



**GOVT. COLLEGE SEEMA (ROHRU)**

**DISTT. SHIMLA {H.P} 171207**

**UTKRISHAT MAHAVIDYALAYA UNDER SJUMY-2022**

**Affiliated to Himachal Pradesh University Shimla-5**



**PROSPECTUS - CUM  
HANDBOOK OF INFORMATION  
2024 – 25**

**Undergraduate & Post Graduate Courses**

☎ - 01781-240167 [www.ggcseema.edu.in](http://www.ggcseema.edu.in)  
E-mail: [gcseema-hp@nic.in](mailto:gcseema-hp@nic.in) & [gcseemahp@gmail.com](mailto:gcseemahp@gmail.com)  
Facebook page <https://www.facebook.com/gcseemarohru/>

# FROM THE PRINCIPAL'S DESK

Dear Staff, Students and Parents



It is with great joy and profound sense of responsibility that I resumed my role as Principal of Government College, Seema. As I step back into this esteemed position, I am reminded of the immense privilege it is to serve such a vibrant and diverse community.

Nelson Mandela once said, "Education is the most powerful weapon which you can use to change the world." It is with this sentiment in mind that I pledge to uphold the highest standards of academic excellence, integrity, and inclusivity within our institution.

To our students: You are the heart and soul of our college, and your pursuit of knowledge and growth inspires us all. Remember the words of William Butler Yeats, "Education is not the filling of a pail, but the lighting of a fire." Let us ignite that fire within you and empower you to reach new heights of achievement and personal fulfilment.

To our esteemed staff: Your dedication and passion for teaching are the cornerstone of our institution's success. Together, let us embody the words of Margaret Mead, "Never doubt that a small group of thoughtful, committed citizens can change the world; indeed, it's the only thing that ever has." Let us work collaboratively to nurture the minds and hearts of our students, shaping them into compassionate and resilient leaders of tomorrow.

To our supportive parents: Your unwavering encouragement and partnership are invaluable in our mission to provide the best possible education for your children. As Albert Einstein famously said, "Education is not the learning of facts, but the training of the mind to think." Let us join hands in cultivating a nurturing environment where critical thinking, creativity, and curiosity flourish.

To our broader community: Your involvement and engagement are essential in creating a positive and enriching educational experience for all. Together, let us embrace the words of Helen Keller, "Alone we can do so little; together we can do so much." Let us forge strong partnerships and collaborations that benefit not only our students but also the larger community we serve.

As we embark on this journey together, let us remember the words of Maya Angelou, "I've learned that people will forget what you said, people will forget what you did, but people will never forget how you made them feel." Let us strive to create an environment where every individual feels valued, supported, and inspired to excel.

With gratitude and excitement for the journey ahead,

Dr. Lalita Rawat  
Principal  
Government College, Seema



राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद  
विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान  
**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**  
*An Autonomous Institution of the University Grants Commission*

# *Certificate of Accreditation*

*The Executive Committee of the  
National Assessment and Accreditation Council  
on the recommendation of the duly appointed  
Peer Team is pleased to declare the*

*Government College  
Seema Kohru, Shimla,  
affiliated to Himachal Pradesh Technical University,  
Himachal Pradesh as*

*Accredited*

*with CGPA of 2.80 on seven point scale*

*at B<sup>\*\*</sup> grade*

*valid up to September 15, 2021*

*Date : September 16, 2016*



*D. Pr Singh*  
*Director*

EC/SC/17/A&A/37.2

## महाविद्यालय गान

जय-जय-जय-जय हो सीमा महाविद्यालय  
जय-जय-जय-जय हो अपना महाविद्यालय  
देव ऋषियों की पावन भूमि, सदियों से इसको नमन करें हम।  
जहाँ पे सीमा भवन खड़ा है, कोटि कोटि प्रणाम करें हम।  
सात सुरों की पुष्प माला, इसको अर्पित करें हम।।  
जय-जय-जय.....

चन्द्रनाहन और चाँशल घाटी, स्वर्ग से सुन्दर चारों दिशाएं।  
पब्वर नदी का बहता पानी, कल-कल, झर-झर संगीत सुनाएं।  
सेबों के बाग-बगान यहाँ पर, इस भूमि की शोभा बढ़ाएं।।  
जय-जय-जय.....

रंग-बिरंगे फूल खिले हैं, हर एक बालक अर्जुन कहलाता।  
गुरु-शिष्य का परम है नाता, मस्तिष्क में ज्ञान गरिमा बढ़ाता।  
देवों की भूमि अपना हिमाचल, प्रथम स्थान पर सीमा है आता।  
आओ मिल जुल मंगल गाएं, शंख नाद शहनाई बजाएं।।  
जय-जय-जय.....

नि रे ग ऽ, ग ग ग, नि रे मे मे मे ये, -2  
सां-सां नि घ प मं ग रे सां।  
जय-जय-जय-जय हो सीमा महाविद्यालय  
जय-जय-जय-जय हो अपना महाविद्यालय

रचनाकार संगीतकार :  
प्रो. चंचल ठाकुर

**GOVERNMENT COLLEGE SEEMA (ROHRU) DISTRICT SHIMLA, HP-171207**  
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# ADMISSION SCHEDULE 2024-25

(For BA/BSc/B Com/BBA/BCA/B Voc.1<sup>st</sup> Year only)

SN	Period	Days	Remarks
1.	3 <sup>rd</sup> June to 15 <sup>th</sup> July,2024	34 days	Submission of admission forms by the students
2.	16 <sup>th</sup> July, 2024		Display of 1 <sup>st</sup> Merit List up to 1:00PM
3.	17 <sup>th</sup> July to 19 <sup>th</sup> July, 2024	3 days	Fee deposit by the students(online)
4.	20 <sup>th</sup> July,2024		Display of 2 <sup>nd</sup> Merit List up to 11:00AM
5.	20 <sup>th</sup> July,2024	1day	Fee to be deposited by the students up to 5:00PM
6.	22 <sup>th</sup> July,2024	1 day	Orientation of 1 <sup>st</sup> year students

Timings for Submission of Admission Forms: 10:30 A.M. to 2:30 P.M.

## IMPORTANT DATES

1. Last date for submission of online application form: 15/07/24 up to 5:00PM.
2. Display of 1<sup>st</sup> Merit List: 16/07/24 at 1:00 PM
3. Display of 2<sup>nd</sup> Merit List: 20/07/24at11:00AM

## Counselling and fee deposit schedule:

Programme	1 <sup>st</sup> Counselling	2 <sup>nd</sup> Counselling
B.A.	16-19 <sup>th</sup> July, 2024	20 <sup>th</sup> July, 2024*
B.Sc.		
B.Com		
BBA,BCA & B Voc		
*Against Vacant Seats if any.		

Note:

1. Candidate failing to attend counselling or deposit the fee on the day of counselling will lose his/her claims on the seat and the seat will be provided to the next candidate in the merit list.
2. Admission to 2<sup>nd</sup> & 3<sup>rd</sup> year of degree course will be done on role on basis. They can apply online from college website w.e.f. 03-06-2024 to 15-07-2024 and deposit print out of admission form along with fee receipt accompanied by parents for physical verification in the concerned committees on or before 19<sup>th</sup> July, 2024

**Regular Teaching of all Classes will Start from 23<sup>rd</sup> July, 2024 to 29<sup>th</sup> March,2025.**

## EXAMINATION SCHEDULE

Mid Term Examination for Annual system will be held in the second or third week of December, 2024 and the End Term Practical examination will be held in the 3<sup>rd</sup> week of March, 2025 followed by End Term Theory Examination.

### NOTE:

\*Students seeking admission in **Hostel** shall have to apply online by giving option during filling admission form by paying Rs.100/- along with Rs. 30/- for prospectus fee.

\* **Parent** should invariably accompany their wards at the time of admission and must sign the form before the admission committee.

## 1. THE COLLEGE

Govt. College, Seema perched in the lap of a world famous Chanshal Valley Rohru in District Shimla of Himachal Pradesh and surrounded by Snow- draped Himalayas and thick pine grove forests complemented with the benign presence of Pabbar River displays a magnificent picturesque of nature's craft. It holds a majestic picturesque view and salubrious climate and congenial atmosphere ideally suited for higher studies and excellent results. Fusion of Learning with Nature's artistry endorses Govt. College, Seema as an ideal destination for academic romance. It is located at a distance of 6 kilometers from Rohru, the prominent town of the area.

In 1988, with meagre strength of sixteen students, Govt. College, Seema embarked on its new tryst with destiny having engraved motto in its heart to "Bring Transformation through Education". 'A Dream-an Urge' was there to cater a stage to the 'Pahari talent' whose echoes were earlier unheard to the world due to the lack of Higher Education in the close locale. Out went the geographical, economic and social backwardness, not surprisingly, faster growth soon followed. Now, this college has emerged as a fully-fledged institution, having Humanities, Commerce, Science, BCA, BBA, PGDCA, Vocational Courses, IGNOU, and various Add-on Courses as major streams of learning. The present College Campus is spread over an area of approximately 3.35.94 hectare, having excellent existing infrastructure like Administrative Block, Arts & Science blocks, Auditorium- cum- Library, Girls & Boys hostels, Playground, Staff Quarters and other supporting infrastructure. The college is expanding its wings slowly and slowly and it is still in growing stage.

**Our college is among the very few colleges in Himachal Pradesh to receive a grant of one crore under Swaran Jayanti Utkrisht Mahavidyalaya Yojna-2022, to improve the facilities to become Centre of excellence. This amount is spent on upgrading the infrastructure, campus beautification, books, computers and strengthening research and career counselling. A Centre of integrated mountain studies has also been established to give emphasis on research.**

The immortal line by Alfred Tennyson, "the old order change, yielding place to new" reflects the vision of the college founders, dreamers, promoters and executors to rigorously 'Step-ahead,' for adding more successful years to the plethora of its golden journey. In present times, a paradigm change is being felt at each aspect of the educational progress. There are enormous geographical, social, and economical challenges; however, growing consistently would require a single-minded consensus about the primacy of education with the clear understanding that with education, it is possible to remove illiteracy, gender imbalance, poverty and deprivations due to marginalization on the basis of caste, class, gender, region, ethnicity etc. that the majority of people suffer from. We strongly believe that students are valuable assets, "the higher they go; the higher goes their Alma mater". Our college ensures quality higher education for the future generations as a key to unlock the golden door of freedom and a way to become promised citizens of land. Govt.College Seema is presently known for its academic excellence, intellectual vigor, cultural and moral sensitivity. Today, college has privilege to flaunt various feathers in its cap replicating a rainbow of cultural and social values of 'Pahari Tradition.' However, no institution can rest on its laurels- and who knows it better than we Indians! Whether it is in terms of talent, we need time to demonstrate to the world what we can achieve given the right environment and policy framework. Govt. College, Seema unnoticed and yet to be articulated by the Indian academia and thought Leaders has entered into a phase where there are signs of its potential for excellence in the field of higher education. At present the college is having all modern facilities for teaching which includes smart classrooms, Wi-Fi facility, well stocked library, Inlibnet facilities, well equipped Science labs, IT labs, Language Lab and Career Counselling Lab and many more. To enhance creative and sporting skills of the students the college is having an auditorium and a big play ground. To provide boarding facilities to the students from far flung areas the college provides good hostel facility for boys and girls.

With the extra-ordinary and untiring efforts of all in the college in the midst of its fabulous legendry saga with solid cultural roots and evolutionary strengths, is passionately stepping ahead towards achieving new zenith of Education making this wonderful journey an- '**Unstoppable Voyage.**'

## 2. THE COLLEGE EMBLEM

An "Open Book" and the "Rising Sun "The Open book symbolizes the learning whereas the Rising Sun symbolizes that education will lead the people from darkness to light, ignorance to knowledge; from unknown to known paths. The open book also communicates the message that the education shall be made available to all those who were deprived of it so far. The concept of the current logo is based on a line from the Sanskrit shloka :Tejasvi navadhitamastu. This line, derived from the peace invocation of several Upanishads, translates as: "Let our (the teacher and the taught) learning be radiant".

ॐ सह नाववतु ।  
सह नौ धुनक्तु ।  
सह वीर्यं करवावहे ।  
तेजस्विनावधीतमस्तु मा विद्विषावहे ।  
ॐ शान्तिः शान्तिः शान्तिः ॥

Let us together be protected and let us together be nourished by God's blessings / Let us together join our mental forces in strength for the benefit of humanity /Let our efforts at learning be luminous and filled with joy, and endowed with the force of purpose/Let us never be poisoned with the seeds of hatred for anyone / Let there be peace and serenity in all the three universes...- Invocation from Taittiriya Upanishad

### 3. OUR PHILOSOPHY:

“Knowledge alone can liberate, transform and elevate mankind. Knowledge is the ultimate power that help us to shake the shackles of Ignorance and be free. Every individual has the ability to attain excellence through knowledge and with knowledge one can become professional graduate capable of developing knowledge, self, society and Nation.”

### 4. OUR BELIEF:

“Students are valuable assets, the higher they go; the higher goes their Alma-mater.”

### 5. OUR MOTTO:

“Bringing Transformation through Education.”

### 6. OUR VISION:

- a. To be a leading Institute of the region for academic excellence geared towards meeting societal needs and to produce globally competitive graduates of sound ethical standing.
- b. To become an institute with difference, this shall continuously strive to materialize a “quantum jump” in achieving the triple objectives of access and expansion, equality and inclusion and quality and excellence
- c. To be an institute capable of *Equipping students with Skill, Knowledge, Wisdom, Technology, Values and character to lead their lives in a righteous and responsible manner*
- d. To be the nationally known institute with world class facilities capable of bringing transformation through education in the society and also to be responsive to the changing global trends
- e. To produce graduates who are worthy in character and sound judgment
- f. To expand the frontiers of knowledge through the provision of excellence conditions for teaching learning, research and extension activities
- g. To contribute to the transformation of society through education, awareness, creativity, research and invention.
- h. To provide an affordable, accessible, and accountable higher education.

### 7. OUR MISSION/ OBJECTIVE AND COMMITMENT:

- To provide quality educational environment and experience with academic and spiritual Ambience to the learners belonging in majority to rural areas.
- To inspire young students to achieve academic excellence.
- To equip all the students with the wisdom to lead their lives in a righteous and responsible manner.
- To encourage and recognize talent in individual student.
- Fostering a team spirit and encouraging a sense of responsibility and self-discipline.
- Teaching them to adjust to the changing social milieu while not forgetting the traditional value.
- Sensitizing them to reach out to the marginalized and the underprivileged.
- Creating awareness that education is a continuous quest.
- To provide an affordable, accessible and countable higher education.
- To encourage co-curricular and extra-curricular activities to provide students practical orientation and help them in developing a holistic and all-inclusive approach, with a vibrant outlook and broader understanding of life.
- Exposing learners two values that are eternal and neutral them to become beacons of light and ambassador of harmony.
- To provide opportunities for educational, vocational, professional, social, linguistic and cultural development to the students of all abilities and backgrounds so that they can discover their potential and fulfil their aspirations.
- To promote morality and sobriety of life.
- To develop multidimensional personality of the student by providing an opportunity to participate in social, cultural, co-curricular, theatrical and literary and sports activities.
- To constantly evolve, improve and update it to be one-upping against the challenges of a swiftly changing world environment with globalization and advancements in the social, technological, economical and political landscapes.
- Adjusting the existing educational system into a system that is universal and holistic.
- Establishing viable and valuable linkage between college campus and community.
- To promote the spirit of sportsmanship.
- Identification of areas specification opportunities.
- To value originality and vision, encourage initiative and promote creativity.
- Instilling a sense of pride and achievement of personal accomplishment.
- Building, enhancing and expanding capacities of capabilities of stake holders.

- To encourage digital literacy and e-skills.
- Prevention and prohibition of unfair practices.
- To create infrastructure for transacting education through technology.
- To address the regional backwardness in education.
- Bridging Gender and social gaps.
- Linking higher education to society by strengthening college's close linkage with the society and fostering social responsibility and engaging in community outreach programs.
- To integrate student voice as an element of policy thinking and offering opportunities for students to be represented in review, planning, policy making and decision making process.
- To determine our priorities and programs in education and research on the basics of 'indigenous' thinking and needs.
- To ensure intellectual independence, freedom of enquiry and spirit of scientific temper.
- To encourage self-evaluation accountability and innovations.
- To continuously strive to materialize a "quantum jump" in achieving the triple objectives of access and expansion, equity and inclusion and quality and excellence.
- To arrange for periodic assessment and accreditation of institutions of higher education.

## **8. OUR VALUES AND STRENGTH**

- Leadership, administration and teachings with human touch at various level.
- Integrity, transparency and openness in all our actions.
- Innovation, perseverance and pursuit of excellence in education, character building and personality development of students.
- Addressing the needs of students through various initiatives.
- Striving continuously to improve our process and quality of deliverable.
- Respect for environment and commitment to protect, preserve and conserve the nature and healthy culture of the area.
- Inspiring learning and broadening perspectives.
- Achieving goals, pursuing excellence and celebrating achievements.
- Working as a team to fulfil objectives and achieve goals.
- Student focus, strong work ethics, striving for excellence, respect for all and social development are core values of our institution.
- The college has unique, unprecedented, congenial, spiritual, healthy, clean, green, refreshing, pure Himalayan calm conditions and ideal academic environment for achieving results.
- Well qualified, motivating and dedicated staff.
- Use of modern teaching ideas and practices.
- Good academic, co-curricular and extra-curricular results.
- Internal quality assurance Cell.
- Career counselling and guidance Cell.
- Student charter.
- Adopting and applying healthy and ethical practices.

## **9. A WORD TO THE PROSPECTIVE STUDENTS**

Govt. College Seema welcomes all prospective students with open arms and wishes them good luck in their eager effort to join this prestigious institute. Pursuit of excellence is an article of faith with this college. This college is a well-knit academic community marked by deep bonding and mutual respect and it is a place of quiet dignity. We promise that we shall provide you with an ideal academic environment in which you will have ample opportunity to raise your level of competence to unprecedented heights. You must bear in mind that the overall environment in a college is sharply different from that in a school. Here you will have some amount of freedom but that does not mean you will have license to lawlessness. In-fact freedom implies greater amount of responsibility that you will be required to display in your day-to-day conduct in the college premises. We expect you to enter this Institute with a positive frame of mind and with a keen desire to learn. If you ensure only this much, the rest will be taken care of by your teachers. Students who make a conscious decision to study here will never regret their decision as they will receive unmatched personal attention, grow under the benevolent eyes of their teacher and will feel empowered, intellectually enlightened and morally improved on the completion of the degree.

## GOVT. COLLEGE SEEMA (ROHRU)

### 10. The Faculty

<b>Principal</b> <b>Dr. Lalita Rawat</b>			
<b>Dean College ( Development and Planning )</b> <b>Coordinator RUSA/Nodal Officer NEP-2020</b>		<b>Coordinator IGNOU &amp; ABC/ DSW</b>	
Mr. Harish Sanjta	Assoc. Prof.	Dr. Rai Singh Negi	Assoc. Prof.
<b>Dean of Studies (DS)/Bursar/Co ordinator Add on</b>		<b>Dean of Arts Faculty/COE</b>	
Dr. Anil Chauhan	Assist. Prof.	Dr. Naresh Chauhan	Assist. Prof.
<b>Dean of Science</b>		<b>Secretary to Staff Council</b>	
Dr. Ravi Kiran	Assist. Prof.	Dr. Umesh K Narta	Assist. Prof.
<b>Nodal Officer B.Voc./ Hostel Worden ( Boys)</b>		Mr. Ravi Prakesh	Assist. Prof.
Mr. Sunil Negi	Assist. Prof.		
<b>Nodal Officer PM/HPKVN</b>		<b>Dean of Commerce/Co coordinator BBA</b>	
Ms. Vandana Bhandari	Assist. Prof.	Ms. Sandhira	Assist. Prof.
<b>Registrar Clubs &amp; Societies</b>			
Mr. Ashwani Kumar Sharma	Assist. Prof.	<b>Sports Coordinator</b>	
<b>AISHE Nodal Officer and Coordinator of BCA/ PGDCA</b>		Dr. Digvijay Chauhan	Assist. Prof.
Dr. Mahinder Singh	Assist. Prof.		

