

# PROSPECTUS

## 2020-2021

GOVERNMENT COLLEGE SIHUNTA  
(CHAMBA)



THAT IS KNOWLEDGE, WHICH LIBERATES

# **Admission/Registration Schedule for 2020-2021: (Online/Telephonic)**

**Submission of Registration Form:**

**Up to 31 July 2020**

**Display of Merit List:**

**01 August 2020**

**Objections Pertaining to Merit List must reach College Office by 12:00 Noon 01 August 2020**

## **ELIGIBILITY FOR ADMISSION:**

- a) A pass in the Senior Secondary (Plus Two) Examination (Academic Stream) conducted by the H.P. Board of School Education or an examination accepted as equivalent to by the various bodies of the H.P. University.
  - i) Provided that the candidates who have passed the qualifying examination with Commerce stream shall be given preference in admission to B.Com programme.
- b) An applicant must not be more than 23 years (25 years for girls) of age as on 01.7.2020 and must have been born earlier than 01.07.1997. However in case of overage candidates, the Vice-Chancellor may allow age relaxation up to six months. In case of Scheduled Caste/Scheduled Tribe, student's relaxation age up to three years is allowed as per rules.
- c) An applicant failing in all subjects or having a compartment in 10+2 will not be admitted.
- d) The admission will be on the basis of merit, as the seats are limited in all faculties.
- e) The students, who want to take Mathematics as one of the subjects, must have studied Mathematics at 10+2 level.
- f) The reservation of seats will be according to the HP University "120 points" roster attached at the end of the prospectus.

## **Date of Depositing Fee:**

**B A/ B Com 1 Year: 01 August to 05 August 2020**

**B A/ B Com 2 & 3 Year: 01 August to 20 August 2020**

# ABOUT THE INSTITUTION

Situated in a beautiful lushgreen valley Sihunta, which is surrounded by paddy fields and undulating meadows, the Government Degree College Sihunta is nestled between two mountain ranges: Hathidhar, a branch of lower Shivalik Hills and Dhauladhar, a range of lower Himalayas. Sihunta town, though located in District Chamba, serves as a cultural and geographical interface between Kangra and Chamba, and Government College Sihunta fulfills the purpose of providing higher education to the students of locality and Bhattiyat Tehsil, especially the girl students of the area, who outnumber the boys every year. Established in the year 2016, the College is currently housed in the building of Girls' High School Sihunta. The number of students enrolled in the College has been quite impressive right from its maiden session to the last Academic Session, i.e. in 2019-20. More than 400 students were on the College Roll Call in 2019-20. The process for the identification and acquisition of suitable land for the construction of college building is already underway and is expected to be completed soon. An amount of Rs. 5 Crores has been released for the purpose of the construction of college building. Two streams – Arts and Commerce, have been offered to the students and both of these streams have had the guidance of competent and adequate teaching staff. A good library with expanding range of books and latest magazines has also been maintained. To the benefit of students, additional classes covering the General Studies and the Reasoning Ability for the preparation of various Competitive Exams, have also been conducted by the college in the previous Academic Session 2019-2020. Similar opportunities have also been facilitated in cultural, sports and other co-curricular activities. The College stands firm with the commitment to instil a sense of curiosity and creativity among the students.

**Vision:** To facilitate educators and learners to attain their fullest intellectual and emotional heights, fulfilling social and individual duties, steeped in ethics and values, thereby becoming a complete embodiment of all that is humane.

**Mission:** To make College a powerful tool to bring change in society through Education that liberates and transforms an individual.

### College Logo



**THAT IS KNOWLEDGE, WHICH LIBERATES**

## **From the Principal's Desk:**



### **Dear Students**

It's a privilege to welcome you all to Government College Sihunta (Chamba). Education not only liberates, but also acts as a powerful agent to change the world. The change within is the true transformation, which accompanied with wisdom and adaptability as per the need of time, leads to happy, healthy and progressive soul. Here, at Government College Sihunta, we endeavour to provide access to knowledge and quality education, steeped into social values.

The present times are tough times, as Covid-19 Pandemic has been bringing unforeseen challenges and hitherto unknown experiences with it for last few months. Again, education is

the strongest means to enable us to face and endure life and live it wisely and serenely to the utmost. Taking precautionary measures against Corona and staying positive in recent times is the best remedy presently. Let us be together and emerge triumphant out of this adversity.

