

PROSPECTUS

2024-25



तस्यै तपो दमः कर्मणि प्रतिष्ठा



GOVERNMENT DEGREE COLLEGE BAROTIWALA

A CO-EDUCATIONAL COLLEGE : ARTS & COMMERCE

AFFILIATED TO THE H.P. UNIVERSITY

☎ 01792-255025 ✉ principalgcbarotiwala@gmail.com

Admission Schedule

a. Admission Schedule for UG Classes

● Submission of Admission Forms	03.06.2024 to 15.07.2024
● Pre-admission counselling of students	03.06.2024 to 15.06.2024
● Display of First Merit List	16.07.2024 up to 01.00 pm
● Fee Deposition by Students	16.07.2024 to 19.07.2024
● Display of 2nd Merit List	20.07.2024 up to 11.00 am
● Fee to be deposited	20.07.2024 up to 5.00 pm
● Online Admission of 2nd & 3rd year on roll on basis.	06.06.2024 to 15.07.2024
● Fee to be deposited	06.06.2024 to 15.07.2024

Steps for online admission (for new students only)

STEPS FOR ONLINE ADMISSION (FOR NEW STUDENTS ONLY)

Step 1 : Login to the College Website.

Step 2 : Login with your user name and password.

Step 3 : Fill the application details and upload required certificates.

Step 4 : Submit the application and pay the prospectus fee.

Step 5 : Check the merit list online/offline in college.

Step 6 : Once counselling is done, pay the fee online using your username and password.

IMPORTANT DOCUMENTS REQUIRED:

1. Copy of Matriculation
2. Copy of Self Attested Testimonials (+2 Class onwards)
3. Original Character Certificate issued by last institute attended
4. Copy of Adhaar Card
5. Migration Certificate (original)
6. Certificate of Bonafide Himachali (for girls who belong to H.P.)
7. Affidavit for gap year if there is break in continuity after last exam passed.
8. Anti-Ragging Affidavit Duly filled and signed

NOTE: Take a print of the application form submitted online and attach all the documents uploaded while filling online form. All original certificates must be produced at the time of Admission/Counselling.

Content Map

S.N.	Title	Page No.
1.	Overview of the College Landscape	3
2.	Vision and Mission	3
3.	Principal's Opening Remarks	4
4.	Code of Conduct	5
5.	College Fraternity	7
6.	College Committees	8
7.	CBCS- A detailed view of assessment and evaluation	9
8.	Courses offered and the scheme for Choice Based Credit System	11
9.	Subject Combinations Arts /Commerce	13
10.	Documents to be submitted at the time of admission	16
11.	Scholarship and Fee Concession	18
12.	IQAC	19
13.	A Spotlight on College Clubs and Societies	19
14.	Identity cards and Leave rules	21
15.	Academic Calendar 2024-25	22
16.	Details of Fees and Funds	24
17.	Anti-Ragging Pledge	26
18.	Important Instructions In Hindi.	27-28

OVERVIEW OF THE COLLEGE LANDSCAPE

Government College, Barotiwala came into existence through HP Govt. notification EDN -A-Kha (1)-1/2015 dated 29 May 2015. It became functioning on 10 June 2015 with the beginning of the academic session 2015-16. The college was functioning at Government Senior Secondary School Barotiwala for almost 7 years. The classes became functional from April 2023 at the new building. Presently, the college provides education in Arts and Commerce streams with the help of well qualified, experienced, and committed teaching staff. The programmes are being run in accordance with H.P. University, Shimla guidelines and directions of the state Government.

Vision and Mission of Government College Barotiwala

Vision

The vision statement of our college truly exhibits the real meaning of education which aims at "attainment of divine elixir through education". College aims at providing excellent educational opportunities to students while equipping them with knowledge skills in their chosen streams and providing opportunities for students to realize their full potential and thus shape them into future leaders, entrepreneurs and above all responsible global citizens.

Mission

Government College Barotiwala is marching ahead with its mission on strengthening three essential pillars of education: Discipline, harnessing the mind's potential and fulfilling one's duties".

- The college fosters academic and career success through development of critical thinking, effective communication, creativity and cultural awareness in a safe and a happy environment.
- In meeting the needs of our demographically diverse student population, we embrace equality and accountability through measurable learning outcomes and ethical data driven decisions.
- The college aims to inculcate a strong belief in integrity, hard work and core values of gender equality, human rights and ecology in students, in order to make them socially responsible citizens.
- The institute endeavors to equip students with skills needed to adapt better to the changing global scenario and gain access to multiple career options.
- To create a platform for students for exploring their creative potential and nurturing the spirit of critical thinking.



Principal's Opening Remarks: Embracing Excellence in 2024-25

As we unveil the prospectus for the academic session 2024-25, I extend a warm welcome to each of you to Government College Barotiwala, a distinguished place of learning and endless possibilities.

At Government College Barotiwala, we believe in nurturing not just academically successful individuals, but also well-rounded, responsible citizens. Your participation and engagement are key to creating a vibrant college community where every voice is heard and every talent is celebrated.

As you take this exciting journey, I urge you to actively participate in the countless opportunities that our college offers – whether it's academic pursuits, cultural events, sports activities, or community service initiatives. Your involvement not only enriches your college experience but also contributes to the collective spirit and vitality of our campus.

I also emphasize the importance of upholding the values of respect, integrity, and inclusivity. Let us unequivocally reject any form of ragging, substance abuse, or eve-teasing, and instead, foster an environment of mutual respect, empathy, and camaraderie. Our college is a safe and welcoming space for all, and it is our collective responsibility to ensure that everyone feels valued and supported.

College life is a time for exploration, growth, and self-discovery. While pursuing your academic goals with diligence and dedication, don't forget to celebrate the joys of college life – forge new friendships, explore new interests, and create lasting memories. Embrace every opportunity to learn, grow, and thrive, both inside and outside the classroom.

As you start on this exciting chapter of your academic journey, remember to stay true to yourself, stay focused on your goals, and most importantly, enjoy every moment of your college experience. Together, let us make this academic year one filled with learning, laughter, and limitless possibilities.

Welcome to Government College Barotiwala –where dreams take flight!

CODE OF CONDUCT

As students of Government College Barotiwala, adherence to the following principles is essential to maintain a conducive learning environment and to uphold the reputation of our institution:

1. Discipline:

- Conduct with respect towards faculty, staff, and fellow students is expected.
- College rules and regulations must be followed at all times. You will be under electronic surveillance in the campus.
- Disruptive behaviour on campus is strictly prohibited.
- Students must carry their identity cards every day. They may be required to produce their cards at any time during the college hours.
- All students must come to the college in neat, clean and decent dress and also give special attention to personal cleanliness and hygiene.
- Any act of ragging in the campus will be severely dealt with.
- Using mobile phones in the classroom and playing music in the campus is not allowed and is punishable.
- Bringing outsiders in the campus is a serious offence.

2. Moral Integrity:

- Demonstrating honesty and integrity in academic endeavours is imperative.
- Ethical standards must be upheld in interactions both on and off-campus.
- Following will be considered as acts of misconduct and indiscipline and are punishable with either fine or suspension – writing obscene/dirty words on desks, walls or blackboard, smoking , taking drugs , chewing tobacco/gum and consuming alcohol.

3. Punctuality in Classes:

- Regular attendance and punctuality are required.
- Active participation in classroom activities and discussions is encouraged.
- Faculty must be notified in advance of unavoidable absences or delays.

4. Academic Excellence:

- Striving for academic excellence by dedicating oneself to studies is expected.

- Assignments and projects must be completed with diligence and deadlines met.
- Faculty assistance and academic support services should be utilized when needed.

