



Prospectus Cum Handbook of Information



2024-25

Govt. College JHANDUTTA

Distt. Bilaspur (H.P.)

NAAC Accredited

📞 01978-272700 📧 gcjhandutta-hp@nic.in 🌐 www.gcjhandutta.in

Preamble of India

"WE, THE PEOPLE OF INDIA,

Having solemnly resolved to constitute India into a

SOVEREIGN SOCIALIST SECULAR DEMOCRATIC REPUBLIC AND SECURE TO ALL ITS CITIZENS :

JUSTICE, social, economic and political;

LIBERTY of thought, expression, belief, faith and worship;

EQUALITY of status and of opportunity;

And to promote among them all:

FRATERNITY assuring the dignity of the individual and the integrity of the Nation;

IN OUR CONSTITUENT ASSEMBLY this twenty Sixth Day of November, 1949 do,

HEREBY ADOPT, ENACT AND GIVE TO OURSELVES THIS CONSTITUTION"



Eve-teasing is an offence. The offender will be handed over to the police immediately.

Helpline :- 82638-60142

Police :- 100

Women Helpline :- 1091

From Principal's Desk



Dear Students,

It gives me immense pleasure to welcome you to our college prospectus for the academic session 2024-25. Nestled in the serene and inspiring backdrop of our rural community, our college stands as a beacon of knowledge and growth, dedicated to providing quality education in the streams of Science, Commerce, and Arts up to the undergraduate level.

Our institution has always been committed to the holistic development of our students, ensuring they are not only academically proficient but also well-rounded individuals ready to face the challenges of the modern world. We take pride in our tailored educational approach that caters specifically to the needs and aspirations of rural students. Through our comprehensive curriculum, experienced faculty, and a plethora of extracurricular activities, we strive to foster an environment that promotes critical thinking, creativity, and a sense of responsibility towards society.

Our science stream empowers students with a robust foundation in theoretical and practical knowledge, preparing them for future endeavours in various scientific fields. The Commerce stream provides a thorough understanding of business principles and practices, equipping students with the skills required to excel in the corporate world. Our Arts stream nurtures the creative and analytical capabilities of students, offering a deep dive into the humanities and social sciences.

Various activities, and community engagement programs are conducted throughout the year to enhance their soft skills and instil a sense of civic duty. Our rural setting offers a unique advantage — a peaceful and focused learning environment away from the distractions of city life, fostering a close-knit community where students and faculty interact closely. This nurturing atmosphere helps in building strong mentor-mentee relationships, ensuring personalized guidance and support for each student.

As we step into this new academic year, we invite you to join us on this journey of learning and growth. Together, let us strive for excellence and make a positive impact on our community and beyond. Thank you for considering our college for your educational aspirations. We look forward to welcoming you to our family and supporting you in achieving your dreams.

Warm regards,

Prof. Satish Kumar
Principal

FACULTY PROFILE



A. COMMERCE FACULTY

1

Prof. Suresh Kumar Sharma
M.Com., MBA, M.Phil,
PGHRMSET, UGC- NET.



Department
of
COMMERCE

Department
of
COMMERCE



Prof. Amit Sharma
M.Com., M.Phil, Ph.D.
(UGC NET)

2

B. ARTS FACULTY

Department
of
GEOGRAPHY



Prof. Rajender Kumar
M.A. M Phil. D.Ed, Pursuing Ph D.
UGC (NET), HPSSC (SLET).

1

2

Prof. Bihari Lal
M.A. Ph.D.



Department
of
ECONOMICS

Department
of
POL. SCIENCE



Prof. Shalini Kumari
M.A., M.Phil., U.G.C. (NET)

3

4

Prof. Prateek Deswal
M.A., NET, Ph.D.



Department
of
ENGLISH

FACULTY PROFILE

PROSPECTUS 2024-25



Prof. Deepak Kumar
M.A., HP TET, (UGC NET-JRF)

5



Department
of
SANSKRIT

Department
of
SOCIOLOGY



Prof. Rekha Devi
M.A., M.Phil, U.G.C. NET-JRF, SET

6

Prof. Pankaj Sharma
M.A., M.Phil, U.G.C. NET (SET)

7



Department
of
HISTORY

Department
of
Hindi



Prof. Archana Sharma
M.A , M.Phil

8

Prof. Balbir
M.A., PhD, NET
Music (Instrumental)

9



Department
of
Music (Instrumental)

Department
of
Music (Vocal)



Prof. Ranju
M.A. B. Ed. M.Phil
Music (Vocal)

10

C. SCIENCE FACULTY

Prof. Nitesh Kumar
M.Sc., Ph.D.

1



Department
of
Chemistry

FACULTY PROFILE

PROSPECTUS 2024-25



Department
of
Chemistry



Prof. Sapna Sharma
M.Sc., Pursuing Ph.D., SET, GATE

2

Prof. Rekha Sharma
M.Sc., M.Ed., M.Phil

3



Department
of
MATHEMATICS

Department
of
Zoology



Prof. Kamlesh Kumari
M.Sc., M.Phil., NET, (SET) Ph.D.

4

Prof. Satish Chandel
M.Sc., M.Phil

5



Department
of
Physics

D. COLLEGE LIBRARY

Smt. Poonam
Librarian, B.A. B.Lib., M. Lib.

1



Department
of
Library

Co-curricular Activities



NSS ACTIVITIES



Annual Prize Distribution Function



Annual Prize Distribution Function



Computer, Science Lab. & Smart Class Room GC Jhandutta



अत्यावश्यक

छात्र-प्रताड़ना माननीय उच्चतम न्यायालय के आदेशानुसार एक दण्डनीय अपराध है। हिमाचल प्रदेश शैक्षणिक संस्था रैगिंग (रैगिंग का प्रतिषेध) अध्यादेश, 2009 उपधारा (1) के उपबंधों का उल्लंघन करने व दोष सिद्ध होने पर कारावास जिसकी अवधि तीन वर्ष की हो सकेगी या जुर्माना जो पचास हजार रुपये तक हो सकेगा या दोनों से दण्डित किया जा सकेगा। इसमें संलिप्त होने से बचें। रैगिंग एक दण्डनीय अपराध है। इसके अन्तर्गत यदि कोई विद्यार्थी किसी अन्य विद्यार्थी को शारीरिक व मानसिक रूप से प्रताड़ित करता है या प्रताड़ना का भय बलपूर्वक अथवा अन्य रूप से उत्पन्न करता है, जिससे किसी विद्यार्थी के आत्मसम्मान को ठेस पहुंचती हो या भय का वातावरण उत्पन्न होता हो "छात्र-प्रताड़ना" की परिधि में आता है। इसके अतिरिक्त अपशब्दों का प्रयोग और घूर कर देखना भी छात्र-प्रताड़ना माना जाता है। यदि कोई विद्यार्थी किसी भी गतिविधि में संलिप्त पाया जाता है तो उसके विरुद्ध कड़ी दण्डात्मक कार्यवाही निम्नलिखित रूप से की जाती है :

1. महाविद्यालय से निलम्बन व निष्कासन।
2. सार्वजनिक क्षमा याचना के साथ जुर्माना।
3. छात्रवृत्ति व अन्य सुविधाओं से वंचित करना।
4. महाविद्यालय की विभिन्न गतिविधियों में सहभागी होने पर प्रतिबंध।
5. कानून के अन्तर्गत कार्यवाही जिसके अन्तर्गत तीन साल की कैद या पचास हजार जुर्माना अथवा दोनों।

VERY IMPORTANT

Ragging means any act, conduct or practice by which dominant power of senior students is brought to bear on freshly enrolled or in any way considered junior by other students which involves physical and psychological assault or threat to other students of use of force or violation of dignity and honour of such student or expose students to ridicule and affect their self-esteem or entail verbal abuse, aggression, indecent gestures and obscene behavior.

Any student found involved in ragging will be punished strictly by the college authorities and such penalization may include

1. Suspension / Expulsion from the college
2. Fine with a public apology.
3. Withholding scholarships or other benefits.
4. Debarring from the representation in events.
5. Suspension or expulsion from hostel or mess.
6. Legal proceedings under criminal law shall be initiated. It includes imprisonment for a term which may extend to 3 years or with fine which may extend to 50,000/- or with both.

Anti Ragging Committee of The College :

Prof. Rekha Sharma Convener	(98165-20291)
Prof. Kamlesh Kumari	(94189-95262)
Prof. Amit	(70187-01592)
Prof. Prateek Deswal	(82193-70696)

Note : Any student can report either in writing or verbally to the member of the above mentioned committee. Students can also communicate the incident of ragging to the telephone numbers provided above.

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1. INTRODUCTION

Government Degree College Jhandutta was established in 2007 with the H.P. Govt. Notification No. EDN-A-CHHA (7) 1/2007 dated Feb. 06, 2007 to provide educational facilities to the students of the far-flung areas, specifically of Kot Dhar. From the Session 2016-17 the college is functioning at its own premises. In the new campus the new college building was inaugurated by the Hon'able Chief Minister of Himachal Pradesh in July 12, 2016 and thereafter the college is functioning in the new campus. From the academic session 2017-18 the science classes have also been started in the college for the undergraduate courses vide HP Govt. Notification No. EDN-11(8)A(1)-69/89-2009 (new subject, Directorate of Higher Edu. Dated 22 June 2017. The college is imparting higher education in the field of humanities, commerce and sciences (Medical & Non Medical) offering Under Graduate Degree courses in Arts (B.A.), Commerce (B.Com) and Science (B.Sc.). The institution is fulfilling the aspirations of the youth in getting their higher education dreams. It is also fulfilling the universalization of higher education needs, one of the prominent goals of the state govt. particularly in the rural areas, of the state. The institution is situated in the rural area of Distt. Bilaspur at Jhandutta assembly segment. From the past record the institution is imparting higher education to the students enrolled mainly from the rural areas and out of the total students enrolled about 70% are girls. The institution is making remarkable progress in imparting higher education since its inspection.

