

## GOVERNMENT DEGREE COLLEGE DRANG AT NARLA District Mandi, Himachal Pradesh (NAAC Accredited)

The college vests in the lap of nature, far from the meddling crowd, in an environment friendly atmosphere surrounded by pine forest on one hand and glorified by a panoramic view of the snow laden peaks of *Dhauladhar* on the other hand. Government Degree College *Drang at Narla* was notified on 26 June, 2006, to cater the demands of the people of this economically and socially backward region. Initially the college was run in a shelter accomodation at *Padhar* till 24 April, 2012. The foundation stone of the present college building was laid on 2 April, 2007 at village *Jundhar* and the building was inaugurated and dedicated to the public on 24 April, 2012.

The college campus is spread over 63.07.17 *Bighas* of land, linked with motorable roads from three sides. It is located at a distance of 27 km from Mandi district headquarter, 2.5 km from *Kunnu* and 3.5 km from *Padhar*.

The Government Degree College, *Drang at Narla*, was established with a vision to build holistic and vibrant learning environment founded on value based academic principles. The basic instinct is to inculcate mental and clarity of thoughts in order to develop the character of students. The mission of the institution is to awaken the latent potential of the students, instill the sense of social service, communal harmony, discipline, conscientious environment concerns, leadership and mutual cooperation, which unequivocally helps to transform them into awakened, responsible and accountable citizens of India.

This is further justified by the motto of the college, which stands as:

^ R e-fo| k l nkpj %  
v Fkz ~  
^fo| k l R , oal nkpj l svoxr djkrhg8\*\*

The highly qualified and energetic team of the college is always on the front foot to inculcate these values in the students.

At present the college offers undergraduate courses in Humanities, Science and Commerce under the new UGC scheme introduced from the session 2015-16. This College has been included in the list of college maintained under section 2(f) and 12(B) of UGC act 1956 as per the notification No. F.NO. 8-551/2017 (CPP-I/C) dated 15 December, 2017. The college got accredited by National Assessment and Accreditation Council on 1 April, 2019 and is valid for a period of 5 years.

The campus houses an Administrative Block (A-Block), Arts Block (B-Block), staff quarters, Library, well equipped Conference Hall, Common rooms (boys and girls), Canteen, One Smart Class Room, Nine Lecture Halls, Laboratories including IT lab and a walloping playground, an upcoming Science Block and Multipurpose Hall. The campus is fully equipped with Wi-Fi facility, is under CCTV surveillance.

The college is a constituent of the upcoming Vallabh Cluster University under the '*Rashtriya Uchchatar Shiksha Abhiyan*', foundation stone of which has been laid by Hon'ble Chief Minister of Himachal Pradesh, Shri Jai Ram Thakur on 22 February, 2019. School of Humanities, School of Languages and Science will be functional in future. Introduction of short and long-term vocational courses, postgraduate courses, some other courses along with research programs will be functional in the University. After completing necessary initial formalities the requisite approval in this matter has already been accorded from MHRD and H.P. government as per DPR. The Cluster Building will come up in the coming years to fulfill the need of new courses proposed to be introduced under Cluster University.

This college has witnessed a lot of transformation from the very first day of its inception and will undergo many more in the coming years to cater the ever-changing and increasing needs of the students and achieve new milestones in the field of quality education.



## **ANTI-RAGGING COMMITTEE**

**There will be zero tolerance to ragging, which is a punishable offence and strictly prohibited in and around the College. Any student who directly or indirectly commits, participate in, aids and abets or instigate ragging will be punished under law. The incident of ragging in any form may immediately be brought in to the notice of the members of Anti-Ragging committee.**

**Dr Arvind Sehgal**

*Principal*

Office Phone No. 01908-260645

Mobile No. 9418052870

**Dr. Ravinder Kumar**

*(Convener)*

Mob. 9418498282

**Mrs Neelam Sharma**

*(Member)*

Mob.7018045070

**Dr Raj Kumar Jamwal**

*(Member)*

Mob. 9418047323

**Dr. Vivek Kapoor**

*(Member)*

Mob.8219325877

**Mrs. Mamta Thakur**

*(Member)*

Mob.9882384766

**Mr. Sandeep Kumar**

*(Member)*

Mob. 9418261601

**Mr. Sidhu Ram**

*College Supdt. (Member)*

Mob. 9418682431

**Note:- Every student will give the anti-ragging affidavit as per UGC Clause (m & n) of Regulation 6.2 at the time of admission, failing which his/her admission stands cancelled.**

**TOLL FREE UGC HELPLINE 1800-180-5522**

### **Ragging is a Criminal Offence**

- **Do not practice it, otherwise, you will be prosecuted for the same.**
- **Students are warned strictly that they should not practice ragging at all; otherwise legal action will be taken against such erring students.**

# The College Faculty

**Principal**

**Dr. Arvind Sehgal**

M.A., M. Phil., Ph. D. (Sociology)