5. Respect for Diversity:

- Embracing diversity and treating all individuals with respect and dignity is mandatory.
- Discriminatory behaviour based on race, religion, gender, or any other characteristic is unacceptable.

6. Responsible Citizenship:

- Contributing positively to the college community through involvement in extracurricular activities and community service is encouraged.
- Environmental sustainability and care for college property are important responsibilities.

7. Compliance with College Policies:

- Familiarity with college policies and adherence to them is mandatory.
- Violation of college policies may result in disciplinary action.

By adhering to these code of conducts, students demonstrate their commitment to academic excellence, personal integrity, and responsible citizenship as representatives of Government College Barotiwala.

COLLEGE FRATERNITY

PRINCIPAL: Dr. Anjori Sharma (M.A., M.Phil., Ph.D)

Mob. No. 94180 22905

TEACHING FACULTY

Dept. of Economics	Vacant
Dept. of English	Dr. Anupama S Pathak, (B.Ed., BJMC, M.A., M.Phil., MMC, Ph.D) Mob. No 9463455206 Dr. ShishuBala (M.A., M.Phil, Ph.D) Mob. No. 9418219333 Dr Suneela Sharma (M.A.,PGCTE, PGDTE, PGDDE ,Ph.D) Mob. No. 9418013297 Prof. Pallavi Chauhan (B.Ed , M.A., M.Phil.) Mob No. 9418993174
Dept. of Geography	Dr. Shalini Dharmani (MA ,M.phil, ph.d , NET)
Dept. of Hindi	Vacant
Dept. of History	Prof. Krishna Prakash (M.A.,M.Phil.,NET, SET) Mob. No. 9459409870
Dept. of Political Science	Prof. Visheshar Lal (M.A., NET, SET) Mob. No.9459381991
Dept. of Commerce	Dr. Ina Rani (M.Com, M.Phil. (Gold Medalist), NET, SET, Ph.D) Mob. No. 9816915442 Dr. Isha Dhiman (M.Com, NET, Ph.D) Mob. No. 9805502004
Dept. of Music (Instrumental)	Dr. Niti Gupta (M.A., M.Phil., NET, Ph.D) Mob. No. 7807256900
Tabla vadak	Vacant
Librarian	Mrs. Kamlesh Kumari Mob. No.9418330455

NON-TEACHING STAFF

Supdt. (Grade-II)	Mrs. Shally Mahjan	Mob.No. 9418532325
Senior Assistant (1 Post)	Vacant	
Junior Assistant	Mr. Naveen Singh	Mob.No. 7888393189
Clerk (2 Posts)	One Vacant	
CLASS-IV	Mrs. Soma Devi	(Peon)
	Mrs.Urmila Devi	(Peon cum Chowkidar)
	Mrs.Urmila Devi	(Peon cum Chowkidar)
	Mrs. Shanti Devi	(Peon)
	Mrs.Lajo Devi	(Peon)
	Sh. Ravinder Kumar	(Chowkidar) Mob. No. 9816329636

Govt. Degree College Barotiwala Distt. Solan (H.P.)

Administrative and Co-curricular Assignments (2024-25)

College Prospectus and Online Admission Committee Dr. Anupama S Pathak Dr. Suneela Sharma Prof. Pallavi Chauhan Mr. Naveen Singh JOA (I.T.)	Local Purchase Committee Dr. Anupama S Pathak Dr. Shishu Bala Prof. Krishna Prakash Dr. Shalini Dharmani Ms. Kamlesh Sharma (Librarian) Ms. Shally Mahajan (Office Supdt. G-II) Mr. Naveen Singh JOA (I.T.)	Time Table Committee Dr. Shishu Bala Prof. Krishna Prakash Dr. Isha Dhiman
Admission (Arts) Dr. Suneela Sharma Prof Krishna Prakash (1st Year) Prof. Visheshar Lal (1st Year) Dr Shalini Dharmani (Second & Third Year) Dr. Niti Gupta (Second & Third Year)	Scholarship/Fee Concession Committee Dr. Shalini Dharmani Prof. Visheshar Lal Dr. Isha Dhiman Dr. Ina Rani	Library Committee Prof. Krishna Prakash Prof. Pallavi Chauhan Dr. Isha Dhiman Prof Visheshar Lal Kamlesh Kumari (Librarian)
Admission (Commerce) Prof. Pallavi Chauhan Dr. Isha Dhiman Dr. Ina Rani	Career Counseling and Placement Cell Prof. Pallavi Chauhan Dr. Shalini Dharmani Prof. Visheshar Lal Dr. Isha Dhiman Dr. Ina rani	Discipline Committee and Anti Ragging Dr. Suneela Sharma Prof. Krishna Prakash Prof. Pallavi Chauhan Dr. Shalini Dharmani Prof. Visheshar Lal Dr. Isha Dhiman Dr. Ina Rani Niti Gupta Mr. Naveen Singh JOA (I.T.)
College Advisory Committee Dr. Anupama S Pathak Dr. Shishu Bala Dr. Suneela Sharma Prof. Krishna Prakash Dr. Pallavi Chauhan Dr. Shalini Dharmani Ms. Shally Mahajan (Suptd. Grade-II)	Land, Building Affairs and Maintenance Committee Prof. Krishna Prakash Dr. Shalini Dharmani Prof. Visheshar Lal Dr. Niti Gupta Ms. Shally Mahajan (Office Supdt. G-II) Mr. Naveen Singh JOA (I.T.)	Identity Card Committee Prof. Krishna Prakash Dr. Shalini Dharmani Ms. Kamlesh Kumari (Librarian) Mr. Naveen Singh JOA (I.T.)
IQAC / NAAC Committee Principal- Chairperson (Retired Principal) Dr. Suneela Sharma (Coordinator) Prof. Krishna Prakash Dr. Pallavi Chauhan Dr. Shalini Dharmani Prof. Visheshar Lal Dr. Isha Dhiman Dr. Ina Rani Dr. Niti Gupta Kamlesh Kumari (Librarian) Ms. Shally Mahajan (Supdt. Grade-II)	College Canteen Committee Prof. Krishna Prakash Dr. Shalini Dharmani Prof. Visheshar Lal Ms. Shally Mahajan (Office Supdt. G-II)	Internal Complaints Committee Dr. Anjori Sharma (Chairperson) Dr Anupama S. Pathak Dr. Shishu Bala Prof Visheshar Lal Ms. Kamlesh Kumari (Librarian) Ms. Urmila Devi (Peon) Dr. Tripta Kumari (External Member) CSCA President (Representative of students)
Innovation, Research and Support Cell Dr. Anupama S. Pathak (Coordinator) Conveners of all Clubs, Societies & Cells	College Campus Cleanliness and Beautification Committee Dr. Shishu Bala Prof Visheshar Lal Dr. Ina Rani Dr. Niti Gupta Ms. Shally Mahajan (Office Supdt. G-II) Mr. Naveen Singh JOA (I.T.)	AISHE & Website Committee Prof. Pallavi Chauhan Dr. Isha Dhiman Mr. Naveen Singh JOA (I.T.)
		Press/Photography Committee Dept. of Hindi Prof. Pallavi Chauhan

