

# GOVERNMENT COLLEGE SANGRAH

**DISTRICT SIRMOUR (H.P.)**

**NAAC ACCREDITED**



## **PROSPECTUS 2025-26**



## Admission Schedule

The candidates have to apply online on the college website: [www.gcsangrah.in](http://www.gcsangrah.in)

Particulars	Period
Submission of Admission Forms for the Session 2025-26	01-06-2025 to 19-06-2025
Pre-admission Counseling of Students	13-06-2025 to 19-06-2025
Display of 1 <sup>st</sup> Merit List (B.A 1 <sup>st</sup> Year Student)	20-06-2025 upto 05:00 PM
Fee to be Deposited	21-06-2025 to 23-06-2025
Display of 2 <sup>nd</sup> Merit List	24-07-2025 upto 03:00 PM
Fee to be Deposited	25-06-2025 to 27-06-2025
Orientation of B.A. 1 <sup>st</sup> Year Students	28-06-2025 to 30-06-2025
Admission of B.A. 2 <sup>nd</sup> and 3 <sup>rd</sup> Year Students on Roll on Basis	01-06-2025 to 19-06-2025
Fee to be Deposited (B.A. 2 <sup>nd</sup> and 3 <sup>rd</sup> Year Students)	12-06-2025 to 23-06-2025
Post Admission Counselling	24-06-2025 to 30-06-2025
Regular Teaching	1 <sup>st</sup> July 2025 onwards

### Regarding Admission for the Session 2025-26

- Before filling the admission form you are advised to read the information provided in College Prospectus/Handbook of Information.
- The completed online form should be submitted on or before the dates decided by the Directorate of Higher Education and HP University Notifications.
- After the approval of admission form by the Admission Committee of the college, the selected candidates will have to submit the Fees and other dues online within the specified dates, failing which your admission for any Programme/Course will stand, cancelled.
- The admission will be purely provisional, and will be cancelled at any stage, if the information submitted online is found incorrect.
- The provisional admission will be finalized after the verification of the original documents/testimonials.

### The Students have to be ready with following Documents:

- ☞ Passport size photograph
- ☞ Signature of Student
- ☞ Matriculation Certificate
- ☞ Plus Two Pass Certificate
- ☞ School Leaving / Character Certificate (Only for First Year Students)
- ☞ Aadhar Card Copy
- ☞ Certificate of SC/ ST/ OBC/ BPL (As applicable)
- ☞ Affidavit of Single Girl Child
- ☞ Himachal Pradesh Domicile Certificate
- ☞ 40% Disability Certificate (In case of Handicap Student)
- ☞ Affidavit of Gap Year (If any)
- ☞ Affidavit Registration Form (Anti-Ragging)

## Ragging is a Criminal Offence

Ragging is a punishable offence. Ragging of all kinds is strictly banned in the college campus. Anybody caught indulging in this evil exercise shall face penalty under the law. Act remotely suggestive of ragging should be **reported to the college authorities/to the member of anti-ragging committee**. A student who commits the offence of ragging shall be **punishable with imprisonment for a term**, which may extend to **three years** or shall also be liable to a fine, which may extend to **Rs. 50,000 or both**.

**Punishment shall be exemplary and justifiably harsh. Punishment for ragging includes:**

- ☞ Imprisonment, fine or both.
- ☞ Expulsion from the institution, suspension from the institution or classes for a limited period or fine with a public apology.
- ☞ Withholding scholarship or other benefits.
- ☞ Debarring from representation in events.
- ☞ Withholding of results.
- ☞ Suspension of expulsion from hostel or mess and the like.

### Anti-Ragging Committee :

Dr. Jagpal Singh Tomar	9418669999
Sh. Sandeep Kumar	9459733866
Smt. Ambra Devi	8278738016
Sh. Ajay Kumar	8894528278
Sh. Manoj Kumar	6230802251
Sh. Om Prakash	7018546498
Sh. Chander Prakash Pathik	9459029321

You Can Fill Affidavit Registration Form (Anti-Ragging) Click the Below Link :

[https://www.antiragging.in/affidavit\\_registration\\_disclaimer.html](https://www.antiragging.in/affidavit_registration_disclaimer.html)

**National Anti-Ragging Help Line**

**1800-180-5522 (24x7 Toll Free Number)**

**Playing Songs/ Music on mobile phones in the campus is strictly prohibited and any violation of this instruction will be considered act of indiscipline.**

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*Dr. Meenu Bhaskar*  
**PRINCIPAL**

## From the Principal's Desk

Welcome to Government College Sangrah, an institution renowned for its commitment to excellence in academics and community engagement. As one of the esteemed colleges affiliated with Himachal Pradesh University, Shimla, we take pride in nurturing both intellectual and personal growth.

College life is not only about acquiring knowledge but also about evolving as an individual. Embrace the diverse opportunities available join clubs, NCC/NSS/Rovers & Rangers, and sports teams that align with your interests. Participate in flagship initiatives like the Unnat Bharat Abhiyan (Ministry of Education, Govt. of India) and the IIRS-ISRO Outreach Programme, which will enrich your learning with hands-on experience, community involvement, and a scientific outlook in geospatial technologies.

