



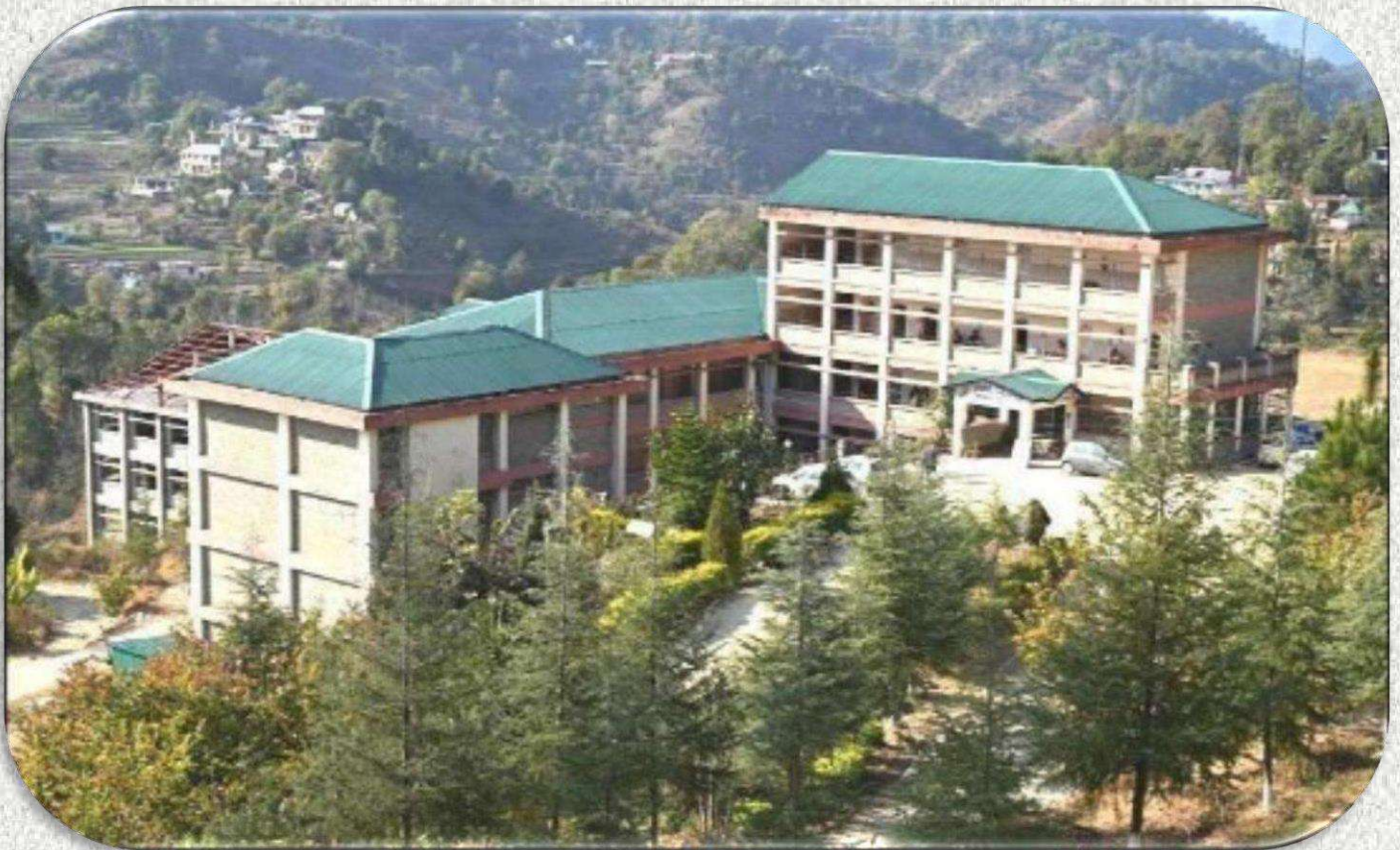
# PROSPECTUS-CUM



HANDBOOK OF INFORMATION

2026-2027

## GOVERNMENT DEGREE COLLEGE DRANG AT NARLA, DISTT-MANDI(HP)



*(NAAC Accredited)*

**Website:** <https://www.gcdrang.ac.in>

**E-mail:** [gcdrangnarla@gmail.com](mailto:gcdrangnarla@gmail.com)

**Phone Number:** 01908-260645

## **RAGGING**

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

## **ANTI-RAGGING COMMITTEE**

**Dr. Nisha Vaidya (Principal)**  
Office Phone No : 01908-260272  
Mobile No.: 9418259987

Name & Mob No. of Committees areas follow:-

**Dr. Mamta Parmar**  
98823-84766

**Dr. Bandana Devi**  
98054-11558

**Mr. Vivek Kapoor**  
98161-55424

**Mr. Suresh Kumar**  
94183-91089

**Mr. Sandeep Kumar**  
94182-61601

**Ms. Neelam**  
98059-60311

**Mr. Hukam Chand**  
82195-86979

**Sh. Sita Ram Supdt. Grade I**  
78762-11873

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

**Note:** - All students are directed to fill an online anti-ragging undertaking at the website [www.amanmovement.org](http://www.amanmovement.org) or [www.antiragging.in](http://www.antiragging.in) as per UGC Clause (m&n) of Regulation 6.2 at the time of admission, failing which their admission would stand cancelled.

## **RAGGING IS A CRIMINAL OFFENCE**

**Students are strictly warned that they should not practice ragging at all, otherwise legal action will be taken against such erring students**



## Principal's Message

It gives me immense pleasure to warmly welcome you all to Government Degree College, Drang at Narla, a vibrant institution established in the year 2006 with a vision to bring quality higher education to the rural heartland of Himachal Pradesh.

Our college stands as a beacon of learning in the Drang block of District Mandi, striving to provide accessible and meaningful education to students from diverse backgrounds. We offer a comprehensive academic framework through our three streams—Arts, Science, and Commerce—aimed at equipping students with knowledge, skills, and values essential for success in today's dynamic world.

At GDC Drang, we believe that education goes beyond textbooks. It is a journey of self-discovery, character building, and the cultivation of a scientific temper and ethical outlook. Our dedicated faculty members are committed to fostering a learner-centric environment that encourages curiosity, creativity, and critical thinking.

The college also provides ample opportunities for holistic development through co-curricular and extension activities. Platforms such as NCC, NSS, Rovers and Rangers, Red Ribbon Club, and Road Safety Club enable students to develop leadership qualities, social responsibility, and a spirit of service.

Guided by our mission to empower rural youth, we strive to create an inclusive and supportive atmosphere that nurtures talent and promotes excellence. We remain committed to adapting to the evolving educational landscape while staying rooted in our core values of integrity, discipline, and community engagement.

I encourage all students to make the most of the opportunities available here and actively participate in the academic and co-curricular life of the college.

I extend my best wishes to you for a rewarding and successful journey ahead.

**(Principal)**  
**Nisha Vaidya**  
**Government Degree College**  
**Drang at Narla, District Mandi (H.P.)**

## GOVERNMENT DEGREE COLLEGE DRANG AT NARLA

The college vests in the lap of nature, far from the madding crowd, in an environment friendly atmosphere surrounded by pine forest on one hand and glorified by a panoramic view of the snow laden peaks of Dhauladhar on the other hand. Government Degree College Drang at Narla was notified on 26 June 2006 to cater to the educational needs of the students of this region. Initially, the college was run in a shelter accommodation at Padhar. The foundation stone of the present college building was laid on 2 April 2007 at village Jundhar and it was inaugurated and dedicated to the public on 24 April 2012. The college campus is spread over 63.07 bigha so fland, linked with motorable roads from three sides. It is located at a distance of 27 km from Mandi town, 2.5 km from Kunnu and 3.5 km from Padhar.

