

HANDBOOK OF INFORMATION



PROSPECTUS 2023-2024



**GOVT. ARYA DEGREE COLLEGE, NURPUR
DISTT. KANGRA HIMACHAL PRADESH - 176202**

**Affiliated to Himachal Pradesh University Shimla (H. P.)
& Sardar Patel University, Mandi (H. P.)**

(Recognized under section 2(f) and 12(B) of the UGC Act 1956)

Phone No.01893-220145, 221145 Website: <https://govtcollegenurpur.in>

Email-ID: -nurpurcollegeprincipal@gmail.com, gcnurpur-hp@nic.in

Online Admission link: - <https://admission.govtcollegenurpur.in>

**College building and its campus is always
under electronic surveillance (CCTV Cameras)**

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“Keep the College Campus Clean”.

“Smoking, Drinking and Drugs are strictly prohibited here”

“Say No to Plastic & Make College Campus free from Polythene Bags.”

HELP YOUR JUNIORS

RESPECT YOUR SENIORS

“No! LITTERRING and Let's CLEAN the College.”

PRINCIPAL's MESSAGE

Dear Students,

I feel immense pleasure while presenting this “Prospectus – cum – Handbook of information” of Govt. Arya Degree College, Nurpur for the session 2023-2024. I also wish to extend a warm welcome to all new as well as old students of this seat of learning named in the sacred memory of Swami Dayanand Saraswati, whose name stands among the greatest social and religious reformers of modern India.

This college was established as Arya college for girls in June, 1978 with a meager strength of only 20 girls and was then taken over by the Govt. of Himachal Pradesh

on 25th June, 2002 as a co-educational institution and named as Govt. Arya College, Nurpur. Over the years, since then, it has grown in infrastructure as well as academically. The college offers undergraduate courses in the faculties of Arts, Commerce, Science (Medical & Non-Medical) and B. Voc. (Retail Management and Hospitality & Tourism).

We have a competitive and dedicated team of faculty, which is valued for its academic expertise, professional competence, proactive approach and pedagogic initiatives. Our students have excelled in curricular as well as academic spheres. Our college strives to create an environment conducive to continuous academic, co-curricular activities and holistic development of students through social awareness programmes like: NSS, NCC, Red Ribbon Club, Road Safety Club, Rovers & Rangers, Eco - Club and Energy Club. Also, many sports activities are available in the college and our sportspersons have shown excellent results in sports like: Wrestling, Judo, Athletics and Boxing etc. Well-equipped laboratories as well as a computer lab offer requisite support to the students for academic excellence. In order to give a boost to our existing facilities and for the welfare of students, the Govt. of Himachal Pradesh has released enough funds under “RUSA” and “UTTKRISHT MAHAVIDYALAYA” schemes.

So, best of luck, as you associate with this institute, while we expect students to be disciplined and punctual, we assure you of our best and sincere efforts in shaping your future as a responsible citizen.

Jai Hind!

Dr. DINESH KUMAR SHARMA

ABOUT THE INSTITUTION

Govt. Arya Degree College, Nurpur, recognized under section **2(f) and 12(B) of the UGC Act 1956** is a constituent college of Himachal Pradesh University, Shimla established as Arya College for girls in June, 1978 with a meagre strength of 20 girls. The institution was started in the sacred memory of **Swami Dayanand Saraswati** whose name stands among the greatest social and religious reformers of modern India, who propounded that knowledge should be imparted without prejudice of caste, creed and sex and that the basic purpose of propagating real education is to inculcate love for Indian cultural ethics in consonance with the Vedic ideas of universal brotherhood.

The Arya College for girls was taken over by the Government of Himachal Pradesh on **25th June, 2002** as a co-educational institution and named as **Govt. Arya Degree College, Nurpur** with only Humanities. From the academic session 2009-10, Science (Medical & Non-Medical) and commerce classes were also started thereby fulfilling the long-standing demand and aspirations of the people of the area.

The University Grants Commission launched an employment-oriented scheme on Skill Development as a part of College/ University education. This vocational degree programme (**B. Voc.**) started in our college w.e.f. June 2017 with two courses having 40 seats each, one in **Retail Management** and other in **Hospitality & Tourism**.

Having made a mark on the educational horizon of the Himachal Pradesh University, our college strives to create an environment conducive to continuous academic, co-curricular activities and holistic development of students as well as staff members. For this purpose, consistent efforts are made by all stakeholders to foster, encourage and motivate ideas and put them into practice. College tries to inculcate all the values, enshrined in our constitution, value of liberty, equality, justice and brotherhood. We encourage a sense of tolerance for different cultures and opinions among our students.

With the purpose of consistently improving and innovating the teaching learning process and chasing our aim to make it more students centric, we emphasize on best practices and quality learning through hands-on experience, project works and research. Apart from nurturing the abundant talent in our students, the primary focus at all times is to impart knowledge to the next generation of our country. Students are encouraged to reflect upon interpreting meaningful social issues concerning the social milieu with a view to having better interaction with community and promoting involvement and participation through social awareness programmes like **National Service Scheme, Eco-Club, National Cadet Corps, Red Ribbon Club, The Bharat Scouts and Guides-Rovers and Rangers, Road Safety Club, Energy Club and Women Grievance Redressal Cell**.

The Faculty of Govt. Arya Degree College, Nurpur is valued for its **academic expertise, professional competence, proactive approach and pedagogic initiatives, and extending quality education to the students**. The faculty members also help them to develop constructive ideas, ethical and humanitarian values and a deep sense of responsibility towards society. During this session, several faculty members have been taking part in faculty development programmes, workshops and other academic activities that may keep them updated with the latest knowledge and information in their respective fields.

ADMISSION COMMITTEES FOR THE SESSION 2023-24

Candidates/ Parents/ Guardians must read all instructions given in the prospectus carefully and see the college website from time to time as the admission process will be in online mode this year and submit the application form complete in all respects on online website <https://admission.govtcollegenurpur.in>

1) B. Sc. (Life Sciences)

- i) Botany – Dr. Neera Rashmi
- ii) Zoology- Dr. Diljeet Singh

2) B. Sc. (Physical Sciences)

- i) Chemistry- Sh. Sanjay Kumar Jasrotia & Lt. Surjeet Kumar
- ii) Physics- Ms. Shashi Bala (B. Sc 2nd & 3rd) & Ms. Alka (B. Sc 1st)
- iii) Mathematics - Dr. Sohan Kumar (B. A. / B. Sc. 2nd & 3rd)
& Sh. Shiv Kumar (B. A. / B. Sc. 1st)
- iv) Computer Application (B.A. / B.Sc.) - Sh. Sanjay Kumar Jasrotia
& Lt. Surjeet Kumar

3) B. Com. (Bachelor of Commerce)

- i) Commerce- Dr. P. L. Bhatia & Ms. Pearl Bakshi (B. Com 1st)
- ii) Ms. Kiran Bala (B. Com 2nd & 3rd)

4) B. A. (Bachelor of Arts)

- i) English- Ms. Seema Ohri
- ii) Hindi- Dr. Anil Kumar
- iii) Sanskrit- Dr. Chanchal Sharma
- iv) Political Science- Ms. Reema Kumari
- v) History- Dr. Yajuvendra Giri
- vi) Geography- Ms. Madhu Bala
- vii) Sociology- Dr. Suresh Chaudhary
- viii) Economics- Ms. Pearl Bakshi
- ix) Music- Ms. Bharti Bhagsain
- x) Physical Education- Ms. Bharti Bhagsain

5) B. Voc. (Bachelor of Vocation)

- i) Retail Management- Sh. Ankush Mahajan & Sh. Kapil Shrama,
- ii) Hospitality & Tourism- Sh. Manoj Kumar & Sh. Vijender Singh

FUCULTY OF THE COLLEGE**PRINCIPAL: Vacant****(Dr. DINESH KUMAR SHARMA Officiating Principal)****TEACHING STAFF****FACULTY OF ARTS****Department of English**

1. Ms. Seema Ohri (Associate Prof.)
2. Ms Reema Kumari (Assistant Prof.)
3. Ms. Madhu Bala (PTA-GIA)

Department of Hindi

1. Dr. Anil Kumar (Assistant Prof.)

Department of Economics

1. Ms. Pearl Bakshi (Assistant Prof.)

Department of Music (Instrumental)

1. Ms. Bharti Bhagsain (Assistant Prof.)

Department of History

1. Dr. Yajuvendra Giri (Assistant Prof.)

Department of Political Science

1. Vacant
2. Vacant

Department of Computer Science

1. Vacant

Department of Physical Education

1. Ms. Monika (Local - PTA)

Department of Sanskrit

1. Dr. Chanchal Sharma (Assistant Prof.)

Department of Sociology

1. Dr. Suresh Chaudhary (Assistant Prof.)

Department of Geography

1. Vacant

FACULTY OF COMMERCE

1. Dr. Prem Lal Bhatia (Associate Prof.)

2. Ms. Kiran Bala (Assistant Prof.)

FACULTY OF SCIENCE**Department of Botany**

1. Dr. Neera Rashmi (Associate Prof.)
2. Vacant

Department of Physics

1. Dr. Dinesh Kumar Sharma (Associate Prof.)
2. Ms. Shashi Bala (Assistant Prof.)
3. Ms. Alka (Assistant Prof.)

Department of Computer Science

1. Vacant

Department of Chemistry

1. Sh. Sanjay Kumar Jasrotia (Associate Prof.)
2. Vacant.
3. Vacant

Department of Zoology

1. Dr. Diljeet Singh (Associate Prof.)

Department of Mathematics

1. Dr. Sohan Kumar (Assistant Prof.)
2. Lt. Surjeet Kumar (Assistant. Prof.)
3. Sh. Shiv Kumar (Assistant Prof.)

LIBRARY STAFF

- | | |
|--|-------------------------------|
| 1. Vacant (Librarian) | 3. Sh. Sumit Kumar |
| 2. Smt. Anjana Kumari (Assistant Lib.) | (Library Attendant Local-PTA) |

FACULTY OF BACHELOR OF VOCATION (B.VOC.)**FACULTY OF B.VOC. RETAIL MANAGEMENT (RM)****General Component**

- Dr. P.L Bhatia (Associate Professor)
- Sh. Sanjay Kumar Jasrotia,
(Associate Professor)
- Ms. Kiran Bala, (Assistant Professor)
- Sh. Abhishek Sharma, (Guest faculty)

Skill Component Faculty by Training Service Provider (TSP)

- Sh. Ankush Mahajan (Trainer)
- Sh. Kapil Sharma (Trainer)
- Sh. Anupam Sood (Trainer)
- Sh. Rakesh Singh (Lab Attendant)

FACULTY OF B.VOC. HOSPITALITY & TOURISM (H & T)**General Component**

- Sh. Sanjay Kumar Jasrotia
(Associate Professor)
- Ms. Arzoo Mahajan (Guest Faculty)
- Sh. Naresh (Guest Faculty)
- Ms. Poonam Mahajan (Guest faculty)

Skill Component Faculty by Training Service Provider (TSP)

- Sh. Vijender Singh (Trainer)
- Sh. Pankaj Jariyal (Trainer)
- Sh. Manoj Kumar (Trainer)
- Sh. Amit Kumar (Lab Attendant)

Supporting Staff by College

- Sh. Sarup Singh (Clerk)

Supporting Staff by Training Service Provider (TSP)

- Ms. Deepika Billoria (College Co-ordinator)

Administrative Staff

- Sh. Ravi Paul Sharma (Supdt. Grade – I)
- Sh. Sandeep Pathania (Supdt. Grade – II)
- Sh. Gaurav Kumar (JOA - IT)
- Sh. Sandeep Kumar (JOA - IT)
- Sh. Sarup Singh (Clerk-Local PTA)

Laboratory Staff

- Vacant (Senior Lecturer Assistant)
- Sh. Kamal Kishore (Junior Lecturer Assistant)
- Sh. Karam Chand (Junior Lecturer Assistant)
- Sh. Sham Singh (Lecturer Assistant)
- Ms. Mamta Rani (Lecturer Assistant)
- Sh. Sourav (Lecturer Assistant (Local-PTA))
- Ms. Shikha (Lecturer Asstt (Local- PTA))

