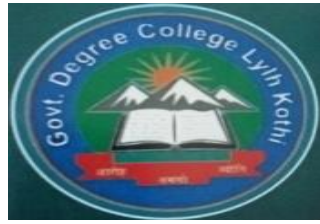


GOVT. NEW MODEL DEGREE COLLEGE LYLH KOTHI.

District Chamba, Himachal Pradesh, PinCode-176311

Phone: 7018871750, Email: principalgclylhkothi@gmail.com website: www.GDCLylhkothi



PROSPECTUS – CUM – ADMISSION BROCHURE

FOR

ADMISSION TO UNDERGRADUATE CLASSES UNDER CBCS

SESSION 2024-2025



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Let us make GNMDC LYLHKOTHI "A Ragging Free Zone"

RAGGING

IS A PUNISHABLE OFFENCE

"Ragging" means the following

Any act, conduct or practice by which dominant power of senior students, former students or outsiders, is brought to bear on students freshly enrolled or students who are in any way considered junior by other students and includes individual or collective acts or practices which:

- (i) Involve physical or psychological assault or threat or use of force or wrongful confinement or restrain or
- (ii) Violate the status, dignity and honour of such students; or
- (iii) Exposes students to ridicule and contempt and affect their self-esteem; or
- (iv) Entail verbal abuse and aggression, indecent gesture and obscene behaviour.

ANY STUDENT FOUND INVOLVED IN ANY RAGGING ACTIVITY SHALL BE PUNISHED AS UNDER

1. Exclusion from the college.
2. Suspension from the classes.
3. Fines with public apology.
4. Withholding scholarship or other benefits.
5. Debarring from representation in events.
6. Legal proceedings under criminal law shall be initiated.
7. Imprisonment, fine or both.
8. Withholding of result of examination.

In case of any complaint kindly contact anti-ragging squad/committee.

**Toll Free Anti-Ragging Helpline
1800-180-5522(24x7)**

PRINCIPALPhone
ne : 7018871750

From the Principal's Desk...



“All knowledge that the world has ever received comes from the mind; the infinite library of the universe is in our own mind.” Swami Vivekananda

Dear Students,

Higher education is a significant stepping stone towards realizing one's aspirations. It opens the doors of more specialized knowledge and a wider spectrum of careers, and gives the learners the opportunity to choose their mission in life. We, at Govt. New Model Degree College, Lyhkothe, offer a broad curriculum and a range of opportunities for all our students to achieve excellence in academic, creative, social, cultural, sporting and community endeavours.

Our college inspires both students and teachers to attain true, universal and constructive knowledge in the world. With professionally competent faculty members, library, extensive campus, sports facility and extracurricular activities, we are committed to work for the overall development of the students by channelizing their energy. The College strives to impart holistic education and believes in the overall development of our dear students.

Our college cares for the individual development of each and every student. We provide importance to the behavioural discipline, moral education and cognitive development of our students. Departments of Commerce, Arts, career guidance cell, Red Ribbon Club, Eco Club, Robbers and Rangers Club, Social Science Society, Parents Teachers Association, Career guidance and placement cell, Internal quality Assurance cell, Women grievance redressal cell etc. offer integrated services for the multi-faceted developments of our students. Our teachers strive to teach not only academic programmes but also lift skills needed for students' self-development and confidence.

I welcome the students to commence their journey with dreams and passion. I hope that with a clear focus, tenacity and receptivity to growth and learning, our students will excel in creating an empowered nation.

Jai Hind!

Principal

GNMDC Lyhkothe

ABOUT THE COLLEGE

Keeping in view the academic needs of the people of this rural area, the opening of **Government Degree College, Lylhkothe** was announced and notified in **June 2016**. The college is situated around **30 KM** away from Dist. Headquarter Chamba. Hon'ble Prime Minister of India did digital launch of New Model Degree College LylhKothi, which was another step towards materialization of the dream of the people of the area. It is an exclusive Model College among all the colleges of Himachal Pradesh. The college is surrounded by beautiful hills and offers a panoramic view.

Though still in its nascent stage, the college has opened new vistas for the public, especially girls hailing from rural areas in the vicinity, realizing their dream of higher education. The opening of this college has given a boost to women empowerment through the successful education campaign "*Beti Bachao, Beti Padhao*." We can claim with a sense of satisfaction and pride that about 68% of the registered students in the college are girls.

The college offers multiple subjects of one's choice in Humanities and Commerce under the annual system introduced by HPU, Shimla & SPU Mandi from the academic **Session 2024-2025**. The college has introduced English, Hindi, Economics, Political Science, History and Music (Vocal) as Discipline Specific Courses. In addition the college offers Commerce as an independent stream with multiple options.

The college has also started an effective Career Counseling Guidance and Placement Cell. NSS, Red Ribbon Club, Eco Club, Rovers and Rangers, and societies like Social Science Society, Language Society, Cultural Society and Sports Society have been formed to provide students with adequate exposure and opportunities. To develop a competitive spirit among the students, the college organizes debate, declamation, quiz and various other competitions.

For enhancing the reading skills of the students, the college has established library containing books pertaining to curriculum and other competitive exams. The college has already made adequate provision for business and general newspapers along with competitive magazines and journals. The college is on the way to provide different e-resources to enrich the knowledge base of students.

The college has already constituted an active **Parent Teacher Association (PTA)** which is an integral part of the college and plays an important role in assisting the college administration to take up various developmental activities.

Government New Model Degree College Lylhkothe is committed to developing excellence in academics and research among the faculty and students. Teachers have been counseling the students to raise their morale in these difficult times and at the same time make sure that the students are connected with their studies while remaining safe at home.

Dear students, dream comes true to a willing brave heart. Education will give you wings to fly. It will liberate you from chains of ignorance and superstition. In this college you will get opportunities to achieve your dreams and ambitions. Come to learn and sprinkle the shower of knowledge all around.

ADMISSION SCHEDULE SESSION: 2024-2025

Proposed Admission Schedule with respect to Govt. Degree Colleges for 1st, 2nd & 3rd year of B.A/B.Sc/B.Com, under CBCS Annual System for the session **2024-2025**

Sr. No.	Particulars	Period	Days
Admission/Regular Study Schedule			
	Submission of admission form for the session 2024-2025	03-06-2024 to 15-07-2024	34 days
	Display of 1st Merit list	16-07-2024 at 1:00 PM	
	Fee to be deposited	16-07-2024 to 19-07-2024	04 days
	Display of 2nd Merit list	20-07-2024 at 11:00 AM	
	Fee to be deposited	20-07-2024 & 21-07-2024	02 days
	Orientation of 1st year students	22.07.2024	01 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
Vacation schedule			
2	Summer Vacation	18.06.2024 to 12.07.2024	25 days
	Diwali Break	29.10.2024 to 02.11.2024	05 days
	Winter vacation	01.01.2025 to 04.02.2025	35 days
Examination/Evaluation Schedule			
3	Examination	01.04.2025 to 14.05.2025	44 days

Note: Admission to B.A, B.Com 2nd and 3rd year is open to all students on Roll-on Basis, who are otherwise eligible without waiting for the final result of B.A, B.Com.1st and 2nd year, respectively. Students shall be provisionally admitted to the second and third year of respective stream. However, he/she will have to fulfil all the formalities laid down by the college authority, like filling up the admission form, if any, and depositing the prescribed fees by the scheduled time with all requisite documents.

