Sushil Sharma

#### **Department of Mathematics**

1. Vacant

#### **Department of Commerce**

1. Dr. Ashwani Kumar
2. Vacant

#### **Library Staff**

##### **Assistant Librarian**

1. Sh. Subhash Chand

### NON-TEACHING STAFF

#### **Office Staff**

**Supdt. :** Sh. Rajinder Singh

**Clerk :** Virender Singh

**Clerk :** Rejeev Kumar

**Clerk :** Anita Devi

**Lab Attendant :** Sh. Ramesh Kumar  
Sh. Sant Ram

#### **Class IV Staff**

1. Smt. Kanta Devi
2. Sh. Basti Ram
3. Sh. Hari Chand
4. Sh. Joginder Singh
5. Sh. Ami Chand
6. Smt. Vidya Devi
7. Smt. Leela Devi
8. Sh. Ramanand
9. Smt. Saraswati
10. Sh. Jaswant Singh



## 4. College Committees For The Session 2019-20

- 1 Admission Committees:**  
Timing : 10:30am to 02:00pm
- (a) BA 1st Year (Hall)**
- |                       |                 |          |
|-----------------------|-----------------|----------|
| i) Sh. Devender Kumar | Asst. Professor | Convener |
| ii) Sh. Pramod        | Asst. Professor | Member   |
| iii) Ms. Ambra Devi   | Asst. Professor | Member   |
| iv) Sh. Vinod Kumar   | Asst. Professor | Member   |
| v) Sh. Vikram Singh   | Asst. Professor | Member   |
- (b) BA 2nd Year & 5th Semester (Staff-Room)**
- |                       |                 |          |
|-----------------------|-----------------|----------|
| i) Dr. Ved Prakash    | Asst. Professor | Convener |
| ii) Sh. Dinesh Kumar  | Asst. Professor | Member   |
| iii) Sh. Govind Singh | Asst. Professor | Member   |
| iv) Sh. Ajay Kumar    | Asst. Professor | Member   |
- (c) B Sc/ B Com 1st Year, 2nd Year & 5th Semester (Zoology Faculty Room)**
- |                        |                 |          |
|------------------------|-----------------|----------|
| i) Dr. Vineet Kumar    | Asst. Professor | Convener |
| ii) Dr. Sushil Sharma  | Asst. Professor | Member   |
| iii) Dr. Ashwani Kumar | Asst. Professor | Member   |
- 2 Time-Table Committee**
- |                       |                 |          |
|-----------------------|-----------------|----------|
| i) Dr. Vineet Kumar   | Asst. Professor | Convener |
| ii) Sh. Ajay Kumar    | Asst. Professor | Member   |
| iii) Sh. Vikram Singh | Asst. Professor | Member   |
- 3 College Discipline & Anti-Ragging Committee**
- |                       |                 |          |
|-----------------------|-----------------|----------|
| i) Sh. Dinesh Kumar   | Asst. Professor | Convener |
| ii) Sh. Govind Singh  | Asst. Professor | Member   |
| iii) Ms. Ambra Devi   | Asst. Professor | Member   |
| iv) Dr. Sushil Sharma | Asst. Professor | Member   |
| v) Sh. Ajay Kumar     | Asst. Professor | Member   |
- 4 Women Grievance & Redressal Committee**
- |                         |                 |          |
|-------------------------|-----------------|----------|
| i) Ms. Ambra Devi       | Asst. Professor | Convener |
| ii) Sh. Ajay Kumar      | Asst. Professor | Member   |
| iii) Smt. Rashmi Thakur | Asst. Professor | Member   |
- 5 Career Counseling & Guidance Cell**
- |                       |                 |          |
|-----------------------|-----------------|----------|
| i) Sh. Govind Singh   | Asst. Professor | Convener |
| ii) Ms. Ambra Devi    | Asst. Professor | Member   |
| iii) Sh. Ajay Kumar   | Asst. Professor | Member   |
| iv) Dr. Ashwani Kumar | Asst. Professor | Member   |
- 6 Scholarship/Monitoring Committee**
- |                        |                 |          |
|------------------------|-----------------|----------|
| i) Sh. Dinesh Kumar    | Asst. Professor | Convener |
| ii) Sh. Govind Singh   | Asst. Professor | Member   |
| iii) Ms. Ambra Devi    | Asst. Professor | Member   |
| iv) Sh. Rajinder Singh | Supdt-II        | Member   |
- 7 Educational Tour Committee**
- |                        |                 |          |
|------------------------|-----------------|----------|
| i) Dr. Vineet Kumar    | Asst. Professor | Convener |
| ii) Sh. Govind Singh   | Asst. Professor | Member   |
| iii) Sh. Vikram Singh  | Asst. Professor | Member   |
| iv) Smt. Rashmi Thakur | Asst. Professor | Member   |
- 8 Bus Pass Committee**
- |                        |                 |          |
|------------------------|-----------------|----------|
| ii) Sh. Devender Kumar | Asst. Professor | Convener |
| ii) Ms. Ambra Devi     | Asst. Professor | Member   |
| iii) Dr. Vineet Kumar  | Asst. Professor | Member   |
- 9 Attestation Committee**
- |                       |                 |          |
|-----------------------|-----------------|----------|
| i) Sh. Dinesh Kumar   | Asst. Professor | Convener |
| ii) Sh. Pramod        | Asst. Professor | Member   |
| iii) Sh. Govind Singh | Asst. Professor | Member   |
| iv) Dr. Sushil Sharma | Asst. Professor | Member   |
| v) Sh. Vikram Singh   | Asst. Professor | Member   |
- 10 NSS Programme Officer & Incharge Red Ribbon Club.**
- |               |                 |
|---------------|-----------------|
| i) Sh. Pramod | Asst. Professor |
|---------------|-----------------|
- 11 Rover Incharge**
- |                    |                 |
|--------------------|-----------------|
| i) Sh. Vinod Kumar | Asst. Professor |
| ii) Sh. Ajay Kumar | Asst. Professor |
- 12 Rangers Incharge**
- |                        |                 |
|------------------------|-----------------|
| i) Ms. Ambra Devi      | Asst. Professor |
| ii) Smt. Rashmi Thakur | Asst. Professor |
- 13 Eco Club**
- |                      |                 |
|----------------------|-----------------|
| i) Dr. Sushil Sharma | Asst. Professor |
| ii) Dr. Vineet Kumar | Asst. Professor |
- 14 College Magazine Committee**
- |                        |                 |          |
|------------------------|-----------------|----------|
| i) Sh. Govind Singh    | Asst. Professor | Convener |
| ii) Dr. Vineet Kumar   | Asst. Professor | Member   |
| iii) Dr. Ashwani Kumar | Asst. Professor | Member   |
- 15 Old Students Association-Teacher Incharge**
- |                         |                 |          |
|-------------------------|-----------------|----------|
| i) Sh. Ajay Kumar       | Asst. Professor | Incharge |
| ii) Sh. Govind Singh    | Asst. Professor | Member   |
| iii) Sh. Rajinder Singh | Supdt-II        | Member   |
| iv) Sh. Sant Ram        | L.A.            | Member   |
- 16 Committee for Computer Literacy**
- |                         |                 |          |
|-------------------------|-----------------|----------|
| i) Dr. Vineet Kumar     | Asst. Professor | Convener |
| ii) Sh. Govind Singh    | Asst. Professor | Member   |
| iii) Sh. Rajinder Singh | Supdt-II        | Member   |
| iv) Sh. Rajeev Kumar    | Clerk           | Member   |
- 17 Hostel Committee**
- |                       |                 |          |
|-----------------------|-----------------|----------|
| i) Dr. Ved Prakash    | Asst. Professor | Convener |
| ii) Sh. Dinesh Kumar  | Asst. Professor | Member   |
| iii) Sh. Parmod       | Asst. Professor | Member   |
| iv) Ms. Ambra Devi    | Asst. Professor | Member   |
| v) Smt. Rashmi Thakur | Asst. Professor | Member   |
- 18. Campus Beautification/Cleanliness Committee.**
- |                       |                 |          |
|-----------------------|-----------------|----------|
| i) Sh. Pramod         | Asst. Professor | Convener |
| ii) Dr. Sushil Sharma | Asst. Professor | Member   |
| iii) Ms. Ambra Devi   | Asst. Professor | Member   |
| iv) Sh. Ajay Kumar    | Asst. Professor | Member   |
| v) Sh. Vikram Singh   | Asst. Professor | Member   |
- 19. House Examination / Mid-Term Examination Committee**
- |                        |                 |          |
|------------------------|-----------------|----------|
| i) Sh. Pramod          | Asst. Professor | Convener |
| ii) Dr. Vineet Kumar   | Asst. Professor | Member   |
| iii) Dr. Ashwani Kumar | Asst. Professor | Member   |
| iv) Smt. Rashmi Thakur | Asst. Professor | Member   |
| v) Sh. Sant Ram        | L.A.            | Member   |
- 20. Cultural Committee**
- |                        |                 |          |
|------------------------|-----------------|----------|
| i) Dr. Sushil Kumar    | Asst. Professor | Convener |
| ii) Ms. Ambra Devi     | Asst. Professor | Member   |
| iii) Sh. Vinod Kumar   | Asst. Professor | Member   |
| iv) Smt. Rashmi Thakur | Asst. Professor | Member   |
| v) Sh. Virender Singh  | Clerk           | Member   |
- 21. Red Cross Committee**
- |                        |                 |          |
|------------------------|-----------------|----------|
| i) Dr. Ashwani Kumar   | Asst. Professor | Convener |
| ii) Smt. Rashmi Thakur | Asst. Professor | Member   |
| iii) Sh. Rajeev Kumar  | Clerk           | Member   |