OFFICE ASSISTING STAFF

- Sh. Joginder Pal (Peon-cum-Chowkidar)
- Ms. Balwant Kaur (Peon-cum-Chowkidar)
- Ms. Veena Kumari (Peon-cum-Chowkidar)
- Ms. Nikko Devi (Peon-cum-Chowkidar)
- Sh. Rajat Kumar (Peon-cum-Chowkidar)
- Vacant (Peon-cum-Chowkidar)
- Sh. Rajesh Kumar (Sweeper)

ADMINISTRATIVE COMMITTEES & CO-CURRICULAR ASSIGNMENTS**College Advisory Council:**

1. Dr. P. L. Bhatia (Convener)
2. Dr. Neera Rashmi
3. Sh. Sanjay Kumar Jasrotia
4. Ms. Seema Ohri
5. Dr. Diljeet Singh

Nodal Officer for AEBAS

Dr. P. L. Bhatia

College Bursar

1. Sh. Sanjay Kumar Jasrotia

Library Advisory Committee:

1. Dr. Neera Rashmi (Convener)
2. Ms. Seema Ohri
3. Dr. Anil Kumar
4. Dr. Chanchal Sharma
5. Ms. Alka
6. Ms. Anjana Kumari

Sports Advisory Council:

1. Dr. P. L. Bhatia (Convener)
2. Ms. Reema Kumari
3. Dr. Sohan Kumar
4. Ms. Bharti Bhagsain
5. Ms. Monika

Discipline Committee:

1. Prof. Sanjay Kumar Jasrotia (Convener)
2. Ms. Seema Ohri
3. Dr. Chanchal Sharma
4. Ms. Shashi Bala
5. Ms. Kiran Bala
6. Ms. Alka
7. Dr. Sohan Kumar
8. Dr. Yajuvendra Giri
9. Sh. Shiv Kumar
10. Dr. Suresh Chaudhary

Canteen Committee:

1. Dr. P.L Bhatia (Convener)
2. Sh. Sanjay Kumar Jasrotia
3. Ms. Seema Ohri
4. Ms. Kiran Bala
5. Ms. Alka

Campus Development / Maintenance / Cleanliness Committee:

1. Ms. Seema Ohri (Convener)
2. Ms. Shashi Bala
3. Dr. Sohan Kumar
4. Dr. Yajuvendra Giri
5. Ms. Madhu Bala
6. Sh. Sandeep Pathania (Supdt.Gr.- II)

Scholarship Committee:

1. Ms. Shashi Bala (Convener)
2. Ms. Kiran Bala
3. Ms. Alka
4. Dr. Suresh Chaudhary
5. Sh. Shiv Kumar

Electricity & Water Related Works Committee:

1. Dr. P.L Bhatia (Convener)
2. Sh. Sanjay Kumar Jasrotia
3. Ms. Kiran Bala
4. Ms. Reema
5. Sh. Sandeep Pathania (Supdt. Gr.- II)

College Purchase Committee:

1. Dr. P. L. Bhatia (Convener)
2. Ms. Seema Ohri
3. Dr. Anil Kumar
4. Ms. Alka
5. Dr. Sohan Kumar
6. Sh. Sandeep Pathania (Supdt. Gr.- II)

House Examination Committee:

1. Dr. Diljeet Singh (Convener)
2. Lt. Surjeet Kumar
3. Dr. Suresh Chaudhary
4. Sh. Shiv Kumar
5. Ms. Shikha
6. Sh. Sourav Singh
7. Sh. Sumit Singh

Prospectus Committee

1. Ms. Reema Kumari (Convener)
2. Lt. Surjeet Kumar
3. Ms. Pearl Bakshi

Women Grievances Redressal Cell:

1. Dr. Neera Rashmi (Convener)
2. Ms. Seema Ohri
3. Ms. Shashi Bala
4. Ms. Alka
5. Ms. Bharti Bhagsain
6. Ms. Pearl Bakshi

Student Grievances Redressal Committee:

1. Dr. P.L Bhatia (Chairperson)
2. Sh. Sanjay Kumar Jasrotia
3. Ms. Seema Ohri
4. Dr. Diljeet Singh
5. Ms. Alka
6. Dr. Sohan Kumar
7. CSCA President - Special Invitee

Note: This committee will act as per UGC (redressal of grievances of students) regulations 2023.

Career Counselling & Placement Cell:

1. Dr. Dinesh Kumar Sharma (Head)
2. Dr. P.L Bhatia (Deputy Head & Convener)
3. Sh. Sanjay Kumar Jasrotia (Member Secretary)
4. Ms. Seema Ohri - Member
5. Ms. Shashi Bala - Member
6. Ms. Kiran Bala – Member
7. Ms. Pearl Bakshi – Member
8. Dr. Yajuvendra Giri – Member
9. Sh. Ankush Mahajan – Member
10. Sh. Manoj Kumar – Member

(Note: CC & PC will work as per Govt. letter No. EDN-HE (28)G(3)-37/2020-RUSA, dated: 01/01/2022)

Campus Beatification Committee:

1. Sh. Sanjay Kumar Jasrotia (Convener)
2. Ms. Alka
3. Sh. Shiv Kumar
5. Ms. Pearl Bakshi
6. Ms Madhu Bala

Committee for RTI cases:

1. PIO: Dr. Dinesh Kumar Sharma (Principal)
2. APIO: Sh. Sandeep Pathania (Supdt. Gr - II)

UGC Affair/ IQAC/NAAC/SSR**Drafting Committee:**

1. Dr. P. L. Bhatia (Convener UGC/SSR)
2. Ms. Seema Ohri (Convener IQAC/NAAC)
3. Sh. Sanjay Kumar Jasrotia
4. Lt. Surjeet Kumar
5. Dr. Suresh Chaudhary
6. Ms. Pearl Bakshi
7. Sh. Ankush Mahajan

Committee for Cultural and Extra Co-curricular Activities (Rangoli / Painting / Collage / Debate / Declamation /Quiz/Solo Song & Dance/Group Songs & Group Dances)

1. Ms. Seema Ohri (Convener)
2. Dr. Anil Kumar
3. Dr. Chanchal Sharma
4. Ms. Kiran Bala
5. Ms. Reema
6. Ms. Bharti Bhagsain
7. Ms. Pearl Bakshi

RUSA / UTTKRISHT Mahavidyalaya Scheme Committee

1. Dr. P. L. Bhatia (Convener)
2. Sh. Sanjay Kumar Jasrotia
3. Ms. Shashi Bala
4. Dr. Sohan Kumar
5. Lt. Surjeet Kumar
6. Ms. Pearl Bakshi
7. Dr. Yajuvendra Giri
8. Sh. Sandeep Pathania (Supdt.-II)
9. Sh. Sarup Singh

B. Voc. Nodal Officer

1. Dr. P. L. Bhatia

Nodal Officer AISHE

1. Dr. Sohan Kumar

Nodal Officers (Gender Champions)

1. Dr. Anil Kumar
2. Ms. Alka

Time Table Committee:

1. Sh. Sanjay Kumar Jasrotia (Convener)
2. Ms. Kiran Bala
4. Sh. Surjeet Kumar
3. Ms. Pearl Bakshi

Identity Card Signing Committee

Concern Major Subject Teacher

Editors College Magazine

1. Prof. Seema Ohri – Chief Editor
2. Dr. P. L. Bhatia - B. Voc. Section
3. Dr. Diljeet Singh - Science Section
4. Ms. Reema Kumari – English Section
5. Dr. Anil Kumar - Hindi Section
6. Dr. Chanchal Sharma - Sanskrit Section
7. Ms. Pearl Bakshi – Planning Forum
8. Ms. Kiran Bala – Commerce Section

Committee for Attestation of Bus Passes:

1. Dr. P. L. Bhatia (Convener)
2. Ms. Shashi Bala (Science)
3. Ms. Kiran Bala (Commerce & B. Voc.)
4. Dr. Suresh Chaudhary (Arts)
5. Ms. Bharti Bhagsain (Arts)

IT cum College Website & Computer/Electronics Maintenance Committee

1. Lt. Surjeet Kumar (Convener)
2. Dr. Suresh Chaudhary
3. Sh. Shiv Kumar
4. Sh. Gaurav Sharma (JOA - IT)
5. Sh. Sarup Singh

SVEEP Co-ordinator

1. Dr. Yajuvendra Giri

National Service Scheme (NSS)

1. Dr. Sohan Kumar (Programme Officer)

National Cadet Corps (NCC)

1. Lt. Surjeet Kumar (ANO)

Road Safety Club

1. Dr. Diljeet Singh (Convener)
2. Ms. Reema Kumari
3. Dr. Yajuvindra Giri
4. Sh. Shiv Kumar
5. Dr. Suresh Chaudhary

Anti Ragging Committee:

1. Dr. Dinesh Kumar Sharma
2. Dr. P.L Bhatia
3. Dr. Neera Rashmi
4. Ms. Seema Ohri
5. Dr. Diljeet Singh
6. Dr. Anil Kumar
7. Ms. Alka
8. Dr. Suresh Chaudhary
9. CSCA President

Rovers & Rangers

1. Ms. Kiran Bala (In-charge-Ranger)
2. Dr. Yajuvendra Giri (In-charge-Rovers)

Red Ribbon Club

1. Dr. Diljeet Singh
2. Ms. Kiran Bala

Eco - Club

1. Dr. Neera Rashmi
2. Ms. Pearl Bakshi

Smart Class Room / Wi-Fi Maintenance Committee

1. **Room No. 101** – Dr. Sohan Kumar & Sh. Surjeet Kumar
2. **Room No. 102** – Ms. Bharti Bhagsain & Dr. Suresh Chaudhary
3. **Room No. 103** – Sh. Sanjay Kumar Jasrotia & Sh. Shiv Kumar
4. **Room No. 104** - Ms. Shashi Bala & Ms. Alka
5. **Room No. Com – 01** - Dr. P.L. Bhatia & Ms. Kiran Bala
6. **Room No. Com – 02** - Ms. Pearl Bakshi & Dr. Yajuvendra Giri
7. **Room No. 02** – Dr. Anil Kumar & Ms. Reema Kumari
8. **Room No. 07** - Sh. Ankush Mahajan & Sh. Manoj Kumar
9. **College Library** - Ms. Seema Ohri & Ms. Anjana Kumari

Note: - In addition to above assignment all the concerned teachers / in-charges of different Labs will ensure its maintenance and availability of internet connection

Language Lab. Committee

1. Ms. Seema Ohri
2. Dr. Anil Kumar
3. Dr. Chanchal Sharma

College Health Centre & First Aid Committee

1. Dr. Neera Rashmi
2. Dr. Suresh Chaudhary
3. Ms. Pearl Bakshi

Energy Club

Ms. Alka – Convener/Co-ordinator

Press & Publicity Committee:

1. Sh. Sanjay Kumar Jasrotia (Convener)
2. Dr. Anil Kumar
3. Ms. Reema Kumari

PTA Secretary

1. Dr. Anil Kumar

Anti-Ragging Squad:

1. Ms. Shashi Bala
2. Ms. Kiran Bala
3. Dr. Sohan Kumar
4. Sh. Surjeet Kumar
5. Ms. Bharti Bhagsain
6. Ms. Monika
7. Sh. Sandeep Pathania (Supdt. Gr. II)
8. Sh. Sham Singh (L. A)
9. Ms. Mamta Rani (L .A.)

Disaster Management Committee

1. Ms. Alka
2. Ms. Bharti Bhagsain
3. Dr. Yajuvindra Giri

Hygiene (Water & Sanitation) Committee

1. Ms. Reema Kumari (Convener)
2. Ms. Alka
3. Dr. Yajuvendra Giri
4. Sh. Rajesh Kumar
5. Ms. Anu

Internal Committee Under Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal Act, 2013).