Sr. No.	Name & Designation	Qualification	Subject
<b>Faculty of Social Sciences</b>			
1.	Dr. Kalyan Chand Mandhotra, Associate Professor	M.A., M. Phil, Ph. D	Music-V
2.	Dr. Dayak Ram Thakur, Associate Professor	M.A., M. Phil, Ph. D	Political Science
3.	Mr. Raj Kumar Jamwal, Associate Professor	M.A., M. Phil,	Hindi
4.	Dr. Arun Guleria, Assistant Professor	M.A.,M. Phil, Ph. D	English
5.	Mrs. Bandana Devi, Assistant Professor	M.A., M. Phil.	English
6.	Dr. Braj Nandan, Assistant Professor	M.A., Ph. D	Sociology
7.	Mr. Mahender Singh, Assistant Professor	M.A., M. Phil.	History
8.	Mr. Bhed Ram, Assistant Professor	M.A.,M. Phil.	Economics
<b>Faculty of Science</b>			
1.	Dr. Vivek Kapoor, Associate Professor	M.Sc., M. Phil, Ph. D	Mathematics
2.	Mrs. Neelam Sharma, Associate Professor	M. Sc., M Phil	Chemistry
3.	Dr. Pradeep Kumar, Associate Professor	M.A., Ph. D	Geography
4.	Dr. Meena Kumari, Assistant Professor	M. Sc., M. Phil, Ph. D	Chemistry
5.	Mrs. Mamta Thakur, Assitant Professor	M. Sc.	Botany
6.	Mr. Sandeep Kumar, Assistant Professor	M. Sc., M Phil	Physics
7.	Dr. Jitender Kumar, Assistant Professor	M. Sc., Ph. D	Physics
8.	Mr. Hukam Chand, Assistant Professor	M. Sc., M. Phil.	Zoology
<b>Faculty of Commerce</b>			
1.	Dr. Ravinder Kumar, Associate Professor	M.Com. Ph. D	Commerce
	Mr. Anupam Bahri, Assistant Professor	M. Com., M.Phil.	Commerce
<b>Library</b>			
1.	Sh. Chander Singh Chauhan, Assistant Librarian	MLIS	Library
<b>Ministerial Staff</b>			
1.	Mr. Sidhu Ram		Supdt. G-II
2.	Mr. Ravi Kumar		Jr. Asstt.
3.	Mr. Suresh Kumar		Jr. Asstt.
4.	Ms. Kavita Devi		Jr. Asstt.
<b>Laboratory Staff</b>			
1.	Mr. Yan Chand		SLA
2.	Mr. Krishan Chand		SLA
3.	Mr. Sunder Lal		LA
<b>Class-IV</b>			
1.	Ms. Indra Devi		Class-IV
2.	Mr. Ishwar Dass		Class-IV
3.	Mrs. Geeta Devi		Class-IV
4.	Mr. Bishan Dass		Class-IV
5.	Ms. Ramkali		Class-IV
6.	Mr. Narender Kumar		Class-IV



## MINIMUM COURSE CURRICULUM FOR UNDERGRADUATE COURSES UNDER CHOICE BASED CREDIT SYSTEM (CBCS)

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 by following the grade system, which is considered as better than the conventional marks system. Therefore, it is necessary to introduce uniform grading system in the higher education in India. This will benefit the students to move across institutions within India. The uniform grading system will also enable potential employers to assess 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 follow.

### Outline of Choice Based Credit System:

1. **Core Course :** A course, which should compulsorily be studied by a candidate as a core subject is termed as a Core course.
2. **Elective Course:** Generally a course which can be chosen from the pool of courses and which may be very specific or specialized to the discipline/ subject of study or which provides an extended scope or which enables an exposure to some other discipline/subject/domain or nurtures the candidate's proficiency/skill is called an Elective Course.
  - 2.1 **Discipline Specific Elective (DSE) Course:** Elective courses which may be offered by the main discipline/subject of study is referred as Discipline Specific Elective.
  - 2.2 **Dissertation/Project:** An elective course designed to acquire special/advanced knowledge, such as supplement study/support study to a project work. A candidate studies such a course on his own with an advisory support by a teacher/faculty member is called dissertation/project.
  - 2.3 **Generic Elective (GE) Course** (for B.A./B.Com. regular courses): An elective course chosen from an unrelated discipline/subject, with an intention to seek exposure beyond discipline/s of choice is called a Generic Elective. A core course offered in a discipline/subject may be treated as an elective by other discipline/subject and vice versa and such electives may also be referred to as Generic Elective.
3. **Ability Enhancement Courses (AEC)/Competency Improvement Courses/Skill Development Courses/Foundation Course:**

The Ability Enhancement (AE) Courses are of two kinds: AE Compulsory Course (AECC) and AE Elective Course (AEEC). "AECC" courses are based on the content that leads to knowledge enhancement. They are: (i) Environmental Science, (ii) English/MIL (Modern Indian Language) Communication (mandatory for all disciplines). AEEC courses are value-based and/or skill-based and are aimed to provide hands-on-training, competencies, skills, etc.

  - 3.1 **AE Compulsory Course (AECC):** Environmental Science, English Communication/MIL Communication.
  - 3.2 **AE Elective Course (AEEC):** These courses may be chosen from a pool of courses designed to provide value-based and/or skill-based instruction. Project work/Dissertation is considered as a special course which involves application of knowledge to analyze and explore the real life situation and difficult problems. A Project/Dissertation work would be of 6 credits. A Project/Dissertation work may be given in lieu of a discipline specific elective paper.

**4. Practical/Tutorials** (One each with every core and discipline/generic specific elective paper).

**ADMISSION IN CBCS UNDER RASTRIYA UCHCHATAR SHIKSHA ABHIYAN (RUSA)**

CBCS has been implemented under RUSA from the academic session 2013-14, which offers a wide range of choice in courses to students. The curriculum offered in the Semester /Annual System spread over 6 semesters/3 Years includes number of courses to accomplish a holistic learning experience for the students.

**Regulations Choice Based Credit System (CBCS):**

**1. Definitions**

**1.1 Credit:** Credit stands for the following

- Term has a connotation of achievement to earn through learning efforts.
- It implies successful completion of a course of study being measured in terms of classroom instruction hours/weeks in courses being studied in that semester/year.
- It implies learning efforts on the part of the learner.
- It measures the volume of the content to be delivered in the course.
- Credits of a course indicate the weightage of a course for the calculation of Grade Point Average (GPA).

**1.2 Semester system:** Semester means six monthly study course or either of the two six monthly academic terms which involves teaching for 15 weeks excluding duration of Minor Test, Assignments, End Semester Examinations (ESE) and Semester Breaks.