Government Degree College Drang at Narla was established with a vision to build a holistic and vibrant learning environment founded on value based academic principles. The aim of the institution is to awaken the latent potential of the students and to instill in them leadership qualities, discipline, communal harmony, mutual cooperation and a sense of social service; as these will help in transforming them into awakened, responsible and accountable citizens of the country. This is further justified by the motto of the college, which stands as:

“सत्यमविद्यासदाचारः”

अर्थात्

“विद्यासत्यएवंसदाचारसेअवगतकरातीहै।”

The highly qualified and energetic team of the college is always on the front foot to inculcate these values among the students. At present the college offers undergraduate courses in Humanities, Science and Commerce. The college is recognized under section 2(f) and 12(B) of UGC Act 1956 and got accredited by National Assessment and Accreditation Council on 1 April 2019 for a period of 5 years. This college is now a constituent of the upcoming Sardar Patel University, Mandi.

The campus houses an Administrative Block (A-Block), Arts Block (B-Block), Staff Quarters, a well- furnished Conference Hall, Common Room (girls), Canteen, three Smart Classrooms, nine Lecturer Halls, a well-stocked Library, Laboratories including IT lab, a large playground, an upcoming Science Block and a Multipurpose Hall. The campus is fully equipped with Wi-Fi facility and is under CCTV surveillance.

The college has been continuously growing under the efforts of enthusiastic and hardworking team of teaching and non-teaching staff members. Different activities in the college such as sports, culture, NSS, NCC, Rovers and Ranger, Eco-Club, Red Ribbon Club and Red Cross Society help in channelizing and translating the strengths of the students. The college magazine *Himari Ganga* provides a platform to the students to showcase their creative abilities.

The college is committed to provide qualitative value-based education to the learners. The work-

culture of the college is in consonance with its mission statement. Since its inception in 2006 the college has witnessed a lot of transformation. It has achieved many new milestones and continues to grow towards excellence.

**Principal**  
**Dr. Nisha Vaidya**

Sr. No.	Name	Designation	Department
<b>FACULTY OF HUMANITIES</b>			
1.	Dr. Bandana Devi	Assistant Professor	English
2.	Mr. Chander Pal	Assistant Professor	Political Science
3.	Mr. Suresh Kumar	Assistant Professor	History
4.	Mr. Ajay Kumar Singh	Assistant Professor	Sociology
5.	Dr. Saroj Kumari Sharma	Assistant Professor	Economics
6.	Ms. Anita Kumari	Assistant Professor	Hindi
7.	Dr. Kachana Devi	Assistant Professor	English
8.	<b>Vacant</b>	--	Music (V)
<b>FACULTY OF SCIENCE</b>			
1.	Dr. Mamta Parmar	Assistant Professor	Botany
2.	Mr. Vivek Kapoor	Assistant Professor	Mathematics
3.	Mr. Sandeep Kumar	Assistant Professor	Physics
4.	Dr. Poonam Chaudhary	Assistant Professor	Chemistry
5.	Mr. Hukam Chand	Assistant Professor	Zoology
6.	<b>Vacant</b>	--	Geography
<b>FACULTY OF COMMERCE</b>			
1.	Ms. Neelam	Assistant Professor	Commerce
2.	Ms. Kanchan Kumari	Assistant Professor	Commerce

**Ministerial Staff**

Sr.No.	Name	Designation
1.	Mr. Sita Ram	Superintendent Grade-I
2.	Mr. Shyam Lal	Senior Assistant
3.	Ms. Kavita Devi	Clerk
4.	Mr. Sukh Dev	Junior Office Assistant (IT)
5.	Mr. Yudhi Chand	Junior Office Assistant (IT)

**Library**

1.	Ms. Susheela Kumari	Assistant Librarian
2.	Mr. Hans Raj	Assistant Librarian

**Laboratory Staff(L.A.)**

1.	Mr. Shyam Singh	Senior Lab. Attendant
2.	Ms. Geeta Devi	Laboratory Attendant
3.	Mr. Baldev	Laboratory Attendant
4.	Mr. Shanta Kumar	Laboratory Attendant
5.	Mr. Devi Singh	Laboratory Attendant

**Class-IV**

1.	Ms. Indra Devi	Peon-Cum-C
2.	Ms. Ramkali	Peon-Cum-C
3.	Mr. Desh Raj	Peon-Cum-C
4.	Ms. Sarla Devi	Peon-Cum-C
5.	Ms. Raj Kumari	Peon-Cum-C

# CURRICULUM FOR UNDERGRADUATE COURSES

## Curriculum and Credit Framework for Undergraduate Programmes Under NEP 2020 for the First and the Second Semester Students

**Note: The First Semester applicants need to follow the new curriculum under NEP 2020, while the Second and the Third-Year aspirants will take admission under the older pattern (yearly based system of CBCS and not Semester system).**

**Every candidate seeking admission to any class will apply on the prescribed form available online on College website**

The National Education Policy (NEP) 2020 recognises that higher education plays a crucial role in promoting human and societal well-being and in developing India as envisioned in its Constitution—a democratic, just, socially conscious, and humane nation that upholds liberty, equality, fraternity, and justice for all.

Based on the UGC-CCFUGP (Curriculum and Credit Framework for Undergraduate Programmes (UGC-CCFUGP 2022) notified in December 2022, Sardar Patel University, Mandi, while following Himachal Pradesh University, Shimla has developed a Curriculum and Credit Framework for Undergraduate Programmes, incorporating all essential aspects of the UGC CCFUGP to facilitate the achievement of the policy visions stated in the NEP 2020.

### Outline of Curriculum under NEP 2020

#### Your First Year at College: A Simple Guide (Semesters 1 & 2)

##### A. List of Core Courses

The core courses comprise Discipline-Specific Core (DSC), Discipline-Specific Elective (DSE), and Minor courses (MC). All core courses have a credit allocation of 4. Altogether, irrespective of any significant or minor options, a student will necessarily need to study 23 courses with a total credit allocation of 92 over a 3-year programme. The degrees relevant to the core courses will be awarded by the university.

- i. **Major Courses** are offered by a particular department for students. The minimum credit requirement for a Single Core Discipline (Major) over 3 years is 64, which translates to 16 courses, including 5 DSEs.
- ii. **Minor Courses** One of the Major courses offered by the Department shall be treated as a Minor for students of other departments. The department may also offer a separate course or repeat the same course(s) as a Minor for students of other departments. The minimum credit requirement for a Minor Course over 3 years is 24, which translates to 6 courses.

##### B. List of Common Courses

As the name suggests, these courses must be studied by all students in the 3-year undergraduate programme. Together, the common courses have a credit allocation of 36, divided over five subdivisions.

- i. **Multidisciplinary Courses (MDC):** Total Credits 9 Courses offered by a particular department shall be

considered multidisciplinary for students of other departments. A student cannot opt for an MDC catering to their Core Courses (Major and Minor). The student should be motivated to opt for a different subject each semester.

