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1. Introduction

The history of Govt. Degree College Sugh Bhatoli goes back to July 1992 when the Saint- Faqir Chand - a man of foresightedness and immense wisdom reflecting his true service to humanity, established the same as Deen Dyal Mahesh Public College using 'Mahesh' as synonym of 'Lord Shiva' and 'Deen Dyal' for His compassionate and kind nature. Situated around 20 kilometers of South West direction from the town of Jassur and almost at the same distance in the eastern longitude from Indora, the place is very beautiful sight famous for the presence of this holy man as well. The motto of the institution is "**Satyameva Jayate**" means "truth alone triumphs". It is a part of a mantra from the Hindu scripture Mundaka Upanishad.

A real applause goes to the sacred soul, public representatives, local and then staff whose abundant efforts proved when the college was taken over by the Govt. of Himachal Pradesh as Government Degree College Sugh Bhatoli, vide Order No EDN-A-Ka(1)-6/2015 of Pr. Secretary (Higher Education) to the Govt. of Himachal Pradesh dated 6th August 2016 . Since its functioning day , the College has been imparting efficient education in different streams namely BA., B.Com and B.Sc (Non- Medical).

The institution is fulfilling the aspirations of the youth in getting their higher education dreams. It is also fulfilling the universalization of higher education needs, one of the prominent goals of the state govt. particularly in the rural areas of the state. The institution is situated in the rural area of District Kangra at Indora assembly segment. From the past record, the institution is imparting higher education to the students enrolled mainly from the rural and out of the total students enrolled about 80 per cent are girls. At present the College has beautiful campus including 8 class rooms, one smart class room, two science labs, one computer lab, a library, a girl common room, a sports room, a canteen and a playground too.

The college has half unit of National Service Scheme (NSS). In order to spread AIDS awareness, the college is running Red-Ribbon Club. The college has Energy Club, Road Safety Club, Anti Drug & Prahari Club and Eco Club. The college has active Internal Quality Assurance Cell (IQAC), Career Counseling Cell and Cyber Security Cell. The college has capable faculty who works for the welfare of the students and the College.

2. The College Staff

Principal	Vacant	
FACULTY OF COMMERCE		
1. (i) Commerce	Jagan Singh (Assistant Professor)	M.Com., M.Phil.
(ii) Commerce	Vacant	
FACULTY OF SCIENCE		
1. Mathematics	Dr. Pankaj Kaushal (Assistant Professor)	M.Sc., Ph.D.
2. Chemistry	Vacant	
3. Physics	Asstt. Prof. Shikha Rana (Assistant Professor)	M.Sc., M.Phil., PGDCA
FACULTY OF ARTS		
1. (i) English	Bhavna Sharma (Assistant Professor)	M.A., M.Phil.
(ii) English	Vacant	
2. History	Vacant	

3. Economics	Shashi Bhushan (Associate Professor)	M.A., M.Phil.
4. Hindi	Vacant	
5. Political Science	Vacant	
6. Public Administration	Vacant	
7. Music	Vacant	
8. Sanskrit	Vacant	

ADMINISTRATIVE STAFF

1. Sh. Rajesh Kumar	Superintendent Grade-II
2. Sr. Assistant	Vacant
3. Mr. Harjinder Singh	Clerk
4. Mr. Veer Singh	Clerk

LIBRARY STAFF

1. Assistant Librarian	Vacant
2. Mr. Sanjeev Kumar	Library Attendant

LABORATORY STAFF

1. Mr. Rakesh Kumar	LA (Physics Lab)
2. Mr. Ajay Kumar	LA (Chemistry Lab)

CLASS IV STAFF

1. Smt. Tripta Devi	Peon
2. Sh. Kuldeep Chand	Peon
3. Smt. Sandesh Kumari	Peon
4. Sh. Rajesh Kumar	Peon
5. Peon	Vacant
6. Peon	Vacant

3. Admission Committee

(For all Streams and Years)

1. Dr Pankaj Kaushal, Assistant Professor of Mathematics (Convenor)
2. Shikha Rana, Assistant Professor of Physics.
3. Jagan Singh, Assistant Professor of Commerce
4. Bhavna Kumari, Assistant Professor of English

4. Administrative Committees for the Session 2023-24

1. College Advisory Committee

Sr. No.	Name	Department	Position
1.	Mr. Shashi Bhushan	Economics	Convener
2.	Dr. Pankaj Kaushal	Mathematics	Member
3.	Mrs. Shikha Rana	Physics	Member
4.	Mr. Jagan Singh	Commerce	Member
5.	Mrs. Bhavna Sharma	English	Member

2. Discipline Committee

Sr. No.	Name	Department	Position
1.	Dr. Pankaj Kaushal	Mathematics	Convener
2.	Mrs. Shikha Rana	Physics	Member
3.	Mr. Jagan Singh	Commerce	Member
4.	Mrs. Bhavna Sharma	English	Member

3. Scholarship Committee

Sr. No.	Name	Department	Position
1.	Mrs. Shikha Rana	Physics	Convener
2.	Mrs. Bhavna Sharma	English	Member

4. Canteen Committee

Sr. No.	Name	Department	Position
1.	Mrs. Shikha Rana	Physics	Convener
2.	Mr. Jagan Singh	Commerce	Member

5. First Aid Committee

Sr. No.	Name	Department	Position
1.	Mr. Jagan Singh	Commerce	Convener
2.	Mrs. Bhavna Sharma	English	Member

6. Career Counseling & Guidance Cell

Sr. No.	Name	Department	Position
1.	Dr. Pankaj Kaushal	Mathematics	Convener
2.	Mrs. Shikha Rana	Physics	Member
3.	Mr. Jagan Singh	Commerce	Member

7. College Development Committee

Sr. No.	Name	Department	Position
1.	Mr. Shashi Bhushan	Economics	Convener
2.	Dr. Pankaj Kaushal	Mathematics	Member
3.	Mrs. Shikha Rana	Physics	Member
4.	Mr. Jagan Singh	Commerce	Member
5.	Mrs. Bhavna Sharma	English	Member

8. Bus Pass Committee

Sr. No.	Name	Department	Position
1.	Mrs. Shikha Rana	Physics	Convener

9. Time Table Committee

Sr. No.	Name	Department	Position
1.	Dr. Pankaj Kaushal	Mathematics	Convener
2.	Mrs. Shikha Rana	Physics	Member
3.	Mr. Jagan Singh	Commerce	Member

10. College Magazine Committee

Sr. No.	Name	Department	Position
1.	Mrs. Bhavna Sharma	English	Chief Editor
2.	Dr. Pankaj Kaushal	Mathematics	Member
3.	Mrs. Shikha Rana	Physics	Member
4.	Mr. Jagan Singh	Commerce	Member

11. Sports Advisory Committee

Sr. No.	Name	Department	Position
1.	Dr. Pankaj Kaushal	Mathematics	Convener
2.	Mr. Jagan Singh	Commerce	Member

12. Internal Examination Committee

Sr. No.	Name	Department	Position
1.	Mr. Jagan Singh	Commerce	Convener
2.	Mrs. Shikha Rana	Physics	Member
3.	Mr. Ajay	Chemistry (Lab Assistant)	Member

13. CSCA Elections Committee

Sr. No.	Name	Department	Position
1.	Dr. Pankaj Kaushal	Mathematics	Convener
2.	Mrs. Shikha Rana	Physics	Member
3.	Mr. Jagan Singh	Commerce	Member

14. Prevention of Sexual Harassment Committee

Sr. No.	Name	Department	Position
1.	Mr. Shashi Bhushan	Principal	Chairperson
2.	Dr. Pankaj Kaushal	Mathematics	Convener
3.	Mrs. Shikha Rana	Physics	Member
4.	Mrs. Bhavna Sharma	English	Member

15. College Website Committee

Sr. No.	Name	Department	Position
1.	Mr. Shashi Bhushan	Economics	Chairperson
2.	Dr. Pankaj Kaushal	Mathematics	Convener
3.	Mrs. Shikha Rana	Physics	Member

16. UGC/NAAC Affair Committee

Sr. No.	Name	Department	Position
1.	Mr. Shashi Bhushan	Economics	Convener
2.	Dr. Pankaj Kaushal	Mathematics	Member
3.	Mrs. Shikha Rana	Physics	Member
4.	Mr. Jagan Singh	Commerce	Member
5.	Mrs. Bhavna Sharma	English	Member

