

PROSPECTUS

cum

Handbook of Information:2024-25



EST-1994



Last date for submission of application form 25th July 2024

(www.gcghumarwin.org.in)

SWAMI VIVEKANAND GOVT. COLLEGE GHUMARWIN
Bilaspur -174021 (H.P.)
(NAAC 'B' ACCREDITED)

log in : www.gcghumarwin.org.in
e-mail : gcghumarwin-hp@nic.in
e-mail : principalsvgc@gmail.com
Ph. & Fax : 01978-255551

(FOR ADMISSION THROUGH AN ENTRANCE TEST)

MSc. (Physics, Botany, Zoology, Chemistry, Maths), MA (English, Political Science) and
MCom.

Pictorial Glimpses of SVGC GHUMARWIN



FROM PRINCIPAL'S DESK

“Education is the most powerful weapon you can use to change the world”–Nelson Mandela

Dear Student! Welcome to Swami Vivekanand Govt. College Ghumarwin, an institution of academic excellence and achievement, which was established in 1994. It is amongst one of the finest colleges Himachal Pradesh. In this college, we are imparting higher education to the students coming from different parts of District Bilaspur as well from other parts of the State of Himachal Pradesh, which is a very substantial and conscientious task. We all know that education plays critical role for the development of a nation. A developed country has strong and deep rooted education system which makes the country great, strong and developed. I want that our students should be imparted an all round education so that they become multidimensional rather than uni-dimensional.

In my view, acquiring information is no longer the main focus of education; instead the main aim of education is to build the powers of human mind and spirit. We believe in providing our students an environment, rich in knowledge and supportive. We aim to evaluate our students on the basis of their physical, mental, social, emotional and intellectual level. I feel proud to acknowledge the contribution of highly qualified, dynamic and multi-talented faculty, non teaching staff and also the students who have studied or are studying in this college. We have to continue to move ahead for producing and maintaining the best. We are running many courses which endeavor to enrich the academic and extra-curricular standards of our students. Our teachers work hard with the students to provide them high quality educational experience in the form of debates, group discussions, workshops, symposia, seminars, sports and cultural competitions. Eminent personalities are being invited from all walks of life to address our students and expose them to new ideas and thoughts. I welcome all the new students and assure that every effort will be put to meet their ambitions and desires.



Ramkrishan

Principal

Swami Vivekanand Govt. College Ghumarwin (H.P.)

“The purpose of education is to replace an empty mind with an open one” – Malcolm Forbes

Important Note

(Regarding Admission for the Session 2024-25)

1. The candidates have to apply online on the college website: www.gcghumarwin.ac.in
2. Before filling the admission form you are advised to read the information provided in the College Prospectus/Handbook of Information.
3. The complete online form should be submitted on or before the dates decided by the Institution/HP University Notifications.
4. After the approval of admission form by the Admission Committee the selected candidates will have to deposit the Fees and other dues online within the specified dates, failing which your admission for any Programme/Course will stand, cancelled.
5. The admission will be purely provisional, and will be cancelled at any stage, if the information submitted online is found incorrect.
6. The provisional admission will be finalized after the verification of the original documents/testimonials.
7. The College will follow the orders/Guidelines of Higher authorities for the process of admission.
8. Important dates regarding admission will be displayed on the college website; therefore the candidates are advised to check the college website regularly.
9. The regular classes (online/offline) of the admitted candidates will be started as per the directions of Higher Authorities.
10. List of forms to be downloaded :
 - i. Admission form (colored PP size photograph to be pasted on the form)
 - ii. Library enrollment form
 - iii. Undertaking by the parents/guardian
 - iv. PTA enrolment form (to be filled by the candidate)
 - v. Authorization Certificate (if required)

PRINCIPAL
SVGC GHUMARWIN
DISTT. BILASPUR H.P-174021

FACULTY OF COLLEGE

FACULTY OF LANGUAGES



ENGLISH

1

Mrs. Reena Sharma
Assistant Professor
M. A., M. Phil



2

Dr. Chanchal Kumar
Assistant Professor
M.A., B. Ed., M. Phil., Ph. D.

3

VACANT

4

VACANT



HINDI

1

Mrs. Manorma Chauhan
Assistant Professor
M.A., M. Phil



2

Ms. Kavita Devi
Assistant Professor
M. A., M. Phil, NET



SANSKRIT

1

Dr. Anjana
Assistant Professor
M.A., M.Phil. (Gold Medal),
Ph.D



2

Dr. Ripon Kumar
Assistant Professor
M. A., M. Phil., Ph. D. (NET)

FACULTY OF SOCIAL SCIENCES



ECONOMICS

1

Mr. Vinod Kumar
Associate Professor
M. A., B. Ed.