Our college boasts a well-equipped library, ranked 6<sup>th</sup> in the state for its rich collection of books, journals, magazines, newspapers, seating capacity, and other essential facilities.

Engage with peers from varied backgrounds and seek guidance from mentors and professionals. These interactions will broaden your perspective, build your confidence, and help you realize your true potential.

Dear students, your time here is a transformative phase. Embrace education, pursue growth, cultivate relationships, and maintain balance. Believe in yourself, seize every opportunity, and enjoy this rewarding journey.

The spirit of our college thrives through its students and staff. May your years here be enriching, joyful, and filled with lifelong memories. Wishing you a fulfilling college experience!

# College Profile

Government College Sangrah was established in 2006. The college is affiliated to Himachal Pradesh University, Shimla. The Mid-Shivalik Himalayas' lush green, attractive, awe-inspiring, and thrillingly stunning slopes are home to this college. The scenic and serene surroundings, as well as the delightful cool temperature, provide an ideal and very conducive learning environment.

The college has made strides in academics, sports, and co-curricular activities since its beginnings. The institution has always aspired to provide students with multidimensional education, not just through classroom instruction in various lines of study, but education in its whole, leading to the holistic enlightenment of the students' intellectual and human dimensions. Academics, sports, NSS, NCC, Rovers & Rangers, and other extra-curricular activities have all been areas where the college has strived for greatness.

Furthermore, the college has established a reputation in the field of cultural activities. Our highly qualified, motivated, and hardworking teaching and non-teaching team is committed to assisting students in attaining their objectives. Classrooms with technology-assisted learning techniques, a well-equipped computer lab, a Wi-Fi campus, a library with a large number of books, magazines, and journals, a well-equipped gymnasium with other sports facilities, and a well-equipped Music Room all help to nurture and aid the students' diverse potentials and talents. Recently our college has been chosen for IIRS-ISRO Outreach Programme & Unnat Bharat Abhiyan (MoE, Govt. of India) which is inspired by vision of transformational change in rural development processes. This enables higher educational institutions to work with people of rural India to evolve appropriate solutions for accelerating sustainable growth.

## **VISION:**

"To be a reputable educational institution dedicated to academic excellence with a compassionate face that contributes to social transformation through improved life quality."

## **MISSION:**

"Our mission is to create lifelong learners with skills developed through the integration of academic learning and humanism. We strive to prepare our students for the future by instilling in them the confidence to take on professional and societal problems with zeal and maturity. All efforts are made to prepare our students to serve as leaders in a variety of settings and to act as change agents in a globalized world".

## Teaching Faculty

Dept. of Economics	Sh. Ajay Kumar	Dept. of English	Sh. Om Prakash
Dept. of Chemistry	Ms. Kavita	Dept. of Geography	Dr. Jagdish Chand Dr. Jagpal Singh Tomar
Dept. of Hindi	Smt. Ambra Devi	Dept. of History	Sh. Sandeep Kumar
Dept. of Music (I)	Sh. Vinod Kumar	Dept. of Music (V)	Dr. Devraj Sharma
Dept. of Political Science	Ms. Poonam	Dept. of Physical Education	Sh. Manoj Kumar
Dept. of Physics	Sh. Pramoj Kumar Sharma	Dept. of Sanskrit	Sh. Chander Prakash Pathik

## Library and Lab Staff

Assistant Librarian	Sh. Subhash Chand	Laboratory Attendant	Sh. Sant Ram
Laboratory Attendant	Sh. Ravinder Singh	Laboratory Attendant	Sh. Vinod Kumar

## Non-Teaching Staff

Senior Assistant	Sh. Rajeev Kumar	Clerk	Ms. Anita
JOA-IT	Sh. Balwant Singh	Clerk	Sh. Surender Kumar

## Class-IV

Sh. Joginder Singh-1	Sh. Dharam Das	Sh. Surat Singh	Sh. Ramanand
Sh. Joginder Singh-2	Sh. Hirdya Ram	Sh. Jaipal Singh	Sh. Dinesh Kumar
Sh. Suresh Chand			

## Vacant Posts

Dept. of Botany-01	Dept. of Commerce-02	Dept. of Mathematic-01	Dept. of Zoology-01
Supdt. G I-01			

# ADMISSION CUM REGISTRATION COMMITTEES

## B.A. 1<sup>st</sup> YEAR

☞ Dr. Jagdish Chand (Convenor)	Mob. No. 9418209008
☞ Sh. Sandeep Kumar	Mob. No. 9459733866
☞ Sh. Manoj Kumar	Mob. No. 6230802251
☞ Ms. Kavita	Mob. No. 8219795621

## B.SC. / B.COM. 1<sup>st</sup> YEAR

☞ Sh. P.K. Sharma (Convenor)	Mob. No. 9418472692
☞ Ms. Poonam	Mob. No. 7018439929
☞ Ms. Kavita	Mob. No. 8219795621