- ii. **Ability Enhancement Course (AEC):** Total Credits 8 Courses on Language and Communication Skills, viz. English or Hindi.
- iii. **Skill Enhancement Course (SEC):** Total Credits 9. The college will identify the Skill Enhancement Courses to be offered in a semester, and students will choose the skill course of his/her choice from the courses offered.
- iv. **I/A/P/C/ (or Work-based Vocational Course\*):** Total credits 4 Internship/Apprenticeship/Minor Project/Community Outreach (I/A/P/C) or Work based Vocational Courses are courses common to all students and will be carried out during the winter and summer terms/vacations. Although offered in the second semester, students may be encouraged to make their choice at the end of the first semester, allowing them to carry out activities during winter vacation as well. \*This course will not be offered in the first (beginning) academic session.
- v. **Value-Addition Course (VAC):** Total 6 Credits. These are the course(s) common to all students to be offered as a VAC category in the second semester.

### **New Programmes and Courses**

Sardar Patel University may edit or deactivate any existing programmes/courses and offer new ones in the subsequent academic years.

### **Eligibility for the UG Programmes**

- a. A student who has passed 12th standard or equivalent examination in any stream from a recognised institution (UGC-CCFUGP: 3.2.3).
- b. Admission to the 3-year UG programme will be based on the preference of the Major, if any. In case a student does not want to opt for any major in the 3-year programmes/they will be admitted based on their preferences for subject combinations.
- c. Admission to a discipline-specific course or major will be subject to the availability of the subject and the capacity of the college or department.
- d. No student shall be eligible for admission to a programme in any discipline unless s/he fulfils the prerequisites of courses as fixed by the university.

**Academic Bank of Credits (ABC)** All credits a student earns at the end of an examination in SPU-UGP will be deposited in the ABC by the university. As such, a student must register for the ABC as notified by the regulatory agencies.

### **Duration for Award of UG Certificate, UG Diploma and Degree**

- i. **UG Certificate** after completing 1 year (2 semesters) of study in the chosen fields of study with **44 credits**, including four credits in I/A/P/C/ or work-based vocational course(s) offered during winter/or

summer term.

- ii. **UG Diploma after 2 years (4 semesters) of study with 86 credits.**
- iii. **3-Year Bachelor's Degree after successful completion of three years (6 semesters) with 128 credits.**
- iv. Students will be permitted to take a break from the study during the period of study, but the total duration of completing the programme shall not exceed 7 years.
- v. It should be noted that any certificate/diploma/degree is awarded only if the student clears (i.e., passes) all the required courses (papers) up to that point in time.

**Change of Programme:** The students who wish to change programmes in the 2nd year (or the third semester) shall be eligible only for the 3-year B.A. programme (Multidisciplinary), subject to availability of seats and the Major programme in the College and earning of additional credits (8 each in each of the two core Major disciplines). Two courses of any one discipline studied in the first two semesters will be treated as a Minor. The remaining 16 credits shall be earned from a single Minor discipline.

### **Multiple Exits and Entries**

- i. As permissible under UGC Guidelines for Multiple Entry and Exit in Academic Programmes offered in Higher Education Institutions, students will be allowed to enter/re-enter in the odd semesters and exit after even semesters, provided that they fulfil the minimum requirements for entry and exit.
- ii. After exiting, either at the end of Year 1 or Year 2, the student can seek entry only into the same program to which they were initially admitted.
- iii. When a student exits the 3 years with a Bachelor's Degree, s/he cannot seek reentry into the programme in the fourth year; instead/they will need to take admission into the Master's programme in the first year.
- iv. Students with a UG degree with Honours after 4 years will have to take admission into the second year of a 2-year Master's programme.
- v. Repeating or Options for Other Courses: If a student fails a particular course, they shall be promoted to the next semester/year as per guidelines for Examinations and Grading under NEP 2020.
- vi. Repetition of course (s) shall be only for the end-of-semester examinations. In place of the failed courses, students may opt for the following in consultation with the parent department:
  - Choose other courses with the same credits offered through CDOE.
  - Choose online/CDOE courses approved by SPU as per existing UGC regulations, having the same credits.

## Curriculum and Credit Framework for UG Programme Semester I and II

Course&AcademicLevel	Sem-ester	DisciplineSpecificCourses-Core  Subject-A&B(DSC) Credits-4	Discipline Specific Elective  (DSE) Credits-4	Minor Courses  Subject-C(MC) Credits-4	Multidisciplinary courses  (MDC) Credits-3	Skill Enhancement courses  (SEC) Credits-3	Ability Enhancement courses  (AEC) Credits-2	Internship/Apprenticeship/Project/Community Outreach (I/A/P/C)  Credits-4	Value Addition courses  (VAC) Credits-2	Total Credits
Introductory/Foundation Level Courses	I	Subject-A(DSCA1) Subject-B(DSCB1)		Subject-C(MC1)	MDC1	SEC1	AEC1			20
	II	Subject-A(DSCA2) Subject-B(DSCB2)		Subject-C(MC2)	MDC2	SEC2		I/A/P/C-1	VAC1	24
	Exit1	Student on exit will be awarded Undergraduate Certificate (in the Field of Study) after securing 44 credits in Semester I and II.								44

### Other Significant Notes

1. The prescribed credit weightage includes Lecture, Tutorial, and Practical components.
2. At the end of the second semester, the college offers the MultiDisciplinary/Interdisciplinary) programme. The student choosing the Single Core Discipline (Major) will be required to give his/her Major and Minor at the end of the second semester. Such choices, including DSCs made at the end of the second semester, shall remain in effect until the VI semester.
3. Additional Seats: The Colleges may create 10% extra seats over and above the sanctioned strength to accommodate the request for a change of major.
4. Any unfilled or vacant seats may be filled with those seeking a change of Major. Preference will be given to those with the highest CGPA amongst those who applies first.
5. MDCs must be selected from a broad discipline/pool of MDCs other than Major and Minor disciplines/subjects.
6. AEC/VAC/SEC-3 should be chosen from a pool of courses. Every discipline shall provide these courses, some of which will be offered discipline-specific, while the rest can be open to students of all other disciplines. However, the two SECs (SEC-1 & SEC-2) must be chosen from the discipline-specific (Core and Minor).
7. Any one of the two languages (English or Hindi) courses can be opted for as Core Course. AECs should be in a language other than what is studied in DSCs/Minors.
8. I/A/P/C will be determined at the end of the first semester to enable students to carry out some I/A/P/C activities during winter vacation.
9. A student who secures 75% or more marks in aggregate till semester 6 (up to a 3-year degree) shall be eligible for a 4-year degree Honours with Research, provided SPU has approved the college to offer it.
10. Major and Minor shall be awarded on fulfilment of the following conditions: For Major, 64 credits in a 3-year in a single Major Discipline.