<b>FACULTY OF ARTS</b>			
<b>History</b>		<b>Music(V/I)</b>	
Mr. Harish Sanjta	Assoc. Prof.	Dr. Om Sharma	Assist. Prof Music(I)
Ms. Maheshwari Rawat	Assist. Prof.	Vacant	Assist. Prof Music(V)
<b>English</b>			
Ms. Vandana Bhandari	Assist. Prof.	<b>Physical Education</b>	
Dr. Geetanjali Rathore	Assist. Prof.	Dr. Digvijay Chauhan	Assist. Prof.
Ms. Sheetal	Assist. Prof.	<b>Political Science</b>	
Ms. Akshi Priyadarshni	Assist. Prof.	Dr. Rai Singh Negi	Assoc. Prof.
<b>Geography</b>		Mr. Varun	Assist. Prof.
Dr. Naresh Chauhan	Assist. Prof.	<b>Public Administration</b>	
Dr. Prince Mohan	Assist. Prof.	Dr. Anil Chauhan	Assist. Prof.
<b>Hindi</b>		Mr. Nalin Chaman	Assist. Prof.
Mr. Ravi Prakesh	Assist. Prof.	<b>Economics</b>	
Dr. Navneet	Assist. Prof.	Dr. Surender Singh	Assist. Prof.
<b>Sanskrit</b>		<b>JMC</b>	
Dr. Vandana Sharma	Assist. Prof.	* Mr. Chetan Chauhan	Assist. Prof.
<b>Sociology</b>		<b>Tourism and Travel Management</b>	
Mr. Bharat Khepan	Assist. Prof.	Dr. Hapinder Bhranta	Assist. Prof.
Ms. Kiran Manta	Assist. Prof.		

FACULTY OF SCIENCE			
Botany		Chemistry	
Dr. Umesh K Narta	Assist. Prof	Mr. Sunil Negi	Assist. Prof
*Ms. Ritika Chauhan	Assist. Prof	Mr. Ashwani Kumar Sharma	Assist. Prof
Mathematics		Physics	
Dr. Mahinder Singh	Assist. Prof	Mr. Bana Singh	Assist. Prof.
Ms. Mohini Kapalta	Assist. Prof.	Dr. Davinder Kumar	Assist. Prof.
Zoology		Computer Science	
Dr. Ravi Kiran Sharma	Assist. Prof	Mr. Deepak Negi	Assist. Prof
Dr. Raghubir Singh	Assist. Prof.		

FACULTY OF COMMERCE			
Ms. Sandhira	Assist. Prof.	*Ms. Promila Devi	Assist. Prof
Ms. Divyanshi	Assist. Prof		

FACULTY OF BCA/BBA ( Self Financing)		OFFICE STAFF	
Mr. Sanjay Basingta	Assist. Prof	Vacant	Superintendent G-I
Ms. Renu Chauhan	Assist. Prof	Mr. Lokinder Thakur	Superintendent G-II
Mr. Sandeep Jhamta	Assist. Prof	Mr. Bittu Basta	Sr. Assistant
Mr. Pradeep Nayak	Assist. Prof.	Mr. Parveen Jhalta	Clerk
Ms. Sheetal Bharti	Assist. Prof	Mr. Neel Kamal Laktoo	Clerk
Ms. Priya Sharma	Assist. Prof	Vacant	Clerk
Mr Lagvinder Chand	Computer Instructor		
ADD ON COURSES		LABORATORY STAFF	
<b>Tour And Travels</b>		Mr. Devinder Sharma	SLA
Dr. Hapinder Bhranta	Assist. Prof.	Mr. Pradeep Kumar	SLA
<b>Marketing Management</b>		Mr. Amrit Janartha	JLA
Ms. Sandhira	Assist. Prof	Mr. Chaman	JLA
<b>Functional /Spoken English Course</b>		Vacant	JLA
Ms. Jyotsna Rawat	Assist Prof.	Vacant	Gas Man
<b>Fashion Designing</b>		Vacant	Animal Collector
Ms. Dil Kumari	Assist. Prof	<b>CLASS – IV</b>	
<b>B.VOC.</b>		Ms. Rajindra	Class-IV
Mr. Namender Chandel	VT	Ms. Promila	Class – IV
Ms. Supriya Chauhan	VT	Ms. Raju Devi	Class – IV
Mr. Parvinder	VT	Ms. Sushma Devi	Class – IV
Mr. Hukum	VT	Ms. Balasu Devi	Class – IV
Mr. Vikas Mukhiya	VT	Mr. Ramesh Chand	Class – IV
Mr. Kush Bhardwaj	VT	Vacant	Class – IV
Mr. Nitish Sharma	LA	Ms. Jaman Mila	Deputed to BEEO Rohru
Ms. Veena Sharma	LA	<b>PMKVN Soft Skill Course</b>	
Ms. Manjana Kaith	MIS	Vacant	Beauty Therapist
<b>LIBRARY STAFF</b>		Vacant	Data entry Operator
Vacant	Librarian		
Mr. Suresh Kumar Sharma	Asstt. Librarian	<b>College Health Centre</b>	
Vacant	Asstt. Librarian (C.C Rohru)	Ms. Kiran Ranta	Nurse

## 11. ADMISSION/ PRE ADMISSION COUNSELLING COMMITTEES

Name of the Committee and Venue			
Dean Admissions (Principal's Office)			
Dr. Rai Singh Negi (DSW)		Dr. Anil Chauhan (DS)	
Dr. Naresh Chauhan (Dean Arts)		Dr. Ravi Kiran (Dean Science)	
Ms. Sandhira (Dean Commerce)			
<b>B.Sc. (1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> Year), Science Block (Zoology Faculty Room)</b>		<b>B.Com. /BBA(All Classes) Arts Block (RoomNo:02)</b>	
Dr. Ravi Kiran	Convener	Dr. Om Sharma	Convener
Mr. Ashwani Kumar Sharma		Mrs. Divyanshi	
Dr. Umesh K Narta		*Mrs. Promila Devi	
Ms. Mohini Kapalta		Mrs. Sheetal Bharti	
Mr. Deepak Negi		Mrs. Priya Sharma	
Dr. Davinder Singh		<b>BA2<sup>nd</sup>Year(All) Science Block HallNo.3</b>	
<b>BA1<sup>st</sup> Year(All) Admin Block (R No: 201)</b>		Mr. Ravi Prakash Convener	
Dr. Mahinder Singh	Convener	Ms. Kiran Manta	
Ms. Vandana Bhandari		Dr. Navneet	
Mr. Bharat Khepan		Dr. Prince Mohan	
Mr. Varun		* <b>Mr. Chetan Chauhan</b>	
Mr. Nalin Chaman		Ms. Sheetal	
Dr. Digvijay Chauhan		<b>BCA/PGDCA(All) BCA Lab</b>	
Dr. Geetanjali Rathore		Dr. Mahinder Singh Convenor	
Mr. Bana Singh		Mr. Sanjay Bashingta	
Mrs. Maheshwari Rawat		Ms. Renu Chauhan	
<b>BA 3rd Year (All) Room No: 301</b>		Mr. Sandeep Kumar Jhamta	
Dr. Surender Singh	Convenor	<b>B.Voc. (IGNOU Room)</b>	
Dr. Happinder Bhranta		Mr. Sunil Negi Convenor	
Dr. Vandana Thakur		Mr. Namender Chandel	
Dr. Raghubir Singh		Ms. Supriya Chauhan	
Ms. Akshi Priyadarshini		Mr. Pervinder	
Mr. Vikas Mukhiya		Mr. Kush Bhardwaj	
Mr. Pradeep Naik		Mr. Hukum Verma	

## 12. ANNUAL COMMITTEES FOR THE SESSION 2024-25

1. **Advisory Committee**  
Mr. Harish Sanjta  
Dr. Rai Singh  
Dr. Anil Chauhan  
Dr. Ravi Kiran  
Mr. Ashwani K Sharma  
Dr. Umesh K Narta  
Dr. Naresh Chauhan  
Dr. Mahinder Singh  
Mr. Sunil Negi  
Prof. Nalin Chaman  
Mr. Lokinder Thakur  
CSCA President
2. **Internal Quality Assurance Cell (IQAC)**  
Principal [Chairperson]  
Dr. Anil Chauhan [Co-ordinator]  
Mr. Sunil Negi [Asstt. Prof.]  
Mr. Ashwani Sharma [Assist. Prof.]  
Dr. Umesh K Narta [Asstt. Prof.]  
Dr. Mahinder Singh [Asstt. Prof.]  
Mr. Nalin Chaman [Asstt. Prof.]  
Dr. Prince Mohan [Assist. Prof.]  
Dr. Parmod Chauhan [Ex Principal]  
Dr. Gopal Dutt Sharma [Ex PO NSS]  
Mr. P.D. Jagithta [Ex. Prof.]  
Mr. Praveen Jhalta (DA)  
Mr. Laghvinder Singh  
Mr. Devinder Chauhan Extra ordinary  
Sportsperson
3. **UGC Affairs Committee**  
Principal Chairperson  
Dr. Mahinder Singh Coordinator  
Ms. Vandna Bhandari  
Dr. Prince Mohan  
Dr. Happinder Branta  
Dr. Raghubir Singh  
Mr Naman Chandel  
Mr. Parveen Jhalta
4. **RUSA Cell**  
Mr. Harish Sanjta Co-ordinator  
Dr. Anil Chauhan  
Mr. Sunil Negi  
Dr. Umesh Narta  
Mr. Ashwani Kumar Sharma  
Dr. Mahinder Singh  
Dr. Prince Mohan  
Ms. Vandana Bhandari  
Mr. Nalin Chaman  
Mr. Praveen Jhalta
5. **Building Fund Committee**  
Local MLA Chairperson  
Principal Co-ordinator  
Mr. Harish Sanjta  
Dr. Rai Singh  
Dr. Anil Chauhan  
Mr. Lokinder Thakur  
Mr. Surat Ram Bhardwaj / Donor  
A.E./J.E .HPPWD Chirgaon  
Pradhan GP Rantari  
PTA President  
CSCA President
6. **Career Guidance & Placement Cell**  
Dr. Mahinder Singh  
Dr. Surender Singh  
Dr. Prince Mohan  
Ms. Kiran Manta  
Dr. Hapinder Singh  
Dr. Raghubir Singh  
Mr. Sanjay Bashingta  
Ms. Supriya Chauhan
7. **Research, Innovation & Development Cell**  
Mr. Naman Chandel  
Ms. Sheetal Bharti
8. **New Initiative Committee**  
Prof. Harish Sanjta  
Dr. Rai Singh  
Dr. Anil Chauhan  
Prof. Sunil Negi  
Prof. Sandhira  
Mr. Trilok Mehta President OSA  
Ms. Raj Sharma President PTA  
President CSCA
9. **Institution Incubation Center**  
Principal Chairman  
Dr. Rai Singh DSW  
Dr. Mahinder Singh  
Dr. Naresh Chauhan  
Mr. Bharat Khepan  
Ms. Sandhira  
Dr. Prince Mohan  
Dr. Digvijay Chauhan
10. **ICT, Website & Central Documentation Cell**  
Mr. Sunil Negi  
Dr. Mahinder Singh  
Dr. Prince Mohan  
Mr. Nalin Chaman  
Mr. Deepak Negi  
Mr. Bana Singh  
Mr. Sanjay Bashingta  
Mr. Sandeep Jhamta  
Mr. Praveen Jhalta  
Mr. Lagvinder Chand
11. **Scholarship/ Stipend/ Fee Concession Committee**  
Mr. Sunil Negi  
Mr. Ravi Prakash  
Mr. Deepak Negi  
Mr. Nalin Chaman  
Dr. Om Sharma  
Mr. Sandeep Jhamta  
Mr. Parveen Jhalta
12. **Purchasing Committee**  
Dr. Rai Singh  
Dr. Anil Chauhan  
Mr. Sunil Negi  
Dr. Naresh Chauhan  
Mr. Lokinder Thakur
13. **Time-Table Committee**  
Dr. Naresh Chauhan  
Dr. Mahinder Singh  
Ms. Divyanshi Sharma  
Ms Bana Singh  
Ms. Sanjay Bashingta  
Mr. Namender Chandel
14. **House Examination Committee**  
Dr. Naresh Chauhan  
Dr. Navneet Bhauta  
Dr. Hapinder  
Ms. Mohini Kapalta  
Ms. Sheetal

Dr. Davinder Kumar  
Mr. Sandeep Jhamta  
\*Ms. Ritika Chauhan  
Mr. Ramesh

### 15. Discipline Committee

Mr. Bharat Khepan  
Dr. Digvijay Chauhan  
Mr. Varun Bandta  
Dr. Navneet Bhauta  
Mr. Nalin Chaman  
Dr. Hapinder  
Dr. Devinder Kumar  
Mr. Bana Singh  
Ms. Sheetal  
Ms. Akshi Priyadarshini  
Mr. Lokinder Singh Thakur  
SHO (Police Station Rohru)

### 16. Students & Parents Grievances Redressal Cell

Mr Harish Sanjta	DC
Dr. Rai Singh	DSW
Dr. Anil Chauhan	DS

Warden Girls Hostel  
Warden Boys Hostel

#### A. Matters Related to Student Welfare

Dr. Ravi Kiran Sharma  
Dr. Ravi Prakash  
Ms. Akshi Priyadarshini  
Praveen Jhalta

#### B. Matters Related to Academics

Dr. Mahinder Singh  
Mr. Bana Singh  
Ms. Divyanshi Sharma  
Mr. Neel Kamal

#### C. Matters Related to CBCS, CCA and Results

Mr. Sunil Negi  
Mr. Varun Bandta  
Dr. Devinder Kumar  
Mr. Lagivinder Chand

#### D. Matters Related to Parents

Dr. Surinder Kulla  
Dr. Digvijay Roni  
Dr. Hapinder  
Dr. Gitanjali Rathore  
Ms. Sheetal

### 17. Canteen Regulation cum Refreshment Committee

Ms. Kiran Manta  
Mr. Varun Bandta  
Dr. Hapinder  
Dr. Vandna Thakur  
Ms. Sheetal Chauhan  
Ms. Akshi Priyadarshini  
Ms. Mohini Kapalta  
Ms. Divyanshi Sharma  
Ms. Meheshwari  
Mr. Naman Chandel  
Ms. Supriya  
Mr. Devinder Sharma –SLA  
Mr. Pardeep Kumar  
Mr. Neel Kamal

### 18. Bus Arrangement/ Bus Pass Committee

Mr. Varun Bandta  
Dr. Prince Mohan  
Dr. Navneet Bhauta  
Mr. Nalin Chaman  
Ms. Sheetal  
Ms. Akshi Priyadarshini

### 19. Academic & Co-curricular Committee

Mr. Harish Sanjta	Dean Planning
Dr. Anil Chauhan	DS
Dr. Rai Singh	DSW

Mr. Sunil Negi

Ms. Sandhira  
HODs  
Convener  
In-charges  
President  
President  
President

All Departments  
Youth Programme  
NSS, NCC, R&R  
CSCA  
OSA  
PTA

### 20. Cultural & Youth Festival In-Charges

Mr. Ashwani Sharma Co-ordinator/Incharge Group-I  
Mr. Om Parkesh Sharma Incharge Group-II  
Mr. Sunil Negi Incharge Group-III  
Dr. Ravi Prakash and Dr. Geetanjali Incharge Group-IV

### 21. Library Committee

Mr. Sunil Negi  
Ms. Vandana Bhandari  
Mr. Bharat Khepan  
Dr. Navneet  
Ms. Sandhira  
Dr. Raguvir Singh  
Mr. Suresh Sharma

### 22. Faculty and Student Empowerment Committee

Dr. Umesh K Narta	} Secretary Staff Council
Dr. Ravi Prakash Sharma	
HODs	All Departments
President	CSCA
V. President	CSCA
Secretary	CSCA
J. Secretary	CSCA
President	OSA
President	PTA

### 23. Road Safety Club

Mr. Ashwani Kumar Sharma  
Dr. Digvijay Chauhan  
Ms. Sheetal  
Ms. Mohini Kapalta

### 24. Specially Aabled Services Cell

Dr. Umesh K Narta  
Dr. Devinder Singh  
Mr. Devinder Singh Sharma  
Mr. Bittu  
Ms. Sunita Devi

### 25. Eco Club

Dr. Umesh K Narta  
Dr. Raghubir Singh  
Ms. Mohini Kapalta  
Mr. Bittu

### 26. Prospectus & Annual Report Committee

Dr. Ravi Prakash  
Dr. Prince Mohan  
Dr. Geetanjali Rathore  
Mr. Sandeep Kumar Jhamta  
Mr. Neel Kamal Laktoo  
Mr. Lagvinder Singh

### 27. College Magazine and Chanshal Vibes Committee

Mr. Ashwani Kumar Convener & Chief Editor  
Ms. Vandana Bhandari Editor English Section  
Ms. Sandhira Editor Commerce Section  
Dr. Surender Singh Editor Planning Section  
Dr. Navneet Editor Pahari Section  
Dr. Ravi Kiran Editor Science Section  
Mr. Ravi Parkash Editor Hindi Section  
Dr. Vandana Editor Sanskrit Section  
Mr. Sanjay Basingta Editor IT Section  
Mr. Neel Kamal Laktoo (office)