## **5. Guidelines for Admission (B.A./B.Sc./B.Com. 1st Year)**

### **a. Academic Qualification**

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

1. Provided that the candidates who have passed the qualifying examination with Science stream shall be given preference in admission to B.Sc.
2. Provided that the candidates who have passed the qualifying examination with commerce stream shall be given preference in admission to B.Com.
3. Admission is purely on merit basis. Rounding off fraction of marks is permissible.
4. A student who has been expelled or rusticated from any college will not be eligible for admission to any course without prior approval and permission of the Vice Chancellor.
5. While determining percentage of marks for eligibility, rounding off fraction of 0.5% marks or above to the next full unit is permissible. The above condition of minimum percentage is subject to H.P. University amendments from time to time.
6. If a student does not produce the actual mark sheet from the Board/ University in respect to 10+2 where the result is shown in grades or equivalent exam standards, etc. the minimum percentage of marks for each grade/ standard will be taken into consideration while determining his/her eligibility for the purpose of admission.
7. A candidate from National School of Open Learning will be eligible for admission in BA/B.Com/B.Sc. 1st Year only if he/she has passed all the five subjects including English (as per Ordinance/ rule vide HPU letter No. 4-94-HPU (Acad.) dated 2nd Jan, 2004)

### **b. Age Limit**

1. 23 years for boys and 25 years for girls as on July 1, 2019 (Chapter 3, 3.3A).
2. For SC/ST candidates a relaxation of three years in age is allowed.
3. The Vice-Chancellor, H.P.U. may, in exceptional cases/circumstances, to be recorded in writing, give relaxation in age up to a maximum of six months to any candidate. All such cases of age relaxation of up to six months may be granted admission provisionally by the Principal and a consolidated list of all such cases will be sent for approval of the Vice- Chancellor by 31st October of every academic year.
4. Relaxation in upper age limit is also available to physically disabled candidates.

### **c. Admission Procedure**

Read the instructions (on cover page) carefully and proceed as follows:-

- Step 1** Fill in the Admission Form legibly in your own handwriting clearly mentioning your Subject-I & II legible. Admission Forms and Forms not filled-in by the students in his/her own handwriting will be rejected straightway. Tag (not pin) necessary documents with the Admission Form.
- Step 2** Bring your Father/Guardian along and present yourself before the admission committee. Fill your second subject after discussion with Committee members. Get the form checked and recommended for admission.
- Step 3** Submit your form with the admission committee.
- Step 4** Check your name in the list of eligible students on Notice Board.
- Step 5** Deposit the fee in the office and get your class Roll Number. To get the Identity and Library Card, contact Assistant Librarian Sh. Subhash Chand with your fee slip.

*Note :- Merit List will be displayed as per the HPU Schedule.*

## 6. Outline of CBCS (Courses of Study)

**For Ist to IIIrd Year & Vth to VIth Sem.**

### **Choice based credit system (CBCS)**

The UGC has initiated several steps to bring equity, efficiency and academic excellence in National Higher Education System. It shifts in focus from teacher centric to student-Centric education. The CBCS provides an opportunity for the students to choose courses from the prescribed courses comprising core, elective/minor or skill based courses. The courses can be evaluated following the grading system, which is considered to be better than the conventional marks system. Therefore, it is necessary to introduce uniform grading system in the entire higher education in India. This will benefit the students to move across institutions within India to begin with and across countries. The uniform grading system will also enable potential employers in assessing the performance of the candidates. In order to bring uniformity in evaluation system and computation of the Cumulative Grade Point Average (CGPA) based on student's performance in examinations, the UGC has formulated the guidelines to be followed :-

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

**Discipline Specific Elective (DSE) Course:** Elective course may be offered by the main discipline/subject of study is referred to as a Discipline Specific Elective. The University/Institute may also offer discipline related Elective course of interdisciplinary nature (to be offered by the main discipline/subject of study).

**Generic Elective (GE) Course:** An elective course chosen generally from an unrelated discipline/subject and vice versa and such electives may also be referred to as Generic Elective.

3. **Ability Enhancement Courses (AEC):** The Ability Enhancement (AE) Courses may be of two kinds; Ability Enhancement Compulsory Courses (AECC) and Skill Enhancement Courses (SEC). "AECC" courses are the courses based upon the content that leads to Knowledge Enhancement; i. Environmental Science and ii. English/MIL Communication. These are mandatory for all disciplines; SEC courses are value-based and/or skill-based and are aimed at providing hands-on-training, competencies, skills, etc.

**Ability Enhancement Compulsory Courses (AECC):** Environmental Science, English Communication/MIL Communication.

**Skill Enhancement Courses (SEC) :** These courses may be chosen from a pool of courses designed to provide value-based and/or skill-based knowledge.

4. An Under graduate program degree in Humanities/ Social Sciences/ Commerce may be awarded if a student completes 4 core papers each in discipline of choice, two core papers one each on English and MIL, two Ability Enhancement Compulsory Courses (AECC), minimum four Skill Enhancement Courses (SEC), two papers each from a list of discipline specific elective paper based on the two disciplines of choice selected above respectively and two papers from the list of Generic Elective Papers.
5. An undergraduate Program degree in Science discipline may be awarded if a student completes 4 Core papers each in three disciplines of choice, 2 ability enhancement compulsory courses (AECC), minimum 4 skill Enhancement Compulsory Courses (SEC) and 2 papers each from a list of Discipline Specific Elective Papers based on three disciplines of choice selected above, respectively.

## 7. Proposed Scheme For Choice Based Credit System in B.A. Prog.

### Programme Structure

Sr. No.	Course	Course Type	No. of Credit
<b>Year-I</b>			
1	Subject - I DSC-IA	Discipline Specific Core	6
2	Subject - II DSC-IIA	Discipline Specific Core	6
3	English Core-I	Core ( Cmpulsory)	6
4	English/Hindi/Environmental Science - I	Ability Enhancement Compulsory Course	4
5	Subject - I DSC-IB	Discipline Specific Core	6
6	Subject - II DSC-IIB	Discipline Specific Core	6
7	Hindi Core-I	Core ( Cmpulsory)	6
8	English/Hindi/Environmental Science - II	Ability Enhancement Compulsory Course	4
<b>Year-II</b>			
1	Subject - I DSC-IC	Discipline Specific Core	6
2	Subject - II DSC-IIC	Discipline Specific Core	6
3	English Core-II	Core ( Cmpulsory)	6
4	SEC - I (Choose either from subject - I or subject - II)	Skill Enhancement Course	4
5	Subject - I DSC-ID	Discipline Specific Core	6
6	Subject - II DSC-IID	Discipline Specific Core	6
7	Hindi Core-II	Core ( Cmpulsory)	6
8	SEC - II	Skill Enhancement Course	4
<b>SEMESTER - V</b>			
1	Subject - I	Discipline Specific Elective Course	6
2	Subject - II	Discipline Specific Elective Course	6
3	Generic Elective - I (Inter disciplinary) (Except Subject I or subject - II)	Generic Elective	6
4	SEC - III	Skill Enhancement Course	4
<b>SEMESTER - VI</b>			
1	Subject - I	Discipline Specific Elective Course	6
2	Subject - II	Discipline Specific Elective Course	6
3	Generic Elective - II	Generic Elective	6
4	SEC - IV	Skill Enhancement Course	4

**8. Subject Combinations Permitted for B.A. Ist Year for Session 2019-20**

<b>Sr. No.</b>	<b>First Subject</b>	<b>Second Subject Combination Permitted</b>	<b>Subject Code</b>
1	English	Pol. Sci., History, Economics, Music I & V	1
2	Hindi	Pol. Sci, Phy. Edu., Music I & V	2
3	Sanskrit	Geog, Phy. Edu, Music I & V	3
4	History	Geog, Pol. Sci, Economics, Phy. Edu, English	4
5	Political Science	History, Geog, English, Hindi, Music I & V, Eco	5
6	Economics	Geog, History, English, Phy. Edu. & Maths	6
7	Geography	History, Economics, Pol. Sci., SKT	7
8	Physical Education	History, Hindi, Economics, Skt.	8
9	Music (Instrumental)	Hindi, Pol. Sci, Skt, English	9
10	Music (Vocal)	Hindi, Pol. Sci, Skt, English	10

## 9. Proposed Scheme For Choice Based Credit System in B.Sc. Programme

Year/ Sem	CORE COURSE (12)	Ability Enhancement Compulsory Course (AECC) (2)	Skill Enhancement Course (SEC) (2)	Discipline Specific Elective DSE (6)
I	DSC - 1 A	(English/MIL Communication)/ Environmental Science-I		
	DSC - 2 A			
	DSC - 3 A			
	DSC - 1 B	Environmental Science (English/MIL Communication)-II		
	DSC - 2 B			
	DSC - 3 B			
II	DSC - 1 C		SEC-I	
	DSC - 2 C			
	DSC - 3 C			
	DSC - 1 D		SEC-II	
	DSC - 2 D			
	DSC - 3 D			
Sem Vth	DSE - 1 A		SEC-III	
	DSE - 2 A			
	DSE - 3 A			
Sem VIth	DSE - 1 B		SEC-IV	
	DSE - 2 B			
	DSE - 3 B			