1. Dr. Neera Rashmi (Convener)
2. Sh. Sanjay Kumar Jasrotia (Members)
3. Ms. Seema Ohri (Members)
4. Ms. Alka (Members)
5. Lt. Surjeet Kumar (Members)
6. Sh. Kuldeep Singh (PTA President) Members

Research Centre

1. Ms. Pearl Bakshi – In-Charge/Co-ordinator

Committee For Implementation of Actionable Points of N. E. P. 2020.**1. NAAC Accreditation**

- i. Ms. Seema Ohri
- ii. Dr. Suresh Chaudhary

2. Alumni Association

- i. Sh. Sanjay Kumar Jasrotia
- ii. Dr. Sohan kumar

3. Internship / Apprenticeship Embedded- Degree Programme and Industry – Institute Linkage

- i. Dr. P. L. Bhatia
- ii. Sh. Ankush Mahajan
- iii. Sh. Manoj Kumar

4. Enrolment on SWAYAM Portal and Academic Bank of Credit.

- i. Ms. Reema Kumari
- ii. Sh. Shiv Kumar

5. Ranking Excellence (NIRF)

- i. Ms. Shashi Bala
- ii. Ms. Alka

6. National Fund for Control of Drug Abuse (NFCDA)

- i. Dr. Diljeet Singh
- ii. Dr. Yajuvindra Giri

Committee For online submission of Anti – Ragging undertaking / Affidavit by the Students

- i. Lt. Surjeet Kumar
- ii. Ms. Pearl Bakshi

Ragging Free Campus**WARNING – Ragging is a Crime**

PROCEDURE FOR ONLINE ADMISSION

- All candidates are advised to fill their online admission form on their own mobile phone/laptop, or at the “Lokmitra Kendra / Cyber Cafe”.

Admission link will be <http://admission.govtcollegenurpur.in>

All the candidates are directed to first register for admission with their **personal mobile number, and email address, as all the future communication will be done by the admission committees using these mobile number and email address only.**

- Candidate must save the “**Username and Password**” generated during registration process with them and complete the admission process by filling the online application form using their own user’s name and password from “**Login to Apply**” button.

- Candidate needs to fill the online admission form using his/her own credentials, after that only his/her candidature will be considered for admission. Registration alone does not make any candidate eligible for admission. **At the time of registration, Rs. 50/- will be charged for college admission registration on college online admission portal (for 1st-year students only).** After registration students have to submit duly filled online application form with all desired documents.

4. Photostat copies

Photostat copies of documents are not accepted. If admission committee found any uploaded Photostat copy at the time of form verification, then their admission form will be rejected, and candidates needs to rectify the rejected form from his / her account, and resubmit it again.

- At the time of form verification admission committee holds all the rights to reject any uploaded documents, if documents are not uploaded in the prescribed format mentioned in the instructions provided at the time of documents upload. **Then student will be communicated by the committee through “SMS and E-mail” in their registered mobile number and email address to do the needful changes.**

- Candidate then needs to make the corrections by **Logging in their account using their user’s name and password and resubmit the form again and wait for final approval which will be intimated through SMS and Email.**

- After final approval from admission committee and date will be informed by the respective admission committee through SMS and Email in their registered mobile number and e –mail address to pay the admission fee through online mode.

- Candidate needs to pay the fee online to complete the admission process by logging in to their account using his/her own username and password.**

9. In case of any query related to online admission, candidate can contact any of the following (Name & Mobile Number): -

Office Staff:

1. Sh. Gaurav Sharma (JOA – IT): - 7018443541 2. Sh. Sarup Kumar: - 9418577510

Teaching Staff

For Commerce stream & B. Voc.

1. Dr. P. L. Bhatia, (Associate Professor) :- 86290-18160
2. Ms. Kiran Bala (Assistant Professor) :- 98166-72113

For Science Stream.

1. Sh. Sanjay Kumar Jasrotia (Associate Professor) :- 94180-51999
2. Ms. Alka (Assistant Professor) :- 94180-54206
3. Lt. Surjeet Kumar (Assistant Professor) :- 94183-16365

For Arts Stream

1. Ms. Seema Ohri, (Associate Professor) :- 94180-14614
2. Dr. Anil Kumar (Assistant Professor) :- 94184-85137
3. Dr. Yajuvendra Giri (Assistant Professor) :- 81262-26666

RULES FOR ADMISSION

- Candidates/ Parents/ Guardians must read all instructions given in the prospectus carefully and submit application form complete in all respects on online website <https://admission.govtcollegenurpur.in> after reading General Instructions for Students for instruction below.
- Admission will be strictly on fulfillment of eligibility criteria.
- Any gap in the academic career of applicant must be supported by an undertaking/ Affidavit by the candidate.
- Rules for admission are subject to change as per HPU / SPU notification from time to time.
- A candidate having compartment in 10+2 in any subject is not eligible for seeking admission in B. A. /B. Com. / B. Sc. 1st year.
- Admission of a student is liable to cancellation if he/she furnishes incomplete/false information in case of concealment of facts. Disciplinary action will be taken against such candidates.
- Girl students seeking admission in any class must upload the original copy of HP Bonafide Certificate for fee-concession.
- Principal reserves the right to disallow or cancel any admission.
- Student seeking exemption from fee and funds for differently abled “divyang” must attach an attested copy of 40% disability certificate.
- Students who have been expelled or rusticated from any institution will not be eligible for admission.
- Student from National Open School will be eligible only if they are passed in all five subjects including English.
- All admissions are provisional and subject to final approval by HPU /SPU.
- A student can migrate from one college to another in accordance with the rules laid by university.
- Any gap in the academic career of an applicant must be supported by an Affidavit and an undertaking.

IMPORTANT DOCUMENTS TO BE UPLOADED FOR ADMISSION:**In B. A. / B. Com. / B. Sc. / B. Voc. 1st / 2nd / 3rd Year or 1st / 3rd / 5th Semester.**

1. Original Matriculation Examination/Date of Birth Certificate.
2. Original Detailed Marks Card of the 10+2 or equivalent examination.
3. Original photograph of the candidate.
4. Original Character certificate from the institution last attended for regular students without any Gap in studies (if required).
5. Original Character certificate (not older than 6 months) from the 1st class Magistrate/Pradhan Gram Panchayat for privately 10+2 or equivalent passed candidates (if required).
6. SC/ST/ OBC/ EWS certificate issued by 1st class Magistrate (if eligible).
7. Original Migration Certificate (in case of examination passed from other Board/University other than H.P. Board).
8. Undertaking/ Affidavit by the candidate for Gap in the academic career.

ELIGIBILITY CONDITION FOR ADMISSION (For B. A. / B. Com. / B. Sc. 1st year)

Age Limit: An applicant must **not be more than 23 years (25 years for girls)** of age as on **1st July of the year 2023** i.e. must not have born earlier to **01-07-2000 (01-07-1998 for girls)**. Only the Vice-Chancellor shall have the power of granting age relaxation up to a maximum of 6 months. For SC / ST students however the age limit will be raised by 3 years.

Minimum Pass Percentage for admission in different faculties is given as: -

i. B. A. 1st year (Bachelor of Arts)

A student seeking admission to B.A. 1st year with Mathematics as one of the subjects of study should have either 45% marks in aggregate or 45% marks in Mathematics at 10+2 level.

ii. B. Com. 1st year (Bachelor of Commerce)

- a) 40% for those who has passed examination under Commerce group at 10+2 level.
- b) 45% for others.
- c) For admission to B.Com. 1st year the candidate must have passed Maths / Economics as compulsory subjects with 45% marks at his / her 10+2 level. There is relaxation of 5% marks for SC/ST students for admission to Commerce faculty.

iii. B. Sc. 1st year (Bachelor of Science) - 45%

Candidate must have Physics, Chemistry & Biology / Mathematics as compulsory subject at 10+2 level. There is relaxation of 5% marks for SC/ST students for admission to science faculty.

- ❖ **Students who are placed under compartment at 10+2 level are not eligible to seek admission in B.A. / B.Com. / B.Sc. 1st year / B. Voc.**
- ❖ **A CANDIDATE WHO HAS PASSED 10+2 EXAMINATION IN FOUR COMPULSORY SUBJECTS (including English) FROM ANY UNIVERSITY/ BOARD RECOGNISED BY LAW CAN SEEK ADMISSION.**
- ❖ **STUDENTS WHO ARE PLACED UNDER COMPARTMENT IN ANY EXAMINATION OF ANOTHER BOARD / UNIVERSITY SHALL NOT APPLY EVEN FOR PROVISIONAL ADMISSION TO THE NEXT HIGHER CLASS IN THIS COLLEGE.**

Note: - Rules regarding eligibility conditions for admission to B.A./B.Com./B.Sc.1st year are subject to change as per the directions of H. P. Govt. / H.P.U. Shimla/ S. P. U. Mandi.

“College is smoke-free campus”

RULES FOR REFUSAL OF ADMISSION/ RE-ADMISSION

1. Not with standing eligibility for admission, the Principal may refuse admission in any of the following cases:
 - i) If the conduct of the student has been found unsatisfactory during the previous session.
 - ii. On the ground of inadequate capacity in a particular class.
 - iii. On the ground of indiscipline, misbehavior, misconduct, ragging including unruly riotous acts.
2. Students found indulging in ragging shall summarily be expelled from the college.
3. **Name of a student who remains absent continuously for a period of ten days without any sanctioned leave shall be struck off from the college rolls.**
4. **A student whose name has been struck off twice shall not be re-admitted in the session.**
5. In case the name of the candidate is struck off because of continuous absence of 10 days or any indiscipline, the re-admission is permissible **within one week** subject to the satisfaction of concerned teachers / discipline committee with a re-admission fee of Rs.100/-failing which his / her name will **stands truck off permanently**.
6. In case of the name of candidate is struck off again because of any reason mentioned above there – admission is permissible within one week on payment of Rs.200/- as second re-admission **fee in the presence of the parents only; failing which after 7 days his / her name will** permanently be struck off the college Roll sand not be granted re-admission at all.

FEES & FUNDS FOR THE SESSION 2023-24**Instructions for Payments of Fees & Funds: -**

1. a) Every student must pay his / her dues on the dates notified from time to time.
 - b) Failure to pay dues on due date will entail a fine of Re.1/-per day.
 - c) In case of non-payment of dues in advance, the name of the student will be struck off the rolls at the end of that month.
 - d) The fine will be collected at the time of verification of roll numbers.
2. **The following categories of students are exempted from the payment of Tuition fee: - (Subject to production of bonafide certificate of H.P. State).**
 - i) Wards of Kargil Martyrs.
 - ii) All Girls who are bonafide residents of H.P.
 - iii) Physically handicapped students with more than 40% disability.
3. a) Migration fee: Rs 50/-
 - b) Contribution towards PTA fund: Rs. 50/- per month per student (at the time of admission)
4. Fees / Funds are to be paid without late fee/fine on the date fixed for each class notified from time to time. Late fee / fine will be charged for payment after due date for a particular period / time fixed by the Principal. Thereafter, the name of the defaulters will be struck off the college rolls.
5. The library security of a student shall lapse if a student does not apply for refund by 10th May of the next year.
6. Fee / Fine / other dues once paid shall not be refunded except in exceptional cases which is permissible as per rules.

FEES, FUNDS & FINE**A. University dues (Annual Charges)**

Registration Fee = Rs. 200/- H.P. Board / Rs.400/- other than H.P. Board	University Development Fund = Rs.250/- (Rs.100/-for IRDP / BPL)
Univ. Sports Fee = Rs.15/-	Holiday Home Fee = Rs. 01/-
Youth welfare fund = Rs. 15/-	Continuation Fee = Rs.10/- (other than 1 st year)

B. Government dues.

Admission Fee Rs.25/-	Tuition Fee = Rs.50 /- PM (non-Bonafide girls)
Re-admission Fee (1 st Time) = Rs.100/-	Re-admission Fee (2 nd Time) = Rs.200/-

C. College Annual Charges

Cultural Activity Fund = Rs. 20/-	Campus Dev. & Beautification Fund = Rs. 10/-
House Examination = Rs. 80/-	Student Welfare & Aid Fund = Rs. 02/-
College Magazine = Rs. 50/-	Books Replacement Fund = Rs. 25/-
Health Fund = Rs. 06/-	Furniture repair & replacement Fund = Rs. 10/-
NCC Fund = Rs.10/-	Library Security (refundable) = Rs. 100/-
Identity Card = Rs. 10/-	Computer and Internet Facility = Rs.20/-
PTA Fund = Rs. 50 /- Per Month	

D. Monthly Charges

Building Fund = Rs.10/-	Practical (Physics, Chemistry, Zoology & Botany) = Rs. 20/-
Amalgamated Fund = Rs. 25/-	Practical (Computer Application, Commerce) = Rs. 15/-
Rover & Ranger = Rs. 05/-	Comp. Practical (Comm. & Maths Students) = Rs. 15/-
Sports Fund = Rs. 20/-	Practical (Geography/Music) = Rs. 15/-

E. FINE

Absence fine (per period) = Rs. 01/-

Absence fine (per practical) = Rs. 03/-

Late Payment of Dues = Rs. 01/- Per day for a period of 10 days after the due date thereafter the name will be struck off.