## B.A. / B.COM. 2<sup>nd</sup> YEAR

☞ Sh. Ajay Kumar (Convenor)	Mob. No. 8894528278
☞ Sh. Om Prakash	Mob. No. 7018546498
☞ Sh. Vinod Kumar	Mob. No. 7018602990

## B.A. / B.COM. 3<sup>rd</sup> YEAR

☞ Dr. Jagpal Singh (Convenor)	Mob. No. 9418669999
☞ Sh. Chander Prakash Pathik	Mob. No. 9459029321
☞ Ms. Poonam	Mob. No. 7018439929

## INCHARGES AND OFFICIAL RESPONSIBILITIES

IQAC	Co-ordinator	Dr. Jagdish Chand
College Finances	Bursar	Dr. Jagpal Singh Tomar
IIRS-ISRO Outreach Programme	Co-ordinator	Dr. Jagdish Chand
PTA	Secretary	Dr. Jagpal Singh Tomar
Unnat Bharat Abhiyan	Co-ordinator	Dr. Jagdish Chand
Eco Club	Co-ordinator	Dr. Jagdish Chand
Add on Course	Co-ordinator	Dr. Jagdish Chand
Career Guidance & Counseling	Co-ordinator	Dr. Jagdish Chand
Ek Bharat Shrestha Bharat	Co-ordinator	Ms. Poonam
NSS	Programme Officer	Sh. Sandeep Kumar
Red Cross	Co-ordinator	Ms. Kavita
NCC	Incharge	Ms. Kavita
Mid Term Exam	Incharge	Sh. Sandeep Kumar
Staff	Secretary	Sh. Ajay Kumar
Rover & Ranger	Incharge	Sh. Pathik / Ms. Kavita
Old Student Association	Incharge	Sh. Ajay Kumar
Scholarship	Co-ordinator	Sh. Ajay Kumar
Hostel Warden (Girls)	Incharge	Smt. Ambra Devi

## ADMINISTRATIVE COMMITTEES 2025-26

<b>Time Table Committee</b> Dr. Jagdish Chand (Convenor) Sh. Sandeep Kumar Ms. Kavita	<b>CSCA Advisory Committee</b> Sh. Pramoj Kumar (Convenor) Dr. Jagpal Singh Sh. Sandeep Kumar Sh. Ajay Kumar	<b>Bus Pass Committee</b> All the Heads of Department (DSC-I)
<b>Internal Complaints Committee (ICC)</b> Smt. Ambra Devi (Convenor) Ms. Kavita Ms. Poonam Ms. Anita Devi Ms. Rama Kumari Chauhan (Advocate) External Member	<b>Mid-Term / House Exam Committee</b> Sh. Sandeep Kumar (Convenor) Sh. Manoj Kumar Ms. Kavita Sh. Sant Ram (L.A.) Sh. Vinod Kumar (L.A.) Sh. Ravinder Singh (L.A.)	<b>Career Counseling / Job Placement Cell</b> Dr. Jagdish Chand (Convenor) Sh. Sandeep Kumar Ms. Kavita Sh. Vinod Kumar
<b>Scholarship Committee</b> Sh. Ajay Kumar (Convenor) Sh. Sandeep Kumar Sh. Manoj Kumar Sh. Anita Devi (Clerk)	<b>Building &amp; College Property Committee</b> Sh. P.K. Sharma (Convenor) Dr. Jagpal Singh Sh. Ajay Kumar Sh. C.K. Pathik	<b>Educational Tour Committee</b> Dr. Jagpal Singh (Convenor) Sh. Ajay Kumar Sh. Om Prakash Sh. Vinod Kumar (L.A.)
<b>Anti-Ragging &amp; Discipline Committee</b> Dr. Jagpal Singh (Convenor) Sh. Sandeep Kumar Smt. Ambra Devi Sh. Ajay Kumar Sh. Manoj Kumar Sh. Om Prakash Sh. C.K. Pathik	<b>Press / Media Committee</b> Sh. Sandeep Kumar (Convenor) Smt. Ambra Devi Ms. Kavita <b>Sexual Harassment Committee</b> Smt. Ambra Devi (Convenor) Ms. Kavita Ms. Poonam	<b>Cultural &amp; Youth Festival Committee</b> Smt. Ambra Devi (Convenor) Sh. Vinod Kumar Ms. Poonam Sh. Manoj Kumar Sh. Sant Ram
<b>Purchase Committee</b> Dr. Jagpal Singh (Convenor) Smt. Ambra Devi Sh. Manoj Kumar	<b>RUSA Cell</b> Dr. Jagpal Singh (Convenor) Sh. Sandeep Kumar Sh. Ajay Kumar Sh. Manoj Kumar	<b>College Magazine Committee</b> Dr. Jagdish Chand (Convenor) Sh. Sandeep Kumar Sh. Vinod Kumar
<b>Library Advisory Committee</b> Dr. Jagdish Chand (Convenor) Sh. Vinod Kumar Sh. Subhash Chand	<b>Computer Literacy Committee</b> Sh. Om Prakash (Convenor) Ms. Poonam Sh. Balwant Singh	<b>Hostel Committee</b> Sh. P.K. Sharma (Convenor) Smt. Ambra Devi Ms. Kavita Ms. Anita Devi
<b>College Website Committee</b> Dr. Jagdish Chand (Convenor) Sh. Sandeep Kumar Ms. Kavita Sh. Vinod Kumar Sh. Balwant Singh	<b>NAAC &amp; Internal Quality Assurance Cell (IQAC)</b> Dr. Jagdish Chand (Convenor) Sh. Sandeep Kumar Ms. Ambra Devi Sh. Manoj Kumar Ms. Kavita Sh. Vinod Kumar Ms. Poonam Sh. Om Prakash Sh. C.K. Pathik Sh. Balwant Singh	<b>Canteen Committee</b> Sh. P.K. Sharma (Convenor) Sh. Sandeep Kumar Sh. Manoj Kumar