2

VACANT



GEOGRAPHY

1

Mr. Bachan Singh
Associate Professor
M. A., B. Ed. (SLET)



2

Mr. Anil Jamwal
Associate Professor
M. A., M. Phil.



PUBLIC ADMINISTRATION

1

Dr. Nittam Chandel
Associate Professor
M.A., M.B.A., Ph. D.



2

Dr. Prakash C. Gautam
Assistant Professor
M.A., M. Phil, Ph. D.
(NET & SET)

SOCIOLOGY

1

VACANT



EDUCATION

1

Ms. Pooja Devi
Assistant Professor
M. Ed., NET, SET

FACULTY OF SOCIAL SCIENCES



MUSIC

1

Dr. Suresh Sharma
Associate Professor
M.A., M. Phil, Ph. D.

2

VACANT



POLITICAL SCIENCE

1

Mr. Sita Ram
Associate Professor
M.A., M.Ed., NET



2

Mr. Ramesh Chand
Assistant Professor
M.A., NET, SET



HISTORY

1

Mr. Rakesh Kumar
Assistant Professor
M.A., M.Phil., NET-JRF, SET

1

PHYSICAL EDUCATION

VACANT



ENVIRONMENTAL SCIENCE

1

Dr. Praveen Kumar
Assistant Professor
M.Sc., M. Phil, Ph. D., UGC-
NET, PGDESD, PGDGIS



J & MASS COMMUNICATION

1

Dr. Reeta Kumari
Assistant Professor
MJMC, Ph.D., NET, SLET



TOURISM & TRAVEL

1

Dr. Arun Kumar
Assistant Professor
MBA, Ph. D. (Tourism &
Hospitality), NET, SET

FACULTY OF COLLEGE

FACULTY OF SCIENCES



MATHEMATICS

1

Mr. Vikram Kapil
Associate Professor
M. Sc., NET, Ph. D.



2

Mr. Vivek Kumar
Assistant Professor
M. Sc.



3

Mr. Anil Kumar
Assistant Professor
M. Sc., JRF



4

Mr. Lalit Sharma
Assistant Professor
M. Sc., NET, SET

5

VACANT



ZOOLOGY

1

Mr. Rakesh Chandel
Associate Professor
M. Sc., M. Phil



2

Mrs. Jyoti Barwal
Assistant Professor
M. Sc., B. Ed., M. Phil, (NET), GATE

3

VACANT

FACULTY OF SCIENCES



BOTANY

1

Dr. Mahinder Kumar
Associate Professor
M. Sc., Ph. D.



2

Dr. Jeevesh Nadda
Assistant Professor
M. Sc., M. Phil., Ph. D.



3

Dr. Lipika Sharma
Assistant Professor
M.Sc., M. Phil, Ph. D.



CHEMISTRY

1

Dr. Suryakant
Associate Professor
M. Sc., Ph. D.



2

Mr. Ripan
Assistant Professor
M. Sc., M. Phil, NET, SLET, GATE



3

Dr. Atul Gupta
Assistant Professor
M. Sc., NET (CSIR-JRF),
SLET, GATE, Ph. D.



4

Dr. Manish Kumar
Assistant Professor
M. Sc., Ph. D.



PHYSICS

1

Mr. Avneesh Sharma
Assistant Professor
M.Sc. (Hons), NET

FACULTY OF SCIENCES



PHYSICS

2

Mr. Shakti Singh
Assistant Professor
M.Sc., M. Phil.



3

Dr. Rakesh Sharma
Assistant Professor
M. Sc., M. Phil., Ph. D.
CSIR-NET



4

Ms. Jyotsana Sharma
Assistant Professor
M.Sc., NET



5

Dr. Hansa Chauhan
Assistant Professor
M.Sc., M. Phil, Ph. D.