## PERMISSIBLE SUBJECT COMBINATIONS (FOR DSC & MC PAPERS)

**NOTE: FOR OPTING THE THREE CORE SUBJECTS (DSC A1, DSC B1 & MC1), THE STUDENTS MUST SELECT ONLY ONE SUBJECT FROM ANY GROUP FROM THE FOLLOWING TABLE:**

### Subject Selection Structure B.A. Semester I

Group I (DSC A1 / DSC B1 / MC 1)	Group II (DSC A1 / DSC B1 / MC 1)	Group III (DSC A1 / DSC B1 / MC 1)	Group IV ((DSC A1 / DSC B1 / MC 1)	MDC (MULTI DISCIPLINARY COURSE)	SEC (SKILL ENHANCEMENT COURSE)	AEC (ABILITY ENHANCEMENT COURSE)	VAC (VALUE ADDED COURSE)	Intern-ship
English	Political Science	History	Maths	Commerce, Maths, English, History Sociology Political Science	Any of the four Groups (Preferably similar to DSC I)	English	EVS	At the End of the Second Semester
Hindi	Sociology	Geography	Economics			Hindi		
			Music (V)					

### Subject Selection Structure B.Sc. Semester I

Group I (DSC A1 / DSC B1 / MC 1)	Group II (DSC A1 / DSC B1 / MC 1)	Group II I (DSC A1 / DSC B1 / MC 1)	MDC (MULTI DISCIPLINARY COURSE)	SEC (SKILL ENHANCEMENT COURSE)	AEC (ABILITY ENHANCEMENT COURSE)	VAC	Intern-ship
Botany Chemistry	Chemistry Maths	Zoology Physics	Commerce, Maths English History Sociology Political Science	Any of the three Groups (Preferably similar to DSC I)	English	EV(Offered in the Second Semester)	At the End of the Second Semester

## Subject Selection Structure B.Com. Semester I

SEMESTER	DSC I	DSC II	MC I	MDC (MULTI DISCIPLINARY COURSE)	SEC (SKILL ENHANCEMENT COURSE)	AEC (ABILITY ENHANCEMENT COURSE)	VAC
Semeste I	Business Organization & Management	Financial Accounting-I	Business Law	Maths English History Sociology Political Science	E-Commerce	English	
Semester II	Principles of Marketing	Financial Accounting-II	Company Law	Business Environment	Enterpreneurship and Venture Creation		EVS (Offered in the Second Semester)

### NOTE:

The maximum number of seats in each core course-I will be 80. The number of seats may be enhanced if the number of teachers in any subject will be more than one.

### DOCUMENTS REQUIRED AT THE TIME OF ADMISSION

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

The scanned copies of the following documents are required at the time of filling of online admission form:

- Passport size photographs.
- Matriculation certificate for Date of Birth.
- 10+2 Marksheet.
- All girls candidates have to submit a copy of Bonafide Himachali certificate to avail the benefit of relaxation from tuition fee as per Govt. notification No. EDN-H(8) 3(7)1/76 dated 29-06-01.
- Scanned copies of category certificate (SC/ST/OBC/IRDP/BPL/EWS), if claimed.
- 40% disability certificate.
- Latest character certificate issued by the Head of the institution last attended. In case of private candidate latest character certificate by some H.P. Govt. Gazetted Class I Officer or any other competent authority.
- A certificate from competent authority in case of single girl child.
- The gap of one year or more in the academic career (after 10+2) of an applicant must be supported by undertaking, as the proof of his/her activities during the period of gap.

Note: The Character certificate must not have been issued more than six months prior to the date of admission. In such cases fresh character certificate must be obtained from Gazetted Class- I officer or the Panchayat Pradhan of the the village.

## **MODE OF SELECTION**

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

## **RESERVATION OF SEATS**

Our institution follows the reservation policy of H.P.Government and Sardar Patel University in admissions.

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

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

### **Continuous Comprehensive Assessment(CCA):**

This would have the following components:

**Classroom Attendance and Incentives:** Each student will have to attend minimum of 75% Lectures/Tutorials/Practicals. A student having less than 75% attendance will not be allowed to appear in the Annual Examination.

=75% but <80%	1 mark
=80% but <85%	2marks
=85% but <90%	3marks
=90% but <95%	4marks
=95% and above	5 marks

**Examination & Grading** The examination and grading modalities of SPU-UGP will be in accordance with SPU's Examination and Grading Ordinance/Notifications.

**House Test:** There will be one House Test conducted when approximately 75% of the syllabus is covered.

**Seminar/Assignment/TermPaper:** 10 Marks of CCA will be awarded on the basis of classroom activities viz. Seminar/Assignment/Term paper/Quiz/Presentation etc.

**Age Limit:** Maximum age limit for the admission in BA/BSc/BCom-1st course is 23 years for boys and 25 years for girls of general category. There is three years age relaxation for SC/ST candidates as per University norms as on 1st July of the year concerned. The Vice- Chancellor may permit age relaxation up to a maximum of three months.

**NOTE: ANY CANDIDATE WITH COMPARTMENT IN 10+2 IS NOT ELIGIBLE TO SEEK ADMISSION IN UNDER GRADUATE COURSES.**

**The students of 1<sup>st</sup> Year will deposit their fee after the forms have been verified offline.**

## UNDER CHOICE BASED CREDIT SYSTEM (CBCS)

The CBCS provides an opportunity for the students to choose courses from the prescribed courses comprising core, elective and skill based courses. The courses can be evaluated by following the grading system, which is considered to be better than the conventional marking system. Therefore, it is necessary to introduce uniform grading system in higher education in India. This will benefit the students to move across institutions within India. The uniform grading system will also enable potential employers to assess the performance of the candidates. In order to bring uniformity in evaluation system and computation of the Cumulative Grade Point Average (CGPA) based on student's performance in examinations, the UGC has formulated the guidelines to be followed.

### **Outline of Choice Based Credit System:-**

1. **Core Course / Discipline Specific Course (DSC):** A course, which should compulsorily be studied by a candidate as a core subject is termed as a Core course. Core course is also referred as Discipline Specific Course (DSC). The course, designed under this category, aims to cover the basics that a student is expected to imbibe in that particular discipline.
2. **Elective Course:** Generally a course which can be chosen from the pool of courses and which may be very specific or specialized to the discipline/ subject of study or which provides an extended scope or which enables an exposure to some other discipline/subject/domain or nurtures the candidate's proficiency/skill is called an Elective Course.

**Discipline Specific Elective (DSE) Course:** Elective courses which may be offered by the main discipline/subject of study is referred as Discipline Specific Elective.

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

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

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

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

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

### **Definitions**

**Credit:** Credit stands for the following

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

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

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

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

### **Choosing Study Courses**

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

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

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

## **Students' Assessment and Evaluation**

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

*Note: A student will have to secure at least 35% in both the components i.e. CCA and Annual Examination, but 40% in aggregate to become eligible to be declared successful in the course. Only those students will be allowed to appear in the Annual Examination who have been successful in CCA.*

### **Continuous Comprehensive Assessment (CCA):**

This would have the following components:

**Classroom Attendance and Incentives:** Each student will have to attend minimum of 75% Lectures/Tutorials/Practicals. A student having less than 75% attendance will not be allowed to appear in the Annual Examination.

=75% but <80%	1 mark
=80% but <85%	2 marks
=85% but <90%	3 marks
=90% but <95%	4 marks
=95% and above	5 marks

**House Test:** There will be one House Test conducted when approximately 75% of the syllabus is covered. This House Term Test will be of 15 Marks.

**Seminar/Assignment/Term Paper:** 10 Marks of CCA will be awarded on the basis of classroom activities viz. Seminar/Assignment/Term paper/Quiz/Presentation etc.

