

HANDBOOK OF INFORMATION



PROSPECTUS 2024-2025



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

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

**Phone No.01893 - 221145, Website: <https://gadcnurpur.edu.in>
Email-ID: -nurpurcollegeprincipal@gmail.com, gcnurpur-hp@nic.in
Online Admission link: - <https://admission.gadcnurpur.edu.in>**

**COLLEGE BUILDINGS AND ITS CAMPUS IS ALWAYS UNDER
ELECTRONIC SURVEILLANCE (CCTV CAMERAS)**

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Download
ANTI RAGGING
App

SAY NO TO RAGGING

YES TO JOYFUL CAMPUS

What is Ragging?
Any Act Resulting in:

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

A STUDENT INDULGING IN RAGGING CAN BE:

- Cancellation of admission.
- Suspension from attending classes.
- Withholding/withdrawing Scholarship/Fellowship and other benefits.
- Debarring from appearing in any test/ examination or other evaluation process.
- Withholding results.
- Debarring from representing the institution in any regional, national or international meet, tournament or youth festival etc.

College punishment - when the persons committing or abetting the crime of ragging are not identified the institution shall resort to collective punishment as a deterrent to ensure community pressure on potential raggers.

Immediately call
UGC Anti-Ragging Helpline
1800-180-5522 (Toll free)
or send an e mail to helpline@antragging.in

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

विश्वविद्यालय अनुदान आयोग
University Grants Commission
quality higher education for all

PRINCIPAL's MESSAGE

Dear Students,

I feel immense pleasure while presenting this “Prospectus – cum – Handbook of information” of Govt. Arya Degree College, Nurpur for the session 2024-2025. I also wish to extend a warm welcome to all the new as well as the old students of this seat of knowledge named in the sacred memory of Swami Dayanand Saraswati, whose name stands among the greatest social and religious reformers of modern India. This college was established as Arya college for girls in June, 1978 with a meagre strength of only 20 girls and was then taken over by the Govt. of Himachal Pradesh on 25th June, 2002 as a co-educational institution and named as Govt. Arya College, Nurpur. Over the years, since then, it has grown in infrastructure as well as academically. The college offers undergraduate courses in the faculties of Arts, Commerce, Science (Medical & Non-Medical) and B. Voc. (Retail Management and Hospitality & Tourism).



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

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

Jai Hind!

Dr. ANIL KUMAR THAKUR

ABOUT THE INSTITUTION

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

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

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

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

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

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

FACULTY OF THE COLLEGE

PRINCIPAL : **Dr. ANIL KUMAR THAKUR**

TEACHING STAFF

FACULTY OF ARTS

Department of English

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

Department of Hindi

1. Dr. Anil Kumar (Assistant Prof.)

Department of Economics

1. Ms. Pearl Bakshi (Assistant Prof.)

Department of Music (Instrumental)

1. Ms. Bharti Bhagsain (Assistant Prof.)

Department of Political Science

1. Dr. Rohit Kumar (Assistant Prof.)
2. Vacant

Department of History

1. Sh. Manjit Singh (Assistant Prof.)

Department of Computer Science

1. Vacant

Department of Physical Education

1. Ms. Monika (PTA - GIA)

Department of Sanskrit

1. Vacant

Department of Sociology

1. Dr. Suresh Chaudhary (Assistant Prof.)

Department of Geography

1. Dr. Satya Prakash (Assistant Prof.)

FACULTY OF COMMERCE

1. Ms. Kiran Bala (Assistant Prof.)

2. Sh. Surjeet Singh (Assistant Prof.)

FACULTY OF SCIENCE

Department of Botany

1. Dr. Rakesh Kumar (Associate Prof.)

Department of Zoology

1. Dr. Diljeet Singh (Associate Prof.)

Department of Physics

1. Ms. Shashi Bala (Assistant Prof.)
2. Ms. Alka (Assistant Prof.)
3. Vacant

Department of Chemistry

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

Department of Mathematics

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

Department of Computer Science

1. Vacant

LIBRARY STAFF

1. Smt. Anjana Kumari (Assistant Lib.)

2. Smt. Praveen Kaur (Assistant Lib.)

FACULTY OF BACHELOR OF VOCATION (B. VOC.)**FACULTY OF B. VOC. RETAIL MANAGEMENT (RM)****Skill Component Faculty by Training Service Provider (TSP)**

- | | |
|---------------------------------|-------------------------------------|
| 1. Sh. Ankush Mahajan (Trainer) | 3. Sh. Mukesh Sharma (Trainer) |
| 2. Ms. Smriti Nalwa (Trainer) | 4. Sh. Rakesh Singh (Lab Attendant) |

FACULTY OF B. VOC. HOSPITALITY & TOURISM (H & T)**Skill Component Faculty by Training Service Provider (TSP)**

- | | |
|---------------------------------|-----------------------------------|
| 1. Sh. Vijender Singh (Trainer) | 3. Sh. Manoj Kumar (Trainer) |
| 2. Sh. Pankaj (Trainer) | 4. Sh. Amit Kumar (Lab Attendant) |

Supporting Staff by Training Service Provider (TSP)

- Ms. Deepika Billoria (College Coordinator)

ADMINISTRATIVE STAFF

- Inder Singh Thakur (Supdt. Grade – I)
- Sh. Sandeep Pathania (Supdt. Grade–II)
- Sh. Gaurav Sharma (JOA - IT)
- Sh. Sandeep Sharma (JOA - IT)

LABORATORY STAFF

- Sh. Kamal Kishore (Senior Lecturer Assistant)
- Vacant (Junior Lecturer Assistant)
- Vacant (Junior Lecturer Assistant)
- Vacant (Junior Lecturer Assistant)
- Sh. Sham Singh (Lecturer Assistant)
- Ms. Mamta Rani (Lecturer Assistant)

OFFICE ASSISTING STAFF

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

“Keep the College Campus Clean”**“Smoking, Drinking and Drugs are strictly prohibited here”****“Say No to Plastic & Make College Campus free from Polythene Bags.”****“No! LITTERING and Let's CLEAN the College.”**

ADMINISTRATIVE COMMITTEES & CO-CURRICULAR ASSIGNMENTS**1. College Advisory Council:**

- i. Sh. Sanjay Kumar Jasrotia (Convener)
- ii. Ms. Seema Ohri
- iii. Dr. Diljeet Singh
- iv. Dr. Rakesh Kumar
- v. Dr. Anil Kumar

2. Dean Students Welfare:

- i. Sh. Sanjay Kumar Jasrotia

3. College Bursar:

- i. Dr. Rakesh Kumar

4. Student Grievances Redressal Committee:

- i. Sh. Sanjay Kumar Jasrotia (Convener)
- ii. Ms. Seema Ohri
- iii. Sh. Manjit Singh
- iv. Sh. Surjeet Singh
- v. Ms. Bharti Bhagsain
- vi. CSCA President - Special Invitee

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

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

- i. Ms. Seema Ohri (Convener)
- ii. Dr. Anil Kumar
- iii. Ms. Kiran Bala
- iv. Ms. Reema Kumari
- v. Ms. Bharti Bhagsain
- vi. Sh. Shiv Kumar
- vii. Ms. Pearl Bakshi
- viii. Ms. Madhu Bala

6. Anti-Ragging Committee:

- i. Sh. Manjit Singh (Convener)
- ii. Dr. Anil Kumar
- iii. Ms. Kiran Bala
- iv. Ms. Alka
- v. Sh. Surjeet Singh
- vi. CSCA President

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

- i. Ms. Seema Ohri (Convener)
- ii. Dr. Diljeet Singh
- iii. Ms. Shashi Bala
- iv. Ms. Kiran Bala
- v. Ms. Alka
- vi. Lt. Surjeet Kumar

8. Internal Quality assurance Cell (IQAC):

- i. Dr. Anil Kumar Thakur (Chairman)
- ii. Dr. Diljeet Singh (Coordinator)
- iii. Dr. Rakesh Kumar (Co Coordinator)
- iv. Dr. Anil Kumar
- v. Ms. Kiran Bala
- vi. Lt. Surjeet Kumar
- vii. Dr. Satya Prakash
- viii. Ms. Pearl Bakshi
- ix. Dr. Manoj Kumar

9. Faculty & Student Empowerment Committee:

- i. Sh. Sanjay Kumar Jasrotia (Convener)
- ii. Ms. Seema Ohri
- iii. Dr. Anil Kumar
- iv. Ms. Shashi Bala
- v. Sh. Shiv Kumar