1.1 ADMINISTRATIVE ASSIGNMENTS TO THE STAFF 2024-25

- | | |
|---------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. Chief Tutor | Prof. Bihari Lal |
| 2. Bursar | Prof. Bihari Lal |
| 3. College Advisory Committee | Prof. Bihari Lal (Convener)
Prof. Rajender Kumar
Prof. Suresh Kumar Sharma
Prof. Shalini Kumari
Prof. Kamlesh |
| 4. Time Table Committee | Prof. Pankaj Sharma (Convener)
Prof. Nitesh Kumar
Prof. Amit |
| 5. CSCA Advisory Committee | Prof. Bihari Lal (Convener)
Prof. Rajender Kumar
Prof. Suresh Kumar Sharma
Prof. Shalini Kumari
Prof. Balbir Chand |
| 6. College Development and Maintenance Committee. | Prof. Rajender Kumar (Convener)
Prof. Suresh Kumar Sharma (Building And Electricity)
Prof. Nitesh Kumar (Water and Sanitation)
Prof. Amit Kumar
Sh. Gurdyal (L.A.)
Sh. Upender (L.A.) |



- 7. Anti Ragging Committee**
Prof. Balbir Chand Convener (9857700592)
Prof. Archna Sharma (82191-97730)
Prof. Amit (89883-41774)
Prof. Prateek Deswal (82193-70696)
Prof. Sapna (8219641351)
- 8. Anti Ragging Squad**
Prof. Suresh Kumar Sharma (Convener)
Prof. Rekha Sharma (98165-20291)
Prof. Archna Sharma (82191-97730)
Prof. Prateek Deswal (82193-70696)
- 9. Purchase Committee**
Prof. Sursh Kumar Sharma (Convener)
Prof. Kamlesh
Prof. Amit
Prof. Pankaj Sharma
Smt. Shashi Kiran (Office Suptd.-I)
Smt. Poonam (Librarian)
- 10. UGC And IQAC Committee**
Prof. Bihari Lal (Convener)
Prof. Rajender Kumar (Asstt. Convener)
Prof. Kamlesh
Prof. Amit
Prof. Prateek Deswal
Prof. Nitesh Kumar
Smt. Shashi Kiran (Office Suptd. G-I)
- 11. College Website Up gradation IT Committee.**
Prof. Kamlesh Kumari (Convener)
Prof. Amit
Prof. Prateek Deswal
Sh. Lekh Ram
Sh. Rakesh
- 12. Cultural & Co-Curriculum Activities Committee**
Prof. Balbir Chand (Convener)
Prof. Archna Sharma
Prof. Kamlesh Kumari
Prof. Ranju
Prof. Prateek Deswal
Prof. Deepak
- 13. House Exam (MTT) Committee**
Prof. Rajender Kumar (Convener)
Prof. Pankaj Sharma
Prof. Ranju
Prof. Rekha Devi
Sh. Ashok Kumar (Office Supdt.)
- 14. Students Grievances Committee**
Prof. Suresh Sharma (Convener)
Prof. Pankaj Sharma
Prof. Raniu



15. Discipline Committee

Prof. Kamlesh Kumari
Prof. Deepak
Prof. Suresh Sharma (Convener)
Prof. Shalini Kumari
Prof. Archna Sharma
Prof. Balbir Chand
Prof. Pankaj Sharma
Prof. Rekha Devi
Sh. Ashok Kumar (Office Supdt. -I)
Sh. Gurdyal (L.A.)

16. Scholarship Committee

Prof. Bihari Lal (Convener)
Prof. Suresh Sharma
Prof. Kamlesh
Prof. Sapna
Prof. Nitesh Kumar
Smt. Raksha (JOA)

17. Career Counselling & Guidance Cell.

Prof. Balbir Chand (Convener)
Prof. Sapna
Prof. Suresh Sharma
Prof. Kamlesh Kumari
Prof. Amit

18. Sexual Harassment of women at work place committee

Prof. Shalini Kumari (Convener)
Prof. Rekha Sharma
Prof. Archna Sharma
Prof. Kamlesh Kumari
Smt. Shashi Kiran (Office Supdt.)
Smt. Pooja (Librarian)
Smt. Sunita Kumari (Clerk)
Smt. Meena Begum (Peon)

19. Prospectus Committee

Prof. Rajender Kumar (Convener)
Prof. Pankaj Sharma
Prof. Amit
Prof. Prateek Deswal
Prof. Nitesh Kumar
Prof. Deepak

20. Quiz, Poster Making & Cartooning etc. Committee

Prof. Shalini Kumari (Convener)
Prof. Rekha Sharma
Prof. Archna Sharma
Prof. Pankaj Sharma
Prof. Nitesh Kumar
Prof. Rekha Devi



21. **Staff Grievance Redressal Committee.**
Prof. Sursh Sharma (Convener)
Prof. Rajender Kumar
Prof. Pankaj
Prof. Kamlesh Kumari
Smt. Shashi Kiran (Office Supdt.)
22. **First Aid Committee.**
Prof. Archana Sharma (Convener)
Prof. Kamlesh Kumari
Prof. Pankaj Sharma
Smt. Meena Begum
Smt. Meena Kumari
23. **Red Ribbon Club**
Prof. Archana Sharma (Convener)
Prof. Amit
Prof. Nitesh Kumar
Prof. Rekha Devi
24. **Campus Cleanliness & Beautification Committee**
Prof. Balbir Chand (Convener)
Prof. Deepak
Prof. Rekha Devi
Smt. Poonam Bala
Smt. Sunita
Sh. Upender (L.A.)
Sh. Lekh Ram (L.A.)
All Peons
All NSS, Rover & Ranger Students
25. **ECO Club Committee**
Prof. Archana Sharma (Convener)
Prof. Ranju
Smt. Shashi Kiran (Office Supdt G-I)
26. **Editorial Board Committee**
Prof. Bihari Lal (Chief Editor)
Prof. Suresh Sharma (Planning)
Prof. Sapna (Pahari)
Prof. Archana Sharma (Hindi)
Prof. Nitesh Kumar (Science)
Prof. Prateek Deswal (English)
Smt. Pooja (Librarian)
27. **Task Force Against Eve Teasing Committee.**
Prof. Bihari Lal (Convener)
Prof. Shalini
Prof. Prateek Deswal
Prof. Kamlesh Kumari
Smt. Poonam Bala (Librarian)
Smt. Shashi Kiran (Office Supdt. G-I)
28. **Library Committee**
Patron- Principal (Prof) Satish Kumar
President - Prof. Prateek Deswal



Secretary- Smt. Poonam Bala

Exe. Member - Prof. Nitesh Kumar

Member: Pooja

Prof. Balbir Chand (Convener)

Prof. Shalini

Prof. Archana Sharma

Prof. Pankaj Sharma

Smt. Sunita (Clerk)

Prof. Rajender Kumar (Convener)

Prof. Amit

Prof. Kamlesh Kumari

Sh. Ashok Kumar (Office Supdt.)

Sh. Gurdial (L.A.)

Sh. Upender (L.A.)

Sh. Rakesh (L.A.)

Sh. Lekh Ram (L.A.)

Prof. Suresh Sharma (Convener)

Prof. Archana

Prof. Ranju

Sh. Ashok Kumar (Office Supdt.)

Sh. Gurdyal (L.A.)

Prof. Balbir Chand (Convener)

Prof. Pankaj Sharma

Prof. Kamlesh Kumari

Prof. Amit

Prof. Bihari Lal (Convener)

Prof. Suresh Kumar Sharma

Prof. Rajender Kumar

Sh. Upender Singh (L.A.)

Sh. Rakesh (L.A.)

Smt. Meena Begum Peon)

One Student from Each Class

Prof. Shalini Kumari (Convener)

Prof. Kamlesh Kumari

Prof. Nitesh Kumar

Sh. Gurdyal Singh (L.A.)

One student from each class

Prof. Sapna (Convener)

Prof. Satish Kumar (Chairperson)

Prof. Bihari Lal (Eminent individual from Institution)

Prof. Shalini Kumari (Eminent individual from Institution)

Prof. Suresh Kumar Sharma (Eminent individual from Institution)

.....
.....

**29. SC/ST/OBC/minority
Committee .**

**30. Disaster Management
Committee.**

31. Canteen Committee.

32. Bus Pass Attestation Committee.

33. RUSA Fund Utilization Committee

**34. Electricity Saving & Electric
Installation Monitoring
Committee**

35. Water Saving Committee

36. ABC Nodal Officer

37. Board of Governors (BOG)



- | | |
|----------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 38. Project Monitoring Unit (PMU) | Principal (Prof.) Satish Kumar
Prof. Rajender Kumar
Prof. Rekha Sharma
Smt. Shashi Kiran (Office Supdt.)
C.S.C.A President
One student each from Cultural, Sports, NSS
Rovers & Rangers activities |
| 39. Co-ordinator RUSA Committee | Prof. Bihari Lal |
| 40. AISHE Committee | Prof. Pankaj Sharma
Prof. Archana Sharma |
| 41. NSS Programme Officer | Prof. Prateek Deswal |
| 42. Sports Incharge | Prof. Rajender Kumar |
| 43. Rangers Leader | Prof. Rekha Devi |
| 44. Rovers Leader | Prof. Nitesh Kumar |
| 45. IT Cell | Prof. Amit (convener)
Prof. Prateek Deswal
Prof. Nitesh Kumar |
| 46. Press Committee. | Prof. Kamlesh Kumari (convener)
Prof. Prateek Deswal
Prof. Deepak
Prof. Sapna |
| 47. Sports Committee. | Prof. Rajender Kumar (convener)
Prof. Pankaj Sharma
Prof. Ranju
Prof. Amit
Prof. Nitesh Kumar
Sh. Gurdyal Singh (L.A.) |
| 48. Co-Ordinater
Ek Bharat Shresth Bharat Abhiyan | Prof. Pankaj Sharma |
| 49. Nodal Officer
Unnat Bharat Abhiyan | Prof. Rajender Kumar |
| 50. Gender Champion Club | Prof. Prateek Deswal |
| 51. RUSA Co-Ordinator | Prof. Bihari Lal |
| 52. Srijan Club | Prof. Balbir Chand |
| 53. Literary Club Incharge | Prof. Archana Sharma
Prof. Prateek Deswal |
| 54. Science Club Incharge | Prof. Kamlesh Kumari |
| 55. SVEEP Nodal Officer | Prof. Shalini Kumari |
| 56. Road Safety Club | Prof. Suresh Kumar Sharma (Convener)
Prof Balbir Chand
Prof. Rekha Devi |
| 57. Dramatic Club
Against Social Evils & Drugs Abuse | Prof. Rehka Devi
Prof. Prateek Deswal |
| 58. NEP Implementation Incharge | Prof. Rajender Kumar |

1.2 Courses of Study

The Govt. College Jhandutta, Distt. Bilaspur (HP) is offering the following Degree Programmes :-

Sr. No.	Programme (UG)	Duration
1	B.A.	3 yrs.
2	B.Com.	3 yrs.
3	B.Sc.	3 yrs.

These above UG programmes are available for both Boys & Girls and hereby this is a co-education institution.

