



Welcome to Government Degree College Gadagusain

Affiliated to Sardar Patel
University, Mandi (H.P.)

2025-26



**the first step toward
your dream career!**

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Greetings!

NELSON MANDELA SAID," EDUCATION IS THE MOST POWERFUL WEAPON WHICH YOU CAN USE TO CHANGE THE WORLD".

I welcome you all, fresh as well as already enrolled young charges on the roll of this wonderful college bestowed with a bounty of scenic beauty and situated in the lap of nature, the Govt. College, Gadagusain.

Education is a lifelong learning process. Learning happens all the time, not only in a pre-designated place called the school or the College. It happens in the home, between home and college, too. The home's and college's mission therefore is to provide a learning environment and opportunities to the children as the learners.

Shaping young, impressionable minds is one of life's biggest challenges. At Govt. College Gadagusain, we aim to empower our students to grow as individuals with strong open, discerning minds. Ours is an innovative college drawing on the talents and skills of staff, students and parents to provide a host of educational programmes and projects. It gives me immense pleasure to announce that the students of this college reached new heights and made this valley proud by becoming Assistant Professors. I would like to congratulate them and simultaneously encourage all the students to give their best.

Come on, let's give our best and make this Institution a modern temple of learning through our diligence, devotion and dedication. Wishing you all GOOD LUCK.

Jai Hind! Jai Himachal!

**Dr. Santosh Thakur
Principal**

Principal

Dr Santosh Thakur

FACULTY OF ARTS

Department of English

Sh. Parveen Kumar, Assistant Professor (M.A, M. Phil, NET)

Department of History

Sh. Dumesh Kumar, Assistant Professor (M.A, M. Phil, B.Ed, SLET)

Department of Political Science

Miss, Nisha, Assistant Professor (M.A, NET & SET)

Your paragraph text

Department of Hindi

Vacant

Department of Sociology

Vacant

Department of Music(Vocal)

Vacant

FACULTY OF COMMERCE

1. **Sh. Sunny Negi**, Assistant Professor (M.Com. & NET JRF)
2. **Miss. Priyanka**, Assistant Professor (M.Com. & NET JRF)

MINISTERIAL STAFF

- | | | |
|----|-----------------|-------------------|
| 1. | Supdt. Grade-II | Sh. Yudhvir Singh |
| 2. | Sr. Asstt. | Vacant |
| 3. | Clerk/JOA | Sh. Jitender |
| 5. | Clerk | Vacant |

SUPPORTING STAFF

1. **Sh. Khub Ram** (Peon cum chowkidar)
2. **Sh. Megh Singh** (Peon cum chowkidar)
3. **Smt. Manta Devi** (Peon)
4. **Smt. Khila Devi** (Peon)
5. **Sh. Bhanu Prakash** (Peon)

College Library

- Assistant Librarian Sh. Rajeev Chauhan

COMMITTEES FOR VARIOUS ACTIVITIES

Discipline Committee:

1. Prof Dumesh Kumar (convener)
2. Prof Sunny Negi
3. Sh. Yudhvir Singh
4. Sh. Jitender

Building Fund/ Work Committee:

1. Principal Chairman
2. Prof. Dumesh Kumar (Secretary)
3. Sh. Yudhvir Singh
4. Sh. Jitender
5. PTA President
6. Ex-En PWD
7. Pradhan GP Seraj
8. SCSA President

Scholarship Monitoring Committee:

1. Prof. Parveen Kumar (Convener)
2. Prof. Priyanka
3. Prof. Nisha

Co-Curricular and Cultural Committee:

1. Prof. Priyanka (Convener)
2. Prof. Nisha

College Beautification Committee:

1. Prof. Nisha
2. Smt. Manta Devi (Convener)
3. Smt. Kamla Devi

Career counselling and Placement cell

1. Prof. Priyanka
2. Prof. Nisha

NAAC & IQAC Committee:

1. Prof. Parveen Kumar (Controller)
2. Prof. Nisha
3. Prof. Priyanka

College Development Committee:

1. Prof. Nisha (Convener)
2. Prof. Priyanka

PTA Committee:

1. Prof. Dumesh Kumar (secretary)
2. Prof. Sunny Negi
3. Sh. Yudhvir Singh

General Advisory Cum CSCA Committee:

1. Prof. Dumesh Kumar (convener)
2. Prof. Parveen Kumar

Sports Committee:

1. Prof. Parveen Kumar (Incharge)
2. Prof. Sunny Negi
3. Sh. Jitender

House Examination Committee:

1. Prof. Nisha (Controller)
2. Prof. Priyanka

Road Safety Club Committee:

1. Prof. Dumesh Kumar (Convenor)
2. Prof. Parveen Kumar

Purchase Verification Committee:

1. Prof. Dumesh Kumar (Convener)
2. Prof. Parveen Kumar
3. Sh. Yudhvir Singh
4. Sh. Jitender

Time Table Committee:

1. Prof. Priyanka
2. Prof. Sunny Negi
3. Sh. Yudhvir Singh

University form Attestation Committee:

1. Prof. Sunny Negi
2. Prof. Dumesh Kumar

Red Ribbon Club Committee:

1. Prof. Priyanka (Convenor)
2. Prof. Nisha

ADMISSION PROCEDURE

1. **PROSPECTUS CUM ADMISSION FORM:** to be purchased from the college office from the College clerk.
 2. **COUNCELLING COMMITTEE:** First year students to appear before counselling committee to decide about their main/additional and other subjects.
 3. **ADMISSION COMMITTEE:** -Approach the admission committee with duly filled-in admission form and enclose concerned documents as per the requirement stated in the admission form. (For Fresh students seeking admission for the first time the certificates of Matriculation, +2, and SC/ST/OBC/IRDP etc.).
 4. **ADMISSION CONVENER:**-Approach the convener of admission committee in the college for final verification of admission documents.
 5. **PRINCIPAL/VICEPRINCIPAL:** Approach the Principal/vice principal for getting admitted in the college.
 6. **PAYMENT OF FEE:** -Approach the college office and make the payment to Fee clerk for getting admitted in the college. A student has to pay the prescribed fees within stipulated time period; otherwise his/her admission stands cancelled. Admission is approved after payment of fees only.
 7. **IDENTITY CARD:** -Student will get Identity Card issued from the college office from the college librarian after showing fee payment receipt to him within 15 days from the date of admission.
 8. **APPROVAL OF IDENTITY CARD:-** After duly filled-in Identity Card, it has to get approved / signed and stamped from the college office from the dealing clerk/ Asstt..
 9. **IDENTITY CARD TO BE SIGNED BY THE PRINCIPAL:** - Approach the Principal for signature on the identity card (after getting first approved /signed and stamped from the college office).
 10. **KEEP IDENTITY CARD SAFE:-**Do not lose your identity card. Duplicate identity card will not be ordinarily issued. It can be issued only after duly registering FIR and on showing the receipt for same and paying cost of new identity card.
 11. **ENTRY IN COLLEGE WITH IDENTITY CARD:-**The entry inside college campus will be strictly with identity card only so always come to college with identity card.
- Note:-**As per the direction of the Govt. Students shall be admitted only in those subjects for whom teaching staff is available

GUIDELINES FOR ADMISSION:

All admissions to B.A./ B.Com 1st and 2nd Year & 3rd year will be made as per the Admission Schedule 2024-25 . From Academic Session 2019-20 onwards the University of Himachal Pradesh and Department of Higher Education Govt. of Himachal Pradesh has introduced Yearly System in B.A./B.Com classes.

Eligibility For Admission:

A pass in the Senior Secondary (+2) Examination (Academic Stream) conducted by the H.P Board of School Education (or in case of Shashtri, pass in Prak Shashtri from Sanskrit Colleges affiliated to the SPU) or an examination accepted as equivalent thereto by the various bodies of the H.P. University

- (i) Provided that the candidates who have passed the qualifying examination with science stream shall be given preference in admission to B.Sc. / B.C.A programme.
- (ii) Provided that the candidates who have passed the qualifying examination with commerce stream shall be given preference in admission to B.Com. / B.B.A programme.
- (iii) Provided that the candidates who have passed the qualifying examination with Mathematics as one of the subjects shall be given preference in admission to B.C.A programme.
Ordinance 1.4 of H.P. University states further that a student seeking admission to B.A. 1st year with Mathematics as one of the subject of study should have obtained either 45% marks in aggregate or 45 marks in mathematics at +2 level. (5% mark of Relaxation for SC/ST students).
(For determining the eligibility, 0.5 percent and above shall be considered as one percent).
- (iv) Provided that the candidates who have passed Prak Shashtri examination from Sanskrit Colleges shall be given preference in admission to Shashtri programme.