17. AISHE Committee

Sr. No.	Name	Department	Position
1.	Dr. Pankaj Kaushal	Mathematics	Member
2.	Mr. Harjinder Singh	Clerical	Member

18. Internal Quality Assurance Cell

Sr. No.	Name	Department	Position
1.	Mr. Shashi Bhushan	Economics	Convener
2.	Dr. Pankaj Kaushal	Mathematics	Member
3.	Mrs. Shikha Rana	Physics	Member
4.	Mr. Jagan Singh	Commerce	Member
5.	Mrs. Bhavna Sharma	English	Member

19. Purchase Committee

Sr. No.	Name	Department	Position
1.	Mrs. Shikha Rana	Physics	Convener
2.	Mr. Jagan Singh	Commerce	Member
3.	Mrs. Bhavna Sharma	English	Member

20. NSS

Sr. No.	Name	Department	Position
1.	Mr. Jagan Singh	Commerce	Program Officer

21. Library Advisory Committee

Sr. No.	Name	Department	Position
1.	Mrs. Shikha Rana	Physics	Convener
2.	Mr. Jagan Singh	Commerce	Member
3.	Mrs. Bhavna Sharma	English	Member

22. Gender Champion

Sr. No.	Name	Department	Position
1.	Dr. Pankaj Kaushal	Mathematics	Convener
2.	Mrs. Shikha Rana	Physics	Member

23. Cultural/Co-curricular Committee

Sr. No.	Name	Department	Position
1.	Mrs. Shikha Rana	Physics	Convener
2.	Dr. Pankaj Kaushal	Mathematics	Member
3.	Mr. Jagan Singh	Commerce	Member
4.	Mrs. Bhavna Sharma	English	Member

24. Prospectus Committee

Sr. No.	Name	Department	Position
1.	Mrs. Shikha Rana	Physics	Convener

25. College Bursar

Sr. No.	Name	Department	Position
1.	Dr. Pankaj Kaushal	Mathematics	Bursar

26. Committee for RTI Cases

Sr. No.	Name	Department	Position
1.	Mr. Shashi Bhushan	Principal	PIO
2.	Mr. Rajesh Kumar	Office Superintendent	APIO

27. Committee for Educational Tours and Excursions

Sr. No.	Name	Department	Position
1.	Dr. Pankaj Kaushal	Mathematics	Convener
2.	Mrs. Shikha Rana	Physics	Member
3.	Mr. Jagan Singh	Commerce	Member
4.	Mrs. Bhavna Sharma	English	Member

28. Red Ribbon Club

Sr. No.	Name	Department	Position
1	Mrs. Bhavna Sharma	English	Nodal Officer

29. Rovers and Rangers

Sr. No.	Name	Department	Position
1	Dr. Pankaj Kaushal	Mathematics	Rovers
2	Mrs. Shikha Rana	Physics	Rangers

30. Road Safety Club

Sr. No.	Name	Department	Position
1.	Dr. Pankaj Kaushal	Mathematics	Nodal Officer

31. Energy Club

Sr. No.	Name	Department	Position
1.	Mrs. Shikha Rana	Physics	Convener

32. Eco Club

Sr. No.	Name	Department	Position
1.	Mr. Shashi Bhushan	Economics	Convener

33. Cyber Security Club

Sr. No.	Name	Department	Position
1.	Mr. Shashi Bhushan	Economics	Convener

34. Anti-Drug and Prahari Club

Sr. No.	Name	Department	Position
1.	Dr. Pankaj Kaushal	Mathematics	Convener

35. National Digital Library Club

Sr. No.	Name	Department	Club Authority
1.	Mr. Shashi Bhushan	Economics	Patron
2.	Mrs. Shikha Rana	Physics	President
3.	Mr. Sanjeev Singh	Library	Secretary
4.	Mr. Deepak Sharma	Student	Executive Member-1

36. Research and Development Cell

Sr. No.	Name	Department	Position
1.	Mr. Shashi Bhushan	Economics	Director
2.	Dr. Pankaj Kaushal	Mathematics	Member
2.	Mrs. Shikha Rana	Physics	Member
3.	Mr. Jagan Singh	Commerce	Member
4.	Mrs. Bhavna Kumari	English	Member

5. Choice Based Credit System (CBCS)

It is in the year 2016 that New Choice Based Credit System has been introduced as per University Grants Commission (UGC) directions. The system offers an opportunity for the students to select courses from the prescribed courses comprising **Core, Elective and Skill Based** available in their desired stream. The performance of the student is evaluated following the grading system which is considered far better than the

tradition marking system. The University Grants Commission has regulated the guidelines required to be followed regarding the evaluation and computation of the Cumulative Grade Point Average (CGPA) based on the student's examination performance.

In this system, students have to qualify three years to complete his Bachelor Degree in the streams- Arts, Science and Commerce respectively. He/she will be awarded the same only after fulfilling the minimum required grade condition i.e. 132 credits in total.

Core Course

This course should compulsorily be studied by a student as a core requirement. This course covers the basics that a student needs to study in that particular discipline.

Elective Course

It is chosen from a pool of courses and is considered supportive to the discipline/ main subject of study. It provides an exposure to some other subject than the core subject intending to nurture student's proficiency.

1. Discipline Specific Elective (DSE) Courses

They are the elective courses offered under the main discipline/ subject of study (The College may also offer the elective courses of interdisciplinary nature).

2. Dissertation/ Project Work

This is another elective course of 6 credits which provides advanced knowledge to a project work. The students will study such a course on their own just with an advisory help by a teacher. It may also be given in place of a Discipline specific elective paper.

3. Generic Elective (GE) Course

This is another kind of elective course and generally chosen from across the discipline specific courses opted by students to seek exposure to other subjects. The Course is offered in the 3rd year in the annual system.

Ability Enhancement Course/ Skill Enhancement Course

1 AECC: (Minimum 02 courses)

It comprises the subjects like Environmental Science, English Communication/ Hindi Communication or Sanskrit etc. They are to be studied in the 1st Year.

2. Skill Enhancement Course (SEC) (Minimum 04 Courses)

Related to the main discipline course, they are the courses intended to enhance the employability of the students. They are chosen from the pool of courses designed to impart value based knowledge. They are offered in 2nd and 3rd Year.

Study Hours

In case of DSC, DSE and GE Courses, each course has five lectures and one tutorial (per group) per week for non-practical subjects; however, for practical subjects there will be 4 lectures for theory and 04 hours for practical (Two hours for two days every week). Whereas, SEC course has 4 lectures for non-practical subjects in a week, and it has 03 lectures and 02 practical hours (per group) for practical subjects per week.

6. Guidelines for Annual System w.e.f. Session 2018-19

The annual examination system has been introduced from 2018 where the two successive semesters have been clubbed into one year and their final examination will be held once in a year in the month of March/ April every year.

Evaluation

1. IA/ CCA and Term End Examinations will be in consonance with the existing RUSA provisions i.e. 70% in theory and 30% in IA/ CCA for Arts and Commerce students, where practical examinations are not involved. For Science and the subjects/courses where Practicals are involved it will be 50% in theory, 20% in Practical Examinations, and 30% in IA/ CCA. The %age of marks obtained in the theory examinations shall proportionately be given to the students of ICDEOL for IA/CCA component as is being done at present.

For Determining CCA following procedure will be applicable:

- a) 5 marks for attendance

Every student will have to attend at least 75% LTP (Lectures/Tutorials/ Practical). Any Student having less than 75% attendance will not be allowed to appear in the final examinations.

However, the Principal can allow the students to appear on the production of medical certificate from Govt. Hospital or otherwise on observing the genuineness of absence.

The students getting the exemption except for those getting the exemption for co-curricular activities will not be entitled to the CCA (05) marks of classroom attendance.