COMPUTER SCIENCE

1

Mr. Rajeev Sharma
Assistant Professor
M.C.A., NET, GATE



FACULTY OF COMMERCE

1

Mr. Pritam Lal
Associate Professor
M. Com., M. Phil NET



2

Dr. Basu Dev Garg
Assistant Professor
M. Com., MBA, M. Phil,
Ph. D., NET, SLET



3

Ms. Kumari Poonam
Assistant Professor
M. Com., M. Phil, B. Ed., (NET, SET)

Important Note

(Regarding Admission for the Session 2024-25)

1. The candidates have to apply online on the college website: www.gcghumarwin.ac.in
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3. The completed online form should be submitted on or before the dates decided by the Institution/HP University Notifications.
4. After the approval of admission form by the Admission Committee of the college, the selected candidates will have to submit the Fees and other dues online within the specified dates, failing which your admission for any Programme /Course will stand, cancelled.
5. The admission will be purely provisional, and will be cancelled at any stage, if the information submitted online is found incorrect.
6. The provisional admission will be finalized after the verification of the original documents/testimonials.
7. The College will follow the orders/Guidelines of Higher authorities for the process of admission.
8. Important dates regarding admission will be displayed on the college website; therefore the candidates are advised to check the college website regularly.
9. During the COVID-19 Pandemic the students have to follow the latest SOP's issued by the concerned authorities.
10. The regular classes (online/offline) of the admitted candidates will be started as per the directions of Higher Authorities.
11. List of forms to be downloaded:
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PRINCIPAL
SVGC GHUMARWIN
DISTT. BILASPUR H.P-174021

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Swami Vivekanand Govt. College Ghumarwin (H.P.)

An Introduction

Named after Swami Vivekanand, a great visionary, spiritual leader, the college was established with the notification of the state Govt. on July 1, 1994 for running arts faculty only. The majestic and well-designed building of the college was built by the ACC and was handed over in 1999. Science and Commerce faculties were started in 1998. The college is affiliated to H.P. University and was given due recognition under UGC section of 12(B) in 2008 and 2 (f) in 2009. Two new vocational courses BCA and PGDCA were started in 2009 under the self-financing scheme. In the year 2012, M.A. English was started. In the same year another vocational course B.B.A. was started under self-financing scheme. Two more PG courses M.Sc. Physics and M.Sc. Mathematics were introduced in 2017, M.A. Political Science & M.Com. in 2019 and M. Sc. Chemistry, M. Sc.

Botany and M. Sc. Zoology were also introduced in 2020. In the year 2020, NAAC team visited the college and the college is re-accredited as 'B Grade' institution. At present the college is spread over 73.11 bighas of land. The entire campus of the college is under CCTV surveillance and is connected to Wi-Fi and Broadband Internet system.

The college is dedicated to the cause of learning by imparting education to inculcate a sense of responsibility & devotional service among the students. The college provides a blend of academic, cultural, sports and intellectual resources. It also brings to the students a dynamic environment for the overall development of their personalities, aspirations and talents. Today, the college is known as one among the finest institutions in the state for Sciences, Humanities and Commerce. The college has registered a tremendous growth in enrolment. At present about three thousand students, coming from far-flung rural areas, are studying various UG and PG courses being run by this college.

The college has well-furnished laboratories in the Science faculty and also in the Departments of Geography, Music and Computer Applications. It has a girls' hostel having a capacity to accommodate 91 girl students. It has its own well-furnished gymnasium, a boxing ring, Playground, Examination hall, as well as a well-equipped conference Hall. The college has a well-stocked library.

Over the years, the college has shown consistently very good results as compared to H.P.U. pass percentage and every year students of this college get positions in the merit lists notified by H.P.

Vision of the college: Swami Vivekanand Government College Ghumarwin is proving to be a key factor for the economic and social transformation of the region. The college is committed for the holistic development of its students by making them academically excellent, professionally skilled, mentally strong and socially responsible citizens.

Mission of the college:

To manifest the perfection by imparting a quality and character-building education.

To enable students to face the challenges of life and meet out the needs of society.

To harmonize the traditional values as well as embracing new values to keep pace with the progress of Science and Technology.

To foster the values of healthy competition, mutual cooperation and social responsibility, students are motivated to participate in different co-curricular activities.

The institution is committed to provide an environment, conducive to innovation and team spirit.

The institution is dedicated to the cause of learning by imparting education that inculcates a sense of responsibility among the students.

RAGGING-A PUNISHABLE OFFENCE

If an individual or a group of students gives mental or Physical Torture to a new student because of which he/ she is afraid/unable to pursue his/ her studies in an academic atmosphere, it shall be treated as ragging.

Any student, found involved in ragging, will be punished appropriately and the punishment may include:

Expulsion from the College/University

Suspension from the classes

Fine with a Public Apology

Withholding Scholarships or other benefits.

Ban to represent the college in various sports / cultural events.

Suspension or expulsion from hostel or mess.