**1.3 Annual system:** Annual means a twelve month academic term with teaching for 33 weeks, excluding duration of Minor Test, Assignments, Annual Examinations (AE) and Winter Breaks.

**1.4 Tutorial Session:** It consists of Participatory/Problem Solving/Deskwork/Brief Seminar/Group Discussion or any other methods that make learners absorb and assimilate the knowledge effectively.

**1.5 Practical Session:** It consists of hands on experience/Laboratory experiment/ case studies/ field studies that equip students to acquire skill component.

**2. Choosing Study Courses**

**2.1** A student will be required to accumulate a certain minimum number of credits in order to qualify the UG Degree.

**2.2** For Bachelor Degree Program, the students will have the limited choice of subjects available in the college.

**2.3** The students will have to accumulate prescribed minimum successful credit hours of course work for Bachelor Degree over a minimum of 3 and maximum of 5 Years from the date of admission as per HPU norms.

**3. Students Assessment and Evaluation**

All courses involve an evaluation system with Continuous Comprehensive Assessment (CCA), according to 70-30 % weightage i.e. 70% for End Semester Examination (ESE)/Annual Examination (AE) and remaining 30% for Internal Assessment.

*Note: A student will have to secure at least 35% in one of the components i.e. CCA and ESE/AE in order to pass, but 45% in aggregate to become eligible to be declared successful in the course. Only those students will be allowed to appear in the ESE/AE who have been successful in CCA.*



### 3.1 Continuous Comprehensive Assessment (CCA):

This would have the following components:

- **Classroom Attendance and Incentives:** Each student will have to attend minimum of 75% Lectures/Tutorials/Practicals. A student having less than 75% attendance will not be allowed to appear in the ESE/AE. The incentive for the classroom attendance will be awarded with CCA Marks as follows:
  - = 75% but < 80%      1 mark
  - = 80% but < 85%      2 marks
  - = 85 %but < 90%      3 marks
  - = 90% but < 95%      4 marks
  - = 95% & above        5 marks
- **Mid Term Tests (Minor):** There will be one Mid Term Test to be conducted when approximately 2/3 of the syllabus is covered. This Mid Term Test will be of 15 Marks.
- **Seminar/ Assignment/ Term Paper:** 10 Marks of CCA will be awarded on the basis of classroom activities viz. Seminar/Assignment/Term paper/Quiz/Presentation etc.

**3.2 End Semester Examination (ESE)/Annual Examination (AE):** 70% of final grade will be on the basis of ESE/AE that will be of three hours duration. ESE/AE will be based on the complete syllabus of the course.

Semester/ Annual	Classroom Attendance	Mid Term Test	Seminar/Assignment/ Term Paper	Practical	ESE/AE	Total
For all	05	15	10	--	70	100
Semester/Years	05	15	10	20	50	100

### 4. Accumulation of credits:

A candidate shall be eligible for the conferment of Bachelor's Degree once he/she earns minimum of 132 credits as prescribed in the regulation of the program.

#### **PROPOSED SCHEME FOR BACHELOR OF ARTS (CBCS) SEMESTER SYSTEM**

SEM	Core Course 12 (6 Credits each)	Ability Enhancement Compulsory Course (AECC) 2 (4 Credits each)	Skill Enhancement Course(SEC) 2 (4 Credits each)	Discipline Specific Elective (DSE) 4 (6 Credits each)	Generic Elective (GE) 2 (6 Credits each)
V			SEC-III	DSE-1A DSE-2A	GE-1
VI			SEC-IV	DSE-3B DSE-4B	GE-2

\*The table is subject to change accordance with HPU/Government notification.

#### **PROPOSED SCHEME FOR BACHELOR OF SCIENCE (CBCS) SEMESTER SYSTEM**

SEM	Core Course 12 (6 Credits each)	Ability Enhancement Compulsory Course(AECC) 2 (4 Credits each)	Skill Enhancement Course(SEC) 2 (4 Credits each)	Discipline Specific Elective (DSE) 6 (6 Credits each)
V			SEC-III	DSE-1A DSE-2A DSE-3A
VI			SEC-IV	DSE-1B DSE-2B DSE-3B

\*The table is subject to change accordance with HPU/Government notification.

**PROPOSED SCHEME FOR BACHELOR OF COMMERCE (CBCS)  
(SEMESTER SYSTEM)**

SEM	Core Course 12 (6 Credits each)	Ability Enhancement Compulsory Course (AECC) 2 (4 Credits each)	Skill Enhancement Course(SEC) 2 (4 Credits each)	Discipline Specific Elective (DSE) 4 (6 Credits each)	Generic Elective (GE) 2 (6 Credits each)
V			BC 5.3 Entrepreneurship	BC 5.1 Auditing and Corporate Governance BC 5.2 Fundamental of Financial Management	BC 5.4 Principle of Micro-Economics
VI			BC 6.3 Personal Selling and Salesmanship	BC 6.1 Management Accounting BC 6.2 Fundamentals of Investment	BC 6.4 Indian Economy

\*The table is subject to change accordance with HPU/Government notification.