Weightage for attendance marks is as under:

75% but < 80%	01 mark
80% but < 85%	02 marks
85% but < 90%	03 marks
90% but < 95%	04 marks
95% & above	05 marks

- b) 05 marks for class test to be taken on completion of 40% syllabus by the class teacher.
 - c) 10 marks for house test to be taken on completion of 75% of syllabus.
 - d) 10 marks for assignments, tutorials, general behavior of student.
2. The minimum passing marks will be 40% in aggregate. However, 35% each in Internal Assessment and Final Examinations will be compulsory. For Practical Examinations 40% marks will be compulsory and if a student fails to obtain 40% marks in Practical Examinations will be treated as fail in that subject. A candidate failing in either one or two subjects/papers will be given compartment in that subject(s)/paper(s) and will be eligible for promotion to the next class. He/she will appear in the subject(s)/paper(s) in which he/she got the compartment(s). He/she will have two chances (one at Supplementary stage and one at the Annual stage), available to him/her to clear his/her compartment(s) in subject(s)/paper(s). He/she will not be awarded degree until he/she clears his/her compartment(s) within five years from the date of his/her admission to a particular course. **A candidate failing in three or more subjects/papers will be treated as fail in that year and has to/will have to repeat the entire year.** The total credits for the pass course at Under Graduate Level is 132 and for Honors Courses at Under Graduate Level is 148.

3. **Re-evaluation:** Re-evaluation shall be applicable as per provisions of H.P. University Ordinance for Annual system.

7. Introduction to National Education Policy 2020

The key highlights of the New National Education Policy 2020 to be implemented in near future are as under:

1. Multidisciplinary Approach : The policy proposes broad based, multi-disciplinary, holistic Under Graduate education with flexible curricula, creative combinations of subjects, integration of vocational education and multiple entry and exit points with appropriate certification.

2. Academic Bank of Credits

Academic Bank of Credits (ABC) is a virtual/digital storehouse that contains the information of the credits earned by individual students throughout their learning journey. ABC can be considered as an authentic reference to check the credit record of any student at any given point in time. The earned credits shall be deposited in the ABC and shall be valid for not exceeding seven years for the purpose of commutation of credits and for awarding any degree, diploma, or certificate.

3. Multiple Entry and Exit

A creative combination of disciplines for study with multiple entry and exit points is one very important recommendation of NEP, 2020. The undergraduate degree should be of either a three- or four-year duration, with multiple entry and exit options within this period, with appropriate certifications.

Admission: Undergraduate Programme (First Degree)

Students who have successfully completed Grade 12 School Leaving Certificate shall be eligible for admission to a first degree programme. The admission shall be made on merit on the basis of criteria as notified by Himachal Pradesh University, keeping in view the guidelines/norms in this regard issued by the UGC and other statutory bodies concerned and taking into account the reservation policy issued by the government concerned from time to time.

The in-take capacity shall be 80 per subject/discipline.

4. Operational Details of Multiple Entry and Exit in an Undergraduate Programme.

To enable multiple entry and exit points in the academic programmes, qualifications such as certificate, diploma, degree are organized in a series of levels in an ascending order from level 5 to level 8. For Undergraduate degree each level represents certificate. The four year undergraduate programme may comprise courses under many categories. Some of these include:

- Disciplinary/ interdisciplinary major (40-56 credits)
- Disciplinary/ interdisciplinary minor (20-28 credits)
- Vocational studies (12-18 credits)
- Field projects/ internship/ apprenticeship/ community engagement and service (24-32 credits).

Qualification Type and Credit Requirements are given in following Table. The entry and exit options for students, who enter the undergraduate programme, are as follows:

1st Year

Entry 1: The entry requirement for Level 5 is Secondary School Leaving Certificate obtained after the successful completion of Grade 12 attaining required number of credits successfully. Admission to the Bachelor degree programme of study is based on the evaluation of documentary evidence (including the academic record) of the applicant's ability to undertake and complete a Bachelor's degree programme.

Exit 1: A certificate will be awarded when a student exits at the end of year 1 (Level 5). The first year of the undergraduate programme builds on the secondary education and requires 36-40 credits during the first year of the undergraduate programme for qualifying for an undergraduate certificate.

2nd Year

Entry 2. The entry requirement for Level 6 is a certificate obtained after completing the first year (two semesters) of the undergraduate programme attaining required number of credits successfully.

Exit 2: At the end of the 2nd year, if a student exits, a diploma shall be awarded (Level 6). A diploma requires 72-80 credits from levels 5 to 6, with 36-40 credits at each level.

3rd Year

Entry 3. The entry requirement for Level 7 is a diploma obtained after completing two years (four semesters) of the undergraduate programme attaining required number of credits successfully.

Exit 3: On successful completion of three years, the relevant degree shall be awarded (Level 7). A Bachelor's degree requires 108-120 credits from levels 5 to 7, with 36-40 credits at level 5, 36-40 credits at level 6, and 36-40 credits at level 7.

4th Year

Entry 4. An individual seeking admission to a Bachelor's degree (Honours/ Research) (Level 8) in a specified field of learning would normally have completed all requirements of the relevant three-year bachelor degree (Level 7). After completing the requirements of a three- year Bachelor's degree, candidates who meet a minimum CGPA of 7.5 shall be allowed to continue studies in the fourth year of the undergraduate programme to pursue and complete the Bachelor's degree with Research.

Exit 4: On the successful completion of the fourth year, a student shall be awarded a degree (Honours/ Research). A Bachelor's degree (Honours/ Research) requires a total of 144-160 credits from levels 5 to 8, with 36-40 credits at level 5, 36-40 credits at level 6, and 36-40 credits at level 7, and 36-40 credits at level 8.

Qualification Type and Credit Requirements

Levels	Qualification title	Credit requirements
Level 5	Undergraduate Certificate (in the field of learning/discipline) for those who exit after the first year (two semesters) of the undergraduate programme. (Programme duration: first year or two semesters of the undergraduate programme)	36-40
Level 6	Undergraduate Diploma (in the field of learning/ discipline) for those who exit after two years (four semesters) of the undergraduate programme (Programme duration: First two years or four semesters of the undergraduate programme)	72-80

Level 7	Bachelor' Degree (Programme duration: Three years or six semesters).	108-120
Level 8	Bachelor' Degree (Programme duration: Three years or six semesters).	144-160

Letter Grades and Grade Points

Letter Grade	Grade Points
O (Outstanding)	10
A+ (Excellent)	9
A (Very Good)	8
B+ (Good)	7
B(Above Average)	6
C (Average)	5
P (Pass)	4
F	0
Ab (Absent)	0

8. Procedure of Admission

The candidate desirous of seeking admission should fill in the prescribed Application form appended to the Prospectus available in the college office on payment of Rs.100/- in cash.

The following documents should be attached with the Application form:

- 1. Two passport size photographs.**
- 2. One passport size photograph of either of parents to be affixed on the PTA Membership form.**
- 3. Self Attested copies of Certificates (Matriculation Onwards).**
- 4. Original Character Certificate issued by Head of the Institution last attended or a gazette officer or any other competent authority in case of candidates who have passed the qualifying examination privately and in gap cases.**
- 5. One stamp size photograph for Identity card.**
- 6. Category Certificate (SC/ ST/ OBC).**
- 7. Original Migration certificate with one attested copy from Board/ University other than H.P. Board of School Education/ H.P. University.**

In case of non-availability of migration certificate at the time of seeking admission, the candidate may be admitted provisionally till the production of migration certificate within a stipulated period i.e. 20 days after the admission failing which his/ her admission is liable to be cancelled.

- 8. All the girls candidates will have to submit a copy of Bonafide Himachali Certificate to avail the benefit of relaxation from tuition fee as per govt. notification number EDN-H (8) 3 (7) 1/76 dated 29-06-2001.**
- 9. Aadhar Card.**

After filling up the Application form, the candidate is required to submit the form with subject (DSC) teacher who will verify the original certificates for determining the eligibility for the admission. Admission will

be granted on merit basis. List of admitted candidates will be displayed after the last day of submission of forms.
Students appearing in the merit list will have to pay fee/ dues within prescribed dates.
Candidates are also advised to bring their parents/ guardians with them for signing the declaration before the Admission Committee.

9. Eligibility Conditions For Admission

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

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

Minimum pass percentage for admission under different faculties is given as:

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

- a) A student seeking admission to B.A. 1st Year (Pass course) should have passed +2 level examination certificate.
- b) A student seeking admission to B.A. 1st Year with Mathematics as one of the subjects of study should have either 45% in aggregate or 45% marks in Mathematics at +2 level.