<b>Prospectus Committee</b> Dr. Jagdish Chand (Convenor) Sh. Sandeep Kumar Sh. Vinod Kumar Ms. Kavita	<b>Red Ribbon Club</b> Ms. Kavita (Convenor) Ms. Anita Devi (Clerk) Sh. Vinod Kumar (L.A.)	<b>Eco Club</b> Dr. Jagdish Chand (Convenor) Ms. Poonam Sh. Vinod Kumar Sh. Ravinder Singh (L.A.)
<b>UGC Cell</b> Dr. Jagdish Chand (Convenor) Sh. Sandeep Kumar Sh. Rajeev Kumar	<b>Anti-Drug Cell</b> Sh. Pramoj Kumar (Convenor) Dr. Jagpal Singh Sh. Ajay Kumar Smt. Anita Devi	<b>Disaster Management Cell</b> Dr. Jagpal Singh (Convenor) Dr. Jagdish Chand Sh. Manoj Kumar
<b>Equal Opportunity Cell</b> Dr. Jagdish Chand (Convenor) Sh. Vinod Kumar Ms. Poonam	<b>Annual Report</b> Sh. Sandeep Kumar (Convenor) Smt. Ambra Devi Ms. Kavita	<b>Campus Beautification &amp; Cleanliness Committee</b> Dr. Jagpal Singh (Convenor) Ms. Kavita, Sh. Vinod Kumar Ms. Poonam, Ms. Anita Sh. Sant Ram (L.A.) Sh. Vinod Kumar (L.A.) Sh. Ravinder Singh (L.A.)
<b>Water Supply &amp; Electricity Committee</b> Sh. Ajay Kumar (Convenor) Sh. Manoj Kumar Sh. Om Prakash Sh. Sant Ram (L.A.) Sh. Vinod Kumar (L.A.) Sh. Ravinder Singh (L.A.)	<b>Building Fund Committee</b> Principal Pradhan Gram Panchayat Sangrah Senior Asst./ Asso. Prof. President of PTA Asst. Engineer PWD President CSCA	<b>Road Safety Committee</b> Sh. C.K. Pathik (Convenor) Sh. Rajeev Kumar Sh. Sant Ram (L.A.)
<b>First Aid Committee</b> Sh. Manoj Kumar (Convenor) Sh. Sant Ram (L.A.) Sh. Vinod Kumar (L.A.) Sh. Ravinder Singh (L.A.)	<b>Grievances Committee to Prevent Caste Discrimination</b> Sh. Sandeep Kumar (Convenor) Sh. Vinod Kumar Ms. Poonam	<b>Internal Complaint Committee</b> Sh. Pramoj Kumar (Convenor) Sh. Ajay Kumar Sh. Manoj Kumar
<b>Sports Committee</b> Sh. Ajay Kumar (Convenor) Sh. Manoj Kumar Sh. C.K. Pathik Sh. Om Prakash	<b>Energy Club</b> Sh. Ajay Kumar (Convenor) Sh. Manoj Kumar Sh. Vinod Kumar	<b>College Advisory Committee</b> Dr. Devraj Sharma (Convenor) Dr. Jagdish Chand Dr. Jagpal Singh Sh. Pramoj Kumar

## General Admission Rules

For admission to the 1st Year, a student must not be more than 23 years of age (25 years in the case of girl students) as on July 1, 2025. However, a relaxation of 3 years in the upper age limit is allowed for students belonging to the SC and ST categories.

The Vice-Chancellor of HPU Shimla has the power to permit age relaxation up to a maximum of 6 months. All such cases could provisionally be granted age relaxation up to six months by the Principal and a consolidated list of such cases be sent for approval of the Vice-Chancellor. A candidate who has availed age relaxation at the time of first admission shall be eligible for the same in the subsequent classes also.