**Age Limit:** Maximum age limit for the admission in BA/BSc/BCom-1st course is 23 years for boys and 25 years for girls of general category. There is three years age relaxation for SC/ST candidates as per University norms as on 1st July of the year concerned. The Vice-Chancellor may permit age relaxation up to a maximum of three months.

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

AnnualMarksForall Years	Classroom Attendance	HouseTest	Assignment/Presentation	Practical	Annual Examination	Total
Courseswithout Practical	05	15	10	--	70	100
CourseswithPractical	05	15	10	20	50	100

**Accumulation of credits:**

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

**SCHEME FOR CHOICE BASED CREDIT SYSTEM (CBCS) IN BACHELOR OF SCIENCE (PHYSICAL SCIENCES/LIFE SCIENCES)**

**ANNUALSYSTEM**

Year	CoreCourse (12)	AbilityEnhancement Compulsory Course AECC (2)	Skill Enhancement Courses SEC (4)	DisciplineSpecific Elective DSE(6)	Total Credits
II	DSC-1C=6Credits DSC-1D=6Credits DSC-2C=6Credits DSC-2D=6Credits DSC-3C=6Credits DSC-3D=6Credits <b>Credits=6x6= 36</b>		SEC-1=4 Credits SEC-2=4 Credits  <b>Credits=08</b>		<b>44</b>
III			SEC-3=4Credit SEC-4=4Credit  <b>Credits=08</b>	DSE-1A = 6 Credits DSE-1B = 6 Credits DSE-2A = 6 Credits DSE-2B = 6 Credits DSE-3A = 6 Credits DSE-3B=6Credits <b>Credits=6x6 = 36</b>	<b>44</b>
<b>Total Accumulated Credits (including 44 credits of the First Year)</b>					<b>132</b>

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

Year	Core Course (12)	Ability Enhancement Compulsory Course AECC(2)	Skill Enhancement Courses SEC (4)	Elective Course Discipline Specific Elective DSE(4)	Generic Elective (GE) 2	Total Credits
II	English-2/Hindi-2 (DSC-1C) DSC-1D (DSC-2C) DSC-2D <b>Credits=6X6=36</b>		SEC-1=4 Credit SEC-2 = 4 Credit <b>Credits=08</b>			44
III			SEC-3 = 4 Credit SEC-4 = 4 Credit <b>Credits= 08</b>	DSE-1A=6Credits DSE-1B=6Credits DSE-2A=6Credits DSE-2B=6Credits <b>Credits=4X6=24</b>	GE-1 GE-2  <b>Credits =2X2=4</b>	44
<b>Total Accumulated Credits ((including 44 credits of the First Year)</b>						<b>132</b>

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

Year	Core Course(12)	Ability Enhancement Compulsory Course AECC(2)	Skill Enhancement Courses SEC(4)	Elective Course Discipline Specific Elective DSE (4)	Generic Elective (GE)2	Total Credits
II	English-2 / Hindi-2 Company Law(BC-2.1) Income Tax Law and Practice (BC 2.2 ) Corporate Accounting(BC-2.4) Cost Accounting(BC-2.5) <b>Credits=6x6 =36</b>		Computer Applications in Business(BC2.3) E-Commerce (BC2.6) <b>Credits= 08</b>			44
III			SEC-3:BC-3.3 Entrepreneurship SEC4:BC-3.7 Personal Selling and Salesmanship  <b>Credits=2X4=08</b>	DSE-1:BC-3.1(b) Principles of Marketing DSE2:BC3.2 (a) Corporate Governance and Auditing DSE3:BC3.5 (c) Management Accounting DSE4:BC3.6(c) Fundamentals of Investment <b>Credits=4X6=24</b>	GE1: EONA 313 Economy of Himachal Pradesh GE-2: ECONA 314 Indian Economy  <b>Credits= 2X6=12</b>	44
<b>Total Accumulated Credits((including 44 credits of the First Year)</b>						<b>132</b>

## **ADMISSION PROCESS 2026-27**

### **B.A./B.Sc./B.Com.-II and -III Year**

#### **ELIGIBILITY CONDITIONS:**

A student will be eligible for admission to B.A./B.Sc./B.Com.-II and III Year, if S/he has passed appeared for the first year exams provisionally until S/he has cleared/ passed the first year exams as declared by SPU.

(i) The candidates seeking admission in B.Sc.-II year should have passed the qualifying examination in science stream with 45% marks or equivalent grade for general category and 5% relaxation for SC/ST candidates.

(ii) The candidates who have passed the qualifying examination in Commerce stream shall be given preference to B.Com. Program.

#### **ADMISSION:-**

Every candidate seeking admission to any class will apply on the prescribed form available online on College website.

For admission to II and III Year, attach Mark sheet / Admit card of previous exam passed / appeared in.

The applicant of II & III Year will deposit the fee after the form is verified and approved by the members of the admission committee online.

In case of any clarification or guidance, the applicant can approach Guidance and Counseling Cell of the college.

Admission of a student is liable to be cancelled in case he/she furnishes incomplete/wrong/false information or in case of concealment of facts. Disciplinary action will also be taken against such a candidate

Initially all admissions shall be provisional and subject to the final approval by SPU. Rules of admission are subject to change as per the Sardar Patel University notifications issued from time to time

**No admission will be granted after the last date of admission.**

## TENTATIVE FEE STRUCTURE (IN RUPEES) FOR THE SESSION 2026-27

<b>Govt. Fee/Funds</b>	Admission Fee	25.00	<b>Annual College Dues</b>	Library Security Refundable) For New Admission	100.00
	Re-admission Fee (1 <sup>st</sup> time)	100.00		Identity Card Duplicate Identity Card	10.00 20.00
	Re-admission Fee (2 <sup>nd</sup> time)	200.00		NCC Fund	10.00
	Late admission Fee (Per Day)	10.00		College Magazine Fund	50.00
	Tuition Fee (For Boys and non HP Girls)	600.00		Campus Development (Beautification and upkeep Fund)	10.00
	Late Payment of Dues (Per Day)	01.00		Medical Fund	06.00
<b>University Fee/funds</b>	Continuation Fee (Old Students)	10.00		Student Aid Fund	02.00
	Univ. Sports Fee	15.00		Furniture Repairs/Replacement Fund	10.00
	Youth welfare funds	15.00		Computer and Internet Facility	20.00
	Holiday Home Fund	01.00		Book Replacement Fund	25.00
	University Development Fund** (For general students)	250.00		Cultural Activities Fund	20.00
	For IRDP/BPL students	100.00		Youth Red Cross Fund	40.00
<b>Practical Funds (per subject)</b>	Computer Practical Fee for Commerce 1 <sup>st</sup> and 2 <sup>nd</sup> year students @ Rs. 15/- per month	180.00	<b>College Dues (Annual)</b>	Rover and Rangers Fund @ Rs. 5 per month	60.00
				Building Fund @ Rs. 10 per month	120.00
				Amalgamated Fund @ Rs. 25 per Month	300.00
				Sports Fund @ Rs. 20 per month	240.00
				Internal Examination Fund	80.00
				Physics @ Rs. 20/- per month	240.00
				Chemistry @ Rs. 20/- per month	240.00
				Zoology @ Rs. 20/- per month	240.00
Botany @ Rs. 20/- per month	240.00				
Geography @ Rs. 15/- per month	180.00				
Music/any other practical subject @ Rs. 15/- per month	180.00				
Examination Fee: as per SPU norms and directions and subject to change as per SPU/HP Govt. instructions					

*\*\*The admission fee is subject to change as per SPU Guidelines.*

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

## Note

1. No tuition fee will be charged from Bonafide female students of H.P.
2. No fee and funds will be charged from the students with special needs having more than 40% disability (As per DHE letter No EDN - H (8) B (15) - HPU-15/2013 dated 01/02/2020.
3. SPU Development fund @Rs 100/-will be charged from students belonging to IRDP/BPL or production of valid documents.
4. Registration fee of Rs.200/-will be paid online by1<sup>st</sup>year students as per directions of SPU.