Documents Required at the time of Admission:

1. Aadhar Card.
2. Two passport size unattested Photographs. One to be pasted on the admission form and the other one on the identity-cum-library card and are required to be attested only by the college authorities.
3. Matriculation Certificate.
4. Character Certificate along with school leaving Certificate.
5. Plus Two Certificate. If the board/University has not issued a particular certificate, a provisional certificate from the head of the institution last attended will be accepted provided it gives details of marks obtained.
6. Gap Year affidavit for the students having gap.
7. ST/SC/OBC certificate of the concerned student.
8. Migration Certificate for the student who has passed from other states.
9. Bonafide Himachal certificate issued by the magistrate (Gazetted Class-1) or Tehsildar must be shown at the time of admission. Girls will get full tuition fee concession on production of the certificate only.

Note:- Parents must accompany their ward at the time of admission

Choice Based Credit System (CBCS)

Pursuing the aim to enhance and give boost to enrolment in Higher Education, University Grant Commission has proposed Rashtriya Uchchar Shiksha Abhiyan (RUSA). Under this programme, the CBCS has been introduced with a vision to enhance the quality of education. The UGCCBCS system

has been approved and adopted by the Department of Higher Education and SPU Mandi since session 2023-24 and the admission for the session 2023-24 will also be in accordance with the system.

Outline of Choice Based Credit System:

1. Core Course: 6 Discipline Specific Core Courses (DSC) (2 per subject) in B. Sc. & 4 Discipline Specific Core Courses (DSC) (2 per subject) and 2 Courses of English and Hindi in B.A. B.Com.

The papers under this category are going to be taught uniformly across all universities with 30% deviation proposed in the draft. The purpose of fixing core papers is to ensure that all the institutions follow a minimum common curriculum so that each institution. university adheres to common minimum standard. Also, the course designed for papers under this category aims to cover the basics that a student is expected to imbibe in that particular discipline. A course, which should compulsorily be studied by a candidate as a core requirement is termed as a Core course.

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

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

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

P.S.: A core course 'tiered' in a discipline subject may be treated as an elective by other disciplines subject and vice versa and such electives may also be referred to as Generic Elective.

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

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

Skill Enhancement Courses (SEC): 14 for regular courses): These courses may be chosen from a pool of courses designed to provide value-based and/or skill-based knowl-

edge and should contain both theory and lab hands-on training/field work. The main purpose of these courses is to provide students life-skills in hands-on mode so as to increase their employability. The list provided under this category are suggestive in nature and each University has complete freedom to suggest their own papers under this category based on their expertise, specialization, requirements, scope and need.

Practical/tutorials (One each with the core and discipline's generic specific elective paper):

The list of practical provided is suggestive in nature and each university has the freedom to add/subtract/edit practical from the list depending on their faculty and infrastructure available. Addition will however be of similar nature.

CREDIT SCHEME

1. An Undergraduate degree in Humanities/ Social Sciences/ Commerce may be awarded if a student completes 4 core courses each in two disciplines of choice, 2 core courses each in English and Hindi/MIL, respectively, 2 Ability Enhancement Compulsory Courses (AECC), minimum 4 Skill Enhancement Courses (SEC), 2 courses each from a list of Discipline Specific Elective courses based on the two disciplines of choice selected above, respectively, and two courses from the list of Generic Electives courses.
2. An undergraduate degree in science disciplines may be awarded if a student completes 4 core courses each in three disciplines of choice, 2 Ability Enhancement Compulsory Courses (AECC), minimum 4 Skill Enhancement Courses (SEC) and 2 courses each from a list of Discipline Specific Elective courses based on three disciplines of choice selected above, respectively.
3. For the purpose of computation of work-load the following mechanism may be adopted:
 - i) 1 Credit = 1 Theory period of one hour duration per week
 - ii) 1 Credit = 1 Tutorial period of one hour duration per week
 - iii) 1 Credit = 1 Practical period of two-hour duration per week

TEMPLATE OF CHOICE BASED CREDIT SYSTEM IN B.A./B.COM

	Core Courses (12)	Ability Enhancement compulsory courses (2)	Skill Enhance- ment Course (SEC) (4)	Discipline Specific Elective DSE (4)	Generic Elective GE (2)
1st Year	English-I Hindi-I DSC-IA DSC-IB DSC-2A DSC-2B	Environmental Science English/MIL Communication			
2nd Year	English/Hindi/MIL-2 Hindi-I DSC-IC DSC-ID DSC-2C DSC-2D Hindi/MIL/English-2		SEC-1 SEC-2		
3rd Year			SEC-3 SEC-4	DSE-1A DSE-1B DSE-2A DSE-2B	GE-1 GE-2

framed by the Executive Council of the H.P.U. in this regard from time to time.