28. **Bharat Scouts & Guides**  
Dr. Ravi Kiran Sharma Incharge Ranger  
Mr. Ashwani Kumar Sharma Incharge Rover  
Mr. Bittu Ram
29. **National Service Scheme (NSS)**  
Dr. Umesh K Narta P.O.  
Dr. Surender Singh P.O.  
Sh. Parveen Jhalta Clerk
30. **National Cadet Corps (NCC)**  
Mr. Nalin Chaman Incharge  
Mr. Neel Kamal Clerk
31. **Old Students Association Affairs Committee**  
Mr. Ravi Parkesh  
Dr. Surender Singh  
Ms. Sandhira  
Dr. Digvijay Chauhan  
Dr. Hapinder Singh  
Mr. Bana Singh  
Ms. Mohini Kapalta  
Mr. Vikas Mukhiya  
Mr. Neel Kamal Laktoo
32. **Red Ribbon Club and Medical Aid Committee**  
Dr. Ravi Kiran Sharma  
Dr. Raghubir Singh  
Mr. Chaman Lal  
Ms. Kiran Ranta
33. **Women Empowerment Cell**  
Dr. Ravi Kiran Sharma  
Ms. Vandana Bhandari  
Ms. Kiran Manta  
Ms. Sandhira  
Dr. Vandana Thakur  
Dr. Geetanjali Rathore  
Ms. Mohini Kapalta  
Ms. Sheetal  
Ms. Akshi Priyadarshani  
Ms. Divyanshi  
Ms. Maheshwari  
\*Ms. PromilaKaith  
Ms. Renu Chauhan  
\*Ms. Ritika Chauhan
34. **Land Affairs Committee**  
Dr. Surender Singh  
Mr. Bharat Khepan  
Mr. Varun Bandta  
Dr. Digvijay Chauhan  
Mr. Lokinder Singh Thakur
35. **Information & Public Relation Committee**  
Mr. Ashwani Kumar Sharma Convenor  
Mr. Ravi Prakash Sharma  
Dr. Navneet Bhauta  
Ms. Sheetal  
\*Mr. Chetan Chauhan  
Mr. Kush Bhardwaj  
Mr. Parvinder
36. **Youth Exchange/ Community Service Cell**  
Dr. Umesh K Narta  
Mr. Ashwani Kumar  
Ms. Kiran Manta  
Ms. Nalin Chaman  
Ms. Mohini Kapalta
37. **Campus Beautification and Maintenance Committee**  
Dr. Umesh K Narta  
Ms. Kiran Manta  
Ms. Sandhira  
Dr. Vandana Thakur  
Ms. Divyanshi Sharma  
Ms. Mohini Kapalta  
Mr. Neel Kamal  
All Peons
38. **Hostel Advisory cum Maintenance Committee**  
Dr. Anil Chauhan  
Dr. Ravi Kiran Sharma  
Warden/ Co-Warden Boys & Girls Hostel  
Mr. Lokinder Thakur  
Mr. Parveen Jhalta
39. **Anti-Drugs Committee**  
Mr. Bharat Khepan  
Dr. Digvijay Chauhan  
Dr. Hapinder Bhranta  
Mr. Deepak Negi  
\*Ms. Maheshwari  
\*Mr. Chetan Chauhan  
Ms. Raju Devi
40. **Water & Electricity Maintenance Committee**  
Dr. Surinder Kulla  
Dr. Prince Mohan  
Mr. Nalin Chaman  
Dr. Hapinder Bhranta  
Mr. Amrit Janartha  
Mr. Parveen Jhalta
41. **Auditorium Regulation and Maintenance Committee**  
Mr. Deepak Negi  
Dr. Digvijay Chauhan  
Mr. Varun Bandta  
Mr. Nalin Chaman  
Dr. Hapinder Bharanta  
Mr. Bana Singh  
Mr. Parveen Jhalta  
Ms. Sushma Peon
42. **Sports Facilitation and Maintenance Committee**  
Dr. Digvijay Chauhan  
Dr. Om Sharma  
Dr. Hapinder Bhranta  
Mr. Sandeep Kumar Jhamta  
Mr. Neel Kamal
43. **Staff Quarters Regulation and Maintenance Committee**  
Mr. Harish Santa  
Dr. Umesh Narta  
Mr. Ashwani Kumar Sharma  
Dr. Mahinder Singh  
Mr. Lokinder Singh
44. **Science Block Regulation and Maintenance Committee**  
Dr. Ravi Kiran Sharma  
Dr. Naresh Chauhan  
Dr. Raghubir Singh  
Dr. Devinder Kumar  
Mr. Neel Kamal
45. **Arts Block Regulation and Maintenance Committee**  
Dr. Rai Singh  
Dr. Om Sharma  
Ms. Supriya  
Mr. Kush Bhardwaj  
Mr. Parveen Jhalta
46. **Administrative Block Regulation and Maintenance Committee**  
Mr. Bharat Khepan  
Mr. Deepak Negi  
Mr. Varun Bandta  
Mr. Lokinder Singh
47. **AISHE Committee**  
Dr. Mahinder Singh  
Mr. Bharat Khepan  
Dr. Prince Mohan  
Ms. Mohini Kapalta
48. **Result Compilation Committee**  
Dr. Anil Chauhan Dean of Study/ Coordinator Add-on  
Dr. Ravi Kiran Sharma Dean of Science  
Dr. Naresh Chauhan Dean of Arts  
Ms. Sandhira Dean of Commerce/ Coordinator BBA  
Mr. Sunil Negi Coordinator B.Voc.  
Dr. Mahinder Singh Coordianator BCA/ PGDCA

## LIST OF THE DONORS OPEN FOR THE SESSION 2024-25

1. **Dr. Lalita Rawat:** Two Orphan day scholars (girls only) fee and transportation charges (to be paid through the account of donor's in the college) on the recommendation of the advisory will be refunded to the child and record maintained in college.
2. **Mr. Sunil Negi:** Two Orphan borders (boys only) hostel charges (to be paid through the account of donor's in the college) on the recommendation of the advisory will be refunded to the child and record maintained in college.
3. **Dr. Mahinder Singh:** Two meritorious Scholar (One boy and one girl) fee and transportation charges (to be paid through the account of donor's in the college) on the recommendation of the advisory will be refunded to the child and record maintained in college.
4. **Mr. Suresh Kumar:** One poor student fee and transportation charges (to be paid through the account of donor's in the college) on the recommendation of the advisory will be refunded to the child and record maintained in college.
5. **Ms. Divyanshi Sharma:** Overall topper of commerce cash prize (to be paid through the account of donor's in the college) on the recommendation of the advisory will be refunded to the child and record maintained in college.
6. **Ms. Kiran Manta:** Two meritorious Scholar fee and transportation charges (to be paid through the account of donor's in the college) on the recommendation of the advisory will be refunded to the child and record maintained in college.
7. **Ms. Maheshwari Rawat:** Two meritorious needy Scholars (One boy and one girl) fee and transportation charges (to be paid through the account of donor's in the college) on the recommendation of the advisory will be refunded to the child and record maintained in college.
8. **Dr. Navneet Bhauta:** One needy meritorious Scholar fee and transportation charges (to be paid through the account of donor's in the college) on the recommendation of the advisory will be refunded to the child and record maintained in college.

## Some important committees

Anti-ragging Cell/Squad	Contact Number	Internal Complaint Committee(POSCH)	Contact Number
Principal	8628076759	Principal( Chairman)	8628076759
Dr. Rai Singh	9816757922	Dr. Ravi Kiran( Convener)	9816469300
Dr. Naresh Chauhan	9418515767	Ms. Vanadana Bhandari	8278808793
Warden Boys Hostel	8628871789	Ms. Kiran Manta	8988105779
Warden Girls Hostel	8628810283	Ms.Vandna Thakur	9418183826
Mr. Lokinder Thakur	8894360289	Dr. Geetanji Rathore	8894004469
DSP Rohru	01781240030		
President PTA	8629050047	Lady Pradhan Local Panchayat	9805025777
CSCA President			

**RAGGING IN ANY FORM IS A HEINOUS CRIME AND PUNISHABLE OFFENCE.  
IT IS STRICTLY BANNED IN THE COLLEGE.  
IN CASE OF RAGGING IT IS MANDATORY TO FILE AN FIR**

### **Institutional Project Monitoring and Regulation Committee**

Sr. No	Name	Designation
1	Prof. Harish Sanjta	Assoc. Prof.
2	Dr. Anil Chauhan	Assist. Prof.
3	Prof. Sunil Negi	Assist. Prof.
5	Dr. Ravi Kiran	Assist. Prof.
6	Dr. Naresh Chauhan	Assist. Prof.
7	Dr. Digvijay Chauhan	Assist. Prof.
8	CSCA	President

### 13. PRESIDENTS AND VICEPRESIDENTS OF VARIOUS SPORTS EVENTS

SportsCo-ordinator

Dr.Digvijay Chauhan

SN	Name	President	V-President
1.	Athletics	Dr. Prince Mohan	Mr. Maheshwari Rawat
2.	Badminton	Dr. Umesh K Narta	*Ms. Promila Devi
3.	Boxing	Dr. Navneet	Ms. Sheetal
4.	Chess	Mr. Bharat Khepan	Ms. Geetanjali
5.	Cricket	Dr. Naresh Chauhan	Dr. Raghubir Singh
6.	Foot Ball	Mr. Ravi Prakash	Ms. Divyanshi
7.	Judo	Mr. Varun	Ms. Mohini Kapalta
8.	Kabaddi	Dr. Surender Singh	Ms. Sandhira
9.	Kho Kho	Dr. Om Sharma	Mr. Sanjay Bashingta
10.	Table Tennis	Mr. Nalin Chaman	Ms. Supriya
11.	Volley Ball	Dr. Happinder Bhranta	Dr. Vandana Thakur
12.	Shooting	Dr. Devinder Singh	Ms. Akshi Priyadharshni
13.	X-Country	Mr. Mahinder Singh	Ms. Kiran Manta
14.	Basketball	Mr. Deepak Negi	*Ms. Ritika Chuahan
15.	Taekwando	Mr. Ashwani Sharma	Dr. Ravi Kiran
16.	Handball	Mr. Bana Singh	Ms. Vandana Bhandhari
17.	Educational Tour & Excursion Committee	Dr. Rai Singh Negi	Dr. Anil Chauhan

### 14. ACADEMIC CALENDER 2023-24

#### I-Academic Schedule

<b>a)Admission Schedule</b>	
Submission of Admission Forms	03 <sup>th</sup> June,2024to15 <sup>th</sup> July,2024
Display First & Second Merit List	16 <sup>th</sup> &20 <sup>th</sup> July,2024
Fee Deposit by Students	16 <sup>th</sup> to19 <sup>th</sup> July,2024&20 <sup>th</sup> July,2024
<b>b)ImportantDates:</b>	
Issuing of Roll Nos.	At the Timeof FeeDeposit
Notification of Time Table	ZeroWeek/FourthWeekofJuly,2024
Induction/Orientation of Students	22 <sup>th</sup> &23 <sup>th</sup> July,2024
Commencement of Classes	23 <sup>th</sup> July,2024.
Principals Address	2 <sup>nd</sup> August,2024
<b>c)Library Orientation Week</b>	Second Week of August,2024
<b>d)Extension Lectures</b>	As per Departmental Schedule
	As per Occasion and availability of Resource Person(s)
<b>e)Educational Tours &amp; Excursions</b>	Sundays/Holidays/Festival Holidays Winter/ Summer Break

#### II- Academic-cum-Extra-Curricular Activities Schedule

SportsTrials	First Week of September, 2024
Talent Hunt Competitions	First &Second Week of Sept, 2024
Selection trials for Youth Festival (Group-I,II,III,IV)	Second/third Week of September
Departmental Seminars	Fortnightly
Smart Class Room Training	Third Week of September
Career & Psychological Issues	Every Friday and Saturday
	(From First week of September)
Youth Parliament	Third Week of October
Faculty Improvement Programme	November/December,2024
Workshops/Seminars/Conferences	December,2024, Feb/March,2025

### III- Celebration/Commemoration of Important Days:

• Foundation Day of College	1 <sup>st</sup> April
• International Yoga Day	21 <sup>st</sup> June
• Independence Day	15 <sup>th</sup> August
• Teacher's Day	5 <sup>th</sup> September
• Literacy Day	8 <sup>th</sup> September
• Hindi Diwas	14 <sup>th</sup> September
• NSS Raising Day	24 <sup>th</sup> September
• Gandhi Jayanti	2 <sup>nd</sup> October
• World AIDS Day	1 <sup>st</sup> December
• Human Rights Day	10 <sup>th</sup> December
• International Mountain Day	11 <sup>th</sup> December

### IV- Other Important Activities/Events

• Filling of NSS/NCC/Rovers/Rangers: enrolment Forms	Second week of August
• PTA General House Meeting	2 <sup>nd</sup> Week of September
• Swach Bharat Pakhwara	1 <sup>st</sup> – 15 <sup>th</sup> August, 2024
• Filling up of Scholarships Forms	Second Week of August
• Vanmahotsav	Second week of August
• CSCA Elections	As per Notification of HPU
• Fresher's Day	Second Week of September
• OSA Formation	First week of September
• Activities of Clubs/Societies/Associations	Every Saturday after 02:00 PM or as per schedule to be notified separately
• Annual Athletic Meet	Last Week of December, 2024
• NSS Special Camp	Last Week of December, 2024 or third week of Feb, 2025
• Annual Prize Distribution Function	Last week of February, 2025
• Farewell to outgoing students	Fourth Week of March, 2025

### V-Vacations Schedule

• Summer Break	18 <sup>th</sup> June to 12 <sup>th</sup> July, 2024 25days
• Festival Break	29 <sup>th</sup> Oct. to 2 <sup>nd</sup> Nov. 2024 05 days
• Winter Break	1 <sup>st</sup> Jan to 4 <sup>th</sup> Feb, 2025 35 days

## 15. ADMISSION RULES AND GENERAL GUIDELINES FOR ADMISSION TO BACHELOR'S DEGREE

### 15.1. GENERAL ADMISSION RULES.

- A student seeking admission should apply online through college website on or before last date of submission of application form after going through the college prospectus uploaded on website.
- Admission to all classes/Courses is provisional, subject to fulfilling of all the conditions laid down by H. P. University from time to time. Candidates must ensure that they are eligible for admission and have not concealed any information, which would otherwise render them ineligible for admission subsequently. The candidates will otherwise themselves be responsible for any type of lapse/error in filling up the admission form.
- A student will have to identify major subject of his/her choice from the list of subjects given along-with the subject combination in the dropdown of "Select : Course/Stream and Year/Semester for - 2024-2025" option in students login.
- Admission to the major subject will be purely on the basis of merit based on percentage at the level of 10+2. The first cut off list will be displayed on the notice board on 16<sup>th</sup> July, 2024.
- The documents of the students in the merit list will be verified by the admission committee and after approval the student will be allowed to submit course fee through online mode before 19<sup>th</sup> July, 2024.
- In case the student does not get admission in major subject of his/her first choice, he / she should apply for new choice of preferred subject choices in "Add new class" option in the students login so as to be considered for the next subject opted and so on.
- Students will submit the concerned fee within time & date displayed on notice board, otherwise his/ her admission will be cancelled and the chance will be given to the next student in the waiting list.
- After submission of fee students are directed to bring printout of application form along with requisite documents. Parents/Guardians must accompany the candidates at the time of submission of final application form in the college.
- A candidate who, has attained 23 years of age on 1st July 2024, will not be admitted to BA/B.Sc./B.Com-First year (Ordinance 3.3).
- As per instruction contained vide letter No. Shiksha-H (8) 9 (2) Iip-7-6-, HP dated 20-6-92, students belonging to S.C. /S.T. will be given 5% relaxation in marks for the purpose of admission.
- The students coming from vocational courses will get admission in humanities only.
- Reservation for SC/ST/OBC/Handicap /Sports/Cultural activities and others will be according to HPU Roster for First year of CBCS (RUSA) and for PG classes also.
- The Major course once opted will not be changed unless the student quits a programme and joins a new programme.
- The candidate should keep the receipts with them for identification and refund of securities etc.
- A candidate disqualified/expelled/rusticated from other institution/University will not be admitted to any course during his/her disqualification period. (HPU ordinance 3.6)
- Admission will be made on the recommendation of admission committee.
- All admission will be provisional subject to the approval of Vice-Chancellor, HPU, Shimla.
- Admission will be strictly on the fulfillment of eligibility of candidate as fixed by HPU Shimla/HP Govt.
- Every candidate seeking admission in any class of the college will be required to pay the PTA fund as decided by the PTA executive body. **Fees & funds once deposited will not be refunded.**
- A candidate having a gap of one or two year in their studies will have to submit an affidavit explaining the reason.

### 15.2. UPPER AGE LIMIT

- For admission in TDC-1 the maximum age limit is 23 years (25 years for girl candidates) as on 1<sup>st</sup> July 2024
- For SC/ST candidates a relaxation of three years in age is allowed. The Vice Chancellor may in exceptional circumstances, to be recorded in writing, give relaxation in age up to a maximum of six months.

### 15.3. DOCUMENTS REQUIRED:

1. Copy of the University/Board of the Last examination passed.
2. Copy of Metric Certificate.
3. Character Certificate in original.
4. For SC/ST/OBC/IRDP/Low Income: A certificate signed by First Class Magistrate/ Competent authority.
5. Migration Certificate in original for students migrating from other than H.P. Board.
6. Copy of Adhaar Card.
7. APAAR/ABC ID Card.
8. Himachali Bonafide Certificate (to be submitted by Girls only).
9. The candidate with one year or more gaps should bring character certificate from Pradhan/ Gazetted officers/SDM.
10. Candidate with a gap of more than six months should also submit affidavit attested by competent authorities.
11. Copy of undertaking for anti ragging after online submission on UGC portal.
12. Latest passport size clear photograph to be uploaded .
13. Any other certificates i.e. Sports/Extra-Curricular activities.

### 15.4. ELIGIBILITY CONDITIONS

A candidate will be eligible for admission to the first year of B. A/B. Com/. B.Sc. if he/she fulfils eligibility conditions prescribed by Himachal Pradesh University, Shimla, subject to the amendments notified by the University from time to time.

## 15.5. EDUCATIONAL QUALIFICATION

A pass in the senior secondary (+2) Examination (Academic stream) conducted by HP board of school examination accepted as equivalent thereto by the various bodies of the HP University, provided that

- The candidate who have passed the qualifying examination with science stream shall be given preference in admission to B.Sc/ BCA programme.
- The candidate who have passed the qualifying examination with commerce stream shall be given preference in admission to B. Com programme.
- The candidate, who have passed the qualifying examination with Mathematics as one the subjects, shall be given preference in admission to BCA programme.

## 15.6. ADMISSION PROCEDURE

### 1. Admission process for first Year of BA /B.Sc. /B.Com. Programme:-

- Every candidate seeking admission to first year shall have to apply online through website i.e. [www.gpgcseema.edu.in](http://www.gpgcseema.edu.in) on or before the last date of submission of application form after going through the condition given in the prospectus uploaded on college website.
- Candidate has to deposit the printout of the online admission form along with the photocopies of requisite documents before the due date.
- A candidate seeking admission should personally appear before the concerned admission committees along with original documents. If otherwise eligible, the admission committee will allot the date of centralized counselling to the candidate at the time of submission of form.
- The admission to first year of B.A/ B.Sc/B.Com in various major subjects will be made through centralised counselling. Since the no. of seats in each Major subject are limited, the admission will be made strictly on counselling on the dates allotted by admission committee (during submission of admission forms) failing which their admission form will be rejected and the seat will be allotted to the candidate next in merit. No candidate will be allowed to attend centralised counselling who has not submitted admission form during specified dates of admission. **Once the major subject is allotted in centralised counselling it will not be changed as seats in each major subject are fixed.**
- After the allotment of major and other subjects by the admission committee, the admission form will be forwarded to the scrutiny committee and thereafter Principal for final approval. Admitted candidates will have to deposit the fee within stipulated time period.

### 2. Admission process for B.A./B.Com./B.Sc. Second & Final Year Students: -

For admission to 2<sup>nd</sup> & 3<sup>rd</sup> year (Under RUSA) roll on system will be applicable. The students of this college who have appeared in 1<sup>st</sup> & 2<sup>nd</sup> year examination will have to take admission in the second and final year through online admission mode before the last date of admission without waiting for result. No candidate will be admitted in the college after the specified date of admission schedule. A candidate seeking admission should personally appear before the concerned admission committee along with original documents and printout of online admission form. The admission form will finally be examined by the scrutiny committee. The admission will be then approved by the principal. The students seeking admission to BA/B.Sc. 2<sup>nd</sup> year will study the same core courses as allotted in the previous year. In addition to these, they will have to study two Skill Enhancement Courses. The students of 3<sup>rd</sup> year will choose four Discipline Elective courses from the major subjects allotted in 1<sup>st</sup> year of course and will choose two generic courses from subjects other than core and elective course in addition to two skill enhancement courses.