## TENTATIVE TOTAL FEES AND FUNDS

(TO BE REALIZED FROM THE STUDENTS AT THE TIME OF ADMISSION)

Sr. No	Class	Fee Boys	Fees Girls	Fee Boys (BPL)	Fees Girls (BPL)	If Music/Geography elected then fee will be Charged @ Rs. 180/-per subject and total fee will be as follows:			
						Boys	Girls	Boys (BPL)	Girls (BPL)
1.	B.A.1 <sup>st</sup> Year	2009/-	1409/-	1859/-	1259/-	2189/-	1589/-	2039/-	1439/-
2.	B.Sc.1 <sup>st</sup> Year(Physical Sciences)	2489/-	1889/-	2339/-	1739/-	-	-	-	-
3.	B.Sc.1 <sup>st</sup> Year(Life Sciences)	2729/-	2129/-	2579/-	1979/-	-	-	-	-
4.	B.Com1 <sup>st</sup> Year	2189/-	1589/-	2039/-	1439/-	-	-	-	-
5.	B.A.2 <sup>nd</sup> Year	1669/-	1069/-	1669/-	1069/-	1849/-	1249/-	1849/-	1249/-
6.	B.Sc.(Physical Sciences)2 <sup>nd</sup> Year	2149/-	1549/-	2149/-	1549/-	-	-	-	-
7.	B.Sc.(Life Sciences)2 <sup>nd</sup> Year	2389/-	1789/-	2389/-	1789/-	-	-	-	-
8.	B.Com.2 <sup>nd</sup> Year	2209/-	1609/-	2209/-	1609/-	-	-	-	-
9.	B.A.3 <sup>rd</sup> Year	1669/-	1069/-	1669/-	1069/-	1849/-	1249/-	1849/-	1249/-
10.	B.Com3 <sup>rd</sup> Year	1669/-	1069/-	1669/-	1069/-	-	-	-	-
11.	B.Sc.(Physical Sciences)3 <sup>rd</sup> Year	2149/-	1549/-	2149/-	1549/-	-	-	-	-
12.	B.Sc.(Life Sciences)3 <sup>rd</sup> Year	2389/-	1789/-	2389/-	1789/-	-	-	-	-

## Note

- Every student has to pay Rs 400- per annum as PTA Fund.
- Funds and Tuition Fee for the entire session shall be charged from the time of joining the college on migration from other institution.
- Computer practical fee for Commerce of 1<sup>st</sup> and 2<sup>nd</sup> Year students shall be charged @ 180/- per subject.
- Rs. 100 will be charged extra from the students migrated from other colleges on account of library security.
- Fine if any, from the students will be collected in the month of March before the commencement of Annual Examination.
- Fees and Funds once paid shall not be refunded in any case.

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

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

## LIBRARY AND ITS RULES

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

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

- All the students on the rolls of the college are eligible to become members of the college library.
- Every student is entitled to draw two books from the library for reading at home for a period of 30 days.
- The borrower shall be solely responsible for the safety/preservation of the books drawn by him/her.
- A fine of Rs. 1/- per day per book will be charged beyond due date of submission of the book from the defaulter students.
- In case a book is found mutilated, torn, defaced or misplaced the actual cost of the book plus additional fine will be charged from such defaulter students.
- Reference books are to be consulted in library, only after obtaining permission from the Librarian.
- Students can get their library security refunded within one year after leaving the college; otherwise the security will stand forfeited

## **IDENTITYCARD**

- Identity card is the most important document of the college student, because it is the only identification for anyone to establish and produce.
- Any kind of transaction between students and college is entertained only after production of Identity card. If a student has to deal with any kind of work related to examination, library, collection/inspection of any kind of document, one has to produce his/her Identity card first in order to establish his identity.
- A student is not permitted to replace his/her photograph pasted on the Identity card for any reason whatsoever.
- If Identity card is lost, one has to file a report in the Police Station in order to get a duplicate Identity card issued for a sum of Rs 20.

### **Students should always carry their Identity cards while entering the college premises.**

In the event of surprise check of Identity card or for any other reason, if the student is unable to produce the Identity card he/she will be handed over to the police or as the situation may demand. Students without Identity card are deemed as outsiders.

The concerned student shall be held responsible for his/her deeds in case, the Identity Card gets misplaced or misused by anti-social elements. It is the personal responsibility of the student to keep his/her Identity card in safe custody.

## **LEAVE RULES**

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

## **RE-ADMISSION**

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

## **SCHOLARSHIPS AND AWARDS**

There are various provisions to grant scholarships in various categories to deserving students as per the rules/directions issued by the state government from time to time. The students should apply for these scholarships online through National Scholarship Portal at <https://scholarships.gov.in> as per the dates notified by the Government. The application is further recommended by the college and the scholarship is disbursed through Direct Benefits Transfer (DBT) into the student's bank account. The scholarships are as follows:

1. Centrally sponsored Post-matric scholarship scheme for SC students.
2. Centrally sponsored Post-matric scholarship scheme for ST students.
3. PMYasasvi Post-matric scholarship scheme for OBC students.
4. PMYasasvi Post-matric scholarship for Economically Backward class (EBC) Students.
5. Maharishi Valmiki Chatravriti Yojana
6. Kalpana Chawla Chatravriti Yojana
7. Indira Gandhi Utkrisht Chatravriti Yojana
8. Mukhya Mantri Vidhyarthi Kalyan Yojana
9. Post-Metric scholarship scheme for minorities
10. Centre sector scheme of scholarship for college and university students
11. Post Metric scholarship for students with disability.

## **RULES FOR AWARDS AND PRIZES IN ANNUAL FUNCTION:**

### **Academic:**

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

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

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

### **CO-CURRICULAR ACTIVITIES**

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

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

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

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

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

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

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

**Science Society:** The science society has been constituted in the college with an objective of promoting an interest, understanding and knowledge of the scientific world amongst the college students and the local community. In addition to curriculum based regular science teaching in the college, it is important to make the students aware about latest scientific knowledge and its implications in society so that student may become enlightened citizens with a scientific temperament.

**Road Safety Club:** Road Safety Club was formed in the college 2021 with an aim to spread awareness among the youth regarding Road Safety and Traffic Rules. It is believed that awareness will lead to creating safer roads and decrease the incidence of road accidents.

**Energy Club:** Environment degradation and climate change are global phenomena where actions in one part of the world ecosystems and population across the globe. In this context our college constituted an Energy Club for propagation of energy conservation values amongst the Students.

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

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

**Women's Cell:**The Women's cell aims at empowering and orienting women to recognize their true potential. It strives to promote gender sensitivity and to educate the staff and students about the rights of women. It subsists to address the issues of gender discrimination and inappropriate conduct towards women. It is committed to making the campus safe for women – free from exploitation, harassment, and violence of any nature.