The students enrolled in UG courses will be offered certificate courses in :

1. MS World,
2. MS Excel/ Tally
3. Latex / PPT
4. Sustainable Development.
5. Value based courses
6. Yoga & Meditation

All the students will have to opt for any of the courses at institutional level.

1.3 Guidelines For Admission

The H.P. University has started semester system of examination with Choice Based Credit System (CBCS) under Rashtriya Uchatar Shiksha Abhiyan (RUSA) from Session 2013 -14. The candidate shall have to undergo the prescribed courses of study in a period not less than three years or more than five academic years from the date of admission. A candidate will not be allowed more than three attempts to pass a course.

1.4 Eligibility conditions

- i) Passed +2 Examination (in any academic stream) conducted by the H.P. Board of School Education or an examination accepted as equivalent there to by the various bodies of the H.P. University.
- ii) Provided that a student who has passed qualifying examination in Arts Stream admitted in B.A. programme for admission.
- iii) Provided that a student who has passed qualifying examination in commerce stream will be given preference in B.Com. programme for admission.
- iv) Provided that a student who has passed qualifying examination in science stream will be given preference in B.Sc. programme for admission.



- v) Provided that if a student who passed 10+2 exam in other than Commerce stream and want to seek admission in Commerce (B.Com. 1st year) the candidate must have passed his/her 10+2 exam with Economics or Mathematics as one of the subjects (As per HPU ordinance Volume 1, Chapter 1, Page no. 41 & 42, Rule no. (ii).
- vi) Notwithstanding eligibility for admission, the Principal may refuse admission, if the conduct of a student has not been up to the mark and satisfaction to the authority during previous year.
- vii) A student disqualified / expelled / rusticated by any university shall not be admitted to any course during his / her disqualification period. (HPU Ordinance No. 3.6).
- viii) The Principal reserves the right to disallow or cancel any admission.

1.5 Upper Age Limit

- i) 25 years for girls and 23 years for boys as on July 1, 2024. 3 years relaxation is available for SC / ST students as per rules.
- ii) The Vice-Chancellor, H.P.U. in exceptional cases / circumstances, to be recorded in writing, may give relaxation in upper age limit up to a maximum of six months to any candidate. All such cases of age relaxation of up to six months may be granted admission provisionally by the Principal and a consolidated list of all such cases will be sent for approval of the Vice-Chancellor by 31st October of every academic year.
- iii) Relaxation in upper age limit is also available to physically disabled candidates.

2 CHOICE BASED CREDIT SYSTEM (NEW)

The New Choice Based Credit System has been introduced in all the colleges of the state from the academic session 2015-16 by the Himachal Pradesh University and it has been approved by the Govt. of Himachal Pradesh. In this system 132 credits are necessary for a student to get under graduate degree in any streams i.e. Arts, Commerce & Science. The state Govt. has almost adopted the CBCS as notified and prescribed by UGC and Ministry of Human Resource Development (MHRD), Govt. of India. In the present CBCS system every student has to undergo the various courses for the award of their UG Degree. These courses are mandatory for all faculties i.e. Humanities, Commerce & Science. These are :

Sr. No.	Courses
1	Discipline Specific Courses (DSC)
2	Elective Courses (EC)
3	Skill Enhancement Elective Courses (SEC)
4	Core Courses (CC)
5	Ability Enhancement Compulsory Courses (AECC)
6	Generic Elective (GE)

2.1 Proposed Scheme for Choice Based Credit System in BA

Year/ Sem.	Core Course 12	Ability Enhancement Compulsory Course (AECC) 2	Skill Enhancement Course (SEC) 2	Discipline Specific Elective DSE (4)	Generic Elective GE (2)
1st year	English/Hindi/MIL-1	(English/Hindi/MIL Communication)/ Environmental Science			
	DSC-1A				
	DSC-2A				
	Hindi/MIL/English-1	Environmental Science/ (English/Hindi/MIL Communication)			
	DSC-1B				
	DSC-2B				
2nd year	English/Hindi/MIL-2		SEC-1		
	DSC-1C				
	DSC-2C				
	Hindi/MIL/English-2		SEC-2		
	DSC-1D				
	DSC-2D				
3rd Year	DSE		SEC-3	DSE-1A	GE-1
				DSE-2A	
	DSE			SEC-4	DSE-1B
		DSE-2B			

Details of Courses Under Undergraduate BA

Course	Credits	
	Paper + Practical	Paper + Tutorial
I Core Course (6 Credits) (12 Papers)	12x4=48	12x5=60
Two papers - English		
Two papers - Hindi/MIL		
Four papers - Discipline 1.		
Four papers - Discipline 2.		



Core Course Practical / Tutorial *		
(12 Practical)	12x2=24	12x1=12
II Elective Course (6 Credits)		
(6 Papers)	6x4=24	6x5=30
Two papers - Discipline 1 Specific		
Two papers - Discipline 2 Specific		
Two papers - Inter Disciplinary		
Two papers from each discipline of choice and two papers of interdisciplinary nature		
Elective Course Practical / Tutorials*		
(6 Practical/Tutorials*)	6x2=12	6x1=6
Two papers - Discipline 1 Specific		
Two papers - Discipline 2 Specific		
Two papers - Generic (Inter disciplinary)		
Two papers from each discipline of choice including papers of interdisciplinary nature		
Optical Dissertation or project work in place of one elective paper (6 Credits) in 6th semester		
III Ability Enhancement Courses		
1) Ability Enhancement Compulsory Courses (AECC)		
(2 papers of 4 credits each)	2x4=8	2x4=8
Environmental Science		
English / Hindi / MIL / Communication		
2) Skill Enhancement Course (SEC)		
(4 papers of 4 credits each)	4x4=16	4x4=16
TOTAL CREDIT = 132		TOTAL = 132

Institute should evolve a system/policy about ECA/General Interest/Hobby/Sports/NCC/NSS/related courses on its own.

*** Wherever there is a practical there will be no tutorial and vice-versa.**

2.2 FACULTY OF ARTS (HUMANITIES) BA Pass Three years UG Programme

Available Subject Combinations (B.A. 1st year) for the session 2024-25

Combination Code	Elective 1 Subjects	Elective 2 (Any one of the given subjects) Subjects
ART 1.1	Hindi	Sociology, Economics, Geography, Pol. Sc., Music
ART 1.2	Pol. Science	Sanskrit, English, Geography, Music, Hindi, Sociology, Maths.
ART 1.3	History	Sanskrit, Geography, English, Music
ART 1.4	Sociology	Pol. Science, Hindi, Sanskrit, English
ART 1.5	Sanskrit	History, Pol. Science, Sociology, Music
ART 1.6	Economics	Geography, Maths, Hindi, Pol. Sc., English, Sanskrit
ART 1.7	English	History, Geography, Pol. Science, Eco., Maths.
ART 1.8	Geography	Hindi, Economics, Maths, Pol. Sc., History, Sanskrit
ART 1.9	Mathematics	English, Economics, Geography, Pol. Sc., Sanskrit
ART 1.10	Music (Vocal)	English, SKT, Hindi, History.

2.3.1 Proposed Scheme for Choice Based Credit System in B. Com.

	Core Course 12	Ability Enhancement Compulsory Course (AECC) 2	Skill Enhancement Course (SEC) 2	Discipline Specific Elective DSE (4)	Generic Elective GE (2)
1st year	English/Hindi/MIL-1	(English/Hindi/MIL Communication)/ Environmental Science			
	DSC-1A				
	DSC-2A				
	Hindi/MIL/English-1	Environmental Science/ (English/Hindi/MIL Communication)			
	DSC-1B				
	DSC-2B				
2nd year	English/Hindi/MIL-2		SEC-1		
	DSC-1C				
	DSC-2C				
	Hindi/MIL/English-2		SEC-2		
	DSC-1D				
	DSC-2D				
3rd year			SEC-3	DSE-1A	GE-1
				DSE-2A	
			SEC-4	DSE-1B	GE-2
				DSE-2B	

Details of Courses Under Undergraduate B. Com.

Course	Credits	
	Paper + Practical	Paper + Tutorial
I Core Course (6 Credits) (12 Papers)	12x4=48	12x5=60
Two papers - English		
Two papers - Hindi/MIL		
Four papers - Discipline 1.		
Four papers - Discipline 2.		



Core Course Practical / Tutorial *		
(12 Practical)	12x2=24	12x1=12
II Elective Course (6 Credits)		
(6 Papers)	6x4=24	6x5=30
Two papers - Discipline 1 Specific		
Two papers - Discipline 2 Specific		
Two papers - Inter Disciplinary		
Two papers from each discipline of choice and two papers of interdisciplinary nature		
Elective Course Practical / Tutorials*		
(6 Practical/Tutorials*)	6x2=12	6x1=6
Two papers - Discipline 1 Specific		
Two papers - Discipline 2 Specific		
Two papers - Generic (Inter disciplinary)		
Two papers from each discipline of choice including papers of interdisciplinary nature		
Optical Dissertation or project work in place of one elective paper (6 Credits) in 6th semester		
III Ability Enhancement Courses		
1) Ability Enhancement Compulsory Courses (AECC)		
(2 papers of 4 credits each)	2x4=8	2x4=8
Environmental Science		
English / Hindi / MIL / Communication		
2) Skill Enhancement Course (SEC)		
(4 papers of 4 credits each)	4x4=16	4x4=16
TOTAL CREDIT = 132		TOTAL = 132

Institute should evolve a system/policy about ECA/General Interest/Hobby/Sports/NCC/NSS/related courses on its own.

*** Wherever there is a practical there will be no tutorial and vice-versa.**

2.3.2. B. Com. : Three Years CBCS (132 Credits)

Year/Sem.	Course Code	Course Title
1st Year	AECC-1	Environmental Studies
	BC 1.1	Financial Accounting
	BC 1.2	Business Organisation and Management
	BC1.3	Business Law
	BC 1.4	Business Statistics & Mathematics
2nd Year	ENGL 101	English-I Core English
	BC 2.1	Company Law
	BC 2.2	Income Tax and Law
	BC 2.3	Computer Application in Business
	BC 2.4	Corporate Accounting
3rd Year	BC 2.5	Cost Accounting
	BC 2.6	E-Commerce
	ENGL 201	English-II Core English
	HIND200	
	Anyone of the following	
	BC 3.1 A	Human Resource Management
	BC 3.1 B	Principles of Marketing
	BC 3.1 C	Fundamentals of Financial Management
	Anyone of the following	
	BC 3.2 A	Governance and Auditing
BC 3.2 B	GST	
BC 3.3	Entrepreneurship	
ECONA 313	Economy of Himachal Pradesh	
DSE-3	Anyone of the following	
BC 3.5 A	Corporate Tax & Planning	
BC 3.5 B	Banking & Insurance	
BC 3.5 C	Management Accounting	
BC 3.5 D	Computerised Accounting System	
DSE-4	Anyone of the following	
BC 3.6 A	International Business	
BC 3.5 B	Office Management & Secretarial Practice	
BC 3.5 C	Fundamentals of Investment	
BC 3.5 D	Consumer Protection	
BC 3.7	Personal Selling & Salesmanship	
ECONA 314	Indian Economy	

2.4 FACULTY OF SCIENCE

PROPOSED SCHEME FOR CHOICE BASED CREDIT SYSTEM IN B.SC.