We believe that every individual is different and has the potential to grow to the fullest provided that they are given the opportunity and a congenial atmosphere to grow. The College is determined to maintain and further augment its role as an institution to nurture value based education to each and every student. We are happy and proud to facilitate and support you through your journey:

Let us be up and doing

with a heart for any fate,

Still achieving, still pursuing

Learn to labour and to wait

**Dr V Sagar Sharma**

**Principal**

## **Guidelines of MHA and MHRD regarding the preventive measures and SOP COVID-19:**

### **Protect yourself and others:**

#### **Do's:**

**1. Wash your hands with soap and water frequently, or use alcohol based hand sanitiser. Wash hands even if they appear to be clean.**

**2. Wear a mask while you are on the campus.**

**3. Cover your nose and mouth with handkerchief or tissue paper while sneezing and coughing.**

4. Throw used tissue napkins into closed bins soon after use.

mask/cloth to cover your mouth and nose while visiting a doctor.

5. See a doctor if you feel unwell (fever, difficult breathing and cough). Wear a

**Don'ts:**

1. Don't have a close contact with anyone if you are having fever or cough.

2. Don't touch your eyes, nose and mouth.

3. Don't spit in campus/public places.

**If you have signs and symptoms of Covid-19 infection Please call State Helpline Number: 1070 Avoid participating in large gatherings in the College**

**OUR STAFF**

**Principal:**

**Dr. V. Sagar Sharma**

*M.A., M. Phil [Gold Medalist], Ph. D ( UGC – NET)*

**TEACHING STAFF**

**Commerce:**

**Dr. Dharmender Kumar**

Assistant Professor

*M.Com., M.Phil. [Gold Medalist], Ph.D, P.*

*G. Diploma in Population Studies[Gold Medalist], ( UGC- NET and SET).*

**Arts:**

**Department of English:**

**Dr. Arti Chandel**

Assistant Professor

*M. A., M. Phil, Ph. D*

**Department of Economics:**

**Sh. Hakam Chand**

Assistant Professor

*M. A., ( UGC NET– JRF), SLET*

**Department of Hindi:****Dr. G. R. Katoch**

Associate Professor

*M. A., M. Phil. ( Hindi and Sanskrit), Ph. D  
Hindi.***Department of History:****Sh. Surender Guleria**

Assistant Professor

*M. A. , B. Ed, M. Phil, ( SLET)***Non Teaching Staff:**

- 1) Superintendent
- 2) Senior Assistant
- 3) Junior Office Assistant (IT)
- 4) Office clerk
- 5) Tabla Vadak

**Assistant Librarian:****Class IV:**

- 1) Sh. Ranjeet Singh
- 2) Smt. Kesro Devi
- 3) Smt. Indra Devi
- 4) Smt. Koshlaya Devi

**Department of Political Science:****Dr. Priyabhishek Sharma**

Assistant Professor

*M. A., B. Ed, M. Phil, Ph. D, PG Diploma  
in Human Resource Development, ( UGC-  
NET).***Department of Music:****Music (I)****Vacant**

Vacant

Vacant

Sh. Vijay Singh

Vacant

Vacant

Smt. Sushma Devi

Peon-cum-chowkidar

Peon-cum-chowkidar

Peon-cum-chowkidar

Peon-cum-chowkidar

**Various Committees in the College:**

Committees play significant role in smooth functioning of an institute. Following committees with respective responsibilities have been constituted in the college:

**Admission Committee:**Admission Time: **10:30 A.M. to 1:30 P.M.****ADMISSION GUIDANCE BUREAU:****Coordinator: Dr. Priyabhishek Sharma****(To advise students on selection of subjects)**

The Admission Committee inclusive of the Final Admission Committee will comprise of the following members:



**B.A. 1,2 and 3Year**

1. Dr. Priyabhishek Sharma
2. Dr. Arti Chandel
3. Sh. Surender Guleria

**B.Com 1, 2 and 3Year**

1. Dr. Dharmender Kumar
2. Dr Arti Chandel
3. Sh. Hakam Chand

**ADMINISTRATIVE ASSIGNMENTS (2018-19)****1. College Advisory Committee:**

1. Dr. G R Katoch
2. Dr. Priyabhishek Sharma
3. Dr. Arti Chandel

**2. Grievances Redressal Cell:**

1. Dr. G R Katoch
2. Dr. Arti Chandel
3. Sh. Surender Guleria

**3. Time Table Committee:**

1. Dr. G R Katoch
2. Dr. Priyabhishek Sharma
3. Sh. Surender Guleria

**4. Annual/ House Examination****Committee:**

1. Dr. G R Katoch
2. Sh. Surender Guleria
3. Dr. Dharmender Kumar

**5. Senior Tutors:**

1. Dr. Dharmender Kumar (B.Com)
2. Dr. G R Katoch (B.A.)

**7. INTERNAL QUALITY ASSURANCE CELL:**

1. Dr. G R Katoch
2. Dr. Priyabhishek Sharma
3. Dr. Arti Chandel

4. Sh. Surender Guleria

5. Dr. Dharmender Kumar

**Note:** The cell is responsible to keep due records of the individual and institutional achievements.

**8. Scholarship & Student Aid****Fund:**

1. Dr. G R Katoch
2. Dr. Dharmender Kumar
3. Sh. Hakam Chand

**9. Infrastructure Development &****Maintenance Committee:**

1. Dr. G R Katoch
2. Dr. Priyabhishek Sharma
3. Sh. Surender Guleria

**10. Bus Pass Attestation Committee:**

1. Sh. Surender Guleria
2. Dr. Priyabhishek Sharma
3. Sh. Hakam Chand

### **11. Library Affairs Committee:**

Smt. Sushma Devi      Assistant  
Librarian

#### **Members from Teaching Staff:**

1. Dr. Priyabhishek Sharma
2. Dr. Arti Chandel
3. Sh. Hakam Chand

### **12. Sports Committee :**

1. Dr. G R Katoch
2. Dr. Priyabhishek Sharma
3. Sh. Surender Guleria
4. Sh. Hakam Chand

## **CO-CURRICULAR ASSIGNMENTS:**

### **1. Editors College Magazine:**

1. Chief Editors:      Dr. G.R.Katoch
2. English Section:    Dr. Arti Chandel
3. Hindi Section:      Dr. G.R.Katoch
4. Planning Forum:    Sh. Hakam Chand
5. Political and Social Section : Dr.  
Priyabhishek Sharma
6. Commerce and Management Section:  
Dr. Dharmender Kumar
7. Pahari Section: Sh. Surender Guleria

### **2. Cultural Committee:**

1. Dr. G. R. Katoch
2. Dr. Arti Chandel
3. Sh. Hakam Chand

### **3. Anti-Ragging Committee:**

1. Dr. G. R. Katoch
2. Dr. Priyabhishek Sharma
3. Dr. Arti Chandel
4. Sh. Surender Guleria
5. Dr. Dharmender Kumar

6. Sh. Hakam Chand

### **4. Anti-Ragging Squad:**

1. Dr. G. R. Katoch
2. Dr. Priyabhishek Sharma
3. Dr. Arti Chandel
4. Sh. Surender Guleria
5. Dr. Dharmender Kumar
6. Sh. Hakam Chand

### **5. Discipline Committee:**

1. Dr. G. R. Katoch
2. Dr. Priyabhishek Sharma
3. Dr. Arti Chandel
4. Sh. Surender Guleria
5. Dr. Dharmender Kumar
6. Sh. Hakam Chand

### **6. CSCA Advisory Committee:**

1. Dr. G R Katoch
2. Dr. Priyabhishek Sharma
3. Dr. Arti Chandel
4. Sh. Surender Guleria

**5. Inappropriate Behaviour Against  
Girls Redressal Committee:**

1. Dr. Arti Chandel
2. Dr. Dharmender Kumar
3. Sh. Hakam Chand

**7. Purchase Committee:**

1. Dr. Priyabhishek Sharma
2. Sh. Surender Guleria
3. Sh. Hakam Chand
4. Office Superintendent

**Note:** All purchase will be routed via  
Purchase Committee.

**8. Prospectus Committee:**

1. Dr. G. R. Katoch
2. Dr. Priyabhishek Sharma
3. Sh. Surender Guleria
4. Dr. Arti Chandel
5. Dr. Dharmender Kumar

**9. RUSA/ CBCS Committee:**

1. Dr. G. R. Katoch
2. Dr. Arti Chandel
3. Sh. Surender Guleria

**10. Redressal Cum Counselling  
Cell For Students:**

1. Dr. Priyabhishek Sharma
2. Dr. Arti Chandel
3. Sh. Surender Guleria
4. Dr. Dharmender Kumar
5. Sh. Hakam Chand

**11. Career Guidance And  
Placement Cell:**

1. Dr. Priyabhishek Sharma
2. Dr. Arti Chandel
3. Sh. Surender Guleria

**12. Prize Distribution  
Committee:**

1. Dr. G. R. Katoch
2. Dr. Priyabhishek Sharma
3. Sh. Hakam Chand
4. Sh. Surender Guleria

**RULES OF ADMISSION:**

1. Admission will be strictly on fulfillment of eligibility conditions.
2. Any gap in the academic career of an applicant must be supported by documentary evidence. (**Attached affidavit**). For gap, students need to produce an affidavit stating that he or she has not done anything during the gap period.
3. Failed or compartment candidates from other colleges will not be admitted.
4. **Application must be filled properly, complete in all respects and submitted along with the following documents:**
  - a) Attested copy of Original Character Certificate.