STAFF POSITION

S. No.	Name	Subject	Designation	Qualification
1	Dr. Shiv Dayal	Economics	Principal	M.A, M.PHIL, Ph.D -----

Teaching Faculty

	Name	Subject	Designation	Qualification
1.	Mr. Anit Kumar	History	Assistant Professor	M.A., B.Ed, SET, NET
2.	Dr. Ajay Kumar	Economics	Assistant Professor	M.A, NET/ JRF, Ph.D
3.	Sh. Suresh Kumar	English	Assistant Professor	M.A, M.PHIL NET/JRF,
4.	Miss Kajal Chauhan	Commerce	Assistant Professor	M.Com, NET
5.	Vacant	Hindi	Assistant Professor	-----

6.	Vacant	Political Science	Assistant Professor	-----
7.	Vacant	Music (Vocal)	Assistant Professor	----

Non- Teaching Staff

S. No.	Name	Qualification	Designation
1	Vacant	----	Librarian
2.	Vacant	-----	Tabla vadak

Ministerial Staff

S. No.	Name	Designation	Vacancy Position
1	-----	Suptd G-II	Vacant =01
2.	-----	Sr. Asstt.	Vacant =01
4	Mr. Raj Kumar	JOA (IT)	-----

SUPPORTING STAFF

S. No.	Name	Designation	Vacancy Position
1.	Mrs. Kamla Devi	Peon Cum Chowkidar	--
2.	Mr. Chain Singh	-do-	--
3.	Mr. Lachhiya Ram	-do-	--
4.	Mrs Suni Devi	-do-	--
5.	Mrs Vimla Devi	-do	---

1. RULES OF ADMISSION AND MIGRATION

A candidate desirous of seeking admission is required to fill-up the prescribed Application Form appended to the Prospectus available in the college office on payment of Rs.40/- only.

GENERAL RULES

1. Admission will be strictly on fulfilment of prescribed eligibility conditions.
2. Any gap in the academic career of an applicant must be supported by the documentary evidence i.e. undertaking/ declaration.
3. Failed or Compartment candidates from other college shall not be admitted.
4. Initially all admissions will be provisional and subject to the approval by the H.P.U Shimla/SPU Mandi.
5. Inter college migration is allowed in accordance with the rules laid down by the H.P.U Shimla /SPU Mandi..
6. Admission of a student is liable to be cancelled if he/she furnishes incomplete/wrong/false information or conceals facts. Disciplinary action will also be taken against such a candidate.
7. The following documents should be attached with the application form:

- i. **Original Character** Certificate issued by the head of the institution last attended or a **Gazetted Officer / Panchayat Pradhan or any other competent authority in case of candidates who have passed the qualifying examination privately and having gap after 10+2.**
- ii. Three passport size colored photographs required for admission, Identity Card and Library Card.
- iii. One passport size colored photograph of either parent to be affixed on PTA Membership Form.
- iv. Self-Attested Copies of Certificates (Matriculation onwards)
- v. Postal stamps worth Rs.6/- to be affixed on the post card appended to the Application Form.
- vi. Anti-ragging undertaking by parents on the Admission Form.
- vii. Original Migration Certificate from Board / University other than HPBoard of School Education / H.P. University with one self-attested copy.
- viii. Self-attested copies of valid certificate of IRDP/BPL/SC/ST/OBC/Differently-abled (Divyang) /Sports & Cultural to be attached.
- ix. Self-attested copy of Himachali Bonafide Certificate is mandatory in case of girl students.

Note

After filling up the form, the candidate is required to submit the form to Admission Committee that will verify the original certificates for determining eligibility for admission. Admission will be granted on merit basis. List of selected candidates will be displayed after the last day of submission of form complete in all respect. Selected candidates in the merit list will have to pay prescribed fee / dues as per admission schedule for the session **2024-2025**. Candidates are also advised to bring their parents / guardian with them for signing the declaration before the Admission Committee. No fee shall be accepted after scheduled time.

2. ELIGIBILITY CRITERIA FOR ADMISSION

***A CANDIDATE WHO HAS PASSED 10+2 EXAMINATION IN FOUR COMPULSORY SUBJECTS (Including English) FROM UNIVERSITY/BOARD RECOGNISED BY LAW CAN SEEK ADMISSION.**

***STUDENTS WHO ARE PLACED UNDER COMPARTMENT IN ANY EXAMINATION OF ANOTHER BOARD/UNIVERSITY SHALL NOT APPLY EVEN FOR PROVISIONAL ADMISSION TO THE NEXT HIGHER CLASS IN THE COLLEGE.**

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

For B.A./B.Com. 1st year

Age Limit: An Applicant must not be more than 23 years (25 years for girls) of age as on **1st July of theyear 2024** .Only the Vice-Chancellor shall have the power of granting 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 faculty is given as:

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

A student seeking admission to B.A 1st should have 35% marks in any stream in 10+2.

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

a) 40% for those who have passed examination under Commerce group at +2 level

b) 45% for others but the candidate must have passed Mathematics/ Economics as compulsory subject with 45% marks at his /her +2 level.

c) There is relaxation of 5% marks for SC/ST students for admission to Commerce faculty.

Subject Combinations and Detail of Courses for B.A. / B.Com

Subjects Combinations for B.A.-1st Year

Compulsory	Compulsory	Core DSC-I	Elective (Any one of the following) DSC-II	AECC
English-Compulsory	Hindi Compulsory	English	History/Pol.Sc./Economics Music (I)	EVS,Hindi/English
English-Compulsory	Hindi Compulsory	Hindi	Pol.Science/History/Economics/ Music (I)	EVS,Hindi/English
English-Compulsory	Hindi Compulsory	Economics	Pol. Science/Hindi/English/History/ Music (I)	EVS,Hindi/English
English-Compulsory	Hindi Compulsory	Political Science	Hindi/English/History/Economics/ Music (I)	EVS,Hindi/English
English-Compulsory	Hindi Compulsory	History	English/Hindi/Economics/ Political Sc./ Music (I)	EVS,Hindi/English

Commerce Discipline Specific/ Core/ DSC	Elective -1 DSC-I	Elective -2 DSC-II
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Specimen template for CBCS System in UG for

B.A./ B.Com. I, II & III Year

Year	Core Courses	Ability Enhancement Course (AEC)	Skill Enhancement Course(SEC)	Discipline Specific Elective Courses (DSE)	Generic Elective Courses (GE)
I	ENG-1= 6 Credits HINDI-1= 6 Credits DSC-1A= 6 Credits DSC-1B= 6 Credits DSC-2A= 6 Credits DSC-2B= 6 Credits	Environment Science=4 Credits ENG=4 Credits (8 Credits)	NIL	NIL	NIL

	(36 Credits)				
	Total Credits in I Year= 44				
II	DSC-1C=6Credits DSC-2C=6Credits English-2=6Credits DSC-1D=6Credits DSC-2D=6Credits Hindi/SKT-2=6Credits (36 Credits)	NIL	SEC-1=4Credits SEC-2=4Credits (8 Credits)	NIL	NIL
	Total Credits in II Year= 44				
III	NIL	NIL	SEC-3=4Credits SEC-4=4Credits (8 Credits)	DSE1A=6Credits DSE2A=6Credits DSE1B=6Credits DSE2B=6Credits (24 Credits)	GE1=6Credits GE2=6Credits (12 Credits)
	Total Credits in III Year= 44				
			Total	132 credits	

Total Credits in B.A.(TDC) = 44 x 3 = 132 Credits

CHOICE BASED CREDIT SYSTEM-----OUTLINE

1. Core Courses: taken up by the student as his/her primary course and is studied compulsorily to fulfill the core requirement. The Core Courses will be of 6 credits each.

2. Elective Courses: These are 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.

The Elective Courses will include:

• **Discipline Specific Elective (DSE) Courses:** Elective courses may be offered by the main discipline /subject of study is referred to as Discipline Specific Elective. The University / Institute may also offer discipline related Elective courses of interdisciplinary nature (to be offered by main discipline /subject of study). These courses will be of 6 credits each. These courses may be discipline related and/or interdisciplinary in nature.

• **Generic Elective (GE) Courses:** An elective course chosen generally from an unrelated discipline /subject, with an intention to seek exposure is called a Generic Elective. 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. (a) Ability Enhancement Compulsory Courses (AECC) Ability Enhancement Courses are of two types – Ability Enhancement Compulsory Courses (AECC) and Skill Enhancement Courses (SEC). The AECC courses are mandatory courses based upon the content that leads to knowledge enhancement:

- Environment Science
- English/ Hindi/ MIL Communication.