CSCA Committee Dr Anupama S. Pathak Dr. Shishu Bala Dr. Suneela Sharma Prof. Krishna Prakash Dr. Shalini Dharmani	House Exams conduct, University Result Discrepancy Committee/Student Migration/Roll Back/Subject Change & Re-admission Committee Dr. Shishu Bala Dr. Shalini Dharmani Dr. Isha Dhiman Mr. Naveen Singh JOA (I.T.)	Disaster Management Committee Prof. Visheshar Lal Dr. Niti Gupta Mr. Naveen Singh JOA (I.T.)
New Education Policy Dr Anupama S. Pathak (Coordinator)		IT Cell/ Cyber Safety Cell\RTI Dr. Ina Rani
Academic Bank of Credits Prof. Krishna Prakash (Nodal Officer)	Gender Sensitization and Women Cell Dr Anupama S. Pathak Prof. Krishna Prakash Prof. Pallavi Chauhan Prof. Visheshar Lal Ms. Shally Mahajan (Supdt. Grade-II) CSCA (Joint-Secretary)	First Aid cum Health and Hygiene Committee Dr. Shalini Dharmani Mr. Naveen Singh JOA (I.T.)
Bursar Dr. Isha Dhiman		STUDENT CLUBS, CELLS AND SOCIETIES National Service Scheme N.S.S. Prof. Krishna Prakash (Nodal Officer) Mr. Naveen Singh (Dealing clerk) Rover and Ranger Dr. Isha Dhiman (In-charge Rangers) Prof. Visheshar Lal (In-charge Rovers) Eco Club/Campus Beautification & Cleanliness Committee Dr. Isha Dhiman Ms. Kamlesh Kumari (Librarian) SWAYAM Cell Dr. Ina Rani Red Ribbon Club Dr. Niti Gupta Anti-Drug Club Dr. Shalini Dharmani Road Safety & Sports Club Prof. Pallavi Chauhan Electoral Literacy Club/ Energy Club Prof. Visheshar Lal (Nodal Officer) Mr. Naveen Singh JOA (I.T.) Samvad Club Prof. Krishna Prakash Prof. Visheshar Lal
Cultural Activities & Youth Festival preparation Committee Dr. Suneela Sharma Prof. Krishna Prakash Prof. Pallavi Chauhan Dr. Shalini Dharmani Dr. Isha Dhiman Dr. Ina Rani Dr. Niti Gupta	College Magazine (Editorial Board) Dr. Anupama Pathak (Chief Editor) Dr. Shishu Bala (English) Faculty of Hindi Department (Hindi) Dr. Ina Rani (Commerce & Planning) Dr. Isha Dhiman (Photo section) Prof. Visheshar Lal (Chronicle Section) Dr. Niti Gupta (Pahari Section)	
Grievances Redressal Cell (matters related to Staff & Students) Dr. Shishu Bala Dr. Suneela Sharma Prof. Krishna Prakash Prof. Pallavi Chauhan Ms. Shally Mahajan (Supdt. Grade-II)	Educational Tour Committee Prof. Visheshar Lal Dr. Niti Gupta	
Girls Common Room Committee Dr Shishu Bala Dr. Shalini Dharmani Ms. Kamlesh Kumari (Librarian)	Alumni/OSA Committee Dr. Ina Rani Dr. Niti Gupta Ms. Shally Mahajan (Supdt. Grade-II)	

CBCS- A detailed view of assessment and evaluation

The New Pattern of CBCS – UGC (RUSA): Implemented since Academic Session 2016-17.

हिमाचल प्रदेश विश्वविद्यालय के शैक्षणिक शाखा के निदेश या 2-1/2012 दि. 1. वि. शै. दिनांक 4 जून, 2016 के

अधिसूचना के अनुसार कार्यकारी पद के अधिष्ठाता समितिके सिफारिश पर विश्वविद्यालय अनदान आयोग द्वारा नातक पर सी.बी.सी.एस. पाली के लिए जारी/निर्धारित नवीन मपाठ्य मकोस 2016-17 से लागू करने की वीकित दानक ।

RUSA in New CBCS Template of UGC from Academic Session 2016-2017

Choice based credit system was adopted by Himachal Pradesh University, Shimla in its affiliated colleges since 2013 but w.e.f. the academic session 2016-2017 it was updated as per UGC guidelines(CBCS New System).

विश्वविद्यालय अनदान आयोग द्वारा नाटक तर पर सी.बी.सी.एस. णाली के िलए जारी/ िनधा रत नवीन म पाठय मकी

निमिलिखत कार से प रभाषित िकया गया है-

Type of Courses under UGC New CBCS System:

DDC: (Discipline Specific Core Course) - A Course, which should compulsorily be studied by a candidate as a core requirement is termed as a Core course.

DSE: (Discipline Specific Elective Course) - Elective courses offered under the main discipline/ subject of study is referred to as Discipline Specific Elective.

(AEC): (Ability Enhancement Courses) - The Ability Enhancement (AE) Courses may be of two kinds: Ability Enhancement Compulsory Courses (AECC) and Skill Enhancement Courses (SEC). "AECC" Courses are the courses based upon the content that leads to knowledge enhancement; (i) Environmental Science and (ii) English/Hindi/MIL Communication. These are mandatory for all disciplines.

SEC: (Skill Enhancement Course) - courses are value-based and /or skill-based and are aimed at providing hands-on-training, competencies, skills, etc.

(GE): (Generic Elective Course) - An elective course chosen from an unrelated discipline/subject, with an intention to seek exposure beyond discipline/s of choice is called a Generic Elective.

Credits

The term 'credit' refers to the weightage given to a course, usually in terms of the number of instructional hours per week assigned to it. The credits also determine the volume of course contents and delivery of programme such as lectures, tutorials, practicals, assignments etc. class lecture/Tutorials of one hour duration, practical work and laboratory of two hour duration will constitute one credit.

Student's Course-wise Continuous Comprehensive Assessment (CCA) and Evaluation

All courses that are undertaken by a student involve an evaluation system that has the following components.

- 1) Continuous Comprehensive Assessment (CCA): As per scheme of evaluation 30% of the final grade that the student gets in a course is through Internal Assessment.
- 2) Term-End Examination (TES): The remaining 70% of the final grade that the student gets in a course constitutes of Term End Examination.
- 3) Continuous Comprehensive Assessment (CCA): This would have the following components:
- 4) Classroom Attendance (5 marks): Each student will have to attend a minimum of 75% Lectures/Tutorial/Practical. A student having less than 75% attendance will not be allowed to appear in the Annual Examination. Those having greater than 75% attendance (for those participating in co-curricular activities e.g. NSS, NCC, Sports, Youth Festival, RRC etc. 25% will be added to percent attendance) will be awarded CCA marks as follows:- 75% to 79%= 1 marks, 80%to 84% =2 marks, 85%to 89%=3 marks, 90% to 94%=4, 95% and above=5 marks.
- 5) Mid-Term Test: There will be one mid-term test for 15 Marks after completion of at least 75% of syllabi of all courses opted by the student.

- 6) Seminar/Assignment/Term Paper: The remaining 10 Marks of the CCA will be awarded based on seminar/assignment/term paper, etc. that the teacher would give to students in respective disciplines.
- 7) Term-End/Annual Examination: The remaining 70% of the final grade of the student in a course will be on the basis of Term-End/Annual Examination that will be of three hours duration and will be covering the whole syllabus of the course.
- 8) NOTE : Only those students will be allowed to appear in the Term-End/Annual Examination who have been successful in the CCA.

COURSES OFFERED AND THE SCHEME FOR CHOICE BASED CREDIT SYSTEM

Courses Offered in the College:

The College offers UG Degree Studies in B.A. (Pass Course) in Seven Subjects in the Faculty of Arts (Humanities) and UG Degree Studies in B.Com (Pass Course) in the stream of Commerce. From the academic session 2018-19 this CBCS –UGC (RUSA) pattern has become Annual in structure and form. Any further changes in this Annual Pattern of CBCS-UGC (RUSA) will be executed as per the directions and future notifications issued by the department of Higher Education in consonance with the State Government.