10. NEP-2020 & Academic Committee:

- i. Dr. Diljeet Singh (Coordinator)
- ii. Ms. Shashi Bala
- iii. Dr. Rohit Kumar

11. Academic Bank of Credits Committee:

- i. Ms. Reema Kumari (Nodal Officer)
- ii. Ms. Alka
- iii. Ms. Bharti Bhagsain
- iv. Dr. Rohit Kumar

12. Prevention of Caste Based Discrimination Committee:

- i. Sh. Manjit Singh (Convener)
- ii. Ms. Shashi Bala
- iii. Sh. Surjeet Singh
- iv. Dr. Suresh Chaudhary
- v. Dr. Manoj Kumar

13. Library Advisory Committee:

- i. Dr. Rakesh Kumar (Convener)
- ii. Sh. Surjeet Singh
- iii. Dr. Satya Prakash
- iv. Ms. Anjana Kumari
- v. Ms. Parveen Kaur

14. Scholarship Committee:

- i. Ms. Shashi Bala (Convener)
- ii. Ms. Kiran Bala
- iii. Ms. Alka
- iv. Dr. Sohan Kumar
- v. Sh. Shiv Kumar

15. College Purchase Committee:

- i. Sh. Sanjay Kumar Jasrotia (Convener)
- ii. Ms. Seema Ohri
- iii. Dr. Diljeet Singh
- iv. Sh. Manjit Singh
- v. Dr. Sohan Kumar
- vi. Sh. Inder Thakur (Supdt. Gr. – I)
- vii. Sh. Sandeep Pathania (Supdt. Gr. – II)

16. Discipline Committee and Anti**Ragging Squad:**

- i. Sh. Manjit Singh (Convener)
- ii. Ms. Shashi Bala
- iii. Sh. Surjeet Singh
- iv. Ms. Bharti Bhagsain
- v. Dr. Suresh Chaudhary
- vi. Sh. Shiv Kumar
- vii. Dr. Rohit Kumar
- viii. Ms. Monika

17. Campus Development /Beautification**Committee:**

- i. Ms. Shashi Bala (Convener)
- ii. Ms. Alka
- iii. Dr. Sohan Kumar
- iv. Sh. Sandeep Pathania (Supdt. Gr. – II)

18. Campus Maintenance Committee:**(Electricity & Water Related works)**

- i. Dr. Anil Kumar (Convener)
- ii. Ms. Kiran Bala
- iii. Dr. Sohan Kumar
- iv. Dr. Suresh Chaudhary
- viii. Sh. Inder Thakur (Supdt. Gr. – I)
- ix. Sh. Sandeep Pathania (Supdt. Gr. – II)
- x. Sh. Sham Singh (LA)

19. Career Guidance & Placement Cell:

- i. Sh. Sanjay Kumar Jasrotia (Convener)
- ii. Ms. Kiran Bala
- iii. Ms. Alka
- iv. Dr. Sohan Kumar
- v. Sh. Surjeet Singh
- vi. Ms. Pearl Bakshi

(Note: CC & PC will work as per Govt. letter No. EDN-HE(28)G(3)-37/2020-RUSA, dated: 01.01.2022)

20. Skill Development & Incubation Centre:

- i. Sh. Sanjay Kumar Jasrotia (Convener)
- ii. Lt. Surjeet Kumar
- iii. Sh. Surjeet Singh
- iv. Ms. Pearl Bakshi
- v. Dr. Manoj Kumar

21. ICT Committee:

- i. Dr. Rakesh Kumar (Convener)
- ii. Dr. Suresh Chaudhary
- iii. Dr. Satya Prakash
- iv. Ms. Pearl Bakshi
- v. Dr. Manoj Kumar

22. National Cadet Corps (NCC):

- i. Lt. Surjeet Kumar (ANO)

23. Rovers & Rangers:

- i. Ms. Kiran Bala (In-charge-Ranger)
- ii. Dr. Rohit Kumar (In-charge-Rovers)

24. National Service Scheme (NSS):

- i. Sh. Surjeet Singh (Programme Officer)

25. Road Safety Club:

- i. Dr. Diljeet Singh (Convener)
- ii. Ms. Reema Kumari
- iii. Sh. Shiv Kumar
- iv. Ms. Madhu Bala
- v. Ms. Monika

26. Red Ribbon Club:

- i. Ms. Kiran Bala (Convener)
- ii. Ms. Alka
- iii. Ms. Madhu Bala
- iv. Ms. Monika

27. Eco – Club:

- i. Dr. Rakesh Kumar (Convener)
- ii. Dr. Satya Prakash
- iii. Ms. Pearl Bakshi
- iv. Dr. Manoj Kumar

28. College Health Centre & First Aid Committee:

- i. Ms. Reema Kumari
- ii. Ms. Madhu Bala
- iii. Ms. Monika

29. Building Fund Committee (2024-25)

- i. Principal, GADC Nurpur (Chairman)
- ii. President M. C. Nurpur (Member)
- iii. Senior. Asso. Prof. (Member Secretary)
- iv. President PTA (Member)
- v. S. D. O. HPPWD Nurpur (Member)
- vi. President, CSCA (Member)
- vii. Sh. Balvinder Pathania (Donor Member)

30. Committee for Preventing Drug and Substance Abuse:

- i. Dr. Anil Kumar (Convener)
- ii. Dr. Satya Prakash
- iii. Ms. Monika

31. Institutional Development Plan Committee

- i. Ms. Seema Ohri (Convener)
- ii. Dr. Rakesh Kumar
- iii. Dr. Suresh Chaudhary
- iv. Sh. Shiv Kumar
- v. Dr. Satya Prakash

32. Sports Advisory Council:

- i. Sh. Manjit Singh (Convener)
- ii. Dr. Sohan Kumar
- iii. Dr. Suresh Chaudhary
- iv. Ms. Bharti Bhagsain
- v. Ms. Monika

33. House Examination Committee:

- i. Sh. Manjit Singh (Convener)
- ii. Lt. Surjeet Kumar
- iii. Sh. Surjeet Singh
- iv. Sh. Shiv Kumar

34. Prospectus Committee:

- i. Sh. Sanjay Kumar Jasrotia (Convener)
- ii. Ms. Seema Ohri
- iii. Ms. Reema Kumari
- iv. Lt. Surjeet Kumar

35. Canteen Committee:

- i. Sh. Manjit Singh (Convener)
- ii. Ms. Kiran Bala
- iii. Sh. Surjeet Singh
- iv. Dr. Satya Prakash

36. Women Grievances Redressal Cell:

- i. Ms. Seema Ohri (Convener)
- ii. Dr. Diljeet Singh
- iii. Dr. Anil Kumar
- iv. Ms. Shashi Bala
- v. Ms. Bharti Bhagsain
- vi. Ms. Pearl Bakshi

37. Gender Sensitization Committee:

- i. Dr. Anil Kumar
- ii. Ms. Alka

38. Time Table Committee:

- i. Sh. Sanjay Kumar Jasrotia (Convener)
- ii. Dr. Rakesh Kumar
- iii. Lt. Surjeet Kumar
- iv. Ms. Pearl Bakshi

39. New Initiative Committee:

- i. Lt. Surjeet Kumar (Convener)
- ii. Dr. Satya Prakash
- iii. Ms. Pearl Bakshi
- iv. Dr. Manoj Kumar

40. SVEEP Coordinator:

- i. Dr. Rohit Kumar

41. Nodal Officer AISHE:

- i. Dr. Sohan Kumar

42. B. Voc. Nodal Officer:

- i. Dr. Sohan Kumar

43. Research, Development & Innovation Committee:

- i. Dr. Rakesh Kumar (Convener)
- ii. Dr. Satya Prakash
- iii. Ms. Pearl Bakshi
- iv. Dr. Manoj Kumar

44. Committee for Students with Disabilities:

- i. Sh. Manjit Singh (Convener)
- ii. Ms. Bharti Bhagsain
- iii. Dr. Suresh Chaudhary
- iv. Ms. Madhu Bala
- v. Ms. Monika

45. Cyber Security Awareness Committee:

- i. Dr. Anil Kumar (Convener)
- ii. Dr. Suresh Chaudhary
- iii. Sh. Shiv Kumar
- iv. Dr. Rohit Kumar