□ **Eligibility for University Examination (Ordinance 6.2):**

- (a) In order to be eligible to appear in the University examination, a candidate should have to put in 75% attendance in each of the concerned courses in theory as well as in practical. Provided that in the case of a candidate provisionally admitted to a higher class, but reverted to the lower class, as provided therein, this condition shall only be required to be fulfilled in respect of attendance or assignments as the case may be from the date of his/her reversion to the lower class.
- (b) A candidate on rolls of a college affiliated to or maintained by University, shall be admitted to the examination on production of a certificate from the Principal of his/her college showing that he/she has obtained in House Examination:
- i) 20% marks in each subject, compulsory and elective OR
 - ii) 25% of the aggregate marks of the entire compulsory and elective subject.

□ **Requirement in minor/ house tests:-**

A student should secure a minimum of 20% in each subject or 25% in aggregate out of a total internal minor/ house examinations for awarding him 45% marks of internal assessment and 5% marks for attendance.

□ **Enrolment of a student under re-examination system:-**

For enrolment of a student under e-examination system, the fee has to be deposited through SBI branch only; whereas, some other CBS enabled banks have also been authorised for depositing the examination fees. All the students at the semester end have to online fill their examination forms and deposit requisite fee through challan generated by this process and only thereafter they can get their roll number slip from online portal. Students must keep secure their ID and password for future. In every semester at the end for university examination they will have to fill the e-examination forms through this ID and password generated in first semester. B.A. III year students will have to fill offline examination form as per previous years practice.

List of the main subjects with their Titles, Codes, Marks allotment:

Sr. No.	Main Subject	Title of Paper	Code of the Paper	Term End Exam Marks	Mid-terms, Assignment/ Attendance	Total Marks
1	English	English Literature-1 DSC 1A	ENG DSC101	70	15+10+5=30	100
		English Literature-2 DSC 1B	ENG DSC102	70	15+10+5=30	100
2	Hindi	DSC-1	HINDI101	70	15+10+5=30	100
		Hindi Sahitya Itihas	HINDI102	70	15+10+5=30	100
3	Sociology	Introduction to sociology	SOCL-A101	70	15+10+5=30	100
		Sociology in India	SOCL-A102	70	15+10+5=30	100
4	Pol. Science	Introduction to Political Theory	POLS-101 POLS-102	70	15+10+5=30	100
		Indian Govt. Politics		70	15+10+5=30	100

Sr. No.	Main Subject	Title of Paper	Code of the Paper	Term End Exam Marks	Mid-terms, Assignment/ Attendance	Total Marks
5	History	History from Earliest time to C3000CE	HIS(A)101	70	15+10+5=30	100
		History of India c300-1206	HIS(B)102	70	15+10+5=30	100
6	Mathematics	Differential Calculus	MATH 101TH	70	15+10+5=30	100
		Differential Equation	MATH 10TH	70	15+10+5=30	100

Stepwise Admission Process:

- Student has to select one Core Course (Discipline Specific Course 1 or DSC-1) from the available Subjects in the college.
- After selecting Core Course student has to select one more subject which is called Compulsory Elective Subject or Other Subject (Discipline Specific Elective Course DSE 1) from the same available subjects in the college.
- After selecting Core and Compulsory Elective Subject, student has to opt four other subjects which are compulsory for B.A. and B.Com First Year Students. The list of these four subjects is given below:
 - (1) Compulsory English (ENG CE 101)
 - (2) Compulsory Hindi
 - (3) AECC English/Hindi
 - (4) AECC Environment.

Course structure for B.A. 1st Year:

Students of B.A. 1st Year have to take following eight papers in the 1st year:

Student of B.A. 1st Year are required to take eight papers in all.