Duration (Time Frame) (नातक िडवी हेतु िनधा' रत समय)

The UG (CBCS) programme for a regular student shall be for a minimum period of three years and a maximum of five years from the date of admission of the candidate.

नातक िडवी का ा प और 132 िडिट :

य.जी.सी. ारा नातक तर पर लागसी.बी.सी.एस. णाली मजब िव ाथी DSC-I, DSC-II,

COMPULSORY

COURSES, AECC, SEC, DSE, और GE के िनधा रत िवषय को उ िण करते हए, 132 िडिट अज त करेगा तभी उसे कला/वा िण य सकाय क िडवी िह. िव िव ालय ारा दान क जाएगी। िव ाथी, RUSA in New CBCS Template of

UGC के वप को आ मसात/समझने हेतु िनमिलिखत दोन ता िलकाओं का यानपव क अ ययन कर।

Scheme of courses for the award of Bachelors' Degree in Arts and Commerce under UGC guidelines (new CBCS system from 2016-2017).

Courses	Courses to be Studied not less than 3 years and not more than 5 years	Number of Credit awarded to each course
Compulsory courses (Core)	4 courses	6 i.e. 6x4=24
DSC-1 main subject	4 courses	6 i.e. 6x4=24
DSC-2 (any other subject offered by the college)	4 courses	6 i.e. 6x4=24
AECC	2 courses (English/Hindi, MIL/communication and EVS)	4 i.e. 4x2=08
Skill enhancement courses	4 courses (related to main subject)	4 i.e. 4x4=16
DSE-1 main subject	2 courses	6 i.e. 6x2=12
DSE-2 second subject	2 courses	6 i.e. 6x2=12
Generic elective (inter-disciplinary)	2 courses	6 i.e. 6x2=12
Total Credits	24 courses	132 credits

SCHEME FOR CHOICE BASED CREDIT SYSTEM INB.A./B.Com

Year	Core Course (12)	Ability Enhancement Compulsory Courses (AECC) (2)	Skill Enhancement Courses (SEC) (4)	Discipline Specific Elective DSE (4)	Generic Elective GE (2)
1.	English-1= 6-Credit Skt./Hindi-1= 6-Credit	Env. Studies- = 4 Credits Hindi/English/Skt. (One out of three) = 4 Credits 8 Credits	Nil	Nil	Nil
	DSC-1A= 6-Credit DSC-1B= 6-Credit DSC-2A= 6-Credit DSC-2B= 6-Credit 36 Credits Total Credits= 44				
2.	English-2= 6-Credit Skt./Hindi-2= 6-Credit	Nil	SEC -1 = 4 Credits SEC -2 = 4 Credits 8 Credits	Nil	Nil
	DSC-1C= 6-Credit DSC-1D= 6-Credit DSC-2C= 6-Credit DSC-2D= 6-Credit 36 Credits Total Credits= 44				
3.	Nil	Nil	SEC -3 = 4 Credits SEC -4 = 4 Credits 8 Credits	DSE-1A=6-Credit DSE-1B=6-Credit DSE-2A=6-Credit DSE-2B=6-Credit 24 Credits	GE-1 =6 Credits GE-2 =6 Credits 12 Credits

Pattern of CBCS – UGC (RUSA) Annual Pattern: Implemented since the Academic Session 2018-2019

The Annual Pattern of CBCS-UGC (RUSA) was adopted for the UG Classes w.e.f. the Academic Session 2018-19 vide directions issued from the o/o the Secretary of Higher Education (HP) on dated 13th June, 2018 and which were further duly endorsed from the Office of Registrar (Academic Branch) HP University, Shimla vide letter No.-7-1/2004-HPU(Acad) on dated 26th July, 2018. In course of executing this change of pattern (from Semester to Annual System) the following parameters came into force for the Annual System:

- The minimum passing marks will be 40% in Aggregate. However, 35% each in Internal Assessment and Final Examinations will be Compulsory.
- A Candidate failing in either one or two subjects/papers will be given Compartment in that subject/papers and will be eligible for promotion to the next Class. He/she will appear in the subject/papers in which he/she got the compartment. He/she will have two chances (one at the supplementary stage and one at the annual stage), available to him/her to clear his/her compartment in subjects/papers. He/she will not be awarded the degree until he/she clears all his /her courses within five years from the date of his/her admission to a particular course.

- **A Candidate failing in three or more subjects /papers will be treated as FAIL in that year and has to repeat the entire year.**
- The successful Candidates will be classified on the combined results of Part I, II & III Examinations as per the following parameters :
- First Division: 60% marks or more in the Aggregate
- Second Division: 50% marks but less than 60%
- Third Division: Less than 50%marks in the Aggregate.
- **Re-evaluation:** Re-evaluation shall be applicable as per the provisions of HP University Ordinance for the Annual System
- The students shall be required to complete the Degree within Five Years
- Final/Annual Examinations shall be held in the month of March/April every year and the Supplementary Examinations shall be held in the month of September/October every year.

SUBJECT COMBINATION ARTS / COMMERCE

ARTS (HUMANITIES) STREAM: B.A.(Pass Course)

Important Guidelines / Pattern / Scheme of Papers for B.A.1st Year Students (Session 2024-25 Batch)

- (A) The Students seeking Fresh Admission in B.A. 1st Year will choose Two Discipline Specific Core (DSC) Subjects (Each of 06 Credit Weightage) of their choice from the table given below:

DSC-I/DSC-II	Hindi, English, Economics, History, Political Science, Geography, Music (I)
---------------------	--

The college offers the following combination:

	DSC I	DSC II
1.	Hindi	- History, Political Science, Geography & Music (I)
2.	English	- Economics, History, Political Science, Geography & Music (I)
3.	Economics	- English, Hindi, History, Political Science, Geography
4.	History	- English, Hindi, Political Science, Geography & Music (I)
5.	PoliticalScience	- English, History, Economics, Geography & Music (I)
6.	Music (I)	- English, Hindi, History & Political Science
7.	Geography	- English, Hindi, History, Economics & Political Science

Note: Students are directed to choose their DSC Subjects carefully since the First DSC Subject chosen by them will ipso-facto become their SEC Course/Subject from Second Year onwards. No change in DSC Courses/Subjects is permissible at a later stage.

In addition to the two DSC Subjects each student will have to study Two Compulsory (Core/Language) Subjects, i.e, English and Hindi of 06 Credit Weightage each.

(C) The Students of B.A. 1st Year will also have to study One AECC Language Course/Paper from the two Language papers(English/Hindi), whereas Environment Science will be a Compulsory AECC Course/Paper for all.

Subject Structure of B.A.I (Session 2021-22)

Year	Core Course	Ability Enhancement Compulsory Courses (AECC)	Skill Enhancement Courses (SEC)	Discipline Specific Elective (DSE)	Generic Elective (GE)
B.A.I Pass Course	English-1 Hindi-1 DSC-1A DSC-1B DSC-2A DSC-2B Total 6x6= 36 Credits	English/Hindi Environment Science Total 2x4= 08 Credits (Total Credits= 44)	Nil	Nil	Nil

Commerce Stream: B.Com (Pass Course)

Important Guidelines / Pattern of Papers for B.Com Students Enrolled in Academic Sessions 2024-25

The students of B.Com 1st Year will study the different courses/papers as per the approved pattern of the Department of Commerce.

The students of B.Com 1stYear will have to study Two Compulsory Language Papers: One of English and the other one of Hindi in addition to the Papers/Courses of Commerce.