46. Annual Report Preparation Committee:

- i. Lt. Surjeet Kumar (Convener)
- ii. Dr. Satya Prakash
- iii. Ms. Pearl Bakshi
- iv. Dr. Manoj Kumar

47. UGC Affair:

- i. Sh. Sanjay Kumar Jasrotia (Convener)
- ii. Lt. Surjeet Kumar
- iii. Dr. Suresh Chaudhary
- iv. Dr. Satya Prakash

48. RUSA/Uttkrisht Mahavidyalaya Scheme Committee:

- i. Dr. Diljeet Singh (Convener)
- ii. Sh. Manjit Singh
- iii. Dr. Anil Kumar
- iv. Ms. Shashi Bala
- v. Sh. Sandeep Pathania (Supdt.-II)

49. Committee for Attestation of Bus Passes:

- i. Ms. Shashi Bala (Science)
- ii. Sh. Surjeet Singh (Commerce)
- iii. Ms. Bharti Bhagsain (Arts)

50. Editors College Magazine:

- Chief Editor - Ms. Seema Ohri
- English Section - Ms. Reema Kumari
- Hindi Section - Dr. Anil Kumar
- Sanskrit Section - Dr. Anil Kumar
- Science Section - Ms. Shashi Bala
- Pahari Section - Sh. Manjit Singh
- Planning Forum - Ms. Pearl Bakshi
- Commerce Section - Ms. Kiran Bala
- B. Voc. Section - Dr. Sohan Kumar

51. Identity Card Signing Committee:

Concerned Major Subject Teacher

52. Language Lab. Committee:

- Ms. Seema Ohri
- Dr. Anil Kumar

53. Energy Club:

- Ms. Shashi Bala – Coordinator
- Ms. Alka

54. Press & Publicity Committee:

- Sh. Sanjay Kumar Jasrotia (Convener)
- Dr. Anil Kumar
- Ms. Reema Kumari
- Dr. Suresh Chaudhary

55. Disaster management Committee:

- Dr. Sohan Kumar (Convener)
- Ms. Bharti Bhagsain
- Sh. Surjeet Singh
- Dr. Satya Prakash
- Ms. Monika

56. Hygiene (Water & Sanitation) Committee:

- Ms. Reema Kumari (Convener)
- Ms. Alka
- Lt. Surjeet Kumar
- Ms. Madhu Bala
- Ms. Monika
- Sh. Kamal Kishore (SLA)

57. Internship / Apprenticeship and Industry – Institute Linkage Committee:

- Sh. Sanjay Kumar Jasrotia (Convener)
- Dr. Sohan Kumar
- Dr. Manoj Kumar
- Sh. Ankush Mahajan

58. MOOCS and Other Online Courses

Committee (SWAYAM, NPTEL, AMRITA etc.)

- Ms. Reema Kumari (Convener)
- Sh. Shiv Kumar
- Dr. Rohit Kumar
- Ms. Madhu Bala

59. Incharges : Smart Class Rooms

- Room No. 101** – Dr. Sohan Kumar
Sh. Surjeet Kumar
- Room No. 102** – Ms. Pearl Bakshi
Dr. Manoj Kumar
- Room No. 103** – Dr. Rakesh Kumar
Sh. Shiv Kumar
- Room No. 104** – Ms. Shashi Bala
Ms. Alka
- Room No. Com – 01** – Ms. Kiran Bala
Sh. Surjeet Singh
- Room No. Com-02** – Dr. Anil Kumar
Dr. Rohit Kumar
- Room No. 02** – Ms. Reema Kumari
Dr. Suresh Chaudhary
- Room No. 07** – Sh. Ankush Mahajan
Sh. Manoj Kumar

60. Committee for online submission of Anti-Ragging undertaking / Affidavit by the students:

- Lt. Surjeet Kumar (Convener)
- Dr. Suresh Chaudhary
- Ms. Madhu Bala
- Ms. Monika

61. Committee for RTI Cases:

- PIO: Dr. Anil Kumar Thakur (Principal)
- APIO: Sh. Sandeep Pathania (Supd GrII)



ADMISSION COMMITTEES FOR THE SESSION 2024-25**1. Admission Counseling Committee**

- | | | |
|-----|------------------------------|-------------|
| (a) | Sh. Sanjay Kumar Jasrotia: - | 94180-51999 |
| (b) | Ms. Seema Ohri; - | 94180-14614 |
| (c) | Ms. Kiran Bala; - | 98166-72113 |
| (d) | Ms. Alka; - | 94180-54206 |

2. B. Sc. (Life Science)

- | | | |
|-----|---------|---------------------|
| (a) | Botany | - Dr. Rakesh Kumar |
| (b) | Zoology | - Dr. Diljeet Singh |

3. B. Sc. (Physical Science)

- | | | |
|-----|-----------------------------------|---------------------|
| (a) | Chemistry | - Dr. Manoj Kumar |
| (b) | Physics | - Ms. Shashi Bala |
| (c) | Mathematics | - Lt. Surjeet Kumar |
| (d) | Computer Application (B.A./B.Sc.) | - Sh. Shiv Kumar |

4. B. Com. (Bachelor of Commerce)

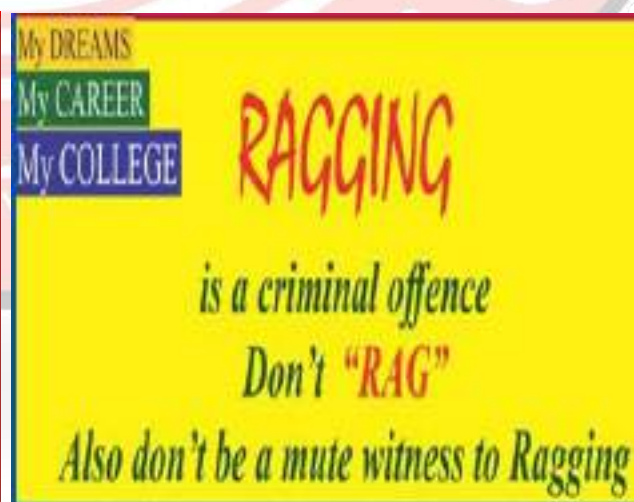
- | | | |
|-----|--|---------------------|
| (a) | B. Com, 1 st year | - Ms. Kiran Bala |
| (b) | B. Com, 2 nd and 3 rd year | - Sh. Surjeet Singh |

5. B.A. (Bachelor of Arts)

- | | | |
|-----|--------------------|------------------------|
| (a) | English | - Ms. Reema Kumari |
| (b) | Hindi | - Dr. Anil Kumar |
| (c) | Sanskrit | - Ms. Madhu Bala |
| (d) | Political Science | - Dr. Rohit Kumar |
| (e) | History | - Sh. Manjit Singh |
| (f) | Geography | - Dr. Satya Prakash |
| (g) | Sociology | - Dr. Suresh Chaudhary |
| (h) | Economics | - Ms. Pearl Bakshi |
| (i) | Music | - Ms. Bharti Bhagsain |
| (j) | Physical Education | - Ms. Monika |

6. B. Voc. (Bachelor of Vocation)

- | | | |
|-----|-----------------------|---|
| (a) | Dr. Sohan Kumar | |
| (b) | Retail Management | - Ms. Smriti Nalwa & Sh. Ankush Mahajan |
| (c) | Hospitality & Tourism | - Sh. Manoj Kumar & Sh. Vijender Singh |



PROCEDURE FOR ONLINE ADMISSION FOR THE SESSION 2024-2025

Candidates/Parents/Guardians must read all instructions given in the prospectus carefully and check the college website <https://gadcnurpur.edu.in> from time to time as the admission process will be online and submit the application form after completing in all respects through an online mode only. Kindly refer to the following link for the admission: -

<http://admission.gadcnurpur.edu.in>

1. Candidate must save the “Username and Password” generated during registration process with them and complete the admission process by filling the online application form using their own



username and password from “Login to Apply” button.