Core Course DSC-1	1st Elective/ Other Course DSC-1	Compulsory Elective	AECC
Paper 1 DSC-1A	Paper 3 DSC-1A	Paper 5 English (Compulsory)	Paper 7 AECC Environment
Paper 2 DSC-1B	Paper 4 DSC-1B	Paper 6 Compulsory Hindi	Paper 8 AECC English/Hindi

Note: Core subject will comprise two papers and the Elective/Other Subject will also comprise two papers. Therefore students of B.A. 1st Year are required to take eight papers in all.

Admission format for B.Com. 1st Year Students:

The students seeking admission in B.Com. 1st Year are required to take following eight subjects:

Sr.No.	Subject	TitleofthePaper	Code
1	CompulsoryEnglish	English-1CoreEnglish(Compulsory) for B.A. and B.Com	ENGCE101
2	CompulsoryHindi	ProyajanmulakHindi	HIND101
3	AECCEnvironment	EnvironmentScience	ENVS2 AECC02
4	AECCEnglish	WritingSkill	ENG AECC104
5	Commerce	FinancialAccounting	BC.1.1
6	Commerce	BusinessOrganizationMgt	BC1.2
7	Commerce	BusinessLaw	BC1.3
8	Commerce	BusinessStatisticsandMathematics	BC1.4

Migration Rules:

1. Inter-institution migration (including from one college to another as well as from a college to the ICDEOL and vice versa) of students will be allowed when no objection is obtained from both the relieving and receiving institution (signed by their respective principals/ directors) to ascertain especially that the Main/Other subjects being studied by the migrating student are available in the receiving institution.
2. The migrated students must bring with him/her.
 - a) Lecture Attendance statement
 - b) Character certificate from the principal of the college last attended.
 - c) migration Certificate from Himachal Pradesh University.
3. After the migration has been sanctioned and notified by the university the student must join the second college within the given period i.e. by the date given by the university.

□ **RULES REGARDING PAYMENTS OF COLLEGE DUES:**

- 1) Tuition fees shall be charged only from boys for 12 months (June to May) as per schedule.
- 2) Fee and other charges are to be paid (without fine) on the dates fixed by the office for each class notified from time to time. Those who pay college dues after the dates fixed for their class will have to pay the fine for delay.
- 3) Fee, fine and other dues once paid, shall not be refunded except in accordance with the rules at the discretion of the Principal.
- 4) The names of those students, who do not pay their dues as per scheduled dates will be struck off. Such students can be re-admitted, within 5 days only, on payment of Rs.100/- as re-admission fee along with late fee and fine. Re-admission of such students will be at the discretion of the Principal.
- 5) **Tuition fee from the following students will not be charged:**
 - i) Girls students.
 - ii) Among two real brothers one will be exempted.
 - iii) Physical disability above 40%.

SCHEDULE OF PAYMENTS:

1. At the time of admission for six months from June to November.
2. Between 20th November to 7th December for the months of December to May.

□ **PARENT TEACHERS ASSOCIATION: (PTA)**

In order to have a better co-ordination and interaction between parents and teachers and to bring about improvement in academics and infrastructural facilities in the college, parent teacher association (PTA) was formed in the college in July/August every year by calling general house of parents. The executive body of the PTA consists of Chairman, President, Vice- President, Joint Secretary and Treasurer. It is mandatory for every student to become a member of P.T.A. and every student have to pay Rs 300/- per Year towards P.T.A. fund. And this fund is utilized to meet out urgent expenditure for student welfare sanctioned by PTA in its meetings.

Details of Fee, Fund and Fine
According to latest instruction of H.P. Govt/HPU/ SPU: Subject to change
Government Account Fee