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

- a) A student seeking admission to B.Com. 1st Year (Pass course) should have passed +2 level examination certificate.
- b) For admission to B.Com. 1st Year the candidate must have passed Mathematics/ Economics as compulsory subject with 45% marks at his/ her +2 level. There is relaxation of 5% marks for SC/ST students for admission to Commerce stream.

iii) B.Sc. 1st Year (Bachelor of Science)

- c) Candidate must have Passed +2 level examination with Physics, Chemistry and Mathematics as compulsory subjects with 45% marks. There is relaxation of 5% marks for SC/ST students for admission to Science stream.

- **STUDENTS WHO ARE PLACED UNDER COMPARTMENT AT +2 LEVEL ARE NOT ELIGIBLE TO SEEK ADMISSION IN B.A./ B.Sc./ B.Com. 1st YEAR.**
- **A STUDENT WHO HAS PASSED 10+2 EXAMINATION IN FOUR COMPULSORY SUBJECTS (Including English) FROM ANY BOARD/ UNIVERSITY RECOGNIZED BY LAW CAN SEEK ADMISSION.**
- **STUDENTS WHO ARE PLACED UNDER COMPARTMENT IN ANY EXAMINATION OF ANOTHER BOARD/ UNIVERSITY SHALL NOT APPLY EVEN FOR PROVISIONAL ADMISSION TO THE NEXT HIGHER CLASS IN THIS COLLEGE.**

10. Reservation of Seats

10%, 15%, 7.5%, 27% and 5% of the seats shall be reserved for Economically Weaker Section students, schedule castes (SC), schedule tribes (ST), other backward classes (OBC) and persons with disability (PWD) candidates, respectively, as per HPU norms. Benefit of reservation policy will be applicable to those only who have either passed their qualifying examination from HP Board of School Education or from any other school with in the territory of Himachal Pradesh.

***One seat will be reserved for single girl child.**

11. Rules for Refusal of Admission/Re-Admission

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

Courses offered and availability of seats

Courses	No. of Seats
B.A. in Hindi, English, History, Political Science, Economics, Music, Public Administration and Sanskrit	80 in each subject
B.Sc. in Physics, Chemistry, Mathematics	80 in each subject
B.Com.	80 seats

12. Subject Combinations

(A) ARTS

A student desiring to enroll in B.A. 1st year, will choose a main subject as DSC-I. Then he/she will be considered enrolled in B.A. with DSC-I. For example, B.A. with History. It has two parts- DSC-I (A) and DSC-I (B). He/she will choose a second subject as DSC-II. It also has two parts- DSC-II (A) and DSC-II (B). Discipline Specific Core Courses offered by the college in B.A. are English, Hindi, History, Pol. Science, Economics, Music, Public

Administration and Sanskrit. **The candidate will have to opt two core courses from the offered courses- one as DSC-I and second as DSC-II.**

In addition to this he/ she will study two subjects as compulsory courses in which one is compulsory English and second is compulsory Hindi.

He/ she will study two courses of AECC (Ability Enhancement Compulsory Course) where one is Hindi/English/Skt. and the other is Environmental Science. The AECC will be studied by the Science students as well along with B.A./ B.Com. students.

Subject Combinations for DSC-I & DSC-II that can be studied together in Arts Stream

DSC-I	DSC-II
English	Political Science/ History/ Economics
History	Political Science/ Economics/ English/ Public Administration/ Hindi
Political Science	Economics/ English/ Hindi/ History
Economics	Public Administration/ English/ Political Science / History/ Mathematics
Hindi	Political Science/ Music/ Public Administration/ History/ Mathematics
Public Administration	Hindi/ Economics/ History/ Sanskrit/ Music
Music	Sanskrit/ Hindi/ Public Administration
Sanskrit	Political Science/ Music/ Public Administration/ Mathematics
Mathematics	Sanskrit/ Economics/ Hindi

(B) COMMERCE

The student will choose the prescribed courses offered by the HP University given in detailed manner in the tables. In addition to that he/she will study two compulsory courses namely English compulsory and Hindi compulsory; and will also study two courses of AECC (Ability Enhancement Compulsory Course): (1) English/ Hindi/ Sanskrit and (2) Environmental Science, respectively.

(C) SCIENCE (NON-MEDICAL)

A student desiring to enroll in B.Sc. 1st year will choose one course from the following DSC-I pool. He/ she will then be enrolled in B.Sc. with DSC-I. For Example, B.Sc. with Chemistry. He/ she will choose and study two more courses as DSC-II and DSC-III corresponding to DSC-I.

In addition to that he will study two ability enhancement courses *i.e.* English/ Hindi/ Sanskrit and Environmental Science.

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

The committee of the college will decide the Discipline Specific course to be offered and the size of the class when it is offered.

Existing Scheme of CBCS for B.A./ B.Com. Streams

3 Year Degree System	Core Course 12 Papers (6 Credits each)	AECC 2 papers (4 credits each)	SEC 4 papers (4 credits each)	DSE 4 papers (6 credits each)	GE 2 papers (6 credits each)	Total Credits
1 st Year	DSC-I A DSC- IIA DSC-I B DSC-IIB Compulsory English & Compulsory Hindi	Environmental Science & Hindi/ Skt. / English				6x6 = 36 (Core Courses) 2x4 = 8 (AECC) 36+8 = 44
2 nd Year	DSC-I C DSC-II C DSC-I D DSC-II D Compulsory English & Compulsory Hindi		SEC-I SEC-II			6x6 = 36 (Core Courses) 2x4 = 8 (SEC) 36+8 = 44
3 rd Year			SEC-III SEC-IV	DSE-I A DSE-II A DSE-I B DSE-II B	GE-I GE-II	2x4 = 8 (SEC) 4x6 = 24 (DSE) 2x6 = 12 (GE) 8+24+12= 44
Grand Total						44+44+44 = 132

Existing Scheme of CBCS for B.Sc. Stream

3 Year Degree System	Core Course (12 Courses) 6 Credits each (4+2): Theory = 4 Practical/ Tutorial = 2	AECC (2 Courses) 4 Credits each	SEC (4 Courses) 4 Credits each	DSE (6 Courses) 6 Credits each	Total Credits
1 st Year	DSC-IA DSC-IB DSC-IIA DSC-IIB DSC-IIIA DSC-IIIB	Environmental Science & Hindi/ Skt./ English	Nil	Nil	6x6=36 (Core Courses) 2x4=8 (AECC) 36+8 = 44
2 nd Year	DSC-IC DSC-ID DSC-IIC DSC-IID DSC-IIIC DSC-IIID	Nil	SEC-I SEC-II	Nil	6x6 = 36 (Core Courses) 2x4=8 (SEC) 36+8 = 44
3 rd Year	Nil	Nil	SEC-III SEC-IV	DSE-IA DSE-IB DSE-IIA DSE-IIB DSE-IIIA DSE-IIIB	2x4 = 08 (SEC) 2x6 =12 (DSE-I) 2x6 =12 (DSE-II) 2x6 =12 (DSE-III) 08+12+12+12 = 44
Grand Total					44+44+44 = 132

Detail of offered courses along with codes for B.A. 1st, B.A. 2nd & B.A. 3rd year under annual system from 2018-19 onwards
B.A. 1 year

Main/ DSC Subject	DSC-I (A, B) (6 Credits Each)	DSC-II (A, B) (6 Credits Each)	Compulsory Course (6 Credits Each)	AECC (4 Credits Each)	Total Credits
ENGLISH	1. DSC-IA English Literature-1 (Essays, Stories and Poems) (ENG DSC 102) 2. DSC-IB English Literature-2 (Poems, Short Stories & Essays) (ENG DSC 103)	DSC-IIA & DSC-IB are to be selected accordingly from the subject combination table	1. Hindi Compulsory Paryojan Moolak (HIND 101) 2. English Compulsory English-I Core English (ENG CE 101)	1. AECC Environmental Science (ENVS2AECC02) 2. AECC English/ Hindi / Skt. (ENG AECC 104/ HIND 104)	12+12 +12+8 = 44
HISTORY	1. DSC-IA History of India from the Earliest times up to 300 CE (HIST(A)101) 2. DSC-IB History of India from C.300-1206 (HIST(A)102)	-DO-	-DO-	-DO-	12+12 +12+8 = 44
POLITICAL SCIENCE	1. DSC-IA Introduction To Political Theory (POLS101) 2. DSC-IB Indian Government & Politics (POLS102)	-DO-	-DO-	-DO-	12+12 +12+8 = 44
HINDI	1. DSC-IA Hindi Sahitya Ka Itihas (HIND 102) 2. DSC-IB Madhyakalin Hindi Kavita (HIND103)	-DO-	-DO-	-DO-	12+12 +12+8 = 44
ECONOMICS	1. DSC-I A Principles of Micro Economics-I (ECONA101) 2. DSC-I B Principles of Micro-Economics-II (ECONA102)	-DO-	-DO-	-DO-	12+12 +12+8 = 44
MATHEMATICS	Course codes and titles for this subject are same as for B.Sc.1 st year. See the concerned table.				