2. Candidate needs to fill the online admission form using his/her own credentials, after that only his/her candidature will be considered for admission. Registration alone does not make any candidate eligible for admission. **At the time of registration, Rs. 50/- will be charged for college admission registration on college online admission portal (for 1st-year students only).** After registration, the students have to submit duly filled online application form with all required documents.
3. **Photostat Copies: - Photostat copies of documents are not accepted. If admission committee finds any uploaded Photostat copy at the time of form verification, then the admission form will be rejected, and the candidate will have to rectify the rejected form from his / her account, and resubmit it within stipulated time.**
4. At the time of form verification, the admission committee holds all the rights to reject any of the uploaded documents, if documents are not uploaded in the prescribed format mentioned in the instructions provided then the student will be communicated by the committee through “SMS and E-mail” on their registered mobile number and email address to do the needful changes.
5. Candidate then needs to make the corrections **by logging in his/her account using his/her username and password and resubmit the form and wait for the final approval which will be intimated through SMS and Email.**
6. After the final approval from the admission committees, the date will be informed by the respective admission committees through SMS and Email on their registered mobile number. A link for the payment will be sent on the registered e-mail and mobile number through a SMS.
7. **Candidate needs to pay the fee online to complete the admission process by logging into the account using his/her own username and password.**
8. In case of any query related to online admission, the candidate can contact any of the following:

Admission Counseling Committee

- | | |
|--|-----------------------------------|
| (a) Sh. Sanjay Kumar Jasrotia: - 94180-51999 | (b) Ms. Seema Ohri; - 94180-14614 |
| (c) Ms. Kiran Bala; - 98166-72113 | (d) Ms. Alka; - 94180-54206 |

Teaching Staff

For Commerce stream

- (i). Ms. Kiran Bala (Assistant Professor) : - 98166-72113

For B. Voc.

- (i). Dr. Sohan Kumar (Assistant Professor) :- 94183-05295

For Science Stream

- (i). Ms. Alka (Assistant Professor):- 94180-54206
(ii). Dr. Manoj Kumar (Assistant Professor):- 82190-53979

For Arts Stream

- (i). Sh. Manjit Singh (Assistant Professor) :- 94183-15155
(ii). Dr. Anil Kumar (Assistant Professor) :- 94184-85137

RULES FOR ADMISSION

1. Candidates/ Parents/ Guardians must read all instructions given in the prospectus carefully and submit application form online after completing in all respects.
2. Admission will be strictly subjected to the fulfillment of eligibility criteria.
3. Any gap in the academic year of applicant must be supported by an undertaking/Affidavit by the candidate.
4. Rules for admission are subject to change as per HPU / SPU notification from time to time.
5. A candidate having compartment in 10+2 in any subject is not eligible for seeking admission in any course of 1st Year.
6. Admission of a student is liable to cancellation if he/she uploads/produces incomplete/false information. In case of concealment of facts, disciplinary action will be taken against such candidates.
7. Girl students seeking admission in any course must upload the original copy of HP Bonafide Certificate for the fee concession.
8. The Principal reserves the right to disallow or cancel any admission.
9. Students seeking exemption from fees and funds for differently abled person "divyang" must attach an attested copy of 40% disability certificate.
10. Students who have been expelled or rusticated from any institution will not be eligible for admission.
11. Students from the National Open School will be eligible only if they are passed in all the five subjects including English.
12. All admissions are provisional and subject to final approval of HPU /SPU.
13. A student can migrate from one college to another in accordance to the university rules.

IMPORTANT DOCUMENTS TO BE UPLOADED FOR ADMISSION:

1. Original Matriculation Examination/Date of Birth Certificate.
2. Original Detailed Marks Card of 10+2 or equivalent examination.
3. Passport-size photograph of the candidate.
4. Original Character certificate from the institution last attended for regular students.
5. Original Character certificate (not older than 6 months) from the class-I Gazetted officer /Pradhan Gram Panchayat / Municipal Committee / Municipal Corporation for the students who have passed 10+2 or equivalent as a private candidate and who have a gap year in studies.
6. SC/ST/ OBC/ EWS certificate issued by class-I Gazetted officer (if eligible).
7. Migration Certificate (in case of examination passed from other than H.P. Board).
8. An undertaking by the candidate for Gap year after 10+2.

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

- Age Limit:** An applicant must **not be more than 23 years (25 years for girls)** of age as on **1st July of the year 2024** i.e. his / her date of birth must not be earlier than **01-07-2001 (01-07-1999 for girls)**. Only the Vice-Chancellor has the power to grant age relaxation up to a maximum of 6 months. For SC / ST students however the age limit will be raised by 3 years.
- Minimum Pass Percentage for admission in different faculties is given as: -**

Class	Minimum Percentage of marks required in 12 th
B.A. 1st Year	33% marks in aggregate including all the subjects.
B.A. 1st Year with Mathematics	45% marks in aggregate or in Mathematics.
B.Sc. 1st Year (Physical sciences)	45% marks in aggregate in five subjects including English with Physics, Chemistry and Mathematics.
B.Sc. 1st Year (Life sciences)	45% marks in aggregate in five subjects including English with Biology.
B.Com 1st Year	45% marks in aggregate with mathematics/Economics as compulsory subjects or 40% marks with commerce and 33% marks for girls.
As per the direction of the Hon'ble High Court, any candidate with compartment in 10+2 will not be eligible for seeking admission in any of the undergraduate courses.	

Note: - 1. There is a relaxation of 5% marks for SC/ST students in all streams.

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

RULES FOR REFUSAL OF ADMISSION/ RE-ADMISSION

- Notwithstanding eligibility for admission, the Principal has the right to 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, misbehaviour, misconduct, ragging including unruly riotous acts.
- Students found indulging in ragging shall be expelled from the college.
- The name of a student who remains absent continuously for ten 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 the candidate is struck off because of continuous absence of 10 days or any indiscipline, the re-admission is permissible **within one week** subject to the satisfaction of concerned teachers/discipline committee with a re-admission fee of Rs.100/-failing which his / her name will **stands struck off permanently**.
- In case of the name of candidate is struck off again because of any reason mentioned above then the admission is permissible within one week on payment of Rs.200/- as second re-admission **fee in the presence of the parents only; failing which after 7 days his / her name will** permanently be struck off the college roll and not be granted re-admission at all.

RESERVATION OF SEATS (ORDINANCE 3.14)**120 POINTS RESERVATION ROSTER FOR ADMISSION**

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

- Our institution follows the reservation policy of HPU Shimla / SPU Mandi in admissions. The reservations are available which are filled according to the reservation roster constructed under the guidelines by HPU Shimla / SPU Mandi:
 Schedule Caste (SC): 15 %, Schedule Tribe (ST): 7.5 %, Sports (SP): 5 %, Cultural Activities (CUL): 5 %, Persons with disability (PwD): 5%.
- Besides the above Reservation Roster, 10% reservation will be provided for EWS candidates.
- One supernumerary seat for a 'single girl child' candidate is reserved in each course provided she fulfills the minimum eligibility criteria.

FEES & FUNDS FOR THE SESSION 2024-25**Instructions for Payment of Fees & Funds: -**

- Every student must pay his / her dues on the dates notified from time to time.
 - Failure to pay dues on the due date will entail a fine of Rs. 01/-per day.
 - In case of non-payment of dues in advance, the name of the student will be struck off at the end of that month.
 - The fine will be collected at the time of verification of roll numbers.
- The following categories of students are exempted from the payment of Tuition fee: -**
(Subjected to production of bonafide certificate of H.P. State).
 - Wards of Kargil Martyrs.
 - All girls who are bonafide residents of H.P.
 - Physically handicapped students with more than 40% disability.
- Contribution towards **PTA fund: Rs. 700/-** per student per year (at the time of admission)
- Fees/Funds are to be paid without late fee/fine on the date fixed for each class notified from time to time. Late fee/fine will be charged for payment after the due date for a particular period/time fixed by the principal. Thereafter, the names of the defaulters will be struck off from the college rolls.
- The library security of a student shall lapse if a student does not apply for a refund by 10th May of the next year.
- Fee / Fine/other dues once paid shall not be refunded except in exceptional cases which are permissible as per the rules.

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

University Development Fund = Rs.250/- (Rs.100/-for IRDP / BPL) (Once in a course)	
Univ. Sports Fee = Rs.15/-	Holiday Home Fee = Rs. 01/-
Youth welfare fund = Rs. 15/-	Continuation Fee = Rs.10/- (other than 1 st year)

B. Government dues.

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

C. College Annual Charges

Cultural Activity Fund = Rs. 20/-	Campus Dev. & Beautification Fund = Rs. 10/-
House Examination = Rs. 80/-	Student Welfare & Aid Fund = Rs. 02/-
College Magazine = Rs. 50/-	Books Replacement Fund = Rs. 25/-
Health Fund = Rs. 06/-	Furniture repair & replacement Fund = Rs. 10/-
NCC Fund = Rs.10/-	Library Security (refundable) = Rs. 100/-
Identity Card = Rs. 10/-	Computer and Internet Facility = Rs.20/-
PTA Fund = Rs. 700/- per year	

D. Monthly Charges

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

FINE

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

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

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

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

Absence in Tutorial group/class tests Rs. 02/-Per tutorial group /class test.