Y/S	Core Course 12	Ability Enhancement Compulsory Course (AECC) 2	Skill Enhancement Course (SEC) 2	Discipline Specific Elective DSE (6)
1st Year	DSC -1A	(English/Hindi/MIL Communication)/ Environmental Science		
	DSC -2A			
	DSC -3A			
	DSC -1B	Environmental Science/ (English/Hindi/MIL Communication)		
	DSC -2B			
	DSC -3B			
2nd Year	DSC -1C		SEC-1	
	DSC -2C			
	DSC -3C			
	DSC -1D		SEC-2	
	DSC -2D			
	DSC -3D			
3rd Year			SEC-3	DSE-1A
				DSE-2A
				DSE-3A
			SEC-4	DSE-1B
				DSE-2B
				DSE-3B

Note : While opting/alloting the Discipline Specific Courses in science subjects, combination of pure science subjects should be allotted as per the CBCS template of UGC (Clarification/Institution by HPU)

Details of Courses Under Undergraduate B.Sc.

Course	Credits	
	Paper + Practical	Paper + Tutorial
I Core Course (6 Credits) (12 Papers) 04 Courses from each of the 03 Disciplines of choice	12x4=48	12x5=60

Core Course Practical / Tutorial *		
(12 Practical/Tutorials*)	12x2=24	12x1=12
04 Courses from each of the 03 Disciplines of choice		
I Elective Course (6 Credits)		
(6 Papers)	6x4=24	6x5=30
Two papers from each discipline of choice including paper of interdisciplinary nature		
Elective Course Practical / Tutorials*		
(6 Practical / Tutorial*)	6x2=12	6x1=6
Two papers from each discipline of choice including paper of interdisciplinary nature		
Optical Dissertation or project work in place of one discipline elective paper (6 Credits) in 6th semester		
III Ability Enhancement Courses		
1) Ability Enhancement Compulsory Courses (AECC)		
(2 papers of 4 credits each)	2x4=8	2x4=8
Environmental Science English / Hindi / MIL / Communication		
2) Skill Enhancement Course (SEC)		
(4 papers of 4 credits each)	4x4=16	4x4=16
TOTAL CREDIT = 132		TOTAL = 132

Institute should evolve a system/policy about ECA/General Interest/Hobby/Sports/NCC/NSS/related courses on its own.

*** Wherever there is a practical there will be no tutorial and vice-versa.**

2.5 Details of Course Code

DEPARTMENT OF ENGLISH

Year/Sem.	Course Code	Course Title
1st Year	ENGL CL101	English Compulsory
	ENGL DSC102	English Literature (Essays, Stories, Poem)
	ENGDSC 103	English Literature-II (Poems, Shorts-Stories & Essays)
	ENAECC104	Writing Skills
2nd Year	ENG CE 201	Compulsory English
	ENG DSC 202	British Literature (Novel and Play)
	ENG DSC 203	Literary Cross Currents: Modern Indian Literature (Poems and Short-Stories)
	ENG AECC/ SEC 204	Creative Writing, Book and Media
	ENG AECC/SEC 205	Translation Studies & Principles of Translation
3rd year	ENG AECC/ SEC 301	Technical Writing
	ENG AECC/ SEC 302	Business Communication
	ENG DSE 303	DSE –1A Soft Skills
	ENG DSE 304	DSE-1B Academic Writing and Composition

DEPARTMENT OF POLITICAL SCIENCE

1st Year	POLS 101	Introduction to Political Theory (Core Course)
	POLS-102	Indian Government and Politics.
2nd Year	POLS-201	Comparative Govt. and Politics (Core Course)
	POLS-202	Introduction to International Relations
	POLS-203	Legislative Support (SEC-I)
	POLS-204	Public opinion and Survey Research (SEC-II)
3rd year	DSE-1APOLS 301(A)	Themes in Comparative Political Theory
	DSE-1B POLS 302 (A)	Democracy and Governance
	SEC-3 POLS303	Democratic Awareness Through Legal Literacy
	SEC-4 POLS 304	Conflict and Peace Building



DEPARTMENT OF ECONOMICS

1st Year	ECONA 101	Core Economics-I Principles of Micro Economics-I
2nd Year	ECONA 102	Core Economics-II Principles of Micro Economics-II
	ECONA 201	Core Economics-III Principles of Macro Economics-III
	ECONA 202	Core Economics-IV Principles of Macro Economics-II
	ECONA 204	SEC 2: Economics of Rural Development
	ECONA 313	SEC 4: Economy of Himachal Pradesh
3rd year	DSE-I	
	ECONA301	Indian Economy
	ECONA303	Economy of Himachal Pradesh
	DSE-II	
	ECONA305	Development Economics
	SEC -III	
	ECONA309	Research Methodology
	ECONA310	Public Finance
	SEC -IV	
	ECONA311	Money and Banking
	ECONA314	Indian Economy
	ECONA316	Developmental Economics

DEPARTMENT OF GEOGRAPHY

1st Year	GEOGP 101CC	Physical Geography
	GEOGP 102CC	General Cartography (Practical)
2nd Year	GEOGP201 CC	Human Geography
	GEOGP202 CC	Environmental Geography
	GEOGP 203 SEC	Regional Planning and Development
	GEOGP204 SEC	Remote Sensing
3rd year	GEOGP301SEC	Geographic Information System (Practical)
	GEOGP302SEC	Field Techniques and Survey based Project Report (Practical)
	DSE-2A	
	GEOGP303 1DSE	Geography of India
	GEOGP303 2 DSE	Economic Geography
	DSE-2B	
	GEOGP304 1DSE	Disaster Management
	GEOGP304 2DSE	Geography of Tourism
	GEOGP305GE1	Disaster Risk Reduction
	GEOGP306GE2	Sustainability and Development

DEPARTMENT OF SOCIOLOGY

1st Year	SOCL-A 101TH	Introduction to Sociology
	SOCL-A 102	Sociology of India
2nd Year	SOCL A 201	Sociological Theory
	SOCL A 203	Techniques of Social Research
	SOCL A 202	Methods of Sociological Enquiry
	SOCL A 204	Sociology of Environment
3rd year	SOCL-A 301SEC-3	Social Demography
	SOCL-A 302 SEC-4	Theory and Practice of Development
	DSC:1A	
	SOCL-A 303 DSE-1A	Religion and society
	SOCL-A 304 DSE-1A	Marriage, Family and Kinship
	DSC:2A	
	SOCL-A 305	
	DSE-2A	Social Stratification
	Generic Elective	
	SOCL-A 307 GE-1	Polity and society in india
	SOCL-A 308 GE-2	Economy and society

DEPARTMENT OF SANSKRIT

1st Year	SKT-DSC-101	संस्कृत काव्य
	SKT-AECC-104	उपनिषद एवं गीता
	SKT-DSC-103	नीति साहित्य
2nd Year	SKT-DSC-102	संस्कृत गद्य काव्य
	SKT-DSC-201	संस्कृत नाटक
	SKT-AECC/SEC 205	आयुर्वेद के मूल सिद्धांत
	SKT-AECC/SEC 206	संस्कृत छंद एवं गायन
3rd year	SKT-DSC-203	व्याकरण एवं संयोजन
	SKT-DSC-202	संस्कृत व्याकरण
	SKT-AECC/SEC-305	भारतीय रंगशाला
3rd year	SKT-AECC/SEC-306	भारतीय वास्तुशास्त्र
	SKT-DSE-301DSE-1	व्यक्तित्व विकास का भारतीय दृष्टिकोण
	SKT-DSE-302DSE-1B	साहित्यिक समालोचना
	SKT-GE-303 GE-1	पातञ्जल योगसूत्र
	SKT-GE-304 GE-2	भाषा-विज्ञान के मूलभूत सिद्धांत



DEPARTMENT OF MUSIC

1st Year	MUSA 101TH	Basic Principles of Indian Music
	MUSA 102PR	Stage Performance
	MUSA 103TH	Theory of Indian Music General & Biographies
	MUSA 104 PR	Stage Performance Viva-Voce
2nd Year	MUSA 201TH	Ancient Granths & Contributions of Musicologist
	MUSA 202 PR	State Performance
	MUSA 203 TH	Theory of Indian Music....
	MUSA 204 PR	Practical
	MUSA 205 PR	Value Based & Practical Oriented Course for Hindustani Music (Vocal/Inst) Presentation - 1
	MUSA 206 PR	Value Based & Practical Oriented Course for Hindustani Music (Vocal/Inst)Presentation - II
	3rd Year	MUSA SEC 301PR
MUSA SEC 302PR		Value Based & Practical Oriented Course for Hindustani Music (Vocal/Inst) Presentation & Documentation-IV
MUSA303TH DSE1A		Theory of Indian Music and Study of ancient Granths and Ragas Vocal/Inst
MUSA304PR		Unit-2 Practical Vocal/Inst Hindustani Music (Other Sub)
MUSA305TH DSE1B		Theory of Indian Music and Ghrana Tradition Vocal/Inst
MUSA306PR DSE1B		Practical Vocal/Inst. Hindustani Music
MUSA307TH GE- 1		Vocal/Inst Theory of Indian Music & Folk Music of Himachal Pradesh
MUSA308PR GE- 2		Practical Vocal/Inst

DEPARTMENT OF HISTORY

1st Year	HISTA 101	History of India from the Earliest Times to C 300
	HISTA 102	History of India from C 300 to 1206
2nd Year	HISTA 203	History of India from C 1206 to 1707
	HISTA 204	History of India from 1707-1950
	HIST A 213 SEC	Historical Tourism
	HIST A 215	An Introduction to Archeology
3rd Year	Skill Enhancement Courses	
	HIST (A) 305	Modern and contemporary World History-I : 1871-1919
	HIST(A) 307	Modern and contemporary World History-II : 1919-1992
	HIST(A) 317 SEC	Indian History and Culture
	HIST(A) 319 SEC	Introduction to Indian Art