Legal proceedings under criminal law shall be initiated. Any person, who is found to contravene the provisions of subsection (I) of H.P. Education Institution (Prohibition of Ragging) ordinance, 2009 shall, on conviction, be punished with imprisonment for a term which may extend up to three years or fine which may extend up to fifty thousand rupees or both.

ANTI-RAGGING COMMITTEE

MEMBERS:

1. Prof. Pritam Lal 78767-21707
2. Prof. Bachan Singh 82190-06646
3. Prof. Suresh Sharma 94180-26385
4. Prof. Sita Ram 94180-52378
5. Prof. Shakti Singh 70180-25312
6. Dr. Ripon (Skt) 73823-60001

ADMISSIONS/ TEACHING/ EXAMINATION/ VACATION SCHEDULE FOR SESSION 2024-2025

A. Admission Date:

<p>Last date for receipt of online Admission form in respect of</p> <ol style="list-style-type: none"> 1. MA(English) 2. MA(Pol. Science) 3. M.Com. 4. M.Sc.(Physics,Botany, Zoology, Chemistry, Maths) <p>Note: The candidates who have appeared and qualified the Entrance Examinations conducted by HP University Shim.la will be entertained in the first counseling in this institution. If seats remain vacant, the directions/rules of HP University will be adopted.</p>	<p>Last date for submission of online application forms : 25/07/2024</p> <p>Display of first tentative merit list : 27/07/2024, 12 Noon</p> <p>Verification of documents / counselling of students : : 29 and 30 July 2024 (10 AM to 3 PM)</p> <p>List of students approved for admission after verification of documents : 30/07/2024, 5 PM</p> <p>Online Fee deposition : 1 and 2 August 2024, 5 PM</p> <p>Display of 2nd Merit List : 3/08/2024, 5 PM</p> <p>Online fee deposition for 2nd Merit List : 5 and 6 August 2024, 5 PM</p>
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B. Admission

1. The candidates would be called for interview/admission/counseling in order of merit in the ratio of 1:3 times of the vacant seats.
2. It will be the responsibility of the candidate to produce the result of the qualifying examination on the date of the interview/counseling. In case he/she anticipates that the result may not be declared by the date of the interviews/counseling, it should be obtained confidentially from the University and produced at the time of the interview/counseling.
3. In case, some seats remain vacant or fall vacant subsequently, the same will be filled after calling the candidates in order of merit, only out of the list of the candidates who have been interviewed earlier and were eligible (having passed the qualifying examination on the date of interview). The names of such candidates will be displayed on the notice board/college website.
4. The final eligibility of the candidate will be determined by the admission committee after verification of the original documents. In case of unavoidable reasons, the candidates who are not able to appear in person may depute an authorized person along with all the required original and Photostat documents for verification, failing which the merit of the candidate will stand cancelled.

C. Last date for admission against the vacant /vacated seats (if any) :will be notified later on

4.1 Fees and other dues: In case, the rates of fee and other dues are enhanced by the University, the same will be applicable for the session 2023-2024 also.

Fee Structure of various classes for the session 2024-25

Sr. No.	Name of the Fund	M.A- English, Political Science, M.Com		Master of Science - 1st Semester					
		Boys	Girls	Maths		Physics		Zoology ,Bot Chem.	
				Boys	Girls	Boys	Girls	Boys	Girls
1	Government Fund								
	Admission Fee	25	25	25	25	25	25	25	25
	Tution Fee	300	---	300	---	300	---	300	---
	Total (1)	325	25	325	25	325	25	325	25
2	H.P.University Fund								
	Registration Fee	10	10	10	10	10	10	10	10
	Sports Fee	15	15	15	15	15	15	15	15
	Youth Welfare Fund	15	15	15	15	15	15	15	15
	Holiday Home Fund	1	1	1	1	1	1	1	1
	Univ.Dev.Fund (Rs. 100/0 for								
	IRDP/BPL Students	250	250	250	250	250	250	250	250
	Total (2)	291	291	291	291	291	291	291	291
3	College Fund								
	Campus Dev.Fund	10	10	10	10	10	10	10	10
	Cultural Activity Fund	20	20	20	20	20	20	20	20
	Furniture Repair Fund	10	10	10	10	10	10	10	10
	Magazine Fund	50	50	50	50	50	50	50	50
	Book Replacement Fund	25	25	25	25	25	25	25	25
	Medical Fund	6	6	6	6	6	6	6	6
	Identity Card Fund	10	10	10	10	10	10	10	10
	Amalgamated Fund (halfly)	150	150	150	150	150	150	150	150
	Building Fund (halfly)	60	60	60	60	60	60	60	60
	House Exam Fund	40	40	40	40	40	40	40	40
	Student Aid Fund	2	2	2	2	2	2	2	2
	N.C.C. Fund	10	10	10	10	10	10	10	10
	Library Security (Ref.)	100	100	100	100	100	100	100	100
	Ranger & Rover Fund (halfly)	30	30	30	30	30	30	30	30
	Sports Fund (halfly)	120	120	120	120	120	120	120	120
	Red Cross Fund	40	40	40	40	40	40	40	40
	Comp. & Internet Facility	20	20	20	20	20	20	20	20
	Total (3)	703	703	703	703	703	703	703	703
	Total (1+2+3)	1319	1019	1319	1019	1319	1019	1319	1019
4	Practical Fee					1240	1240	1240	1240
	Total (1+2+3+4)	1319	1019	1319	1019	2559	2259	2559	2259
5	PTA	400	400	400	400	400	400	400	400
	Total (1+2+3+4+5)	1719	1419	1719	1419	2959	2659	2959	2659