## Eligibility for Admission

The candidate should be passed in the Senior Secondary (+2) Examination (Academic Stream) conducted by the H.P. Board of School Education or an examination accepted as equivalent thereto by the various bodies of the H. P. University:

- ☞ *Provided that the candidates who have passed the qualifying examination with science stream shall be given preference in admission to B.Sc. program.*
- ☞ *Provided that the candidates who have passed the qualifying examination with commerce stream shall be given preference in admission to B.Com.*
- ☞ *Admission is purely on merit basis. Rounding of fraction of marks is permissible as per norms.*

## Choice Based Credit System (CBCS) for Undergraduate (UG) Courses

The Himachal Pradesh University vide Letter No. 2-1/2012 H.P.U. (Academic) dated 4 June 2016 has notified the acceptance of the latest course curriculum under Choice Based Credit System (CBCS) brought out by the University Grant Commission for implementation of academic session 2025-26.

### OUTLINES OF CHOICE BASED CREDIT SYSTEM:

**Core Course:** (12 for general courses; 4 discipline specific papers each for regular courses and 2 papers each for English and Hindi/MIL in B.A./B.Com.

**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.

**Discipline Specific Elective (DSE):** (2 each for regular courses): An elective course offered under the main discipline/ subject of study is referred to as Discipline Specific Elective.

**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.

**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/Sanskrit.

**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/field work. The main purpose of these courses is to provide students life-skills in hands-on mode so as to increase their employability.

## SCHEME FOR UGC CBCS B.A. / B.COM.

Year	Core Courses	Ability Enhancement Compulsory Course (AECC) (2)	Skill Enhancement Course (SEC) (2)	Discipline Specific Elective (DSE) (4)	Generic Elective GE (2)	Credits
1st	ENG-1					6x6= 36
	SKT/HINDI-1					2x4= 08
	DSC-1A	ENVIRONMENT	-	-	-	Total = 44
	DSC-1B					
	DSC-2A DSC-2B	HINDI/ENG/SKT				
2nd	ENG-2					6X6= 36
	SKT/HINDI-2		SEC-1			2X4= 08
	DSC-1C	-		-	-	Total = 44
	DSC-1D		SEC-2			
	DSC-2C					
	DSC-2D					
3rd	-	-	SEC-3	DSE-1A DSE-1B	GE-1	6x6 = 36 2x4 = 8
			SEC-4	DSE-2A DSE-2B	GE-2	Total = 44
Total Credits						132

## SCHEME FOR UGC CBCS B.SC.

Year	Core Courses	Ability Enhancement Compulsory Course (AECC) (2)	Skill Enhancement Course (SEC) (2)	Discipline Specific Elective (DSE) (4)	Generic Elective GE (2)	Credits
1st	DSC-1 A					6 x 6 = 36
	DSC-2 A					2 x 4 = 08
	DSC-3 A	ENVIRONMENT-1	-	-	-	Total = 44
	DSC-1 B					
	DSC-2 B DSC-3 B	HINDI/ENG/SKT-2				
2nd	DSC-1 C DSC-2 C	-	SEC-1 SEC-2	-	-	6 x 6 = 36 2 x 4 = 08
	DSC-3 C DSC-1 D					Total = 44
	DSC-2 D					
	DSC-3 D					
3rd	-	-	SEC-3 SEC-4	DSE-1 A DSE-2 A DSE-3 A DSE-1 B DSE-2 B DSE-3 B		6x6 = 36 2x4 = 8 Total = 44
Total Credits						132

## Permissible Subject Combinations in B.Sc. (Sciences/ Physical Sciences/ Bio-Sciences)

Sr. No.	Main Subject	Subject Combination Permitted (Any Two)	Combination No.
1.	Botany	Chemistry and Zoology	1
2.	Chemistry	Physics and Mathematics	2
3.	Chemistry	Botany and Zoology	3
4.	Mathematics	Physics and Chemistry	4
5.	Physics	Chemistry and Mathematics	5
6.	Zoology	Chemistry and Botany	6

## Permissible Subject Combinations in B.A. (Arts/ Humanities/ Languages)

Sr. No.	Main Subject	Subject Combination Permitted (Any One)	Combination No.
1.	Economics	Geography, History, Physical Education, English	1
2.	English	Political Science, History, Economics, Music (V&I)	2
3.	Geography	History, Economics, Political Science, Hindi	3
4.	Hindi	Political Science, Physical Education, Music (V&I), Geography	4
5.	History	Geography, Economics, Physical Education, English Music (V&I), Sanskrit	5
6.	Music (V&I)	Hindi, Political Science, Sanskrit, English, History	6
7.	Physical Education	History, Hindi, Economics, Sanskrit, Political Science	7
8.	Political Science	Geography, Hindi, English, Music (V&I), Physical Education, Sanskrit	8
9.	Sanskrit	Physical Education, Music (V&I), History, Political Science	9

### NOTE:

- ✓ Commerce students will study subjects as prescribed in their syllabus.
- ✓ Admission to B.A. /B.Com. 2<sup>nd</sup> and 3<sup>rd</sup> Year will be purely on ROLL ON System.
- ✓ In B.A./ B.Com. 2<sup>nd</sup> Year, Skill Enhancement Course (SEC) will be offered from The main discipline/ subject (DSC-1).