**SCHEME FOR CHOICE BASED CREDIT SYSTEM (CBCS) IN BACHELOR OF SCIENCE  
(ANNUAL SYSTEM)**

Year	Core Course (12)	Ability Enhancement Compulsory Course AECC (2)	Skill Enhancement Courses SEC (4)	Discipline Specific Elective DSE (6)	Total Credits
I	DSC-1A = 6 Credit DSC-1B = 6 Credit DSC-2A = 6 Credit DSC-2B = 6 Credit DSC-3A = 6 Credit DSC-3B = 6 Credit <b>Credits = 36</b>	Eng/MIL Communi/EVS = 4 Credit Eng/MIL Communi/EVS = 4 Credit <b>Credits = 08</b>			44
II	DSC-1C = 6 Credit DSC-1D = 6 Credit DSC-2C = 6 Credit DSC-2D = 6 Credit DSC-3C = 6 Credit DSC-3D = 6 Credit <b>Credits = 36</b>		SEC-1 = 4 Credit SEC-2 = 4 Credit  <b>Credits = 08</b>		44
III			SEC-3 = 4 Credit SEC-4 = 4 Credit  <b>Credits = 08</b>	DSE-1A = 6 Credit DSE-1B = 6 Credit DSE-2A = 6 Credit DSE-2B = 6 Credit DSE-3A = 6 Credit DSE-3B = 6 Credit <b>Credits = 36</b>	44
<b>Total Accumulated Credits</b>					<b>132</b>



**SCHEME FOR CHOICE BASED CREDIT SYSTEM (CBCS)  
IN BACHELOR OF ARTS (ANNUAL SYSTEM)**

Year	Core Course (12)	Ability Enhancement Compulsory Course AECC (2)	Skill Enhancement Courses SEC (4)	Discipline Specific Elective DSE (4)	Generic Elective GE (2)	Total Credits
I	English-I Skt./Hindi-1 DSC -1A DSC -1B DSC -2A DSC -2B <b>Credits = 36</b>	Environmental Studies (AECC-1)  Hindi/English/Skt. (AECC-2) <b>Credits = 08</b>				44
II	English-2 Skt./ Hindi-2 DSC -1C DSC -1D DSC -2C DSC -2D <b>Credits = 36</b>		SEC-1 = 4 Credit SEC-2 = 4 Credit  <b>Credits = 08</b>			44
III			SEC-3 = 4 Credit SEC-4 = 4 Credit  <b>Credits = 08</b>	DSE-1A = 6 Credit DSE-1B = 6 Credit DSE-2A = 6 Credit DSE-2B = 6 Credit <b>Credits = 24</b>	GE-1 GE-2  <b>Credits=04</b>	44
<b>Total Accumulated Credits</b>						132

**SCHEME FOR CHOICE BASED CREDIT SYSTEM (CBCS)  
IN BACHELOR OF COMMERCE (ANNUAL SYSTEM)**

Year	Core Course (12)	Ability Enhancement Compulsory Course AECC (2)	Skill Enhancement Courses SEC (4)	Discipline Specific Elective DSE (4)	Generic Elective GE (2)	Total Credits
I	English-I Skt./Hindi-1 Financial Accounting (BC 1.1 ) Business Organisation and Management (BC 1.2 ) Business Law (BC 1.3 ) Business Statistics and Mathematics (BC 1.4) <b>Credits = 36</b>	Environmental Studies (AECC-1)  Hindi/English/Skt. (AECC-2) <b>Credits = 08</b>				44
II	English-2 Skt./ Hindi-2 Company Law (BC 2.1) Income Tax Law and Practice (BC 2.2 ) Corporate Accounting (BC 2.4 ) Cost Accounting (BC 2.5) <b>Credits = 36</b>		Computer Applications in Business (BC 2.3) E-Commerce (BC 2.6) <b>Credits = 08</b>			44



**ADMISSION PROCESS 2019-20**  
**B.A./B. Sc./B.Com. 1<sup>st</sup> , 2<sup>nd</sup> Year & V SEMESTER**

**ELIGIBILITY CONDITIONS:**

A student will be eligible for admission to **B.A./B. Sc./B.Com. 1<sup>st</sup> Year**, if he/she has passed the Senior Secondary (10+2) Examination (Academic Stream) conducted by the H.P Board of School Education or any other examination considered as equivalent.

- (i) The candidates seeking admission in B.Sc. 1<sup>st</sup> year should have passed the qualifying examination in science stream with 50% marks or equivalent grade for general category and 45% marks or equivalent grade for SC/ST candidate.
- (ii) The candidates who have passed the qualifying examination in Commerce stream shall be given preference to B.Com. program.

**ADMISSION:**

- i) Every candidate seeking admission to any class has to apply on the prescribed form available in the college prospectus.
- ii) The application form is to be filled in neatly and carefully by the applicant in his/her own handwriting after reading all the rules and eligibility conditions.
- iii) The applicant has to bring his/her mother/father/guardian with him/her at the time of admission.

***'Guardian' means only blood relation. He/She should not be a student of this college. No student of this college should sign in place of parent/guardian of the applicant, otherwise none of the two will be admitted in the college.***

- iv) The applicant of **2<sup>nd</sup> Year & V semester** will deposit the fee immediately after getting the form verified and approved from the members of the admission committee. The students of **1<sup>st</sup> Year** will deposit their fee after the merit list is displayed.
- v) In case of any clarification or guidance, the applicant can approach Guidance and Counseling Cell of the college.
- vi) Admission of a student is liable to be cancelled in case he/she furnishes incomplete/wrong/false information or in case of concealment of facts. Disciplinary action will also be taken against such a candidate.
- vii) Initially all admissions shall be provisional and subject to the final approval by HPU.
- viii) Rules of admission are subject to change as per the Himachal Pradesh University notifications issued from time to time.
- ix) Students of B.A/B.Sc./B.Com. V semester will get admission on roll basis, without waiting for the previous End Semester Examination (ESE) result.
- x) **No admission will be granted after the last date of admission.**

***NOTE: AS PER THE DIRECTION OF THE HON'BLE HIGH COURT ANY CANDIDATE WITH COMPARTMENT IN 10+2 IS NOT ELIGIBLE TO SEEK ADMISSION IN UNDER GRADUATE COURSES.***



## DOCUMENTS REQUIRED AT THE TIME OF ADMISSION

### B.A./B.Sc./B.Com. 1<sup>st</sup> Year.

- i) Three passport size photographs.
- ii) Matriculation certificate for Date of Birth.
- iii) 10+2 Marks sheet.
- iv) All girl candidate have to submit a copy of bonafide Himachali domicile certificate to avail the benefit of relaxation from tuition fee as per Govt. notification No. EDN-H(8) 3(7)1/76 dated 29-06-2001.
- v) Migration Certificate in original (for students who have passed 10+2 from the Board/University other than HP).
- vi) 40% disability certificate, sports/cultural quota and category certificates are required in case students seek admission against these seats.
- vii) Original character certificate duly attested by the Head of the institution last attended is required for the students seeking admission in the 1<sup>st</sup> Year of any course.
- viii) An affidavit of single girl child from parents is to be submitted along with the form for the seat against single girl child.
- ix) The gap of one year or more in the academic career (after 10+2) of an applicant must be supported by documentary evidence / affidavit/undertaking, as the proof of his/her activities during the period of gap. Submission of false affidavit is an illegal offence.