All these are mandatory courses for obtaining a degree in the concerned subject. These courses are mandatory for all disciplines.

(b) Skill Enhancement Courses (SEC) courses are value-based and/ or skill-based and are aimed at providing hands-on-training, competencies, skills etc. The main purpose of these courses is to provide students life-skills in hands-on mode so as to increase their employability.

CBCS Annual pattern UG Courses B.A./B.Com 2019-2020 onwards:

B.A./B.Com 1st Year

Subject	Courses	Credit
English-1	Eng-1	06
Sanskrit/Hindi	SKT/Hindi-1	06
1 st subject of choice (DSC-1)	DSC-1A	06
	DSC-1B	06
2 nd Subject of choice(DSC-2)	DSC-2A	06
	DSC-2B	06
Environment Studies	AECC-I	04
Hindi/English/Sanskrit	AECC-II	04

Total Credit	44
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B.A./B.Com 2ndYear

Subject	Courses	Credit
English-2	Eng-2	06
Sanskrit/Hindi	SKT/Hindi-2	06
1 st subject of choice (DSC-1)	DSC-1C	06
	DSC-1D	06
2 nd Subject of choice(DSC-2)	DSC-2C	06
	DSC-2D	06
Skill Enhancement course	SEC-I	04
	SEC-II	04
Total Credit		44

B.A./B.Com 3rdYear

Subject	Courses	Credit
1 st Elective Subject (DSE-1)	DSE-1A	06
	DSE-1B	06
2 nd Elective Subject (DSE-2)	DSE-2A	06
	DSE-2B	06
Generic Elective Course	GEC-1	06
	GEC-II	06
Skill Enhancement course	SEC-III	04
	SEC-IV	04
Total Credit		44

Total 132 credits are required for pass course which consist of 72 credits of core courses, 24 credits of AECC+SEC and 36 credits of DSE/GE. **The SEC WILL BE OF THE DSC-1 and GEC will be unrelated to DSC**

1. Core Course (12 Papers of 6 credits each)-Two papers – English, Two papers – MIL/Hindi, Four papers – Discipline 1, Four papers – Discipline 2 =72 Credits
 2. Ability Enhancement Compulsory Course (2 Papers of 4 credits each) -Environmental Science, (English-Hindi/MIL Communication) =08 Credits
 3. Ability Enhancement Elective course (Skill Based) (4 Papers of 4 credits each) = 16 credits
 4. Elective Course (6 Papers of 6 credits each)-Two papers- Discipline 1 specific, Two papers- Discipline 2 specific, Two papers- Generic(interdisciplinary) nature =36 Credits
- Total credits =132**

Note:-i)The Generic Electives (interdisciplinary nature)in the B.A. 3rd Year required to be offered by the student will be other than the two Discipline Specific Courses already offered by the student.

ii) B.A. with a particular subject would require a student to study Skill enhancement courses (SECs) of that subject in the 2nd year & 3rd year

Course-wise Assessment and Evaluation of Students

All courses (Compulsory, Core, Elective, AECC, SEC and GE courses) involve an evaluation system of students that has the following two components: -

(i) **Continuous Comprehensive Assessment (CCA)**-It accounts for 30% of the final score that a student gets in a course. It further consists of following three parts: -

Classroom Attendance – Each student will have to attend a minimum of 75% Lectures / Tutorials / Practical's. A student having less than 75% attendance will not be allowed to appear in the End-Semester Examination (ESE). The incentive for the classroom attendance (for those participating in Co-curricular activities, 25% will be added to per cent attendance) will be awarded CCA marks as follows (out of 5): -

- i) 75% to 79% = 1 mark
- ii) 80% to 84% = 2 marks
- iii) 85% to 89% = 3 marks
- iv) 90% to 94% = 4 marks
- v) 95% and above = 5 marks

Class Test- 5 marks for class test to be taken on completion of 40% syllabus by the class teacher.

Mid-Term (Minor) Test–10 marks for house test to be taken on completion of 75% of syllabus.

Seminar/Assignment/Tutorials and General Behavior of student-10 marks for assignments, seminar, tutorials and general behavior of student.

(ii) Annual Examination

The remaining 70% of the final grade of the student in a course will be on the basis of the annual examination that will be for three hours duration and will be covering the whole syllabus of the course. The annual examination will be held in the month of April/May. Only those students will be allowed to appear in the annual examination who has been successful in the CCA.

Note: 1. A student will have to pass both the components (i.e. CCA and Annual Examinations) separately to become eligible to be declared successful in a course.

Details of courses under graduate (B.A/B.Com) Annual System Govt. New Model Degree College Lylhkothi (Chamba)

Special Note: Environmental Science having paper code ENV52AECC02 is compulsory qualifying paper for all B.A./B.Com. First year students

Major Political Science

Year	Course opted (Core/SEC)	Name of Course	Course Code	Credits
1 st Year	DSC-IA	Introduction to Political Theory	POLS-101	6
	DSC-IB	Indian Government and Politics	POLS- 102	6
2 nd Year	DSC-IC	Comparative Government and Politics	POLS-201	6
	DSC-ID	Introduction to International Politics	POLS-202	6
	SEC-I	Legislative Sports	POLS-203	4
	SEC-II	Public Opinion & Survey Research	POLS-204	4
3 rd Year	DSE-IA	Themes in Comparative Political Theory	POLS 301(A)	6
	DSE-IB	Democracy and Governance	POLS 302(A)	6
	SEC-3	Democratic Awareness Thought Legal Literacy	POLS 303	4
	SEC-4	Conflict and Peace Building	POLS 304	4
	GE-I	Society economy and Politics in Himachal Pradesh	POLS 305	6
	GE-II	Human Rights, Gender and Environment	POLS 306	6

Major Hindi

Year	Course opted (Core/SEC)	Name of Course	Course Code	Credits
1 st Year	DSC-IA	Hindi Sahitya ka Itihaas	HIND-102	6
	DSC-IB	Madhyakaleen Hindi Kavita	HIND-103	6
2 nd Year	DSC-IC	Adhunik Hindi Kavita	HIND-202	6
	DSC-ID	Hindi Gadhya Sahitya	HIND-203	6
	SEC-I	Karyalyee Hindi	HIND-204	4
	SEC-II	Anuvaad Vigyan	HIND-206	4
3 rd Year	DSE-IA	Lok Sahitya	HIND 305	6
	DSE-IB	Chayavodatar Hindi Kavita	HIND 306	6
	SEC-3	Rang Alekh avem Rangmanch	HIND 301	4
	SEC-4	Samachar Sankalan aur Lekhan	HIND 304	4
	GE-I	Adhunik Bhartiya Sahitya	HIND 307	6
	GE-II	Sarjnatmak lekhan ke vividh kshetra	HIND 308	6

Major History

Year	Course opted (Core/SEC)	Name of Course	Course Code	Credits
1 st Year	DSC-IA	History of India from the Earliest Time upto 300 CE	HIST-101	6
	DSC-IB	History of India from C. 300 to 1206	HIST-102	6
2 nd Year	DSC-IC	History of India from C. 1206 to 1707	HIST(A)203	6
	DSC-ID	History of India from C. 1707 to 1950	HIST(A)204	6
	SEC-I	Historical Tourism	HIST(A)213	4
	SEC-II	An Introduction to Archaeology	HIST(A)215	4
3 rd Year	DSE-IA	Modern and Contemporary world History I: 1871-1919	HIST(A) 305	6
	DSE-IB	Modern and Contemporary world History I: 1919-1992	HIST(A) 307	6
	SEC-3	Indian History and Culture	HIST(A) 317	4
	SEC-4	Introduction to Indian Art	HIST(A) 319	4
	GE-I	Social-Religious Reform Movements in India (19 th and 20 th Centuries)	HIST(A) 310	6
	GE-II	History of Himachal Pradesh 1815-1972	HIST(A) 312	6