## 16. ACADEMIC INFORMATION

### 16.1 Programs offered

‘Program’ means a set of the required number of semester leading to the award of a UG for PG degree/ diploma of HPU. The college offers various Under Graduate and Post Graduate Programmes, the detail of which is as follows:

Sr. No.	Program level	Name of the program/ courses	Duration	Entry Qualification	Medium of instruction	Sanctioned/ approved student strength
1	UG	BA [Pass/ Honours]	3 years	10+2	Hindi/Eng.	Max.80 students per major subject
		B.Com. [Pass/ Honours]	3 years	10+2	Hindi/Eng.	120
		B.Sc. [Pass/ Honours]	3 years	10+2	Eng.	Max.80 students per major subject
2	PG[MA/M Com.]	English	2 years	Graduation	English	20
		History	2 years	Graduation	Hindi/Eng.	20
		Pol. Science	2 years	Graduation	Hindi/Eng.	20
		Hindi	2 years	Graduation	Hindi	30
		Economics	2 years	Graduation	Hindi/Eng.	20
		M.Com.	2 years	Graduation	Hindi/Eng.	30

3	UG (Self - financing)	BCA	3 years	10+2	English	60
4	UG (Self - financing)	BBA	3 years	10+2	English	60
5	PG Diploma (Self - financing)	PGDCA	1 year	Graduation	English	90
6	B Voc. (UG)	Retail Management	3years	10+2	English	40
		Hospitality & Tourism	3Years	10+2	English	40
7	Add-on- Courses	Marketing Management	certificate course of 1 year duration & 1 year more for diploma and further 1 year for advanced diploma	10+2	English	No Limit
		Functional English	certificate course of 1 year duration & 1 year more for diploma and further 1 year for advanced diploma	10+2	English	No Limit
		Fashion Designing	certificate course of 1 year duration & 1 year more for diploma and further 1 year for advanced diploma	10+2	English	No Limit
		Tours & Travels	certificate course of 1 year duration & 1 year more for diploma and further 1 year for advanced diploma	10+2	English	No Limit

#### 16.2 NUMBER OF SEATS AVAILABLE IN DIFFERENT Discipline Specific Courses:

1. English	80 (one unit)	12. Physical Education	80 (one unit)
2. Hindi	80 (one unit)	13. JMC	80 (one unit)
3. Sanskrit	80 (one unit)	14. TTM	80 (one unit)
4. Economics	80 (one unit)	15. Physics	80 (one unit)
5. Pol. Science	80 (one unit)	16. Computer Science	40 (one unit)
6. History	80 (one unit)	17. Chemistry	80 (one unit)
7. Geography	80 (one unit)	18. Botany	80 (one unit)
8. Music (I)	20 (one unit)	19. Zoology	80 (one unit)
9. Music (V)	20 (one unit)	20. Maths	80 (one unit)
10. Pub. Adm.	80 (one unit)	21. B.Com	120 (one unit)
11. Sociology	80 (one unit)		

**NOTE:** There are 140 seats in each Subject including DSC 1 & DSC 2.

#### 17. NEW CHOICE BASED CREDIT SYSTEM AS PER UGC INSTRUCTIONAL TEMPLATE (FOR Annual System)

**NOTE:** AS PER HPU NOTIFICATION NO. 2-1/20126-HPU (ACAD.) DATE 4/6/2016 EXECUTIVE COUNCIL OF HIMACHAL PRADESH UNIVERSITY HAS APPROVED AND DECIDED TO ADOPT NEW UGC, CBCS IN TOTALLY AT UNDERGRADUATE LEVEL FROM ACADEMIC SESSION 2016-17. FOR DETAILED REGULATIONS VISIT/CHECK HPUWEBSITE i.e. <https://hpuniv.ac.in/>. HOWEVER, FOR THE CONVENIENCE OF THE STUDENTS SEEKING ADMISSION IN THE COLLEGE THE ABSTRACT OF THE INSTRUCTIONAL TEMPLATE OF UGC CBCS IS GIVEN HERE. FOR EXACT INFORMATION THE STUDENTS ARE ADVISED TO KEEP IN TOUCH WITH HPU AND COLLEGE AUTHORITY FOR LATEST INFORMATION.

### 17.1 Background / Preamble:

Education plays enormously significant role in building of a nation. There are quite a large number of Educational Institutions engaged in imparting education in our country. Majority of them have entered recently into semester system to match with international educational pattern. However, our present education system is churning out youth who have to complete locally, regionally, nationally as well as globally the present alarming situation necessitates transformation and/ or redesigning of system, not only by introducing invocation but developing “learner-centric approach.”

### 17.2 Advantages of the Choice Based Credit System

- Shift in focus from the teacher-centric to student-centric education.
- Student may undertake as many Credits as they can cope with (without repeating all 1 course in a given semester if they fail in one/ more courses.)
- CBCS allow students to choose inter-disciplinary, intra-disciplinary courses, skills oriented papers (even from other disciplines according to their learning needs, interests and aptitude) and more flexibility for students.
- CBCS makes Education Board-based and at par with Global standard. One can take credits by unique combinations. For example, physics with economics, Microbiology with chemistry or environment science etc.
- CBCS offers flexibility for students to study at different times and at different institution to complete one course (easy mobility of students). Credits earned at one institution can be transferred to another institution

### 17.3 Choice Based Credit System (CBCS):

These courses aim to provide a Paradigm shift in the national education policy seeking to bridge and increasing gap between an undergraduate degree and employability. The purposed curriculum and diverse to empower the student and help them in their pursuit for achieving overall excellence. Being the regulatory authority for higher education in India, the UGC constantly engages itself to suggest and facilitate the implementation of schemes and programmes, which improves not only the level of academic excellence but also improve the academic and research environment in this country. The main feature of the CBCS isto make undergraduate education students centric rather than system centric or teacher centric. For achieving these objectives,the CBCS strives to create a holistic syllabus. Thus in addition to dedicated focus on a discipline through core papers weather in an honours curriculum or regular curriculum, elective papers have been added which will give student the freedom to choose the allied / applied / board areas of their discipline and also the areas of other disciplines of their interest. Further in keeping with the vision of the Government, special emphasis has been giving to ability enhancement and skill development of students through elective course under these domains which every student is required to study.

### 17.4 List of Undergraduate Disciplines / Courses available in the college under CBCS.

#### Bachelor courses under CBCS

#### Sr. No. Undergraduate Courses

#### (A) Arts and Humanities

- |                          |                              |
|--------------------------|------------------------------|
| 1. Hindi                 | 8. Economics                 |
| 2. Sanskrit              | 9. Political Science         |
| 3. English               | 10. Music (v)                |
| 4. Sociology             | 11. Music (I)                |
| 5. Public Administration | 12. Journalism               |
| 6. History               | 13. Physical Education       |
| 7. Geography             | 14. Tour & Travel Management |
| 15. Mathematics          |                              |

#### (B) Commerce and Management

Commerce

#### (C) Science

#### B.Sc. Medical /B.Sc. Non- Medical /Physical Science /Life Science

1. Chemistry
2. Physics
3. Botany
4. Zoology
5. Mathematics
6. Computer Science

### 17.5 Outlines of Choice Based Credit System

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

**2.1 Discipline Specific Elective (DSE) Course:** (4 for Honours courses and 2 each for regular courses): Elective courses offered under the main discipline/ subject of study is referred to as Discipline Specific Elective. The list provided under this category are suggestive is nature and each University has complete freedom to suggest their own papers under this category based on their expertise, specialization, requirements, scope and need. The University/ Institute may also offer discipline related Elective course of interdisciplinary nature (to be offered by main discipline/ subject of study).

**2.2 Dispersion/ Project\*:** An elective course designed to acquire special/ advanced knowledge, such as supplement study/ support study to a project work and a candidate studies such a course on his own with an advisory support by a teacher/ faculty member is called dissertation/ project.

**2.3 Generic Elective (GE) Course:** (4 for Honours courses and 2 each for B.A./ B.Com. regular courses): An elective course chosen from an unrelated discipline/ subject, an intention to seek exposure on discipline of choice is called a Generic Elective. The purpose of this category of paper is to offer the students the option to explore disciplines of interest beyond the choice they make in Core and Discipline Specific Elective Papers. The list provided under this category are suggestive in nature and each University has complete freedom to suggest their own papers under this category based on their expertise, specialization, requirements, scope and need.

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

### **3. Ability Enhancement Course(AEC):**

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

#### **3.1 Ability Enhancement Compulsory Course (AECC):**

Environmental Science, English communication/ Hindi communication and MIL communication

**3.2 Skill Enhancement Course(SEC):** (Minimum 2 for honours courses and 4 for regular courses): These courses may be chosen for a pool of course is designed to provide value-based and/ or skill based knowledge and should contain both theory and lab/ hands on-training/ field works. The main purpose of this course is to provide student life skill in hands-on-mode so as to increase their employability. The list provided under this category are suggestive in nature and each University has complete freedom to suggest their own papers under this category based on their expertise, specialization, requirements, scope and need.

**4. Practical Tutorials:** (One each with every Core and discipline/ generic specific elective paper): The list of practical provided is suggestive in nature and each University has the freedom to add/ subtract/ edit practical from the list depending on their faculty and infrastructure available. Edition will however be similar nature

#### **\*Introducing research component in undergraduate courses**

**Project Work Dissertation** is considered as a special course involving application of knowledge in solving/analyzing/ exploring a real life solution/ difficult problem. A Project/ Dissertation work would be a 6 credit. A Project/ Dissertation work may be given in leave of a discipline specific elective paper.

### **17.6 Implementation:**

- For the introduction of AE Course, they are divided into two categories:
  - AE Compulsory Courses:** There will be two papers in the 1<sup>st</sup> year of course viz. (i) English/ Hindi/ MILL Communication, (ii) Environmental Science.
  - Skill Enhancement Courses:** The University shell decided the paper it may want to offer from a common pool of papers decided by UGC or the university may choose such paper themselves in addition to the list suggestive by UGC. The university may offer two papers for each year in 2<sup>nd</sup> & 3<sup>rd</sup> year of these courses
- The number of seat for elective paper as per the faculty and infrastructure available is limited to 80 Per-section/ class.
- An undergraduate degree with honours in a discipline may be awarded if a student completes 14 core papers in the discipline, two ability Enhancement Compulsory Course (AECC), minimum two Skill Enhancement Course (SEC) and four papers each from a list of Discipline Specific Elective and Generic Elective papers, respectively.
- An undergraduate degree in Science discipline may be awarded if a student completes four core papers each in three disciplines of choice, two Ability Enhancement Compulsory Courses (AECC), minimum four Skill Enhancement Course (SEC) and 2 papers each from a list of Discipline Specific Elective papers based on three disciplines of choice selected above, respectively.
- An Undergraduate degree in Humanities/ Social Science/ Commerce may be awarded if a student completes four core papers each into disciplines of choice, to Core Paper each in English and Hindi/ MIL, respectively, two Ability Enhancement Compulsory Courses (AECC), minimum for Skill Enhancement Course (SEC), two papers each from a list of Discipline Specific Elective paper based on the three disciplines of choice selective above, respectively.
- For the purpose of computation of work-load the following mechanism may be adopted)
  - 1 Credit = 1 Theory period of one hour duration
  - 1 Credit = 1 Tutorial period of one hour duration
  - 1 Credit = 1 Practical period of two hour duration
- The Credits for each theory and practical, tutorials dispersion will be as per details given below in A & B, For B.Sc and. B.A/ B.Com.

## A. Details of Courses Under Undergraduate (B.Sc)

Course	*Credits	
	Theory + Practical's	Theory + Tutorials
<b>I. Core Course (6 Credits 12 papers)</b>	12X4=48	12X5=60
04 Courses from each of the 03 disciplines of choice		
<b>Core Course Practical/ Tutorial*</b>	12X2=24	12X1=12
(12 Practical /Tutorials*)		
04 Courses from each of the 03 disciplines of choice		
<b>II. Elective Course (6 Credits 6 Papers)</b>	6X4=24	6X5=30
Two papers from each discipline of choice including paper of interdisciplinary nature		
<b>Elective Course Practical /Tutorials *</b>	6X2=12	6X1=6
(12 Practical /Tutorials*)		
Two papers from each discipline of choice including paper of interdisciplinary nature		
<b>Optional dissertation or project work in place of one Discipline elective paper (6 credits) in 3<sup>rd</sup> year</b>		
<b>III. Ability Enhancement Courses</b>		
<b>1. Ability Enhancement Compulsory Courses(AECC)</b>		
(2 papers of 4 credit each)	2X4=8	2X4=8
<b>Environmental Science</b>		
<b>English/Hindi/MIL Communication</b>		
<b>2. Skill Enhancement Courses(SEC)</b>	4X4=16	4X4=16
(4 paper of 4 credits each)		
	<u>Total Credit= 132</u>	<u>Total Credit= 132</u>

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

\*wherever there is practical there will be no tutorial and vice-versa

## B. Details of Courses Under Undergraduate (B.A./ B.Com.)

Course	*Credits	
	Theory + Practical	Theory + Tutorials
<b>I. Core Course( 6 Credits)</b>		
<b>(12 papers)</b>	12X4=48	12X5=60
Two papers - English		
Two papers - Hindi/ MIL Four papers -Discipline 1.		
Four papers -Discipline 2.		
<b>Core Course Practical/ Tutorial*</b>	12X2=24	12X1=12
<b>(12 Practicals)</b>		
<b>II. Elective Course (6 Credits)</b>		
<b>(6 Papers)</b>	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		
<b>Elective Course Practical /Tutorials*</b>	6X2=12	6X1=6
<b>(6 Practical /Tutorials*)</b>		
Two papers -Discipline 1 specific		
Two papers -Discipline 2 specific		
Two papers -Generic (Interdisciplinary) Two papers from each discipline of choice and two papers of interdisciplinary nature		

Optional dissertation or project work in place of one Discipline elective paper (6 credits) in 3<sup>rd</sup> year

### III. Ability Enhancement Courses

#### 1. Ability Enhancement Compulsory Courses (AECC)

2X4=8

2X4=8

4X4=16

4X4=16

**Total Credit= 132**

**Total Credit= 132**

Institute should involve a system/policy about ECA / General

Interest/Hobby/Sports/NCC/NSS related courses on its own

\*wherever there is practical there will be no tutorial and vice-versa

#### 18. THE FOLLOWING TABLE SHOWS THE MAJOR/MINOR SUBJECT COMBINATION OFFERED FOR BA/ BSC./B.COM 1<sup>st</sup> Year

**TABLE-I**

Subject Choice for Major (Core) Course/ Minor Course for			
<b>Bachelor of Arts</b>			
Group – A	Group – B	Group –C	Group –D
Sociology	English/TTM	Hindi	Pol. Science
History		Geography	Mathematics
Music(V/I)		Physical Education	Pub. Admn.
Economics		JMC	Sanskrit
<b>Bachelor of Science</b>			
Zoology	Botany	Chemistry	
Botany	Zoology	Chemistry	
Physics	Maths	Chemistry/Computer Science	
Mathematics	Physics	Chemistry /Computer Science	
Chemistry	Botany	Zoology	
Chemistry/Computer Science	Physics	Mathematics	
<b>Bachelor of Commerce</b>			
Financial Accounting, Business Organization & Management, Business Law, Business Statistics & Mathematics, English, English /Hindi/Sanskrit, Hindi & EVS			

#### NOTE:

- For Bachelor of Arts, students can choose subject for DSC-I of his/her choice from any of the groups i.e. Group A or Group B or Group C or Group D as shown in Table-I above.
- The Subjects for DSC-II can be chosen from groups other than the group from which DSC-I has already been chosen.
- For Bachelor of Science, students can choose DSC-I subject of his/her choice from Group A only and DSC-II & DSC -III subjects from the rest of the groups mentioned in Table-I above.

**TABLE-II**  
**Course Plan for BA /B Com (Pass Course)**

<b>Class</b>	<b>Core Courses</b>	<b>Compulsory Course</b>	<b>AECC</b>	<b>SEC</b>	<b>DSE</b>	<b>GE</b>
<b>1<sup>st</sup> Year</b>	DSC IA Course-I	Eng/ Hindi/ Skt Course-I	Eng/Hindi/Skt Course-I			
	DSC IB Course-II					
	DSC IIA Course-I	Eng/ Hindi/ Skt Course-II	Environmental Science			
	DSC IIB Course-II					
<b>2<sup>nd</sup> Year</b>	DSC IC Course-I	Eng/ Hindi/ Skt Course-III		SEC-I		
	DSC ID Course-II					
	DSC IIC Course-I	Eng/ Hindi/ Skt Course-IV		SEC-II		
	DSC IID Course-II					
<b>3<sup>rd</sup> Year</b>				SEC-III	DSE IA Course-I	GE-Course-I
					DSE IB Course-II	
				SEC-IV	DSEIIA Course-I	GE-Course-II
					DSE IIB Course-II	

**TABLE-III**  
**Course Plan for B.Sc. (Pass Course)**

<b>Class</b>	<b>Core Courses</b>	<b>AECC</b>	<b>SEC</b>	<b>DSE</b>
<b>1<sup>st</sup> year</b>	DSC IA Course-I	Eng/Hindi/Skt Course-I		
	DSC IB Course-II			
	DSC IIA Course-I			
	DSC IIB Course-II	Environmental Science		
	DSC IIIA Course-I			
	DSCIIIB Course-II			
<b>2<sup>nd</sup> Year</b>	DSC IC Course-I		SEC-I	
	DSC ID Course-II			
	DSC IIC Course-I		SEC-II	
	DSC IID Course-II			
	DSC IIIC Course-I			
	DSCIIID Course-II			
<b>3<sup>rd</sup> Year</b>			SEC-III	DSE IA Course-I
				DSE IB Course-II
				DSE IIA Course-I
			SEC-IV	DSEIIB Course-II
				DSE IIIC Course-I
				DSEIIID Course-II

**TABLE-IV**

<b>Programme courses with Subject Codes for BA/B.Sc/B Com (First Year)</b>								
<b>Arts</b>					<b>Science</b>			
SN	Subject	Courses	Compulsory Course	AECC	SN	Subject	Courses	AECC
1	Economics	DSC-IA ECONA101			1	Chemistry	DSC-IA CHEMCC-101	
		DSC-IB ECONA102					DSC-IB CHEMCC-202	
2	English	DSC-IA ENGDSC 102	ENG CE101	ENG-104	2	Physics	DSC-IA PHYS-101	
		DSC-1B ENGDSC 103					DSC-IB PHYS-102	
3	Geography	DSC-I A GEOGP-101cc			3	Botany	DSC-IA BOTA-101	
		DSC-IB GEOGP 102cc			DSC-IB BOTA-102			
					4	Zoology	DSC-IA ZOOL-101	
							DSC-IB ZOOL-102	
4	Hindi	DSC-IA HIND102	HIND-101	HIND-104	5	Maths	DSC-IA MATHS-101	
		DSC-IB HIND103					DSC-IA MATHS-102	
5	History	DSC-IA HIST-101			6	Computer	COMP-101TH	
		DSC-IB HIST-102					COMP-102TH	
6	Journalism	DSC-IA BJMCPAC101			7	ENVS		ENVS AECC1
		DSC-IB BJMCPAC102						
7	Maths	DSC-IA MATHS-101			<b>Commerce</b>			
		DSC-IB MATHS-102			1	F.A	BC1.1	
8	Music(V/I)	DSC-IA MUSI-101TH			2	BOM	BC1.2	
		DSC-IB MUSI-102TH			3	B. Law	BC1.3	
9	Physical Edu	DSC-IA PED-101			4	B.S & Maths	BC 1.4	
		DSC-IB PED-102			5	English	ENG101	
10	Pol. Science	DSC-IA POL-101			6	Eng/ Hindi/Skt	ENG104/ HIND104/SKT104	
		DSC-IB POL-102			7	Hindi	HIND101	
11	Pub. Admn.	DSC-IA PUBA-101			8	EVS		ENVS AECC1
		DSC-IB PUBA-102						
12	Sanskrit	DSC-IA SKT-101	SKT-DSC-103	SKT-AECC1 04				
		DSC-IB SKT--102						
13	Sociology	DSC-IA SOCL-101						
		DSC-IB SOCL-102						
14	TTM	TTMC 101						
		TTMC 102						
15	EVS	EVS		ENVS AECC1				