### 9.1 Proposed Scheme for Choice Based Credit System in B.Com. Programme

Year	CORE COURSE	Ability Enhancement Compulsory Course (AECC)	Skill Enhancement Course (SEC)	Discipline Specific Elective DSE
I	BC - 1.1	AECC-1 Environmental Studies		
	BC - 1.2			
	ENGL – Comp -I			
	BC – 1.3	(English/Hindi/MIL)		
	BC – 1.4			
	HIND - Comp-I			
II	BC – 2.1		BC 2.3 SEC-I	
	BC – 2.2			
	ENGL – Comp-II			
	BC - 2.4		BC 2.6 SEC-II	
	BC - 2.5			
	HIND – Comp-II			

**10. Title/Code of UG Courses of B.A. I<sup>st</sup> and II<sup>nd</sup> Year**

SUBJECT	I <sup>st</sup> Year			II <sup>nd</sup> Year		
	Compulsory	DSC (IA & IB)	AECC	Compulsory	DSC (IC & ID)	SEC (I&II)
<b>English</b>	English-I Core English Compulsory (ENG CE 101),	English Literature -I: Essays, Stories and Poems (ENG DSC 102), English Literature II: Poems, Short Stories and Essays (ENG DSC 103)	Environmental Studies (AECC-I), Writing Skills (ENG AECC 104)/ HINDI/SANSKRIT (AECC-II)	English-II Core English Compulsory (ENG CE 201),	British Literature: Play and Novel (ENG DSC 202), Literary Cross Currents (ENG DSC 203)	Creative writing, Book and Media Reviews (ENG AECC/SEC 204), Translation Studies and Principles of Translation (ENG AECC/SEC 205)
<b>Hindi</b>	iz;kstuewyd fganh (HIND 101) (Compulsory)	fganh lkfgR; dk bfrgkl (HIND 102), eë;dkyhu fganh dfork (HIND 103)	Environmental Studies (AECC-I) fganh Hkk"kk vkSj laiz"kk.k (HIND 104) (AECC-2)	vfuok;Z fganh Ajpuk iaqt* (HIND 201) (Compulsory),	vk/qfud fganh dfork (HIND 202), fganh xl lkfgR; (HIND 203)	dk;kZY;h faghn (HIND 204) vFkok fganh Hkk"kk f'k{k.k vkSj vuqokn foKku (HIND 206) vFkok laHkk"kk dyk (HIND 207)
<b>Geography</b>		Physical Geography (GEOGP101CC), General Cartography (Practical) (GEOGP102CC)	Environmental Studies (AECC-I) ENGLISH/HINDI/SANSKRIT (AECC-II)		Human Geography (GEOGP201CC), Environmental Geography (GEOGP202CC)	Regional Planning and Development (GEOGP203SEC), Remote Sensing and GPS (GEOGP204SEC)
<b>History</b>		History of India From the Earliest Times up to c. 300 CE ( HIST (A) 101), History of India c. 300 to 1206 (HIST (A) 102)	Environmental Studies (AECC-I) ENGLISH/HINDI/SANSKRIT (AECC-II)		History of India c.1206 to 1707 (HIST (A) 203) History of India c.1707 to 1950 (HIST (A) 204)	Historical Tourism (HIST (A) 213) or Understanding Heritage (HIST (A) 214) An Introduction to Archeology (HIST (A) 215) or Crafts and Artisan: Living Traditions (HIST (A) 216)
<b>Political Science</b>		Introduction to Political Theory (POLS 101), Indian Government & Politics (POLS 102)	Environmental Studies (AECC-I) ENGLISH/HINDI/SANSKRIT (AECC-II)		Comparative Government & Politics (POLS 201), Introduction to International Politics (POLS 202)	Legislative Support, POLS 203 Public Opinion and survey Research POLS 204
<b>Economics</b>		Principles of Microeconomics-I (ECON-101) Principles of Microeconomics-II (ECON-102)	Environmental Studies (AECC-I) ENGLISH/HINDI/SANSKRIT (AECC-II)		Principles of Macroeconomics-I (ECON-201) Principles of Macroeconomics-II (ECON-202)	Statistical Methods-I (ECON-203) or Economics of Rural Development (ECON-204) Statistical Methods-II (ECON-205) or Demography (ECON-206)
<b>Sanskrit</b>		uhfr lkfgR; (SKT-DSC-103), laLd'r dkO; (SKT-DSC-101), laLd'r xl dkO; (SKT-DSC-102)	Environmental Studies (AECC-I) ENGLISH/HINDI/mifu"kn] JhenHkxon xhrrk rFkk ikf.kuh; f'k{k (SKT-AECC-104) (AECC-II)		O;kdj.k ,oa la;kstu (SKT-DSC-203), laLd'r ukVd (SKT-DSC-201), laLd'r&O;kdj.k (SKT-DSC-202)	vk;qoZsn ds ewy fl'kar (SKT-AECC-205), laLd'r&Nan ,oa xk;u (SKT-AECC-206)
<b>Physical Education</b>		Introduction to Physical Education (PED101TH), Olympic Movement and Organisation of Tournaments (PED102TH)	Environmental Studies (AECC-I) ENGLISH/HINDI/SANSKRIT (AECC-II)		Human Anatomy and Physiology (PED201TH), Sports Psychology (PED202TH)	Sports Medicine, Physiotherapy and Rehabilitation (PED203TH), Sports Training (PED204TH)
<b>Music (Voc. /Inst.)</b>		Basic Principles of Indian Music & Biographies of Musicians, Composers & Musicologists (MUSA 101TH), Stage Performance (MUSA 102PR) Theory of Indian Music (General) & Biographies of Musicians, Composers & Musicologists (MUSA 103TH), Viva-voce (MUSA 104PR)	Environmental Studies (AECC-I) ENGLISH/HINDI/SANSKRIT (AECC-II)		Theory of Indian Music, Ancient Granthas & Contribution of Musicologists (MUSA 201TH), Stage Performance (MUSA 202PR) Theory of Indian Music, Medieval Granthas & Contribution of Musicians & Musicologists (MUSA 203TH), Viva-voce (MUSA 204PR)	Presentation & Documentation-I (MUSA 205PR), Presentation & Documentation-II (MUSA 206PR)

**10.1 Title/Code of UG Courses of B.A. V<sup>th</sup> and VI<sup>th</sup> Semester**

SUBJECT	SEMESTER-V			SEMESTER-VI		
	SEC-III	DSE	GE-I	SEC-IV	DSE	GE-II
<b>Political Science</b>	Democratic Awareness with Legal Literacy (POLS 501)	Themes in Compt. Politi. Theory (POLS 502) <b>or</b> Admin. And Public Policy (POLS 503)	Society, Economy and Politics in Himachal Pradesh (POLS 504)	Conflict and Peace Building (POLS 601)	Democracy and Governance (POLS 602) <b>or</b> Understanding Globalization (POLS 603)	Human Rights and Gender Environment (POLS 604)
<b>Geography</b>	Geographic Information System (GEOGP503SEC)	Geography of India (GEOGP501-1DSE) <b>or</b> Economic Geography (GEOGP501-2DSE)	Disaster Risk Reduction (GEOGP501GE)	Field Techniques and Survey based Project Report (Practical) (GEOGP604SEC)	Disaster Management (GEOGP602-1DSE) <b>or</b> Geography of Tourism (GEOGP602-2DSE)	Sustainability and Development (GEOGP602GE)
<b>History</b>	An Introduction to Archaeology (HIST 121)	Some Aspects of European History (HIST 107)	Women Studies in India (HIST 111)	Orality and Oral Culture in India (HIST 123)	Some Aspects of Society Economy of Modern Europe: 15 <sup>th</sup> -18 <sup>th</sup> Century (HIST 109)	Gender and Education in India (HIST 114)
<b>Physical Education</b>	Specialization in Volleyball (PED 501 PR)	Recreation (PED 504 TH)	Health Education and Nutrition (PED 506 TH)	Specialization in Athletics (PED 601 PR)	Method of Teaching in Physical Education (PED 602 TH)	Yoga (PED 604 TH)
<b>Hindi</b>	jax vkys[k ,oa jaxeap (HIND 501), Hkk"kk dEi;wVfjax(HI ND 502)	yksd lkfgR; (HI ND 503)	vk/qfud Hkkjrh; lkfgR; (HIND 504)	pyfp=k ys[ku (HIND 601), lekpkj ladyu vkSj ys[ku (HIND 602)	Nk;koknksUkj fganhd fork (HIND 603)	I tukRed ys[ku ds fofo/ {ks=k (HIND 604)
<b>Sanskrit</b>	Hkkjrh; jax'kkyk (S KT-AECC-501)	O;fDrRo fodkl dk Hkkjrh; n"r"Vdks.k (SKT-DSE-502)	laLd'r Nan ,oa xk;u (SKT-GE-503)	Computer Awareness for Sanskrit (SKT-AECC-601)	lkfgR;d lekykspuk (SKT-DSE-602)	Hkk"kk foKku ds ewyHkwr fl¼karK T-GE-603)
<b>Economics</b>	Indian Economy (ECON 517) <b>or</b> Emerging Areas in Economic Studies (ECON 518)	Public Finance (ECON 505) <b>or</b> Economic History of India 1857-1947 (ECON 506) <b>or</b> Development Economics (ECON 507) <b>or</b> Basic Econometrics (ECON 508)	Public Finance (ECON 521) <b>or</b> Environmental Economics (ECON 522) <b>or</b> Contemporary Issues in Indian Economy-I (ECON 523)	Demography (ECON 619) <b>or</b> Money and Financial Markets (ECON 620)	Money and Banking (ECON 609) <b>or</b> International Economics (ECON 610) <b>or</b> Mathematical Economics (ECON 611) <b>or</b> Project Work (ECON 612)	Money and Banking (ECON 624) <b>or</b> Economic Systems (ECON 625) <b>or</b> Contemporary Issues in Indian Economy-II (ECON 626)
<b>Music (Voc./Inst.)</b>	Value Based and Practical oriented course for Hindustani Music {Voc/Inst} (MUSI703)	Theory, Hindustani Music, Unit-1 {Voc/Inst} (MUSI801 TH), Practical, Hindustani Music, Unit-2 {Voc/Inst} (MUSI802 PR)	Theory, Hindustani Music {Voc/Inst} (MUSI901TH)	Value Based and Practical oriented course for Hindustani Music {Voc/Inst} (MUSI704)	Theory, Hindustani Music, Unit-1 {Voc/Inst} (MUSI803 TH), Practical, Hindustani Music, Unit-2 {Voc/Inst} (MUSI804 PR)	Practical, Hindustani Music {Voc/Inst} (MUSI902PR)
<b>English</b>	Technical Writing (ENGL 503)	Soft Skills (ENGL 502)	Contemporary India: Women & Empowerment (ENGL 501)	Business Communication (ENGL 603)	Academic Writing and Composition (ENGL 602)	Language Literature and Culture (ENGL 601)