## Reservation of Seats (Ordinance 3.14)

Our institution follows the reservation policy of H.P. Government and H.P. University in admissions. The following reservations are available, which are filled according to the reservation roster devised by H.P. University:

**Schedule Caste (SC) : 15% Schedule Tribe (ST) : 7.5% Sports (SP) : 5% Cultural Activities (CUL) : 5% Persons with disability (PC) : 5%**

These reservations will be applicable to those, who have passed their qualifying examination from H.P. Board of School Education or from any other Schools located within territorial Jurisdiction of Himachal Pradesh or bonafide resident of Himachal Pradesh. Sports and cultural quota will be applicable to those events which are recognized by HPU sports and co-curricular council. The final decision under sports and cultural quota will rest with the respective committees constituted for the same. For reservation, the following roster will be followed:

120 Points Reservation Roster for Admission						
1	19 SP	37	55	73	91 SC	109
2	20 CUL	38 CUL	56	74	92	110
3	21 PC	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 PC	60 SP	78 SC	96	114
7 SC	25	43	61 CUL	79 SP	97 SC	115
8	26 SC	44	62 PC	80 ST	98 CUL	116 PC
9	27 ST	45	63	81 CUL	99 SP	117 SP
10	28	46 SC	64	82 PC	100 PC	118 CUL
11	29	47	65 SC	83	101	119 C
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	

**Note:** 05 seats for B.A., 02 for BSc (01 each for Life Sciences and Physical Sciences), and 01 for B.Com. are reserved over and above the allotted seats for single girl child.

## Fee Structure for B.A./ B.SC./ B.COM. (1<sup>st</sup>, 2<sup>nd</sup> & 3<sup>rd</sup> Year)

Sr. No.	Government Account Fees	Amount (in Rs.)
	<b><i>Annual Charges</i></b>	
a.	Admission Fee	25
b.	Re-admission fee first time	100
c.	Re-admission fee second time	200
d.	Late admission fee	10
e.	Tuition fee	600
f.	Migration fee (Other than HP Board)	200
g.	Himachal University charges	As decided by HPU from time to time
	<b>College Annual Charges (Refundable)</b>	
1.	Library security	100
	<b>College Annual Charges (Non-Refundable)</b>	
2.	House examination fund	80
3.	Health fund	6
4.	Campus development, beautification & up-keep fund	10
5.	Book replacement fund	25
6.	Furniture repair/ replacement fund	10
7.	Identity card	10
8.	Duplicate identity card	20
9.	Magazine fund	50
10.	N.C.C. fund	5
11.	Student aid fund	2
12.	Cultural activity fund	20
13.	Computer & internet facility	20
	<b>Annual Charges</b>	
14.	Amalgamated fund	300
15.	Sport fund /fee	240
16.	Building fund	120
19.	Geography	180
22.	Music/ any other practical subject	180
23.	Rovers and rangers fund	60
24.	Computer practical (Commerce and Math students)	180
	<b>Absence and Other Fines</b>	
25.	Absence fine (per period)	1
26.	Absence fine (per practical)	3
27.	Absence from house test (per paper)	10
28.	Late return of library books (Per Book/ Per Day)	1
29.	University Development Fund	250 (Gen.) & 100 (IRDP/ BPL)
30.	PTA Fund	500

## Examination & Evaluation System

The Evaluation System in CBCS will consist of two components :

**(i) Continuous Comprehensive Evaluation (CCE) :** Accounting for 30% of the final grade that a student gets in a course ; and

**(ii) End Term /Annual Examination (ETE) :** Accounting for the remaining 70% of the final grade that a student's gets in a course.

**(I) Continuous Comprehensive Evaluation (CCE) :** This would have the following components :

**(a) Classroom Attendance :** Each student will have to attend a minimum of 75% Lectures /Tutorials/ Practical's.

**(b) House Exams/ Mid-Term Tests :** There will be one mid-term test of 15 marks. It is mandatory to appear in mid-term test & must score 45% marks to become eligible for end-term examination.

**(c) Seminar /Assignment :**

(i) The 10 marks of the CCE will be awarded on the basis of seminar/assignment etc. that the course teacher might give to the students.

(ii) The remaining 5 marks of the CCE will be awarded on the basis of attendance.

**(iii) End-Term/Annual Examination (ETE) :** The remaining 70% of the final grade of the student in a course will be on the basis of end-term/ annual examination (ETE) that will be of three hours duration and covering the whole syllabus of the course.

### Continuous Comprehensive Assessment:

Mid Term Test (Marks)		Class Test/ Tutorials/Assignments (Marks)	Quiz/Seminars (Marks)	Attendance (Marks)	Total Marks
15		5	5	5	30
Total	15	5	5	5	

## Annual Examination:

Maximum Marks Allotted	Minimum Pass Marks	Time Allotted
70	25	3.00 Hrs

## College Hostel

The college provided hostel facility for **100 Girls students**. Girls Students desirous of seeking hostel accommodation may apply for these seats after their admission to the college has been secured. *Application form* can be obtained from the *hostel warden/ office*.

## Procedure for Seat Allotment:

This hostel is meant for only **SC/ST Girls**. However, **General Category** girls may also get accommodation depending upon the availability of seats. Girls who were residing in the hostel in the previous academic session are given preference unless they fail in the *Annual Examination*. Other applicants will be allotted seats on the basis of merit in the previous academic session. If the seats still remain vacant, they will be filled on the *first come first serve basis*.