**TABLE-V**

**Programme courses with subject codes for BA/B.Sc/B Com (Second Year)**

Arts					Science			
SN	Subject	Courses	SEC	Compulsory	SN	Subject	Courses	SEC
1	Economics	DSC-IC Econ-201	ECON-204		1	Chemistry	DSC-CHEMCC201	CHEMSEC-203
		DSC-ID Econ-202	ECON-206				DSC-CHEMCC202	CHEMSEC-204
2	English	ENG DSC 202	ENG SEC204	ENG CE 201	2	Physics	DSC-PHYS201	PHYS-203
		ENG DSC 203	ENG SEC205				DSC-PHYS202	PHYS-204
3	Geography	DSC-IC GEOG201cc	GOEGP-203		3	Botany	DSC-BOTA-201	BOTA-203
		DSC-ID GEOG202cc	GOEGP-204		4	Zoology	DSC-BOTA-202	BOTA-204
							DSC-ZOOL201	ZOOL-203
4	Hindi	DSC-IC HIND202	HIND-204	HIND-201	5	Maths	DSC-ZOOL202	ZOOL-204
		DSC-ID HIND-203	HIND-206				DSC-MATHS201	MATHS-307
5	History	DSC-HIST-201	HIST-213		6	Computer	DSC-MATHS202	MATHS-310
		DSC-HIST-202	HIST-215				COMP201TH	COMP203TH
6	Journalism	DSC-BJMCPAC301	BJMCPAS301P		SN	<b>Commerce</b>		
		DSC-BJMCPAC401	BJMCPAS401P		1	Comp. Law	BC2.1	SEC
7	Maths	DSC-MATHS-201	MATHS-307		2	I Tax & Practice	BC2.2	
		DSC-MATHS-202	MATHS-310		3	C. Accounting	BC2.4	
8	Music(V/I)	DSC-MUSI-201/202PR	MUSI-205PR		4	Cost Accounting	BC2.5	
		DSC-MUSI-203/204PR	MUSI-206PR		5	English	ENG201	
9	Physical Edu.	DSC-PED201	PED-203		6	Hindi	HIND201	
		DSC-PED202	PED-204		7	Comp. Application in Business		BC 2.3
10	Pol. Science	DSC-POL201	POL-203		8	E- Commerce		BC2.6
		DSC-POL202	POL-204					
11	Pub. Admn.	DSC-PUBA-201A	PUBA-203A					
		DSC-PUBA202A	PUBA-204A					
12	Sanskrit	DSC-SKT-201	SKT-AEEC-205	SKT-DSC-203				
		DSC-SKT-202	SKT-AEEC-206					
13	Sociology	DSC-SOCL-201	SOCL-203					
		DSC-SOCL-202	SOCL-204					
14	TTM	TTMC 201	TTMC 203	TTMC 205				
		TTMC 202	TTMC 204					

**TABLE-VI**

Programme courses with Subjects Codes for BA/B.Sc./B Com (Third Year)								
Arts					Science			
SN	Subject	Courses	SEC	Generic	SN	Subject	Courses	SEC
1	Economics	DSE-IA ECONA303	ECON-309	ECONA313	1	Chemistry	DSE-IA CHEMCC-301	CHEMSEC307
		DSE-IA ECONA305	ECON-311	ECONA315			DSE-IB CHEMCC-304	CHEMSEC308
2	English	ENG DSE 303	ENG SEC301	ENG GE305	2	Physics	DSE-IA PHYS301	PHYS-307
		ENG DSE 304	ENG SEC302	ENG GE306			DSE-IB PHYS304	PHYS-308
3	Geog.	DSE-IA GEOG303	GOEGP-301	GEOGP305	3	Botany	DSE-IA BOTA301	BOTA-306
		DSE-IB GEOG304	GOEGP-302	GEOGP305			DSE-IB BOTA303	BOTA-307
					4	Zoology	DSE-IA ZOOL301(a)	ZOOL-303
							DSE-IB ZOOL302(b)	ZOOL-304(a)
4	Hindi	DSE-IA HIND305	HIND-301/302	HIND307	5	Maths	DSE-IA MATH301	MATH-315
		DSE-IB HIND-306	HIND-303/304	HIND308			DSE-IB MATHS304	MATHS-316
5	History	DSE-IA HIST-305	HIST-317	HIST-310	6	Computer Science	COMP301TH	COMP307TH
		DSE-IB HIST-307	HIST-319	HIST-312			COMP302TH	COMP308TH
6	JMC	DSE-IA BJMCPAD501	BJMCPAS-501P	BJMCPAGE301	SN	<b>Commerce</b>		
		DSE-IB BJMCPAD601P	BJMCPAS-601	BJMCPAGE302	1	Principles of marketing	BC3.1(b)	
7	Maths	DSE-IA MATHS301	MATH-315		2	Fund. of Fin. Mgt.	BC3.2(a)	
		DSE-IB MATHS304	MATH-316		3	Management Accounting	BC3.5(c)	
8	Music V/I	DSE-IA MUSI303/304PR	MUSI-301PR	MUSI-307TH	4	International Business	BC3.6(a)	
		DSE-IB MUSI305/306PR	MUSI-302PR	MUSI-308PR	5	Entrepreneurs hip	BC3.3	SEC-III
9	PhysicalEdu.	DSE-IA PED306TH	PED-301PR	PED-309TH	6	Personal Selling And Salesmanship	BC3.7	SECIV
		DSE-IB PED307TH	PED-304PR	PED-310TH	7	Principles of Micro Eco.	BC3.4	Generic-I
10	Pol. Science	DSE-IA POL301	POL-303	POL-305	8	Indian Economy	BC 3.8	Generic-II
		DSE-IB POL302	POL-304	POL-306				
11	Pub. Admn	DSE-IA PUBA303A	PUBA-301A	PUBA-307A				
		DSE-IB PUBA306A	PUBA-302A	PUBA-309A				
12	Sanskrit	DSE-IA SKT-301	DSE-IA SKT-305	SKT-GE-303				
		DSE-IB SKT-302	DSE-IB SKT-306	SKT-GE-304				
13	Sociology	DSE-IA SOCL-301	SOCL-303	SOCL-305				
		DSE-IB SOCL-302	SOCL-304	SOCL-306				
14	TTM	TTMC 301	TTMC 303	TTMC 305				
		TTMC 302	TTMC 304	TTMC 306				

## 19. CONTINUOUS COMPREHENSIVE ASSESSMENT CCA AND EVALUATIONCBCS-UGC (New)

All courses (Compulsory, Core, Elective and SEC courses) involve an evolution of student that has the following two components: -

- I. Continuous Comprehensive Assessment
- II. End Semester Examination

### (I) Continuous Comprehensive Assessment (CCA) –

This will account for 30% of the mark for the final grade and CCA would have following three components.

- (a) **Classroom Attendance:** - In this component, each student will have to attend a minimum of 75% lectures/ Tutorials/ Practicals. A student has less than 75% attendance will not be allowed to appear in the End Term Examination (ETE), the mark of attendance will be varying from 1-5 depending upon lecture attendant as shown below:

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

- (b) **Mid-term (minor) Test-** This component consists of one mid-term test which will be inducted after completion of two-third syllabus, this mid-term test will be of 15 marks new patterns.
- (c) **Seminars/Assessment/ Term Rapper/ Quiz / Presentation-** This component of the CCA will be of 10 marks.

**Note: Each student will have to secure at least 35% marks in CCA to be eligible to appear in End Term Examination.**

### (II) End Term Examination ETE

- (a) The Term Examination End TEE consists of 70% marks for Arts and Commerce in new patterns.
- (b) For Science Subjects practical it consists of 50% marks (theory) and 20% marks (practical) for new patterns.
- (c) As per the notification issued by Himachal Pradesh University on dated 17-4-2017. The mark scheme for the science faculty (New pattern) will be as under:
- i) Theory 50 marks
  - ii) Practical 20 marks & iii) CCA 30 marks
- (d) The Term Examination End TEE will be of 3 hours' duration covering the whole syllabus of the course.
- (e) For the Annual system TEE will be held in the month of March/April and supplementary examination of the same system will be held in the month of September/October.

**Note: The CBCS regulation is subject to change as per the amendments made by HPU from time to time.**

20. FOR THE SESSION 2024-25

The Fee structure of the college for UG courses Arts/ Science/ Commerce

<b>Govt. Account</b>		
	<b>Annual Charges</b>	
	Admission Fee (RUSA)	<b>25/Year</b>
	<b>Monthly charges</b>	
	Tuition Fee (For boys and non Himachali girls)	<b>50</b>
	<b>H.P. University account</b>	
	<b>(Annual Charges)</b>	
1	Registration fee (for 1 <sup>st</sup> year. only)	<b>200(HP Board),400(Other Board)</b>
2	Sports fee	<b>15</b>
3	Youth Welfare Fund	<b>15</b>
4	Holiday Home fee	<b>1</b>
5	University continuation Fee(For 2 <sup>nd</sup> & 3 <sup>rd</sup> year )	<b>10/ year</b>
6	University Development fund	<b>250 ( 100 for IRDP students)</b>
	<b>College Account</b>	
	<b>Annual Charges</b>	
1	House Exam Fund (RUSA) per Sem..	<b>40</b>
2	Medical Fund	<b>6</b>
3	College Magazine Fund	<b>50</b>
4	Identity Card Fee	<b>10</b>
5	NCC Fund	<b>10</b>
6	Student Welfare Fund	<b>2</b>
7	Cultural Activity Fund	<b>20</b>
8	Campus Development and Beautification Fund	<b>10</b>
9	Book Replacement fund	<b>25</b>
10	Furniture Repair/ Replacement fund	<b>10</b>
11	Library security (Refundable for 1 <sup>st</sup> year students)	<b>100</b>
12	Computer and Internet Facility	<b>20</b>
13	College badge	<b>30</b>
	<b>Total</b>	<b>333</b>
	<b>PTA (Annual)</b>	<b>600</b>
	<b>Monthly Charges</b>	
1	Amalgamated Fund	<b>25</b>
2	Building fund	<b>10</b>
3	Sports and Cultural Fund	<b>20</b>
4	Ranger & Rover Fund	<b>05</b>
5	Physics	<b>20</b>
6	Chemistry	<b>20</b>
7	Computer Science	<b>20</b>
8	Botany	<b>20</b>
9	Zoology	<b>20</b>
10	Geography	<b>15</b>
11	Physical Education	<b>15</b>
12	Music/Sculpture /JMC/TTM	<b>15</b>

**Note: Tuition fee from the following will not be charged**

- (i) Girls on production of HP bonafide certificates.
- (ii) Among the real brothers the second instalment will not be charged from the younger one.
- (iii) Physical disability above 40%.

## 21. POST GRADUATE COURSES (MA/ MCOM)

- |                      |          |
|----------------------|----------|
| 1. English           | 20 Seats |
| 2. History           | 20 Seats |
| 3. Political Science | 20 Seats |
| 4. Hindi             | 30 Seats |
| 5. Economics         | 20 Seats |
| 6. M.Com             | 30Seats  |

The minimum qualification prescribed for admission to P.G. courses and examination leading to degree of the university shall be followed strictly in accordance with H.P. University ordinance/ provisions, rules & regulations notified by H.P.U. from time to time. For post graduate classes the maximum age limit is **26 years (28 years for girls)**

**Note: Admission to P.G. classes will be on the basis of merit list prepared by the HPU. However, the Student interested for admission to P.G. shall have to apply for admission in the College separately.**

## 22. ATTENDANCE IN CLASSES:

Regular attendance of students in classes, in fact is very foundation of academic activities.

Therefore, it is compulsory for all students to fulfil lecture conditions of 75% of total lectures delivered by the concerned teacher to be eligible for final examination.

### Leave Rules:

1. It is compulsory for all students to get their leave sanctioned before proceeding on leave due to any reason.
2. For first three days, the concerned teacher will sanction the leave.
3. For seven days, the leave shall be sanctioned by the deans.
4. Leave for more than seven days will be sanctioned by the Principal.
5. Maximum leave during the session will not exceed more than ten days.
6. If a student remains absent for 10 days continuously without information, his/ her name will be Struck off from the rolls of the college.
7. For re admission for first time Rs. 100/- & 2<sup>nd</sup> time Rs. 200/- as re admission fee will be charged. There after no re admission will be allowed.

## 23. MIGRATION

- ◆ Candidate coming from Boards/universities other than H.P. Board of school education/Himachal Pradesh University must produce original migration certificate.
- ◆ The candidate who has passed his/her +2 examination from other than H.P. Board and want to seek admission in TDC in 1<sup>st</sup> year are directed to bring the certificate of equivalence from the office of H.P. Board of school education Dharamshala, HP at the time of admission.
- ◆ Original migration certificate is to be enclosed with the HPU enrolment form.
- ◆ Inter-Institutional migration (including from one college to another as well as from a college to the ICDEOL and vice versa) of students will be allowed when no-objection is obtained from both the relieving and receiving institutions (signed by their respective Principals/Directors) to ascertain especially that the major/minor subjects being studied by the migrating student are available in the receiving institution. In such cases the credits and grades earned by the student at the relieving institution will be carried by him/her to the receiving institution (details will be provided by the relieving institution while furnishing no objection for such migration) and will be added to the credits and grades that the student will be earning at the receiving institution. Migrating student shall have to submit
  - a. Character Certificate from the Head of Institution last attended.
  - b. Subject wise attendance certificate
  - c. Mid Term Test Marks.
  - d. He/ She shall have to deposit all dues/Fees of the college according to the rules.  
(i.e. migration is permitted as per ordinance 3.11)

## 24. CHANGE OF SUBJECT COMBINATION/FACULTY

**Once the Major subject is allotted, it can never be changed.** The change in subject (Minor subject only) is permissible in the first year class only that too within fifteen days of admission. A request for change will have to be made to the Principal on the prescribed forms available in the college office. After the recommendation of admission committee, Change of subject will be allowed only out of available subject combinations.

## 25. ADDITIONAL ACADEMIC PROGRAMMES

### Career Oriented Add-on, Certificate & Diploma Courses.

Success is the catchword these days, also with the globalization of the world, the need of the skilled labour is increasing. The route to success is getting shorter with the opening up of varied prospects and fields, one can adopt as his/her career. Therefore, sensing the need of the hour, our college has a privilege of not only introducing four "Add – On Courses" but also running them successfully. These courses include 1. Functional English, 2. Fashion Designing, 3. Marketing Management and 4. Tourism and Travel Management. These are certificate, Diploma and Advanced Diploma courses. Successful completion of one-year course would entitle the student for a certificate, two-year course would entitle student with a diploma and three year course to an advanced diploma. These courses are open for the UG students of the B.A/ B.Sc./ B.Com. These courses can be studied along with a regular bachelor degree programme.

## 26. GENERAL REGULATIONS AND STANDARDS OF CONDUCT

Govt. College Seema prides itself on the healthy, congenial and empowering relationship it fosters between all members of the College Community. The more observance of rules, though essential, is not enough. A positive, progressive and participatory outlook and an eagerness to benefit from, as well as contribute richly to, the total life of the College are the hallmarks of this beautiful fast growing College. A caring, courteous and magnanimous disposition that transcends all labels of discrimination and exemplifies profound respect to the greatness and nobility of the human spirit is deemed basic to the culture of this college. All the

new comers who are privileged to be part of this beautiful institution with healthy tradition are required to cherish and honour it to the utmost.

As discipline is the backbone of any educational institution, the college lays special emphasis on the maintenance of discipline and decorum in and outside the classrooms. The students need to keep the following points in mind: -

#### **Discipline:**

- Every student of the College is subject to, and must submit to, the discipline of the College and of the University, and abide by the rules and customs of the College.
- Non observance of the rules and customs, or breach of College discipline, could result in the termination/expulsion of a student from the rolls of the college.
- All the students of the College shall behave courteously with each other, Senior Members and office staff in the College. A serious view shall be taken of any form of discourtesy.
- In order to create a favourable academic atmosphere in the college, students should maintain silence while moving in the college campus or sitting in the Library. Movement from one classroom to another should be orderly.
- It is mandatory for every student to maintain proper discipline in the college campus as well as outside the college.
- All kind of act performed by the student that amount to indiscipline will be dealt strictly.
- All students are directed to read the notice board thoroughly which are displayed exclusively on the student notice board every day and act or do the needful in accordance.
- To write anything on the walls, blackboard, Furniture or to break and causing damage to the furniture, window panes/ to pluck the flowers / to remove notices are considered as act of indiscipline and will be dealt strictly.
- Sitting on the railing and spitting in college premises/ corridors/ classroom is strictly prohibited. Student found doing so will be fined Rs. 50/- in each instance.
- The following acts are also treated as indiscipline such as to hold any meeting / function / party/ bringing outsider inside the campus, plying of vehicles in the campus during college hours and to take any photograph in the premises of the college without the prior permission of the Principal.

In addition, the Director of Education, H.P vide letter No. Shiksha-H(21) Education code/2004 dated 9th March 2005 has directed to take the following steps to deal with the tendency of rising indiscipline among the college students and maintain proper discipline in the college.

#### • **Personal Health & Hygiene:**

- All students must come to college in neat, clean and decent dress.
- Must give special attention to personal cleanliness and hygiene.

#### • **Discipline in College Campus:**

- Student must pay respect to National Anthem and National Symbols.
- Must not throw garbage in the classrooms and campus. Spitting in classrooms/ corridors and college premises is also strictly banned.
- Use of Tobacco, Gutka and other narcotics are strictly banned in college premises.
- Must use proper toilet and dustbin.
- Unnecessary noise, whistling and slogan shouting during vacant periods and after classes are over, is strictly prohibited.
- Students should respect their teachers, principal and other dignitaries.
- Students must raise & maintain plantation and develop flower gardens.
- Entry of unauthorized person and vehicles in the college campus is also prohibited.
- Writing & fixing / pasting of posters on the walls of classrooms and toilets are strictly banned.
- Students should make use of college library and canteen during the vacant periods. Quarrelling in campus must be avoided.
- Vide letter No. Shiksha-II-Ja (2) 1/99-Loose dated 23-05-2006 received from principal Secretary (Education) to the Govt. of Himachal Pradesh use of help / guide books in the college is banned.