### 11.1 Title / Code of UG Courses of B.Sc. Ist & IInd Year

SUBJECT	I <sup>st</sup> Year		II <sup>nd</sup> Year	
	AECC (I & II)	DSC (IA & IB)	SEC (I & II)	DSC (IC & ID)
<b>Physics</b>	Environmental Studies (AECC-I)  ENGLISH/ HINDI (AECC-II)	Mechanics (PHYS 101)  Electricity, Magnetism and EMT (PHYS 102)	Physics Workshop Skills and (PHYS 203) or Computational Physics Skills (PHYS 204)  Electrical Circuits and Network Skills (PHYS 205) or Basic Instrumentation Skills (PHYS 206)	Statistical and Thermal Physics (PHYS 201)  Waves and Optics (PHYS 202)
<b>Zoology</b>	Environmental Studies (AECC-I)  ENGLISH/ HINDI (AECC-II)	Animal Diversity (ZOO 101),  Comparative Anatomy and Developmental Biology of Vertebrates (ZOO 102)	Medical Diagnostics (ZOO 203 TH)  Apiculture (ZOO 204 TH)	Physiology and Biochemistry (ZOO 201),  Genetics and Evolutionary Biology (ZOO 202)
<b>Botany</b>	Environmental Studies (AECC-I)  ENGLISH/ HINDI (AECC-II)	Biodiversity (Microbes, Algae, Fungi and Archegoniates) (BOTA 101),  Plant Ecology and Taxonomy (BOTA 102)	Biofertilizers (BOTA 203),  Gardening and Floriculture (BOTA 204)	Plant Anatomy and Embryology (BOTA 201),  Plant Physiology and Metabolism (BOTA 202)
<b>Chemistry</b>	Environmental Studies (AECC-I)  ENGLISH/ HINDI (AECC-II)	Atomic Structure, Bonding, General Organic Chemistry & Aliphatic Hydrocarbons (CHEM101), States of Matter, Chemical Kinetics & Functional Organic Chemistry (CHEM102)	Basic Analytical Chemistry (CHEM203),  Fuel Chemistry & Chemistry Of Cosmetics & Perfumes (CHEM204)	Solutions, Phase Equilibrium, Conductance, Electrochemistry & Organic Chemistry (CHEM201),  Chemistry of Main Group Elements, Chemical Energetics and Equilibria (CHEM202)
<b>Mathematics</b>	Environmental Studies (AECC-I)  ENGLISH/ HINDI (AECC-II)	Differential Calculus (MATH101),  Differential Equations (MATH102)	Logic & Sets (MATH307) or Analytic Geometry (MATH308) or Integral Calculus (MATH309) (Choose One), Vector Calculus (MATH310) or Boolean Algebra (MATH311) or Number Theory (MATH312) (Choose One)	Real Analysis (MATH201),  Algebra (MATH202)

### 11.1 Title/Code of UG Courses of B.Sc. V<sup>th</sup> and VI<sup>th</sup> Semester

SUBJECT	Semester-V		Semester-VI	
	SEC-III	DSE	SEC-IV	DSE
<b>Physics</b>	Radiology & Safety (PHYS 505) or Applied Optics (PHYS 505)	Elements of Modern Physics (PHYS 501) or Mathematical Physics (PHYS 502) or Solid State Physics (PHYS 503) or Medical Physics (PHYS 504)	Weather Forecasting (PHYS 605) or Renewable Energy and Energy Harvesting (PHYS 606)	Nuclear and Particle Physics (PHYS 601 TH) or Quantum Mechanics (PHYS 602) or Digital Signal Processing (PHYS 603) or Astronomy & Astrophysics (PHYS 604)
<b>Zoology</b>	Sericulture (ZOOL 502 TH)	Applied Zoology (ZOOL 501A) or Animal Biotechnology (ZOOL 501 B) or Aquatic Biology (ZOOL 501 C)	Aquarium Fish Keeping (ZOOL 602 A TH) or Research Methodology (ZOOL 602 B TH)	Insect, Vector and Diseases (ZOOL 601 A) or Immunology (ZOOL 601 B) or Reproductive Biology (ZOOL 601 B)
<b>Botany</b>	Medicinal Botany (BOTA 504) or Ethno botany (BOTA 505)	Economic Botany & Biotechnology (BOTA 501) or Analytical Techniques in Plant Sciences (BOTA 502) or Research Methodology (BOTA 503)	Plant and Human Welfare (BOTA 604) or Mushroom Cultivation Technology (BOTA 605) or Intellectual Property Right (BOTA 606)	Cell and Molecular Biology (BOTA 601) or Bioinformatics (BOTA 602) or Genetics and Plant Breeding (BOTA 603)
<b>Chemistry</b>	Chemical Technology & Society and Business Skills for Chemistry (CHEM SEC 503)	Polymer Chemistry (CHEM DSE 501) or Industrial Chemical and Environment (CHEM DSE 502) or Quantum Chemistry, Spectroscopy & Photochemistry (CHEM DSE 503)	Pesticide Chemistry & Pharmaceutical Chemistry (CHEM SEC 604)	Chemistry of Main Group Elements, Theories of Acids and Bases (CHEM DSE 604) or Organometallics, Bioinorganic Chemistry, Polynuclear Hydrocarbons and UV, IR Spectroscopy (CHEM DSE 605) or Molecules of Life (CHEM DSE 606)
<b>Mathematics</b>	Probability & Statistics (MATH 504) or Mathematical Finance (MATH 505) or Mathematical Modeling (MATH 506)	Matrices (MATH 501) or Mechanics (MATH 502) or Linear Algebra (MATH 503)	Boolean Algebra (MATH 604) or Transportation & Game Theory (MATH 605) or Graph Theory (MATH 606)	Numerical Methods (MATH 601) or Complex Analysis (MATH 602) or Linear Programming (MATH 603)

### Title/Code of UG Courses of B.Com. I<sup>st</sup> and II<sup>nd</sup> Year

I <sup>st</sup> Year		II <sup>nd</sup> Year	
AECC	Core Course	SEC	Core Course
Environmental Studies (AECC-I)	Financial Accounting (BC 1.1)	Computer Applications in Business (BC 2.3) (SEC-1)	Company Law (BC 2.1)
ENGLISH/ HINDI (AECC-II)	Business Organization and Management (BC 1.2)	E- Commerce (BC 2.6) (SEC-2)	Income Tax Law & Practice (BC 2.2)
	English-I Core English Compulsory		English-II Core English Compulsory
	Business Law (BC 1.3)		Hindi-II (HIND 400) Core Compulsory
	Business Statistics and Mathematics (BC 1.4)		Corporate Accounting (BC 2.4)
	Hindi-I Core Compulsory		Cost Accounting (BC 2.5)

## 12. Evaluation Procedure

It has two components : 1. CCA or IA      2. ETE

### Continuous Comprehensive Assessment (CCA):

This would have the following components:

- i) **Classroom attendance** - Each student will have to attend a minimum of 75% Lectures/Tutorials/Practicals. A student having less than 75% attendance will not be allowed to appear in the End-Term Examination (ETE).

### Classroom Attendance Incentive (5 Marks) :

$\geq 75\%$	but	$< 80\%$	1 Marks
$\geq 80\%$	but	$< 85\%$	2 Marks
$\geq 85\%$	but	$< 90\%$	3 Marks
$\geq 90\%$	but	$< 95\%$	4 Marks
$\geq 95\%$			5 Marks

### Mid-Term (Minor Tests):

There will be Mid-Term Tests, which will be of 10 marks for each course & Class Tests for 5 Marks.

### Seminar/assignment/presentations :

10 marks of the CCA will be awarded on the basis of seminar/assignment/class tests/Quiz that the course teacher might give to the students.