DEPARTMENT OF HINDI

1st Year	HIND 101	प्रयोजनमूलक हिन्दी
	HIND 102	हिन्दी साहित्य का इतिहास
	HIND 103	मध्यकालीन हिन्दी कविता
	HIND 104	हिन्दी भाषा और संप्रेषण
2nd Year	HIND 201	अनिवार्य हिन्दी
	HIND 202	आधुनिक हिन्दी कविता
	HIND 203	हिन्दी गद्य साहित्य
	HIND 204	कार्यलयी हिन्दी
	HIND 206	अनुवाद विज्ञान
3rd year	SEC -3 HIND 301	रंग आलेख एवं रंगमंच
	(SEC-4) HIND304	समाचार संकलन और लेखन
	DSE-1A) HIND305	लोक साहित्य
	(DSE-2A) HIND306	छायावादोत्तर हिंदी कविता

DEPARTMENT OF CHEMISTRY

1st Year	CHEM 101TH	Atomic Structure, Bonding, General Organic Chemistry and Hydrocarbons
	CHEM 101PR	Atomic Structure, Bonding, General Organic Chemistry and Hydrocarbons Lab
	CHEM 102TH	Chemical Energetic, Equilibria & Functional Group Organic Chemistry
	CHEM 102 PR	Chemical Energetic, Equilibria & Functional Group Organic Chemistry Lab
2nd Year	CHEM 201 TH	Solutions, Phase Equilibria, Conductance, Electrochemistry & Organic Chemistry
	CHEM 201 PR	Solutions, Phase Equilibrium, Conductance, Electrochemistry & Organic Chemistry Lab
	CHEM 202TH	Chemistry of main group elements, chemical energetics and equilibria
	CHEM 202 PR	Chemistry of main group elements, chemical energetics and equilibria
Skill Enhancement Course		
	CHEM SEC 203 TH	Basic Analytical Chemistry
	CHEM SEC 204TH	Fuel Chemistry & Chemistry of Cosmetics and Perfumes
3rd year	CHEM 301 TH &	Polynuclear Hydrocarbons, DYES, Heterocyclic
	CHEM 301 PR	Compounds and Spectroscopy (UV, IR, NMR)
	CHEM 304 TH &	Chemistry of Transition And Inner Transition Elements,
	CHEM 304 PR	Coordination Chemistry, Organometallics, Acids & Bases
	CHEM SEC 307	Chemical Technology & Society and Business Skills for Chemistry
	CHEM SEC 308	Pesticide Chemistry & Pharmaceutical Chemistry

DEPARTMENT OF MATHS

1st Year	MATH 101TH	Differential Calculus
	MATH 102	Differential Equations
2nd Year	MATH 201 TH	Real Analysis
	MATH 202 TH	ALGEBRA
	MATH SEC 309 TH	Integral Calculus
	MATH SEC 310	Vector Calculus
3rd year	MATH 301 TH	MATRICES
	MATH 304 TH	NUMERICAL METHOD
	MATH SEC 313 TH	Probability and Statistics
	MATH SEC 316 TH	THEORY OF EQUATIONS

DEPARTMENT OF PHYSICS

1st Year	PHYS 101TH	
	(PHYS 101A)	Mechanics Theory
	PHYS 101 PR	Mechanics Lab
	PHYS 102 TH	Electricity Magnetism & EMT Theory
	PHYS 102 PR	Electricity Magnetism & EMT Theory Lab
2nd Year	PHYS 201 TH	Thermal Physics & Statistical Mechanics
	PHYS 201 PR	Thermal Physics & Statistical Mechanics Lab
	PHYS 202 TH	WAVES & OPTICS
	PHYS 202 PR	WAVES & OPTICS
	PHYS SEC 203 TH	Physics WorkShop Skills
	PHYS SEC 205 TH	Electrical CKTS & Network Skills
3rd year	DSE:1	
	PHYS 302 TH &	
	PHYS 302 PR	Solid State Physics and Electronics
	DSE:2	
	PHYS 305 TH &	
	PHYS 305 Pr	-Quantum Mechanics
	PHYS SEC 307 TH	Radiation Safety
	PHYS SEC 310 TH	Renewable Energy & Energy Harvesting



DEPARTMENT OF ZOOLOGY

1st Year	ZOOL 101 TH &	DSC IA Animal Diversity
	ZOOL 101 PR	
	ZOOL 102 TH	DSC IB Comparative Anatomy and Developmental Biology of Vertebrates
	ZOOL 102 PR	
2nd Year	ZOOL 201 TH	DSC IC Physiology and Biochemistry
	ZOOL 201 PR	
	ZOOL202TH	DSC ID Genetics and EvolutionaryBiology
	ZOOL 202 PR	
	ZOOL 203 TH	SEC-I Medical Diagnostics
	ZOOL 204 TH	SEC-II Apiculture
3rd Year	ZOOL 301 (A) TH	DSE I A Applied Zoology
	ZOOL 301 (A) PR	
	ZOOL 302 (A) TH	DSE IB Insect, Vector and Diseases
	ZOOL 302 (A) PR	
	ZOOL 303TH	SEC-III Sericulture
	ZOOL 304(A)(TH)	SEC- IV Aquarium Fish Keeping

DEPARTMENT OF BOTANY

1st Year	BOTA 101	DSC-I Biodiversity (Microbes, Algae, Fungi and Archegoniate)
	AECC-1	Environmental Science
		DSC-2 Paper-I
		DSC-3 Paper-I
	BOTA 102	DSC-2 Plant Ecology and Taxonomy
	AECC-2	English/MIL Communication
		DSC-2 Paper-II
		DSC-3 Paper-II
2nd Year	BOTA 201	DSC-3 Plant Anatomy and Embryology
	BOTA 202 OR	Bio-Fertilizers OR SEC
		DSC-2 Paper III
		DSC-3 Paper III
	BOTA 202	DSC-4 Plant Physiology and Metabolism
	BOT A 204 OR	Nursery and Gardening OR SEC
		DSC-Discipline 2 Paper IV
	DSC-Discipline 3 Paper IV	
3rd Year	BOTA 301	Economic Botany & Bio Technology
	BOTA 303	Cell and Molecular Biology
	BOTA 306	Medicinal Botany and Ethnobotany (SEC)
	BOTA 307	Mushroom Cultivation Technology (SEC)

DEPARTMENT OF COMMERCE (B COM.)

1st Year	BC 1.1	Financial Accounting	
	BC 1.2	Business Organising & Management	
	BC 1.3	Business Law	
	BC 1.4	Business Statistics and Mathematics	
	HIND -101	प्रयोजनमूलक हिन्दी	
	ENGL101	Core English-I (Compulsory)	
	AECC- I	Environmental Studies	
	AECC- II	Language - English/ Hindi/ Modern Indian Language	
2nd Year	BC 2.1	Company Law	
	BC 2.2	Income Tax & Practice	
	BC 2.3	Computer Application in Business	
	BC 2.4	Corporate Accounting	
	BC 2.5	Cost Accounting	
	BC 2.6	E-Commerce	
	ENGL 201	Core English-II (Compulsory)	
	HIND -201	अनिवार्य हिन्दी	
3rd Year	BC 3.1 (a)	Human Resource Management	Choose Any one
	BC 3.1 (b)	Principles of Marketing	
	BC 3.1 (c)	Fundamentals of Financial Management	
	BC 3.2 (a)	Corporate Governance & Auditing	Choose Any one
	BC 3.1 (b)	GST	
	BC 3.3	Entrepreneurship	
	ECONA 313	Economy of Himachal Pradesh	
	ECONA 314	Indian Economy	
	BC 3.5 (a)	Corporate Tax Planning	Choose Any one
	BC 3.5 (b)	Banking Insurance	
	BC 3.5 (c)	Management Accounting	
	BC 3.5 (d)	Computerised Accounting System	
	BC 3.6 (a)	International Business	Choose Any one
	BC 3.6 (b)	Office management & Secretarial Practice	
	BC 3.6 (c)	Fundamentals of Investment	
	BC 3.6 (d)	Consumer Protection	
	BC. 3.7	Personal Selling and Salesmanship	

Note:**1. For Practical Lab based : papers**

- Core Course papers BC 1.2 (Financial Accounting) and BC 3.2 (Income Tax Law and Practice), there shall be 4 Credit Hrs. for Lectures + one Credit hr. (Two Practical Periods per week per batch) for Practical Lab + one credit Hr for Tutorials (per group)
- Discipline Specific Elective paper 6.1 (d) (Computerised Accounting System), there shall be 4 Credit Hrs. for Lectures + Two Credit hrs. (4 Practical Periods per week per batch) for Practical Lab.
- Skill Enhancement Elective Course SEC-2 paper BC 4.4 (E-Commerce), there shall be 3 Credit Hrs. for Lectures + One Credit hrs. (2 Practical Periods per week per batch) for Practical Lab
- Skill Enhancement Elective Course SEC-2 paper BC 3.4 (Computer Applications in Business), there shall be 2 Credit Hrs. for Lectures + Two Credit hrs. (4 Practical Periods per week per batch) for Practical Lab

2. For other core and elective papers, there shall be Five lectures and One Tutorial (per batch)**3. SCHEME OF EXAMINATION FOR UG DEGREE COURSES (Yearly System)**

EVALUATION SYSTEM : All courses involve an evaluation system of students that has the following components :

Continuous Comprehensive Assessment (CCA) accounting for 30% for 1st, 2nd & 3rd year and 70% accounting for HPU end semester examination for grade that a student gets in a course. The 30% assessment for 1st, 2nd & 3rd year will be determined on the bases of class room attendance, mid term test, assignments, workshops and seminars. The HPU end semester examination will be of three hours duration and will cover the whole syllabus of the course. Odd semester examination will be in the month of October/November and for the even semester, it will be in the month of April/May. The Schedule of HPU end semester examinations is being issued by the affiliating university i.e. Himachal Pradesh University Shimla. The schedule of the HPU for the conduct of end semester examination at local examination centre is being strictly adhered by the institution.