The Commerce Stream Students of B.Com 1st Year will also have to study One AECC Language Course/Paper from the two Language papers (English or Hindi) &Environment Science will be a Compulsory Course/Paper for all.

ELIGIBILITY CRITERIA AND CONDITIONS:

- AGE:** A Candidate should not be more than 23 years of age (for Boys) and not of more than 25 years of age (in case of Girls) as on 01 July, 2021. However, for SC/ ST candidates a relaxation of three years in age is allowed.
- The Vice-Chancellor of H.P.U. may in exceptional cases/circumstances, to be recorded in writing, give relaxation in age up to a maximum of six months to any candidate. All such cases of age relaxation of up to six months may be granted admission provisionally by the Principal and a consolidated list of all such cases will be sent to Vice- Chancellor for necessary approval.
- Relaxation in upper age limit is also available to physically disabled candidates.

ACADEMIC QUALIFICATION: A candidate/ student who has passed the Senior Secondary (12th) Examination (Academic Stream) conducted by the H.P. Board of School Education or an examination accepted as equivalent thereto by various bodies of the University will be eligible to apply for admission in 1st Year of B.A./ B.Com under CBCS-UGC (RUSA). The admission will, however, be determined on the basis of merit.

Admission to B.A. 1st Year:

- Candidate seeking admission in B.A. 1st year must have secured 33 percent in marks at 12th level or equivalent examination (Clear Cut Pass).
- The candidate who have passed or cleared all the five subjects including English from N.O.S is eligible to take admission in B.A.1st year.
- Further a student taking admission in B.A. 1st year with Mathematics as one of the subject should have secured either 45% marks in aggregate or 45% in Mathematics at 10+2 level.

Admission to B.Com 1st Year:

- Candidate seeking admission in B.Com. 1st Year must have secured 45 percent marks in 10+2

in aggregate with Math/ Economics as one of the compulsory subject at 10+2 level or 45 percent marks in aggregate for student from relevant vocational stream.

(B) The minimum percentage is 40 percent for those students who have passed 10+2 under Commerce group or

(C) In case of girl students, the minimum percentage is 33 percent at 10+2 level.

Important: A Student placed under compartment in 10+2 class will not be eligible for admission in B.A./B.Com courses under CBCS- UGC (RUSA) - Annual System.

Note: All admissions are provisional unless regularised by the University and the College will hold no responsibility in case the University does not approve the admission of a student for any reason.

Important Guidelines/Pattern/Scheme of Papers for B.A. 2nd Year Students

(A) The students seeking roll-on admission in B.A.2nd Year will study the two same DSC Subjects- that they had already opted for at the time of their admission in the 1st Year. Each of these papers will be of 06 Credit Weightage.

(B) In addition to the two DSC Subjects each student will have to study Two Compulsory (Core/Language) Subjects, i.e., English and Hindi of 06 Credit Weightage each.

(C) The students of B.A.2nd Year will also have to study Two SEC (Skill Enhancement Courses/Papers) of 04 Credit Weightage each. However, these SEC Papers will remain the same as were opted by the student as his/her DSC-1 subject during his admission in B.A. 1st Year.

NOTE: The students will opt for two DSC subjects (in the First Year/at the time of seeking Admission in the Course) out of which their first DSC subject will be considered as their SEC Course - which they will study from 2nd Year onwards.

Year	Core Course	Ability Enhancement Compulsory Courses (AECC)	Skill Enhancement Courses (SEC)	Discipline Specific Elective (DSE)	Generic Elective (GE)
B.A.II Pass Course	English-II Hindi-II DSC-1C DSC-1D DSC-2C DSC-2D Total 6x6= 36 Credits	Nil (Total Credits= 44)	SEC-1 SEC-II Total 2x4= 08 Credits	Nil	Nil

Important Guidelines/Pattern/Scheme of Papers for B.A. 3rd Year Students:

(A) The students seeking roll-on admission in B.A.3rd Year will study the two DSE Subjects- (DSE-1A, DSE-1B, DSE-2A and DSE-2B-Elective courses offered under the main discipline/ subject of study is referred to as Discipline Specific Elective). Each of these papers will be of 06 Credit Weightage.

(B) In addition to the two DSE Subjects each student will have to study Two GE (Generic Elective) Subjects, i.e., other than the two Discipline Specific Courses already taken by the student/an unrelated discipline/subject of 06 Credit Weightage each.

(C) The students of B.A.3rd Year will also have to study Two SEC (Skill Enhancement Courses/Papers) of 04 Credit Weightage each. However, these SEC Papers will remain the same as were opted by the student as his/her DSC-1 subject during his admission in B.A. 1st Year.

Subject Structure of B.A. III

Year	Core Course	Ability Enhancement Compulsory Courses (AECC)	Skill Enhancement Courses (SEC)	Discipline Specific Elective (DSE)	Generic Elective (GE)
B.A.III Pass Course	Nil	Nil (Total Credits= 44)	SEC -3 = 4 Credits SEC -4 = 4 Credits 8 Credits	DSE-1A= 6-Credit DSE-1B= 6-Credit DSE-2A= 6-Credit DSE-2B= 6-Credit 24 Credits	GE-1 =6 Credits GE-2 =6 Credits 12 Credits

Commerce Stream: B.Com (Pass Course)

Important Guidelines / Pattern of Papers for B.Com Students Enrolled in Academic Session 2024-25

The students of B.Com 2nd & 3rd Year will study the different courses/papers as per the approved pattern of the Department of Commerce.

The students of B.Com 2nd Year will have to study Two Compulsory Language Papers: One of English and the other one of Hindi in addition to the Papers/Courses of Commerce.

Roll-On Admission for Annual System Students:

In case of (Annual System) students enrolled in the session, the Roll-On system will not be applied in Toto. These Students will go to the successive class conditionally. At the time of declaration of the University Result if they are not declared Passed/Qualified as per the University norms and are **placed under Compartment in three or More Subjects**, then all such candidates **will be treated FAIL in that Year** and will consequently have to attend the previous class only. Thus, the students can seek provisional Roll-On admission to the successive Year and can study in the successive class without waiting for the University result, but their Continuity in that Class will be **Purely Provisional and Conditional**, Subject to the Outcome of their Annual/Final University Result.

Documents to be submitted At the time of Admission

Application form must be complete in all respects along with following documents:-

- Character certificates and School Leaving Certificate from the Institution last attended and Migration Certificate in Original (only for those candidates who have passed +2 from other than HP Board of School Education). Candidates who have passed last examination in private capacity must produce character certificate from gazetted officer/ Pradhan of their Panchayat/Municipal Councillor. Character certificate should not be more than six months old.
- Board/University certificates: Copies of the certificates of the various examinations passed (Matric onwards) are to be submitted. Originals must be presented for verification and attestation.
- Attested copy of matriculation examination certificate in support of date of birth. Certificate of Equivalence from HP Board, if +2 has been passed from other Boards.
- Two passport size photographs of the candidate.
- SC/ST/OBC/IRDP candidates must attach photocopies of the relevant certificates.
- Certificate of Bonafide Himachali for girl students: Only Bonafide girl students are eligible for exemption from tuition fee.