#### • **The following activities will be considered as violation of the college discipline and may result in fine, expulsion or rustication, depending on the gravity of the offence:**

- Quarrelling in the campus, indulging in violence, use of force and ragging
- Shouting, making noise and disturbing classes
- Breaking / damaging college property
- Bringing outsiders to the college campus.
- Writing on/defacing walls and blackboards
- Putting up a notice, sticking bills etc. on the Notice Board or at any other place without the permission of the Principal
- Eve-teasing
- Crowding in corridors and staircases and blocking passages
- Using mobile phones in the classroom and playing music on the cell phones in the campus as such.
- Plucking of flowers/ damaging plants in the campus.
- Any student found using Alcohol, Tobacco, Gutkha and other narcotics in the College Campus will be fined up to Rs. 500/- and may have to face expulsion or rustication from the college.
- A fine of Rs. 100/- shall be imposed on a student if she/he keeps her/his cell phone in on mode/vibration mode inside the classrooms.
- Only those functions will be held in the college campus which are organized by the college authorities or allowed by the college administration. Such functions must be wound up within the time frame for which permission is granted. Failure to do so will be treated as breach of discipline.

- No tours/parties will be organized without the proper authorization from the Principal.
- Unnecessary use of mobile phones or playing songs on mobile phones in the campus.

**27. RAGGING: -RAGGING IN ANY FORM IS A HEINOUS CRIME AND PUNISHABLE OFFENCE. IT IS STRICTLY BANNED IN THE COLLEGE. IN CASE OF RAGGING IT IS MANDATORY TO FILE AN FIR**

According to Raghawan committee appointed by Honb'le Supreme Court, **Ragging** means doing an act which causes or likely to cause an insult or annoyance or fear or apprehension or threat or intimidation or outraging of modesty or injury to a student.

Again ragging means causing, inducing, compelling or forcing a student, whether by way of practical joke or otherwise, to do any act which detracts from human dignity or violates his person or exposes him to ridicule or to forbear from doing any lawful act by intimidating wrongfully, restraining wrongfully, confining or injuring him or by using criminal force to him or by holding out to him any threat of such intimidation, wrongful restraint, wrongful confinement, injury or use of criminal force.

Ragging is strictly prohibited as per H. P. University ordinance 7.5 if any student individual or group tries to indulge or promote physical or mental torture of newcomer shall be considered guilty of ragging. The H. P. University has framed the rules vide notification No.1-14/HPU/DSW/08-/360 dated 10<sup>th</sup> July 2008, and as per these rules:

The student found indulging in any act of ragging shall be produced in front of discipline committee and if found guilty, will be punished appropriately which may include:

- a. Expulsion from the college
- b. Suspension from the class.
- c. Fine up to Rs.25000/- with public apology.
- b. Withholding scholarships or other benefits.
- c. Debarring from representation in the events.
- d. Suspension or expulsion from the hostel or mess.
- e. Legal proceeding under criminal law shall be initiated

**28. FINES AND PENALTIES**

1. Failure to pay dues on/by due date will entail a fine of Rs.1 per day.
2. The name of student shall be struck off from the college roll, if she/he remains absent without sanctioned leave for continuous 10 days or more than 10 days in a month.
3. Re-admission is permissible with a fine of Rs. 100/- for the first time and Rs. 200/-for the second time on the recommendation of concerned teachers.
4. For seeking re-admission, the candidate must be accompanied by her/his parent or guardian.
5. If a student fails to seek re-admission within 7 days after his/her name is struck off, he/she will have to pay additional fine @ Rs. 10/- per day for a maximum up to 10 days at the time of readmission. After this period the student will lose her/his right to re-admission.
6. The Principal can expel/rusticate a student from the college if found guilty of misconduct.
7. The library security deposit will lapse if a student doesn't apply for refund within 1 year of her/his leaving the college.
8. A fine of Rs. 100/- shall be imposed on a student if she/he keeps her/his cell phone in on mode/vibration mode inside theclassrooms.
9. A fine of Rs. 500/- shall be imposed on a student carrying intoxicants/smoking materials within the campus.
10. A student without college identity card in the college campus will be imposed a fine of Rs. 50.
11. Correction in examination form will be done after paying requisite correction fee from the academic session 2022-23.

**Other fines will be as given below:**

- a) Absence per period: Rs. 1/-
- b) Absence per practical: Rs. 3/-
- c) Absence in Minor Test: Rs. 100 per paper
- d) Delay in returning Library books: Rs. 1/-per day per volume.

**Note: Students are advised to preserve Fee receipt issued by the college for future use. In case fee receipt is lost photocopy of the same can be obtained from the clerk on the payment of Rs. 20/-only.**

**29. INFRASTRUCTURAL FACILITIES**

Govt. College, Seema is an infrastructural splendor and educational galore seeking new vistas of wisdom and knowledge to stand out distinctively across the region. The college Campus is spread over an area of approximately 3.35.94 hectare and is well equipped with the state-of-art facilities and excellent existing infrastructure that includes the following:

**29.1 Auditorium-cum-library**

The college is proud to have a spacious, beautiful and well-equipped Auditorium cum Library building with all modern facilities. While the high-tech Auditorium provides a first-class venue to harvest the talent of our students, the well-equipped modern Library serves as a treasure-house of knowledge. It is designed for multi-purpose use and we have excellent opportunities for organizing various academic, cultural and theatrical activities for the students throughout the year. It has 1000 students sitting capacity and world class stage and green rooms, acoustics and interior. The “Modern Library” is fully equipped with advanced technology. It has more than 18000 books in total.

**29.2 Administrative Block**

At present college is having five storey new administrative block having office of the Principal and other supporting staff. Offices are fully computerized and equipped with all facilities. There are separate cabins for each staff members, eight lecture rooms and also one examination hall with capacity of 400 students. New shooting range has also been established in the administration block for the students from session 2021-22.

**29.3 Art/ Commerce and Science Blocks**

There are separate blocks for Art and Science faculties of the college. The Science Block has 6 spacious Halls and 6 laboratories for conducting theory and practical classes. The science Block also houses the Departments of Geography.

Apart from the 10 smart class rooms that have been set up in the College, four computer Labs, Staff Room, NSS, NCC, BSG(R/R) and Sports Rooms, Conference Hall, IGNOU Study Centre, accommodation for B.Voc and Kaushal Vikas Nigam Courses has been provided in the Arts Block of the College. The classes of Commerce are also held in this block.

#### **29.4 Hostels (Boys and Girls)**

There are two hostels in the college that provide boarding facilities to the students. Both the hostels are equipped with Water Purifiers, Solar Water & Power Systems, Sick Rooms, Guest Room and Reading Room.

#### **29.5 Computer Lab/Language Lab/Career Lab/Aptitude Lab**

Computers are integral part of our world and their role in promoting knowledge and transforming lives of people, especially of students cannot be denied. Therefore, maintaining pace with the high-tech world the College is equipped with 150 computers of which 110 computers are installed in the four computer labs. One of these labs is a multi-purpose lab that is being used as Language Lab, Aptitude Lab and Career and Counselling Lab. These labs are also provided with over-head projectors and high Speed internet connections. Students from various faculties are being benefited by the Computer Labs.

#### **29.6 Conference Hall**

In pursuit of academic excellence, a well-furnished Conference Hall with sitting capacity of 60 persons has been established during the year 2012 to hold the cafeteria gatherings of the Staff Council and to organize Conferences and Seminars. This provides a common platform for intellectual participation by the teachers, academicians and renowned personalities. It is aided with all the modern gadgets and with Video Conferencing system to make the interaction more interesting, lively and assimilative in nature.

#### **29.7 Canteen**

The College canteen is the place for physical refreshment and staff and student bonding. It offers a great variety of food items and snacks at highly subsidized rates.

#### **29.8 Playground**

The vast playground of the college is used for organizing various outdoor games like Volley Ball, Kabbadi, Cricket, Races, Jumps and Throws. Newly constructed Sports Pavilion was handed over to college administration in last session. Construction work of fencing of the ground and basketball court is in progress by RUSA and will be completed by the end of this year.

#### **29.9 Gymnasium**

There is a gym in the college auditorium. Through it free of charge gymnasium facility is offered to the students and the Staff.

### **30. Other Facilities**

In addition to the above facilities the college provides the facility of free Wi-Fi, INFLIBNET, and CCTV. The college has its own Transformer and for power backup there is a 25 KW Genset in the college. Through RUSA 2.0, solar Plant of capacity of 30KVA has been installed in the college campus and both the hostels during session 2020-21. Rain Water harvesting project under RUSA will start working very soon in the college campus. For regular water supply a water tank is available in the college campus. The health of our students is our primary concern and for this we have installed Water Purifiers and Coolers in the college campus and facility of sick rooms in the hostels. Adopting modern technology in education the college has set up an E- Resource Centre in the Library and 10 Smart Class Rooms.

## **31. COLLEGE ACTIVITIES AND FACILITIES**

### **31.1 Sports and Co-curricular Activities**

The curriculum teaches and educates the students about academic theories while co-curricular activities help the students to apply what they have learn to practice in their practical life. The college organizes various sports and co-curricular activities to promote physical fitness and mental toughness in the students, widen their mental horizon and to provide them opportunities for their all-round personality development. Debate/Declamation, Group discussions, Quiz Contests and such other activities are organized from time to time to sharpen the minds of the students and inculcate competitive spirit in them. **The sport** is an integral part of academics. It helps the students to understand the significance of discipline and competition. Moreover, the sport builds up the personality of sportsperson. In this college, the students have ample of opportunities to participate in many games such as Cricket, Volleyball, Basketball, Badminton, Boxing, Football, Table Tennis, Chess, Athletics etc. Sports Committee conducts trials to select teams for participation in inter-college sports competitions. Every year, the college organizes “**Annual Athletic Meet**” in the month of December. The panel of winners is selected to participate in the H.P. University sports events.

### **31.2 Internal Quality Assurance Cell (IQAC)**

The Internal Quality Assurance Cell of the college was established in the year 2007 and it is actively functioning with the thrust on academic, co-academic and administrative excellence and to prepare the college to meet new challenges and to bring it at par with the best institutions in its class. The main task of IQAC is quality assurance, planning and monitoring the projects undertaken. Since the quality management is a continuous process, the IQAC has been made an integral part of the institution for quality improvement and sustenance. The prime task of IQAC is to develop a system of conscious, consistent and catalytic improvement in the performance of the college. IQAC has been taking and evolving several novel initiatives to take the college nearer to its goals and objective, focusing mainly on the core values identified by NAAC. The IQAC has made significant and meaningful contribution in post accreditation phase of the college and is also helping in achieving academic and co-academic excellence. The academic quality of the institution is maintained by improving and regulating teaching and learning processes. The administrative quality is maintained by the effective action and regulation carried out through various committees. The academic quality of the institution is maintained and evaluated on the basis of the curricular aspect, especially the performance of the students in their examination, tests, assignments and their regularity in the class rooms. The administrative system also looks after the quality education and administration in the institution. The different committees set up by the institution are always aware of the administrative needs. The Advisory Committee and other important committees are constituted for the purpose and are well equipped for quality assurance of the administration of the institution. The IQAC makes a significant and meaningful contribution in the quality improvement of the academic standards of the Institution.

### 31.3 Clubs/ Societies/associations

In order to ensure the all-round development of students, several clubs, societies and associations are established in the college some of which are performing extremely well. The students will be encouraged to join one or more than one of these

Clubs/Societies/Associations. The students will realize it over a period of time how deeply their personalities have been impacted on account of their involvement with them. Many interesting and useful activities are undertaken under the auspices of the following clubs/societies/associations: Each department has its own society which initiates and undertakes various activities which help in overall personality development of the students

1. Sahitya Parishad	2. Scientific Temper & Science Popularization Club
3. The Little Theatre	4. ICT Club
5. Nature Club	6. Red Ribbon cum Health& Counselling Club
7. The Planning Forum	8. Music Club
9. Economic forum	10. Pabber Valley Adventuro-Eco- CulturalClub
11. The English Literary Society	12. Young Journalists Club
13. The History Society	14. Sports Club
15. The Political Science and Public Admin Association	16. Geographers Club
17. The Physics Association	18. Young mathematicians Club
19. The Chemistry Association (CHEMICOS)	20. Entrepreneurs Club
21. The Botany Association	22. Historians Society
23. The Zoology Association	24. Young Sociologists Association
25. The Mathematics Association	26. Young Biologists Association
27. The Young Artist Club	28. Young Readers Club
29. The Young Thinkers & Vibrant Speakers Club	30. Social Network Club
31. Photography Club	32. Yoga and Spiritualism Club

### 31.4 Research & Innovation

Research and innovation is the driving force which keeps an institution growing. The teaching staffs of the college are actively involved in research activities based on the local aspects, issues and themes. In order to promote and practice research and innovations in the college and also to develop problem solving and research aptitude among the students so as to build suitable research environment, all the departments of the college are undertaking at least one theme or area for research. Students of the department are involved for the studies. Departments are free to take any of the topics of their choice but the topics are related to the local area concerned to our daily life.

### 31.5 Seminars and Group Discussion

It is planned that Seminars [institutional and departmental], Group Discussions, Round Tables and various other orientations and improvement programme for faculty and students will be organized on a fortnightly basis in the current session. This will expose the students and staff to serious intellectual stuff. In the early phase teachers will give demonstration and make presentations, but the focus will ultimately shift to the students. It will help them immensely and prepare them well in advance for facing interviews later in life.

### 31.6 National Service Scheme (NSS)

At present the College has two units of NSS, with sanctioned strength of 200 volunteers, but students of the college are so enthusiastic that total enrolment always exceeds the maximum limit. NSS unit of Govt. College Seema & Programme officer both were awarded with NSS Award 2017-18 by the President for exemplary work during session 2019-20. NSS helps youths to channelize their energies and capabilities towards nation building activities by organizing them into volunteer groups. National Service Scheme (NSS) plays a vital role in the personality development of the students and engages them in the upliftment of the society. It provides them with an opportunity to devote their time to the service of the nation and gives them a sense of participation in national reconstruction. It aims to inculcate in them social responsibility by providing creative outlet for their energies through National Service Scheme. The National Service Scheme cell of the College is providing valuable services under the able guidance of the Programme Officers Dr. Umesh K Narta and Prof. Sandhira. The regular and special camp activities under NSS are being conducted in the college campus and off the campus are the real treat and lifetime experience for the volunteers. The NSS volunteers involve themselves in various programmes. To get the NSS Certificate a volunteer needs to devote 240 hours of service and participation in Annual Special Camp. The interested students may join the NSS after obtaining forms from the programming officers, during the month of July.

### 31.7 National Cadet Corps (NCC)

The National Cadet Corps is a very important organization of our armed forces which instil the spirit of discipline, confidence and patriotism in the students. A senior division Unit of NCC comprising of 50 Cadets which was sanctioned for the College during 2004 is nicely functioning. Students can enrol themselves in NCC and take part in all NCC activities throughout the year. The N.C.C. provides various types of training/adventure activities. 'C' certificate holders are given 2% weight age in marks while seeking admission to post graduate classes and are also exempted from written exam for entry to Armed Forces as commissioned officers. First year students of BA/B.Sc./B.Com. who have attained 16½ years of age are eligible to join N.C.C. The cadets are eligible to appear in B certificate examination only after one year of continuous training and at least one camp. For appearing in 'C' certificate examination students must have put in 2 years of continuous training, passed B certificate examination and have attended at least 2 camps.

**Note: Students seeking admission to N.C.C. can have application forms from NCC in charge in the NCC Office.**

### 31.8 Bharat Scout & Guides

The Bharat Scouts and Guides is a voluntary, non-political educational movement for young people, open to all without distinct of origin, race and creed in accordance with the purpose, principles and method conceived by the founder Lord Baden

Powell in 1907. The purpose of the movement is to contribute to the development of young people in achieving their full physical, intellectual, emotional, social and spiritual potential as individuals, as responsible citizens and as members of local, national and international communities. The College has presently one unit of Rovers for boys and one unit of Rangers for girls with 24 students in each unit. The interested students may join the Bharat Scouts and Guides after obtaining the forms from their charges/Leaders during the month of July.

### **31.9 College Magazine**

The college publishes its own magazine “Moral Dand” which embodies the intellectual and literary aspirations of young and budding writers. It presents articles on diverse topics and the students strive within magazine pages to upload the long term goals and mission of this college, and to inspire and educate the readers about issues and ideas that matter to them.

### **31.10 College Students' Central Association (CSCA)**

To encourage students' participation in maintaining proper academic atmosphere and in organizing cultural activities etc., and to promote opportunities for the development of character, leadership and discipline and the spirit of service among students, the Nomination based Students' Central Association is constituted as per the schedule announced by H.P. University every year. Nominations are based on pure merits in academics as well as extra-ordinary achievements in the field of extracurricular and extension activities.

### **31.11 Parents-teachers Association (PTA)**

To encourage community participation in education, Parents-Teachers Association has been established. It helps in better coordination and interaction between parents and teachers for improvement in academic standards and infrastructural facilities. Parents, guardians (who are in blood relation of the students), teachers and head of the institution are members of this association. Parents are advised to attend the meeting of the General House scheduled for July so that they may make meaningful contribution to the development of the college.

### **31.12 Old Students Association (OSA)**

To develop a sense of belongingness to the Alma matter and maintain connectivity with our ex- students and to ensure their constructive role in developing vibrant academic environment in the college, OSA was formally formed during July 2006. OSA is a non-political, non-profit making body which has become integral part of the college. Efforts are being made to widen its scope and make it more meaningful and purposeful. Efforts shall be made during the current session to expand the base of OSA and bring under its fold all ex-students of the college and prepare a computerized database to keep a systematic record of college Alumni. All ex-students of the college are requested to co-operate and contact the Principal or OSA cell in this regard.

### **31.13 The Student Charter**

The college is committed to continually improving the quality of its services and the introduction of the Student Charter is one of the ways of outlining that commitment. In order to fulfil creative and professional potential of students they need to know what to expect from college – and what the college expects from them. The quality of the services that we believe students are entitled to be balanced with responsibilities placed on them. The Student Charter is jointly developed by the members of advisory council of the college, members of IQAC, PTA members, students, and the CSCA. The purpose of the Student Charter of this college is to help students understand what it means to be a student member of the Govt. College Seema community. The aim of The Student Charter is to encourage active partnership between Govt. College Seema and its students in learning and teaching, professional practice and life of the college community. The Charter will be reviewed and updated each year [for detailed information refer to the Student Charter Document of the college]

### **31.14 Annual Prize Distribution Function**

Annual Prize Distribution Function is organized in the month of March/April every year in which meritorious students, outstanding sports persons and other achievers from different fields are awarded with prizes. Eminent persons are invited to honour the students and this gives them an added reason to excel in their respective fields. A complete report of various activities, achievements and other developments of the college are presented on the auspicious occasion of the function. Some Special Prizes like Pride of the college, Pride of Various Departments, Best Speaker of the college etc. are instituted in the college to motivate and inspire the outstanding achievers of the college. Large number of prizes are sponsored by some responsible organizations and individuals in order to encourage the young talents and achievers of the college.

## **32. CAREER GUIDANCE, COUNSELLING AND PLACEMENT CELL**

To provide career oriented information and placement, to promote discipline, healthy outlook and positive attitudes and to provide ample opportunities to the students for upgrading their skills, a career guidance and counselling and placement cell has been established in the college (As per letter No. EDN-H (21) A (1)-1/2011 of Directorate of Higher Education H.P.). The cell helps the students and trains them in all aspects of modern development and also sharpens their communicative skills and confidence. This cell conducts special personality development classes for the students and also provides all the relevant information about admissions and careers to be chosen by them. Interested students may contact the members of the career guidance, counselling and placement cell and get themselves registered as its members for better future prospects and careers. This cell is also a platform in the college to address the problems of the students for providing guidance about career and counselling from time to time. Following are some of the functions of the cell:

- Pre-admission guideline and counselling.
- Self assessment of the students and raising the level of inherent capability.
- Development of communication skills and soft skills.
- Guidance/awareness about opportunities for higher education/competitive exams and jobs.
- Placement opportunities.
- Feedback.