Delay in returning Sports articles / Library books Rs. 01/-Per day per article / per book

Absence in Tutorial group/class tests Rs.2/-Per tutorial group /class test.

Absence from House Examination Rs.30/-Per Paper

Note: -

- Rs.600/- extra for non - Himachali Bonafide girls.
- Specially abled students "Divyang" with more than 40% disability** will not be charged any fees & funds as per letter No. EDN-H (8) B (15) – HPU - 15/2013 dated 1st Feb, 2020.
- With reference to letter of the HPU Shimla RME section dated 28th November 2019 the registration fee will be submitted online by the candidate in University RME portal at the time of registration.
- Students of Geography, Music, Physical Education, and Mathematics/Commerce (practical) will have to pay their Practical fee of Rs. 180 per subject per year in addition to the above-mentioned fee and dues.
- Fee and funds are subject to revision from time to time by the Govt. of HP/HPU Shimla/SPU Mandi. As such, fees and Funds applicable at the time of admission/subsequently will be charged.
- Bonafide Himachali Girls are exempted from tuition fee as per EDN H(8)3(7)1/76 dt. 29-06-2007.

Apart from the above the following fee / fund will be charged as Skill Component.

- B. Voc. Skill Component Practical – I = Rs. 20/- per month.
- B. Voc. Skill Component Practical – II = Rs. 20/- per month.
- Late fees = Rs. 10/- per day
- Assessment-cum-Certificate fees charged by sector skill = Rs. 1200/-
- Fees structure can be revised as per the government, University / B. Voc. directions

THE FEE WILL BE SUBMITTED THROUGH ONLINE MODE ONLY.

Stream	1 st Year		2 nd Year		3 rd Year	
	Boys	Girls	Boys	Girls	Boys	Girls
B. A.	2569/-	1969/-	2229/-	1629/-	2229/-	1629/-
B. Com.	2749/-	2149/-	2769/-	2169/-	2229/-	1629/-
B. Sc. (N. M.)	3049/-	2449/-	2709/-	2109/-	2709/-	2109/-
B. Sc. (Med.)	3289/-	2689/-	2949/-	2349/-	2949/-	2349/-
B. Sc. (Phy. Sci.)	2989/-	2389/-	2649/-	2049/-	2649/-	2049/-

B. Voc.	1 st Sem.	3 rd /5 th Sem.	2 nd Sem.	4 th /6 th Sem.	NOTE: Rs. 300/- extra for all Non-Himachali Bonafide girls
Boys	3207/-	2867/-	1950/-	1150/-	
Girls	2907/-	2567/-	1650/-	850/-	

Subject Combination For B. A. / B. Com. / B. Sc. 1st Year

Subject (DSC)	Elective-(DSC-I)	Elective - 2 (DSC-II)
English	English	Pol. Sc. / Geography / Music
Hindi	Hindi	Sociology / Pol. Sc. / Music
Sanskrit	Sanskrit	History / Eco / Sociology
Pol. Science	Pol. Science	Hindi / Eco / English / Phy. Education
History	History	Sanskrit / Pol. Science / English
Sociology	Sociology	Geography / Pol. Science / Hindi/ Sanskrit
Geography	Geography	English / Sociology / Economics
Economics	Economics	Sanskrit / Geography / English
Mathematics (Arts)	Mathematics (Arts)	Sanskrit / Economics
Physical Education	Physical Education	Pol. Science / Sanskrit / Sociology
Music (Instrumental)	Music (Instrumental)	History / Sanskrit / Hindi

Commerce Discipline Specific Core	Elective – 1 DSC-I	Elective - 2 DSC-II
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Subject DSC	Elective 1 DSC-I	Elective 2 DSC-II	Elective3 DSC-III
Botany	Botany	Zoology	Chemistry
Zoology	Zoology	Botany	Chemistry
Chemistry	Chemistry	Physics	Mathematics
Physics	Physics	Chemistry	Mathematics
Mathematics	Mathematics	Physics	Chemistry
Computer Science	Computer Science	Physics	Mathematics

Note: - Any changes in Syllabus / Compulsory subjects as notified by the University / Govt. of H.P. will be conveyed later on.

CHOICE BASED CREDIT SYSTEM (CBCS)

Pursuing the aim to enhance and give a boost to enrolment in Higher Education, University Grant Commission has proposed **Rashtriya Uchch Shiksha Abhiyan (RUSA)**. Under this programme, the CBCS has been introduced with a vision to enhance the quality of education. The new UGC CBCS system has been approved and adopted by the Department of Higher Education and H.P.U Shimla since session 2016-17 and the admission for the session 2023-24 will also be in accordance with the new system and list of Undergraduate Programmes to be covered under CBCS as per the U.G.C. Template.

BACHELOR COURSES UNDER CBCS:

1. **B. Sc. Life Sciences: (Botany, Zoology)**
2. **B. Sc. Physical Sciences: (Physics, Mathematics and Chemistry)**
3. **B. A. (Bachelor of Arts)**
4. **B. Com. (Bachelor of Commerce)**

OUTLINE OF CHOICE-BASED CREDIT SYSTEM:

1. **Core Course:** 4 Discipline Specific Core Courses (DSC) (2 per subject) and 2 Courses of English and Hindi in B.A./B. Com). The papers under this category are going to be taught uniformly across all universities with 30% deviation proposed in the draft. The purpose of fixing core papers is to ensure that all the institutions follow a minimum common curriculum so that each institution/university adheres to common minimum standard. Also, the course designed for papers under this category aims to cover the basics that a student is expected to imbibe in that particular discipline. A course, which should compulsorily be studied by a candidate as a core requirement is termed as a 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 or which provides an extended scope or which enables an exposure to some other discipline/subject/domain or nurtures the candidate's proficiency/skill is called an Elective Course.

2.1 **Discipline Specific Elective (DSE) Course:** (2 each for regular courses): Elective courses offered under the main discipline/subject of study are referred to as Discipline Specific Elective. The list provided under this category are suggestive in nature and each University has complete freedom to suggest their own papers under this category based on their expertise, specialization, requirements, scope, and need. The University/Institute may also offer discipline-related Elective courses of interdisciplinary nature (to be offered by the main discipline/subject of study).

2.2 **Generic Elective (GE) Course:** (2 each 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. The purpose of this category of papers is to offer the students the option to explore disciplines of interest beyond the choices they make in Core and Discipline Specific Elective papers. The list provided under this category are suggestive in nature and each University has complete freedom to suggest their own papers under this category based on their expertise, specialization, requirements, scope and need.

P.S.: A core course offered in a discipline/subject may be treated as an elective by other discipline/subject and vice versa and such electives may also be referred to as Generic Elective.

3. **Ability Enhancement Courses (AEC):** The Ability Enhancement (AE) Courses may be of two kinds: **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/Hindi/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.**

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

3.2 Skill Enhancement Courses (SEC): (4 for regular courses): These courses may be chosen from a pool of courses designed to provide value-based and/or skill-based knowledge and should contain both theory and lab/hands-on/training/fieldwork. The main purpose of these courses is to provide students with life-skills in the hands-on mode so as to increase their employability. The list provided under this category is suggestive in nature and each University has complete freedom to suggest their own papers under this category based on their expertise, specialization, requirements, scope, and need.

3.3 Practical/tutorials: - (One each with every core and discipline/generic specific elective paper): The list of practical provided is suggestive in nature and each university has the freedom to add/subtract/edit practical from the list depending on their faculty and infrastructure available. However, the addition will be of a similar nature.

CREDIT SCHEME

1. An Undergraduate degree in Humanities/ Social Sciences/ Commerce may be awarded if a student completes 4 core courses each in two disciplines of choice, 2 core courses each in English and Hindi/MIL, respectively, 2 Ability Enhancement Compulsory Courses (AECC), minimum 4 Skill Enhancement Courses (SEC), 2 courses each from a list of Discipline Specific Elective courses based on the two disciplines of choice selected above, respectively, and two courses from the list of Generic Electives courses.
2. An undergraduate degree in science disciplines may be awarded if a student completes 4 core courses each in three disciplines of choice, 2 Ability Enhancement Compulsory Courses (AECC), minimum of 4 Skill Enhancement Courses (SEC), and 2 courses each from a list of Discipline Specific Elective courses based on three disciplines of choice selected above, respectively.
3. For the purpose of computation of work-load the following mechanism may be adopted:
 - i) 1 Credit = 1 Theory period of one-hour duration per week
 - ii) 1 Credit = 1 Tutorial period of one-hour duration per week
 - iii) 1 Credit = 1 Practical period of two-hour duration per week

Outline of Subjects with credits of B.A. / B.Com. & B.Sc. (1st & 2nd Year & 3rd Year)

B.A. / B.Com. – 1 st Year			B. Sc. – 1 st Year		
Course	Course Type	Credits	Course	Course Type	Credits
DSC-1A	Core Course	6	DSC-1A	Core Course	6
DSC-2A	Core Course	6	DSC-2A	Core Course	6
English-1	Compulsory	6	DSC-3A	Core Course	6
Env. Science	AECC-1	4	Env. Science	AECC-1	4
DSC-1B	Core Course	6	DSC-1B	Core Course	6
DSC-2B	Core Course	6	DSC-2B	Core Course	6
Hindi-1	Compulsory	6	DSC-3B	Core Course	6
English	AECC-2	4	English	AECC-2	4
TOTAL		44	TOTAL		44

B. A. / B. Com. – 2 nd Year			B. Sc. – 2 nd Year		
Course	Course Type	Credits	Course	Course Type	Credits
DSC-1C	Core Course	6	DSC-1C	Core Course	6
DSC-2C	Core Course	6	DSC-2C	Core Course	6
Hindi-2	Compulsory	6	DSC-3V	Core Course	6
SEC-1	SEC-1	4	SEC-1	SEC-1	4
DSC-1D	Core Course	6	DSC-1D	Core Course	6
DSC-2D	Core Course	6	DSC-2D	Core Course	6
English-2	Compulsory	6	DSC-3D	Core Course	6
SEC – 2	SEC – 2	4	SEC- 2	SEC- 2	4
TOTAL		44	TOTAL		44

B. A. / B. Com. – 3 rd Year			B. Sc. – 3 rd Year		
DSE-1A	Elective Course	6	DSE-1A	Elective Course	6
DSE-2A	Elective Course	6	DSE-2A	Elective Course	6
SEC-3	SEC-3		DSE-3A	Elective Course	6
GE – 1	GE-1	4	SEC-3	SEC-3	4
DSE-1B	Elective Course	6	DSE-1B	Elective Course	6
DSE-2B	Elective Course	6	DSE-2B	Elective Course	6
SEC-4	SEC-4	6	DSE-3B	Elective Course	6
GE – 2	GE-2	4	SEC-4	SEC-4	4
TOTAL		44	TOTAL		44

TEMPLATE OF CHOICE BASED CREDIT SYSTEM IN B. Sc.