### End-Term Examination (ETE) :

- a) The remaining 70% of the final grade of the student in a course will be on the basis of an End-Term Examination (ETE) that will be for three hours and will be covering the whole syllabus of the course.

For the odd Semester (June/July to October/November) the ETE will be in the month of October/November and for the Even Semester (November/December to April/May) ETE will be in the month of April/May.

For the Annual System (June / July to March) ETE will be held in the month of March / April.

- b) A candidate who does not pass the ETE in any course (s) (or due to some reason is not able to appear in the ETE, other conditions being fulfilled, and so is considered as 'Fail") shall be permitted to appear in such failed course(s) ETE in the subsequent ETE to be held in the following October/November or April/May (March/April) as the case may be.
- c) The registration for the ETE will be done at the time of enrolment for the course at the beginning of the Semester/ Year. The fee for the ETE will also be collected at that time as decided by the University from time to time.
- d) If a student is not permitted to appear in the ETE due to Shortage of attendance beyond the exemption limit (<50% attendance) shall be deemed to have 'dropped' the course. However such candidate, on his/her written request to be made immediately, can be permitted to redo the missed semester / year after completing the rest of the programme or whenever the course is offered subsequently. This redoing would mean complete course including CCA and ETE.

### Conversion Of Credit(s) Into Grade(s) :

The following illustrations could be taken as an example for computing SGPA and CGPA from credits for, degree Program courses in Science subject and degree Program courses in Humanities, Social Sciences and Commerce subjects:

### 1. Grades and Grade Points

Letter Grade	Grade Point
<b>O (Outstanding)</b>	<b>10</b>
<b>A+ (Excellent)</b>	<b>9</b>
<b>A (Very Good)</b>	<b>8</b>
<b>B+ (Good)</b>	<b>7</b>
<b>B (Above Average)</b>	<b>6</b>
<b>C (Average)</b>	<b>5</b>
<b>P (Pass)</b>	<b>4</b>
<b>F (Fail)</b>	<b>0</b>
<b>Ab (Absent)</b>	<b>0</b>

#### Illustration of Computation of SGPA and CGPA for B.A./B.Com/B.Sc. Course :

According to Grade letter in the subject, Grade point is given SGPA obtained in a semester/year can be calculated as:

SGPA = (Credit Point / Credit) where credit point = credit x Grade Point

CGPA is computed with the help of SGPA of all the Six Semesters / Years.

CGPA =  $44x(\text{SGPA Year I}) + 44x(\text{SGPA Year II}) + 44x(\text{SGPA Year III})$

#### For the Degree :

- a) The candidate shall have to undergo the prescribed courses of study in a College affiliated to the H.P. University for a period not less than three academic years and not more than five academic years, should have passed the examination prescribed and fulfilled such conditions as have been prescribed therefor i.e.
  - i) In semester system a student is required to score at least 35% marks in a subject in CCA to become eligible to appear in the end term exam for that subject.
  - ii) In End Term Exam also a student is required to score at least 35% marks in a subject. However, the combined score of CCA and End Term Exam in that subject should be at least 45% to pass that subject. A student scoring less shall be declared fail in that subject notwithstanding the fact that he / she has scored more than 35% in both CCA and End Term Exam Separately.
  - iii) In annual system all the conditions discussed at i) & ii) above remain same except that the combined score of CCA and End Term Exam should be at least 40% to pass a subject.
- b) For the degree (BA / B.Sc. / B.Com) the student will have to cumulate a minimum of 132 successful credit hours of coursework over a minimum of three and maximum of five years from the date of admission.

### 13. CHANGE OF SUBJECTS

- i) Change of subjects is permissible only in the first semester within 7 days of the commencement of teaching.

#### Procedure For Change Of Subject :

- i) A student who wants to change the subjects/ faculty offered must apply in duplicate after getting No Objection from the concerned Assistant Professor to the Committee for subject change on the Performa displayed on the College Notice Board.
- ii) The college reserves the right to refuse admission to such courses/ combinations for which human or material resources are not available at the time of admission or there is apprehension of non- availability of such resources.
- iii) No subject combination for which the number of students is less than five will be allowed.

**Note - A Student Can Avail Himself/ Herself this Facility Only Once.**

### 14. ROLL-ON SYSTEM OF ADMISSION

#### B.A./B.Sc./B.Com IInd Year and Vth & VIth Sem :

The Roll-on system of admission has been introduced to increase the number of effective teaching days so students need not to wait for their results for admission in the next class. The procedure of admission is as under :

- i) Procure prospectus/admission form from college office.
- ii) Fill the admission form clearly mentioning subjects & courses that are to be studied in the semester/year.
- iii) Get it checked and recommended by admission committee.
- iv) Deposit the fee in the office & get your Class Roll No. To get Library Card Contact Assistant Librarian Sh. Subhash Chand with your Fee Slip.
- v) All other conditions of CCA & ETE will remain the same as mentioned in previous pages for first year.
- vi) If a student gets 'F' Grade in maximum two subjects he / she shall be placed under compartment in said subject(s) and in that case he/she shall be eligible to get admission in next class.
- vii) However, if a student gets 'F' Grade in more than two subjects, he / she shall be declared fail and shall not be eligible for admission to next class. In case a student has been provisionally admitted to next class, result not being declared by the University, till the time of admission; he / she shall revert to the previous class if there is 'F' Grade in more than two subjects in said previous class when the result is announced.

**Re-admission :**

- i) The names of the students who absent themselves for six days continuously from any class without proper leave shall be struck off from the college rolls. However, Principal in his discretion may re-admit such students after recommendation from the concerned teachers on the payment of the re-admission fee along with a fine (to be decided by the Principal).
- ii) The student whose name is struck off from the college rolls due to shortage of attendance shall have to seek re-admission within four days of the name being struck off, failing which he/ she will not be eligible for re-admission. He/ she will have to bring his/ her parent/ guardian, who will assume responsibility for the student's regularity in classes in the remaining period of the academic session. However, re-admission may be granted at the risk and responsibility of the concerned student as he/ she will have to complete the required number of lectures as per H.P. University norms.
- iii) Any student whose name is struck off from the records for the second time in a session will not be eligible for re-admission except in exceptional circumstances.

**15. MIGRATION RULES**

- i) Migration from other colleges to Govt. College, Sangrah and vice-versa is governed by H.P. University rules.
- ii) No migration certificate can be issued unless the student is registered with the university.
- iii) The migrating student must submit the following documents/ information :
  - a. Lecture Attendance Statement (of all subjects offered) duly signed by the Principal.
  - b. Statement of marks obtained in Term Exams in previous college.
  - c. Character certificate from the Principal of the college last attended.
- iv) After migration has been sanctioned and notified by the university, the student must join the second college within the time period stipulated by the university.
- v) The college first joined is entitled to the tuition fee for the month in which the university sanctions the migration. The second college is not entitled to the tuition fee for that month or part thereof. Different rules are applicable in case of migration to/ from private colleges.
- vi) The admission of students migrating from other university or from an affiliated college or institution in the same course (including the Directorate of /Correspondence Courses) shall be governed by the regulations framed by the Executive Council of H.P.U from time to time.
- vii) The admission of students migrating from other university shall be treated as provisional and shall be confirmed when he/ she produces the migration certificate issued by the university and a certificate of good conduct issued by the Head of the Institution last attended.
- viii) A student disqualified by another university shall not be given admission during the period of disqualification.

**Special Rules Of Admission & Migration**

- i) Inter University Migration rule for seeking admission to Part II under 3 plus system (Ord.3.11) is as follows "If the Principal of the College where the student seeks/ wishes to seek admission, is satisfied with the recommendations of the teacher(s) in the concerned subject that the student has studied courses/ syllabus of previous semesters in the recognized university, then the Principal shall recommend the migration case properly to the university for the approval well in time, i.e. in the beginning of the session in a consolidated form and not in piecemeal. If the Principal is not satisfied with the recommendations of the teacher(s) in the concerned subjects

that the courses/ syllabus of the previously attended university studied by the student, are not identical to the courses/ syllabus of this university, then either such admission should be refused by the Principal in the beginning of the session or he/ she shall ask the student to study additional paper on the subject and then this fact be brought to the notice of the university well in time but such a student will have to pass the previous semester exam , of this university simultaneously along with other semester papers ". However, all such Inter-University Migration are to be approved by the H.P.U.

- i) In case of Inter-College migration the Head of the Institution to which the student wants to migrate must also agree before the university allows migration.
- ii) While attesting the Inter-College migration form of the candidate, the Head of the Institution shall clearly state whether the student was detained in the class in which he/ she has been studying and whether any disciplinary action of a serious nature such as rustication, expulsion etc. was never taken against him/ her.
- iii) The student must join the new college with requisite certificates within fifteen days of the date of the issue of the Migration Certificate, failing which the sanction of the migration case will lapse. To get it revived, the entire procedure, including the deposit of prescribed fee, will have to be undergone afresh.
- iv) The migration fee, once deposited shall not be refunded in any case.
- v) If a student, after submitting the application for migration wishes not to migrate before the migration has been sanctioned by the university, he/ she may be allowed to do so, but if the migration has been sanctioned, he/ she shall apply through the Principal of the institution where he/ she wants to continue to be, along with the migration certificate issued to him/ her, for its cancellation, which may be allowed by the Registrar/ Controller of Exams.