B.A. 2nd Year

Main/ DSC Subject	DSC-I (C, D) (6 Credits Each)	DSC-II (C, D) (6 Credits Each)	Compulsory (6 Credits Each)	SEC/ AECC (4 Credits Each)	Total Credits
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ENGLISH	<p>1. DSC-IC British Literature (Play and Novel) (ENG DSC 202)</p> <p>2. DSC-ID Literary Cross Currents (ENG DSC 203)</p>	DSC-IIC & DSC-IID are to be continued in the same subject selected in 1 st Year.	<p>1. English-2 Core English (Compulsory) (ENGL CE 201)</p> <p>2. Anivarya Hindi (Core) Ravnopunj (HIND 201)</p>	<p>1. SEC-I Creative Writing, Book and Media Reviews (ENG SEC 204)</p> <p>2. SEC-II Translation Studies and Principles of Translation (ENG SEC 205)</p>	12+12+12+8 = 44
HINDI	<p>1. DSC-IC Adhunik Hindi Kavita (HIND 202)</p> <p>2. DSC-ID Hindi Gadya Sahitya (HIND 203)</p>	-DO-	-DO-	<p>1. SEC-I Karyalyi Hindi (HIND 204) (OR) Hindi Bhasaha Shikshan (HIND 205)</p> <p>2. SEC-II Anuvad Vigyan (HIND 206) (OR) Sambhashan Kala (HIND 207)</p>	12+12+12+8 = 44
HISTORY	<p>1. DSC-IC History of India: From 1206-1707 (HIST(A) 203)</p> <p>2. DSC-ID History of India: From 1707-1950 (HIST(A)204)</p>	-DO-	-DO-	<p>1. SEC-I Historical Tourism: Theory and Practice (HIST(A) 213) OR Understanding Heritage (HIST(A) 214)</p> <p>2. SEC-II An Introduction to Archeology (HIST(A) 215) OR Efforts and Artisans: Living Traditions (HIST(A) 216)</p>	12+12+12+8 = 44
ECONOMI- CS	<p>1. DSC-IC Principles of Macro- Economics-1 (ECONA 201)</p> <p>2. DSC-ID Principles of Macro- Economics-2 (ECONA 202)</p>	-DO-	-DO-	<p>1. SEC-I Statistical Methods-1 (ECONA 203) (OR) Economics of Rural Development (ECONA 204)</p> <p>2. SEC-II Statistical Methods-2 (ECONA 205) (OR) Demography (ECONA 206)</p>	12+12+12+8 = 44
POLITICAL SCIENCE	<p>1. DSC-IC Comparative Govt. & Politics (POLS 201)</p> <p>2. DSC-ID Introduction to International Relations (POLS 202)</p>	-DO-	-DO-	<p>1. SEC-I Legislative Support (POLS 203)</p> <p>2. SEC-II Public Opinion & Service Research (POLS 204)</p>	12+12+12+8 = 44
MATHEMA- TICS	Course codes and titles for this subject are same as for B.Sc. 2 nd Year. See the concerned table.				

B.A. 3rd Year

Main/	DSE-I (A & B)	DSE-II (A & B)	AECC/ SEC	GE	Total Credits
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DSE-I Subject	DSE-I and DSE-II are the Elective Subjects to be Chosen from the subjects opted for DSC-I & DSC-II, respectively. (6 Credits Each)		(4 Credits Each)	(It will be selected from the subjects other than DSC-I & DSC-II) (6 Credits Each)	
ENGLISH	DSE-IA Soft Skills (ENG DSE 303)	DSE-II is to be selected from the opted courses of DSC-II of previous semesters	AECC/SEC-III Technical Writing (ENGAEEC/ SEC 301)	GE-I Contemporary India: Women & Empowerment (ENG GE 305) (It will be studied by the students who do not study English as DSE-I & DSE-II)	6+6+4+6 = 22
	DSE-IB Academic Writing and Composition (ENG DSE 304)	-DO-	AECC/SEC-IV Business Communication (ENGAEEC/ SEC 302)	GE-II Language Literature and Culture (ENG GE 306)	6+6+4+6 = 22
HINDI	DSE-IA Lok Sahitya (HIND 305)	-DO-	AECC/SEC-III Rang Alekh Avam Rang Munch (HIND 301) (OR) Bhasha Computing (HIND 302)	GE-I Adhunik Bhartiya Sahitya (HIND 307)	6+6+4+6 = 22
	DSE-IB Chhayavadoter Hindi Kavita (HIND 306)	-DO-	AECC/SEC-IV Chal Chiter Lekhan (HIND 303) (OR) Samachar Sanklan Aur Lekhan (HIND 304)	GE-II Sarjantamak Lekhan kay Vivedh Kashatar (HIND 308)	6+6+4+6 = 22
HISTORY	DSE-IA Modern & Contemporary World History-I: 1871-1919 (HIST(A)305) (OR) Issues in World History-I (The 20 th Century) (HIST(A)306)	-DO-	AECC/SEC-III Indian History & Culture (HIST(A)317) (OR) Museams & Archives (HIST(A)318)	GE-I Women In Indian History HIST(A) 309) (OR) Social-Religious Reform Movements in India (19 th & 20 th Centuries) (HIST(A)310)	6+6+4+6 = 22
	DSE-IB Modern & Contemporary World History-II: 1919-1992 (HIST(A)307) (OR) Issues in World History-II (The 20 th Century) (HIST(A)308)	-DO-	AECC/SEC-IV Introduction to Indian Art (HIST(A)319) (OR) Understanding Popular Culture (HIST(A)320)	GE-II Environmental Issues in India HIST(A) 311) (OR) History of Himachal Pradesh, 1815-1972 (HIST(A) 312) (OR) Cultures in the Subcontinent (HIST 116)	6+6+4+6 = 22
POLITICAL SCIENCE	DSE-IA Themes in Comparative in Political Theory (POLS 301A) (OR) Administration and Public Policy: Concept and Theory (POLS 301B)	-DO-	AECC/SEC-III Democratic Awareness through Legal literacy (POLS 303)	GE-I Society, Economy and Politics in Himachal Pradesh (POLS 305)	6+6+4+6 = 22
	DSE-IB Democracy and Governance (POLS 302A) (OR) Understanding Globalisation (POLS 302B)	-DO-	AECC/SEC-IV Conflicts and Peace Building (POLS 304)	GE-II Human Rights Gender and Environment (POLS 306)	6+6+4+6 = 22

ECONOMICS	DSE-IA Indian Economy (ECONA 301) (OR) Economic History of India (ECONA 302) (OR) Economy of Himachal Pradesh (ECONA 303) (OR) Basic Econometrics (ECONA 304)	-DO-	AECC/SEC-III Research Methodology (ECONA 309) (OR) Public Finance (ECONA 310)	GE-I Economy of Himachal Pradesh (ECONA 313)	6+6+4+6 = 22
	DSE-IB Development Economics (ECONA 305) (OR) International Economics (ECONA 306) (OR) Mathematical Economics (ECONA 307) (OR) Economic Systems (ECONA 308)	-DO-	AECC/SEC-IV Money & Banking (ECONA 311) (OR) Project Work (ECONA 312)	GE-II Indian economy (ECONA 314) (OR) Development Economics (ECONA 315) (OR) Environmental Economics (ECONA 316)	6+6+4+6 = 22
MATHEMATICS	Course codes and titles for this subject are same as for B.Sc. 3 rd Year. See the concerned table.				