Note :For late deposition /payment of fee, a fine of Rs. 10.00 per day, subject to a maximum of Rs. 100.00 will be charged and there after the name of the defaulter will be struck off.

1. The Government of Himachal Pradesh, Department of Education vide letter NO. Shiksha-1 (1)2-1 189 dated 2-8-1995 received from the Registrar's Office vide letter No. 4-41/93-HPU(Genl)dated 16th September, 1995 *has* exempted tuition fee for girls for admissions to various courses.
2. The Registrar, H.P.University, Shimla vide letter/notification No. 4-16/2012HPU(Acad.) dated 2.1.2013 has conveyed the decision of Executive Council of its meeting held on 17.9.2012 taken vide Any Other Item adopted the H.P.State Govt.'s Instructions/Rules that no tuition fee be charged from the students with 40% and above disability:
The student with special needs with more than 40% disability, admitted in any course of study running in the Institution will not be charged any fees.
3. The Fees is to be paid online.
4. The Annual charges for both the semesters in a year will be payable at the time of admission.
5. If a student chooses to withdraw from the program of study in which he/she is enrolled, the institution concerned shall follow the following five tier system for the refund of fees remitted by the student:

Sr.No.	Percentage of Refund of Aggregate fees*	Point of time when notice of withdrawal of admission is received in the College/Department
1.	100%	15 days or more before the formally notified last date of admission
2.	90%	Less than 15 days before the formally notified last date of admission
3.	80%	15 days or less after the formally notified last date of admission
4.	50%	30 days or less, but more than 15 days after formally notified last date of admission
5.	0%	More than 30 days after formally notified last date of admission

*(Inclusive of course fees and non-tuition fees but exclusive of caution money and security deposit)

- a) In case of 1. In the table above, the HEI concerned shall deduct an amount not more than 10% of the aggregate fees as processing charges from the refundable amount.
- b) Fees shall be refunded by the HEI to an eligible student within fifteen days from the date of receiving a written application from him/her in this regard.

HOSTEL FEE and FUNDS

H.O. A/c	Fee and Funds	Amount to Be charged
Govt.FUND	Hostel Admission Fee	10.00 p.a
	Room rent per seat @ Rs.30.00 per month	360.00 p.a
College Dues	Hostel Maintenance Fund	600.00 p.a
	Utensil charges	5.00 p.a
	Hostel Identity Cards	10.00 p.a

Common Room Fund	120.00 p.a
Attendant Fee	300.00 p.a
Establishment Charges	120.00 p.a
Electricity charges	2400.00 p.a
Water charges	120.00 p.a
Sweeper charges	360.00 p.a
Depreciation Charges	600.00 p.a
Hostel Security (Refundable)	500.00
Furniture Security (Refundable)	100.00
Mess Advance Refundable/Adjustable	500.00
Total	6105
Mess Charges Extra	

Note: If electricity bill would be more than the electricity charges collected, the extra amount will have to be shared by all Hostellers equally.