**Note:** *The Character certificate must not have been issued more than six months prior to the date of admission. The Character certificate must be supplemented by another character certificate obtained from Gazetted Class- I officer or the Panchayat Pradhan of the village, in case a student discontinued his/her studies for one or more years.*

### Refusal of Admission:

- i) Failed/compartament candidate in 10+2 will not be eligible to seek admission in under graduate courses.
- ii) The Principal can refuse admission if the conduct of the student has not been up to the mark during the previous semesters/years in spite of the eligibility for admission.
- iii) The Principal reserves the right to disallow or cancel any admission.

**Age Limit:** Maximum age limit for the admission in B.A./B.Sc./B.Com. course is 23 years for boys and 25 years for girls of general category and 26 years for SC/ST category as on 1st July of the year concerned. The Vice-Chancellor may permit age relaxation up to a maximum of three months.

### MODE OF SELECTION

**The admission to BA/B.Sc./B.Com course will be made purely on the basis of merit of the previous qualifying examination.**

### RESERVATION OF SEATS :

15%, 7.5% and 3% of the seats shall be reserved for S.C., S.T. & disabled candidates respectively as per H.P. University roster norms. This reservation policy will be applicable to those, who have passed their qualifying examination from H.P. Board of School Education OR from any other school located within the territorial jurisdiction of Himachal Pradesh or bonafide of Himachal Pradesh.

**Note:** One Seat will be reserved for the single girl child

### Subject Combination:

- (i) **Arts:** A student choosing to enroll in B.A 1<sup>st</sup> Year, will choose DSC-I from the following options. He/She will then be enrolled in B.A with DSC I

DSC-I	DSC-II (Any one of the following)
English	History, Political Science, Economics, Geography, Sociology, Music-V, Mathematics, Hindi.
Hindi	English, History, Political Science, Economics, Geography, Sociology, Music-V, Mathematics.
Political Science	English, Hindi, History, Economics, Geography, Sociology, Music-V, Mathematics.
History	English, Hindi, Political Science, Economics, Geography, Sociology, Music-V, Mathematics.
Sociology	English, Hindi, Political Science, History, Economics, Geography, Music-V, Mathematics.
Economics	English, Hindi, Political Science, History, Sociology, Geography, Music-V, Mathematics.
Geography	English, Hindi, Political Science, History, Sociology, Economics, Music-V, Mathematics.
Music-V	English, Hindi, Political Science, History, Sociology, Economics, Geography, Mathematics.
Mathematics	English, Hindi, Political Science, History, Sociology, Economics, Geography, Music-V.

*Note: The students may be asked to revise the subject combination keeping in view the technical difficulties if any faced during the formulation of time table in the stipulated time frame work.,*

- ii) **Science:** A student choosing to enroll in B.Sc.1<sup>st</sup> Year will choose DSC-I from the following options. He/She will then be enrolled in B.Sc. with DSC-I.

DSC-I	DSC-II	DSC-III
Physics	Mathematics	Chemistry
Chemistry	Mathematics	Physics
	Botany	Zoology
Botany	Zoology	Chemistry
Zoology	Botany	Chemistry
Mathematics	Physics	Chemistry

In addition to the Discipline Specific Core Courses, a student of B. Sc. 1<sup>st</sup> Year will study Ability Enhancement Compulsory courses (Environmental science, English Communication/MIL).

- iii) **Commerce:** The core courses for the student have already been prescribed by the University. In addition to the three Disciplines Specific Core Courses a student of B.Com. 1<sup>st</sup> Year will study one course from Ability Enhancement Compulsory courses (AECC).



### Fees Structure (2019-20) Details (in Rupees) for Semester System

<b>Govt. Fee/Funds</b>	Admission Fee	25.00	<b>Annual College Dues</b>	Library Security (Refundable) For New Admission	100.00
	Re-admission Fee (1 <sup>st</sup> time)	100.00		Identity Card	10.00
	Re-admission Fee (2 <sup>nd</sup> time)	200.00		Duplicate Identity Card	20.00
	Late admission Fee (Per Day)	10.00		NCC Fund	10.00
	Tuition Fee (Per Month) (For Boys and non HP Girls)	50.00		College Magazine Fund	50.00
	Late Payment of Dues ( Per Day)	01.00		Campus Development (Beautification and upkeep Fund)	10.00
<b>University Fee/funds</b>	Registration Fee (On first admission)	200.00		Medical Fund	06.00
	Cost of registration form	20.00		Student Aid Fund	02.00
	Continuation Fee (Old Students)	10.00		Furniture Repairs/Replacement Fund	10.00
	Sports Funds	15.00		Computer and Internet Facility	20.00
	Youth welfare funds	15.00		Book Replacement Fund	25.00
	Holiday Home Fund	01.00	Cultural Activities Fund	20.00	
<b>Practical Funds</b>	University Development Fund** (For general students) For IRDP/BPL students	250.00 100.00	<b>College Dues (Per Semester)</b>	Youth Red Cross Fund	40.00
	Migration Fee (For Non-HP students)	200.00		Rover and Rangers Fund @ Rs. 5 per month	30.00
	Computer Practical Fee for Commerce and Maths students of 6 <sup>th</sup> semester	90.00		Building Fund @ Rs. 10 per month	60.00
				Amalgamated Fund @Rs. 25 per Month	150.00
		Sports Fund @ Rs. 20 per month		120.00	
		Internal Examination Fund		40.00	
		Physics @ Rs.20/- per month		120.00	
		Chemistry @ Rs.20/- per month		120.00	
		Zoology @ Rs.20/- per month		120.00	
		Botany@ Rs.20/- per month		120.00	
		Geography @ Rs.15/- per month		90.00	
		Music/any other practical subject @ Rs.15/- per month	90.00		