	<u>Core Courses</u>	<u>Ability Skill compulsory courses (AECC) (2)</u>	<u>Discipline Course (SEC) (2) DSE (6)</u>
1st Year	DSC- 1 A DSC- 1 B DSC- 2 A DSC- 2 B DSC- 3 A DSC-3 B	(English/Hindi/MIL Communication) / Environmental Science Environmental Science /(English/Hindi/MIL Communication)	
2nd Year	DSC- 1 C DSC- 1 D DSC- 2 C DSC- 2 D DSC- 3 C DSC- 3 D		SEC-1 SEC-2
3rd Year			DSE-1 A SEC-3 DSE-2 A DSE-3 A DSE-1 B SEC-4 DSE-2 B DSE-3 B

Details of Credit Scheme for B. A. / B. Com. Course*Credits

Theory+ Practical/Tutorial

**I. Core Course (6 Credits)
(12 Courses)****12X4= 48**

Two courses – English

Two courses – Hindi/MIL

Four courses – Discipline 1. Four courses – Discipline 2.

**Core Course Practical / Tutorial* 12X2=24
(12 Practical)****II. Elective Course (6 Credits)
(6 Courses)****6x4=24**

Two courses- Discipline 1 specific

Two courses- Discipline 2 specific

Two courses- Interdisciplinary (GE)

Two courses from each discipline of choice and
two courses of interdisciplinary nature.**Elective Course Practical / Tutorials* 6 X 2=12
(6 Practical/ Tutorials*)**

Two courses- Discipline 1 specific

Two courses- Discipline 2 specific

Two courses- Generic (Inter-disciplinary) Two courses from each
discipline of choice including courses of interdisciplinary nature.**III. Ability Enhancement Courses****1. Ability Enhancement Compulsory Courses (AECC)
(2 Courses of 4 credits each)****2 X 4 = 8****Environmental Science****English/Hindi/MIL Communication****2. Skill Enhancement Courses (SEC) 4 X 4 = 16
(4 Courses of 4 credits each)****Total credit= 132*****Wherever there is a practical there will be no tutorial and vice-versa.****DON'T BE A MUTE SPECTATOR****TO RAGGING.****REPORT RAGGING****INCIDENTS IMMEDIATELY.****ARE YOU BEING RAGGED?****Immediately call UGC Anti-Ragging Helpline****1800-180-5522 (24X7 Toll Free)****Or send an e-mail to helpline@antiragging.in**

TEMPLATE OF CHOICE-BASED CREDIT SYSTEM IN B. A. / B. Com.

	<u>Core Courses</u> <u>(12)</u>	<u>Ability</u> <u>Enhancement</u> <u>compulsory courses</u> <u>(AECC) (2)</u>	<u>Skill Enhancement</u> <u>Course (SEC) (2)</u>	<u>Discipline</u> <u>Specific</u> <u>Elective</u> <u>DSE (4)</u>	<u>Generic</u> <u>Elective</u> <u>GE (2)</u>
1st Year	English-I Hindi/Sanskrit-I DSC-1 A DSC-1 B DSC-2 A DSC-2 B	Environmental Science English/MIL Communication			
2nd Year	English/Hindi/ MIL-2 DSC- 1 C DSC- 1 D DSC- 2 C DSC- 2 D Hindi/MIL/ English-2		SEC-1 SEC-2		
3rd Year			SEC-3 SEC-4	DSE-1 A DSE-2 A DSE-1B DSE-2 B	GE-1 GE-2

SUBJECT COMBINATIONS FOR B.A. 1st Year.

Each student will have to opt for the following eight courses in B.A. / B.Com. 1st Year:

1. Core Course: English & Hindi
2. Discipline-Specific Core Course – 1 (DSC-1A & DSC-1B)
3. Discipline-Specific Core Course – 2 (DSC-2A & DSC-2B)
4. Ability Enhancement Compulsory Course (AECC) : English /MIL (Communication) and Environmental Science

The candidate may choose a combination of two subjects (DSC-1 and DSC-2) from the list of subject combinations. ***Students are advised to choose subject combinations carefully. There will be no change in the subject combination once admission is granted to the student in that particular subject combination.***

Important Instructions

A candidate shall be required to fulfill the following conditions to appear in the annual examinations: -

- (i) 75% attendance in theory and practical.
- (ii) 75% attendance in lectures and seminars.
- (iii) 100% submission of assignments.

It shall also be mandatory to participate in the activities of subject societies.

LIST OF COURSES FACULTY OF SCIENCE

Semester	Subject	Course Type	Course Title	Course Code
B. Sc. 1st Year	Chemistry	DSC	Atomic Structure, Bonding, General Organic Chemistry & Hydrocarbons	CHEM101TH
			States of Matter, chemical kinetics & Functional organic chemistry	CHEM102TH
	Mathematics	DSC	Differential Calculus	MATH101TH
			Differential Equations	MATH102TH
	Physics	DSC	Mechanics	PHYS101
			Electricity and Magnetism	PHYS102
	Zoology	DSC	Animal Diversity	ZOOL101
			Comparative Anatomy & Developmental Biology of Vertebrates	ZOOL102
	Botany	DSC	Biodiversity	BOTA101
			Plant Ecology & Taxonomy	BOTA102
	Computer Science	DSC	Problem Solving using Computer	COMP101TH
			Office Automation Tools	COMP102TH
B. Sc. 2nd Year	Chemistry	DSC	Solutions, Phase Equilibrium, Conductance, Electrochemistry & Organic Chemistry	CHEM201TH
			Chemistry of main group element, chemical Energetics, and Equilibria	CHEM202TH
		SEC	Basic Analytical Chemistry	CHEM203
			Fuel Chemistry & Chemistry of Cosmetics and Perfumes	CHEM204
	Mathematics	DSC	Real Analysis	MATH201TH
			Algebra	MATH202TH
		SEC	Integral Calculus	MATH309TH
			Vector Calculus	MATH310TH
	Zoology	DSC	Physiology & Biochemistry	ZOOL201
			Genetics & Evolutionary Biology	ZOOL202
		SEC	Medical Diagnostics	ZOOL203
			Apiculture	ZOOL204
	Botany	DSC	Plant Anatomy & Embryology	BOTA201
			Plant Physiology & Metabolism	BOTA202
		SEC	Biofertilizers	BOTA203
			Gardening & Floriculture	BOTA204
	Physics	DSC	Statistical Thermal Physics	PHYS201
			Waves and Optics	PHYS202
		SEC	Computational Physics	PHYS204
			Electrical Circuits and Network Skills	PHYS205
Computer Science	DSC	Computer System Architecture	COMP201TH	
		Database Management System	COMP202TH	
	SEC	PHP Programming	COMP203TH	
		Computer Networks	COMP204TH	

B. Sc. 3rd Year	Botany	DSE	Economic Botany & Biotechnology	BOTA-301	
			Cell and Molecular Biology	BOTA-303	
		SEC	Medicinal Botany and Ethnobotany	BOTA-306	
			Mushroom Cultivation Technology	BOTA307	
	Chemistry	DSE	Polynuclear Hydrocarbons, Dyes, Heterocyclic compounds, Spectroscopy (UV, IR, NMR)	CHEM301	
			Polymer Chemistry	CHEM305	
		SEC	Chemical Technology & Society & Business skills for Chemistry	CHEM307	
			Pesticide Chemistry & Pharmaceutical Chemistry	CHEM308	
		Mathematics	DSE	Matrices	MATH301TH
				Numerical Method	MATH304TH
	SEC		Probability And Statistics	MATH313TH	
			Transportation And Game Theory	MATH317TH	
GE	Portfolio optimization		MATH319TH		
	Queuing and reliability theory		MATH320TH		
	Descriptive statistics and probability theory		MATH321TH		
Physics	DSE	Elements of modern physics	PHYS301TH		
		Nuclear and particle physics	PHYS304TH		
	SEC	Radiation safety	PHY307TH		
		Renewable energy & energy harvesting	PHY310TH		
Zoology	DSE	Applied Zoology	ZOOL301TH		
		Insects, vectors and diseases	ZOOL302TH		
	SEC	Sericulture	ZOOL303TH		
		Aquarium fish keeping	ZOOL304TH		
B.Sc. 3rd Year Computer Science	DSE2A Choose any one	Operating System	COMP301TH		
		Computer Graphics	COMP305TH		
		Programming in Java	COMP306TH		
	DSE2B Choose any one	Data Structure and File Processing	COMP302TH		
		Project Work	COMP303TH		
		Web Technologies	COMP304TH		
	SEC	Multimedia and Applications	COMP307TH		
Software Engineering		COMP308TH			

* DSC- Discipline Specific Core Courses, DSE- Discipline Specific Elective, SEC- Skill Enhancement Course, GE- Generic Elective.



FACULTY OF ARTS AND COMMERCE 1ST YEAR

Subject	Subject Title	Course Code	Course Type (CC/AECC/SEC/DSE)
B. Com	Financial Accounting	BC 1.1	DSC
	Business Organisation & Management	BC 1.2	DSC
	Business Law	BC 1.3	DSC
	Business Statistics & Mathematics	BC 1.4	DSC
Economics	Principles of Micro Economics-I	ECONA101	DSC
	Principles of Micro Economics-II	ECONA102	DSC
English	English-I Core ENGLISH	ENG CE 101	CC
	English Literature- 1 (Essays, Stories & Poems)	ENG DSC 102	DSC
	English Literature- 2 (Poems, Short Stories & Essays)	ENG DSC103	DSC
	English (Writing Skills)	ENGAECC104	AECC
Geography	Physical Geography General	GEOGP101CC	DSC
	Cartography	GEOGP102CC	DSC
Hindi	हिन्दी साहित्य का इतिहास	HIND102	DSC
	मध्यकालीन हिन्दी कविता	HIND103	DSC
	प्रयोजनमूलक हिन्दी	HIND101	MIL
History	History of India from Earliest times upto 300 CE	HIST(A)101	DSC
	History of India from 300 to 1206	HIST(A)102	DSC
Music	Theory of Indian Music	MUSA101 TH	DSC
	Practical	MUSA102PR	DSC
	Theory of Indian Music General & Biographies	MUSA103TH	SEC
	Practical (Viva-Voce)	MUSA104PR	SEC
Phy. Edu.	Introduction to Physical Education	PED101TH	DSC
	Olympics moment & organizations of Tournaments	PED102TH	DSC
Pol.Science	Introduction to Political Theory India	POLS101	DSC
	Government and Politics	POLS102	DSC
Pub Add	Administrative Theory Indian	PUBA101A	DSC
	Administration	PUBA102A	DSC
Sanskrit	संस्कृत काव्य	SKT-DSC101	DSC
	संस्कृत गद्य काव्य	SKT-DSC102	DSC
	नीति साहित्य	SKT-DSC103	MIL
Sociology	Introduction to Sociology	SOCL101	DSC
	Society in India	SOCL 102	DSC

FACULTY OF ARTS AND COMMERCE 2ND YEAR

Subject	Subject Title	Course Code	Course Type (DSC/AECC/SEC /DSE)
B. Com	Company Law	BC2.1	DSC
	Income Tax Law and Practice.	BC2.2	DSC
	Computer Application in Business	BC2.3	SEC
	Corporate Accounting	BC2.4	DSC
	Cost Accounting	BC2.5	DSC
	E-Commerce	BC2.6	SEC
English	English-2 Core English	ENGCE-201	DSC
	British Literature	ENG DSC-202	DSC
	Literary Cross Currents	ENG DSC-203	DSC
	AECC/SEC-1: Creative Writing Book	ENGAEECC/SEC204	AECC/SEC
	AECC/SEC-2, (translation studies and principals of translation)	ENGAEECCSEC205	AECC/SEC