## **33. RAPID ACTION & DISASTER MANAGEMENT CELL**

The college has established a Rapid Action & Disaster Management Cell with a vision to prepare a group of volunteers who can reach out to the tragedy/natural calamity affected people at the earliest so as to provide them immediate relief in tandem with NGOs and local administration.

Members of this club are imparted special training by different departments in fire-fighting, traffic controlling, rescue work, providing first aid etc. NSS Volunteers, NCC Cadets, Rangers & Rovers and other students are advised to take part in the activities of the cell.

### **34. STUDENT GRIEVANCE REDRESSAL CELL**

The term “Student Grievance” refers to the grievance at the individual level, which has occurred because of some oversight on the part of the college or its employees, students, etc., which lead to some discontent or dissatisfaction on the part of student(s). The formation of student's Grievance Cell is to promote and maintain a conducive and unprejudiced environment if students are facing any infringement of their rights. It is a measure to develop a responsive and accountable attitude among college officials to ensure that, there is no laxity in terms of fair deal with the students. It is to deal with the complex situations in a tactful manner to lessen the condition felt to be oppressive or dissatisfied.

#### **Functions**

Redressal of Students' Grievance to solve their academic, administrative and other problems.

To co-ordinate between students and Departments/Sections to redress the grievances.

To guide ways and means to the students to redress their problems.

### **35. PARENT GRIEVANCE REDRESSAL CELL**

The term “Parent Grievance” refers to the grievance at the individual level, which has occurred because of some oversight on the part of the college or its employees, students, etc., which lead to some discontent or dissatisfaction on the part of Parents. The formation of Parent's Grievance Cell is to promote and maintain a conducive and unprejudiced environment if Employees are facing any infringement of their rights. It is a measure to develop responsive and accountable attitude among college officials to ensure that, there is no laxity in terms of fair deal with the Parents. It is to deal with the complex situations in a tactful manner to lessen the condition felt to be oppressive or dissatisfied.

### **36. TUTORIAL SYSTEM**

The role of the teachers is crucial in guiding and counselling of the students. It starts right from the time of admission and initial interaction in the class to find out their problems, tastes, hobbies and strengths and also guiding them in realizing their dreams and goals. Teachers play a key role in shaping the careers and lives of students. College is planning to further strengthen the tutorial system from this academic session. The tutors look after the general and special needs of the weak and talented students assigned to them and provide counselling accordingly.

### **37. IGNOU**

In our College, we have an IGNOU study centre, which is providing education to near about hundreds of students. Presently the centre is running 19 programmes/courses. For more details interested candidates may contact the **Co-ordinator, IGNOU Study Centre, GC Seema.**

### **38. BCA, BBA, PGDCA & B Voc.**

The college also provide courses in Computer Application from the academic session 2009-10, Bachelor of business administration and Post graduate diploma in computer application from academic session 2012 -13. Those candidates who intend to get admission in these courses should download a separate prospectus from the college website. College is also running B.Voc. courses f in “**Retail Management**” and “**Hospitality and Tourism**” from session 2021-22.

### **39. DRESS CODE**

Govt. College Seema is perhaps the first college in the state of Himachal to implement the dress code for students. It is mandatory for the students to wear coat on every Monday, Saturday and on all college functions and put college hanging identity cards/badges on their dress every day. The students of B.A, B. Sc. and B. Com. will wear blue coats and those of BCA, PGDCA will wear black coats. This unique feature intends to inculcate a sense of discipline, responsibility and dignity among the students. It is also interesting that the teaching staff also maintain the Dress code. Those who do not adhere to dress code instructions, shall be fined Rs. 50 per day and Rs. 200 during functions.

### **40. WELFARE FUND FOR ECONOMICALLY POOR STUDENTS**

The College has taken a new initiative to look after the needy, deserving and economically poor students and will arrange them lump sum grants in kind or cash from the welfare fund for economically poor students. The fund comprises of grants from various individuals, teachers and organizations. All the bonafide students of the college irrespective of their class will be beneficiary of the fund. A committee will be constituted for recommending the names of the students and deciding the amount of the grant.

### **41. SCHOLARSHIPS AND FEE CONCESSION**

A number of scholarships and concessions are available to the eligible and deserving students. Information regarding the dates, eligibility conditions and the procedure for applying for these scholarships/concessions etc. is notified on the College Notice Board from time to time. The students may apply for these scholarships/concessions on the prescribed forms that can be obtained from College Office. The application should be duly attested /verified by the competent authority and should be accompanied by the relevant certificates of educational qualification/income/caste/tribe/domicile, etc. Only the clear pass students of the previous class are eligible to apply for any scholarship.

### **42. EDUCATIONAL TOUR AND EXCURSIONS**

All India or other educational tours for the students of the college are organized during the winter as well as summer break so as to provide them an opportunity for exposure and self- learning. Students who are regular in their attendance and have good conduct will be eligible for the educational tour. The notice in this regard, showing the exact tour route and expenditure to be incurred will be displayed at the time of tour programme probably in the November, 2023. The interested students whose names are recommended by their respective class teachers will have to deposit the requisite amount along with the written consent of their parents on the prescribed proforma with the tour in charge. Subject excursions are arranged in the subjects where such excursions form the part of their syllabi. Eligibility conditions and other requirements are the same as for the annual educational tour. During excursion and educational tour, teachers will accompany the students. No tour/ excursion can be organized without accompanying of any teacher and prior permission of the College Administration.

### 43. GROUP INSURANCE FOR COLLEGE STUDENTS

This scheme is introduced for the benefit of the students from this session of 2016-17. Under this scheme for Natural/Accidental death i.e. in case of any mishappening due to natural reasons or accidental cause, HDFC ERGO General Insurance Company Ltd. will provide an assured sum of Rs. 100000/-[one lac only] towards insurance benefit. Under this policy if at any time the student sustains any bodily injury from any accident and that bodily injury results in death or total disablement, then the Insurance company will pay a sum of Rs. 100000/-towards insurance benefit. Annual premium payable by the student is Rs. 60/- and it will be charged at the time of admission

### 44. COMMUNICATION

The college has its own website and face book page for providing all kinds of information and updates. For effective communication between office, staff, students and other stakeholders, the college is using all modern methods and processes. Communication is maintained through e-mails, SMSs, WhatsApp usage and digital display boards etc. for enhancing working efficiency, academic learning, sharing information as well as quick and effective communication. WhatsApp groups are constituted by various departments, clubs, societies or associations for academic learning and information sharing between the group members. The college also has its own website and facebook pages which are regularly updated

### 45. COLLEGE LIBRARY

A well-stocked library is an asset to every Educational Institution. The College Library in the newly constructed building is fully equipped with advanced technology and excellent facilities. The college library has a collection of more than 18000 books on various topics, subjects and events. New books are added from time to time. In addition to these we have 10 daily Newspapers, 51 Magazines and Journals. In recent years' internet has revolutionized the concept of library. Therefore, college Library through INFLIBNET (Information and Library Network Centre of UGC) also provides online access to thousands of e-books, e-journals and online library to teachers and students.

Guidelines for the use of Library: Immediately after admission a student will have to collect library card from the college librarian or office on production of her/his fee receipt. The student has to get it signed in person by her /his tutor, librarian and finally by the Principal. Ordinarily two books are issued at a time for 14 days, but the Librarian has the right to recall the books at any time. Reference Books and Periodicals including Journals and Magazines are not issued. Student shall be responsible for the book as soon as it is issued to her/him. In case the book is defected or damaged in any way or lost, he/she has to either replace the book or pay fineequivalent to the latest market price of the book. In case of loss of library cum Identity card, its duplicate copy will be issued on payment of Rs. 20/- on production of copy of F.I.R. lodged with the police station.

### 46. IDENTITY CARD

Soon after the admission to the college, the librarian will issue a student an Identity and Library Card. It is mandatory for all the students to have their Identity Card with them when they are in the college, and it must be produced when asked for by any member of the teaching staff. The identity Card is important document and should be kept with care. A fine of Rs. 20.00 will be charged for issuing a duplicate Identity Card.

### 47. BOOK BANK

A book bank has been set up in the college library so as to provide text books to the needy brilliant students. Books collected on the basis of donation are issued to the students keeping in view the stock available in the book bank.

### 48. RESIDENTIAL FACILITIES [Hostels & Staff Quarters]

The college has two hostels-one for the girls and one for boys. Girls' hostel has a total capacity of accommodating 105 boarders and the boys' hostel has 90 boarders. Our hostels are well equipped with Computers, Sports facilities, Mess, Common Room, TV, and Library facility. Admission will be strictly on merit basis after filling the separate application form which can be obtained from college office. Although the hostels are meant for SC/ST students who are given preference, but if the seats are vacant students belonging to other categories can also seek admission to both the hostels. Application form along with prospectus will be available in the college office and can be produced on the payment of Rs. 100/- The application form complete in all respects should be submitted to the warden of the respective hostel by 30/07/2024. The candidate must be accompanied by her/his parent or guardian (incase parents are not alive) at the time of submission of the form. [For more details refer to the Hostel Prospectus]. The college also has limited residential facilities for the teaching as well as the non-teaching staff.

### 49. STUDENTS CHARTER

Student charter is a document /an instrument that defines and confers rights, responsibilities and privileges of students in the College/University with the aim of achieving excellence in pursuit of education and learning through quality assurance. Students are important stakeholders in the higher education system and have a unique role to play in maintaining high standards and ensuring quality education in the College as responsible human beings.

The students have the right to quality education and it is the prime responsibility of the College/University to provide quality educational environment and experience to the learners. The students have to be aware of their rights and responsibilities and this will help the College to impart quality education to the learners in a better way.

In order to fulfil the creative and professional potential of students they need to know what to expect from college – and what the college expects from them. The quality of the services that we believe the students are entitled to be balanced with responsibilities placed on them. The Student Charter is jointly developed by the members of advisory council of the college, members of IQAC and PTA, students, and the CSCA. The Charter will be reviewed and updated each year.

#### **Common Goal and Common Role**

**Students, teachers and staff of our College are expected to treat each other with respect. Diversity and Individuality should be respected and celebrated.**

#### **ROLE OF GOVT. COLLEGE SEEMA**

#### **Govt. College Seema shall:**

- Value social justice, equality and ethical practices
- Provide safe, clean and healthy COLLEGE atmosphere to all the stake holders.

- Promote overall healthy practices in both academics and administration and their adoption by all the stakeholders of the COLLEGE
- Give you clear information about your studies, assessed work and academic options
- Make its students aware of mission, vision, goals, study programs, delivery means and assessment objectives at the time of admission, student induction and counselling for various programs.
- Provide clear-cut and complete/ up-dated information to the students about admission procedures, fee structure, scholarships, awards, financial aids, other support systems and also requirements for completion of various study programs.
- Follow student focused/centric approach towards learning and provision of efficient and timely student services. Provide academic, professional and personal counselling
- Strive to motivate dynamic and innovative growth of the learners to achieve academic excellence.
- Provide opportunities to get impartial/unbiased/factual feedback for the overall growth, up-liftment and improvement of the COLLEGE.
- Provide appropriate opportunities to all the stake holders to participate in Extracurricular, Co-curricular and other extension activities
- Provide fair, transparent, and efficient procedures for dealing with complaints, appeals and disciplinary matters
- Provide all possible opportunities for engaging in discovery, creation, refinement, dissemination and preservation of knowledge.
- Offer need based academic courses, skill improvements and training programs keeping in view the goals and perspectives of the College/University, available facilities and expectations of the society.
- In conjunction with the CSCA, College will provide a wide range of sporting and cultural activities, with extensive extra-curricular activities for students who want to take part
- Offer need based academic courses, skill improvements and training programs keeping in view the goals and perspectives of the College/University, available facilities and expectations of the society.
- Develop and implement an effective, reliable and valid mechanism for students' continuous assessment, grading, examination and certification based on merit.
- Ensure intellectual independence, freedom of enquiry and spirit of scientific temper.
- Encourage students to respect, preserve and protect our Environment and our Culture.
- Provide all possible opportunities to engage with accessible and effective teaching and professional practices.
- Offer opportunities for students to be represented in review, planning and policy making

## **RESPONSIBILITIES OF STUDENTS TOWARDS COLLEGE**

### **Student shall:**

- Understand, appreciate and follow the College's Vision, Mission, Goals of various study programs, delivery means and assessment objectives, and contribute to the realization of the same by sincerely and actively participating in the relevant institutional activities.
- Strictly follow the College/University Calendar, time schedules, norms, ordinances/rules, acts, and regulations of the various services provided by the University/College and actively and positively participate in teaching, learning, professional, extra-curricular, and other developmental activities.
- Make optimum use of the learning resources available in the College
- Actively participate in academically enriching programs such as seminars, workshops, debates, projects, extension activities, training programmes and other curricular, co-curricular and extra-curricular institutional activities.
- Participate in the continuous comprehensive assessment process and annual/ semester examinations
- Contribute to the organizational and cultural life of the College. Participate in various extension activities from time to time e.g. protection of environment, cleanliness, literacy programs and reaching out to communities for equity, access, inclusiveness, sustainability and other relevant issues.
- *Respect the property and physical infrastructure of College and shun all such acts which may lead to damage to the property and breakdown of the basic services for the effective academic pursuits of the College.*
- Follow moral and constitutional values as enshrined in our multidimensional culture and Constitution of India.
- Respect and celebrate the diversity of ideas, multiculturalism and inclusiveness without any preconceived notions of caste, creed and religion.
- Abstain from any activity leading to violence, unhealthy atmosphere e.g. drugs, alcohol, intoxicants, ragging and other unhealthy practices
- Provide solicited and unsolicited unbiased/honest feedback for improvement of the system for the up-liftment of the standards of the College.
- Have a clear and adequate knowledge of various study programs, admission policy, program completion requirements, assessment mechanisms and other student services of the College.
- Abide by the decisions of the College/University as decided by the various statutory bodies of the College/University or the executive authorities from time to time.
- Always strive for Excellence

### **Students' Union or CSCA will:**

- Work with staff and students of the College to promote and implement the principles of this Charter.

## APPENDIX-I

### Reservation of Seats (Ordinance 3.14):

15%, 7.5% and 3% of the seats shall be reserved for S.C, S.T. and disabled candidates respectively as per H.P. University 120 seats roster norms. This reservation policy will be applicable to those, who have passed their qualifying examination from H.P., board of the school education or from any other school located within territorial jurisdiction of Himachal Pradesh or bonafide of Himachal Pradesh. For reservation the following roster will be followed for first Year (under RUSA)/ PG First Semester, as below: -

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

**Note: One seat will be reserved for single girl child**

**As per order passed by the Hon'ble High Court percentage of reservation of seats for the purpose of seeking admission for disabled students has been extended from 3% to 5%**

### DISCLAIMER

The prospectus come handbook of information is published for the purpose of information only. Information contained in this document does not form the basis of any binding for giving rise to any contractual or other obligation on behalf of Govt. College, Seema. The college does not accept any liability whatsoever to any person in relation to the content of this document and any reliance placed on it.

## APPENDIX-II

### Courses with course codes for B Com Pass Courses all classes.

Subject	Type of Course	Course Code	Title of course	Course Code	Title of course	Course Code	Title of Course
<b>B Com 1st</b>	DSC IA	<b>BC1.1</b>	Financial Accounting				
	DSC IB	<b>BC1.2</b>	Business Organization & Management				
	DSC IIA	<b>BC1.3</b>	Business Law				
	DSC IIB	<b>BC1.4</b>	Business Statistics & Mathematics				
	Compulsory-I	<b>ENG101</b>	<b>English Literature-I(Essays, Stories and Poems)</b>				
	Compulsory-II	<b>HIND101</b>	<b>Pryojanmoolak Hindi</b>	SKT-103	<b>Niti Sahitya</b>		
	AECC-I	<b>ENVSAEC C-I</b>	Environment Science				
	AECC-II	<b>ENG104</b>	Writing Skill	HIND104	<b>Hindi Bhasha aur Samprasan</b>	SKT104	<b>Upnishad Shri Bhagvad Gita Tatha Paaniniya Shiksha</b>
<b>B Com 2nd</b>	DSC IC	<b>BC2.1</b>	<b>Company Law</b>				
	DSC ID	<b>BC2.2</b>	<b>Income Tax &amp; Practice</b>				
	DSC IIC	<b>BC2.4</b>	<b>Corporate Accounting</b>				
	DSC IID	<b>BC2.5</b>	<b>Cost Accounting</b>				
	SEC I	<b>BC2.3</b>	<b>Computer Application in Business</b>				
	SEC II	<b>BC2.6</b>	<b>E- Commerce</b>				
	Compulsory-III	<b>ENG201</b>	<b>English</b>				
	Compulsory-IV	<b>HIND201</b>	<b>Hindi</b>				
<b>B Com 3rd</b>	DSE IA	<b>BC3.1(b)</b>	<b>Principles of marketing</b>				
	DSE IB	<b>BC3.2(a)</b>	<b>Fundamental of Financial management</b>				
	DSE IIA	<b>BC3.5(c)</b>	<b>Management Accounting</b>				
	DSE IIB	<b>BC3.6(a)</b>	<b>International Business</b>				
	SEC III	<b>BC3.3</b>	<b>Enterpreneurship</b>				
	SEC IV	<b>BC3.7</b>	<b>Personal Selling And Salemanship</b>				
	GENERIC-I	<b>BC3.4</b>	<b>Principles of Micro Economics</b>				
	GENERIC-II	<b>BC 3.8</b>	<b>Indian Economy</b>				

## APPENDIX-III

<b>Courses with course codes for B.Sc. (Pass Course) (First Year)</b>			
<b>Subject</b>	<b>Type of Course</b>	<b>Course Code</b>	<b>Title of course</b>
Chemistry	DSC IA/IIA/IIIA	CHEM101cc	Atomic structure, bonding, general organic chemistry & aliphatic hydrocarbons
	DSC IB/IIB/IIIB	CHEM102cc	States of matter, chemical kinetics & functional organic chemistry
Botany	DSC IA/IIA/IIIA	BOTA101	Biodiversity (Microbes, Algae, Fungi and Archegoniate)
	DSC IB/IIB/IIIB	BOTA102	Plant Ecology and Taxonomy
Zoology	DSC IA/IIA/IIIA	ZOOL101	Animal Diversity
	DSC IB/IIB/IIIB	ZOOL102	Comparative Anatomy and Developmental Biology of Vertebrates
Physics	DSC IA/IIA/IIIA	PHYS101	Mechanics Theory
	DSC IB/IIB/IIIB	PHYS102	Electricity, Magnetism and EMT Theory
Mathematics	DSC IA/IIA/IIIA	MATH101	Differential Calculus
	DSC IB/IIB/IIIB	MATH102	Differential Equation
Computer Science	DSC IA/IIA/IIIA	COMP 101TH	Problem Solving using computers
	DSC IB/IIB/IIIB	COMP 102TH	Office Automation Tools
English	AECC-II	ENG104	Writing Skill
Hindi	AECC-II	HIND104	Hindi Bhasha aur Samprashan
Sanskrit	AECC-II	SKT-104	Upnishad Shri Bhagvad Gita Tatha Paaniniya Shiksha
Environmental Science	AECC-I	ENVSAECC-I	Environment Science