### Fees Structure (2019-20) Details (in Rupees) for Annual System

<b>Govt. Fee/Funds</b>	Admission Fee	25.00	<b>Annual College Dues</b>	Library Security (Refundable) For New Admission	100.00
	Re-admission Fee (1 <sup>st</sup> time)	100.00		Identity Card	10.00
	Re-admission Fee (2 <sup>nd</sup> time)	200.00		Duplicate Identity Card	20.00
	Late admission Fee (Per Day)	10.00		NCC Fund	10.00
	Tuition Fee (For Boys and non HP Girls)	600.00		College Magazine Fund	50.00
	Late Payment of Dues( Per Day)	01.00		Campus Development (Beautification and upkeep Fund)	10.00
<b>University Fee/funds</b>	Registration Fee (On first admission)	200.00		Medical Fund	06.00
	Cost of registration form	20.00		Student Aid Fund	02.00
	Continuation Fee (Old Students)	10.00		Furniture Repairs/Replacement Fund	10.00
	Sports Funds	240.00		Computer and Internet Facility	20.00
	Youth welfare funds	15.00		Book Replacement Fund	25.00
	Holiday Home Fund	01.00	Cultural Activities Fund	20.00	
<b>Practical Funds</b>	University Development Fund** (For general students) For IRDP/BPL students	250.00 100.00	<b>College Dues</b>	Youth Red Cross Fund	40.00
	Migration Fee (For Non-HP students)	200.00		Rover and Rangers Fund @ Rs. 5 per month	60.00
	Computer Practical Fee for Commerce students	90.00		Building Fund @ Rs. 10 per month	120.00
				Amalgamated Fund @Rs. 25 per Month	300.00
		Sports Fund @ Rs. 20 per month		240.00	
		Internal Examination Fund		40.00	
		Physics @ Rs.20/- per month		240.00	
		Chemistry @ Rs.20/- per month		240.00	
		Zoology @ Rs.20/- per month		240.00	
		Botany@ Rs.20/- per month		240.00	
		Geography @ Rs.15/- per month		180.00	
		Music/any other practical subject @ Rs.15/- per month	180.00		

\*\* Only once at the time of admission.

HPU Examination Fee: as per HPU norms and directions and subject to change as per HPU/HP Govt. instructions

**TOTAL FEES AND FUNDS  
(TO BE REALIZED FROM THE STUDENTS AT THE TIME OF ADMISSION)**

Sr. No.	Class	Fee Boys	Fees Girls	Fee Boys (BPL)	Fees Girls (BPL)
1.	B.A.1 <sup>st</sup> Year	2189/-	1589/-	2039/-	1439/-
2.	B.Sc.1 <sup>st</sup> Year (Physical Sciences)	2669/-	2069/-	2519/-	1919/-
3.	B.Sc.1 <sup>st</sup> Year (Life Sciences)	2909/-	2309/-	2759/-	2159/-
4.	B.Com 1 <sup>st</sup> Year	2279/-	1679/-	2129/-	1529/-
5.	B.A. 2 <sup>nd</sup> Year	1869/-	1269/-	1719/-	1119/-
6.	B.Sc. (Physical Sciences) 2 <sup>nd</sup> Year	2349/-	1749/-	2199/-	1599/-
7.	B.Sc. (Life Sciences) 2 <sup>nd</sup> Year	2589/-	1989/-	2439/-	1839/-
8.	B.Com. 2 <sup>nd</sup> Year	1959/-	1359/-	1809/-	1209/-
9.	B.A/B.Com5 <sup>th</sup> Sem	969/-	669/-	969/-	669/-
10.	B.A/B. Com6 <sup>th</sup> Sem	725/-	425/-	725/-	425/-
11.	B.Sc. (Physical Sciences) 5 <sup>th</sup> Sem	1209/-	909/-	1209/-	909/-
12.	B.Sc. (Life Sciences) 5 <sup>th</sup> Sem	1329/-	1029/-	1329/-	1029/-
13.	B.Sc. (Life Sciences) 6 <sup>th</sup> Sem	1085/-	785/-	1085/-	785/-
14.	B.Sc. (Physical Sciences) 6 <sup>th</sup> Sem	965/-	665/-	965/-	665/-

**Fine for absence:** Per period Rs. 1.00, per practical Rs. 3.00 and per paper in Mid Term Examination Rs. 10.00, late return of library books Rs. 1.00 per day

- Note :**
- Every student has to pay Rs200-per semester/Rs 400-per annum as PTA Fund.
  - Practical fee for Geography and Music shall be charged @ Rs. 90/-per subject.
  - Funds and Tuition Fee for the entire session shall be charged from the time of joining the college on migration from other institution

- Note:**
1. Rs. 100 will be charged extra from the students migrated from other colleges on account of library security.
  2. Second installment of monthly dues and semester internal examination Fee shall be collected in the month of December, 2019.
  3. Fine, if any, from the students will be collected in the month of November, 2019 and March, 2020 before the commencement of respective End Semester examination.
  4. Fees and Fund once paid shall not be refunded in any case.