Economics	Principles of Macro Economics-I Principles of Macro Economics-II (One out of the following) Statistical Method-I. Economics of Rural Development (One out of the following) Statistical Methods-II Demography	ECONA201 ECONA202 ECONA203 ECONA204 ECONA205 ECONA206	DSC DSC SEC SEC SEC SEC
Geography	Human Geography Environmental Geography Regional Planning and development Remote Sensing & GPS	GEOGP201CC GEOGP202CC GEOGP203SEC GEOGP204 SEC	DSC DSC SEC SEC
Hindi	1. रचना पूज 2. आधुनिक हिन्दी कविता 3. हिन्दी गद्य साहित्य 4. कार्यालयी हिन्दी 5. आनुवाद विज्ञान	HIND 201 HIND 202 HIND 203 HIND 204 HIND 206	MIL DSC DSC SEC SEC
History	History of India from 1206-1707 History of India from 1707-1950 Historical Tourism: Theory and Practice Indian History and Culture	HIST203 HIST204 HIST217 HIST219	DSC DSC SEC SEC
MUSIC	Ancient Granthas & Contributions. Practical(Stage Performance) Medieval Granthas & Contributions. Practical Viva-Voce Practical (Value based course) Practical (Value based course)	MUSA201 TH MUSA202PR MUSA203TH MUSA204PR MUSA205PR MUSA206PR	DSC DSC SEC SEC SEC SEC
Phy. Educ	Human Anatomy & Physiology Sports Psychology Sports, Medicine, Physiotherapy & Rehabilitation Sports Trainings	PED201TH PED202TH PED203TH PED204TH	DSC DSC SEC SEC
Pol.Science	Comparative Govt. & Politics Introduction to International Relations Legislative Support Public opinion and survey Research	POLS201 POLS202 POLS203 POLS204	DSC DSC SEC SEC
Sanskrit	1. संस्कृत नाटक 2. संस्कृत व्याकरण 3. आयुर्वेद के मूल सिद्धान्त 4. संस्कृत छन्द एवं गायन	SKT-DSC-201 SKT-DSC-202 SKT-AEEC-205 SKT-AEEC-206	DSC DSC SEC SEC
Sociology	Sociological Theories Method of Sociological Enquiry Techniques of Social Research Sociology of Environment	SOCL-A201 SOCL-A202 SOCL-A203 SOCL-A204	DSC DSC SEC SEC

RAGGING

IS A CRIMINAL OFFENCE

Do not "RAG"

Also don't be a mute witness to

RAGGING

Anti Ragging & Student Safety



FACULTY OF ARTS AND COMMERCE 3RD YEAR

Subject	Subject Title	Course Code	Course Type SEC/DSE/GE
B. Com	Human Resource Management	BC 3.1A	DSE
	Fundamentals of Financial Management	BC 3.2A	DSE
	Management Accounting	BC 3.5C	DSE
	International Business	BC 3.6A	DSE
	Entrepreneurship	BC 3.3	SEC
	Personal Selling & Salesmanship	BC 3.7	SEC
	Principles of Micro Economics	BC 3.4	GE
	Indian Economy	BC 3.8	GE
Economics	Public Finance	ECONA310	SEC
	Money and Banking	ECONA311	SEC
	Development Economics	ECONA305	DSE
	International Economics	ECONA306	DSE
	Indian Economy	ECONA301	DSE
	Economic History of India 1857-1947	ECONA302	DSE
	Indian Economy	ECONA314	GE
	Economy of Himachal Pradesh	ECONA313	GE
English	Soft Skills	ENG 303	DSE
	Academic Writing and Composition Tech. writing	ENG 304	DSE
	Business Communication	ENG 301	AEEC/ SEC
	Literature from Himachal	ENG 302	AEEC/ SEC
	Contemporary India:	ENG 305	GE
	Women and Empowerment	ENG 306	GE
Geography	Geography of India	GEOGP303	DSE
	Economic Geography	GEOGP303	DSE
	Disaster management	GEOGP304	DSE
	Geography of Tourism	GEOGP304	DSE
	Field Techniques & survey-based project report	GEOGP302	SEC
	Geographic Information System	GEOGP301	SEC
	Disaster Risk Reduction	GEOGP305	GE
	Sustainability & Development	GEOGP306	GE
History	Modern and contemporary world History-I 1871-1919	HIST305	DSE
	Modern and contemporary world History-II 1919-1992	HIST307	DSE
	History of Himachal Pradesh 1815-1972	HIST312	GE
	Socio Religious reform movements in India	HIST310	GE
	Indian History and culture	HIST317	SEC
	Introduction to Indian Art	HIST319	SEC
Hindi	1. रंग आलेख एवं रंगमंच अथवा भाषा कम्प्यूटिंग	HIND 301	SEC
	2. समाचार संकलन और लेखन	HIND 304	SEC
	3. लोक साहित्य-	HIND 305	DSE
	4. छायावादोत्तर हिंदी कविता	HIND 306	DSE
	5. आधुनिक भारतीय साहित्य	HIND 307	GE
	6. सर्जनात्मक लेखन के विविध क्षेत्र	HIND 308	GE
Pol. Science	Themes in Comp. Pol. Theory	POLS301	DSE
	Democracy & Government	POLS302	DSE
	Democratic Awareness with legal literacy	POLS303	SEC
	Conflict & Peace building	POLS304	SEC
	Society, Economy, Politics in H.P	POLS305	GE
	Human Rights & Gender Environment	POLS306	GE

Music	Value-based & Practical Oriented Course for Hindustani Music (Vocal/Inst)-III	MUSA301TH	SEC
	Value-based & Practical Oriented Course for Hindustani Music (Vocal/Inst)-IV	MUSA302PR	SEC
	Theory of Indian Music and Study of Ancient Granth & Ragas (Vocal/Inst)	MUSA303TH	DSE
	Theory of Indian Music and Gharana Tradition	MUSA305TH	DSE
	Theory of Indian Music (Vocal/Inst)	MUSA307TH	GE
	Practical (Vocal/Inst)	MUSA308PR	GE
Phy. Edu.	Specialization in Volley Ball	PED301PR	SEC
	Specialization in FootBall	PED302PR	SEC
	Specialization in Kabaddi	PED303PR	SEC
	Specialization in Athletics	PED304PR	SEC
	Recreation	PED305TH	DSE
	Methods of Teaching in Physical Education	PED307TH	DSE
	Officiating and Coaching	PED308TH	DSE
	Health Education and Nutrition	PED309TH	GE
	Yoga	PED310TH	GE
Sanskrit	1. व्यक्तित्व विकास का भारतीय दृष्टिकोण	SKT-DSE- 301	DSE
	2. साहित्यिक समालोचना	SKT-DSE- 302	DSE
	3. पातञ्जल योगसूत्र	SKT-DSE- 303	GE
	4. भाषा विज्ञान के मूलभूत सिद्धान्त	SKT-DSE- 304	GE
	5. भारतीय रंगशाला	SKT-AEEC/SEC-305	SEC
	6. भारतीय वास्तुशास्त्र	SKT-AEEC/SEC-306	SEC
Sociology	Social Demography	SOCL-A-301	SEC
	Theory and Practice of Development	SOCL-A-302	SEC
	Marriage, family & Kinship	SOCL-A-304	DSE
	Social Stratification	SOCL-A-305	DSE
	Economy and Society	SOCL-A-308	GE

* DSC- Discipline Specific Core Courses, DSE- Discipline Specific Elective, SEC- Skill Enhancement Course, GE- Generic Elective

Students with the following DSC-I (Major) subject will study given below Generic Elective Courses in B. A. 3rd Year.

DSC – I / Major Subject(s)	Generic Elective Subjects
History, English, Physical Education, Political Science (without Hindi and Sociology Minor)	Sociology
Sociology, Hindi, Political Science (with Sociology minor and Hindi Minor)	Music
Sanskrit, Geography, Economics, Music, BA Mathematics	Political Science
B. Com. 3 rd Year (Commerce)	Economics

Subject combinations mentioned above are tentative & subject to change as per the situation.

IMPORTANT

The Principal of the college will have the right to refuse admission to a candidate during the session on grounds of ragging, indiscipline, misbehavior and conduct including unruly acts and non-observance of the code of discipline. The admission for the 2nd and 3rd Year will be as per University/Govt. Notification

- A) **Academic Qualification:** A student must pass in the senior secondary (+2) Examination conducted by the H.P. Board of School Education, C.B.S.E. or an examination accepted as equivalent by H P University / S P University: -

- I. Provided that the candidates who have passed the qualifying examination with science stream shall be given preference in admission to B.Sc. 1st Year.
- II. Provided that candidates who have passed the qualifying examination with commerce stream shall be given preference in admission to B. Com 1st Year.
- III. Provided that the candidates who have passed the qualifying examination with Arts, Stream shall be given preference in admission to B.A. 1st Year

The candidates applying for the Science stream should have passed 10+2 Examination or its equivalent from a recognized Board/University with any of the three subjects out of Physics, Chemistry, and Biology or any other science subject with 50% or equivalent grade and if or SC/ST candidate the required eligibility will be 45% or equivalent grade.

NOTE: Modification in CBCS is subject to change as per Government Notification and University Guidelines, if any amendment is made by Government/HPU Shimla /SPU Mandi in the near future that shall be implemented.

1. Eligibility for the Degree

- 1.1. A regular candidate shall have to undergo the prescribed courses of study in a College affiliated to the H.P. University for a period of not less than three academic year (and not more than five academic years) pass the examination and fulfilled such conditions as have been prescribed therefore.
- 1.2. There shall be no private or other category of students. The student shall be eligible for a degree either through regular mode or through distance education mode only.
- 1.3. For the degree (B. A. / B. Sc. / B. Com), the student will have to earn a minimum of 132 successful credits hours of course work for over a minimum of three and a maximum of five years from the date of admission.

2. Choosing Programme Study Courses: -

- 2.1. At the time of admission, each student will identify a Core (main) subject in which he/she will concentrate and Core-II (allied) elective subject in which he/she would choose to study
- 2.2. Core subject once identified would not be changed unless the student quits a programme and joins a new programme.
- 2.3. In these subjects the student will be required to accumulate a certain minimum number of credits in order to qualify for the UG degree.
- 2.4. The degree of the student will be awarded as B.A., B.Sc., and B.Com. on the basis of the faculty.

3. Academic Programme

3.1 B. A. (Arts, Humanities, Languages)

3.1.1. Language group: English, Hindi, and Sanskrit

3.1.2. Social Science/Humanities group: Economics, Political Science, Sociology, History, Geography, Public Administration, Mathematics and Music

B. Sc.: Physics, Chemistry, Mathematics, Botany, Zoology and Computer Application.

3.2 B. Com.: (Commerce)

What is Ragging?

Any Act Resulting in:

- Mental/Physical/Sexual Abuse.
- Indecent Behaviour.
- Criminal Intimidation / wrongful Restraint.
- Undermining Human Dignity.
- Financial Exploitation / Extortion.
- Use of force.

A Student Indulging in Ragging can be:

- Cancellation of Admission.
- Suspension from attending classes.
- Withdrawing scholarship & other benefits.
- Withholding results.
- Debarring from representing the college in any regional, National or International meet, tournament or youth festival etc.

BACHELOR OF VOCATION (B. Voc.)**UGC Approved 3-Year Regular Degree Programme Course of Study**

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

- * **B. Voc. in Retail Management**
- * **B. Voc. in Hospitality & Tourism**

ABOUT THE BACHELOR OF VOCATION (B. Voc.) DEGREE PROGRAMME

The University Grants Commission (UGC) has launched an employment-oriented scheme on skill Development-based higher education as a part of College / University education, leading to a Bachelor of Vocation (B. Voc.) degree with multiple entry and exit at different levels viz. Diploma / Advance Diploma and Degree in compliance to the National Skills Qualification Framework (NSQF). Multiple entry and exit will allow students the flexibility to earn and study at their convenience.

OBJECTIVES: -

- * To provide multiple entry and exit options at various levels through program design in confirmation of the skill ecosystem.
- * To create requisite job role-specific skilled manpower for the industry at various NSQF levels as per NOS's (National Occupational Standards).
- * To empower the youth leading to employment and income-generating opportunities.
- * To provide a judicious mix of skills relating to a profession and appropriate content of general education.

COURSE STRUCTURE

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

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

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

Multiple Entry and Exit Options:

- After the completion of Semester I, the candidate will get a Certificate, and she/he may go for a job or continue studying.
- The candidate may re-join Semester II. After the completion of Semester II, the candidate will get a Diploma, and she/he may go for a job or continue studying.
- The candidate may re-join Semester III. After the completion of Semesters III and IV, the candidate will get an Advanced Diploma, and she/he may go for a job or continue studying.
- The candidate may re-join Semester V. After the completion of Semesters V and VI, the candidate will be awarded a B. Voc. Degree, and she/he may go for a job or become an entrepreneur, or continue studying for the M. Voc. Degree (NSQF Level 8 onwards) and can register for Ph.D. Degree (NSQF Level 10) after it, in Vocational studies, or they can take admission in any other masters' programme after completion of required Bridge course, or appear in any competitive exams conducted by State Public Service Commission and Union Public Service Commission.