4. DOCUMENTS & CERTIFICATES REQUIRED :**B.A/B.Com./B.Sc. 1st , 2nd year & 3rd Year**

- Original documents along with Photostat copies of School / Board / University certificates from Matriculation Onwards (Internet Copy not valid)
- Three passport-size photographs, one each to be pasted on the admission form, identity card-cum-library card and library registration form.
- Character certificate in original from the Head of Institution last attended or a character certificate should have been issued by a gazetted officer or Panchayat Pradhan in the case of private candidates.
- The character certificate should have been issued within the last 6 months on the day of submission of admission form.
- Migration Certificate in original is to be enclosed with the H.P. University Registration form (Only for the students who have passed their qualifying examination from other than H.P. Board of School Education).



- vi. Certificate of SC / ST from Magistrate Class 1 in prescribed proforma for those seeking relaxation in age / marks.
- vii. Any gap (latest) in the academic career of an applicant must be supported by a documentary evidence / affidavit as the proof of his/ her activities during the period of gap. If the gap is 3 years or more, the candidate will not be admitted.
- Viii. Bonafide Himachali Certificate for the exemption of tuition fee (only for girl students), Admission without any of these documents will not be entertained.

5. ROLL-ON SYSTEM OF ADMISSION :

Admission is open for all students on Roll on Basis, who are otherwise eligible, with out waiting the result of previous year. It means that students of B.Com./ B.A./ B.Sc.1st & 2nd Year will get admission to the next year. without waiting the result. Admission will be allowed only as per University Schedule . However, he / she will have to fulfill all the formalities laid down by the college authorities like uploading the documents and depositing the prescribed fees etc.

There is no provision of admission as per University Ordinance after 30th June every year and as per Hon'ble High court Decision. No admission will be given after the schedule.

6. ADMISSION AND MIGRATION

Admission to all the degree classes will be made on roll on system without waiting for the result of H.P. University. Admission will be provisional and the admission of eligible candidates will be regularised after the declaration of their results. Monthly fees for three months (unrefundable) alongwith admission fee (unrefundable) will be charged from the students at the time of provisional admission and it will be adjusted at the time of regularization of eligible candidates.

- i. Admission to various classes will be made on the recommendation of the admission committees constituted for the purpose.
- ii. A candidate seeking admission to first year must be accompanied by his / her parents/ guardian at the time of admission.
- iii. All admissions will be provisional subject to the approval of Vice Chancellor, H.P.U. Shimla.
- iv. Admission will be strictly on fulfilment of eligibility conditions fixed by H.P.U. Shimla/H.P.Govt.

Note : Rules for admission are subject to change as per H.P.U. Notification / H.P. Govt. directions.

7. FEES AND FUNDS :

- i. Every student must pay the dues on the dates notified from time to time.
- ii. Admission Fee, Tuition Fee & Registration fee will not be charged from a student who migrates from some other college if he / she is already registered with H.P. University. Other dues will have to be paid for the whole session.

7.1 Details of Fee and Funds to be realised from the students during the Session 2024-25 (Subject to Change from H.P. Govt. / HPUE if any)

Name of Fee and Fund	Classes (B.A./B.Com/B.Sc.)			
	Boys		Girls	
Govt. Head				
Admission Fee	25		25	
Tuition Fee	600		00	
Total (1)	625/-		25/-	
HPU Fees / Funds				
HPU Development Fund (1st year only)	250	100	250	100
		IRDP/BPL		IRDP/BPL
Continuation Fee (2nd & 3rd year)	10	10		
Registration fee (only for 1 st sem.)	200		200	
Sports fee	15		15	
Youth Welfare Fund	15		15	
Holiday Home Fund	01		01	
Total (2)	491/-	341/-	491/-	341/-
College Funds				
Campus Development Fund	10		10	
Cultural Activity	20		20	
Furniture Repair Fund	10		10	
Magazine Fund	50		50	
Book Replacement Fund	25		25	
Medical Fund	06		06	
Identity Card Fund	10		10	
Amalgamated Fund	300		300	
Building Fund	120		120	
House Exam Fund	80		80	
Student Aid Fund	02		02	
Library Security (Refundable) one time	100		100	
Rover and Ranger Fund	60		60	
Computer and Internet Facility	20		20	
Sports Fund	240		240	
Red Cross Fund	40		40	
Society & Club Fund	5		5	
NCC Fund	5		5	
Total (3)	1063/-	1063/-	1063/-	1063/-
Total (1+2+3)	2179/-	2029/-	1579/-	1429/-
PTA Fund	400/-			
	Installment		Installment	
Geography Practical Fee (Annual)	180		180	
Science Practical Fee (Annual)	240/Subject		240/Subject	
Music Practical Fee (Annual)	180		180	



Note :

- i. P.T.A. Fund will be charged in single instalments Rs. 400/-.
- ii. Exemption of tuition fee will be available to the Himachali girls only, subject to the production of Bonafide Himachali Certificate.
- iii. Disabled male students with more than 40% disability will be exempted from tuition fee subject to the production of disability certificate issued by the competent medical authority at the time of admission.
- iv. Exemption of PTA fund will be available for one student in case of real brothers or sisters.

8. SCHOLARSHIPS / CONCESSIONS :

The college offers the following scholarships and concessions :

- i. Govt. of India Scheduled Caste / Tribe scholarship.
- ii. I.R.D.P. Scholarship
- iii. Students Aid Fund Stipend.
- iv. Half fee concession.
- v. O.B.C. Scholarship.
- vi. Physically Handicapped and disabled student's scholarship.
- vii. Minoraty Scholarship .
- viii. Merit-cum-Poverty Scholarships (From Local PTA Fund)

The concerned students are advised to have all the required certificates/ documents from the concerned authorities and after obtaining the scholarship forms from the college office, they should submit it complete in all respects in the college office as per schedule notified from time to time.

Notification No. F/L- 27/2009 (SCT) dated Feb 26, 2015

As per MHRD New Delhi directions and UGC recommendations the eligible SC/ST, OBC, PWD students etc. should submit their scholarship forms for the academic year by February for processing scholarship to SC/ST , OBC, PWD etc. each year.

9. FINES AND PENALTIES :

- i. Failure to pay dues on due date will entail a fine of Rs. 5 per day.
- ii. In case a student does not deposit his / her dues in advance his / her name will be struck off the roll at the end of the month.
- iii. The name of the students shall also be struck off of the roll of the college if he / she remains absent, without leave for **continuous 10 days or more**.
- iv. If the name of a student is struck off, he / she must be accompanied by his / her father or mother at the time of re-admission.
- v. In case, the name of a student is struck off, re-admission is permissible, with a fine of Rs. 100.00, only after the recommendation of concerned teachers.



- vi. If the name of a student is struck off for the second time, he / she will have to pay a fine of Rs. 200.00. A student will not be admitted if his / her name is struck off for the third time.
- vii. Once name is struck off, the student must readmit himself / herself within seven days after that he / she will have to pay a fine of Rs. 10/- per day at the time of re-admission.
- viii. The Principal can expel a student from the college if he / she is found guilty of misconduct.
- ix. Every student will have to procure No Dues certificate from the college librarian/fee clerk / N.S.S. Programme officer / Sports incharge if he / she wants to leave the college.
- x. The library security deposit will lapse if a student does not apply for refund of security within one year of his / her leaving the college.
- xi. Late return of library books Rs. 1/Day

10 OTHER FINES WILL BE AS BELOW :

- i. Absence for one period Re. 1/-
- ii. Absence per practical Rs. 3/-
- iii. Absence in House Examination : Rs. 100/- per paper

Students are advised to preserve fee receipts Identity cards etc. issued by the college. In case a fee receipt or Identity card is lost, Photocopy or a duplicate Identity card can be obtained from the college office on payment of Rs. 20/- (Rs. Twenty Only).

Note : The above rates are subject to change by H.P. Govt. from time to time.

11. LEAVE RULES FOR STUDENTS :

- i. A student can proceed on leave with prior permission of the Principal but the application should also be signed by the parent / guardian of the student and duly recommended by the tutor.
- ii. **A tutor can sanction leave upto 3 days while a leave application upto 7 days is to be sanctioned by the chief tutor. Leave for more than seven days is to be sanctioned by the Principal Only.**
- iii. The application must be got sanctioned by the applicant himself / herself and he /she must ensure that the concerned subject teachers have noted down the leave. Application being brought for sanction by some other student will not be considered.
- iv. Leave on account of illness if it is for more than three days, must be accompanied by a medical certificate or Registration Slip.
- v. Student may proceed on any kind of leave but he / she must deposit his / her fees/ fines on the appointed day. Otherwise his / her admission will stand cancelled.
- vi. Students, who go for participation in various inter college games or other competitions, will have to get their leave sanctioned and noted down by the concerned subject teachers before their departure for the participation.
- vii. Leave during house examinations will be sanctioned by the Principal after the recommendation of the concerned subject teachers in special cases only.

12. MID-TERM TEST AND CLASS ATTENDANCE :

- i. Mid term test (MTT) of 15 marks will be held in each semester. Every Student will have to appear in the MTT and score at least 35% marks in each subject [H.P.U. ord. No. 6.2 (c)].
- ii. A student who fails to show satisfactory result in the M.TT. shall forfeit his claim to fee concession or other financial assistance.
- iii. Every student must **attend at least 75% lectures both in theory and practical separately**. Otherwise his / her examination form will not be forwarded to the University. [H.P.U. ord no. 6.2 (6)].
- iv. The Principal can condone the shortage in lectures in respect of those students who have to miss classes on account of their participation in N.S.S., sports, cultural or academic activities.
- v. Internal Assessment will be made on the basis of class attendance/assignments/Seminars and marks obtained in MTT.
- vi. Students have to pass both in internal assessments and end term exam. separately.
- vii. A students has to pass in internal assessment, practical and end semester examination with 35% in each separately and 45% in aggregate in all these for passing the UG Degree Course.

13. ANNUAL PRIZE DISTRIBUTION FUNCTION AND RULES FOR PRIZES :

Prize Distribution Function of the College is held in the end of the session and various prizes such as academic, sports and cultural are awarded to the students to encourage the, students standing first and second in aggregate and in the subjects are felicitated subject to fulfilment of other conditions such as those, who are claiming first or second prizes in aggregate must not have less than 50% marks in aggregate and those who are claiming prizes for standing first or second in a subject must have at least 50% marks in concerned subject and must have been passed in all the subjects. In case the number of students in a subject is less than 10, there will be only first prize. Similarly for college level competitions in sports / NSS and all other curricular activity excluding academics if the number of teams / students in less than 5, no prize is to be awarded.

14. SCIENCE LABORATORIES & EQUIPMENTS

The College has started the science classes in both Med & Non Med. for UG Degree Programme from the academic session 2017-18. In order to provide the laboratories & equipments for the science students, the College has developed and well equipped science laboratories for the science course in the subjects of Chemistry, Physics, Botany & Zoology. For the purchase of science equipments the College has spent Rs. 6 Lakhs in the academic session 2017-18.