Absence from House Examination Rs. 30/-Per Paper

Note: -

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

THE FEE WILL BE SUBMITTED THROUGH ONLINE MODE ONLY.

Year /Stream	1 st Year		2 nd Year		3 rd Year	
	Boys	Girls	Boys	Girls	Boys	Girls
B. A.	2669/-	2069/-	2329/-	1729/-	2329/-	1729/-
B. Com.	2849/-	2249/-	2869/-	2269/-	2329/-	1729/-
B. Sc. (N. M.)	3149/-	2549/-	2809/-	2209/-	2809/-	2209/-
B. Sc. (Med.)	3389/-	2789/-	3049/-	2449/-	3049/-	2449/-
B. Sc. (Phy. Sci.)	3089/-	2489/-	2749/-	2149/-	2749/-	2149/-
B. Voc.	1 st Sem.	3 rd /5 th Sem.	2 nd Sem.	4 th /6 th Sem.		
Boys	3307/-	2967/-	1950/-	1150/-		
Girls	3007/-	2667/-	1650/-	850/-		

NOTE for B. Voc. Students: Rs. 300/- extra will be charged for all the Non-Himachali Bonafide girls. Apart from the above the following fee / fund will be charged under the Skill Component.

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

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

Discipline Specific Course -I	Discipline Specific Course - II
English	Pol. Science / Geography / Music
Hindi	Sociology / Pol. Sc. / Music
Sanskrit	History / Economics / Sociology / Music
Pol. Science	Hindi / Economics / English / Phy. Education / History
History	Sanskrit / Pol. Science / English/ Music
Sociology	Geography / Pol. Science / Hindi / Sanskrit
Geography	English / Sociology / Economics
Economics	Sanskrit / Geography / English
Mathematics (Arts)	Sanskrit / Economics
Physical Education	Pol. Science / Sanskrit / Sociology
Music (Instrumental)	History / Sanskrit / Hindi

B. Com. 1st Year

Commerce Discipline Specific Core	Discipline Specific Core - I	Discipline Specific Core – II
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B. Sc. 1st Year

Discipline Specific Core - I	Discipline Specific Core - II	Discipline Specific Core – III
Botany	Zoology	Chemistry
Zoology	Botany	Chemistry
Chemistry	Physics	Mathematics
Physics	Chemistry	Mathematics
Mathematics	Physics	Chemistry
Computer Science	Physics	Mathematics

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

CHOICE BASED CREDIT SYSTEM (CBCS)

Pursuing the aim to enhance and give a boost to enrolment in Higher Education, the University Grant Commission has proposed **Rashtriya Uchch Shiksha Abhiyan (RUSA)**. Under this programme, the CBCS has been introduced with a vision to enhance the quality of education. The new UGC CBCS system has been approved and adopted by the Department of Higher Education and H.P.U Shimla since session 2016-17 and the admission for the session 2024-25 will also be in accordance with the new system and list of Undergraduate Programs to be covered under CBCS as per the U.G.C. guidelines.

BACHELOR COURSES UNDER CBCS:

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

OUTLINE OF CHOICE-BASED CREDIT SYSTEM:

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

2. **Elective Course:** Generally, a course which can be chosen from a pool of courses and which may be very specific or specialized or advanced or supportive to the discipline/ subject of study or which provides an extended scope or which enables an exposure to some other discipline/subject/domain or nurtures the candidate's proficiency/skill is called an Elective Course.

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

2.2 **Generic Elective (GE) Course:** (2 each for B.A. /B.Com. regular courses): An elective course chosen from an unrelated discipline/subject, with an intention to seek exposure beyond discipline/s of choice is called a Generic Elective. The purpose of this category of papers is to offer the students the option to explore disciplines of interest beyond the choices they make in Core and Discipline Specific Elective papers. The list provided under this category are suggestive in nature and each University has complete freedom to

suggest their own papers under this category based on their expertise, specialization, requirements, scope and need.

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

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

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

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

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

CREDIT SCHEME

1. An Undergraduate degree in Humanities/ Social Sciences/ Commerce may be awarded if a student completes four core courses each in two disciplines of choice, two core courses each in English and Hindi/MIL, respectively, two Ability Enhancement Compulsory Courses (AECC), minimum four Skill Enhancement Courses (SEC), two courses each from a list of Discipline Specific Elective courses based on the two disciplines of choice selected above, respectively, and two courses from the list of Generic Electives courses.

2. An undergraduate degree in science disciplines may be awarded if a student completes four core courses each in three disciplines of choice, two Ability Enhancement Compulsory Courses (AECC), minimum of four Skill Enhancement Courses (SEC), and two courses each from a list of Discipline Specific Elective courses based on three disciplines of choice selected above, respectively.

3. For the purpose of computation of work-load the following mechanism may be adopted:

- i) 1 Credit = 1 Theory period of one-hour duration per week
- ii) 1 Credit = 1 Tutorial period of one-hour duration per week
- iii) 1 Credit = 1 Practical period of two-hour duration per week

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

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

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

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

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

TEMPLATE OF CHOICE BASED CREDIT SYSTEM IN B. Sc.

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

Important Instructions

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

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

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

LIST OF COURSES WITH SUBJECT CODES**LIST OF COURSES of B. Sc. 1st Year**

Year	Subject	Course Type	Course Title	Course Code
B. Sc. 1st Year	Chemistry	DSC	Atomic Structure, Bonding, General Organic Chemistry & Hydrocarbons	CHEM101TH
			States of Matter, chemical kinetics & Functional organic chemistry	CHEM102TH
	Mathematics	DSC	Differential Calculus	MATH101TH
			Differential Equations	MATH102TH
	Physics	DSC	Mechanics	PHYS101TH
			Electricity and Magnetism	PHYS102 TH
	Zoology	DSC	Animal Diversity	ZOOL101 TH
			Comparative Anatomy & Developmental Biology of Vertebrates	ZOOL102 TH
	Botany	DSC	Biodiversity (Microbes, Algae, Fungi and Archegoniates)	BOTA101 TH
			Plant Ecology & Taxonomy	BOTA102 TH
	Computer Science	DSC	Problem Solving using Computer	COMP101TH
			Office Automation Tools	COMP102TH

LIST OF COURSES of B. Sc. 2nd Year

B. Sc. 2 nd Year	Chemistry	DSC	Solutions, Phase Equilibrium, Conductance, Electrochemistry & Organic Chemistry	CHEM201TH
			Chemistry of main group element, chemical Energetics, and Equilibrium	CHEM202TH
		SEC	Basic Analytical Chemistry	CHEM203 TH
			Fuel Chemistry & Chemistry of Cosmetics and Perfumes	CHEM204 TH
	Mathematics	DSC	Real Analysis	MATH201TH
			Algebra	MATH202TH
		SEC	Integral Calculus	MATH309TH
			Vector Calculus	MATH310TH
	Zoology	DSC	Physiology & Biochemistry	ZOOL201 TH
			Genetics & Evolutionary Biology	ZOOL202 TH
			Medical Diagnostics	ZOOL203 TH
		SEC	Apiculture	ZOOL204 TH
	Botany	DSC	Plant Anatomy & Embryology	BOTA201 TH
			Plant Physiology & Metabolism	BOTA202 TH
		SEC	Bio fertilizers	BOTA203 TH
			Gardening & Floriculture	BOTA204 TH
	Physics	DSC	Statistical Thermal Physics	PHYS201 TH
			Waves and Optics	PHYS202 TH
			Physics Workshop Skills	PHYS203 TH
		SEC	Electrical Circuits and Network Skills	PHYS205 TH
	Computer Science	DSC	Computer System Architecture	COMP201TH
			Database Management System	COMP202TH
		SEC	PHP Programming	COMP203TH
			Computer Networks	COMP204TH