## APPENDIX-IV

<b>Courses with course codes for B.Sc. (Pass Course) Second Year)</b>			
<b>Subject</b>	<b>Type of Course</b>	<b>Course Code</b>	<b>Title of course</b>
Chemistry	DSC IC/IIC/IIIC	CHEM201cc	Solutions, phase equilibrium, conductance, electrochemistry & organic chemistry
	DSC ID/IID/IIID	CHEM202cc	Chemistry of main group elements, chemical energetics and equilibria
	SEC I	CHEM203	Basic Analytical Chemistry
	SEC II	CHEM204	Fuel chemistry & chemistry of cosmetics & perfumes
Botany	DSC IC/IIC/IIIC	BOTA201	Plant Anatomy and Embryology
	DSC ID/IID/IIID	BOTA202	Plant Physiology and Metabolism
	SEC I	BOTA203	Bio fertilizers
	SEC II	BOTA204	Gardening and Floriculture
Zoology	DSC IC/IIC/IIIC	ZOOL201	Physiology and Biochemistry
	DSC ID/IID/IIID	ZOOL202	Genetics and Evolutionary Biology
	SEC I	ZOOL203	Medical Diagnostics
	SEC II	ZOOL204	Apiculture
Physics	DSC IC/IIC/IIIC	PHYS201	Statistical and Thermal Physics
	DSC ID/IID/IIID	PHYS202	Waves and Optics
	SEC I	PHYS203	Physics Workshop Skill
	SEC II	PHYS206	BASIC INSTRUMENTAL SKILL
Mathematics	DSC IC/IIC/IIIC	MATH201	Real Analysis
	DSC ID/IID/IIID	MATH202	Algebra
	SEC I	MATH307	logic & Sets
	SEC II	MATH310	Vector Calculas
Computer Science	DSC IC/IIC/IIIC	COMP201TH	Computer System Architecture
	DSC ID/IID/IIID	COMP202TH	Database Management System
	SEC I	COMP203TH	PHP Programming
	SEC II	COMP204TH	Computer Networks

## APPENDIX-V

### Courses with course codes for B.Sc. (Pass Course) (Third Year)

Subject	Type of Course	Course Code	Title of course
Chemistry	DSE IA/IIA/IIIA	CHEM301	Polynuclear hydrocarbons dyes, hetrocyclic compounds and spectroscopy (UV, IR, NMR)
	DSE IB/IIB/IIIB	CHEM304	Chemistry of transition and inner transition elements, coordination chemistry, organometallic, acids and bases
	SEC III	CHEM307	Chemical technology & society and business skills for chemistry
	SEC IV	CHEM308	Pesticide chemistry & pharmaceutical chemistry
Botany	DSE IA/IIA/IIIA	BOTA301	Economic Botany
	DSE IB/IIB/IIIB	BOTA303	Cell and Molecular Biology
	SEC III	BOTA306	Medicinal Botany and Ethnobotany
	SEC IV	BOTA307	Mushroom Cultivation Technology
Zoology	DSE IA/IIA/IIIA	ZOOL301(a)	Applied Zoology
	DSE IB/IIB/IIIB	ZOOL302(a)	Immunology
	SEC III	ZOOL303	Sericulture
	SEC IV	ZOOL304(a)	Aquarium Fish Keeping
Physics	DSE IA/IIA/IIIA	PHYS301	ELEMENTS OF MODERN PHYSICS
	DSE IB/IIB/IIIB	PHYS304	QUANTUM MECHANICS
	SEC III	PHYS307	Radiation Safety
	SEC IV	PHYS310	Renewable Energy and Energy Harvesting
Mathematics	DSE IA/IIA/IIIA	MATH301	Matrices
	DSE IB/IIB/IIIB	MATHS304	Numerical Method
	SEC III	MATH-315	Mathematical Modelling
	SEC IV	MATHS-316	Theory of Equations
Computer Science	DSE IA/IIA/IIIA	COMP301TH	Operating System
	DSE IB/IIB/IIIB	COMP302TH	Data Structure and File Processing
	SEC III	COMP307TH	Multimedia and Applications
	SEC IV	COMP308TH	Software Engineering

## APPENDIX-VI

### Courses with course codes for B A(Pass Course) (First Year)

Subject	Type of Course	Course Code	Title of course
Economics	DSC IA/IIA	ECONA101	Principles of Microeconomics-I
	DSC IB/IIB	ECONA102	Principles of Microeconomics-II
Geography	DSC IA/IIA	GEOGP-101cc	PHYSICAL GEOGRAPHY
	DSC IB/IIB	GEOGP -102cc	GENERAL CARTOGRAPHY
English	DSC IA/IIA	ENG 102	English Literature-I(Essays, Stories and Poems)
	DSC IB/IIB	ENG 103	English Literature-II(Poems,Short Stories and Essays)
	Compulsory	ENG 101	English-I Core English
	AECC	ENG104	Writing Skill
Hindi	DSC IA/IIA	HIND102	Hindi Sahitya Ka Etihaas
	DSC IB/IIB	HIND103	Madyakalin Hindi Kavita
	Compulsory	HIND-101	Pryojanmoolak Hindi
	AECC	HIND-104	Hindi Bhasha aur Samprashan
Sanskrit	DSC IA/IIA	SKT-101	Sanskrit Kavya
	DSC IB/IIB	SKT--102	Sanskrit Gadya Kavya
	Compulsory	SKT-103	Niti Sahitya
	AECC	SKT-104	Upnishad Shri Bhagvad Gita Tatha Paaniniya Shiksha
Hisotry	DSC IA/IIA	HIST-101	History of India from the Earliest Times up to c.300cE
	DSC IB/IIB	HIST-102	History of India,c.300-1206
JMC	DSC IA/IIA	BJMCPAC101	Principles of Communication
	DSC IB/IIB	BJMCPAC102	Introduction to Radio and TV
Music	DSC IA/IIA	MUSI-101TH	HINDUSTANI MUSIC (Vocal & Instrumental)
	DSC IB/IIB	MUSI-102TH	Title-Stage-Performance
Maths	DSC IA/IIA	MATHS-101	Differential Calculus
	DSC IB/IIB	MATHS-102	Differential Equation
Pol. Science	DSC IA/IIA	POL-101	Introduction to Political Theory
	DSC IB/IIB	POL-102	Indian Government and Politics
Pub. Admn.	DSC IA/IIA	PUBA-101	ADMINISTRATIVE Theory
	DSC IB/IIB	PUBA-102	Indian Administration
Sociology	DSC IA/IIA	SOCL-101	Introduction to Sociology
	DSC IB/IIB	SOCL-102	Society in India
Phy. Edu.	DSC IA/IIA	PED-101	Introduction to Physical Education
	DSC IB/IIB	PED-102	Olympic Movement and Organization of Tournaments
TTM	DSC IA/IIA	TTMC 101	Introduction of Travel and Tourism Management
	DSC IB/IIB	TTMC 102	Tourism Resources of India

## APPENDIX-VII

### Courses with course codes for B A 2nd year(Pass Course)

Subject	Type of Course	Course Code	Title of course
English	DSC IC/IIC	ENG DSC 202	British Literature (Play and Novel)
	DSC ID/IID	ENG DSC 203	Literary Cross Currents
	SEC I	ENG SEC204	Creating writing, Book and Media Reviews
	SEC II	ENG SEC205	Translational Studies and Principles of Translation
	Compulsory	ENG CE 201	English-2 ( Core English)
Hindi	DSC IC/IIC	HIND-202	Adunik Hindi Kavita
	DSC ID/IID	HIND-203	Hindi Gadya Sahitya
	SEC I	HIND-204	Karyakari Hindi
	SEC II	HIND-206	Anuvaad Vigyan
	Compulsory	HIND-201	Avivarya Hindi" Ranchna Punj"
Sanskrit	DSC IC/IIC	DSC-SKT-201	Sanskrit Naatak
	DSC ID/IID	DSC-SKT-202	Sanskrit Vyakaran
	SEC I	SKT-AEEC-205	Aayurved ke Mool Sidhant
	SEC II	SKT-AEEC-206	Sanskrit Chhand Avm Gaayan
	Compulsory	SKT-AEEC-203	Vyakaran Avm Sanyojan
Economics	DSC IC/IIC	ECON-201	Principles of Macroeconomics-I
	DSC ID/IID	ECON-202	Principles of Macroeconomics-II
	SEC I	ECON-204	Economics of Rural Development
	SEC II	ECON-206	Demography
Geography	DSC IC/IIC	GEOG201cc	Human Geography
	DSC ID/IID	GEOG202cc	Environmental Geography
	SEC I	GOEGP-203	Regional Planning and Development
	SEC II	GOEGP-204	Remote sensing and GPS
Music	DSC IC/IIC	MUSI-201/202PR	Ancient Granths and Contribution of Musicologist
	DSC ID/IID	MUSI-203/204PR	Medival Granths and Contributions of Musicians
	SEC I	MUSI-205PR	Hindustani Music
	SEC II	MUSI-206PR	Hindustani Music
Maths	DSC IC/IIC	MATHS-201	Real Analysis
	DSC ID/IID	MATHS-202	Algebra
	SEC I	MATH307	logic & Sets
	SEC II	MATH310	Vector Calculas
Pol Science	DSC IC/IIC	POLS201	Comparative Government and Politics
	DSC ID/IID	POLS202	Introduction to International Politics
	SEC I	POLS203	Legislative Support
	SEC II	POLS204	Public Opinion and Survey Research
Pub Admn	DSC IC/IIC	DSC-PUBA-201A	Administrative Thinkers
	DSC ID/IID	DSC-PUBA202A	Development Administration
	SEC I	PUBA-203A	Comp. Application & Office Management
	SEC II	PUBA-204A	Human Resource & Logistic Management

JMC	DSC IC/IIC	BJMCPAC301	Introduction to Advertising and Public Relations
	DSC ID/IID	BJMCPAC401	New Media Communication
	SEC I	BJMCPAS-301P	Reporting, Editing and Feature Writing
	SEC II	BJMCPAS-401P	Skills for New Media
Sociology	DSC IC/IIC	SOCL201	Sociological Theory
	DSC ID/IID	SOCL202	Methods of Sociological inquiries
	SEC I	SOCL203	Techniques of Social Research
	SEC II	SOCL204	Sociology of Environment
Physical Education	DSC IC/IIC	DSC-PED201	Human Anatomy and Physiology
	DSC ID/IID	DSC-PED202	Sports Psychology
	SEC I	PED-203	Sport Medicines,Physiotherapy and rehabilitation
	SEC II	PED-204	Sports Training
History	DSC IC/IIC	HIST203	History of India,c.1206-1707
	DSC ID/IID	HIST204	History of India,c.1707-1950
	SEC I	HIST213	Historical Tourism
	SEC II	HIST215	An Introduction to Archeology
TTM	DSC IC/IIC	TTMC 201	Travel Agency & Tour Operation
	DSC ID/IID	TTMC 202	Tourism Marketing
	SEC I	TTMC 203	Tourism Logistic Support Services
	SEC II	TTMC 204	Tourism Organizations & Association
		TTMC 205	Practical- Field Tour

## APPENDIX-VIII

### Courses with course codes for B A(Pass Course) (Third Year)

Subject	Course Type	Course Code	Title of course
English	DSE IA/IIA	ENG DSE 303	Soft Skills
	DSE IB/IIB	ENG DSE 304	Academic Writing and composition
	SEC III	ENG SEC301	Technical Writing
	SEC IV	ENG SEC302	Business Communication
	GENERIC-I	ENG GE305	Literature from Himachal
	GENERIC-II	ENG GE306	Contemporary India: Woman and Empowerment
Hindi	DSE IA/IIA	HIND-305	Lok Sahitya
	DSE IB/IIB	HIND-306	Chhayavadhotar Hindi Kavita
	SEC III	HIND-301	Rang Aalekh Avam Rangmanch
	SEC IV	HIND-303	Chalchitar Lekhan
	GENERIC-I	HIND-307	Aadunik Bhartiya Sahitya
	GENERIC-II	HIND-308	Sarjnatmak Lekhan ke vivid shetra
Sanskrit	DSE IA/IIA	SKT-301	Vayaktitva Vikas ka Bhartiya Dritikon
	DSE IB/IIB	SKT-302	Sahitiyik Samalochna
	SEC III	SKT-305	Bhartiya Rang Shala
	SEC IV	SKT-306	Bhartiya Vaastushasra
	GENERIC-I	SKT-GE-303	Patanjal Yog sutra
	GENERIC-II	SKT-GE-304	Bhasha Vigyan ke moolbhoot Sidhant
Economics	DSE IA/IIA	ECONA303	Economy of HP
	DSE IB/IIB	ECONA305	Development Economics
	SEC III	ECONA309	Research methodology
	SEC IV	ECONA311	Money and Banking
	GENERIC-I	ECONA313	Economy of HP
	GENERIC-II	ECONA315	Development Economics
Geography	DSE IA/IIA	GEOGP-303	Geography of India
	DSE IB/IIB	GEOGP-304	Disaster Management
	SEC III	GOEGP-301	Geographic Information System
	SEC IV	GOEGP-302	Field Techniques and Survey based Project Report
	GENERIC-I	GEOGP-305	Disaster Risk Reduction
	GENERIC-II	GEOGP-306	Sustainability and Development

History	DSE IA/IIA	<b>HIST305</b>	<b>Issues in world History-I</b>
	DSE IB/IIB	<b>HIST307</b>	<b>Issues in world History-II</b>
	SEC III	<b>HIST317</b>	<b>Indian History and culture</b>
	SEC IV	<b>HIST319</b>	<b>Introduction to Indian Art</b>
	GENERIC-I	<b>HIST310</b>	<b>Social Religious Reforms Movements in India</b>
	GENERIC-II	<b>HIST312</b>	<b>History of HP</b>
Music	DSE IA/IIA	<b>MUSI-303/304PR</b>	<b>VOCAL/INSTRUMENTAL (HINDUSTANI MUSIC)</b>
	DSE IB/IIB	<b>MUSI-305/306PR</b>	<b>Theory of Indian Music and Ghrarana tradition</b>
	SEC III	<b>MUSI-301PR</b>	<b>HINDUSTANI MUSIC Title (Presentation and Documentation-III)</b>
	SEC IV	<b>MUSI-302PR</b>	<b>HINDUSTANI MUSIC Title (Presentation and Documentation-IV)</b>
	GENERIC-I	<b>MUSI-307TH</b>	<b>Theory of Indian Music and Folk Music of HP</b>
	GENERIC-II	<b>MUSI-308PR</b>	<b>VOCAL /INSTRUMENTAL</b>
Maths	DSE IA/IIA	<b>MATH301</b>	<b>Matrices</b>
	DSE IB/IIB	<b>MATHS304</b>	<b>Numerical Method</b>
	SEC III	<b>MATH-315</b>	<b>Mathematical Modelling</b>
	SEC IV	<b>MATHS-316</b>	<b>Theory of Equations</b>
Pol. Science	DSE IA/IIA	<b>POLS301(A)</b>	<b>Themes in Contemporary Political Theory</b>
	DSE IB/IIB	<b>POLS302(C)</b>	<b>Democracy and Governance</b>
	SEC III	<b>POLS303</b>	
	SEC IV	<b>POLS304</b>	<b>Conflict and Peace Building</b>
	GENERIC-I	<b>POLS305</b>	<b>Society Economy and Culture in HP</b>
	GENERIC-II	<b>POLS306</b>	<b>Human Right, Gender and Environment</b>
Pub. Admn.	DSE IA/IIA	<b>PUBA-303A</b>	<b>Local Governance</b>
	DSE IB/IIB	<b>PUBA-306</b>	<b>Financial Administration</b>
	SEC III	<b>PUBA-301A</b>	<b>Leadership Style &amp; Conflict Management</b>
	SEC IV	<b>PUBA-302A</b>	<b>Stress &amp; Time Management</b>
	GENERIC-I	<b>PUBA-307A</b>	<b>Constitutional and administrative Aspects of HP</b>
	GENERIC-II	<b>PUBA-309A</b>	<b>E-Governance</b>
Sociology	DSE IA/IIA	<b>SOCL301(A)</b>	<b>Marriage, Family and Kinship</b>
	DSE IB/IIB	<b>SOCL302(B)</b>	<b>Social Stratification</b>
	SEC III	<b>SOCL303</b>	<b>Population Studies</b>
	SEC IV	<b>SOCL304</b>	<b>Theory and Practice of Development</b>
	GENERIC-I	<b>SOCL305</b>	<b>Polity and Society in India</b>
	GENERIC-II	<b>SOCL306</b>	<b>Economy and Society</b>
Phy. Edu.	DSE IA/IIA	<b>PED306TH</b>	<b>Kinesiology and Biomechanics</b>
	DSE IB/IIB	<b>PED307 TH</b>	<b>Methods of Teaching in Physical Education</b>
	SEC III	<b>PED-301PR</b>	<b>Specialization in Volleyball</b>
	SEC IV	<b>PED-304PR</b>	<b>Specialization in Athletics</b>
	GENERIC-I	<b>PED-309TH</b>	<b>Health Education and Nutrition</b>
	GENERIC-II	<b>PED-310TH</b>	<b>Yoga</b>
JMC	DSE IA/IIA	<b>BJMCPAD501</b>	<b>Community and Traditional Media</b>
	DSE IB/IIB	<b>BJMCPAD601P</b>	<b>Introduction to Photojournalism</b>
	SEC III	<b>BJMCPAS-501P</b>	<b>Communication Skills</b>
	SEC IV	<b>BJMCPAS-601</b>	<b>Film Appreciation Skill</b>
	GENERIC-I	<b>BJMCPAGE501</b>	<b>Media and culture</b>
	GENERIC-II	<b>BJMCPAGE601</b>	<b>Introduction to visual communication</b>
TTM	DSE IA/IIA	<b>TTMC 301</b>	<b>Tourism Guiding / Escort Services</b>
	DSE IB/IIB	<b>TTMC 302</b>	<b>Tourism Impacts</b>
	SEC III	<b>TTMC 303</b>	<b>Researching for Hospitality &amp; Tourism Management</b>
	SEC IV	<b>TTMC 304</b>	<b>Accounting Skill for Tourism Business</b>
	GENERIC-I	<b>TTMC 305</b>	<b>Project Work (Tourism Business)</b>
	GENERIC-II	<b>TTMC 306</b>	<b>Skilling for Media and Journalism in Tourism</b>

## **INSTRUCTIONS FOR STUDENTS**

- Writing on the walls and sticking posters or pamphlets in the college campus is banned.
- Outsiders entry in the college campus would be permissible with identity card only
- Use of mobile phones is forbidden in classrooms, Principal's office, examination hall and library.
- Assignments, midterm Tests and 75% attendance in the classes is compulsory for internal assessment.
- Use of drugs in the college premises or even in the vicinity of the college is strictly prohibited.
- Party based badges are not allowed in classrooms, Principal's office and staff room.
- Good moral behaviour is expected from every student of the college
- Ragging as well as indulging in any kind of anti-social activity is a criminal offence
- Students should co-operate with the authorities in maintaining cleanliness in an around the campus.
- Damaging of college property is an offence.

**Note: The entire campus of the college is under surveillance of the CCTV Cameras.**