Detail of offered courses alongwith codes for B.Com. 1st, 2nd & 3rd Year under annual system from 2018-19 onwards

Year	Title Of the Course	Subject Code	Credits	Course Type	Total Credits
1 st Year	1. Financial Accounting	BC 1.1	6	Core course	
	2. Business Organization and Management	BC 1.2	6	Core course	
	3. Business Law	BC1.3	6	Core course	
	4. Business Mathematics and Statistics	BC 1.4	6	Core course	
	5. Hindi Compulsory Paryojan Moolak	HIND 101	6	Compulsory	
	6. English Compulsory English-1	ENG CE 101	6	Core English (Compulsory)	
	7. Environmental Science	ENVS2AECC02	4	AECC-I	
	8. English /Hindi/ Skt.	ENGAECC 104/ HIND 104	4	AECC-II	
					44
2 nd Year	1. Company Law	BC 2.1	6	Core course	
	2. Income Tax Law and Practice	BC 2.2	6	Core course	
	3. Computer Application in Business	BC 2.3	4	SEC-I	
	4. Corporate Accounting	BC 2.4	6	Core course	
	5. Cost Accounting	BC 2.5	6	Core course	
	6. E-Commerce	BC 2.6	4	SEC-II	
	7. English-2 Core English Compulsory	ENG CE 201	6	Compulsory	
	8. Hindi-2	HIND 400	6	Compulsory	
					44
3 rd Year	1. Human Resource Management (OR)	BC 3.1 (a)	6	DSE-I	
	Principles of Marketing (OR)	BC 3.1 (b)			
	Fundamentals of Financial Management	BC 3.1 (c)			
	2 Corporate Governance and Auditing Goods & Services Tax (GST)	BC 3.2 (a)	6	DSE-II	
		BC 3.2 (b)			
	3. Entrepreneurship	BC 3.3	4	SEC-III	
	4. Economy of Himachal Pradesh	ECONA313	6	GE-I	
	5. Corporate Tax Planning (OR)	BC 3.5 (a)	6	DSE-III	
	Banking and Insurance (OR)	BC 3.5 (b)			
	Management Accounting (OR)	BC 3.5(c)			
	Computerised Accounting System	BC 3.5 (d)			

	6. International Business (OR) Office Management and Secretarial Practice (OR) Fundamentals of Investment (OR) Consumer Protection	BC 3.6 (a) BC 3.6(b) BC 3.6 (c) BC 3.6 (d)	6	DSE-IV	
	7. Personal Selling and Salesmanship	BC 3.7	4	SEC-IV	
	8. Indian Economy	ECONA314	6	GE-II	44
Grand Total					132

Detail of offered courses along with codes for B.Sc. 1st, 2nd & 3rd Year under annual system from 2018-19 onwards

Subject		Title of the course	Course Code	Credits	Course Type	Total Credits	
1 st Year	Physics	1. Mechanics Theory	PHYS 101TH	4+2	DSC	6	
		2. Electricity, Magnetism and EMT	PHYS 102TH	4+2	DSC	6	
	Chemistry	1. Atomic Structure, Bonding, General Organic Chemistry and Aliphatic Hydrocarbons	CHEM101TH	4+2	DSC	6	
		2. States of Matter, Chemical Kinetics and Functional Organic Chemistry	CHEM102TH	4+2	DSC	6	
	Mathematics	1. Differential Calculus	MATH101TH	6	DSC	6	
		2. Differential Equations	MATH102TH	6	DSC	6	
EVS	Environmental Science	ENVS2AECC02	4	AECC	4		
English/ Hindi/ Skt.	Writing Skills	ENGAECC 104	4	AECC	4		
= 44							
2 nd Year	Physics	1. Statistical & Thermal Physics	PHYS201TH	4+2	DSC	6	
		2. Waves And Optics	PHYS202TH	4+2	DSC	6	
		3. Physics Workshop Skills (OR) Computational Physics	PHYS203TH PHYS204TH	3+1 (Theory + IA = 3 Skill Exam = 1)	SEC-I	4	
		4. Electrical Circuits (OR) Basic instrumentation Skills and Network Skills	PHYS205TH PHYS206TH	3+1	SEC-II	4	
		(Select Physics SEC Courses in case your main subject is Physics)					
		Chemistry	1. Solutions, Phase Equilibrium, Conductance Electrochemistry & Organic Chemistry	CHEM201TH	4+2 (Theory & IA = 04, Practical = 2)	DSC	6
	2. Chemistry of Main Group Elements, Chemical Energetics & Equilibria		CHEM202TH	4+2	DSC	6	
	3. Basic Analytical Chemistry		CHEM203TH	4	SEC-I SEC-II	4	
	4. Fuel Chemistry, Chemistry of Cosmetics and Perfumes		CHEM203TH	4		4	
	(Select Chemistry SEC Courses in case your main subject is Chemistry)						
	Mathematics	1. Real Analysis	MATH201TH	6	DSC	6	
		2. Algebra	MATH202TH	6	DSC	6	
		3. Logic and Sets (OR) Analytical Geometry	MATH307TH MATH308TH	4	SEC-I	4	

		(OR) Integral Calculus	MATH309TH			
		4. Vector Calculus (OR) Boolean Algebra (OR) Number Theory	MATH310TH MATH311TH MATH312TH	4	SEC-II	4
					(Select Mathematics SEC courses in case your main subject is Mathematics)	
Grand Total					36 (DSC) + 8 (SEC) = 44	

Detail of offered courses along with codes for B.Sc. 3rd year students

Subject	Title of Paper	Course Code	Credits	Course Type	Total Credits		
PHYSICS	1. Elements of Modern Physics (OR) Solid State Physics (OR) Astronomy and Astrophysics	PHYS 301 PHYS 302 PHYS 303	6	DSE-A	6		
	2. Nuclear and Particle Physics (OR) Quantum Mechanics (OR) Physics of Devices & Instrumentation	PHYS 304 PHYS 305 PHYS 306	6	DSE-B	6		
	3. Radiation Safety (OR) Applied Optics	PHYS 307 PHYS 308	4	SEC-III	4		
	4. Weather Forecasting (OR) Renewable Energy and Energy Harvesting	PHYS 309 PHYS 310	4	SEC-IV	4		
	CHEMISTRY	1. Polynuclear Hydrocarbons, Dyes, Heterocyclic Compounds & Spectroscopy (UV, IR, NMR) (OR) Industrial Chemical and Environment (OR) Quantum Chemistry, Spectroscopy and Photochemistry	CHEM 301TH CHEM 302TH CHEM 303TH	6	DSE-A	6	
		2. Chemistry of Transition and Inner Transition Elements, Coordination Chemistry, organometallics, Acids & Bases (OR) Polymer Chemistry (OR) Molecules of life	CHEM 304TH CHEM 305TH CHEM 306TH	6	DSE-B	6	
		3. Chemical Technology & Society and Business Skills for Chemistry	CHEM 307TH	4	SEC-III	4	
		4. Pesticide Chemistry & Pharmaceutical Chemistry	CHEM 308 TH	4	SEC-IV	4	
		MATHEMATI-CS	1. Matrices (OR) Mechanics (OR) Linear Algebra	MATH 301TH MATH 302TH MATH 303TH	6	DSE-A	6
			2. Numerical Methods (OR) Complex Analysis (OR) Linear Programming	MATH 304TH MATH 305TH MATH 306TH	6	DSE-B	6

	1. Probability and Statistics (OR) Mathematical Finance (OR) Mathematical Modeling	MATH 313TH	4	SEC-III	4
	2. Boolean Algebra (OR) Transportation and Game Theory (OR) Graph Theory	MATH 314TH	4	SEC-IV	4
		MATH 315TH			
		MATH 311TH			
		MATH 317TH			
		MATH 318 TH			
Grand Total			DSE = 36 + SEC = 8 Total = 44		

Note: SEC of any subject will only be studied by those students who have opted it as their Main Course i.e. DSC-I.