## **16. APPLYING FOR LEAVE**

- i) Students applying for leave should get the leave application duly recommended by all the concerned Assistant Professors/ Associate Professors.
- ii) The concerned teacher must ensure that the student is regular in the class before recommending such applications.
- iii) Leave up to 3 days will be sanctioned by the teacher of the major subject. Leave for more than 3 days will be sanctioned by the Principal under special circumstances.
- iv) The student will be marked absent during the leave period and the period will be considered absence while calculating the lectures attended by him/ her and determining his/ her eligibility to appear in the university examination however, his/ her name will not be struck off the rolls in case the leave is properly sanctioned and hence no fine shall be levied.

## **17. SCHOLARSHIPS**

- i) A number of scholarships are available to the eligible and deserving students. Information regarding the dates, eligibility conditions and procedure for applying for these scholarships/ concessions etc. will be notified on the College Notice Board from time to time. (For additional information contact the Convener of the committee/ college office). However, only the pass students of the previous class are eligible to apply for any scholarship.
- i) The students may apply for these scholarships on-line on the website of Govt. at HP-epass or NSP Portal, the hard copy of the same should be duly attested/ verified by the competent authority and should be accompanied by the relevant certificates of educational qualification/ income/ caste/ tribe/ domicile etc.

**Note: i)** All such hard copies of online applications complete in all respects to be submitted to the college office as per guidelines from time to time.

- ii) UGC has issued instructions to educational institutions [Vide letter No. UGC-F1-27/2009(SCT) dt. 4/3/12] for incorporating in their brochures of admission that the eligible SC/ ST/ OBC/ IRDP, EBC / PWD students should submit their scholarship forms for the academic year well within time.

**The Scholarships/ Concessions Available Are:**

- i) **Post Matriculation scholarship for SC/ ST.** For students belonging to SC/ ST category whose parent's annual income does not exceed Rs. 2.5 Lakh.
- ii) **Scholarships for OBC students:** Students who belong to OBC category are entitled to this scholarship if the annual income of their parents' is up to Rs. 1.5 Lakh.
- iii) **Post +2 Scholarships Scheme:** Under this scheme the first 100 students from the Merit list of 10+2 class supplied by the HP Board of School Education, Dharamshala will be selected provided they join the first year of the degree course. All such eligible students will have to apply through Deputy Director, Higher Education of the concerned district.
- iv) **Dr. Ambedkar Post Matric Scholarship for Economically Backward Classes (CSS) :** Students belonging to general category (except SC, ST and OBC) whose parents annual income does not exceed Rs. 1 Lakh.
- v) **Post Matric Scholarship for Students belonging to the Minority Community :** Student who have secured not less than 50% marks or equivalent grade in the previous final examination and whose parents / guardians annual income from all sources does not exceed Rs. 2 Lakh.
- vi) **Post Matric Scholarship for Students with Disabilities :** Students with disabilities with more than 40% having a valid disability certificate, whose parents / guardians annual income from all sources does not exceed Rs. 2.5 Lakh.
- vii) **Maharishi Balmiki Scholarship for girls:** This scholarship is meant for girls who belong to Balmiki family and whose parent is engaged in unclean profession. Under the scheme the Govt. provides a scholarship of Rs 9000/- per annum as financial assistance. Eligible students can apply on-line at the appropriate time.
- viii) **IRDP/ BPL Scholarship Schemes:** The students who belong to IRDP or BPL families may apply for this scholarship with required documents. A sum of Rs. 1200/- per annum is provided as financial assistance.
- ix) **Govt. of India Scholarship for physically disabled students:** The scholarship is available to physically disabled students only through H.P. Welfare Department.
- x) **Soldier Board Scholarship:** The children of ex-servicemen may apply for this scholarship to the Districts Soldier's Board through the Head of the Institution. The prescribed form can be obtained from the office of the Board.
- xi) **Scholarship for children of Army Personnel Martyred/ Disabled during war:** Eligible students may apply to District Soldier's Board through the Head of the Institution.
- xii) **Scholarship for children of Mine Workers:** Eligible students may apply to the Mining Department.
- xiii) **Kalpna Chawla Scholarship:** This scheme started from the year 2012-13, under this scheme the top 2000 meritorious girl students of 10+2 of all study groups (Science/ Arts/ Com.) streams are awarded a scholarship of Rs. 15000/- per student (annually).
- xiv) **Half Fee Concession:** (a) One of two or more real brothers studying in the college will be eligible for 50% concession in tuition fee. The brother studying in the lower class will be entitled to this concession. This concession is also available in case of sister/ sisters who do not belong to Himachal Pradesh and as such are not entitled to exemption of tuition fee.  
(b) Fee concession is also available for physically disabled students and Himachali Bonafide girl students as per H.P. Govt. norms.

## 18. DISCIPLINE AND CONDUCT

The authority of the college covers every student on its rolls. The Principal and the members of the staff have the power to take disciplinary action against students indulging in acts of indiscipline, which may lead to imposing fine, or suspension, rustication or expulsion of the guilty student.

- i) The students are expected to conform to the rules and regulations, which are notified from time to time in addition to those contained in this prospectus.
- ii) The students should come to the college and leave it according to the time table.
- iii) Roaming about in the campus, corridors and outside classrooms and causing disturbance to teaching work in any manner is highly undesirable and will be considered as an act of indiscipline.

- iv) Damage of any kind to college property including defacement of walls, damage to the furniture, etc. is an act of indiscipline.
- v) No student will put notices on the College Notice Board without proper authorization by the college authorities, notices without the signatures of the Principal or a member of the teaching staff will not be valid.
- vi) Smoking and use of 'Gutka', etc. is strictly prohibited within the College premises. Strict action will be taken against the offenders.

### **19. COLLEGE IDENTITY CARD**

Once the admission of the student to the college is confirmed, he/ she should collect his/ her identity from the College Office/ the Librarian well in time as per the schedule notified by the Office/ the Librarian. It will be the total responsibility of the student to get his/ her identity card duly signed by the Assistant Professor of subjects, Librarian and the Principal/ his nominated authority within 15 days of the start of regular classes. No student without identity card will be allowed to enter the college campus.

- i) Each student must carry his/ her identity card with him/ her while in the college campus, which must be produced whenever it is demanded by any member of the teaching staff. Failure to do so should entail strict disciplinary action
- ii) The identity card is an important document: In case the identity card is lost; the same should be reported immediately to the college authorities along with the police report of having lost the card. A fine of Rs. 30 will be charged for issuing a duplicate identity card along with Rs. 10 as the cost of the card.

### **20. LIBRARY**

The college is trying to enrich the Library facilities with the addition of the text books and general books every year. At present we have approx. 4200 numbers of text books pertaining to different subjects in our library. Besides this good number of magazines and daily newspapers are also subscribed for the benefit of the students and staff.

### **21. GYM**

The college is equipped with a well furnished state of the art gym. Timing of the gym for the students is fixed from 6 AM to 8 AM in morning and from 3 PM to 5 PM in evening. For the staff, said timing is from 8 AM to 9 AM in morning and from 5 PM to 7 PM in evening. A monthly charge of 100 Rs. per month for a student and 200 Rs. per month for a staff member is fixed for maintenance purpose.

#### **21.1 NSS**

One unit consisting of 100 volunteers has been established. Its Programme Officer is Sh. Pramod Kumar. With all enthusiasm volunteers take part in regular and special camping activities. Main purpose of setting up of this unit is "Development of Personality of the students through Community Service". The motto of NSS is "NOT ME BUT YOU".

#### **21.2 ROVERS & RANGERS**

One unit each of Rovers & Rangers consisting of 32 males & 50 females students has been established. Rovers' leader of the unit is Prof. Vinod Kumar & Prof. Ajay Kumar. Rangers leader of the unit is Prof. Ambra. Its motto is "BE PREPARED". The purpose of the movement is to contribute to the development of young people in achieving their full physical, intellectual, social and spiritual potential as individuals, as responsible citizens and as member of local, national and international communities.

#### **21.3 SPORTS AND CO-CURRICULAR ACTIVITIES**

The college organizes various sports and co-curricular activities to widen the mental horizon of the students and to provide opportunities for the development of their potential to the fullest through different clubs and societies like **The Cultural Society, The Literary Society, The Eco Club, Red Ribbon Club and The Planning Forum**. These Clubs/ Societies organize talks, debates, surveys, quiz contests and other competitions connected with their related fields. Besides preparing the students to participate in inter-class and inter-college competitions like the H.P.U Youth Festivals, they are also encouraged to celebrate occasions of national and cultural importance.

#### **21.4 COLLEGE STUDENTS CENTRAL ASSOCIATION (CSCA)**

With the aim of inculcating the spirit of democratic participation, college students Central Association is constituted every year as per the norms of the H.P. University Shimla.

## **22. COLLEGE HOSTEL**

The College provides Hostel facility to 80 Girl Students with basic amenities like LED TV, Aquaguard, CCTV Camera, Invertor, Electric geysers & Indoor games etc. Warden resides in the Hostel to look after the general well-being and discipline of the girls. Girl Students desirous of seeking Hostel accommodation may apply on the prescribed form after their admission to the College has been finalised.

#### **Procedure For Seat Allotment**

The Hostel is meant for only SC/ST girls. However, other girls may also get accommodation depending upon the availability of the seats. Girls residing in the hostel in previous academic session will be given preference unless fail in the annual examination. Remaining seats will be allotted on the basis of academic merit in the previous academic years. Failed students will only be given accommodation if the seats remain vacant after the allotment of seats to other applicants as per the norms and on the recommendation of the warden.