**[Note: The Character Certificate must not have been issued more than six months prior to the date of admission. ]**

- b) Attested copy of detailed Marks Sheet of the previous exam passed.
  - c) Attested copy of Matriculation Certificate/ Date of Birth certificate.
  - d) Three passport size photographs (one pasted on Bio data card, one pasted on the admission form and one to be used for library card later) and one stamp size for laminated Identity Card.
  - e) A passport size photographs of the parents/ guardians to be fixed on PTA membership form. (Guardian means only blood relation but not a student of this college). Only parents can be the members/ office bearers of PTA Executive.
  - f) Documentary proof be attached for SC/ST/Physically Challenged, Sports or Cultural activities.
  - g) Himachali girl students seeking admission in any class must bring an attested copy of Himachali Bonafide Certificate to avail themselves the benefits of fee-concession. (Tuition Fee only).
  - h) Candidates coming from school of Education Boards/ Universities other than HP Board of School Education or the Himachal Pradesh University must produce migration certificates in original.
- 5.A student must produce original certificates at the time of admission.
- 6.Students seeking exemption from tuition fee for disability must attach an attested copy of **40 per cent disability certificate**.
- 7.Admission of a student is liable to be cancelled if he/she furnishes incomplete/ wrong/ false information or in case of concealment of facts. Disciplinary action will also be taken against such candidates.
- 8.Notwithstanding eligibility for admission, **the principal can refuse admission if the conduct of a student has not been up to the mark during past years**.
- 9.The Principal reserves the right to disallow or cancel any admission.
10. Rules for admission are subject to change as per the HPU notifications from time to time.
11. Initially, all admissions will be provisional (i.e. subject to the approval of HP University).

## **RULES OF MIGRATION:**

1. A student can migrate from one college to another after completing semester I and within 10 days of starting of next semester in accordance with the rules laid down by the HP University. However, students migrating from other colleges must obtain the approval of the concerned Admission Committee.

2. Students who migrate either from this college to any other or vice-versa must ensure that the college name is changed on University online Roll, with the RUSA Coordinator and concerned clerk.
3. Inter-Institutional Migration i.e. from one college to another as well as from a college to ICDEOL and vice-versa of students will be allowed when no-objection is obtained from both the relieving and receiving institutions, duly signed by both the Principals/ Directors, to ascertain that the Major/Minor subjects being studied by the students are available in the receiving institution. The credits and grades earned will be carried over.

### **RASHTRIYA UCHATTAR SHIKSHA ABHIYAN (RUSA) CHOICE BASED CREDIT SYSTEM (CBCS) For B.A./ B.Sc./B.Com:**

#### **CBCS:**

Choice Based Credit System (CBCS) is an instructional package developed to suit the needs of students to keep pace with the developments in higher education worldwide taking him/her out of isolated compartmentalized learning environment which clearly indicates for each level of certification learning effort required on the part of the students in term of terms of credits to be earned as well as participation in instructional hours to be spent through either regular mode or through distance education mode.

#### **NEW CHOICE BASED CREDIT SYSTEM (CBCS) COURSES OF STUDY:**

Note: Executive Council of Himachal Pradesh University has approved the adoption of New CBCS of UGC on 30/05/2017 from academic session i.e. 2016-17.

#### **Advantages of the Choice Based credit system:**

- ❖ Shift focus from the teacher-centric to student- centric education.
- ❖ Students may undertake as many credits as they can cope with (without repeating all courses in a given semester if they fail in one /more courses).
- ❖ CBCS allow student to choose inter –disciplinary. Intra- disciplinary courses, skill oriented papers (even from other disciplines according to their learning needs, interests and aptitude) and more flexibility for students.
- ❖ CBCS makes education board- based and at par with global standards. One can take credits by combining unique combinations.

❖ CBCS offers flexibility for students to study at different times and at different institutions to complete one course (case mobility of students). Credit earned at one institution can be transferred to another institution.

**Outline of Choice Based Credit System: That course is defined as the core course which a student needs to study as compulsory course.**

1. Core Course: A course, which should compulsory, is studied by a candidate as core requirement is termed as a core course.

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

2.1. Discipline Specific Elective (DSE) Course: 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).

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

2.3. Generic Elective (GE) Course: An elective course chosen generally from an unrelated discipline/subject, with an intention to seek exposure is called a Generic Elective.

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

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

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

3.2 Skill Enhancement Courses (SEC): These courses may be chosen from a pool of course designed to provide value- based and /or skill- based knowledge.

3.3 Introducing Research Component in Under- Graduate Courses

Project work/dissertation are considered as special course involving application of knowledge in solving a real life situation or difficult problem. A Project/Dissertation work would be of 06 credits. A Project/Dissertation work may be given in lieu of a discipline specific elective paper.