**Helpline number for women in distress: 7827170170**

**For any emergency assistance number: 112,** Website for helpline: [www.ncwwomenhelpline.in](http://www.ncwwomenhelpline.in)

**Mental Health and Wellness Cell:** The cell is committed to create a compassionate, inclusive and supportive campus environment that prioritises emotional and psychological well-being.

### **MENTOR-MENTEE PROGRAMME**

Under-Graduate students often need mentoring, guidance and counseling from a loving elderly person. Moreover, keeping in view the rural background of the students, a mentoring system has been introduced in the college to better serve the needs of an ever-changing and dynamic learning atmosphere.

In this mentoring system, each faculty member will be the mentor of a group of 30 to 40 students. The mentor will perform the following functions and will always be free to do more for the benefit of the students.

1. Meet the group of students at least once a month.
2. Continuously monitor, counsel, guide, and motivate the students in all academic matters.
3. Advise students regarding choice of electives, projects, summer training, etc.
4. Contact parents/guardians if the situation demands e.g. academic irregularities, negative behavioral changes, and interpersonal relations, detrimental activities, etc.
5. Advise students in their career development/professional guidance.
6. Maintain contact with the students even after their graduation.

## List of Committees for the Session 2026-27

Sr. No.	Name of Committee	Name of Staff
01.	College Advisory & CSCA Committee	1.Mrs. Nisha Vaidya
		2. Dr.Mamta Parmar
		3. Dr.Bandana Devi
		4. Mr.Chander Pal
		5.Poonam Chaudhary
		6.Mr.Hukam Chand
02	IQAC/NAAC/UGC	1.Mrs. Nisha Vaidya (Chairperson)
		2. Dr.Mamta Parmar (Co-Ordinator/Administrative Officer)
		3. Dr.Bandana Devi
		4. Mr. Vivek Kapoor (Dept.of Mathematics)
		5. Dr. Poonam Chaudhary (Dept. of Chemistry)
		6. Ms. Neelam Dept. of Commerce
		7.Mr. Ajay Kumar Singh (Dept. Of Sociology)
		8. Mr. Hukam Chand (Department of Zoology)
		9. Dr. Saroj Kumari (Dept. of Economics)
		10. Mr Yudhi Chand (JOAIT)
		11. Mr. Jeevan Singh(PTA President)
		12. Ms. Parmindera Devi ( Pradhan Local Panchayat )
		13. President Alumni Association
03.	Staff Secretary	1.Dr.Bandana Devi
	Asstt. Staff Secretary	2.Ms. Neelam
04.	Bursar/Financial Management	1.Mr.Sandeep Kumar
05.	Time Table Committee	1. Mr. Sandeep Kumar
		2.Ms. Neelam
		3.Mr.Chander Pal
		4.Mr.Ajay Kumar Singh
		5.Mr.Hukam Chand
06.	Scholarship and Fee Concession Committee.	1.Mr. Vivek Kapoor
		2.Ms. Neelam
		3.Dr. Poonam Chaudhary
		4 Mr. Ajay Kumar Singh
		5.Mr. Hukam Chand
		6. Dr.Saroj Kumari Sharma
		7.Mr.Sukh Dev(JOAIT)
07.	RUSA and General Fund Purchase Committee	1.Dr. Mamta Parmar
		2.Mr.Vivek kapoor
		3.Mr.Chander Pal
		4.Mr.Suresh Kumar
		5.Ms. Anita Kumari
		6 Mr. Sukh Dev (JOAIT)

Sr. No.	Name of Committee	Name of Staff
08	Verification of Purchase Committee	1.Mr. sandeep Kumar
		2.Ms. Neelam
		3.Sh. Sita Ram Supdt. Grade I
09.	College Property Committee	1. Mr. Sandeep Kumar
		2.Mr. Vivek Kapoor
		3.Mr. ChanderPal
		4. Mr. AjayKumarSingh
		5.Mr. Suresh Kumar
		6.Mr. HukamChand
		7.Mr. SukhDev(JOAIT)
10.	Mid Term Examination Committee	1.Mr.Vivek Kapoor
		2. Mr. Chander Pal
		3.Dr.PoonamChaudhary
		4.Mr.Yudhi Chand(JOAIT)
11.	Discipline-cum-Anti Ragging & Student Grievance Redressal Committee (SGRC)	1.Dr. Mamata Parmar
		2.Dr. Bandana Devi
		3. Mr. Sandeep Kumar
		4. Mr. Suresh Kumar
		5. Ms. Neelam
		6. Mr. Hukam Chand
		7. Dr. Saroj Kumari
		8. Mr. Sita Ram, Superintendent Grade-I
12.	Bus Pass Committee	All teachers to their respective students
13.	Library/Book Bank Committee	1.Dr. Bandana Devi
		2. Ms. Neelam
		3. Mr. Ajay Kumar Singh
		4.Mr.Chander pal
		5. Mr. Anita Kumari
		5. Ms .Kanchana Devi
		7. Ms. Susheela Kumari
		8. Mr. HansRaj
14.	Campus Beautification Committee	1.Dr.Poonam Chaudhary
		2. Mr. Suresh Kumar
		3. Mr. Hukam Chand
		4. Ms.Anita Kumari
		5. Ms. Kanchan Kumari
		6.Ms.Kavita Devi
15.	Canteen Committee	1.Mr.Sandeep Kumar
		2.Mr.Chander Pal
		3.Mr.Ajay Kumar Singh
		4.Mr.suresh Kumar
		5.Ms. Neelam
		6.Ms.Anita Kumari
		7. Mr.SitaRam, Superintendent Grade-I

Sr.No.	Name of Committee	Name of Staff
16.	Press &Photography, Event Recording Committee.	1 Dr. Bandana Devi
		2.Mr.Hukam Chand
		3.Ms.AnitaKumari
		4.Ms.KanchanaDevi
17.	SC/ST/OBC/Minority Cell	1.Dr.Bandana Devi
		2.Mr.SandeepKumar
		3.Mr. Suresh Kumar
		4. Mr. Hukam Chand
		5. Dr. Saroj Kumari
18.	IT/Computer/Website	1.Mr. Vivek Kapoor
		2.Dr.PoonamChaudhary
		3.Mr.AjayKumarSingh
		4.Ms. Neelam
		5.Mr.Hukam Chand
		6.Dr.SarojKumari Sharma
19.	NSS Incharge	1.Mr.SureshKumar
20.	Rover Incharge	1.Mr.AjayKumar singh
21.	Ranger Incharge	1.Dr.MamtaParmar
22.	Red Cross Club	1.Ms.AnitaKumari
23.	Red Ribbon Club	1.Dr.Bandana Devi
24.	NCC	1.Mr.HukamChand
25.	Eco Club	1.Dr.Poonam Chaudhary
26.	Energy Club	1.Mr. Vivek Kapoor
		2. Dr.Poonam Chaudhary
		3. Mr.Hukam Chand
		4.Dr. Kanchana Devi
27.	Road Safety Club	1.Mr.Sandeep Kumar
		2.Mr.Neelam
		3. Ms.Kanchan Kumari
28.	Internal Complaint Committee/ Women Sexual Harassment Cell/Gender Sensitization Committee	1.Mrs. Nisha Vaidya (Chairperson )
		2.Dr. Mamta parmar
		3.Mr. Sandeep Kumar
		4.Dr.Bandana Devi
		5. Mr. Vivek Kapoor
		6.Mr. Chander Pal
		7.Ms. Neelam
		8.Mr. Ajay Kumar Singh
6.Dr. Kanchana kumara		
29.	Career Counseling, Guidance and Placemnt Cell	1. Dr. Mamta Parmar
		2. Mr. Sandeep Kumar
		3. .Ms. Neelam
		4. Mr. Chander Pal
		5.Mr. Vivek Kapoor
		6.Mr. AjayKumarSingh
		7.Mr. Suresh Kumar
		8.Ms.Kanchana Devi
		9.Ms. Kanchan Kumari