**Rules At A Glance :**

- Daily attendance would be held in the Hostel Common Room at 8:00 p.m. in the Summer and at 7:00 p.m. in the Winter. Strict disciplinary action will be taken against the absentees.
- Parents are allowed to meet their daughters between 5:00 p.m. to 7:00 p.m., other guests are not allowed.
- Girls are allowed two outings per week.
- Taking meals in the Hostel Mess is compulsory for all girls. Even if a student misses her meal, she will have to pay the full monthly diet charges. Mess will be discontinued during the official vacation.
- No girl is allowed to join any tour/function unless it is being organised /sponsored by the College authorities.
- Use of any electric appliances for any purpose in the Hostel Room without the permission of the warden is prohibited. Defaulters may face strict disciplinary action to the extent of rustication from the College.
- Strict disciplinary action will be taken against those who indulge in the destruction of Hostel property or are involved in activities like ragging, using drugs, smoking, bringing outsiders/guests to the College Hostel.
- Detail of Hostel Fee & Funds is given below :

DETAIL OF SC/ST GIRLS HOSTEL FEES & FUND FOR THE SESSION 2018-19					
REFUNDABLE / ADJUSTABLE			NON - REFUNDABLE		
ANNUAL CHARGES			MONTHLY CHARGES		
HOSTEL SECURITY	500/-	UTENSIL	100/-	COMMON ROOM CHARGES	40/-
FURNITURE SECURITY	100/-	MAINTENANCE CHARGES	100/-	WATER CHARGES	20/-
TOTAL : 800 = 00			ELECTRICITY CHARGES		150/-
MESS ADVANCE (MONTHLY CHARGES)			NEWS PAPER / MAGAZINE FUND		20/-
Rs. 1000/- DEPOSIT IN HOSTEL, 1st WEEK IN THE EVERY MONTH			ROOM RENT		30/-
			MISCELLANEOUS		60/-
			TOTAL		320 = 00
HOSTEL ADMISSION FEE			RS. 10/-		
ADMISSION FORM			RS. 20/-		
HOSTEL FINE			RS. 50/- PER DAY (ABSENT/WITHOUT LEAVE/INDISCIPLINE/DAMAGE FLOWER ETC)		

**Note : Application Forms can be obtained from the Hostel Warden Separately.**

**23. COLLEGE MAGAZINE**

The college brings out the yearly issue of its Magazine "Renuka Dhara" with unflinching regularity. Students, having a flair for writing, may submit their articles within the specified date for inclusion in the said magazine.

**24. ANNUAL PRIZE DISTRIBUTION**

Prizes are awarded at the Annual Prize Distribution Function for obtaining first second & third position in the aggregate and also for gaining first & second position in the individual subjects in the Annual Examinations, provided a student has:

- Passed in all the Subjects offered.
- Obtained a minimum of 50% marks in aggregate and the subject in which the prize is claimed.

Besides this, prizes are also given to outstanding performers in sports, NSS and cultural activities.

**25. EDUCATIONAL TOURS & EXCURSIONS**

The college allows one Educational Tour organised by CSCA and departmental excursions mentioned in syllabus during the session, provided the students adhere to certain conditions:

- No educational tour, excursion can be organised without a teacher and without the prior permission of the Principal.
- Tour/Excursions will not be of more than three days.
- A written consent signed by either father or mother is to be submitted in the office before a student goes for excursion/tour.

**26.1 PARENT-TEACHER ASSOCIATION**

A Parent-Teacher Association is formed in the college to promote participation of Parents in the developmental activities of the College. Their presence and valuable suggestions are eagerly solicited by the staff in P.T.A. meetings. There will be a General Body of P.T.A. formed in the month of July, comprising:

- Parents or guardians (only those who have blood-relation with the students studying in the college).
- Teachers.
- The Principal of the College will be the patron of the body.

**26.2 NOTICE BOARD**

All the students must read the notices which are pasted on the college notice board, on regular basis to keep abreast of the latest developments in the College.

## 27.1 Fee Structure : 2019-20

<b>GOVT. ACCOUNT FEE</b>			
Admission Fee	-		Rs. 25/-
Late Admission Fee	-		Rs 10/- Per day
Re-admission (Ist & IInd Time)	-		Rs. 100/- (200/-)
Tuition Fee	-		Rs. 300/- Six Month
Late Payment of Dues	-		Rs. 1/-
Library Security (Refundable upto 31 <sup>st</sup> March after leaving college)	-		Rs. 100/-
<b>COLLEGE ANNUAL CHARGES</b>			
Computer Facility	-		Rs. 20/-
Medical Fund	-		Rs. 06/-
Campus Development Fund	-		Rs 10/-
Book Replacement Fund	-		Rs. 25/-
Furniture Repair/Replacement Fund	-		Rs. 10/-
Identity Card / Duplicate Identity Card	-		Rs. 10/- / 20/-
Magazine Fund	-		Rs. 50/-
N.C.C.	-		Rs. 5/-
Student Aid Fund	-		Rs. 2/-
Cultural Activity Fund	-		Rs. 20/-
<b>COLLEGE SEMESTER CHARGES</b>		<b>UNIVERSITY FUND</b>	
Amalgamated Fund	- Rs. 150/-	Registration Fee (1 <sup>st</sup> Sem)	- Rs.220/-
Building Fund	- Rs. 60/-	Continuation Fee	- Rs. 10/-
Physics/Chemistry/Botany/ Zoology (Practical Fund)	- Rs. 120/-	Migration Fee (Students from other Univ./Boards)	- Rs. 100/-
Geog./Phy.Edu./ Music (Practical Fund)	- Rs. 90/-	Sports Fee	- Rs. 15/-
Rover & Rangers (Scout Fund)	- Rs. 30/-	Youth Welfare Fee	- Rs. 15/-
Sports Fund	- Rs. 120/-	Holiday Home Fee	- Rs. 01/-
Mid Term (Minor) Test	- Rs. 25/-	University development Fund	- Rs. 250/- (100/- BPL) <small>Once During the Course</small>
Commerce and Maths Practical Fund	- Rs. 90/-		
<b>FINES</b>			
Absence Fine per Period	-		Rs.1/-
Absence Fine per Practical	-		Rs. 3/-
Absence From House Exam	-		Rs. 10/- Per Paper
Late Return of Library Books	-		Rs. 1/- Per book per day
Intentional Damage to Library books of cost of books)	-		Rs. 50 addition /- (in to recovery of cost of books)
P.T.A Per Semester	-		Rs. 250/-

## 27.2 FEE STRUCTURE: 2019-20

Class	Annual Charges + odd Semester Charges-Male Students	Annual Charges + odd Semester Charges-Female Students	Even Semester Charges- Male Students	Even Semester Charges-Female Students	<b>PTA Rs. 250/- (each Semester)</b>
<b>BA-I</b>	Rs. 1599/- With One practical (*1449/-)	Rs. 1299/- With One practical (*1149/-)	Rs. 775/- With One practical	Rs. 475/- With One practical	
	Rs. 1509/- Without practical (*1359/-)	Rs. 1209/- Without practical (*1119/-)	Rs. 685/- Without practical	Rs. 385/- Without practical	
<b>BA –II &amp; BA-III</b>	Rs. 1039/- With One practical	Rs. 739/- With One practical	Rs. 775/- With One practical	Rs. 475/- With One practical	
	Rs. 949/- Without practical	Rs. 649/- Without practical	Rs. 685/- Without practical	Rs. 385/- Without practical	
<b>B.SC.I (M)</b>	Rs. 1969/- (*1819/-)	Rs. 1669/- (*1519/-)	Rs. 1025/-	Rs. 725/-	
<b>B.SC.I (N.M.)</b>	Rs. 1749/- (*1599/-)	Rs. 1449/- (*1299/-)	Rs. 925/-	Rs. 625/-	
<b>B.SC.II &amp; III (M)</b>	Rs. 1409/-	Rs. 1109/-	Rs. 1045/-	Rs. 745/-	
<b>B.SC.II &amp; III (N.M.)</b>	Rs. 1289/-	Rs. 989/-	Rs. 925/-	Rs. 625/-	
<b>B.Com. I</b>	Rs. 1599/- With Practical (*1449/-)	Rs. 1299/- With Practical (*1149/-)	Rs. 775/- With Practical	Rs. 475/- With Practical	
	Rs. 1509/- Without Practical (*1359/-)	Rs. 1209/- Without Practical (*1059/-)	Rs. 685/- Without Practical	Rs. 385/- Without Practical	
<b>B.Com. II</b>	Rs. 1139/- With Practical	Rs. 839/- With Practical	Rs. 775/- With Practical	Rs. 475/- With Practical	
	Rs. 1049/- Without Practical	Rs. 749/- Without Practical	Rs. 685/- Without Practical	Rs. 385/- Without Practical	

**Note:-** i) \*Fee for BPL /IRDP Students:

- ii) All Schedules including the fee schedule/structure are subject to change. Any change will be notified by the Principal through the College Notice Board only.
- iii) Migration fee will be charged separately (Students from other Univ./Board).