INFORMATION REGARDING ADMISSION TO VARIOUS COURSES

GENERAL:-

1. The subject and marks in qualifying examination as mentioned in the respective courses
2. The upper age limit 26 years for boys and 28 years for girls and 29 years in case of SC/ST candidates (both for boys and girls) as on 1st July of the concerned year. Note: Himachal Pradesh University has adopted the age relaxation upto a maximum of 5 years to persons with disabilities in admission to various courses vide UGC letter No. 6-1/2002 (CPP-II)- Vol.III dated July, 2006 received from the Academic Branch vide Office letter No. 4-16/93-HPU (Acad) vol-IV dated 14th September, 2006.
3. The minimum eligibility for admission to Postgraduate courses will be 20-24 credits in the subject concerned in the Undergraduate degree.
4. In CWPN No. 1992 of 2017 titled Archana Thakur Vs State of Himachal Pradesh and others the Hon'ble High court of Himachal Pradesh has directed that vacant reserved seats meant for SC and ST categories in educational institutes including Schools, Colleges and Universities, which remain unfilled after exhausting the list of available and eligible SC and ST candidates, should be thereafter offered and filled from the amongst eligible candidates from open category on the basis of merit. Hon'ble High Court further clarify that in case any cut off limit has been fixed, then only those candidates of open category should be admitted against the vacant seats, who have gained marks at par with the cut off limit.

Note: No request for change of category once opted/filled in the online /offline application form after last date of application notified by the University will be entertained under any circumstances.

1) INFORMATION REGARDING ADMISSION TO M.SC. (BOTANY/ ZOOLOGY/ PHYSICS / CHEMISTRY/MATHEMATICS):

2) M.Sc. Course (FACULTY OF PHYSICAL SCIENCES)

Department of Chemistry	30 + 1 Single Girl Child
Department of Mathematics	40 + 1 Single Girl Child
Department of Physics	40 + 1 Single Girl Child

3) M.Sc Course (FACULTY OF LIFE SCIENCES):

Department of Botany	30 + 1 Single Girl Child
Department of Zoology	30 + 1 Single Girl Child

- 4) Eligibility: A Bachelor's degree of a University established by law in India (with the subject of opting for M.A./M.Sc. as one of the subjects) with a minimum of 48 credits in Major subject, 48 credits in two minor subjects, 9 credits in compulsory, 1 credit in GI & hobby with aggregate of 106 credits for the award of pass degree

OR

A Bachelor's degree with II Division or with at least 45% marks (40% in case of SC/ST candidates) in aggregate in the subject concerned in three years of degree or Honours in the subject concerned. In case of Physics the candidate must have passed B.Sc. with Mathematics as an elective subject.

5. Basis of Admission:

The admission to these courses will be made strictly on the basis of marks obtained in the Entrance Test and shall be open to all, subject to the reservation approved by the University/State Govt. The merit will be determined on the basis of competitive examination.

The minimum qualifying marks for the Entrance Test will be 35% (in case of SC/ST candidates, the minimum qualifying marks shall be reduced until the full SC/ST quota for admission has been exhausted) for calling the candidates for Interview/Admission.

6. DEPARTMENT OF ENGLISH Admission to MA. English

- 1) Number of Seats: 30 + 1 Single Girl Child

2) Basis of Admission and Eligibility: The admission will be made strictly on the basis of marks obtained in Entrance Test. The test will be open to all with any graduate degree such as B.A./B.Sc./B.Com./B.Sc. (Agri.)/B.Sc. (Home Science)/B.Sc. Engg. /MBBS./BAMS/ GAMS/ B.Pharm/ B.T. or B.Ed./B.Lib.Sc./B.L./B.V.Sc./B.E./B.Tech./Vashishta Shastri/ BBA/BCA of University established by law in India with a minimum of 48 credits in Major subject, 48 credits in two minor subjects, 9 credits in compulsory, 1 credit in GI & hobby with aggregate of 106 credits for the award of pass degree

OR

A Bachelor's degree with at least Second division in aggregate or 45% marks in the subject or Honours in the subject of study for M.A. For SC./ST. candidates the eligibility will be 45% in aggregate or 40% marks in the

subject or Honours in the subject of study for M.A. The Entrance Test will be of 70 marks but the final merit will be determined out of hundred marks.

The minimum qualifying marks in the Entrance Test will be 35% to make the candidates eligible for interview/ admission. In case of SC/ST candidates, the minimum qualifying marks shall be reduced until the full SC/ST quota for admission has been exhausted.

- 3) Reservation :Reservation for various categories will be provided as per the University/HP Govt. Rules.
- 4) Age Limit : As per the HP University Rules applicable to other Master's Degree Programmes of the University. The forms will be filled up online. The fee deposited will not be refunded under any circumstances.

7. DEPARTMENT OF POLITICAL SCIENCE

Admission to M.A. Political Science

- 1) Number of Seats: 30+ 1 Single Girl Child
- 2) Eligibility : A Bachelor's Degree or equivalent with a minimum of 48 credits in Major subject, 48 credits in two minor subjects, 9 credits in compulsory, 1 credit in GI & hobby with aggregate of 106 credits for the award of pass degree with at least 50% marks in aggregate (45% in case of SC.ST.) from a University established by law in India.