LIST OF COURSES of B. Sc. 3rd Year

B. Sc. 3 rd Year	Botany	DSE	Economic Botany & Biotechnology	BOTA-301 TH
			Cell and Molecular Biology	BOTA-303 TH
		SEC	Medicinal Botany and Ethno botany	BOTA-306 TH
			Mushroom Cultivation Technology	BOTA307 TH
	Chemistry	DSE	Polynuclear Hydrocarbons, Dyes, Heterocyclic compounds, Spectroscopy (UV, IR, NMR)	CHEM301 TH
			Chemistry of Transition & Inner Transition Elements, Coordination Chemistry, Organometallics, Acids & Bases	CHEM304 TH
		SEC	Chemical Technology & Society & Business skills for Chemistry	CHEM307TH
			Pesticide Chemistry & Pharmaceutical Chemistry	CHEM308 TH
	Mathematics	DSE	Matrices	MATH301TH
			Numerical Method	MATH304TH
		SEC	Probability And Statistics	MATH313TH
			Transportation And Game Theory	MATH317TH
		GE	Portfolio optimization	MATH319TH
			Queuing and reliability theory	MATH320TH
			Descriptive statistics and probability theory	MATH321TH
			Sample surveys and design of experiments	MATH322TH

B.Sc. 3rd Year	Physics	DSE	Elements of Modern Physics	PHYS301TH
			Nuclear and particle physics	PHYS304TH
		SEC	Radiation safety	PHY307TH
			Renewable energy & energy harvesting	PHY310TH
	Zoology	DSE	Animal Bio-technology	ZOOL301(B)TH
			Reproductive Biology	ZOOL302(C)TH
		SEC	Sericulture	ZOOL303TH
			Aquarium fish keeping	ZOOL304TH
	Computer Science	DSE2A Choose any one	Operating System	COMP301TH
			Computer Graphics	COMP305TH
			Programming in Java	COMP306TH
		DSE2B Choose any one	Data Structure and File Processing	COMP302TH
			Project Work	COMP303TH
			Web Technologies	COMP304TH
		SEC	Multimedia and Applications	COMP307TH
			Software Engineering	COMP308TH

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

ARTS AND COMMERCE 1ST YEAR

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

ARTS AND COMMERCE 2ND YEAR

Subject	Subject Title	Course Code	Course Type (DSC/AECC/SEC /DSE)
B. Com	Company Law	BC2.1	DSC
	Income Tax Law and Practice.	BC2.2	DSC
	Computer Application in Business	BC2.3	SEC
	Corporate Accounting	BC2.4	DSC
	Cost Accounting	BC2.5	DSC
	E-Commerce	BC2.6	SEC
English	English-2 Core English	ENGCE-201	DSC
	British Literature	ENGDSC-202	DSC
	Literary Cross Currents	ENGDSC-203	DSC
	Creative Writing Book	ENGAECC/SEC204	AECC/SEC
	Translation Studies &Principals of Translation	ENGAECCSEC205	AECC/SEC
Economics	Principles of Macro Economics-I	ECONA201	DSC
	Principles of Macro Economics-II	ECONA202	DSC
	Economics of Rural Development	ECONA204	SEC
	Demography	ECONA206	SEC
Geography	Human Geography	GEOGP201CC	DSC
	Environmental Geography	GEOGP202CC	DSC
	Regional Planning and development	GEOGP203SEC	SEC
	Remote Sensing & GPS	GEOGP204 SEC	SEC
Hindi	1. रचना पूज	HIND 201	MIL
	2. आधुनिक हिन्दी कविता	HIND 202	DSC
	3. हिन्दी गद्य साहित्य	HIND 203	DSC
	4. कार्यालयी हिन्दी	HIND 204	SEC
	5. आनुवाद विज्ञान	HIND 206	SEC
History	History of India from 1206-1707	HIST203	DSC
	History of India from 1707-1950	HIST204	DSC
	Historical Tourism: Theory and Practice	HIST217	SEC
	Indian History and Culture	HIST219	SEC
MUSIC	Ancient Granthas & Contributions.	MUSA201 TH	DSC
	Practical(Stage Performance)	MUSA202PR	DSC
	Medieval Granthas & Contributions.	MUSA203TH	DSC
	Practical Viva-Voce	MUSA204PR	DSC
	Practical (Value based course)	MUSA205PR	SEC
	Practical (Value based course)	MUSA206PR	SEC
Phy. Educ	Human Anatomy & Physiology	PED201TH	DSC
	Sports Psychology	PED202TH	DSC
	Sports, Medicine, Physiotherapy &Rehabilitation	PED203TH	SEC
	Sports Trainings	PED204TH	SEC
Pol.Science	Comparative Govt. & Politics	POLS201	DSC
	Introduction to International Relations	POLS202	DSC
	Legislative Support	POLS203	SEC
	Public opinion and survey Research	POLS204	SEC
Sanskrit	1. संस्कृत नाटक	SKT-DSC-201	DSC
	2. संस्कृत व्याकरण	SKT-DSC-202	DSC
	3. आयुर्वेद के मूल सिद्धान्त	SKT-AECC-205	SEC
	4. संस्कृत छन्द एवं गायन	SKT-AECC-206	SEC
Sociology	Sociological Theories	SOCL-A201	DSC
	Method of Sociological Enquiry	SOCL-A202	DSC
	Techniques of Social Research	SOCL-A203	SEC
	Sociology of Environment	SOCL-A204	SEC

ARTS AND COMMERCE 3RD YEAR

Subject	Subject Title	Course Code	Course
B. Com	Human Resource Management	BC 3.1A	DSE
	Fundamentals of Financial Management	BC 3.2A	DSE
	Management Accounting	BC 3.5C	DSE
	International Business	BC 3.6A	DSE
	Entrepreneurship	BC 3.3	SEC
	Personal Selling & Salesmanship	BC 3.7	SEC
	Principles of Micro Economics	BC 3.4	GE
	Indian Economy	BC 3.8	GE
Economics	Research Methodology	ECONA309	SEC
	Money and Banking	ECONA311	SEC
	Development Economics	ECONA305	DSE
	International Economics	ECONA306	DSE
	Indian Economy	ECONA301	DSE
	Economic History of India 1857-1947	ECONA302	DSE
	Indian Economy	ECONA314	GE
	Economy of Himachal Pradesh	ECONA313	GE
English	Soft Skills	ENG 303	DSE
	Academic Writing and Composition	ENG 304	DSE
	Technical Writing	ENG 301	AEEC/
	Business Communication	ENG 302	SEC
	Literature from Himachal	ENG 305	AEEC/
	Contemporary India: Women and Empowerment	ENG 306	SEC
Geography	Geography of India	GEOGP303	DSE
	Economic Geography	GEOGP303	DSE
	Disaster management	GEOGP304	DSE
	Geography of Tourism	GEOGP304	DSE
	Field Techniques & survey-based project report	GEOGP302	SEC
	Geographic Information System	GEOGP301	SEC
	Disaster Risk Reduction	GEOGP305	GE
	Sustainability & Development	GEOGP306	GE
History	Modern and contemporary world History-I 1871-1919	HIST305	DSE
	Modern and contemporary world History-II 1919-1992	HIST307	DSE
	History of Himachal Pradesh 1815-1972	HIST312	GE
	Socio Religious reform movements in India	HIST310	GE
	Indian History and culture	HIST317	SEC
	Introduction to Indian Art	HIST319	SEC
Hindi	रंग आलेख एवं रंगमंच अथवा भाषा कम्प्युटिंग	HIND 301	SEC
	समाचार संकलन और लेखन	HIND 304	SEC
	लोक साहित्य—	HIND 305	DSE
	छायावादोत्तर हिंदी कविता	HIND 306	DSE
Pol. Science	Themes in Comp. Pol. Theory	POLS301	DSE
	Democracy & Governance	POLS302	DSE
	Democratic Awareness Through Legal Literacy	POLS303	SEC
	Conflict & Peace building	POLS304	SEC
	Society, Economy and Politics in Himachal Pradesh	POLS305	GE
	Human Rights, Gender and Environment	POLS306	GE
Music	Value-based & Practical Oriented Course for Hindustani Music (Vocal/Inst)-III	MUSA301PR	SEC
	Value-based & Practical Oriented Course for Hindustani Music (Vocal/Inst)-IV	MUSA302PR	SEC
	Theory of Indian Music and Study of Ancient Granth & Ragas (Vocal/Inst)	MUSA303TH	DSE
	Stage Performance	MUSA 304PR	DSE
	Theory of Indian Music and Gharana Tradition	MUSA305TH	DSE
	Viva Voce	MUSA 306PR	DSE
	Theory of Indian Music (Vocal/Inst)	MUSA307TH	GE
	Practical (Vocal/Inst)	MUSA308PR	GE