### **NOTE**

End Semester Examination Fee Rs. 400+100 per Practical for B.A, Annual Examination Fee 800+100 per Practical for B.A, End Semester Examination Fee Rs. 1000/1200+200 per Practical for B.Sc, Annual Examination Fee Rs. 2000/2400+200 per Practical for B.Sc & Annual Examination Fee Rs. 1200+200 per practical for B.Com along with Bank charges (to be deposited by student through Online OR challan in any branch of SBI at the time of Online filling of his/her end semester examination form)

### 27.3 Fees, Funds and Fines

- i) 1st Installment : Annual Charges and fees and funds of odd semesters.
- ii) 2nd Installment : Fees and funds of even semesters.

College fees and other charges are to be paid on the dates according to the schedule for each class as notified by the college office. A fine of Re. 1/- per day will be charged from the students who break the notified schedule for the payment of fees. However the name of the student will be struck off the college rolls if the dues are not paid within 10 days of the deadline.

If a student fails to pay his/her fee by the end of the month in which fees and fine are charged his/her name will be struck from the college rolls. A re-admission fee of Rs. 100/- along with specific fine will be charged from him / her, if he / she wishes to re-join the college. However, his / her re-admission will depend on the discretion of the principal.

A student leaving college will have to pay fees and funds for the entire month in which he/she leaves the college. He/she will have to obtain clearance from the college office, library and other concerned department to the effect that he/she has paid all college dues.

### 28. IMPORTANT CONTACT NUMBERS

i)	<b>G.C. Sangrah - Office</b>	-	01702-248216
ii)	<b>Principal</b> Dr. Dinesh Kumar Bhardwaj	-	098050-23450
iii)	<b>Office Superintendent</b> Sh. Rajender Singh	-	088940-16995
iv)	<b>Scholarship /Anti Ragging Cell Incharge</b> Prof. Dinesh Kumar	-	094591-10723
v)	<b>Convener Women grievance Redressal cell / Hostel &amp; Ranger Incharge</b> Prof. Ambra Devi	-	098161-07850
vi)	<b>NSS Programme Officer</b> Prof. Pramod	-	082195-49423
vii)	<b>Sports Incharge</b> Prof. Ajay Kumar	-	088945-28278
viii)	<b>Rover Incharge</b> Prof. Vinod Kumar	-	098167-39317
ix)	<b>Assistant Librarian</b> Sh. Subhash Chand	-	098164-62546

University Roll No.: \_\_\_\_\_

Class Roll No.: \_\_\_\_\_



# Govt. College, Sangrah (H.P.)

Admission Form (2019-20)

(To be filled by the candidate in his/her own handwriting)

**Admission: Provisional/Regular**

Serial No. \_\_\_\_\_

 PASTE  
 PASSPORT  
 SIZE  
 PHOTO

Stream : ..... Year/Semester.....

Subjects	Course Title	Code	Credit
DSC/DSE-I			
DSC/DSE-I A			
DSC/DSE-II			
DSC/DSE-IIA			
DSC/DSE-III			
DSC/DSE-IIIA			
Core Compulsory-I			
Core Compulsory-II			
AECC - I			
AECC - II			
SEC - I			
SEC - II			
Generic Elective - I			
Generic Elective - II			

Student's Name (in capital letters) \_\_\_\_\_

Aadhaar (UID) No. \_\_\_\_\_

Date of Birth (In figure) \_\_\_\_\_

Aadhaar Card Enrolment No \_\_\_\_\_

(In Words) \_\_\_\_\_

Age on 01/07/2019 \_\_\_\_\_

Bonafide \_\_\_\_\_

Sex \_\_\_\_\_ (male/Female/Third Gender)

E-mail \_\_\_\_\_

Religion \_\_\_\_\_

Phy. Disabled Yes/No

Blood Group \_\_\_\_\_

Brother/Sister in this college \_\_\_\_\_

Disabled% \_\_\_\_\_

(Name &amp; Roll No.)

Permanent Address \_\_\_\_\_

Address for Correspondences \_\_\_\_\_

Contact No. \_\_\_\_\_

Uni. Regd. No. \_\_\_\_\_

Category \_\_\_\_\_

Single Girl Child Yes / No

Father's Name \_\_\_\_\_

Ward of Ex Serviceman Yes / No

Mother's Name \_\_\_\_\_

Father's Occupation \_\_\_\_\_

Guardian's Name \_\_\_\_\_

Guardian's Contact No \_\_\_\_\_

Guardian's Address \_\_\_\_\_

Parent's Contact No \_\_\_\_\_

Relationship with Guardian \_\_\_\_\_

## ACADEMIC RECORD

Sr. No.	Exam	Academic Year	School/College	Board /Univ.	Roll No.	Subjects/Course	Pass/ Reappear	%
1.	Matric							
2.	XII							
3.	B.A./B.Sc./B.Com. Ist Sem.							
4.	B.A./B.Sc./B.Com. IInd Sem.							
5.	B.A. IIIrd Sem.							
6.	B.A. IVth Sem.							

Participation/Achievement in NSS/Scout & Guide/Sports/Cultural Activities/Eco Club/Red Ribbon Club \_\_\_\_\_

### UNDERTAKING & DECLARATION

A) I have gone through the eligibility conditions for admission to the college given in the Prospectus and have concealed no information. If any information given by me proves to be false, my admission will automatically stand cancelled and I shall have no claim to the refund of any amount deposited by me towards my admissions.

b) I shall attend at least 75% lectures and appear in the class tests and Mid Term Examinations. I understand that if I fail to do so I shall forfeit my right to appear in the End Semester Examination.

I Solemnly declare that I will not indulge in ragging or any other act of indiscipline, if found guilty I would submit to any punishment determined by the Principal to the extent of rustication and expulsion from the institution. All Dues/Fines will be paid in time. **I will not indulge in taking any drug/tobacco product.**

**Signature of the Applicant** \_\_\_\_\_

( In presence of the admission committee)

I also solemnly declare and will ensure that my ward will not indulge in any act of ragging and indiscipline and in case of violation of any college norms I shall co-operate with college authorities.

**Signature of Parent/Guardian** \_\_\_\_\_

**Full Name** \_\_\_\_\_

**Tel. No. (with STD code):** \_\_\_\_\_

Semester / Year \_\_\_\_\_

**Copies of certificate to be attached (Tick the documents attached) :**

- |  |                                     |                                     |
|--|-------------------------------------|-------------------------------------|
| 1. Matriculation                                       | 2. 10+2                             | 3. Last Exam Passed                 |
| 4. SC/ST/OBC/IRDP/BPL                                  | 5. Character Certificate (Original) | 6. Migration Certificate (Original) |
| 7. Bonafide Himachali<br>(for HP female students only) | 8. Aadhar Card/Enrolment No.        | other then H.P. Board.              |
|  | 9. Affidavit for Gap year.          |                                     |

### FOR USE OF ADMISSION COMMITTEE ONLY

I / We have checked the admission form of ..... daughter / so of Sh. .... and I/ We recommend his/her admission to Semester ..... (purely on provisional basis) and approve the subjects opted by him/her.

Semester / Year \_\_\_\_\_

**Member (s) of Admission Committee**

**Recommended  
Provisional Admission**

**Member (s) of Scrutiny Committee**

1. \_\_\_\_\_  
2. \_\_\_\_\_  
3. \_\_\_\_\_

Convener Admission Committee

1. \_\_\_\_\_  
2. \_\_\_\_\_

#### For Office Use Only

Figured in merit list Yes / No

Semester \_\_\_\_\_

Roll No. assigned \_\_\_\_\_

Regular/Provisional \_\_\_\_\_

Fee Receipt No. \_\_\_\_\_

Late Admission Fine \_\_\_\_\_

Date \_\_\_\_\_

**Signature of Fee Clerk** \_\_\_\_\_

#### For Principal Only

**ADMITTED  
on Provisional basis subject to approval of the  
H.P. University**

Signature \_\_\_\_\_

Date \_\_\_\_\_



**PARENT TEACHER ASSOCIATION**  
**GOVT. COLLEGE, SANGRAH DIST. SIRMOUR H.P.**  
**PTA Membership Form (2019-20)**

Note: (Please read membership rules before filling)

1. Name of the Member :  
 (Parent / close blood relative)
2. Permanent Home Address :  
 (With Mobile Nos)
3. Occupation :
4. Name of the ward (Son/ Daughter etc.) :  
 Class ..... Roll No. ....
5. Relation with the ward :

Photo of  
Parent / Guardian

**UNDERTAKING**

I ..... hereby tender this undertaking that Mr. /Miss .....  
 ..... Class ..... Roll No. .... is my son / daughter / close blood  
 relative as defined in the PTA chapter of Education Code of Govt. of H.P. and I understand that my  
 membership, if granted, shall automatically stand cancelled if my statement is found incorrect.

Date :

Signature of Member.....

Place :

Name .....

Counter Signature of  
Principal -cum- Patron PTA  
Govt. College Sangrah

Recommendation of  
(PTA Secretary)  
Membership Granted / Not Granted

PRINCIPAL

SECRETARY

Date : .....

Date : .....

**PTA MEMBERSHIP RULES**

1. PTA is constituted as per norms of H.P. Govt., Education Dept. Education Code.
2. Only father, mother or close blood relative (if parents are not alive) can become member.
3. All others who are not covered under rule 2 mentioned above cannot become member of PTA.
4. PTA executive members are required to attend the meeting of PTA regularly failing which membership is likely to be cancelled.

PTA Secretary  
Govt. College Sangrah