**PTA:** The College has constituted the Parent Teacher Association. Every student is supposed to contribute Rs200-per semester/Rs 400-per annum towards PTA. The General House of the PTA is held in the month of July/August every year.

**Migration:** The admission of the students migrated during the same course/session from one affiliated College or institution (including ICDEOL) to another affiliated College or institution shall be governed by the regulations framed by the Executive Council of the University from time to time.

**Library and its Rules:** The College library has books pertaining to all the disciplines taught in the college in the General Section as well as in the Reference Section. The College has a regular subscription of newspapers (Hindi and English), magazines and journals for the benefit of students and teachers.

All the students are required to adhere to the following Library rules strictly:

- i) All the students on the rolls of the college are eligible to become members of the college library.
- ii) Every student is entitled to draw two books from the library for reading at home for a period of 30 days.
- iii) The borrower shall be solely responsible for the safety/preservation of the books drawn by him/her.
- iv) A fine of Rs. 1/- per day per book will be charged beyond due date of submission of the book from the defaulter students.
- v) In case a book is found mutilated, torn, defaced or misplaced the actual cost of the book plus additional fine will be charged from such defaulter students.



- vi) Reference books are to be consulted in library, only after obtaining permission from the Librarian.
- vii) Students can get their library security refunded within one year after leaving the college, otherwise the security will stand forfeited.

**Identity Card :**

- i) Identity card is the most important document of the college student, because it is the only identification for anyone to establish and produce.
- ii) Any kind of transaction between students and college is entertained only after production of Identity card. If a student has to deal with any kind of work related to examination, library, collection/inspection of any kind of document, one has to produce his/her Identity card first in order to establish his identity.
- iii) A student is not permitted to replace his/her photograph pasted on the Identity card for any reason whatsoever.
- iv) If Identity card is lost, one has to file a report in the Police Station in order to get a duplicate Identity card issued for a sum of Rs 20.
- v) **Students should always carry their Identity cards while entering the college premises.**
- vi) In the event of surprise check of Identity card or for any other reason, if the student is unable to produce the Identity card he/she will be handed over to the police or as the situation may demand. Students without Identity card are deemed as outsiders.
- vii) The concerned student shall be held responsible for his/her deeds in case, the Identity Card gets misplaced or misused by anti-social elements. It is the personal responsibility of the student to keep his/her Identity card in safe custody.

**Leave Rules:**

- i) It is compulsory for all the students to get their leave sanctioned before availing any kind of leave.
- ii) The student is required to submit a medical certificate in case of leave on medical grounds, for more than one week.
- iii) Leave upto one week will be sanctioned by the concerned committee. For leave extending more than one week's duration, the student shall have to apply to the Principal.
- iv) A student will not be allowed to avail more than 10 days leave during the entire academic session, except under exceptional circumstances.
- v) If a student remains absent for 10 days continuously without information, his/her name will be struck off from the rolls of the College.
- vi) Even if a student is on leave, he/she will have to deposit his/her fee as per the scheduled dates decided by the College.

**Re-admission:**

Students can seek re-admission twice during the session. First re-admission will be allowed within 10 days after the name is struck off. A fine of Rs. 100/- will be charged for the first time and a fine of Rs. 200/- will be charged for the second re-admission within 10 days after the name is struck off from the rolls.

**Scholarship and Awards:**

There are various provisions to grant scholarships in various categories to deserving students as per the rules/directions issued by the state government from time to time. A few important categories are as follows: (1) IRDP, (2) Post Matric Scholarship for SC/ST Students. (3) Post Matric Scholarship for OBC students. (4) Post Matric Scholarship for Dr. B. R. Ambedkar Scholarship Scheme for Economically Backward Classes (other than reserve categories). (5) Kalpana Chawala Chhatravritti Yojana.

The students should apply for these scholarships through online application recommended by the college as per the dates notified by the Government. The Scholarship will be disbursed online to the eligible students as per Government instruction and it is mandatory to have their Bank Account No. linked with their Aadhar No.

## **Rules for Awards and Prizes in Annual Function:**

### **Academic:**

- i) Prizes will be given only on the basis of End Semester Examination and in case of tie in any course/paper the winner will be decided on the basis of semester Grade Point Average.
- ii) A student must secure at least 50% marks in aggregate, in order to be considered for a prize and 50% marks in individual subject, in order to be considered for a prize.
- iii) Students securing less than 50% marks in aggregate or in the subject concerned or not passing the examination in any subject shall not be considered for the prizes.
- iv) College Roll of Honour' will be awarded to a student securing a position in HPU merit list.

### **Prizes for Co-curricular Activities:**

- i) First, second and third position in individual and team events in HPU or State Level in sports and cultural activities.
- ii) First, second and third positions in various co-curricular activities at College level.
- iii) NSS Group Leader and Best Volunteer (Boy & Girl), Best Rover and Best Ranger, Best volunteer Eco Club, Red Cross Society and Red Ribbon Club.

**Co-curricular Activities:** The various curricular activities in the class rooms help to impart bookish knowledge to students as per the demands of the examination system, but unless certain other activities are undertaken, a student never acquires a sense of perfection and achievement. So the role of co-curricular activities comes in. Such activities along with class room involvement help to integrate three vital aspects of an individual (student) --namely the body, mind and soul. With the above objectives in mind, various Clubs and Societies have been constituted. Students are advised to join at least one of the Clubs and Societies to become ennobled graduates on completion of their courses in this college.

**Sports/Cultural Activities:** The college encourages the students to take part in sports and cultural activities at college level for the all round development of students. Students have regularly been participating in Inter College Youth Festivals and Sports Meet. The College can boast of a walloping playground for sportspersons.