## **IMPLEMENTATION:**

1. The CBCS may be implemented in central /State universities subject to the condition that all the stakeholders agree to common minimum syllabi of the core papers and at least follow common minimum curriculum as fixed by the UGC. The allowed deviation from the syllabi being 20% at the minimum.
2. The University may be allowed to finally design their own syllabi for the core and elective papers subject to point no.1. UGC may prepare a list of elective papers but the universities may further add to the list of elective papers they want to offer as per the facilities available.
3. Number of Core Papers for all universities has to be same for both UG Honors as well as UG Programme.
4. Credit score earned by a student for any elective paper has to be included in the student's overall score tally irrespective of whether the paper is offered by the parent university (degree awarding university institute) or not.
5. for the introduction of AE Courses: They may be divided into two categories:
  - a) AE Compulsory Courses: The universities participating in CBCS system may have common curriculum for these papers. There may be one paper each in the 1<sup>st</sup> two semesters/1Year viz. (i) English/MIL Communication. (ii) Environmental Science.
  - b) Skill Enhancement Courses: The universities may want to offer from a common pool of papers decided by UGC or the universities may choose such themselves in addition to the list suggested by UGC. The universities may offer one paper per semester for these courses.
6. The University/ Institute may plan the number of seats per elective paper as per the facility and infrastructure available.
7. An under-graduate degree with Honors in discipline may be awarded if a student complete 14 core papers in that discipline. 2 Ability Enhancement Compulsory Courses (AECC) minimum 2. Skill Enhancement Courses (SEC) and 4 papers each from a list of Discipline Specific Elective and Generic Elective Papers respectively.
8. An under-graduate Program degree in Science discipline may be awarded of a student completes 4 core papers each in three disciplines of choice. 2. Ability Enhancement Compulsory Courses

(AECC), minimum 4 skill enhancement Courses (SEC) and 2 papers each from a list of discipline Specific elective papers based on 3 disciplines of choice selected above, respectively.

9. An undergraduate program degree in humanities/Social Science/Commerce may be awarded if a student completes 4 core papers each in 2 disciplines of choice. 2 core papers each in English and MIL respectively, 2 Ability Enhancement Compulsory Courses (AECC), minimum 4 skill Enhancement Courses (SEC), 2 papers each from a lots of disciplines specific elective papers based on 2 disciplines of choice selected above respectively and 2 papers from the list of Generic Elective papers .10 for purpose of computation of work load the following mechanism may be adopted:

- i. 1 Credit=1 Theory period of 1 hour duration
- ii. 1Credit=1Thtorial period of 1 hour duration
- iii. Credit= 1 Practical period of 2 hours

#### **DETAILS OF COURSES UNDER UNDERGRADUATE (B/A/B.COM):**

<b>Course</b>	<b>Credits</b>	
	<b>Paper+ Practical</b>	<b>Paper+ Theory</b>
<b>01 Core Course: (6Credits)</b>		
(12 Papers)	12+4=48	12×5=60
Two Papers –English		
Two Papers- Hindi/ MIL		
Four Papers –Discipline - 1		
Four Papers- Discipline - 2		
Core Course Practical/ Tutorial	12×2=24	12×1=12
(12 Practical)		
<b>II. Elective Course: (06 Credits) (06 Papers)</b>	<b>6×4=24</b>	<b>6×5=30</b>
Two Papers: Discipline 01 Specific		
Two Papers: Discipline 02 Specific		
Two Papers: Inter-disciplinary		



Two Papers from each disciplines of Choice and two papers of inter-Disciplinary Nature

Elective Course Practical/Tutorials                      6×2=12                      6×1=6

(6Practical/ Tutorials)

Two Papers-Disciplines 01 specific

Two Papers-Discipline 02 specific

Two Papers-generic (Inter-Disciplinary)

Two Papers from each discipline of choice including papers of interdisciplinary nature.

Optional Dissertation of project work in place of one elective paper (06 credits) in 6<sup>th</sup> Semester

### **III. Ability Enhancement Courses:**

1. Ability Enhancement Compulsory Courses (AECC)

2. Papers of 04 credits each    2×4=8    2×4=8

Environmental Science English/Hindi/MIL Communication

3Skill Enhancement Courses (SEC)    4×4=16    4×4=16

(04 papers of 04 credits each)

Total Credit =132                      Total=132Institue

Should evolve a system /policy about ECA/General Interest/Hobby /Sports /NCC/NSS related courses on its own.

Wherever there is practical there will be no tutorial and vice-versa.