Major Economics

Year	Course opted (Core/SEC)	Name of Course	Course Code	Credits
1 st Year	DSC-IA	Principles of Microeconomics-I	ECONA 101	6
	DSC-IB	Principles of Microeconomics-II	ECONA 102	6
2 nd Year	DSC-IC	Principles of Macroeconomics-I	ECONA 201	6
	DSC-ID	Principles of Macroeconomics-II	ECONA 202	6
	SEC-I	Economics of Rural Development	ECONA 204	4
	SEC-II	Demography	ECONA 206	4
3 rd Year	DSE-1	Indian Economy	ECONA 301	6
	DSE-5	Development Economics	ECONA 305	6
	SEC-6	Public Finance	ECONA 310	4
	SEC-7	Money and Banking	ECONA 311	4
	GE-I	-----	--	6
	GE-II	-----	----	6

Major English

Year	Course opted (Core/SEC)	Name of Course	Course Code	Credits
1 st Year	DSC-IA	English Literature-I (Essay, Stories and Poems)	ENG DSC- 102	6
	DSC-IB	English Literature-II (Poems Short Stories and Essays)	ENG DSC- 103	6
2 nd Year	DSC-IC	British Literature (Play and Novel)	ENG DSC- 202	6
	DSC-ID	Literary Cross Currents	ENG DSC- 203	6
	SEC-I	Creative Writing, Books and Media Revise	ENG DSC- 204	4
	SEC-II	Translation Studies and Principles of Translation	ENG SEC- 205	4
3 rd Year	DSE-IA	Soft Skill	ENG DSE 303	6
	DSE-IB	Academic Writing and Composition	ENG DSE 304	6
	AEEC/SEC-3	Technical Writing	ENG AEEC/SEC 301	4
	SEC-4	Business Communication	ENG AEEC/SEC 302	4
	GE-I	Literature from Himachal	ENG GE 305	6
	GE-II	Contemporary India: Women and Empowerment	ENG GE 306	6

Major Music (Instrumental)

Year	Course opted (Core/SEC)	Name of Course	Course Code	Credits
1 st Year	DSC-IA	Basic Principles of Indian Music, Biographics of Musicians	MUSA 101TH	6
	DSC-IB	Theory of Indian Music (General), Biographics of Musicians, Composers and Musicologists	MUSA 103TH	6
2 nd Year	DSC-IC	Theory of Indian Music, Ancient Granthas, Contribution of Musicologists	MUSA 201TH	6
	DSC-ID	Theory of Indian Music, Medieval Granthas, Contribution of Musician, Musicologists	MUSA 203TH	6
	SEC-I	Presentation and Documentation-I	MUSA 205PR	4
	SEC-II	Presentation and Documentation-II	MUSA 206PR	4
3 rd Year	DSE-IA	Theory of Indian Music and study of ancient Granthas and Rags.	MUSA 303TH	6
	DSE-IB		MUSA 305TH	6
	SEC-3	Theory of Indian Music and Granthas Tradition	MUSA 301PR	4
	SEC-4	Presentation and Documentation-III	MUSA 302PR	4
	GE-I	Presentation and Documentation-IV	MUSA 307PR	6
	GE-II	Theory of Indian Music and folk music of H.P. Practical	MUSA 308PR	6

Commerce

Year	Course opted (Core/SEC)	Name of Course	Course Code	Credits
1 st Year	Core Course C-1	Financial Accounting	BC-1.1	6
	Core Course C-2	Business Organization	BC-1.2	6
	Core Course C-4	Business Law	BC-1.3	
	Core Course C-5	Business Statistics and Mathematics	BC-1.4	
2 nd Year	Core Course C-7	Company Law	BC-2.1	6
	Core Course C-8	Income Tax Law and Practice	BC-2.2	6
	Core Course C-11	Corporate Accounting	BC-2.4	4
	Core Course C-12	Cost Accounting	BC-2.5	4
	SEC-I	Computer Application in Business	BC-2.3	4
	SEC-II	E-Commerce	BC-2.6	4
3 rd Year	DSE-1	Human Resource Management	BC 3.1(a)	6
	DSE-2	Fundamentals of Financial Management	BC 3.2(a)	6
	DSE-3	Management Accounting	BC 3.5(c)	6
	DSE-4	Fundamentals of Investment	BC 3.6(c)	6
	GE-1	Principles of Micro Economics	BC 3.4	6
	GE-2	Indian Economy	BC 3.8	6
	SEC-3	Entrepreneurship	BC 3.3	4
	SEC-4	Personal Selling and Salesmanship	BC 3.7	4

Instructions for admission to First year of UG Pass courses under CBCS template of UGC for the academic session 2024-2025

1. The formation of the units /number of students in a class/subject remains the same as per the H.P. Govt. Notification of 2015, i.e. 1st unit/section of subject will be of 80 students and subsequent units/sections of 60 each depending upon the availability of faculty in the colleges. The admission in different streams will be done as per the HPU/SPU Roster.

2. The combination of elective subject chosen as discipline specific core can be allotted / given to the students as per the availability of faculty in the subject and infrastructure in the respective colleges.

4. RULES FOR REFUSAL OF ADMISSION/RE-ADMISSION

1. Notwithstanding eligibility for admission, the Principal may refuse admission in any of the following cases.

- i. If the conduct of the student is found unsatisfactory during the previous session.
- ii. On the ground of indiscipline, misbehaviour, misconduct, ragging, unruly and riotous acts.

2. In case the name of the candidate is struck off due to continuous absence for ten days or any indiscipline the re-admission is permissible within one week as per university norms.

3. In case of the name of candidate is struck off again because of any reason mentioned above their admission is permissible within one week as per university norms.

5. FEES AND FUNDS

Schedule for payment of fees and funds:

1. Every student must pay his/her dues on the dates notified from time to time.
2. The following categories of students are exempted fully/partially from the payment of tuition fee:

- i) Ward of Kargil martyrs
- ii) All girls who are bonafide residents of HP
- ii) Differently-abled students with more than 40% disability.

3. Contribution towards PTA fund: Rs. 300/- per students at the time of the admission and Rs. 300/- in second instalment.

4. 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 due date for particular period/time fixed the university norms. Thereafter, the name of defaulter will be struck off from the college rolls.

5. Fee/Fine/Other dues once paid shall not be refunded except in accordance with the rules.

Fee Structure for UG Classes

Sr. No.	Description/Sub Head	1 st Year		2 nd Year		3 rd Year	
		1 st Inst.	2 nd Inst.	1 st Inst.	2 nd Inst.	1 st Inst.	2 nd Inst.
1.	Admission Fee	25.00	-	25.00	-	25.00	-
2.	Tuition Fee (for Boy only)	300.00	300.00	300.00	300.00	300.00	300.00
3.	Late fee fine (per day)	01.00	-	01.00	-	01.00	-
4.	Re-admission fee	100.00	-	100.00	-	100.00	-
5.	Re-admission Fee(second time)	200.00		200.00		200.00	
6.	Late Fee (fine)/per day	10.00	-	10.00	-	10.00	-
7.	University Development Fund (Gen.)	250.00	-	-	-	-	-
8.	University Development Fund (BPL)	100.00	-	-	-	-	-
9.	University Continuation Fee	-	-	10.00	-	10.00	-
10.	University Sports Fund	15.00	-	15.00	-	15.00	-
11.	University Welfare Fund	15.00	-	15.00	-	15.00	-
12.	University Holiday Home Fund	01.00	-	01.00	-	01.00	-
13.	House Examination	40.00	-	40.00	-	40.00	-
14.	Magazine Fund	50.00	-	50.00	-	50.00	-
15.	Identity Card	10.00	-	10.00	-	10.00	-
16.	Health Fund/Medical fund	06.00	-	06.00	-	06.00	-
17.	NCC Fund	05.00	-	05.00	-	05.00	-
18.	Library Security	100.00	-	-	-	-	-
19.	Scout & Guide (R.R.F.)	30.00	30.00	30.00	30.00	30.00	30.00
20.	Student Aid Fund	02.00	-	02.00	-	02.00	-
21.	Campus Development Fund	10.00	-	10.00	-	10.00	-
22.	Cultural Activities Fund	20.00	-	20.00	-	20.00	-
23.	Book Replacement Fund	25.00	-	25.00	-	25.00	-
24.	Furniture Repair Fund	10.00	-	10.00	-	10.00	-
25.	Computer & IT Fund	20.00	-	20.00	-	20.00	-

26.	Red Cross	40.00	-	40.00	-	40.00	-
27.	Sports fund	120.00	120.00	120.00	120.00	120.00	120.00
28.	Building Fund	60.00	60.00	60.00	60.00	60.00	60.00
29.	Amalgamated Fund	150.00	150.00	150.00	150.00	150.00	150.00
30.	Music Practical	180.00	-	180.00	-	180.00	-
31.	Commerce Practical	180.00	-	270.00	-	-	-
32.	PTA Fund	300.00	300.00	300.00	300.00	300.00	300.00
33.							
34.							