## Detail of Hostel Fee and Funds for the session 2025-26 (Amount in Rs.)

Refundable /Adjustable		Non-Refundable			
Annual Charges				Monthly Charges	
Furniture Security	100	Utensil	100	Common Room	40
Hostel Security	500	Maintenance	100	Water Charges	20
Mess Advance	1000			Electricity Charges	150
				Newspaper/ Magazine Fund	20
				Room Rent	30
				Miscellaneous	60

## Migration Rules

Migration from other colleges to this college and vice-versa is governed by HP University Rules. A migration certificate can be issued only if the student is registered with the HP University.

## Scholarships

A number of scholarships are available for the eligible and deserving students. Information regarding dates, eligibility conditions and procedure for applying for these scholarships will be notified on the college notice board from time to time. The students may apply online for these scholarships. The application should be duly attested / verified by the competent authority and should be accompanied by the relevant **Certificates of Educational**

**Qualification / Income / Category / Domicile/ College Fee Receipt/ Aadhaar No. and Bank Account No., etc.**

### **State Sponsored Scholarship Schemes**

- IRDP Scholarship Scheme
- HP University Scholarship
- Kalpana Chawla Chhatravriti Yojana

### **Centrally Sponsored Scholarship Schemes**

- Post Matriculation Scholarships for SC/ST students
- Post-Matric Scholarship Scheme to OBC students
- Maharishi Balmiki Chhatravriti Yojana
- Post-Merit Scholarship Scheme for Students belonging to Minority Community
- Post-Matric Scholarship for Students with Disabilities
- Molana Azad Scholarship for Girl Students
- INBA Scholarship for NCC Students
- INSPIRE Scholarship - for Science students

## **Discipline and Conduct**

The Principal has power to take disciplinary action against student indulging in acts of indiscipline, which may lead to *fine, suspension, rustication or expulsion*. *The following activities will be considered as violative of the college discipline and may result in fine expulsion or rustication depending on the gravity of the offence:*

- ☞ Violence, use of force and ragging.
- ☞ Making noise and disturbing classes.
- ☞ Breaking college furniture, doors, windows, etc.
- ☞ Bringing outsider to the college campus.
- ☞ Interfering with electrical wiring/appliances.
- ☞ Writing / defacing walls and blackboards.
- ☞ Eve-teasing

☞ Smoking, use of *Gutka* or any intoxicant.

## Identity Card cum Library Card

Identity Card cum Library Card is an important document a student must carry every day. In case of loss of Card, an application to the Principal along with payment of **Rs 20/- duplicate I-Card** will be issued. I-Card cum Library Card should be collected from the Librarian as per schedule notified by the librarian.

## College Library

The issuance of the books is between **10:00 AM to 4:00 PM** on all working days. A student must bring his/her library card to get the books issued in his/her name. Only two books are issued to a student at a time for **a period of 14 days**. Reference Books/ Dictionaries/ Newspapers/ Periodicals will not be issued. If the issued books are not returned by due date, a fine at the rate of **Rs. 1 per book per day** will be charged. In case of a loss or damage of an issued book, it will either be replaced or its payment of the present cost will be accepted only with the permission of Principal.

## Leave Rules

Students should get their leave applications recommended by the teachers.

- Leave for **2 days** will be sanctioned by the **senior tutors / subject teacher**.
- Leave for **2-5 days** will be sanctioned by the **Vice-Principal**.
- Leave for more than **5 days** will be sanctioned by the **Principal**.

## Re-admission

The students absent for **6 days continuously** from any class without proper sanctioning of leave by the competent authority of the college, his/ her name automatically will be struck off from the rolls. A student **absent for 10 days in a month** will also be deleted from rolls.

Re-admission will be entertained on payment of **readmission fee of Rs. 100/- within 7 days** after duly permitted by the Principal. After **expiry of 7 days** the student will have to bear a **re-admission fee of Rs. 200/-**. The recommendation of the teacher and in addition to it, the Principal may impose extra fine depending upon the gravity of his/her absence. A student struck off for the second time in a session from any class will be ineligible for re-admission to the class.

## Co-Curricular and Extra-Curricular Activities

Education is a very broad term and goes beyond training of one's mind for acquiring textual knowledge. It is associated with other activities in order to see multi-dimensional development of overall personality of a man. The college provides opportunity to our students through many co-curricular and other activities that help them to develop into a sound body and mind. Keeping this in view we have societies like **Social Science Society, Red Ribbon Club and Eco Club etc.** Students are encouraged to join these societies as per their interest. Students can approach the incharge of these societies.

## National Service Scheme (NSS)

The college has two NSS units. Enrolment in NSS is done in the **beginning of the session in the month of August**. Students have to apply as and when notified through notice board for participation in NSS activities. Interested students may contact NSS Programme officers for enrolment.