15. NATIONAL SERVICE SCHEME :

The college has a half unit of N.S.S. The enrolment is made by the Programme Officer on the basis of selection. All interested students will have to apply to join N.S.S. The purpose of NSS is to provide the facility of NSS students with the society through community development programme during the academic year.

16. Rovers & Rangers

The college has an active half unit of Rovers & Rangers under Bharat Scouts & Guides, a voluntary organisation devoted to development of character of youth and inculcating the value of selfless service.

Apart from regular activities on campus the volunteers also attend special camps from time to time and equip themselves with vital life skills to cope with present day challenges.

17. COLLEGE MAGAZINE :

The edition of college magazine is printed out ever year for the students. The name of the college magazine is "RUKMANIDHARA" The college magazine includes 7 sections viz. English, Hindi, Pahari, Sanskrit, Planning, Commerce & Science. The students of the college can give their interest's articles in any of these sections. The articles after screening by the student editor then by the teacher editor shall be incorporated in the magazine. The articles should be of original. The college magazine promote the opportunity of the students to explore their creative, new and original ideas. The college students get benefitted and enriched themselves with the articles given in the college magazine and also get motivated for the new things to be added in the magazine for the next academic session.

18. CONDUCT AND DISCIPLINE :

- i. *Every effort will be made by the college administration to maintain a conductive and healthy environment in the college. For maintaining discipline, the Principal can impose fine, suspension or expulsion of any student who is found indulging in such misconduct as listed below :-*
- ii. *Ragging is banned in the institution and any act of ragging will be severely dealt with, Ragging implies harassment / Physical or mental torture by a student or a group of students to another student. Any student found associated in such nefarious activities will be guilty of gross misconduct and it can cause his / her expulsion from the college.*
- iii. *Use of Mobile phones in the college is strictly banned by the government. Any student caught using mobile phone in the campus will be find Rs. 100 to Rs. 500.*
- iv. *Anybody found guilty of writing obscenities / dirty words on blacks boards, walls or furniture.*
- v. *Raising noise near class rooms or attempting to distrub classes.*
- vi. *Smoking or taking drugs / alcohol / chewing gum / gutkha etc, [A fine of Rs. 100/- (minimum) will be imposed for the offence].*
- vii. *To damage plants in the campus.*
- viii. *To fiddle with the electric installations.*
- ix. *To indulge in any rash / unbecoming behaviour.*
- x. *To use unfair means in the examinations.*
- xi. *To bring outsiders to the campus is strictly prohibited and it may attract heavy fines, rustication and even expulsion.*
- xii. *To paste notices, hand bills, pamphlets on the walls of buildings. It can cause fines / rustication etc.*
- xiii. *Every student must carry his / her identity card which is issued to the students after admission. Students who*



participate in sports or extra curricular activities / educational tours must produce written permission from their parents / guardians before planning for the excursion tours.

19. COMMUNITY PARTICIPATION :

Parents-Teacher's Association has been formed in the college to assist the college authorities to undertake development activities and also to develop a rapport between the parents and the teachers for the smooth functioning of the college. There should be a constructive interaction between the parents and the teachers. Its objectives are:

- i) To arrange time to time discussion with the senior persons of the society and to incorporate their suggestions for the improvement of educational standards in the College.
- ii) There will be a general body P.T.A., of which the parents or guardians (in case parents are not alive and only those guardians who are blood relatives of the student) teachers. The head of the institution i.e. Principal will be the patron of P.T.A.
- iii) Parents / guardians are requested to remain in touch with the Principal and the concerned teachers for the progress of their wards in the college. The valuable suggestions of the parents are always welcome and the institutions inculcates these valuable suggestions positively for the all round - developments and welfare of the college students.
- iv) Whenever the parents / guardians are requested to meet the Principal in connection with some problems regarding their wards they should response positively and contact college authority well in time.
- v) The PTA of the college has started merit-cum-poverty scholarship for the college students from the academic session 2017-18. This scholarship is given to those students who did not get any scholarship either from state or central govt. sponsor scholarships scheme. There is no limit / restriction on member of beneficiary from P.T.A. subject to the available of funds in the P.T.A. Under this merit-cum-poverty scholarship the eligible students are identified by a committee constituted for the purpose and a cash prize for deserving students shall be given during the annual prize distribution function of the college. In 2018-19 five such scholarships has been awarded Rs.9500/-.

20. RESERVATION ROSTER

H.P. University 120 Points reservation roster for admission to various courses in all Govt. Colleges of H.P.

1	26 SC	51	76	101
2	27 ST	52 SC	77	102
3	28	53 ST	78 SC	103
4	29	54	79 SP	104
5	30	55	80 ST	105
6	31	56	81 CUL	106 SC
7 SC	32	57	82	107 ST
8	33 SC	58	83	108
9	34 HC	59 SC	84	109
10	35	60 SP	85 SC	110
11	36	61 CUL	86	111
12 SC	37	62	87	112 SC
13 ST	38 CUL	63	88	113
14	39 SC	64	89	114
15	40 SP	65 SC	90	115
16	41 ST	66 HC	91 SC	116
17	42	67 ST	92	117 SP
18 SC	43	68	93 ST	118 CUL
19 SP	44	69	94	119 SC
20 CUL	45	70	95	120 ST
21	46 SC	71	96	
22	47	72 SC	97 SC	
23	48	73	98 CUL	
24	49	74	99 SP	
25	50	75	100 HC	
HC-3%	CUL-5%	SP 5%	SC 15%	ST 7.5%
3	6	6	18	9

Note : By the notification from Ministry of Law and Justice (Legislative Department) section 32 Gazette of India dt.27-12-2016 the percent of reservation of seats for the purpose of seeking admission for disabled students has been extended from 3% to 5%.



ADMISSION COMMITTEES

FOR

THE SESSION 2024-25

- | | |
|--------------------------------------------------------------------------------|------------------------------------------------------------------------------------|
| 1. Scrutiny Committee | Prof. Bihari Lal
Prof. Shalini |
| 2. B.A. 1 st year | Prof. Rajender Kumar
Prof. Balbir Chand
Prof. Prateek Deswal
Prof. Deepak |
| 3. B.A .2 nd year and B.A 3 rd year | Prof. Pankaj Sharma
Prof. Archana Sharma
Prof. Rekha Devi |
| 4 . B.Com. 1 st , 2nd & 3rd Year | Prof. Suresh Kumar
Prof. Amit Kumar
Prof. Nitesh Kumar |
| 5. B.Sc. 1 st year, 2 nd year,
& 3 rd Year | Prof. Kamlesh Kumari
Prof. Ranju
Prof. Sapna |

SESSION 2024-2025 PLANNER

JUNE		JULY	
		31	
1			
2			
3		1	
4		2	
5	WORLD ENVIRONMENT DAY	3	
6		4	
7		5	
8		6	
9		7	
10		8	CLEANLINESS DRIVE
11		9	
12		10	
13		11	
14		12	
15		13	
16		14	
17		15	
18		16	
19		17	
20		18	
21	INTERNATIONAL YOGA DAY	19	
22		20	
23		21	HERBAL GARDEN SET UP
24		22	
25		23	
26		24	
27		25	
28		26	
29		27	
30		28	
		29	
		30	

SESSION 2024-2025 PLANNER

AUGUST		SEPTEMBER	
1	REGULAR TEACHING		
2	Induction Training of BA 1st		
3	Induction Training of B Sc		
4	Induction Training of B Com 1st	1	ROAD SAFETY CLUB ACTIVITY
5		2	
6		3	
7		4	
8		5	Teachers Day
9		6	
10		7	
11		8	
12	ORIENTATION PROGRAMME	9	
13		10	PTA GENERAL HOUSE
14		11	
15	INDEPENDENCE DAY	12	
16		13	
17		14	HINDI DIWAS
18		15	
19	TALENT HUNT	16	WORLD OZONE DAY
20		17	PTA GENERAL HOUSE
21		18	
22		19	
23		20	
24		21	
25		22	
26	CLEANLINESS DRIVE	23	RED RIBBON CLUB ACTIVITY
27		24	NSS DAY
28		25	
29	National Sports Day	26	
30		27	विश्व पर्यटन दिवस
31		28	
		29	
		30	CLEANLINESS DRIVE

SESSION 2024-2025 PLANNER

OCTOBER		NOVEMBER	
			1
			2
			3
			4 RED RIBBON CLUB ACTIVITY
1			5
2	GANDHI JAYANTI		6
3			7
4			8
5			9
6			10
7	ROAD SAFETY CLUB ACTIVITY		11 NATIONAL EDUCATION DAY
8			12
9			13
10			14 CHILDREN DAY
11	NATIONAL GIRL CHILD DAY		15
12			16
13	INTERNATIONAL NATURAL DISASTER REDUCTION DAY		17
14	CAREER COUNSELLING		18 CLEANLINESS DRIVE
15			19
16	CSCA CONSTITUTION		20 MID TERM EXAMS Tentative date w.e.f 20.11.2023-10.12.2023
17			21
18			22
19			23
20			24
21	LITERARY CLUB ACTIVITY		25
22			26
23			27
24			28
25			29
26			30
27			
28	CLEANLINESS DRIVE		
29			
30			
31			



SESSION 2024-2025 PLANNER

DECEMBER		Jan	
		1	
		2	
		3	
		4	
1	AIDS DAY	5	
2	NATIONAL POLLUTION CONTROL DAY	6	
3		7	
4		8	
5		9	
6		10	
7		11	
8		12	
9	ROAD SAFETY CLUB ACTIVITY	13	
10	HUMAN RIGHTS DAY	14	
11		15	
12		16	
13		17	
14		18	
15		19	
16	VIJAY DIWAS	20	
17		21	
18		22	
19		23	
20		24	
21		25	
22	NSS CAMP	26	
23		27	
24		28	
25	CHRISTMAS	29	
26		30	
27		31	
28			
29			
30	CLEANLINESS DRIVE		
31			



SESSION 2024-2025 PLANNER

	FEBRUARY	MARCH
4		
	Annual Athletic Meet 2nd week	Annual Prize Distribution Function 3rd or 4th week
1		
2		1
3		BEST OUT OF WASTE 2 COMPETITION
4		3
5		4
6		5
7	SAFE INTERNET DAY	6
8		7
9		8 INTERNATIONAL WOMEN DAY
10	ROAD SAFETY CLUB ACTIVITY	9 ROADS SAFETY CLUB ACTIVITY
11		10
12		11
13	WORLD RADIO DAY	12
14		13
15		14
16		15
17	CSCA CULTURAL FUNCTION In 3rd Week	16
18		17
19		18
20		19
21		20
22		21
23		22 WORLD WATER DAY ANNUAL PRIZE DISTRIBUTION FUNCTION
24	CLEANLINESS DRIVE	23
25		24
26		25
27		26
28	SCIENCE DAY	27
29		28
		29
		30
		31