FEES, FUNDS AND FINE AS PER UNIVERSITY NORMS

1. Govt. Dues (Annual Charges)

- i) Admission Fee Rs. 25/-
ii) Re-admission (first time) Rs. 100/-
iii) Re-admission Fee(second time) Rs. 200/-
iv) Late Admission Fee (per day) Rs 10/-

Monthly charges

- (i) Tuition Fee Rs. 50/- per month (not to be charged from Himachali bonafide girls)

2. College Annual Charges (Refundable)

- (i) Library Security (refundable) Rs. 100/-

3. College Annual Charges (Non- Refundable)

- (i) House Examination Fund Rs 40- per sem
(ii) Health/ Medical Fund Rs. 6/-
(iii) Campus Development and Beautification Fund Rs. 10/-
(iv) Books Replacement Fund Rs. 25/-
(v) Furniture Repair and Replacement Fund Rs. 10/-
(vi) Identity Card Rs. 10/-
(vii) Identity Card (Duplicate) Rs. 20/-
(viii) College Magazine Rs. 50/-
(ix) NCC Fund Rs.05/-
(x) Students Welfare and Aid Fund Rs. 02/-
(xi) Cultural Activity Fund Rs. 20/-
(xii) Computer and Internet Facility Rs. 20/-
(xiii) University Development Fund Rs.250 (For APL)
Rs.100 (For IRDP/BPL)

4. Monthly Charges

- (i) Amalgamated Fund Rs. 25/-
(ii) Building Fund Rs. 10/-
(iii) Sports Fund Rs. 20/-
(iv) Rovers and Rangers Rs. 05/-
(v) Computer Practical Rs. 15/-
(Commerce and Math students)
(vi) PTA Fund Rs 600/ -

5. Himachal University Charges

- (i) Registration Fee Rs. 200- H.P Board/ Rs.400 other than HP board
ii) University Sports Fee Rs. 15/-
iii) Youth Welfare Fund Rs. 15/-
iv) Holiday Home Fee Rs. 01/-
(v) Continuation Fee Rs 10-(II & III year)

6. Fine

- i) Absence Fine (per period) Rs. 01/-
ii) Absence Fine (per practical) Rs. 03/-

iv) Delay in returning Sports article	Rs. 01 per day
v) Delay in returning Library books	Rs. 01 per day per book
vi) Absence in tutorial group/class test	Rs. 02 per tutorial group/class test
vii) Absence from House Examination	Rs. 10/-per paper

Note: The rates of fee/funds are subject to changes as per the instructions of HP Govt./HPU/SPU from time to time. Errors and omission, if any, in this chart are subject to correction.

6. IDENTITY CARD

Every student shall be issued an identity card at the time of admission. It is mandatory for every student to possess his/her identity card with him /her failing which entry to college premises is prohibited/ not allowed. It is obligatory on every student to produce the identity card whenever demanded by the college authority. In the event of loss of identity card, students are advised to get duplicate card issued immediately on payment of Rs. 20/- as fine, subject to production of copy of FIR regarding loss of I- Card. The students are directed to get their Identity cards signed well before the commencement of session.

7. AWARDS & APPRECIATION

The following awards are given by the college to deserving students of the college

1. **Beti Bachao, Beti Padhao Award:** A cash prize of **Rs. 500/-** along With memento will be awarded to the **1st girl student** taking admission in the college during the session **2024-2025**. The prize money is sponsored by **Miss Kajal Chauhan, Assistant Professor of the college**.
2. **Appreciation Award:** A cash prize of **Rs. 1100/-** along with a memento will be awarded to the topper of the college in university examination from the **Final Year** during the session **2024-2025**. The prize money is sponsored by **Dr. Ajay Kumar Assistant Professor of the college**.

8. SCHOLARSHIPS

The list of various Scholarship Schemes is available on **NSP-Portal**. The following scholarships are available to the students:-

1. Kalpana Chawla Scholarship for girl students (as per HP Board of School Education Merit)
2. Post Matric scholarship scheme for SC/ ST and OBC students.
3. IRDP Scholarship.
4. DrAmbedkar Post Matric Scholarship Scheme for economically weaker sections.(For General Students)
5. Sainik Welfare Scholarship.

Centre / State Sponsored Scholarship Schemes

6. Merit cum means Scholarship Scheme for Students belonging to Minority Community (CSS).
7. Maulana Azad National Scholarship Scheme for Meritorious Girls students belonging to Minorities (CSS)
8. Indira Gandhi UtkrishtChattervritiYojna for post 10+2 Students.
9. Maharishi BalmikiChattervritiYojna (SSS) for girl students belonging to parents engaged in unclean occupation.
10. Financial Assistance to the children of the Armed Forces Personnel killed/disabled during the different War/Operations (SSS)

Note: The date for submitting online scholarship applications and eligibility criteria is notified by the Directorate of Higher Education from time to time.

9. ADMINISTRATIVE AND CO-CURRICULAR ASSIGNMENTS

S. No.	Name	Convener (Assistant/Associate Professor)	Members (Assistant/Associate Professor)/Official
1	Admission Committees i. Admission Committee (B.A): Receipt/Scrutiny of admission forms and preparation of merit list as per applicable roster/Intake/ up to date student's data record maintenance.	Mr. Anit Kumar	Dr. Ajay Kumar
	ii. Admission Committee(B.Com) Receipt/Scrutiny of admission forms and preparation of merit list as per applicable roster/Intake/ up to date student's data record maintenance	Mr.Anit Kumar	Miss Kajal Chauhan
	iii. Final Committee B.A./B.Com: Scrutiny/Confirmation/Display of merit list as per university schedule and admission thereupon and receipt of prescribed fee	Mr Anit Kumar	Mr. Suresh Kumar
2	College Advisory Committee	Mr. Anit Kumar	Dr. Ajay Kumar Mr. Suresh Kumar Mr.Raj Kumar(JOA)IT
3	Sexual Harassment at Workplace & Women Grievance Redressal Cell	Miss Kajal Chauhan	Suni Devi Vimla Devi
4	Anti-Ragging Committee/Cell	Mr. Anit Kumar	Dr. Ajay Kumar Mr. Suresh Kumar Miss Kajal Chauhan
5	Equal Opportunity Cell	Mr Anit Kumar	Dr. Ajay Kumar Mr.Suresh Kumar Mr.Raj Kumar(JOA) IT
6	Time Table Committee	Mr Anit Kumar	Dr. Ajay Kumar Mr. Suresh Kumar Miss Kajal Chauhan Mr.Raj Kumar(JOA)IT
7	House Examination Committee	Mr. Anit Kumar	Mr.Raj Kumar(JOA) IT
8	University Affairs Committee	Mr. Anit Kumar	Mr.Raj Kumar(JOA) IT
9	Library Affairs Committee	Mr. Suresh Kumar	Dr.Ajay Kumar Miss. Kajal Chauhan
10	Career Counseling/ Placement Cell	Mr.Anit Kumar	Dr. Ajay Kumar