## National Cadet Corps (NCC)

The college has two NCC wings separately for boys and girls and recruitment is done by selection. NCC teaches the students the lesson of study and discipline. A, B & C Certificates holder are eligible to appear directly for interview in the Armed Forces.

## Rovers and Rangers

The college has got one unit of Rovers and Rangers each. Basically, it is a voluntary non-political youth organization wherein students are trained to combat during natural disaster and otherwise too. It helps its members to have all-round development and become perfect responsible individuals to the society, nation and the world at large.

## College Students Central Association (CSCA)

The College Students Central Association is formed every year as per the rules laid down by Himachal Pradesh University, Shimla from time to time. Presently the selection for various posts of this association is done through merit i.e. indirect selection mode.

## Parent Teachers Association (PTA)

To encourage community participation in education Parent Teachers Association (PTA) under section 2.33 to 2.33.7 of the HP Education Code, 2001, has been established. It is a

non-political body for better coordination and interaction between parents and teachers for improvement of academic standards and infrastructural facilities of the college.

## Sports

It is a bygone story that studies only bring name. Sports have taken many a stride where one can try for a name and fame. In order to encourage students our college provides facilities for indoor and outdoor games. Students are encouraged to participate in any of the games and prepare for inter-college tournaments organized by Himachal Pradesh University to earn name and fame and establish oneself in sports also. In addition, the college offers a well-equipped gym on campus.

## Renuka Dhara: Yearly Periodical

In order to encourage creative abilities among the students, the college magazine ‘**Renuka Dhara**’ is published annually. It consists of a number of sections and each section has **one staff editor & one student editor**. Students are asked to contribute original authored poems, articles, stories, memoirs, experiences, and so on giving it a literary tinge. It also exhibits a panoramic summary of year-long activities in the form of pictography.

## Educational Tours

For the overall development of the student’s stream-wise educational tours are arranged from time to time. The purpose of the trip is usually observation, non-experimental research or to provide students with experiences outside their everyday activities, such as going & camping with teachers and their classmates.

## Annual Prize Distribution

Various awards and prizes are given to the meritorious students in **academics** and to those who **excel in sports and co-curricular activities** on the Annual Prize Distribution Function as per college norms.

## **Career Guidance & Counselling Cell**

Career guidance cell guides the students regarding different career prospects open to them. Clippings of advertisements for different posts/training programs from various newspapers are also displayed on the notice board for the benefit of students. Sometimes, resource persons are also invited.

## **Mentor Cell**

The Students are encouraged to interact with their teachers regarding their problems which may be academic, non-academic or personal. Appropriate help and guidance are provided to cater the needs of students. It is also an essential and integral part of IQAC.

## **Graduate Add-On Program**

Himachal Pradesh Kaushal Vikas Nigam (HPKVN) has implemented the Graduate Add-on Program in selected colleges as shared by the Department of Higher Education. At our college, the 6-month Certificate in English, Employability, and Entrepreneurship (EEE) started in the 2022-23 session. By the 2023-24 session, four batches, each comprising 30 students, have completed the program. This training program will train 60 final-year students for 6 months.

## TENTATIVE ACTIVITY CALENDAR FOR SESSION 2025-26

Principal's Address to the Students / Orientation	01-07-2025
Van Mahotsav Week	01-07-2025 to 07-07-2025
World Population Day	11 <sup>th</sup> July
World Youth Skills Day	15 <sup>th</sup> July
Kargil Vijay Diwas	26 <sup>th</sup> July 2025
NCC/NSS/ Rovers & Rangers Enrolment	First Week of August
International Youth Day	12 <sup>th</sup> August 2025
Independence Day Celebration	15 <sup>th</sup> August
PTA Meeting	27 <sup>th</sup> August 2025
CSCA Formation	Date to be notified by HPU
Teacher's Day Celebration	5 <sup>th</sup> September
Hindi Divas	14 <sup>th</sup> September
World Ozone Day	16 <sup>th</sup> September
NSS Day	24 <sup>th</sup> September
Annual Athletic Meet	Last Week of September
Gandhi Jayanti Celebration	2 <sup>nd</sup> October
Diwali Break	18-10-2025 to 22-10-2025
Rashtriya Ekta Diwas	31 October 2025
Rovers & Rangers Day	7 <sup>th</sup> November
National Legal Literacy Day	9 <sup>th</sup> November
National Education Day	11 <sup>th</sup> November
Constitution Day Campaign	26 <sup>th</sup> November
NCC Day	4 <sup>th</sup> Sunday November
World AIDS Day	1 <sup>st</sup> December
World Computer Literacy Day	2 <sup>nd</sup> December
Human Rights Day	10 <sup>th</sup> December 2025
College Educational Tour	Last Week of December
Winter Break	01-01-2026 to 04-02-2026
Mid Term Exam	2 <sup>nd</sup> Week of February 2026
Annual Prize Distribution	1 <sup>st</sup> Week of March 2026
International Women's Day	8 <sup>th</sup> March 2026
Earth Day	22 <sup>nd</sup> April 2026
Final Examination	01-04-2026 to 14-05-2026
Summer Break	18-05-2026 to 11-06-2026