- G) Candidates with gap year(s) will have to submit an affidavit duly attested by Magistrate stating facts/ reasons for discontinuation of studies during gap year(s).
- H) A student must produce original documents at the time of admission.
- I) Rules of admission are subject to change as per HPU notification from time to time.
- J) Admission of a candidate is liable to be cancelled if he/she furnishes incomplete/ false information or in case of concealment of facts. Disciplinary action will be taken against such candidate.
- K) Students seeking exemption from tuition fee on the ground of special ability must attach the certificate issued by the medical board.
- L) Only those candidates who have passed all the five papers including English from National Open School are eligible.
- M) Student who fails in all compulsory and elective subjects or fails twice in the same class shall not be re-admitted in the same class.
- N) The students who have passed Prabhakar without passing 12th are NOT eligible for regular admission to any course in the college.
- O) Relaxation of 5 % in the minimum eligibility will be given to SC/ST candidates for admission to B.A/B.Com.
- P) Fresh entrants will be required to apply for University registration. Matric and 12th certificate must be enclosed with the Registration Application.
- Q) Principal of the college reserves the right to disallow or cancel the admission.

Candidates ineligible for admission:

- A) A candidate having compartment in any subject at 12th level.
- B) A candidate who has been expelled or rusticated from any other institution.
- C) Initially all the admission will be provisional (i.e., subject to approval by HPU).

RESERVATION OF SEATS:

Admission to UG Courses shall be open to all persons irrespective of race, creed, caste or class subject to the conditions laid down in the Roster issued/notified by the H.P.U.

Point-1: The candidates seeking admission under any category or quota mentioned in the Roster, i.e., SC, ST, Handicap, Sports or cultural, will have to produce the Original Certificate, issued by a Competent Authority, of his/her category or quota at the time of admission to get the benefit of reservation.

Point-2: The reservation roster issued/ notified by the HPU:

ROSTER FOR ADMISSION

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

PwD (Persons with Disabilities)		CUL (Cultural)		SP (Sports Person)		SC (Scheduled Caste)		ST (Scheduled Tribe)	
5%	6	5%	6	5%	6	15%	18	7.5%	9

HPU RESERVATION POLICY

Institution follows the reservation policy of H.P. Government and H.P. University in admissions.

The following reservations are available,

Schedule Caste (SC) : 15%

Schedule Tribe (ST) : 7.5%

Sports (SP) : 5%

Cultural Activities (CUL) : 5%

Persons with disability (PC) : 5%

Economic Weaker Section (EWS) : 10%

These reservations will be applicable to those, who have passed their qualifying examination from H.P. Board of School Education or from any other Schools located within territorial Jurisdiction of Himachal Pradesh or bonafide resident of Himachal Pradesh.

SCHOLARSHIP AND FEE CONCESSION

A number of Government- sponsored scholarship schemes are available to the eligible and deserving students. Information regarding the dates and eligibility conditions are notified on the Notice Board

from time to time. Students are guided about the online application process by the teachers who constitute the Scholarship Committee. The application should be supported by the relevant documents. Only pass students of the previous class are eligible to apply for any kind of scholarship.

IQAC

The Internal Quality Assurance Cell works in planning, guiding and monitoring Quality Assurance (QA) and Quality Enhancement (QE) activities of the colleges. IQAC is developing and applying quality benchmarks for academic and administrative activities of the institution. The departments conduct and carry out the activities as per the institutional procedures. The IQAC has also brought improvement in strategies in facilitating the learner-centric environment towards quality education and faculty development.

ENGAGE, EMPOWER, EXCEL: A SPOTLIGHT ON COLLEGE CLUBS AND SOCIETIES

RED RIBBON CLUB

Red Ribbon Club is a movement started by the Government of India in schools and colleges through which students will spread awareness about HIV / AIDS. The objective of Red Ribbon Club formation in colleges is to encourage peer-to-peer messaging on HIV prevention and to provide a safe space for young people to seek clarifications of their doubts and myths surrounding HIV/AIDS. It aims to instill among students values of charity and community service.

CAREER COUNSELLING AND PLACEMENT CELL

The Career Counselling Cell of a college serves as a vital resource for students as they navigate their academic and professional journeys. It offers personalized guidance, support, and resources to help students make informed decisions about their careers. This cell typically provides services such as aptitude testing, career assessments, resume building workshops, mock interviews, and information sessions on various career paths and industries. Additionally, it may facilitate internships, job placements, and networking opportunities with alumni and industry professionals. By utilizing the services of the Career Counselling Cell, students can gain clarity, develop skills and plan for their future.

NSS

National Service Scheme (NSS) is a voluntary program under which young students from colleges, universities, and +2 level work towards creating a campus-community linkage. Popular as NSS, this program is conducted by the Ministry of Youth Affairs & Sports. NSS, the scheme was launched in the Gandhi centenary year, 1969 and was aimed at developing the personality of students through community service. The scheme orients the students to community service. The student gets the opportunity to participate in various National / State level programme such as National Integration, Adventure camps, workshops, Youth exhibition, cultural programmes etc. The NSS volunteer gets appropriate weightage if he/she completes 2 years in NSS and gets the certificate.

ROVER AND RANGER

Rovering/Rangering is the senior wing of Scouting and Guiding. It was started by founder of the scouting movement Lord Powell in 1919. Any regular student of the College/ University between the age group of 16-25 years can be enlisted as Rover (Boy)/ Ranger (Girl). A unit consists of 24 Rovers called Rover crew and 24 Rangers called ranger team. The purpose of the movement is to contribute towards the development of young people in achieving their full physical, intellectual, social and

spiritual potential as an individual and as a community, through several outdoor and community service campaigns. Any regular student (boy) can join Rover crew and student (girl) can join Ranger Team.

ROAD SAFETY CLUB

Road Safety Club serves as a platform to engage and educate students on various aspects of road safety to reduce accidents and promote responsible behaviour among road users. Under this club different activities are organised to raise awareness and promote a culture of safe driving.

ANTI- DRUGS CLUB / DRUG PREVENTION SQUAD

The Primary objective of an Anti-Drugs club in colleges is to create a supportive and an empowering environment that encourages students to make informed choices and live a healthy, drug -free lives. It aims to raise awareness about the dangers of drug abuse through educational campaigns and workshops.

ECO CLUB

Eco club is established to create consciousness about the clean and green environment and promote eco-friendly practices. It also plays a pivotal role in instilling a sense of responsibility towards the planet among students and faculty. Under this club, various activities like campus beautification and cleanliness drives are organized . Both students and faculty members actively participated in these initiatives, demonstrating their commitment to improving and maintaining the clean and green environment on campus.

DEBATE CLUB “SAMVAD”

Debate clubs serve as a valuable platform for intellectual growth, skill development and prepares the students to become effective communicators. Samvad organizes debates every Saturday, focusing on various topics of public significance. To facilitate these debates, an organizing committee of students is formed, responsible for coordinating and conducting the sessions.

WOMEN CELL

The role of Women Cell is to promote gender equality, addressing issues related to women's safety, providing support and guidance to female students, enlighten the women students and employees about their legal rights and to strive towards the empowerment of the women through the promotion of gender amity and programs concerning women welfare.

INTERNAL COMPLAINTS COMMITTEE / STUDENT GRIEVANCE REDRESSAL CELL

The Cell provides a platform for addressing and resolving grievances of students and staff in a fair, transparent and confidential manner. This includes ensuring a safe and supportive environment, addressing issues of harassment or discrimination, promoting accountability, and fostering a culture of trust and respect within the institution.

COLLEGE MAGAZINE “PRAYAS” AND COLLEGE WALL MAGAZINE “EXPRESSIONS”

The College takes out college magazine “Prayas ”annually. It serves as a platform for students and faculty to express their creativity, share knowledge and promotes intellectual discourse.

Wall Magazine called "Expressions" aims to offer students an open platform to express their creativity freely through articles, poems, photos, slogans, and posters.

ELECTORAL LITERACY CLUB

The Electoral Literacy Club (ELC) is established with the aim of educating and informing students

about elections, the electoral process, voter registration, voting patterns, practices, and issues in India.