	&Remedial Coaching Classes		Mr.Suresh Kumar
11	Purchase/Construction/Repair/ Renovation Committee	Mr.Anit Kumar	Dr. Ajay Kumar Mr.Suresh Kumar Miss Kajal Chauhan Mr.Raj Kumar(JOA)IT
12	Educational Tour and Health Care Committee	Mr.Anit Kumar	Dr. Ajay Kumar Mr.Suresh Kumar Miss Kajal Chauhan Mr.Raj Kumar(JOA)IT
13	Tutorial Board	Mr. Anit Kumar (History) (Senior Tutor)	Tutors Dr. Ajay Kumar(Economics) Mr. Suresh Kumar(English) Miss Kajal Chauhan(Commerce)
14	CSCA Advisory Committee	Mr.Anit Kumar	Dr. Ajay Kumar Mr.Suresh Kumar Miss Kajal Chauhan
15	Campus Beautification Committee	Miss Kajal Chauhan	Mr. Lachhiya ram(Peon cum Chowkidar) Mrs.Vimla Devi(Peon cum Chowkidar) Mrs. Suni Devi Peon
16	Bus Passes / College Parking Passes Committee	Mr. Suresh Kumar	-
17	Cultural Committee	Miss Kajal Chauhan	Mrs. Suni Devi Peon Mrs.Vimla Devi Peon
18	Sports Committee	Dr. Ajay Kumar	Mr.Raj Kumar(JOA)IT
19	Scholarship Committee	Dr. Ajay Kumar (Nodal Officer)	Mr.Raj Kumar(JOA)
20	IQAC (NAAC)	Mr. Anit Kumar	Dr. Ajay Kumar Mr.Suresh Kumar Miss. Kajal Chauhan Mr.Raj Kumar(JOA)IT
21	Academic Development Committee	Mr. Anit Kumar	Dr. Ajay Kumar Mr.Suresh Kumar Miss Kajal Chauhan
22	Discipline Committee	Mr Anit Kumar	Dr. Ajay Kumar Mrs. Suresh Kumar Miss Kajal Chauhan
23	College Magazine (SRIJAN)	Mr.Anit Kumar (Editor in Chief)	Dr. Ajay Kumar (Editor Pahari Section and Photography), Mr. Suresh Kumar Editor English Section)
24	Societies i. Social Sciences	Mr. Anit Kumar	Dr. Ajay Kumar

	ii. Language	Mr. Suresh Kumar	
25	Red Ribbon Club	Miss Kajal Chauhan	Mr.Raj Kumar JOA IT
26	Eco Club	Miss Kajal Chauhan	Mr.Raj Kumar JOA IT
27	Rover and Rangers	Mr. Suresh Kumar	Mr.Raj Kumar JOA IT
28	NSS	Mr. Anit Kumar	Mr.Raj Kumar JOA IT
29	Red Cross Society	Miss Kajal Chauhan	
30	Disaster Management Society	Dr. Ajay Kumar	Raj Kumar (JO IT)
31	Public Information Officer (RTI)	Mr. Anit Kumar	Raj Kumar (JO IT)
32	Public Relation Officer	Dr. Ajay Kumar	Raj Kumar (JO IT)
33	College Website Officer/In charge	Dr. Ajay Kumar	Raj Kumar (JO IT)
34	COVID-19 SOPs Committee	Mr. Suresh Kumar	Raj Kumar JOA IT Mrs Vimla Devi (Peon cum (Chowkidar) Mr.Chain Singh (Peon cum Chowkidar)
	Napkin vending Machine (Nodal Officer)	Miss Kajal Chauhan	Mrs. Suni Devi Peon
35	NEP 2020 Implementation Committee	Mr Anit Kumar	Dr. Ajay Kumar Mr. Suresh Kumar
36	Road safety club	Mr. Suresh Kumar	Raj Kumar (JO IT)
37	College Bursar	Dr. Ajay Kumar	
38	College Property Incharge	Dr. Ajay Kumar	
39	AISHE (nodel Officer)	Mr. Anit kumar	Raj Kumar JOA IT
40	Anti-Narcotics club	Mr. Anit Kumar	Dr. Ajay Kumar Mrs. Suresh Kumar
41	Anti-Ragging committee	Dr. Ajay Kumar	Mrs. Suresh Kumar Miss. Kajal Chauhan
42	Hospitality Committee	Miss Kajal Chauhan	Raj Kumar JOA IT

10. LEAVE RULES FOR STUDENTS

Students are required to attend their classes regularly. The condition of 75% attendance of lectures in order to become eligible to appear in university examination is mandatory. However

- (1) A student can be granted leave up to three days by tutor / subject teacher.
- (2) Leave up to six days will be granted by senior tutor (on behalf of Principal). In special cases leave can be granted beyond six days and discretion lies with the Principal after recommendation from tutor / senior tutor.
- (3) Name of the student who remains absent continuously for a period of ten days without any sanctioned leave shall be struck off from the college rolls.
- (4) A student whose name has been struck off twice shall not be re-admitted in the session as per the university norms.

(5) Leave on account of illness must be accompanied by a Medical Certificate and not beyond the total period of ten days in a session.

11. CODE OF CONDUCT/DISCIPLINE

Every student is required to maintain discipline in or outside the college campus. The following code of discipline is mandatory for the students to follow. Any act of indiscipline will invite disciplinary action as per rules.

- i) Each student is required to possess his/her valid identity card and show it to the college authorities on demand. The students without identity cards may be asked to leave the college campus.
- ii) Ragging of any kind is legally banned. Any student found indulged in ragging will be prosecuted and expelled from the college as per norms. Students are not allowed to use mobile phone in the classrooms.
- iii) Use of intoxicants including smoking, drinking, chewing tobacco, pan masala and drugs are totally banned in the college. Any infringement of the ban will invite disciplinary action in the form of fine, suspension and rustication from the college.
- iv) Bringing outsiders to the college campus by students will be considered as a violation of the conduct which is liable to disciplinary action as decided by the Disciplinary Committee. However the Parents/Guardian of a student may meet their wards with the permission of the Principal.
- v) Writing slogans on the walls, sticking bills of student 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.
- vi) The code of discipline requires students to maintain the college property and 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.
- vii) Rioting, slogan shouting, eve-teasing, misbehaviour with fellow students, teacher and non-teaching staff are considered serious acts of indiscipline. The delinquents are liable to disciplinary action.
- viii) 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.
- ix) 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.

(Any kind of indiscipline in the college campus will not be tolerated)

12. RESERVATION OF SEATS

Admission to courses shall be subject to the following conditions:

1. 15% and 7.5% seats shall be reserved for SC and ST candidates respectively, who have passed their qualifying examination from H.P. Board of School Education or any other school located within the territorial jurisdiction of H.P. of any other school board e.g. CBSE or ICSE, etc.
2. The remaining 77.5% seats shall be filled as under:-
 - i) 25% of the seats for admission shall be open for all candidates irrespective of the institution from where they have passed their qualifying examination.

ii) 75% of the seats shall be filled out of the candidates who have passed their qualifying examination from HP Board of School Education or any other school located within the territorial jurisdiction of HP or any other school boards e.g. CBSE or ICSE etc., subject to the following reservation:

a) 5% of the seats shall be reserved for outstanding sportsmen/women.

b) 5% of the seats shall be reserved for outstanding cultural activists.

c) 5% of the seats shall be reserved for differently abled students.

Note: Roster of HPU shall be followed in respect of reservation and allotment of seats in UG CBCS Annual System 2023-24.

13. PARENT-TEACHER ASSOCIATION (PTA)

Parent Teacher Association was constituted under H.P. Education Code 2001 to ensure interaction between parents and teachers with a missionary zeal for the planning and execution of development works of the college. The PTA is run by the Executive Committee which is empowered to take all decisions. The PTA plays a significant role in the functioning of the college. The main objectives are as follows:

- To establish relationship between the parents and teachers.
- To create a healthy educational environment in the college.
- To arrange discussion with the elderly persons of the society from time to time and incorporate their suggestions for the improvement of the educational standard in the college.
- To suggest ways so that the students' education is promoted.
- To make a collective effort to refine the conduct of the students and also to restrict the entry of anti-social elements in the college campus.
- To inform the parents/guardians if there is shortage of staff in the institution and make temporary arrangement of faculty to bridge the gap in the interest of students.
- To advise students not to make any payment to the college authority without getting valid receipt from them.