**Red Ribbon Club:** A Red Ribbon Club is working actively in the college. Students can get registered as volunteers of this club. The Club aims to launch an exhaustive campaign against AIDS by educating and sensitizing college youth, as well as the general public.

**Eco Club:** Eco Club aims to heighten awareness about the environment of the world. The College organizes various activities under Eco Club to spread awareness among students about the local and global environment.

**Red Cross Club:** The College Red Cross Society works in association with the local Red Cross unit to host life saving blood drive. The Red Cross Society aims to promote the health, provide the relief from suffering and build a culture of peace without any form of discrimination.

**NSS:** The college has a very active and well organized unit of NSS in which activities are spearheaded by experienced teachers. A unit of NSS is functional in this college which organises regular activities as well as special camp in the vicinity of college under the spirit of 'Not Me but You'.

**Rovers and Rangers:** The college has well organised units of Rovers & Rangers from the Year 2011. Students can enroll themselves within a month from the date of admission in the college.

**College Magazine:** The College magazine "*Himari Ganga*" provides an opportunity to the budding student writers to express their creative, innovative and analytical views with regard to various issues. The Magazine has various sections i.e. English, Hindi, Science, Commerce, *Pahari* and Planning Forum.

**Career Counseling & Guidance Cell:** Career Counseling Cell has been constituted in this College. It is formed to provide the information to the students for selection of career and job placement through various Govt. and Private agencies. The cell also arrange for the lectures of the experts and concerned officials for selection of better & suitable career.

**RAGGING:** There will be *Zero Tolerance To Ragging*. Any student involved in any form of ragging will be punished accordingly:



- i) Imprisonment, fine or both.
- ii) Expulsion from the College.
- iii) Suspension from the classes.
- iv) Fine with public apology.
- v) Withholding scholarship or other benefits.
- vi) Debarring from representation in events.
- vii) Legal proceeding under criminal law shall be initiated.

**If any student faces any kind of problem in the college related to ragging, he/she should contact the anti ragging committee immediately. The students are directed to fill an online anti ragging undertaking at the website [www.amanmovement.org](http://www.amanmovement.org) or [www.antiragging.in](http://www.antiragging.in)**

**Discipline & other Important Instructions:** The following acts will be considered as misconduct and indiscipline. Any student involved will be punished with fine or suspension/expulsion or both for,

- i) Not carrying his/her admit card.
- ii) Writing obscenities/ dirty words on blackboards, walls or furniture
- iii) Banging doors and other items of furniture.
- iv) Loitering in the college campus, making noise or trying to disturb the classes.
- v) Smoking, taking drugs/alcohol, chewing tobacco and spitting in the college campus.
- vi) Bringing outsiders, miscreants, anti social elements in the campus.
- vii) Pasting posters on the walls or on the notice board without prior permission of the Principal.
- viii) Misbehaving with the teachers and other staff members.
- ix) Holding any meeting in the campus without prior permission.
- x) Using mobile phones in the college campus.
- xi) Removing or breaking the furniture, window pane, plucking flowers, removing notices.
- xii) Teasing girl students in any manner, is an offence punishable under Law. Hence students are advised not to indulge in such kind of activities.

**Note: Parents and Guardians are requested to remain in touch with the Principal and the teachers regarding the progress of their ward.**

### **PROPOSED ANNUAL CALENDER OF ACTIVITIES OF THE COLLEGE (2019-20)**

SUBMISSION OF ADMISSION FORMS	18 TO 25 JUNE, 2019
DISPLAY OF MERIT LIST	26 TO 27 JUNE, 2019
FEE DEPOSIT AND DISPLAY OF SECOND MERIT LIST AND FINAL FEE DEPOSIT	28 TO 29 JUNE, 2019
START OF REGULAR TEACHING FOR 1 <sup>st</sup> Year , 2 <sup>nd</sup> Year AND V SEMESTER	1 JULY TO 15 OCTOBER, 2019
COUNSELING OF STUDENTS	3 JULY, 2019
PRINCIPAL'S ADDRESS AND INTRODUCTION OF FACULTY FOR 1 <sup>st</sup> Year STUDENTS	2 <sup>nd</sup> WEEK OF JULY, 2019
CHANGE OF SUBJECT/FACULTY	30 JUNE, 2019 TO 15 JULY, 2019
ENROLMENT IN VARIOUS ACTIVITIES, CLUBS AND SOCIETIES	UP TO 31 JULY, 2019
CSCA ELECTION	AS PER HP UNIVERSITY/ GOVT. NOTIFICATION
MINOR TEST V SEMESTER	15 TO 21 SEPTEMBER, 2019
MINOR TEST 1 <sup>st</sup> Year And 2 <sup>nd</sup> Year	16 TO 24 OCTOBER, 2019
DIWALI BREAK	25 TO 29 OCTOBER 2019= 5 DAYS
END SEMESTER EXAM FOR V SEMESTER	COMMENCING FROM 16 OCTOBER, 2019 ONWARDS
REGULAR TEACHING OF VI SEMESTER	15 NOVEMBER TO 20 DECEMBER, 2019 5 FEBRUARY TO 10 APRIL, 2020
WINTER VACATION	1 JANUARY TO 4 FEBRUARY, 2020 = 35 DAYS
MINOR TEST VI SEMESTER	5 MARCH TO 12 MARCH, 2020
ANNUAL FUNCTION 2019-20	LAST WEEK OF MARCH, 2020
TERM END EXAM FOR 1 <sup>st</sup> Year, 2 <sup>nd</sup> Year	COMMENCING FROM 15 MARCH, 2020 ONWARDS
END SEMESTER EXAM FOR VI SEMESTER	COMMENCING FROM 11 APRIL, 2020 ONWARDS

**Note: There is no provision of admission as per University ordinance after 30 June and as per the Hon'ble High Court decision, no admission will be given after the schedule. Students and parents to note it for strict compliance.**