LITERARY CLUB

College Literary club promises to provide a platform for various literary activities in both English and Hindi medium. The aim of the club is to promote and cultivate a love for literature, language and creative expressions among students. It facilitates discussions on literary works and encourage reading habits among students.

PARENT-TEACHERS ASSOCIATION (PTA)

To encourage community participation in education, Parents-Teachers Association has been established. It helps in better coordination and interaction between parents and teachers for improvement in academic standards and infrastructural facilities. Parents, guardians (who are in blood relation of the students), teachers and head of the institution are members of this association. Parents are advised to attend the meeting of the General House scheduled for August/September so that they may make meaningful contribution to the development of the college.

OLD STUDENT ASSOCIATION (OSA)

OSA is an association of graduates or of former students. It provides a variety of benefits and services the help alumni maintain connections to their educational institution and fellow graduates. The old student's community shares their experience in the outside world, which they face after stepping out of the institution.

COLLEGE STUDENTS CENTRAL ASSOCIATION (CSCA)

To encourage student's participation in maintaining proper academic atmosphere, in organizing various co-curricular activities, and to promote opportunities for the development of character, leadership and discipline, the Student's Central Association is constituted every year. Elections are conducted for the posts of four office bearers and class representatives as per the schedule announced by H.P. University every year. Elections to the CSCA are governed by the rules and regulations prescribed by H.P. University, Shimla from time to time. Other members of CSCA are nominated by the Principal in accordance with the CSCA Constitution.

IDENTITY CARD

Soon after the admission to the college, the office will issue an Identity Card to each student. It is mandatory for students to keep their Identity Card with them when they are in the college, and it will have to be produced when asked for by any member of the staff. The Identity Card is an important document and should be kept with care. A fine of Rs. 20 will be charged for issuing a duplicate Identity Card.

LEAVE RULES

1. It is compulsory for all students to get their leaves sanctioned before proceeding on leave for whatever reason.
2. For first 6 days leaves will be sanctioned by the teachers of major subject. Leave for longer duration will be sanctioned by the Principal.
3. Maximum leave during the academic session will not exceed more than 10 days.
4. If a student remains absent for 10 days continuously without leave, his/her name will be struck off the college rolls.
5. Re-admission fee @Rs.100/- and 200/- will be charged for re-admission for the first and second

time respectively. Thereafter no re-admission will be allowed except in exceptional circumstances.

MIGRATION

Migration from one affiliated college to another affiliated college is governed by

H.P. University rules. A student who wishes to migrate to this college should take prior approval of the Principal and must submit the following documents at the time of admission:

- (i) Lecture attendance certificate duly countersigned by the principal of the college last attended.
- (ii) Character certificate in original from the college last attended.
- (iii) Statement of marks obtained in Minor Test conducted by the previous college.

After migration has been sanctioned and notified by the University, the student must join the new college within the period stipulated by the university, failing which the sanction of migration will lapse.

CALENDAR FOR THE ACADEMIC SESSION 2024-25

a. Admission Schedule for UG Classes Submission of Admission Forms Pre-admission counselling of students Display of First Merit List Fee Deposition by Students Display of 2nd Merit List Fee to be deposited Online Admission of 2nd& 3rd year on roll on basis. Fee to be deposited	03.06.2024 to 15.07.2024 03.06.2024 to 15.06.2024 16.07.2024 up to 01.00 pm 16.07.2024 to 19.07.2024 20.07.2024 up to 11.00 am 20.07.2024 up to 5.00 pm 06.06.2024 to 15.07.2024 06.06.2024 to 15.07.2024
b.Teaching Learning Schedule Teaching Of UG Classes Change of Subject / Streams Orientation of 1st year students	Starts from 23.07.24 August / September August
c.Examination Schedule Class Test/Projects/Assignments/Quiz Mid Term Exams Annual Practical Exams Final Exams	To be intimated by the course teachers regularly. 2nd Week of December 2024. w.e.f. 1st Week of March 2025 Last week of March 2025
d.Vacation Schedule Summer vacation Diwali Break Winter vacation	18.06.2024 to 12.07.2024 29.10.2024 to 02.11.2024 01.01.2025 to 04.06.2025
e.Co-Curricular and Extra-curricular Activities Registration to NSS, Rovers-Rangers, Clubs and Societies	w.e.f. 2nd week of August

Plantation Drive by ECO Club Talent Hunt Fresher's Party Drill on mitigating Disaster Risks Career counselling Guest Lectures /Activities Blood Donation Camp Quiz/Painting/Slogan Writing/Essay Writing / Club activities Electoral Literacy Club Debate Club Initiatives Farewell Party for 3rd year	July / August August 4th week September September To be notified separately November To be notified separately 3rd Saturday of each month 2nd & 4th Saturday of each month 2nd week of March 2025
f. Noteworthy Engagements PTA General House Filling Up Scholarship forms CSCA Elections CSCA Oath Taking Ceremony Annual Athletic Meet NSS special camp Annual Prize Distribution Function.	3rd Week of September October As per the notification of HPU One week after the constitution of CSCA November / December 3rd week of December March 2025

Note:- 1. All dates mentioned are tentative and subject to change as per notification by H P University and Director of Higher Education. **2.** Subject base class tests/ quiz/ seminars/presentations/extra co-curricular activities to be conducted every month and all activities will be documented with IQAC Cell of the college.

Celebration / Commemoration of Important Days , Session 2024-25

International Yoga Day	21st June
International Day against Drug Abuse & Illicit Trafficking	26th June
International Youth Day	12th August
Independence Day	15th August
Teacher's Day	5th September
Hindi Diwas	14th September
Ozone Day	16th September
NSS Raising Day	24th September
Gandhi Jayanti	2nd October
Education Day	11th November
Children's Day	14 th November
Constitution Day	26th November
World AIDS Day	1st December
Human Rights Day	10th December
NSS Day	24th December
International Women's Day	8th March

Note: Ragging and Eve teasing is an offence. The offender will be handed over to the police immediately.

DETAILS OF FEES AND FUNDS FOR THE SESSION 2021-22

ANNUAL CHARGES	Rs.
Admission Fee	25
Univ. Continuation Fee (BA/B.COM 2nd & 3rd YEAR)	10
Univ. Sports Fee	15
Youth Welfare Fund	15
Holiday Home Fund	01
Library Security (only for 1st Year) Refundable	100
Magazine Fund	50
Identity Card Fund	10
Duplicate Identity Card	20
Medical Fund	06
Red Cross Fund	40
NCC Fund	10
Student Aid Fund	02
Furniture Repair/Replacement Fund	10
Campus Development/ Beautification Up-keep Fund	10
Book Replacement Fund	25
PTA Fund	500
Migration Fee (Inter College)	300
Migration Fee (Inter Univ.)	400
University Development Fund (1st Year only)	250
University Development Fund (IRDP/BPL) (1st Year only)	100
Computer & Internet Facility Fund	20

HALF YEAR FEES	Rs.
Tuition Fee (Only for Boys & Non- Himachali Girls)	300
House Examination Fee	40
Amalgamated Fund	150
Building Fund	60
Cultural Activities Fund	10
Sports Fund	120
Practical Fee (Wherever applicable)	90
Rovers & Rangers Fund	30

Late Admission Fee @Rs.10/-per day

Note: Re-Admission Fee

First time	Rs.100/-
Second time	Rs.200/-

Absence and other Fines

Absence fine per period	Rs. 1/-
Absence from Practical per practical	Rs. 3/-
Absence from House Test per Paper	Rs. 10/-
Late return of Library book per day	Rs. 1/-

Note: Tuition fee from the following students will not be charged:

- I Girls students (Only for Himachali Girls)
- II Amongst real brothers/sisters, one will be exempted.
- III Especially disabled with Physical disability above 40%.