14. MANDATORY INDUCTION CUM ORIENTATION PROGRAMME FOR 1ST YEAR STUDENTS

Every student admitted in UG program is required to attend mandatory induction cum orientation program as per schedule mentioned in the academic calendar of the college.

15. COLLEGE STUDENTS CENTRAL ASSOCIATION (CSCA)

CSCA is elected according to the rules and regulations of HPU/SPU every year. Besides maintaining discipline in the college, the CSCA plays an important role in institution for creating and maintaining healthy educational environment. Association also provides an opportunity to students to inculcate quality of leadership and involvement in various co-curricular activities like organizing and participating in seminars, functions and other activities of the college. Every year CSCA Cultural Meet is organized.

16. ANTI RAGGING ORDINANCE 2009

Extract of Himachal Pradesh Educational Institutions Prohibition of Ragging Ordinance 2009 2(c) “**Ragging**” means any act, conduct or practice by which dominant power of senior students, former students or outsiders, is brought to bear on students freshly enrolled or students who are in any way considered junior by other students and includes individual or collective acts or practices which-

- i. involve physical or psychological assault or threat or use of force or wrongful confinement or restraint; or
- ii. violate the status, dignity and honour of such students; or
- iii. expose students to ridicule and contempt and affect their self-esteem; or

iv. Entail verbal abuse and aggression, indecent gestures and obscene behavior.”

Students found indulging in ragging shall be expelled from the college. Ragging in any form is a punishable offence.

In order to have zero tolerance for ragging and its total elimination from the educational institutions, the Hon'ble Supreme Court of India vide orders dated 4th May 2001, 16th May 2007 and 11th February 2009 has directed as under:

1. Ragging is banned in the institution.
2. Anyone indulging in ragging is liable to be punished strictly. Punishment shall be exemplary and justifiably harsh.
3. Punishment for ragging includes:
 - i) Imprisonment, fine or both.
 - ii) Expulsion from the institution, suspension from the institution or classes for a limited period or fine with a public apology.
 - iii) Withholding scholarship or other benefits.
 - IV) Debarment from representation in events.
 - v) Withholding of results.
4. If the individuals committing or abetting ragging are not identified, collective punishment shall be resorted to.
5. Character/Migration Certificates issued by the institution shall have an entry apart from that of general conduct and behavior to the effect whether the student had participated in ragging and particularly was punished for ragging.

Remember Ragging is a Cognizable Offence



The poster features a central illustration of a student being ragged, with red 'X' marks over the scene. To the left, the text reads: **DON'T 'RAG'** **ALSO** **DON'T BE A MUTE WITNESS TO 'RAGGING'**. Below this, it defines ragging and lists consequences for students who participate. To the right, there is a 'NO RAGGING' sign and a 'RAGGING IN ANY FORM IS PUNISHABLE' stamp. At the bottom, it says 'GO AHEAD, REPORT RAGGING' and 'Join Hands to make your Campus Ragging Free'.

DON'T 'RAG'
ALSO
DON'T BE A MUTE WITNESS TO 'RAGGING'

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
Each of the above is a criminal offence

A student indulging in ragging can be:
■ Expelled from the institution
■ Banned from the mess / hostel
■ His/ her scholarship can be withdrawn
■ Debarred from examinations
■ Denied admission to any institution
■ Prosecuted for criminal action
■ Institutions have been asked to file FIR with local police against those who RAG / ABET ragging

RAGGING IN ANY FORM IS PUNISHABLE

GO AHEAD, REPORT RAGGING

Join Hands to make your Campus Ragging Free

Anti-Ragging Helplines:

National – Toll Free Helpline :1800-180-5552

Email: helpline @antrigagging.in

State -01772625400

Email: - cm-hp@nic.in

Principal, G.C. Iylhkothi; Dr Shiv Dayal-7018871750

ACADEMIC CUMCO-CURRICULARACTIVITIESCALENDAR:2024-2025

Sr.No.	Name of Event/Activity	Proposed Date
1.	Enrollment of NSS/Rover Ranger/Eco club/Road Safety Club	18-07-2024 to 31/07/024
2.	PTA General House Meeting	July/August 2024
3.	Teacher Day,	05-09-2024
4.	International Literacy Day	08-09-2024
5.	CSCA Formation/Oath taking	August /September As Per Department Directions
6.	Hindi Divas	14-09-2024
7.	NSS Day	24-09-2024
8.	SAWACHHTA DIVAS	02-10-2024
9.	Annual Sports Meet	Nov.2024
10.	NSS Camp	Nov/Dec 2024
11.	AIDS Day	01-12-2024
12.	CSCA Function	Dec.2024
13.	Mid Term Test	Dec.2024
14.	Winter break/Educational Tour	January 2025
15.	Road Safety awarenessweek	February 2025
16.	Women day	08-03-2025
17.	Annual Prize Function	March 2025
18.	Annual Examination	01-04-2025 to 14-05-2025

17. COLLEGE LIBRARY

The college has a spacious library for students where they can study the latest text books and read newspapers in their free time. The college has a collection of about 600 books comprising texts, reference and general knowledge books and has subscribed to five daily newspapers and magazine & journals for students. It is compulsory for all students to come to the library with their identity-cards which must be produced as and when demanded by the library staff or college teaching staff. Books may be issued for an entire session to the needy and poor students on recommendation of the teachers. In case of loss of a book, the student will have to either replace the book or pay fine in addition to the market price of the book.

LIBRARY RULES:

1. No student shall be allowed without identity-card.
2. Two books can be issued at a time to one student.
3. Books will be issued for 15 days and it is mandatory for students to return the books within 15 days. Rs.1.00 per day late fine shall be imposed for return of books beyond 15 days.
4. Books are non transferable.
5. Students should not bring electronic gadgets or any eatables inside the library.
6. Students shall be responsible for safe keeping of borrowed books.

18. SARIJAN

The college has come out with the maiden edition of its magazine **SARIJAN**, to be published annually. **SARIJAN** means “**Creation** or the act of bringing it into existence”. The magazine has four sections, viz. Hindi, English, Planning and Pahari. Students have contributed their articles enthusiastically for the first edition. The magazine is an Endeavour to improve the critical as well as writing Skills of the students. It gives a voice to their thoughts, empowers them and boosts their self-confidence.

19. MAJOR CELLS / COMMITTEES

a. CAREER GUIDANCE AND PLACEMENT CELL

The Career Guidance and Placement Cell has been set up in the college for the benefit of the students. The Cell counsels the students for various career and job oriented opportunities by arranging in-campus activities like job fairs, motivational talks and organizing special lectures by eminent resource persons from government as well as private agencies. Primary objective of the Cell is to provide life skills to students and help them seek career prospects in government / private sectors. The Cell's activities are initiated by the teaching faculty of the college who offer guidance to students regarding different opportunities in higher education and multiple other career options.

The Placement Cell organizes seminars, mock interviews and sessions on soft skills, communicative skills, leadership skills, personality development and corporate culture/etiquette for the benefit of the students.

b. PREVENTION OF SEXUAL HARASSMENT AT WORKPLACE & WOMEN GRIEVANCE REDRESSAL CELL

This Cell is especially established to take care of grievances of female students and female employees and their prompt redressal. The Cell safeguards the well-being of women employees and girl students of the college. It aims at redressal of any complaints of misconduct or sexual harassment of women at workplace.

c. INTERNAL QUALITY ASSURANCE CELL

The Internal Quality Assurance Cell (IQAC) of the college has been established for the quality assurance and improvement in teaching – learning process and work towards realizing the goals of quality enhancement and sustenance. The primary task of the IQAC is to develop a system for improvement in the performance of institution.

d. STUDENTS GRIEVANCE REDRESSAL COMMITTEE:

The cell is intended to find solutions for grievances like physical or mental harassment, complaints regarding class room teaching, class room management, completion of syllabus, teaching methodology, infrastructure maintenance and up gradation, etc. if and when they arise.