1.	AdmissionFee	Rs.25.00
2.	RegistrationfeeforBAIstudentonly	Rs.200.00
3.	University Continuation Fee	Rs.10.00
4.	University Sports Fee (Annual)	Rs.15.00
5.	Youth Welfare Fund	Rs.15.00
6.	UniversityHolidayHomeFee	Rs.1.00
7.	Building Fund (Annual)	Rs.120.00
8.	Identity Card (Annual)	Rs.10.00
9.	MinorTestFee	Rs. 80
10.	Re-admission Fee First Time	Rs. 100
11.	Re-admissionFeeSecondTime	Rs. 200
12.	Late Admission Fee	Rs.10perday Rs.
13.	TuitionFee	600 Boys
14.	AmalgamatedFundAnnual	Rs. 300
15.	CampusDevelopmentFund	Rs. 10
16.	Library Security	Rs.100.00(Refundable)
17.	College Magazine Fund	Rs.50.00
18.	BookReplacementFund	Rs.25.00
19.	FurnitureRepair/ReplacementFund Cultural	Rs.10.00
20.	Activity Fund	Rs.20.00
21.	PTA Fund	Rs.300.00
22.	AnnualMigrationfromother	Rs.200.00
23.	Boards	Rs.200.00
24.	MigrationfromotherUniversity	Rs.2
25.	M.B.Fund(Annual)	Rs.2
26.	Educational Tour	Rs.3
27.	Annual Function	Rs.6
28.	LadyAttendantFee(ForGirls)Annual Cost	Rs.5
29.	of Registration Form	Rs. 20
30.	ComputerandInternetFacilities(Annual)	Rs. 240
31.	Sports Fund (Annual)	Rs.250.
32.	UniversityDevelopmentFee(FreshStudent) For IRDP/ BPL	Rs. 100

Note:

1. NotuitionfeewillbechargedfromgirlStudentswhopossessesBonafideHimachaliCertificate
2. Everyabidentmustkeepthefee receipt safe throughout the session asa proof of payment of college dues.
3. These duesatelikelytobecharged aspernewdirectionfromCourt/HPU

□ **OTHER CHARGES**

- i) P.T.A. fund Rs.300/-Per year
- ii) Absence and other fines: Absence fine per period Rs. 1/- (Theory)
- iii) Absence for Practical per practical Rs.3/- (Practical)
- iv) Absence from house examination, Minor Test I, II per paper Rs.25/-
- v) Late return of Library books (per day) Rs 1/-

□ **RULES AND REGULATION IN FORCE**

1. Leave Rules:

- 1) It is compulsory for all students to get their leave sanctioned before proceeding on leave due to any reason.
- 2) For leave on medical grounds, a student shall be required to submit a Medical Certificate in case the leave is of more than a week's duration.
- 3) Leave up to one week shall be sanctioned by the senior tutor. For leave of more than one week's duration, a student shall have to apply to the Principal.
- 4) If a student remains absent for 10 days continuously without information, his/hers name shall be struck off from the rolls of the college.
- 5) Even if a student is on leave, he /she shall deposit his/her fees as per the scheduled dates decided by the college.

2. Identity Card:

It is mandatory for every student to carry his/her College Identity Card while in College. The Identity Card will have to be produced by the student whenever it is demanded by the Principal or any staff. In case the Identity Card is lost, No duplicate Identity card will be issued.

3. House Examination:

It is mandatory for every student to appear in minor tests /House Examination to be conducted as per calendar of activities failing which student is not eligible to appear in university examination.

4. General Instructions:

- 1) It is mandatory for every student to maintain best discipline in the college campus as well as outside the college.
- 2) Any kind of act performed by the student which amounts to indiscipline will be dealt strictly.
- 3) All the students are directed to read the notices thoroughly which are displayed exclusively on the student's notice board every day and act or do the needful in accordance.
- 4) Teasing girl student, in any manner whatsoever, is an offence punishable under law. Hence, students should not indulge in such kind of activities otherwise matter will be dealt strictly in accordance with the law.
- 5) To write anything on the black-board, furniture and on the walls etc. is a part of indiscipline.
- 6) To remove or break the furniture or window panes, to pluck the flowers, to remove the notices, etc. are also part of indiscipline.
- 7) Following acts are also treated as indiscipline:
Such as holding any meeting/function/party/procession and to take any photographs in the premises of the college without the prior permission of the Principal.
- 8) Students are advised to be regular in classes. Absentee fine shall be charged from the defaulters. A fine of Rs. 25 per subject shall be charged from the students who do not appear in the House Examination.

□ FACILITIES AVAILABLE AND ACTIVITIES IN PROGRESS

1. SCHOLARSHIP:-

There is a provision to grant scholarship to the deserving student in the following categories as per the rules/directions issued by the state government:

1. I.R.D.P.
2. SC/ST – it is restricted to certain income level as applicable by the order of H.P. Govt.
3. Brilliant student scholarship of H.P.

This scholarship is available only for those students who fulfill the following requirements:

- i) He/she should be a bonafide resident of Himachal Pradesh.
- ii) He/she should have passed plus two from H.P. Board.
- iii) He/she should have secured minimum 77% marks at plus two level.
- iv) He/she should have secured minimum 60% marks at TDC-I or II as applicable.