INTERNSHIP PROGRAMME:

- Internship for 6 weeks after the completion of each year is an integral/essential component of B. Voc. Degree.
- The Internship shall also carry credits to be added in the final evaluation of skill components.
- **HPKVN (HP Kaushal Vikas Nigam)** is fully sponsoring the internship apart from facilitating the skill component (60%) of this programme along with courseware for whole of the programme.
- Candidates enrolled for this programme are entitled for 'Kaushal Vikas Bhatta' as per state government policy.

RETAIL MANAGEMENT				HOSPITALITY & TOURISM			
NSQF Level	Semester	Job Role	Training Hours	NSQF Level	Semester	Job Role	Training Hours
4	I	Sale Associate	585	4	I	Front Office Associate	585
5	II	Team Leader	585	5	II	Front Office Executive	585
6	III & IV	Departmental Manager	1170	6	III & IV	Guest Relation Manager	1170
7	V & VI	Store Manager	1245	7	V & VI	Manager	1245

JOB OPPORTUNITIES

RETAIL MANAGEMENT	HOSPITALITY & TOURISM
<ul style="list-style-type: none"> • After the completion of the first semester, the student will get a "Sales Associate" Certificate in the Retail Management sector from Retailers Association's Skill Council of India (RASCI) & HPU / SPU. The candidate may work as a certified resource in any retail-related industry. • After the completion of the 2nd Sem. the student will get a combined "Team Leader" Diploma in the Retail Management sector from Retailers Association's Skill Council of India & University. Candidate may get an opportunity to work in any retail-related industry. • After the completion of the second year, the student will get a combined "Departmental Manager" Advanced Diploma in the Retail Management sector from Retailers Association's Skill Council of India (RASCI) and university. The candidate may work as a skilled resource in the related field as well as explore opportunities to become an entrepreneur. • After the completion of the third year, the student will get a Degree Certificate from the HPU / SPU. The candidate may become a "Store manager" in retail-related industries as well as explore- opportunities to become an entrepreneur. 	<ul style="list-style-type: none"> • After the completion of the first semester, the student will get a "Front office Associate" Certificate in the Hospitality & Tourism sector form Tourism and Hospitality Skill Council (THSC) & HPU / SPU. The candidate may work as a certified resource in any hospitality and tourism – related industry. • After the completion of the second semester, the student will get a combined "Front Office Executive" Diploma in the Hospitality & Tourism sector from Tourism and Hospitality Skill Council (THSC) and HPU / SPU. The candidate may get an opportunity to work in any Hospitality & Tourism related industry. • After the completion of the second year, the candidate will get a combined "Guest Relations Manager" Advanced Diploma in the Hospitality & Tourism sector from Tourism & Hospitality Skill Council (THSC) and university. The candidate may work as a skilled resource in the related field as well as explore opportunities to become an entrepreneur. • After the completion of the third year, the student will get a Degree Certificate from university. The candidate may become a "Duty Manager" in Hospitality & Tourism related industries as well as explore opportunities to become an entrepreneur

ELIGIBILITY CONDITIONS

- Admission to the B Voc. programme will be as per the rules and regulations of the Himachal Pradesh University.
- The eligibility criteria for admission to the B. Voc. Degree programme shall be 10+2 in all streams from a recognized board; 10+2 examination or an examination equivalent thereof from a Board/University established by law in India with English as a compulsory subject with 55% marks in aggregate, OR any examination of a University/Board/College or School in a foreign country recognized as equivalent for the above purpose by the Vice-Chancellor/Equivalence Committee on its own, OR on the recommendation of Association of India Universities with 55% marks OR as per eligibility norms of the college for admission to undergraduate courses in case of Centre of Excellence.
- Vocational subjects under NSQF will be given weightage, equivalent to any other general education subject while considering admission to students to the undergraduate courses as per reference no. DD No.. 1-52/2013(CC/NSQF) dated 30.04.2014 of UGC.
- Maximum age limit for admission to B. Voc. courses is 23 years for the general category, 25 years for SC/ST category and 25 years for girl candidates, as on July 1 of the admission year. Vice-Chancellor may permit age relaxation as per norms.
- Reservation rules are applicable as per the rules or guidelines of the Himachal Pradesh Government.
- Students belonging to SC/ST category shall be given a 5% relaxation in marks for admission purposes, i.e., they would require a minimum of 50% marks in aggregate at 10+2 level.
- Compartment students shall not be allowed admission in the B. Voc. Courses.
- A candidate cannot pursue two full-time undergraduate courses simultaneously.
- The University reserves the right to cancel any admission at any stage.
- In matters relating to undergraduate admissions, the decision of the Admission Committee/Vice-Chancellor, Himachal Pradesh University, Shimla, shall be final.
- All legal matters pertaining to undergraduate admissions shall be subject to the Himachal Pradesh jurisdiction only.

MODE OF SELECTION

- Admission to the B. Voc. course in Retail Management and Hospitality & Tourism (Semester- I) shall be done purely on merit basis in the qualifying examination (10+2 etc.) .
- There are three categories of candidates who shall be given admission in Semester-I of the skill-based courses under NSQF

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

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

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

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

MEDIUM OF INSTRUCTION

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

Subject - B. Voc. (Retail Management)

NSQF Level	Component	Subject Code	Course Title
4 Retail Sales Associate	General	RA 111/ RA 114	Business Communication and Personality Development-1
		RA112/ RA113	Fundamentals in Accounting and Technology (Computer Skills-I)
	Skills	RA121	Introduction to Retail and Retail Store Operations. Health, Safety & Security. Team and Org. Dynamics.
		RA122	Consumer Buying Behaviour and Retail Sales
		RA123	Relationship Management
		RA124	Internship Project
5 Retail Team Leader	General	RA 211/ RA214	Business Communication and Personality Development-II
		RA212/ RA213	Fundamentals in Accounting and Technology (Computer Skills-II)
	Skills	RA221	Store Display and Visual Merchandising
		RA222	Sales & Customer Experience Management
		RA223	Organization & Team Dynamics
		RA224	Internship Project
6 Department Manager	General	RA311	Communicative English
		RA312	Stores Operations & Supply Chain Management
		RA411	Environment Science
		RA412	Human Resource Management
	Skills	RA321	Retail Store Operations and Profitability Management
		RA322	Customer Experience Management
		RA421	Understanding Leadership
		RA422	Team and Organizational Dynamics
7 Store Manager	General	RA511	Marketing Management
		RA512	Business Statistics
		RA611	Ethics & Corporate Social Responsibility
		RA612	Retail Environment
	Skills	RA521	Retail Store Operations and Sales
		RA522	Process Compliance, Safety, and Security
		RA621	People, Process, and Profitability Management
		RA622	Internship Project

Subject - B. Voc. (Hospitality & Tourism)

NSQF Level	Component	Subject Code	Course Title
4 Front Office Associate	General	EN111	Learning a Foreign or Local Language including English
		TH112	Introduction to Tourism Aviation, Hospitality Industry
	Skills	TH121	Front Desk Operation
		TH122	Basics of Hospitality Service
		TH123	Customer Query and Complaint Management
		TH124	Internship Project

5 Front Office Executive	General	EN211	Tourism Products
		TH212	Communicative English for Tourism and Hospitality
	Skills	TH221	Hospitality and Tourism Products
		TH222	Guest handling and Team Management
		TH223	Hospitality Supervisory Skills-I
6 Guest Relation Manager	General	TH311	Basic of Tourism Research
		TH312	Basic of Tourism Management
		TH313	Travel Agency Management and Operations
		TH314	Environmental Science
	Skills	TH321	Guest Relations
		TH322	Training and Supervision Front Office Staff
		TH323	Hospitality Supervisory Skills-II
		TH421	Internship Project
7 Duty Manager	General	TH511	Travel Geography
		TH512	Itinerary Preparations
		TH513	Entrepreneurship in Tourism & Hospitality Industry
		TH514	Introduction to Tourism Marketing
	Skills	TH521	Hotel Reservation System
		TH522	Front Office Management
		TH523	Hospitality Management
		TH621	Internship Project

COLLEGE LIBRARY

The library of an institution is a reflection of its intellectual worth. The college has a rich library having a collection of **10491** books along with a **reading room**. To keep the students abreast with current affairs library subscribes to **8** magazines and **6** newspapers. Reference books are not issued. Ordinary two books are issued at a time for 7 days and the librarian has the right to recall the books. In case of loss of books, the students will have to either replace the book or pay the fine in addition to the present price of the book.

SCHOLARSHIPS / STIPENDS / AWARDS:

The college offers various scholarships and awards to students regulated by detailed rules available in the college office. Application for these scholarships/stipends should be submitted to the college after the recommendation of the tutor.

The college offers the following scholarships/stipends/awards: -

- i. Post Metric Scholarship Scheme for SC / ST / OBC / Minority / EWS
- ii. Government of India Scholarships for the Handicapped.
- iii. District Soldier Board Scholarship.
- iv. Scholarship for awards of Freedom Fighters.
- v. Merit holders of the University Examination
- vi. Kalpana Chawla Chhatravriti Yojana (Only Science girls)
- vii. Minority Community Scholarship
- viii. Inspire Scholarship
- ix. Eight sponsored Scholarships
- x. Three PTA Scholarships

RESERVATION OF SEATS (ORDINANCE 3.14)

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

Our institution follows the reservation policy of S. P. University, Mandi in admissions. The following reservations are available, which are filled according to the reservation roster devised by S. P. University, Mandi:

Schedule Caste (SC): 15 %, Schedule Tribe (ST): 7.5 %, Sports (SP): 5 %, Cultural Activities (CUL): 5 %, Persons with disability (PwD): 5%

- Besides the above Reservation Roster, 10% reservation will be provided for EWS(Economically Weaker Section) candidates.
- One supernumerary seat for a 'single girl child' candidate is reserved in each course provided she fulfills the minimum eligibility criteria.

CO-CURRICULAR ACTIVITIES IN THE COLLEGE**ECO-CLUB: -**

The environment is indispensable for any living organism and it is the sole responsibility only for human beings to save and preserve it for future generations. Therefore, our college has an Eco Club sanctioned by the State Science and Technology Department, H.P. is working in the college to encourage activities like afforestation, sanitation, environment sustainability, conservation, garbage disposal, etc. Students participate and create awareness through various activities like poster-making awareness campaigns, plantation drives, debates, Slogan writing competitions, etc.

ENERGY CLUB: -

The energy club for the implementation of the energy conservation program, Bureau of energy efficiency (BEE) under the Ministry of Power, Govt. of India, has been started in the college from this session. This club is formed to propagate energy conservation values amongst students and encourage the participation of young ambassadors in the energy-saving movement.

NATIONAL CADET CORPS (NCC): -

The college has a unit of NCC. The officer commanding 9 HP Bn NCC, Dalhousie has sanctioned two NCC platoons of 134 cadets to the college. NCC cadets will be selected by the PI Staff of 9 HP Bn NCC, Dalhousie as per the directions of DG NCC, in 1st year. The cadets participate in various camps such as Republic Day Parades Camp, EBSB Camp, Thal Sainik, and Army Att. Camp, etc.

TUTORIAL GROUPS:

Every student is assigned a tutorial group which normally consisted of 40-50 students. Each group is guided by a member of the faculty who is their tutor. The students have to seek the advice of their tutor for all problems. They have to get their identity card signed by the concerned tutor/senior tutor. Identity cards must be complete in all respects within 15 days after admission.

NATIONAL SERVICE SCHEME (NSS):

The National Service Scheme is currently comprised of **100 volunteers**. The enrolment is made by Programme Officer on the basis of selection. In every academic session, our students participate in a number of social programmes organized in the college and outside the college.

RED RIBBON CLUB

In order to raise awareness level regarding the dreaded HIV/AIDS, blood donation, drug abuse, and other related issues, the college has constituted Red Ribbon Club.