Aim:

To develop a responsive and accountable attitude among all the students in order to maintain a harmonious educational environment in the campus.

Objective:

The objectives of the Students Grievance Redressal Cell are:

- To develop an organizational framework to resolve grievances of students
- To provide the students access to immediate, hassle free recourse to have their grievances redressed
- To identify systemic flaws in the design and administration of various departments and to seek solutions thereon
- To institute a monitoring mechanism to oversee the smooth functioning of the College.

20. CULTURAL/CO-CURRICULAR ACTIVITIES

The college provides opportunities to students to take part in cultural and co-curricular activities. These are HPU Youth-Festival, Inter-College Cultural Programs, HPU Inter-College Sports Championships, Debate & Declamation, Music, Collage and Rangoli Making, Painting, Poster Making, etc. The schedule of such programs are notified by the University from time to time and put on the college Notice Board for information to students. Various Clubs and Societies have been formed to foster the holistic development of the students. During the times of pandemic, various webinars and online activities are organised to stay connected with the students.

CLUBS & SOCIETIES

RED RIBBON CLUB

The Red Ribbon Club (RRC) is a voluntary on-campus intervention programme for students. The main objective of the club is to create awareness about the deadly disease AIDS caused by HIV and spreading the message of voluntary blood donation. The Red Ribbon Club is a movement started by the Government of India in schools and colleges through which students spread awareness about HIV / AIDS. The college RRC organizes various online – offline activities on AIDS, TB and COVID-19 awareness along with creating consciousness about hygiene, female education and various other social issues.

ECO CLUB

Eco Club is a voluntary group whose main objective is to promote the participation of students in learning about their environment. The Eco Club is a medium by which the youth can channelize their energy and act towards improving the environment. World Environment Day was celebrated on 5th June this year.

ROVERS & RANGERS

Rovers and Rangers is an important wing of Bharat Scouts and Guides. It is a voluntary, non-political, educational movement for students. Activities undertaken by the Rovers & Rangers are primarily based on community development. The college has rovers and rangers' unit consist of 24 boys and 24 girls (17 to 25 years age group) are based on the Principle 'duty to God, duty to others and duty to self.'

The main activities of the unit are:

- Conducting training camps for member students
- Cleaning of the campus
- Celebrating important days like Independence Day, Republic Day, Founder's Day and Martyrs' Day

LANGUAGE SOCIETY

The aim of Literary Society of the college is to foster love for language and creativity by providing a platform for self-expression and enhancing the confidence of our young minds. For achieving this end, *nukkadnataks*, short plays, debates & declamation contests and extempore speeches are organised from time to time.

SOCIAL SCIENCE SOCIETY

The Social Science Society of the college is an academic society that aims at generating awareness about socio-economic and political issues, developing civic behaviour and creating a forum for discussion across subject lines.

NSS

The NSS helps in developing the spirit of service among the students and is a very important part of the activities of an educational institution. The College has half unit in which 50 students can enroll themselves under the scheme and enrolment will be on the basis of first come first serve. The NSS volunteers attend one day camps, 7-Day Annual Camp, conduct village surveys and are involved in other college activities and functions and thus get great opportunities for their development and training.

21. OLD STUDENTS ASSOCIATION

Zealous efforts are being made towards forming **Old Students Association (OSA)** or Alumni Association of the college. It will be a forum for old students of the college to come together and share their experiences. The main objectives of the OSA shall be:

- to provide a platform to the alumni of the college for exchange of ideas and sharing of knowledge
- to foster relationship between the alumni and the college by creating a sense of belonging for the college and its traditions
- to establish and encourage healthy academic, social and cultural atmosphere among the past and the present students for their overall development
- to render voluntary services to the needy students of the college
- to secure funds and grants for education of the poor students of the college to establish contact between the past and present students by holding Alumni Day Celebrations from time to time.

A proposal has been sent to DHE for starting NCC Units in the college from the current academic session.

Note: Students must seek written permission from concerned subject teacher(s) before leaving the college for participation in various activities.

Yes/No

If yes, give details with class, Roll no, Year of examination etc.....

14. Whether brother/sister is also a student of this college, if yes, name, class and roll number

.....

DECLARATION BY APPLICANT

- i. I will abide by the University/ College rules and regulations. I have gone through all the rules and regulations regarding ragging and discipline of the university/ College (given in the College Prospectus) and hereby solemnly affirm that I will not indulge in any ragging/ indiscipline activity and that if I am found guilty of such offences as are covered under these rules, the decision of the College authorities will be binding on me.
- ii. I will be regular in my classes and will complete 75% of the lectures delivered, failing which will not be entitle to take University Examination.
- iii. I will appear in the Mid Term and class Tests and fulfill all the conditions laid down by the University in this respect.
- iv. I hereby promise not to take part in political activity of any kind as a student.
- v. My admission will be provisional till approved by the University.

Date:

Signature of the Applicant

.....

Name of the Applicant:.....

DECLARATION BY PARENTS/ GUARDIAN

I..... Father /Guardian of Mr. /Ms. solemnly declare that my son /daughter/ward is seeking admission with my permission and I promise to pay all dues regularly and when demanded. He/She will not take part in any political, subversive or agitational activity. In case he/she is involved in any of the above activities, I shall abide by the action taken by the College authorities. I undertake the responsibility for the good behavior and conduct of my son/ daughter/ ward .i personally look after his/her regularity in attendance, progress in studies, general behavior and keep in touch with the Principal / Teachers regarding all these.

Date:

Signature of the Applicant

Signature of Father/ Guardian

(Before Admission Committee)

(FOR THE USE OF ADMISSION COMMITTEE)

Certified that all the particulars mentioned in the form and other documents have been carefully checked and verified from the original certificates and found correct. The applicant has signed the admission form before me and is **RECOMMENDED/ NOT RECOMMENDED** for admission

**Admission Committee – I
(Name & Signature)**

Member 1).....

2)

3).....

Convener

Final Admission Committee:

(Name & Signature

Member 1)..... 2) 3).....

Convener

Principal signature

ANTI-RAGGING UNDERTAKING BY PARENT/GUARDIAN

Vide H.P. University Notification No. 4-39/2009-HPU (Acad)-dated 25th May, 2010 regarding curbing menace of ragging in Educational Institutions, the parents of the students are required of submit the affidavit at the time of admission containing undertaking as mentioned below:

I Father / Mother / Guardian of seeking admission to the classensure you that my son/daughter/ ward will not indulge in any act of ragging or indiscipline in the college campus/hostel/anywhere outside the college campus. In case of any such violation, strict disciplinary action may be taken against him/her as per the Ordinance issued H.P Govt. and I will not interfere in any way in the action taken against my son/daughter/ward.

I also undertake that my ward will not smoke, use tobacco products, alcohol or drugs in and around college campus.

Complete Address with Phone/Mobile Number

Signature of Parent/Guardian.....

Name of Parent/Guardian

Anti-Ragging Pledge by the Student

I a student ofclass of Govt. New Model Degree College Lyhkothi voluntarily pledge:

- That I will not indulge in Ragging in any form.
- That I will not tolerate Ragging in any form.

- That I will report any and every act of ragging that comes to my notice directly or indirectly to the Anti-Ragging Committee forthwith.
- That my objective is to Govt. New Model Degree College Lyhkothi a **ZERO RAGGING CAMPUS**.
- That I solemnly commit myself to this pledge on this day.....

Signature of the member.....

Name

Fathers' Name.....

Class.....

(Documents to be attached)

1. 10th & 10+2 Certificate
2. Previous Passed Class Certificate
3. Character Certificate Cum SLC
4. Himachali Bonofied Certificate
5. Certificate of O.B.C/S.T/S.C.
6. BPL/IRDP certificate.
7. Aadhar Card
8. 2 Passport Size Photographs
9. **1 Passport Size Phogographs of Parents/Guardians**
10. _____
11. _____