**PROPOSED SCHEME FOR CHOICE BVASED CREDIT SYSTEM IN**

**B.A./B.Com.**

<b>Core Course (12)</b>	<b>Ability Enhancement Compulsory Courses (AECC)(2)</b>	<b>Skill Enhancement Courses(SEC) (4)</b>	<b>Discipline Specific Elective DSE(4)</b>	<b>Generic Elective GE(2)</b>
I. English/Hindi MIL-1 DSC-1A DSC-2A	(English/Hindi.MIL Communication) Hindi Or English			
II. Hindi/MIL /English-1 DSC—1B DSC-2B	Environmental Science(English/Hindi/ MIL Communication) Environment			
III English/Hindi/ MIL-2 DSC-1C DSC-2D		SEC-1		
IV Hindi/MIL/ English-2 DSC-1D DSC-2D		SEC-2		
V		SEC-3	DSE-1A DSE-2A	GE-1
VI		SEC-4	DSE-1B DSE-2B	GE-2

**1. HUMANITIES 1<sup>ST</sup>Year B.A. (PASS COURSE)**

**a) Compulsory Subject:**

i) English Core ii) English;/MIL (Communication) /Environmental Science. –Ability Enhancement (Compulsory)

**b) Discipline Specific Core:**

The Candidate may choose a combination of two subjects from the tentative list given below:

**SUBJECT COMBINATIONS**

<b>Sr. No.</b>		<b>Subject Combination</b>
<b>1.</b>	History	Political Science, Music(I), Economics, Hindi & English
<b>2.</b>	Political Science	Economics, History, Music(I), Hindi & English
<b>3.</b>	Economics	Political Science, History, Music(I), Hindi & English
<b>4.</b>	English	Hindi, Political Science, Economics, History & Music (I)
<b>5.</b>	Hindi	English, Political Science, Economics, History & Music(I)
<b>6.</b>	Music	English, Political Science, Economics, History & Hindi

**Commerce: The subjects to be studied in commerce stream are based on the HPU prescription:**

**8. Continuous Comprehensive Assessment (CCA ):** This Would have the following components:

1. Classroom Attendance - Each student will have to attend a minimum of 75% Lectures/ Tutorials /Practical. **A student having less than 75% attendance will not be allowed to appear in the Annual Examination (ESE).**

2. In this regard, it is intimated that those having attendance between 74% and 65% can apply for exemption in a prescribed form with a clear-cut mention of the reason of absence. Furthermore, those having attendance between 64% and 50% will apply for exemption in the prescribed form accompanied by a Medical Certificate from a government hospital.
3. Here, it is further clarified that an exemption of 25 per cent will be allowed to those students who have participated in authorized co-curricular activities notified by HPU, Shimla. However, claim for such exemption will be strictly on the basis of the authentication by the competent authority.

### **SCHEME OF FINAL EXAMINATION AND INTERNAL ASSESSMENT**

Following scheme of Annual examination and internal assessment has been introduced by the HPU under new RUSA:

Total Marks = 100

Annual Exam = 70 marks

Internal Assessment = 30 marks

#### **Distribution of Internal Assessment [Total Marks =30]**

Attendance	05 marks
Mid Term Test	15 marks
Assignments or Seminars	10 marks
<b>Total Marks</b>	<b>30 marks</b>

#### **Attendance Marks Awarding Criteria [Total Marks =05]**

Attendance $\geq$ 75% but $<$ 80%	01 mark
Attendance $\geq$ 80% but $<$ 85%	02 marks
Attendance $\geq$ 85% but $<$ 90%	03 marks
Attendance $\geq$ 90% but $<$ 95%	04 marks
Attendance $\geq$ 95%	05 marks

#### **Mid Term Test (House Exam):**

There will be one mid-term exam during middle of the semester. This exam is very important in the sense that 15 marks of internal assessment will be awarded by the teacher on the basis of performance of student.

- Question paper for the minor test will be set by the teacher and will be evaluated by him /her. If more than one teacher is teaching the course, then they will set the question paper on rotation basis.
- 4. Evaluated test booklets of the mid-term test will be shown to the students in the classroom and they will have to return the same to the concerned teacher after having seen their performance.
- 5. In laboratory courses, the students will be tested on the basis of laboratory exercises given by the course teacher concerned. Rest of the procedure will remain the same as above.
- 6. **Seminar/Assignment/Term Paper-** The remaining 10 marks of the CCA will be awarded on the basis of seminar or assignment as the case may be. The content, timing and manner of said assignments or seminars will be decided by the concerned teacher.

### GRIEVANCES AND REDRESSAL MECHANISM:

The students will have the right to make an appeal against any component of evaluation. Such appeal has to be made to the Principal of the college on a prescribed form and should clearly state in writing the reason(s) for the complaint or appeal.