GOVT. COLLEGE JHANDUTTA, DISTT. BILASPUR (H.P)

ADMISSION FORM : 2024-2025

No. :

University Roll No. :

For Office Use Only		Affix here your passport size photograph
Roll. No. Allotted		
Fee received vide receipt No.	Dated	
Recommended for Regular/Provisional Admission	Fee Clerk Admit Principal	
Scrutiny Committee		

(To be filled by the candidate)

- Name of the applicant in (Block Letters)
(As per Matriculation Certificate)
Gender : Male Female If Female, Whether Single Girl Child Yes No
- My Aadhaar No. e-mail ID
Annual Income of Family
EPIC (Voter Card) No. (If not specify reason)
- Father's Name in (Block Letters)
- Mother's Name in (Block Letters)
Father/Mother Occupation
- a) Date of Birth (in Figures) in words
- Faculty : Arts/Commerce/ Science
Class :B.A./B.Com/B.Sc. Semester.....
- a) Combination Code (For Arts only) 1. _____
b) Subject opted
1) For B.A. / B.Com. / B.Sc. FIRST YEAR
i) ii) iii)
iv) v) vi)
- 2) For 2nd Year. i) DSC I (ii) DSC II
(iii) CC/DSC (iv) SEC
- 3) For 3rd Year i) DSE I (ii) DSE II
(iii) DSE III (iv) SEC (v) GE
- University Regd. No. (if an old student)
- Last year's college Roll No. (if an old student)
- Permanent address
..... Tel. No.
- Father's/ Guardian's Name and Present Postal Address
..... Tel. No.
- Do you belong to SC/ST/OBC/IRDP? (If yes, attach certificates)
- Do you want to take up NSS ?
- Achievements in sports(If any, attach certificate)

15. Academic Record : (attach attested copies of certificates)

Exam Passed	Name of Uni/Board	Session & Year	Roll.No	Marks Obt.	% age	Subjects Offered	Name of school /College
1. Matric							
2. Plus Two							
3. B.A/B.Sc/B.Com. 1st year							
4. B.A/B.Sc./B.Com 2nd year							
5. B.A/B.Sc./B.Com.V/VI sem.							

UNDERTAKING / DECLARATION

Certified that :

- i) All the particulars stated above are correct.
- ii) I am applying for admission with the consent of My Father/Guardian who promises to pay my college dues regularly.
- iii) I shall not take part in any Political/Anti-National Activities.
- iv) I shall not indulge in any type of ragging or act to indiscipline and if found guilty of such offences, I will have no claims against the order of my rustication/expulsion from the College/University.
- v) I shall appear in Mid Term Test and fulfil the condition of securing at least 45% marks as laid down by the university in this respect.
- vi) My admission will automatically stand cancelled if I do not complete the formalities etc. on account of my provisional admission and I shall be entirely responsible for the consequences.

This declaration has all the moral/legal force of an affidavit.

I undertake full responsibility of my ward as per his/her above declaration/undertaking

.....
Signature of Father/Guardian

.....
Signature of the applicant

Dated :

CHECK LIST FOR ADMISSION COMMITTEE

Certified that I have scrutinized the Admission Form & all documents attached with it and found that the candidate is fully eligible for admission as per H.P.U rules/regulations. The application is in order and the following attested/original copies of required certificates are enclosed herewith (tick whichever applicable) have been scrutinized.

- i) Character Certificate from institution last attended (in case of fresh admission only)
- ii) Matriculation certificate showing date of birth.
- iii) Migration Certificate, if required.
- iv) Certificate of last examination passed (10+2 onwards)
- v) Result Card
- vi) P.T.A. Enrolment Form (For - I/III/V Semesters)
- vii) P.T.A. General House Post Card (For - I/III/V Semesters)
- viii) Copy of Aadhaar Card
- ix) Library Membership form (For - I/III/V Semesters)
- x) Affidavit by Parents/Guardians (For - I/III/V Semesters) OR

The candidate is not eligible due to therefore provisional admission is recommended.

The admission will be regularised on production of certificate.

The Student must submit the hard copy of online Anti Ragging undertaking form along with other documents

Member
Admission Committee

Convener
Admission Committee

(For Office Use Only)

Principal
Govt. College Jhandutta
Dated2024

The date of annual meeting of the Parent-Teachers' Association will be intimated later on.

At this meeting election for the Executive Committee of the PTA will be held and other related issues will be discussed.

You are cordially invited to attend this meeting. You must bring the Identity Card (duly Signed by the Principal) of your son/daughter/ward, Any parent/guardian (blood relative only) not having the I. Card cannot cast his/ her vote and cannot contest election.

Principal

(Must write your father's/Guardian's Address Here)

Affix Six
Rupees
Postage
Stamp

To,

Pin Code

PARENT- TEACHERS' ASSOCIATION
Govt. College Jhandutta, Distt. Bilaspur (H.P)

PTA Enrolment Form 2024-2025

Affix here your
passport size
photograph
(Member PTA)

1. Name of the Member :
(Student's Father/Mother/Guardian)
2. a) Correspondence Address
..... Tel.No./Mob.No
- b) Permanent Address
..... Tel.No./Mob.No

3. Detail regarding the student/students studying in the college.

Sr. No.	Name of the Student	Class	Roll No
1			
2			
3			

Enrolment fee/contribution Rs Receipt No. Date

Date

- Note : i) The Annual General Meeting of PTA will be held in coming session 2024-2025. All the parents are cordially invited to attend the meeting.
- ii) Only the parents, or guardians-who are in blood relation of students (if parents are not alive) will be member of PTA. Guardian (In blood relationship) must submit guardianship certificate issued by a legal / Govt. Agency with this form.

.....

Signature of the member
(Father/Mother/Guardian)

AFFIDAVIT BY PARENT/GUARDIAN

I, (full name of father/mother/guardian
of (full name of the student) having been
admitted to Govt. Degree College Jhandutta, hereby solemnly undertake that my son/
daughter/ward will not indulge in any type of ragging or indiscipline in the college campus/
outside. In case of any such violation, disciplinary action should be followed as per
ordinance(209) issued by H.P. Govt and I will not interfere in any way in the action taken
against my son/ daughter/ward.

Declared this on Months of
Year

Signature of Deponent

Name

Address

.....

.....

Tel/Mob.No

VERIFICATION

Verified that the contents of this affidavit are true to the best of my knowledge and no
part of the affidavit is false & nothing has been concealed or misstated therein verified at
..... on this date of month year.

Signature of Deponent

GOVT. COLLEGE JHANDUTTA,
DISTT. BILASPUR (H.P.)

LIBRARY REGISTRATION FORM

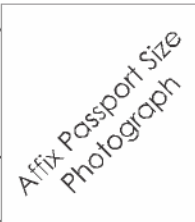
Session : 2024-2025

For Office Use Only

Membership Number.....

Valid upto 31st March, 2025

1. Name
2. Father's Name
3. Programme B.A./B.Com./B.Sc.....
4. Semester
5. Class Roll No.University Roll No.
6. Permanent Address.....
.....
.....
- Ph. No.
- Email IDMy Aadhaar No.....
- Roll No. of previous class semester.....class/Semester.....



Date :.....

Librarian

Signature of Student

**GOVT. COLLEGE JHANDUTTA,
DISTT. BILASPUR (H.P.)
RESULT CARD**

Name Roll No.
Class

Sr. No.	Subject	Total Marks	Marks Obtained	Remarks

From Principal
Govt. College Jhandutta
Distt. Bilaspur (H.P.)

(Must write your father's/Guardian's Address Here)

Affix Six
Rupees
Postage
Stamp

To,

Pin Code

Ragging A Punishable Offence

Ragging Means any act, conduct or practice by which dominant power of senior students is brought to bear on the freshly enrolled or in any way considered junior by other students which involves physical and psychological assault or threat to other students or use of force or violation of dignity and honour of such student or expose students to ridicule and affect their self esteem or entail verbal abuse, aggression, indecent gestures and obscene behavior.

Any student found involved in ragging will be punished strictly by the college authorities and such penalization may include:-

1. Suspension / Expulsion from the college.
2. Fine with a public apology.
3. Withholding scholarships or other benefits.
4. Debarring from the representation in events.
5. Suspension or expulsion from hostel or mess.
6. Legal proceedings under criminal law shall be initiated. It includes imprisonment for a term which may extend to 3 years or with fine which may extend to 50,000/- or with both.

Ragging is a CRIME

Anti Ragging Helpline No.:- **1800-180-5522 (Toll Free)**

Anti Ragging E-mail : helpline@antiragging.net

Anti Ragging Committee

Prof. Rekha Sharma (Convener)	98165-20291
Prof. Kamlesh Kumari	94189-95262
Prof. Amit	70187-01592
Prof. Prateek Deswal	82193-70696

“ Education is the manifestation of the perfection already in man,
and character is the test of that manifestation. ”

- Swami Vivekananda

“ Politics without principles, Education without character,
Science without humanity and commerce without morality
are not only useless, but positively dangerous. ”

- Shri Sathya Sai

रैगिंग/छात्रोत्पीड़न

मानसिक अथवा शारीरिक रूप से किसी व्यक्ति अथवा समूह द्वारा किसी भी छात्र/छात्रा का उत्पीड़न जिससे विद्यार्थी के मन में यह भय उत्पन्न हो जाए कि वह अपना अध्ययन उपयुक्त वातावरण में नहीं कर सकता, रैगिंग कहलाता है। किसी भी प्रकार का छात्रोत्पीड़न महाविद्यालय/छात्रावास अथवा उनकी ओर जाने-वाले रास्तों पर पूर्णतया वर्जित है। रैगिंग एक दण्डनीय अपराध है। अगर कोई विद्यार्थी उत्पीड़न में संलिप्त पाया गया तो जांच-पड़ताल के उपरान्त उसे यथोचित दण्ड दिया जाएगा जिसमें महाविद्यालय से निष्कासन तथा 50,000 रुपये तक जुर्माना और तीन वर्ष तक की कैद सम्मिलित हैं

“ Use of Tobacco product and Alcohol is Prohibited in the College Campus ”