2. COLLEGE LIBRARY:-

The College Library has 700 books. To inculcate the habit of reading among the students, 7 magazines, 3 newspapers and 1 employment newspaper are being subscribed on monthly basis. Due to start of college in school the insufficient sitting space is a constraint but college is committed to provide quality library books. The deficiency of reference and text books will be met by purchasing same. In order to meet the student's demand; one computer with printer has been kept in Library.

3. CSCA (COLLEGE STUDENT'S CENTRAL ASSOCIATION)

In order to inculcate the leadership qualities among the students and raise the student's problems through a well formed platform, college student central association is elected in the college in accordance with university schedule. The College CSCA is an elected body of the students and is the reflection of discipline and overall academic atmosphere of the college. They also help in keeping the college campus neat and clean. Election is held for president, vice president, general secretary and joint secretary and class representatives. Beside them, few nominated members on the basis of academic achievement are also added to CSCA.

4. SPORTS & CULTURAL ACTIVITIES:

Renowned Philosopher Socrates has said- "What a disgrace it is for man to grow old without ever seeing the beauty and strength which the body is capable of". Our College fully realizes the significance of sports activities and ensures that our students remain engaged in activities throughout the year. As college do not have a playground but efforts will be made to facilitate student to practice in the indoor games. Every effort will be made to participate in the all activities organized by H. P. University from time to time. Further, it has been rightly said that, "music is food of soul", and to encourage student in this direction so as to preserve our culture from the ill effects of the western world, cultural activities under able guidance of will be carried out in the college. The effort will be made to hold college CSCA cultural function – a fiesta of cultural echoes of Seraj area in the college.

5. COLLEGE MAGAZINE (SERAJVAANI):

The college will try to bring brings out a college magazine in ensuing session in which the students will contribute in the forms of articles, poems, stories etc written by them and dealing with all walks and sections of life. This literary endeavour offers an opportunity for young minds to give full vent to their creativity, imagination and thoughts. The Magazine shall have five sections viz. English, Hindi, Pahari, commerce and Social Science. For each section, the staff editor selects a suitable student editor. Students contribute their write-ups to the College Magazine through student's editor.

6. CAREER COUNSELLING CELL:-

A career counselling cell with Prof Dumesh Kumar as convener will be made active in college. Its main aim is to make students aware of job opportunities in various sectors and also soon

scope of future higher study options in various universities and academic institutions. It will also help students choose their major / minor and other courses during the admission in this session. All students are advised to meet first the counselling cell and then approach the admission committee for admission in first year.

7. EDUCATIONAL AND EXCURSION TOURS:

The students can undergo the tour and excursions with the active initiatives of their teachers to visit places of historical, scientific and cultural importance. For this the teachers will take initiatives and make a prior program during vacations only.

❑ RAGGING: A PUNISHABLE CRIME:

Students are warned strictly that they should not practice ragging at all, or otherwise legal action will be taken against such erring students. Zero tolerance for ragging as per the orders of the Hon'ble Supreme Court and Govt Rajpatra March, 25, 2009. Do not practice it otherwise you will be prosecuted for the same.

Students are informed that under the orders of the Hon'ble Supreme Court of India as well as Hon'ble High Court and Himachal Pradesh University Notification No. 1-14/SPU/DSW/08-/360 Dated 10th July, 2008, Ragging in Educational Institutions including Hostels is strictly banned.

Under the H.P. Government ordinance of 2009 any student found guilty of ragging will be imprisoned for a term which may extend for the three years or fine which may extend to Rs. 50,000/- or both. Any student found involved in Ragging will be punished appropriately which may include.

- ❑ Imprisonment, fine or both
- ❑ Expulsion from the College
- ❑ Suspension from the College
- ❑ Fine with public apology
- ❑ Withholding scholarships or other benefits
- ❑ Debarring from the representation in sports/cultural events
- ❑ Suspension or Expulsion from Hostel or Mess
- ❑ Legal proceeding under criminal law by lodging FIR In

case of complaint / problem immediately contact to:-

ANTI RAGGING COMMITTEE/SQUAD:

Sr.No.	Name of Member	Mobile No.
1	Prof.Dumesh Kumar	9459998995
2	Prof.Sunny Negi	8219640063
3	Sh.Yudhvir Singh	8219218950