ROVERS & RANGERS UNITS

The Bharat Scouts and Guides is a registered society under Societies Registration Act. It is a voluntary, non-political, and secular organization. It is the largest youth movement. The college has two units of this organization. The objective of the units is to create in each student the qualities of personal dignity, poise graciousness, and social maturity.

COLLEGE MAGAZINE:

College is a platform for creative buds to recognize their talent and to provide them a platform for the manifestation of their creativity, the College has a magazine namely "HIMNOOR" which is published annually. The magazine has eight sections. Each section is edited by a member of the staff and is assisted by a student editor. Interesting students can approach the Editorial Staff for any guidance in this regard so that their original thoughts and creativity can be presented in the right section of the college magazine.

SVEEP

Govt of India has started a special program to enhance voter awareness and knowledge about the election system of our country and register new voters in the voter list, to update addresses, photos and other credentials. This programme is called Systematic Voter's Education and Electoral Participation and under the SVEEP programme, our college has also created an SVEEP Club to achieve the above-mentioned objectives.

DISASTER MANAGEMENT CELL

Disaster Management Cell has also been created in our college to aware and train students about different types of disasters. In every academic session, students participate in different awareness, training and mock drill programmes.

CAREER GUIDANCE & PLACEMENT CELL:

After passing a secondary school, a student reaches the threshold of career development. So, a career Guidance and Placement cell has been established in the college to provide guidance and proper counseling to the students regarding their future prospects and career, vitally taking their qualifications and interest into account. Information related to job avenues is also displayed on the notice board from time to time.

SPORTS ACTIVITIES:

The college provides facilities to those who wish to make a mark in sports. College sends teams for various University Championships like Athletics, Chess, Volleyball, Table Tennis, Badminton, Kabaddi, Basketball, and Weight lifting (M/W). No student can play for an outside team without the written permission of the Principal. The Annual Athletic Meet of the college is also another opportunity for the students to show their caliber and excellence in Athletics and Sports.

CULTURAL ACTIVITIES

As we know that in our country there is a diversity of cultures and perpetually needs to be grown and developed. Thus, the institution also provides a platform to students to show their talent through various cultural activities at the university level Youth Festival, Inter- College and Intra-College Competition. They get a chance to participate in debate, declamation, poetic recitation, elocution, quiz, drama, skit, mime, group dance, light vocal, etc.

Important Note: Prior permission of parents and concerned subject teacher is required for participating in any outdoor activity, H.P.U. / S.P.U. Youth Festival and Inter-College competitions.

PTA

The PTA is a formal organization to strengthen the role of parents in the institution for the betterment of their wards and also to protect their interests. Parents of students contribute towards the PTA fund at the time of admission.

EDUCATIONAL TOURS

1. Educational tours are also arranged for students during the winter vacation. The routes will be recommended by the concerned committee and approved by the Principal.
2. For each tour, the Teacher in charge fixes the itinerary (A plan of journey) with other members of the committee.
3. The college provides limited financial support as permitted under the rules.
4. Students will have to produce written permission from their parents for joining such tours.

DEAR PARENTS

- Your co-operation would enable us to take better care of your ward.
- A student must produce original certificate at the time of admission.
- Students must always possess identity card in the college campus & on demand, it has to be shown to the college authority.
- Entry in the college campus will be on identity card basis.
- Bringing unwanted and unauthorized persons in the campus is strictly prohibited.
- Pasting any kind of poster/bill/Notice on the campus wall without the permission of the principal is strictly prohibited.
- Cell phones are strictly prohibited outside the authorized area in the college campus.
- Defaulters are liable to be punished.



CODE OF CONDUCT / DISCIPLINE

Every student is required to maintain discipline and observe the code of discipline on or outside the college campus. The following is the code of discipline for the students of this college. Any act of indiscipline will invite disciplinary action against the delinquents.

- i) Each student is required to possess his/her valid identity card and show it to the college authorities on demand. Students without identity cards may be asked to leave the college campus. Habitual offenders will be fined and strictly dealt with.
- ii) Ragging of any kind is legally banned. Any student found indulging in ragging will be prosecuted and expelled from the college.
- iii) Mobile phones are not allowed on the college campus at all.
- iv) The use of intoxicants including smoking, drinking, chewing tobacco, pan and drugs are totally banned in the college. Any infringement of the ban will invite disciplinary action in the form of fines, suspension, and rustication from the college.
- v) Bringing outsiders to the college campus by students will be considered as a violation of the code of conduct, leading to disciplinary action as may be deemed fit by the Disciplinary Committee. However, the Parents/Guardians of a student may meet their wards with the permission of the Principal.
- vi) Writing slogans on the walls, sticking bills of student's organization in the College Campus, putting private notice on the Notice Board without permission, writing obscene remarks on the black boards, walls or furniture of the college is strictly prohibited. Any student found indulging in these activities will be fined, suspended or expelled from the college.
- vii) The code of discipline requires security and maintenance of the college property by the students. Any one causing damage to the college property, its furniture, electric/tubes etc. will be required to pay for the damages caused as well as the special fine can also be imposed.
- viii) Rioting, slogan shouting, eve-teasing, misbehavior with fellow students, teachers & non-teaching staff are considered serious act of indiscipline. The delinquents are liable to disciplinary action.
- ix) Any other act which is considered unbecoming of students by the Discipline committee will be treated as violation of code of conduct and disciplinary action will be taken against such students.
- x) Aimlessly loitering in the verandas/corridors in free period, sitting on the railing in front of the class rooms / Library area, attempts to disturb classes are viewed seriously. Any violation will entail disciplinary action.
- xi) Students are not allowed to take any chair/bench out of the class rooms for sitting in the verandas without permission of the college authorities.

Leave Rules

- i. Student can avail leave with prior permission after properly applying for leave on prescribed leave form.
- ii. A tutor can recommend leave up to 3 days. A student must get application signed by senior tutor for leave up to 7 days.
- iii. Leave during house examination will be sanctioned by the College Principal on the recommendation of senior tutor.

TRAFFIC RULES **(For Pedestrians)**



**No
Mobile**



**Look
at
both
sides**



**No
Horseplay**



**Be
Alert**

INSTITUTIONAL ACADEMIC CALENDER FOR THE SESSION 2023-24

Sr. No.	Particulars	Period	Days
Admission/ Regular Study Schedule			
1.	Submission of admission forms for the session 2023-24	30.06.2023 to 08.07.2023	8 days
	Display of 1 st Merit List	08.07.2023 at 5:00 PM	
	Fee to be Deposited	10.07.2023 to 12.07.2023	3 days
	Display of 2 nd Merit List	12.07.2023 at 5:00 PM	
	Fee to be Deposited	13.07.2023 to 14.07.2023	2 days
	Orientation of 1 st year Students	15.07.2023 to 17.07.2023	2 days
	Regular Teaching	18.07.2023 to 10.11.2023	116 days
		16.11.2023 to 31.12.2023	46 days
		06.02.2024 to 31.03.2024	55 days
		Total Working Days	217 days
Vacation Schedule			
2	Summer Vacation	05.06.2023 to 29.06.2023	25 Days
	Diwali Break	11.11.2023 to 15.11.2023	5 days
	Winter Vacation	01.01.2024 to 04.02.2024	35 days
		Total Vacation Period	65 days
Examination/ Evaluation Schedule			
3	Examination	01.04.2024 to 23.05.2024	53 Days
Proposed Schedule			
4	Enrolment of NCC/NSS/Rovers & Rangers/ Eco Clubs / Energy Club	In the 1 st Week of August, 2023	
	Parent/Teacher Association General Meeting	In the 2 nd Sunday of August, 2023	
	Registration of BA/BCom/ BSc 1 st year students with Sarder Patel University Mandi	In the month of September & October 2023	
	Supplementary Examination BA/BCom/ BSc 1 st year/ 2 nd year/ 3 rd year	In the month of October & November 2023	
	House Examination	In the 2 nd Week of December, 2023	
	CSCA function	In the last Week of December, 2023	
	Annual Athletic Meet	In the last Week of December, 2023	
	Annual NSS Camp	In the 1 st Week of January, 2024	
	Annual Prize Distribution Function	In the 1 st Week of March, 2024	
Important Days to be Celebrated			
5	Independence Day	15.08.2023	
	National Sports Day	29.08.2023	
	Teacher's Day	05.09.2023	
	Commemoration of Hindi Diwas	14.09.2023	
	Gandhi Jayanti	02.10.2023	
	International Day for Natural Disaster Reduction	13.10.2023	
	Samvidhan Divas	26.11.2023	
	NCC Day	Last Sunday of November	
	World AIDS day	01.12.2023	
	Voter's Day	25.01.2024	
	Republic Day	26.01.2024	
	National Science Day	28.02.2024	
	World Water Day	22.03.2024	

Dates mentioned above are tentative & subject to change as per situation.

College building and its campus is always under electronic surveillance (CCTV Cameras)



DON'T RAG, JUST INTERACT

Visit UGC website i.e. www.ugc.ac.in & www.antiragging.in to see UGC Anti Ragging Regulations

Are you being ragged? Immediately call UGC Anti Ragging Helpline 1800-180-9922 (24x7 Toll Free) Or send an e-mail to helpline@antiragging.in

Download **ANTI RAGGING** App

Join hands to make your campus ragging free

MHRD DEPARTMENT OF HIGHER EDUCATION MINISTRY OF HUMAN RESOURCE DEVELOPMENT GOVERNMENT OF INDIA

विश्वविद्यालय अनुदान आयोग University Grants Commission quality higher education for all

Anti-Ragging Committee Mobile Numbers

- | | |
|---------------------------------------|---------------------------------------|
| 1. Dr. Dinesh K. Sharma – 94183-85584 | 5. Dr. Diljeet Singh - 86279-51997 |
| 2. Dr. P.L Bhatia - 86290-18160 | 6. Dr. Anil Kumar - 94184-85137 |
| 3. Dr. Neera Rashmi - 94183-55400 | 7. Ms. Alka - 94180-54206 |
| 4. Ms. Seema Ohri - 94180-14614 | 8. Dr. Suresh Chaudhary - 94185-46112 |



Download **ANTI RAGGING** App

SAY NO TO RAGGING

YES TO JOYFUL CAMPUS

What is Ragging? Any Act Resulting in:

- Mental/physical/sexual Abuse
- Verbal Abuse
- Indecent Behaviour
- Criminal Intimidation/wrongful Restraint
- Undermining Human Dignity
- Financial Exploitation/extortion
- Use Of Force

A STUDENT INDULGING IN RAGGING CAN BE:

- Cancellation of admission.
- Suspension from attending classes.
- Withholding/withdrawing Scholarship/Fellowship and other benefits.
- Debarred from appearing in any test/ examination or other academic process.
- Withholding results.
- Debarred from representing the institution in any regional, national or international meet, tournament or youth festival etc.
- Collective punishment when the persons committing or abetting the crime of ragging are not identified the institution shall resort to collective punishment as directed to ensure community pressure on potential ragger.

Immediately call UGC Anti-Ragging Helpline 1800-180-9922 (24x7 Toll Free) or send an e-mail to helpline@antiragging.in

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Ragging is a highly punishable offense. There will be 'zero tolerance' by the administration on the issue. Any student found involved will be dealt with as per the law/ directions given by the honourable Supreme Court.

Anti-Ragging Squad:

- | | |
|------------------------------------|--|
| 1. Ms. Shashi Bala - 94184-32333 | 5. Ms. Bharti Bhagsain - 94183-12278 |
| 2. Ms. Kiran Bala - 98166-72113 | 6. Ms. Monika - 90153-33937 |
| 3. Dr. Sohan Kumar - 94183-05295 | 7. Sh. Sandeep Pathania (Supdt II) - 96255-79393 |
| 4. Ms. Surjeet Kumar - 94183-16365 | 8. Sh. Sham Singh (L. A) - 86288-25972 |

Better Environment, Better Tomorrow.

Prospectus Committee: - Ms. Reema Kumari, Lt. Surjeet Kumar & Ms. Pearl Bakshi