8. Master of Commerce (M.Com.)

- 1) Number of Seats: 30 + 1 Single Girl Child
- 2) Eligibility: With a minimum of 48 credits in Major subject, 48 credits in two minor subjects, 9 credits in compulsory, 1 credit in GI & hobby with aggregate of 106 credits for the award of pass degree.

OR

B.Com/B.Com (Hons) Or Bachelor's degree in Business Administration or B.A. with Commerce or M.A./M. Sc. in Economics/Statistics/Mathematics. OR B.A./B.Sc. degree with Economics/Statistics/Mathematics.

OR

Degree of a foreign University which may be recognised as equivalent for the purpose by the Vice-Chancellor of the affiliating University with such conditions as he may impose regarding the additional courses of study, which the candidate would be required to pass to qualify for the degree.

- 3) Basis of Admission :The admission to the above courses will be made strictly on the basis of marks obtained in the entrance test. (The duration of the M.A. ,M.Com. and M.Sc. courses will be two academic years spread over in four semesters).
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ROSTER

Roster system is applied to UG and PG courses in the college. HP University 120 point reservation roster for admission to all courses is, hereby given below:-

1 PWD	26SC	51	76	101 PWD
2	27ST	52SC	77	102
3	28	53ST	78SC	103
4	29	54	79SP	104
5	30	55	80ST	105
6	31	56	81 CUL	106 SC
7SC	32	57	82(PWD)	107ST
8	33SC	58	83	108
9	34	59SC	84	109
10	35	60SP	85SC	110
11	36	61CUL	86	111
12 SC	37	62(PWD)	87	112
13 ST	38CUL	63	88	113
14	39SC	64	89	114 SC
15	40SP	65SC	90	115
16	41ST	66	91SC	116
17	42(PWD)	67ST	92	117SP
18SC	43	68	93ST	118CUL
19SP	44	69	94	119SC
20CUL	45	70	95	120ST
21	46SC	71	96	
22	47	72SC	97SC	
23	48	73	98CUL	
24	49	74	99SP	
25	50	75	100HC	
PWD-5%	CUL-5%	SP 5%	SC 15%	ST 7.5%
6	6	6	18	9

Post Graduate Courses

The college offers Post-graduate courses in the subjects of English, Political Science, Commerce, Physics, Chemistry, Botany, Zoology and Mathematics. In the courses of English, Political Science, Commerce, Botany, Chemistry, Zoology, there are 30 seats each where as in the subjects of Physics and Mathematics there are 40 seats each. Admission to these courses are done on the basis of marks obtained in entrance test conducted by HPU in the month of May. The PG courses syllabi of HPU is followed in original.

STUDENTS CENTRAL ASSOCIATION FOR THE INSTITUTION :

As per Ordinances of the HP University Shimla.

12. CONDUCT AND DISCIPLINE OF STUDENTS:

12.1 A student involved in the violation of any of the rules or regulations of the Institution or in any way involved in any act of indiscipline may be placed on conduct probation by the Head of the Institution.

A student placed on conduct probation shall not be allowed to represent the Institution or the University in any meet, tournament, youth festival or cultural competition during the period of his Conduct Probation and shall also remain suspended from any office that he may be holding in any student organisation. If a student, who has been on conduct probation on two previous occasions, commits an act of indiscipline, he shall be expelled from the Institution.

Note : "Students found to have been involved in the act of ragging will be dealt with as per provision of Statute 23-A and recommendations of the Committee constituted by the Hon'ble Supreme Court of India in SLP No. 24295 of 2006 (Raghvan's Committee Report)".

1. Ragging means and includes any type of physical or mental torture, done by any individual or group either through words or conduct, which creates an apprehension in the mind of a person. As such he/she is prevented from pursuing his/her studies in an atmosphere free from fear or physical/psychological torture. Any person who aids or abets such an action shall be guilty of ragging.
2. There shall be no ragging in and outside the teaching departments of the College or the hostel and also on roads / approaches leading to College / Hostel.
3. The Head of the College, at the commencement of each session when new admission taken place, shall have a written undertaking from every student (old or new) to the following effect:-
"I have gone through the rules and regulations regarding ragging and discipline of the University/College/Institution and I hereby solemnly affirm that I will not indulge in any act of ragging/indiscipline and that if I am found guilty of such offences as are covered under these rules, will have no claim against the order of the rustication/expulsion from the University /College /Institution."
4. If a Candidate is found indulging in ragging directly or indirectly, the competent authority, after enquiry, if satisfied, shall expel the guilty student(s) from the Institution.