Phy. Edu.	Specialization in Volley Ball	PED301PR	SEC
	Specialization in Football	PED302PR	SEC
	Specialization in Kabaddi	PED303PR	SEC
	Specialization in Athletics	PED304PR	SEC
	Recreation	PED305TH	DSE
	Methods of Teaching in Physical Education	PED307TH	DSE
	Officiating and Coaching	PED308TH	DSE
	Health Education and Nutrition	PED309TH	GE
	Yoga	PED310TH	GE
Sanskrit	1. व्यक्तित्व विकास का भारतीय दृष्टिकोण	SKT-DSE- 301	DSE
	2. साहित्यिक समालोचना	SKT-DSE- 302	DSE
	3. पाल्पल योगसूत्र	SKT-DSE- 303	GE
	4. भाषा विज्ञान के मूलभूत सिद्धान्त	SKT-DSE- 304	GE
	5. भारतीय रंगशास्त्र	SKT-AEEC/SEC-305	SEC
	6. भारतीय वास्तुशास्त्र	SKT-AEEC/SEC-306	SEC
Sociology	Social Demography	SOCL-A-301	SEC
	Theory and Practice of Development	SOCL-A-302	SEC
	Marriage, family & Kinship	SOCL-A-304	DSE
	Social Stratification	SOCL-A-305	DSE
	Economy and Society	SOCL-A-308	GE

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

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

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

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

IMPORTANT

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

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

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

The candidates applying for the Science stream should have passed 10+2 Examination or its equivalent from a recognized Board/University with any of the three subjects out of Physics, Chemistry, and Biology or any other science subject with 45% or equivalent grade and if or SC/ST candidate the required eligibility will be 40% or equivalent grade.

ELIGIBILITY FOR THE DEGREE

1. Eligibility for three year degree programmes

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

2. Choosing Programme Study Courses: -

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

3. Academic Programme

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

3.1.1 Language group: English, Hindi, and Sanskrit

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

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

3.3 B. Com.: (Commerce)

BACHELOR OF VOCATION (B. Voc.)

UGC Approved 3-Year Regular Degree Program Course of Study

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

* **B. Voc. in Retail Management**

* **B. Voc. in Hospitality & Tourism**

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

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

OBJECTIVES: -

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

COURSE STRUCTURE

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

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

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

Multiple Entry and Exit Options:

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

INTERNSHIP PROGRAM:

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

<u>RETAIL MANAGEMENT</u>				<u>HOSPITALITY & TOURISM</u>			
NSQF Level	Semester	Job Role	Training Hours	NSQF Level	Semester	Job Role	Training Hours
4	I	Team Leader	585	4	I	Guest Service Associate	585
5	II	Departmental Manager	585	5	II	Guest Service Executive	585
6	III & IV	Business Leader/ Multi-Outlet Retailer	1170	6	III & IV	Duty Manager	1310
7	V & VI	Store Manager	1245	7	V & VI	Front Office Manager	1325

JOB OPPORTUNITIES

<u>RETAIL MANAGEMENT</u>	<u>HOSPITALITY & TOURISM</u>
- After the completion of the first semester, the student will get a "Team Leader" Certificate in the Retail Management sector from Retailers Association's Skill Council of India (RASCI) & HPU / SPU. The candidate may work as a certified resource in any retail-related industry. - After the completion of the 2nd Sem. the student will get a combined "Departmental Manager" Diploma in the Retail Management sector from Retailers Association's Skill Council of India & University. Candidate may get an opportunity to work in any retail-related industry. - After the completion of the second year, the student will get a combined "Business Leader/Multi-Outlet Retailer" Advanced Diploma in the Retail Management sector from Retailers Association's Skill Council of India (RASCI) and university. The candidate may work as a skilled resource in the related field as well as explore opportunities to become an entrepreneur. - After the completion of the third year, the student will get a Degree Certificate from the HPU / SPU. The candidate may become a "Store manager" in retail-related industries as well as explore opportunities to become an entrepreneur.	- After the completion of the first semester, the student will get a "Guest Service Associate" Certificate in the Hospitality & Tourism sector from Tourism and Hospitality Skill Council (THSC) & HPU / SPU. The candidate may work as a certified resource in any hospitality and tourism – related industry. - After the completion of the second semester, the student will get a combined "Guest Service Executive" Diploma in the Hospitality & Tourism sector from Tourism and Hospitality Skill Council (THSC) and HPU / SPU. The candidate may get an opportunity to work in any Hospitality & Tourism related industry. - After the completion of the second year, the candidate will get a combined "Duty Manager" Advanced Diploma in the Hospitality & Tourism sector from Tourism & Hospitality Skill Council (THSC) and university. The candidate may work as a skilled resource in the related field as well as explore opportunities to become an entrepreneur. - After the completion of the third year, the student will get a Degree Certificate from university. The candidate may become a "Front Office Manager" in Hospitality & Tourism related industries as well as explore opportunities to become an entrepreneur.

Eligibility CONDITIONS FOR B. VOC.

- Admission to the B Voc. programme will be as per the rules and regulations of the Himachal Pradesh University.
- The eligibility criteria for admission to the B. Voc. Degree programme shall be 10+2 in all streams from a recognized board; 10+2 examination or an examination equivalent thereof from a Board/University established by law in India with **English as a compulsory subject with 45% marks in aggregate.**
- Vocational subjects under NSQF will be given weightage, equivalent to any other general education subject while considering admission to students to the undergraduate courses as per reference no. DD No.. 1-52/2013(CC/NSQF) dated 30.04.2014 of UGC.
- Maximum age limit for admission to B. Voc. courses is 23 years for the general category, 25 years for SC/ST category and 25 years for girl candidates, as on 1st July of the admission year. Vice-Chancellor may permit age relaxation as per norms.
- Reservation rules are applicable as per the rules or guidelines of the Himachal Pradesh Government.
- Students belonging to SC/ST category shall be given a 5% relaxation in marks for admission purposes, i.e., they would require a minimum of 40% marks in aggregate at 10+2 level.**
- Compartment students shall not be allowed admission in the B. Voc. Courses.
- A candidate cannot pursue two full-time undergraduate courses simultaneously.
- The University reserves the right to cancel any admission at any stage.
- In matters relating to undergraduate admissions, the decision of the Admission Committee/Vice-Chancellor, Himachal Pradesh University, Shimla, shall be final.
- All legal matters pertaining to undergraduate admissions shall be subjected to the Himachal Pradesh jurisdiction only.

MODE OF SELECTION

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

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

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

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

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

LIST OF COURSES WITH SUBJECT CODES FOR B. VOC.

Subject - B. Voc. (Retail Management)			
NSQF Level	Component	Subject Code	Course Title
4 Retail Team Leader	General	RA 111	Business Communication and Personality Development-1
		RA112	Fundamentals in Accounting and Technology (Computer Skills-I)
	Skills	RA121	Product Display, Visual Merchandising, Health & Safety
		RA122	Work Management and effective Communication
		RA123	Customer services and Sales
		RA124	Internship Project
5 Department Manager	General	RA 211	Business Communication and Personality Development-II
		RA212	Fundamentals in Accounting and Technology (Computer Skills-II)
	Skills	RA221	Retail Store Operations
		RA222	Team Leadership
		RA223	Retail Service & Managing Budgets
		RA224	Internship Project
6 Business Leader /Multi-outlet Retailer	General	RA311	Communicative English
		RA312	Stores Operations & Supply Chain Management
		RA411	Environment Science
		RA412	Human Resource Management
	Skills	RA321	Customer Needs & Financial Operations
		RA322	Legal Aspects & Team Dynamics
		RA421	Managing Inventory & Marketing
		RA422	Relationship with Vendors & Manpower Planning
7 Store Manager	General	RA511	Marketing Management
		RA512	Business Statistics
		RA611	Ethics & Corporate Social Responsibility
		RA612	Retail Environment