### DETAIL OF FEE STRUCTURE

General Fee Annual Fund	B.A./ B.Com/B.Sc. I, III & V Semester	Practical Fee	B.A./ B.Com/B.Sc. I, III & V Semester
Admission Fee (Late Admission Fee Rs. 10 per day)	25	Physics	120
Tuition Fee	600	Chemistry	120
University Registration Fee a) With-in-state b) Outside State	200 400	Botany	120
		Zoology	120
University Sports Fee	15	Geology	120
Youth Welfare Fund	15	Fine-Arts	90
University Holiday Home Fund	1	Music	90
Building Fund	60	Physical Education	90
Sports Fund	120	Psychology	90
Identity Card	10	Duplicate I Card	20
NCC	10	Computer Practical	90
Health Fund	6	(Commerce & Maths) 3 <sup>rd</sup> year	90
House Examination	100	Indirect Tax B.Com III	90
Student Aid Fund	10	<b>(FIR is to be lodged, if identity Card is lost Duplicate Identity Card fee is Rs. 20/-)</b>	
College Magazine	50	a. Absence for a period Re. 1/-	
Library Security (Refundable)	100	b. Absence for a practical: Rs. 3/-	
Amalgamated Fund	300	c. Absence in Tutorial group/ class test Rs. 10/- per paper	
Campus Development Fund	10	d. Absence in tutorial group/	

		class test Rs. 2/- per day per test.	
Book Replacement Fund	25	e. Delay in returning library books: Re. 1/- day per book	
Cultural Activities Fund	20		
Furniture Repair Fund	10	<b>Note:</b>	
Sanchayika (Refundable)	20	1. The fee structure is subject to change as notified by the University from time to time	
Rovers and Rangers Fund	60	2. Concession in fee is allowed as per the rules applicable.	
Computer and Internet Facility	20		
University Development Fund	250		
University Development Fund(IRDP)	100		
Red Cross Fund	40		

### **PROCEDURE OF ADMISSION:**

1. The student will first appear before the Admission Committee after filling up the admission and other forms attached with the prospectus.
2. After the forms are processed and signed by the relevant Admission Committee, the same will have to be deposited in the office. The merit list of the students would be displayed as per the scheduled dates notified by the HPU. Thereafter, the students will then go to the relevant fee counter to deposit his/her dues and other funds where he/she will be issued receipt for fee, PTA fund and college roll number. On production of the fee receipt and a passport size photograph, the identity-cum library card will be issued from the office.

### **FEES/FUNDS:**

1. a) Every student must pay his/her dues on the dates notified from time to time.
- b) A student will have to pay dues for 1<sup>st</sup> quarter at the time of admission, 2<sup>nd</sup> quarter in September and for the next six months in November.

- c) Failure to pay dues on due date will entail a fine of Re. 1/- per day.
- d) In case non-payment of dues in advance, the name of the student will be struck off from the college rolls at the end of that month.
- e) Registration fee will not be charged from a student migrating from another college if he/she is already registered with HP University, other dues will be charged accordingly as per rules.
2. Every student will have to produce *No Dues Certificates* from the Library, Fee Clerk and other relevant staff members if he wants to leave the college.
  3. The Principal can expel a student from the College if he/she is found guilty of misconduct or indiscipline or ragging or any of them.
  4. The security deposit will lapse if a student does not apply for refund of security within one year of leaving the college.
  5. The fine for absence has to be paid along with dues, while fine imposed otherwise have to be deposited by the date announced in the college office/ fee counter.
  6. Contribution towards PTA funds Rs. 500 per student (to be paid at the time of admission).
  7. No tuition fee is charged from *the Bonafide Himachali girls students*, subject to **production of H.P. Bonafide Certificate at the time of admission.**
  8. Students having more than 40% disability are exempted from tuition fee.
  9. Migration Fee: Rs. 50/-

## **LEAVE RULES:**

### **A) GENERAL LEAVE RULES:**

1. Students can proceed on leave with prior permission. For this, they should fill in the leave forms to be supplied to the students @ Rs. 5/- per booklet at the time of admission.
2. A tutor can recommend leave up to 6 days; for longer duration i.e. up to 10 days, a student must get the application signed by the Senior Tutor.
3. Leave during House Examination/ Class Test will be sanctioned only by the Principal on the recommendation of the senior Tutor.
4. Leave for sickness must be accompanied by a medical certificate.

## **B) DUTY LEAVE RULES:**

Participation by the students in Sports/ Cultural/ Co-Curricular activities, inter-College/ University Competitions shall be considered as duty leave for the period of respective competition(s). Duty Leave, however, shall only be allowed if recommended by the concerned activity in-charge, prior to the event.

### **COLLEGE MAGAZINE:**

The College magazine will come out from this academic session. Its purpose is to give expression to the creative talent of college students. The magazine has four sections, each section edited by a member of the staff and assisted by student editor.

### **CAREER GUIDANCE & COUNSELLING:**

The college also provides opportunities to students to take part in cultural and co-curricular activities. These are Debate & Declamation, Rangoli, Painting, Poster Making, Wall Magazine, Drama, Quizzes etc.