Note: The fee and funds notified above are subject to change as per the latest HPU/H.P. Govt. notifications.

ANTI-RAGGING PLEDGE

I,.....studying in Government College Barotiwala hereby solemnly affirm and pledge:

1. I understand that ragging is a heinous act and is prohibited by law.
2. I pledge to uphold the dignity and respect of every individual in the college community.
3. I will not participate in any form of ragging, including physical, mental, or verbal harassment.
4. I will not indulge in any activities that may cause harm, discomfort, or embarrassment to my fellow students.
5. I will respect the personal space, opinions, and backgrounds of my peers, regardless of differences.
6. I will immediately report any incidents of ragging to the college authorities and cooperate in the investigation process.
7. I will actively contribute to creating a safe and conducive learning environment for all students.
8. I understand that ragging is a punishable offense and may lead to disciplinary action, including expulsion from the college.

I solemnly pledge to abide by the above commitments and fulfill my responsibilities as a responsible member of the college community.

Signature of the Student: _____

Date: _____

[This pledge is typically administered during orientation programs or at the beginning of the academic year in government colleges in India to reinforce the zero-tolerance policy towards ragging.]

वेश के िलए मह वपण' िनद'श/िनियम

थम वष के िलएह:

- दिनांक : 3.1.158 सिचव, िहमाचल िशेा बोड, ाला ारा एक छा को व र मा यिमक तर
देश धमश पर
अनवाय िवषय के उपम अवेजी सहत पाच िवषय म पास होना जवरी है।

- (ट) िजन छा u क +2 के तर पर क पाटमट है, उ ह वेश क अनमित नह? दी जाएगी।
- (ठ) रैिंग िवरोध शपथ प (Affidavita form) को डाउनलोड करने के िलए िलक को खोल - https://www.aicte-india.org/downloads/anti_ragging_affidavit.pdf

अवकाश िनयम

1. कोई भी छा अपनी छ ी मजरू िकए िबना अनपि थत नह? होना चाहिए।
2. छह िदनu का अवकाश सबंधित विषय िशेक मजरू कर सकता है।
3. छह िदनu से अधिक का अवकाश ाचाय ारा मजरू िकया जाएगा।
4. यदि कोई छा लगातार 10 िदनu तक िबना छ ी के अनपि थत रहता है, तो उसका नाम कॉलेज क सची से हटा िदया जाएगा।

क ाम उपि थित

1. छा u को अपनी केाओंम िनयमित vप से उपि थत होने क सलाह दी जाती है।
2. केांम उपि थित अनवाय है और उपि थित क िगनती िनयमित vप से केां शुव होने वाले िदन से होगी।
3. उपि थित के अंक सीसीए म िदिए गए ह।
4. िह. . विवि ालय ारा आयोजित अि तम परीेां म उपि थत होने के िलए येक छा को अलग-अलग पाठय मu के ि टकल के साथ-साथ, विषय विशेष म भी 75 फ सदी उपि थित जरूरी है।
5. िजिन छा u को आधिका रक तौर पर खेल म और अित रv पाठय मu संबंध गितिविधयu म भाग लेने के िलए िनयुव िकिया जाता है उनके उस समय को डयटी पर उपि थित के िलए माना जाएगा, बशत इस मामले म ाचाय से पव अनमित मागी गई है।

नाम कटने और पन: वेश

1. छह िदनu से अधिक समय तक िनरतर अनपि थत होने के बाद छा का नाम महावि ालय के रोल से हटा िदया जाएगा।
संबंधित विषय के िशेक क सहमित पर उसे िफर से वेश िमल सकता है।
2. िनयमu के अनुसार ाचाय के अनमोदन पर पन: वेश के िलए िफर से वेश श क और अनपि थित जमाने का भगतान अगले छह िदनu के भीतर करना होगा।
3. पहली बार के िलए वेश श क 100/- पए है और दूसरी बार यह 200/- पए है।
4. तीसरी बार िनयमित रोल से नाम कट जाने पर िफर से वेश नह? होगा।
5. येक छा क यिगत िज मेदारी है िक वह येक संबंधित विषय िशेक क उपि थित रिज टर म अपना रोल नबर ज करu यदि वह ऐसा करने म विफल रहता है तो उसे अनपि थत माना जाएगा।

ZERO TOLERANCE TO RAGGING

Ragging is a criminal offence. It is strictly banned by the Supreme Court Orders. Ragging includes any type of physical or mental torture inflicted by any individual or group, either by words or by conduct, which creates an apprehension in the mind of the person that he/she cannot pursue his/her studies free from any mental disturbance or torture created thereby. Any person who aids or abets such an action shall also be guilty of such ragging. Ragging is strictly prohibited. If any student is found indulging in ragging directly or indirectly, the college authorities shall be obliged to initiate legal action & also expel the guilty student (s) from the college. On a written complaint from the newcomers, those ground indulging in ragging will be handed over to the police.

Any student found involved in ragging in any form whatsoever will be punished appropriately which may include:

- | | |
|---|--|
| 1. Imprisonment, fine or both. | 5. Debarring from representation in events. |
| 2. Suspension from the classes. | 6. Suspension and expulsion from college. |
| 3. Fine with public apology. | 7. Legal proceeding under criminal law shall be initiated. |
| 4. Withholding scholarship or other benefits. | |

रै गग/छा ोcपीड़न

मान सक अथवा शारी रक ाप से कसी अथवा समूह ारा कसी भी छा/छाी का उ पीड़न िजसे व ाथ के मन म यह भय उ प न हो जाए क वह अपना अययन उपयु वातावरण म नह? कर सकत, रै गग कहलाता है। कसी भी कार का छाो पीड़न, महा व ालय अथवा उनक ओर से आने वाले रा ते पर पूण ाप से व जत है। रै गग एक दंडनीय अपराध है। अगर कोई व ाथ उ पीड़न म सं ल त पाया गया तो जंघ-घृताल के उपरंत उसे यथो चत दंड दया जाएगा, िजसम महा व ालय से नाकासन, 50000 ाप तक जुमा'ना और तीन वष तक क कै द सि म लत है।

छा ा से छेड़छाड़ करना अपराध है। दोषी को तुरंत पुलिस के सुपुद कया जाएगा।

Use of Tobacco products and Alcohol is Prohibited in the College Campus.

PRINCIPAL: DR ANJORI SHARMA | MOB. : 94180 22905

MEMBERS OF ANTI-RAGGING & DISCIPLINE COMMITTEE:

**Dr. Suneela Sharma (9418013297), Prof. Krishna Prakash (9459409870),
Prof. Pallavi Chauhan, Dr. Shalini Dharmani, Prof. Visheshar Lal,
Dr. Isha Dhiman, Dr. Ina Rani, Niti Gupta, Mr. Naveen Singh.**

**National Anti-Ragging Helpline no. 1800-180-5522 (24x7 Toll Free)
E-mail: The Anti-Ragging Helpline at : helpline@antiragging.in**

₹50

Note: Starting 2024-25, it is suggested to all the students to select one value-added online course from the NPTEL, Swayam portal, as per the Government of India's MOOCs program. And to support you in your learning journey, online mentoring and counselling services will be available thrice a week in the college.

Don't miss out on this opportunity to enhance your skills and broaden your horizons! Take charge of your future today by enrolling in these enriching courses.

For more information and assistance, stay tuned for further updates from the college administration. Happy learning! Link of the Portal - <https://swayam.gov.in>