Sr. No.	Name of Committee	Name of Staff
30.	College Magazine	1.Dr.BandanaDevi (Chief Editor)
		2. Ms. Kanchana Devi (Editor English Section)
		3.Mr. SureshKumar (Editor Pahari)
		4.Mr. Vivek Kapoor (Editor Science)
		5.Ms. Anita Kumari (Editor Hindi)
		6.Dr. SarojKumari(Editor Planning)
		7. Ms. Neelam (Editor Commerce)
31.	Prospectus	1. Dr.Bandana Devi
		2. Mr. Vivek Kapoor
		3.Dr.PoonamChaudhary
		4.Mr.AjayKumar Singh
		5.Ms. Neelam
32.	Inter-College Youth Festival	1. Dr. Bandana Devi
		2. Dr. Poonam Chaudhary
		3. Mr. Suresh Kumar
		4. Mr. Hukam Chand
		5. Ms. Neelam
		6. Dr. Saroj Kumari Sharma
		7. Ms. Anita Kumari
		8.Ms.KanchanaDevi
33.	Inter College Sports	1.Mr.Sandeep Kumar (Sports Incharge)
		2. Mr. Sandeep Kumar (Athletics)
		3.Mr.ChanderPal (Cricket & Boxing)
		4.Ms.Neelam(Kabadi)
		5. Mr. Vivek Kapoor ( Kho-Kho &Chess)
		6.Mr.AjayKumarSingh ( Kabbadi & Boxing)
		7.Mr.Suresh Kumar(Badminton-Men)
		8.Mr.HukamChand (Volley Ball & Shooting)
		9.Ms.AnitaKumari(Volleyball-Women)
		10.Ms Kanchan Kumari (Badminton-Women)
34.	Cleanliness Committee	1.Dr. Bandana Devi
		2.Dr.Poonam Chaudhary
		3.Ms. Neelam
		4. Mr.SureshKumar
		5. Mr.Hukam Chand
		6. Ms.Anita Kumari
		7. Ms. Kanchana Devi
		8.Ms.KanchanaDevi
		9. All NSS, NCC, All Club members/volunteers
35.	Annual Report	1. Dr. Bandana Devi
		2. Ms.Anita Kumari

## **RAGGING**

There will be **Zero Tolerance To Ragging**. Any Student Involved in any form of ragging will be punished accordingly:

- Imprisonment, fine or both.
- Expulsion from the college.
- Suspension from the classes.
- Fine with public apology.
- With holding scholarship or other benefits.
- Debarring from representation in events.
- Legal proceeding under criminal law shall be initiated.
- **If any student faces any kind of problem in the college related to ragging, he/she should contact the anti-ragging committee immediately.**

The students are directed to fill an online antiragging undertaking at the website [www.amanmovement.org](http://www.amanmovement.org) or [www.antiragging.in](http://www.antiragging.in)

### Discipline & other Important Instructions

The following acts will be considered as misconduct and indiscipline. Any student involved will be punished with fine or suspension/expulsion or both for:-

- Not carrying his/her Identity card.
  - Writing obscenities/dirty words on black boards, walls or furniture
  - Banging doors and other items of furniture.
  - Loitering in the college campus, making noise or trying to disturb the classes.
  - Smoking, taking drugs/alcohol, chewing tobacco and spitting in the college campus.
  - Bringing out siders, miscreants, anti social elements in the campus.
  - Pasting posters on the walls or on the notice board without prior permission of the Principal.
  - Misbehaving with the teachers and other staff members.
  - Holding any meeting in the campus without prior permission.
  - Using mobile phones in the college campus.
  - Removing or breaking the furniture, window pane, plucking flowers, removing notices.
- Eve teasing is a punishable offence. Hence students are advised not to indulge in such kind of activities.

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

**PROPOSED ADMISSION/VACATION/EXAMINATIONSCHEDULE OF  
THE COLLEGE FOR THE SESSION 2026-27**

**(Subject to Change as per further Notification)**

<b>Submission of admission forms</b>	<b>01June to19 June</b>
<b>Pre-admission counseling of1<sup>st</sup>year students</b>	<b>12June to19 June</b>
<b>Display of first merit list of 1<sup>st</sup>year students</b>	<b>20 June up to 05:00PM</b>
<b>Fee to be deposited</b>	<b>21 June to 23 June</b>
<b>Display of second merit list</b>	<b>24 June up to 03:00PM</b>
<b>Fee to be deposited</b>	<b>25 June to 27 June</b>
<b>Orientation of 1<sup>st</sup>year students</b>	<b>28 to30 June</b>
<b>Admission of UG2<sup>nd</sup> year &amp; 3<sup>rd</sup>year Students on Roll On Basis</b>	<b>01 June to19 June</b>
<b>Fee to be deposited</b>	<b>12 June to 23 June</b>
<b>Post admission counseling</b>	<b>24 June to 30 June</b>
<b>Start of regular teaching for all classes</b>	<b>1<sup>st</sup> July2026</b>
<b>Enrolment in various activities, clubs and societies.</b>	<b>Till 31 August</b>
<b>Summer Vacations</b>	<b>18May to11 June</b>
<b>Diwali break</b>	<b>2 days before and 2 days after Diwali</b>
<b>House tests</b>	<b>First week of December</b>
<b>Winter vacation</b>	<b>01January-04February</b>
<b>Examination for all classes</b>	<b>26 March to 10May</b>

## **IMPORTANT DAYS TO BE CELEBRATED**

<b>International Day of Yoga</b>	<b>21 June 2026</b>
<b>International Youth Day</b>	<b>12 August 2026</b>
<b>Teachers' Day</b>	<b>5 September 2026</b>
<b>Hindi Diwas</b>	<b>14 September 2026</b>
<b>NSS Day</b>	<b>24 September 2026</b>
<b>World Food Day</b>	<b>16 October 2026</b>
<b>Foundation Day of Bharat Scouts and Guides</b>	<b>7 November 2026</b>
<b>Indian Constitution Day</b>	<b>26 November 2026</b>
<b>NCC Day</b>	<b>27November2026</b>
<b>Annual Athletic Meet</b>	<b>Last week of November 2026</b>
<b>Gandhi Jayanti</b>	<b>2 October 2026</b>
<b>World AIDS Day</b>	<b>1 December 2026</b>
<b>Science Day</b>	<b>28 February 2027</b>
<b>International Women's Day</b>	<b>8 March 2027</b>
<b>Annual function 2025-26</b>	<b>Second week of March 2027</b>
<b>World Health Day</b>	<b>7 April 2027</b>

### **HELPLINE NUMBERS:-**

**Anti Ragging Helpline: 18001805522**

**Gudiya Helpline: 1515**

**Women in Distress Helpline: 7827170170**