	Skills	RA521	Retail Store Operations & Sales
		RA522	Process Compliance and Safety & Security
		RA524	Store Manager & Market Study
		RA622	Internship Project
Subject - B. Voc. (Hospitality & Tourism)			
NSQF Level	Component	Subject Code	Course Title
4 Guest Service Associate	General	TH112	Learning a Foreign or Local Language including English
		EN111	Introduction to Tourism Aviation, Hospitality Industry
	Skills	TH121	Introduction to Front Office & Maintaining Effective Communication
		TH122	Basic Health Standards & Guest Handling
		TH123	Front Office Activities
5 Guest Service Executive	General	TH124	Internship Project
		EN211	Tourism Products
	Skills	TH212	Communicative English for Tourism and Hospitality
		TH221	Guest Service, Health Hygiene & Safety Standards
		TH222	Handling Complaints & Guest Privacy
6 Duty Manager	General	TH223	Cashiering Activities
		TH224	Internship Project
		TH311	Basic of Tourism Research
		TH312	Basic of Tourism Management
	Skills General	TH313	Travel Agency Management and Operations
		TH314	Environmental Science
		TH321	Monitoring Front Office Activities & Guest Experiences
7 Front Office Manager	General	TH322	Managing Financial & Administrative Aspects of Business
		TH323	Service Standards, Communication & Maintaining Health & Safety and Guests' privacy
		TH511	Travel Geography
		TH512	Itinerary Preparations
	Skills	TH513	Entrepreneurship in Tourism & Hospitality Industry
		TH514	Introduction to Tourism Marketing
		TH521	Introduction to Front Office Manager and Health & Safety Standards
		TH522	Front Office Management and Operations
		TH523	Budget & Report Preparations and Communication Skills & Guest Privacy
		TH621	Internship Project

COLLEGE LIBRARY

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

SCHOLARSHIPS / STIPENDS / AWARDS:

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

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

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

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

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

ENERGY CLUB: -

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

NATIONAL CADET CORPS (NCC): -

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

TUTORIAL GROUPS:

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

NATIONAL SERVICE SCHEME (NSS):

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

RED RIBBON CLUB

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

ROVERS & RANGERS UNITS

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

COLLEGE MAGAZINE:

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

SVEEP

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

DISASTER MANAGEMENT CELL

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

CAREER GUIDANCE & PLACEMENT CELL:

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

SPORTS ACTIVITIES:

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

CULTURAL ACTIVITIES

Our college believes in the overall development of our students. We encourage our students to give expression to their skills. . Thus, our institution provides a platform for students to show their

talent through various cultural activities at the university level Youth Festival, Inter- College and Intra- College Competition. They also get a chance to participate in debate, declamation, poetic recitation, elocution, quiz, drama, skit, mime, group dance, light vocal, etc.

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

PARENT TEACHER ASSOCIATION (PTA)

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

EDUCATIONAL TOURS

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

DEAR PARENTS

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

CODE OF CONDUCT / DISCIPLINE

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

- i) Each student is required to possess his/her valid identity card and show it to the college authorities on demand. Students without identity cards may be asked to leave the college campus. Habitual offenders will be fined and strictly dealt with.
- ii) Ragging of any kind is legally banned. Any student found indulging in ragging will be prosecuted and expelled from the college.
- iii) Mobile phones are not allowed in the college campus at all.
- iv) The use of intoxicants including smoking, drinking, chewing tobacco, paan and drugs are banned in the college. Any infringement of the ban will invite disciplinary action in the form of fines, suspension, and rustication from the college.
- v) Bringing outsiders to the college campus by students will be considered as a violation of the code of conduct, leading to disciplinary action as may be deemed fit by the Disciplinary Committee. However, the Parents/Guardians of a student may meet their wards with the permission of the principal.
- vi) Writing slogans on the walls, sticking bills of student's organization in the College Campus, putting private notice on the Notice Board without permission, writing obscene remarks on the black boards,

walls or furniture of the college is strictly prohibited. Any student found indulging in these activities will be fined, suspended or expelled from the college.

vii) The code of discipline requires security and maintenance of the college property by the students. Any one causing damage to the college property, its furniture, electric/tubes etc. will be required to pay for the damages caused as well as the special fine can also be imposed.

viii) Rioting, slogan shouting, eve-teasing, misbehavior with fellow students, teachers & non-teaching staff are considered serious act of indiscipline. The delinquents are liable to disciplinary action.

ix) Any other act which is considered unbecoming of students by the discipline committee will be treated as violation of code of conduct and disciplinary action will be taken against such students.

x) Aimlessly loitering in the verandas/corridors in free period, sitting on the railing in front of the class rooms / Library area, attempts to disturb classes are viewed seriously. Any violation will entail disciplinary action.

xi) Students are not allowed to take any chair/bench out of the class rooms for sitting in the verandas without permission of the college authorities.

Leave Rules

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

Anti- Ragging Committee Mobile Numbers

1. Dr. Diljeet Singh - 86279-51997
2. Sh. Manjit Singh - 94183-15155
3. Dr. Anil Kumar - 94184-85137

4. Ms. Kiran Bala – 98166-72113
5. Ms. Alka - 94180-54206
6. Sh. Surjeet Singh – 94187-45069



GLIMPSE OF COLLEGE ACTIVITIES





GLIMPSE OF PRIZE DISTRIBUTION FUNCTION



TEACHING STAFF



NON TEACHING STAFF



INSTITUTIONAL ACADEMIC CALENDER FOR THE SESSION 2024-25

Sr.N.	Particulars	Period	Days
1.	Submission of admission forms for 2024-25	03.06.2024 to 15.07.2024	34 days
	Pre-admission counseling of students	03.06.2024 to 15.06.2024	
	Display of 1 st Merit List (UG 1 st year student)	16.07.2024 up to 1:00 PM	
	Fee to be deposited	16.07.2024 to 19.07.2024	3 days
	Display of 2 nd Merit List	20.07.2024 up to 11:00 AM	
	Fee to be deposited	20.07.2024 up to 05:00 PM	1 day
	Orientation of 1 st Year Students	22.07.2024	1 day
	Admission of UG 2 nd year & final year students on Roll on Basis	06.06.2024 to 15.07.2024	31 days
	Fee to be deposited	06.06.2024 to 19.07.2024	35 days
	Post admission counselling	20.07.2024 & 22.07.2024	02 days
	Regular Teaching	23.07.2024 to 28.10.2024	79 days
		04.11.2024 to 31.12.2024	48 days
		05.02.2025 to 29.03.2025	45 days
	Remedial classes beyond normal teaching hours (at least 54 hours)		09 days
	Total Working Days		181 days
Vacation Schedule			
2	Summer Vacation	18.06.2024 to 12.07.2024	25 Days
	Diwali Break	29.10.2024 to 02.11.2025	5 days
	Winter Vacation	01.01.2025 to 04.02.2025	35 days
	Total Vacation Period		65 days
Examination/ Evaluation Schedule			
3	Examination	01.04.2025 to 14.05.2025	44 Days
	Evaluation of Answer scripts	10.04.2025 to 17.05.2025	38 days
	Results of UG Classes	Up to 30.06.2025	
Proposed Schedule			
4	Enrolment of NCC/NSS/Rovers & Rangers/ Eco Clubs / Energy Club	In the 1 st Week of August, 2024	
	Parent/Teacher Association General Meeting	In the 2 nd Sunday of August, 2024	
	Talent Hunt (AAGAAZ)	In the month of August, 2024	
	Online HPU Registration of students	In the month of September & October 2024	
	Supplementary Examination	In the month of September, 2024	
	House Examination (Mid Term Exam)	In the 2 nd Week of December, 2024	
	CSCA function (UMANG)	In the last Week of December, 2024	
	Annual Athletic Meet	In the last Week of December, 2024	
	Annual NSS Camp	In the 1 st Week of January, 2025	
	Annual Prize Distribution Function	In the 1 st Week of March, 2025	
Important Days to be Celebrated			
5	Independence Day	15.08.2024	
	National Sports Day	29.08.2024	
	Teacher's Day	05.09.2024	
	Commemoration of Hindi Diwas	14.09.2024	
	Gandhi Jayanti	02.10.2024	
	Samvidhan Divas	26.11.2024	
	NCC Day	Last Sunday of November, 2024	
	World AIDS day	01.12.2024	
	National Science Day	28.02.2025	
	Women's Day	08.03.2025	
	World Water Day	22.03.2025	

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

Prospectus Committee; - Sh. Sanjay K. Jasrotia, Ms. Reema Kumari, Lt. Surjeet Kumar