Credits (hours) Split:

For DSC/ DSE		For SEC:
Theory = 04 (4 hours)	Theory = 05 (5 hours)	Theory = 03 (3 hours)
Practical = 02 (4 hours)	Tutorial = 01 (1hour)	Skill Exam (SE) = 01 (2 hours)

Summary of Total Credits During Three Years for B.A. & B.Com. (Annual System) for Award of Degree

Sr. No.	Course Type	No. of Courses	Credits Per Course	Total Credits
1.	DSC-I	04	06	24
2.	DSC-II	04	06	24
3.	Core Language	04	06	24
4.	AECC	02	04	08
5.	SEC	04	04	16
6.	DSE-I	02	06	12
7.	DSE-II	02	06	12
8.	GE Course	02	06	12
TOTAL CREDITS				132

Summary of Total Credits During Three Years for B.Sc. (Annual System) for Award of Degree

Sr. No.	Course Type	No. of Courses	Credits Per Course	Total Credits
1.	DSC-I	04	06	24
2.	DSC-II	04	06	24
3.	DSC-III	04	06	24
4.	AECC	02	04	08
5.	SEC	04	04	16
6.	DSE-I	02	06	12
7.	DSE-II	02	06	12
8.	DSE-III	02	06	12
TOTAL CREDITS				132

13. Fee and Funds

Schedule for payment of fees & funds:

1. a) Every student must pay his/her dues on the dates notified from time to time.
- b) Failure to pay dues on due date will entail a fine of Rs.1/-per day.
- c) In case of non-payment of dues in advance, name of the student will be struck off the rolls at the end of that month.
- d) The fine will be collected at the time of verification of roll numbers.

2. The following categories of students are exempted from the payment of Tuition fee (subject to the production of Bonafide Certificate of H.P. State):
 - i) Wards of Kargil Martyrs.
 - ii) All girls who are bonafide residents of H.P.
 - iii) Physically handicapped students with more than 40% disability.
3. a) Migration Fee worth Rs. 50/-
 - a) Contribution towards PTA Fund: Rs. 75/- per month per student (at the time of admission)
4. Fee/Funds are to be paid without late fee/fine on the date fixed for each class notified from time to time. Late fee/ fine will be charged for payment after due date for a particular period/ time fixed by the Principal. Thereafter, the name of the defaulters will be struck off the college rolls.
5. The Library security of a student shall lapse if the student does not apply for refund within 6 months of the declaration of result.
6. Fee/ Fine/ other dues once paid shall not be refunded except in accordance with the rules.

Fee Structure

Sr No	Annual Charges	Rs.		Sr No	Monthly Charges	Rs
1.	Admission Fee	25.00		25.	Tuition Fee	50.00
2.	Re-admission Fee (First Time)	100.00		26.	Amalgamated Fund	25.00
3.	Re-admission Fee (Second Time)	200.00		27.	Sports Fund	20.00
4.	Registration Fee (For HP Board Students)	200.00	Students will fill registration forms online	28.	Building Fund	10.00
5.	Registration Fee (for other Boards)	400.00		29.	Rovers and Rangers Fund	5.00
6	Continuation Fee	10.00	Only for 2nd & 3rd Year Students		Science Practical Fund	
7.	University Sports Fund	15.00		1	Physics	20.00
8.	Youth Welfare Fund	15.00		2	Chemistry	20.00
9.	University Holiday Home Fee	1.00		3	Computer	15.00
10.	University Development Fund	250.00	For all Boys and Girls of IRDP/BPL Families= Rs 100		Commerce Practical Fund	
11.	Library Security	100.00	Refundable	1	Practical Fund /month	15.00
12.	MTT Fund	80				
13	Medical Fund	6.00				

14	Campus Development Fund	10.00			Absence and other Fines	
15	Book Replacement Fund	10.00		1	Absence Fine per Period	1.00
16	Furniture Repair	10.00		2	Absence Fine per Practicals	
17	Identity card	10.00		3	Absence Fine MTT per Paper	10.00
18	Duplicate Identity Card	20.00		4	Late Returns of Library Books per Day	1.00
19	Magazine Fund	50.00			PTA Fund per Month	75
20	NCC Fund	5.00				
21	Student Aid Fund	2.00				
22	Cultural Activity Fund	20.00				
23	Computer/Internet Facility Fund	20.00				
24	Red Cross Fund	50.00				

Note: These fees/funds are subject to change as per the directions of higher authorities.

14. Scholarships

The following scholarships/ stipends are available to the students:

- (a) Post matric Scholarship Scheme to SC/ ST/ OBC students
- (b) Dr. Ambedkar Post Matric Scholarship Scheme to EBC students
- (c) Post Matric Scholarship Scheme to students belonging to minority community
- (d) I.R.D.P. Scholarship
- (e) Kalpana Chawla Chhattarviti Yojana
- (f) Dr. Ambedkar Post Matric Scholarship Scheme to DNT students

NOTE:

1. The date of submission of application for these scholarships will be displayed on the College Notice board in due course
2. The students who desire to apply for INSPIRE Scholarship are informed that the Govt. Degree College Sugh-Bhatoli is not included under the section 2f/12B of UGC Act 1956. The inclusion of Govt. Degree College Sugh-Bhatoli under the section 2f/12B of UGC Act 1956, is under process.

15. Library

Students are issued library cards from the library within one month of the admission in the college. The library has different sections for text books and reference books.

1. Only two books are issued at a time for the period of 14 days but the librarian reserves the right to recall the books.
2. Books are issued only on the production of library cards.

16. Annual Prize Distribution Function

The college organizes the Annual Prize Distribution function at the end of the academic session, the date of which is notified well in advance. Prizes are awarded to the students who secure positions in Academics, Sports, cultural activities, NSS etc.

Academics:

*First and second prize to the students of undergraduate classes standing first and second in aggregate and DSC in the college in HPU end semester examinations.

* College “Roll of Honour” will be awarded to the student securing a position in H.P.U./S.P.U. merit list.

Sports/ Cultural/ NSS:

* Students securing first, second and third positions in National/ Inter-zonal/ Inter-varsity HP University, HP State sports and cultural events.

* Students securing first and second position in the college sports / cultural events.

* NSS students for selection as Best Volunteer and group Leader.

* An award with the title- “College Colour” to the students for their outstanding performance in National/ state/ HPU/ sports or cultural or NSS events.

17. College Magazine

The college magazine “Sughanchal” provides an opportunity to the budding student writers to express their creative, innovative and analytical thoughts on different issues. The Magazine has five sections i.e. English, Hindi, Pahari, Science and Planning Forum. Students willing to publish their writing on different matters can contact the student editor’s/ Staff editors of the various sections. Needed guidance will also be provided to them.

18. College Website

All the details of Academic and Co-curricular activities organized in the college are updated on the college website i.e gdcughbhatoli.ac.in regularly. The college website has also included all the details and active links for college prospectus, various scholarships, National Digital Library, Swayam, UGC, H.P.U. and S.P.U.

19. Parents Teachers’ Association

PTA is an essential part of educational institution. It works for better co-ordination and interaction between parents and teachers. PTA meetings are held from time to time to discuss the problems of the students. The main functions of PTA are as under:

*It acts to revive the relationship between the parents and teachers.

*It helps to create the healthy environment in the college.

*To make a collective effort to refine the conduct of the students and also to restrict the entry of anti-social elements in college campus.

*To make the parents aware of the various schemes of govt. in the field of education.

*To provide suggestions to promote students’ education.

*To inform the parents/guardians about the performance of their wards and to make arrangements for the parents to meet the concerned staff at least once in a month.

20. Identity Card

Every student is issued an Identity Card at the time of admission. It is mandatory for every student to have his/her Identity card with him/her failing which entry to the college premises is prohibited. It is obligatory for every student to produce the identity card whenever demanded by the college authority. In case of loss of Identity Card, students are advised to get a duplicate card immediately on payment of Rs. 20/- as penalty.

21. NSS

The college has a half unit of NSS with 50 boys and girls. **The Student joining NSS for two years and attending one or two special annual camps will be eligible for NSS certificate which will entitle them to 2% extra marks at the time of seeking admission to postgraduate classes in H.P. University.**

22. Co-Curricular Activities

With view to develop the personality and inculcating a spirit of creativity among the students, the cultural activities are held which keep the students busy throughout the year. The days of national importance are celebrated in the college to create awareness among students. Students are prepared to participate in HPU youth festival and sports championship. Besides, educational tours to places of historical importance, tours to places of cultural importance are also organized. The athletic meet is organized every year in the month of December to break the monotony for the recreation of the students.