### **COLLEGE LIBRARY:**

College has a good library for the benefit and use of students.

**All the students are required to adhere to the following library rules strictly:**

1. All the students on the College rolls shall be eligible to become the members of the College Library.
2. Every student is entitled to borrow two books for a period of 30 days from the library.
3. The borrower shall be solely responsible for the safety/preservation of the books drawn by them.
4. A fine of Rs 1/day/book will be charged beyond due date of return of book.
5. In case a book found mutilated, torn, defaced or misplaced, the actual cost of the book plus 20 percent of the original cost will be charged by the student.



6. Reference books are to be consulted in the library itself after obtaining permission from the librarian.

**Students can get their library security refunded within one year after leaving the College; otherwise the security stands forfeited.**

## **COMMUNITY PARTICIPATION:**

### **PARENT TEACHER ASSOCIATION (PTA):**

There is a Parent Teacher Association which plans and undertakes various development work in the college. The association is run by the Executive Committee which takes all decisions. The parents/guardians of the students contribute towards P.T.A. fund at the time of admission.

### **College Students Central Association (CSCA):**

The college student body called the CSCA is elected as per the norms and directions of H.P. University. It follows the recommendation of Lyngdoh Committee. The CSCA extends helping hand to the college administration in the smooth functioning of all activities.

## **CONDUCT AND DISCIPLINE:**

The Principal can impose fine, suspension or even rustication of any student, who is found indulging in such misconduct as is listed below, Indiscipline on campus will not be tolerated.

1.
  - i. Any act of ragging on the campus will be severely dealt with Ragging implies harassment/physical or mental torture to another student by a student or a group of students. Any student found associated in such nefarious activities will be held guilty of gross misconduct.  
**Remember Ragging is a cognizable offence**
  - ii. Anybody found guilty of writing obscene language words on blackboard, walls or furniture of the College.
  - iii. Aimlessly loitering in the verandas, making noise or attempting to disturb classes.
  - iv. Smoking or consumption of alcohol/ drugs etc. in the college hostel/campus is strictly prohibited.
  - v. Bringing unwanted outsider persons to the campus or sitting unnecessary on the passage to the campus.
  - vi. Pasting posters on the walls or notices on the Notice Board without Principal's permission.

vii. Mobile phone should be on switch off mode in classes and on silent mode outside classes/ college campus.

2. Students, who participate in sports or other-curricular activities/ educational tours must produce written permission from their parents/ guardians.

3. Every student must always carry with him/ her duty completed identity card which is issued to him/her at the time of admission. He/ she must produce the identity card when-ever demanded by any teacher or the Principal.

4. Parents/Guardians are requested to remain in touch with the Principal and the concerned teachers regarding the progress of their wards in the college.

5. **Note: In case of any emergency, the student(s) may contact any member of the Anti-Ragging cum Discipline Committee.**

## **ROSTER FOR ADMISSION AND RESERVATION:**

Keeping in view the various types of reservations mentioned in clause 6 :Admission and Reservation” the following roster has been evolved w.e.f. session 1992-93 and all the admission shall be made according to this Roster of Reservation.

1	26SC	51	76	101hc
2	27ST	52SC	77SC	102
3	28	53ST	78SP	103
4	29	54	79ST	104
5	30	55	80ST	105
6	31	56	81CUL	106SC
7SC	32	57	82 HC	107ST
8	33SC	58	83	108
9	34HC	59SC	84	109
10	35	60SP	85SC	110

11	36	61CUL	86	111
12SC	37	62 HC	87	112
13	38CUL	63	88	113SC
14	39SC	64	89	114
15	40SP	65SC	90	115
16	41 <sup>ST</sup>	66HC	91SC	116
17	42 HC	67ST	92	117SP
18SC	43	68	93ST	118 HC
19SP	44	69	94	119SC
20CUL	45	70	95	120ST
21 HC	46SC	71	96	
22	47	72SC	97SC	
23	48	73	98CUL	
24	49	74	99SP	
25	50	75	100HC	

Abbreviations used: SC: Scheduled Caste, SC: Scheduled Tribe, SP: Sports,

CUL: Cultural, HC: Handicapped.

Number of category-wise reserved seats in 120 point reservation roster:

SC	18 Seats (15%)	
ST	9	Seats (7.5%)
SP	6	Seats (5%)
CUL	6	Seats (5%)
HC	6	Seats 5%)

**Ragging is a punishable offence**

Indulgence in any kind of act which fall in the category of ragging in or outside the college campus is strictly prohibited and is an offence of serious nature inviting rigorous punishment.

**Note: Mobile phones and chewing-gum are strictly banned in college campus.**