23. Tutorials

The students of the college are divided into different tutorial groups constituted in the college. Each group has its incharge tutor who holds the meetings as per schedule. Students get their academic problems solved in the tutorial classes.

24. Educational And Study Tours

Educational tours are arranged only after the completion of 2nd year. Even though conducting educational tour is not the liability of the college, still every effort is made to encourage the really genuine and interested students to visit the historical places of the country to enhance their general awareness. The official tour can be conducted on the following conditions.

- (i) Short term picnic type tours shall not be sponsored officially.
- (ii) Educational tour can be conducted only during the winter vacations.
- (iii) The interested candidates will have to take entire responsibility of making all necessary arrangements and complete all formalities at least one month in advance.
- (iv) The tour shall be sent only if the organizing students obtain written consent of the teachers to escort them as managers.
- (v) The financial sponsorship of such tour by the college shall be strictly guided as per norms.
- (vi) The formalities for such a tour shall be started only on the receipt of the entire money as individual contribution of every participant with the official manager of the tour.
- (vii) All participating students will have to produce the written consent/ identity bond from their parents to the college authorities before departure.
- (viii) All such tours will be entirely at the risk and responsibility of the participating students.

25. Clubs and Societies

25. Old Student Association

The College has Old Student Association named as 'Govt. Degree College Sugh Bhatoli Alumni Association. This association will participate in the activities that would contribute to the general development of the Alma Mater. It will also work to promote the interaction between industry and academia, generate a brain bank of professionals from amongst its members and will arrange lectures, debate, discussions, exhibitions etc. as far as practicable. The process of its registration under Society Registration Act, 2006 is going on.

26. Clubs and Societies

The college has active Red Ribbon Club, Road Safety Club, Energy Club, Eco Club, Cyber Security Club and Anti Drug and Prahari Club under which various students' activities are held to create awareness from time to time, as per the schedule received from the higher authorities. Various competitions are held and winners are rewarded with cash prizes.

27. Leave Rules for Students

Students are required to attend their classes regularly to fulfill the condition of 75% attendance to appear in final examination. Students can be granted three days leave by Tutor/ Subject Teacher. Leave beyond three days will be granted by the Senior Tutor (on behalf of Principal). Students are entitled only 12 days leave in one academic session. In special cases, the discretion lies with the Principal.

Leave on account of illness should be accompanied by Medical Certificate from a Govt. Hospital.

Following tutors have been authorized to sanction the leave exceeding three days.

- | | |
|-----------------------|--------|
| 1. Dr. Pankaj Kaushal | B.Sc. |
| 2. Mrs. Bhavna Kumari | B.A. |
| 3. Mr. Jagan Singh | B.Com. |

28. Research & Development Cell

In compliance to University Grant Commission's Letter No :1-5/2021(NEP/Desk-Parl) dated 16th May 2023, **Research and Development Cell** has to be established in the Colleges to implement the research component of the National Education Policy 2020. Higher Education Institutions will focus on research and innovation and will establish greater industry-academic linkages. GDC Sugh-Bhatoli has also established Research and Development Cell which will encourage collaboration across industry, government, community based organizations and agencies at the local, national and international levels.

29. Code of Discipline

1. Every student should carry his/her identity card which is issued at the time of admission. It should be produced on demand.
2. Mobile phones should strictly be used within the mobile zones.
3. Ragging includes any type of physical and mental torture done by a student or group of students to other student/ students. It is legally banned. Any student found indulged in ragging will be prosecuted and expelled from the college.
4. Bringing outsiders to the college campus by a student will be considered as the violation of the code of conduct, leading disciplinary action as may be deemed fit by the Disciplinary Committee. However, the Parents/ Guardian of a student may meet their wards with the permission of the Principal.

5. Writing slogans on the walls, sticking bills of students' organizations in the college campus, putting private notice on the Notice Board without permission, writing obscene remarks on the black boards, walls or furniture of the college is strictly prohibited. Any student found indulging in these activities will be fined, suspended or expelled from the college.
6. Any one causing damage to the college property its furniture, electric tubes etc. will be required to pay for the damages caused as well as the special fine can also be imposed.
7. Rioting, slogan shouting, eve-teasing, misbehavior with fellow students, teachers & non-teaching staff are considered serious act of indiscipline. The delinquents are liable to be punished.
8. Aimlessly loitering in the verandas/corridors in free period, sitting on the railing in front of the class rooms/ Library area, attempts to disturb classes are viewed seriously. Any violation will entail disciplinary action.
9. Any other act which is considered unbecoming of students will be treated as violation.
10. Students are not allowed to take any chair/ bench out of the class rooms for sitting in the verandas without permission of the college authority.

30. National Digital Library of India (NDLI)

National Digital Library of India (NDLI) and NDLI Club are initiatives of Ministry of Education (MOE), Government of India, which are being implemented by IIT Kharagpur. NDLI Clubs enable learners to effectively use NDLI throughout their journey of education while motivating them to contribute actively towards a national knowledge trove. NDL has been designed to benefit all kinds of users like students (of all levels), teachers, researchers, librarians, library users, professionals, differently abled users and all other lifelong learners. College has NDLI club to facilitate learners.

31. Zero Tolerance to Ragging

Under the order of Hon'ble Supreme Court of India vide its judgments/orders dated 4th May 2001, 16th May, 2007 and 11th Feb, 2009 ragging is completely banned in the educational institutions. Anyone involved in ragging in any form will be punished appropriately which may include:

- (i) Imprisonment, fine or both.
- (ii) Expulsion from the college.
- (iii) Suspension from the classes.
- (iv) Fine with public apology.
- (v) Withholding scholarship or other benefits.
- (vi) Debarring from representation in events.
- (vii) Adverse entry in character certificate.
- (viii) Suspension and expulsion from the hostel.
- (ix) Legal proceeding under criminal law shall be initiated.

In case a student is harassed by seniors/ any other students in this institution/ any premises of the college, he/she can contact directly or telephonically the Principal or any member of the Anti-Ragging committee without any hesitation.

Anti-Ragging Committee

Dr. Pankaj Kaushal
Mrs. Shikha Rana
Mr. Jagan Singh
Mrs. Bhavna Sharma

Anti-Ragging Squad

Dr. Pankaj Kaushal
Mrs. Shikha Rana
Mr. Jagan Singh
Mrs. Bhavna Sharma

ADMISSION SCHEDULE

Admission Timing : 10:30 A.M. TO 3:00 P.M.

Fee Timing : 10:30 A.M. to 4:30 P.M.

B.A./B.Sc./B.Com. 1st Year

Sr. No.	Particulars	Period
1.	Submission of Admission Forms for the session 2023-24	30-06-2023 to 08-07-2023
2.	Display of Merit List	08-07-2023
3.	Fee Deposit	10-07-2023 to 12-07-2023
4.	Display of Waiting List	12-07-2023
5.	Fee Deposit	13-07-2023 to 14-07-2023

Note : 1. Students are strictly required to deposit their admission fee on the date and time mentioned above failing which his/her admission shall stand cancelled automatically and the seat will be allotted to the next eligible candidates.

B.A./B.Sc./B.Com. 2nd & 3rd Year

Admission Under Roll on System	30th June to 8th July 2023
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Note : 1. The students of 2nd & 3rd Year will be admitted provisionally subject to the production of their pass mark sheet of 1st and 2nd year, respectively.

2. Students seeking admission on roll on basis after the above-mentioned dates will be charged late fees Rs. 10 per day.

Regular teaching work for all classes shall commence from 18th July, 2023.

ANNEXURE-I
FORMAT FOR AFFIDAVIT
(FOR THOSE WHO HAVE GAP IN JOINING
GOVT. DEGREE COLLEGE SUGH BHATOLI)

I.....Son/Daughter
of Sh.....and
Smt. (Mother's Name).....R/o. Vill./Mohalla.....
Tehsil.....Dist.....State.....
hereby solemnly declare and affirm as follow :

1. That I did not join any education institution in India from.....
to.....(gap period).
2. That I was employed with.....was named in
employment at.....(Place & Address).....

Deponent

Verification.....
.....

1. शपथ पत्र झूठा होने पर कानूनी कार्यवाही की जाएगी।

Deponent