12.2 Rustication and Expulsion of Students:

Rustication shall mean loss of one academic year i.e. the student concerned shall not be allowed to appear in any University examination during the academic year in which he is rusticated. The actual period of expulsion from the College or Institution shall depend upon the time of the year when the rustication order is passed. A rusticated student may with permission of the Head of the College or Institution rejoin the class in the same College or Institution after the time of rustication in the following academic year.

12.3 A student who is expelled from a College or Institution shall not be allowed to appear in any University examination during the academic year in which he is expelled and the next academic year and shall not thereafter be re-admitted to the same or any other College or Institution without the prior sanction of the concerned authority. Each case of rustication or expulsion shall be reported to the Registrar of the University immediately after the order is passed. A certificate signed by the College or Institution to the effect that the student has been given adequate and reasonable opportunity to explain his position before the order was passed, shall accompany the report.

13. GENERAL: Notwithstanding anything contained in this Handbook the students will have to abide by the provisions of the H.P. University Act, Statutes, Ordinances, Rules and Regulation as may be framed and amended from time to time.

FINES AND PENALTIES

1. a) Failure to pay dues on due date will entail a fine of Rs. 1 per day.
b) In case a student does not deposit his/her dues in advance his/her name will be struck off from the roll at the end of the month.
c) The name of the student shall also be struck off from the roll of the college, if he/she remains absent without leave for *Continuous 10 days or more*.
d) *If the name of a student is struck off, he/she must be accompanied by his/her parent or guardian at the time of re-admission.*
e) In case, the name of student of struck off, re-admission is permissible, with a fine of Rs. 100.00 on the *recommendation of concerned teachers*.
f) If the name of a student is struck off for the second time, he/she will have to pay a fine Rs.200. Students will not be admitted if his/her name is struck off for the third time.
g) Once name is struck off, the student must readmit himself/herself within seven days. After that he/she will have to pay a fine of Rs.10/- per day at the time of re-admission.
h) The Principal can expel a student from the college if he/she is found guilty of misconduct.
i) Every student will have to procure No-dues certificate from college Library/ concerned Science department/ N.S.S/ N.C.C / Sports /College Canteen etc. if he/she wants to leave the college.
j) The security deposit will lapse if a student does not apply for refund of security within one year of his/her leaving the college.
2. Other fines will be as given below
 - i) Absence for one period Rs. 1/-
 - ii) Absence per practical Rs. 3/-
 - iii) Absence in House Exam. Rs 20/- per paper
 - iv) Delay in returning books Rs 1/- per day per volume
3. Students are advised to preserve fee receipts, etc. issued by the college for future use. In case a fee receipt is lost,

photocopy of the same can be obtained from the fee clerk on payment of Rs.20/- (Rs. Twenty only.)

Note: The above rates are subject to change by H.P. Govt. from time to time.

SCHOLARSHIPS/ CONCESSIONS

The College offers the following Scholarships and Concessions.

1. Maharshi Balmiki Chhatravritti Yojna-for girls belonging to Balmiki families.
2. Indira Gandhi Utkrisht Chhatravritti Yojna, Merit Scholarship.
3. IRDP Scholarship.
4. Scholarship to the children of Armed forces personnel killed/disabled during different wars.
5. Post matric scholarship to SC/ST/OBC students
6. National merit scholarship with an income group of Rs. 100,000. p.a. The concerned students are directed to obtain scholarship forms from the college office and submit those complete in all respects within the specified dates notified from time to time duly recommended by the tutor.

COLLEGE LIBRARY: ITS RULES & FACILITIES

- i) The college library has more than 12500 books. The library subscribes 25 magazines, 18 Hindi English Newspapers, Daily & Weekly, 20 printed journals and 38000 E- Journals as well as 91,000 E-books for its users.
- ii) The library has a sitting capacity for about 200 students in its reading section.
- iii) Two books are issued for a period of 30 days only, Fine @ Rs.1.00 per day per book will be charged from the defaulters. Books can be re-issued for a short period if it is in great demand by the users.
- iv) In case a book/books is/are lost/ damaged / torn by the user, he/she will have to replace the same of latest edition or pay actual cost with 20% extra of the same.
- v) Reference books/newspapers/journals /magazines will not be issued in any case

but the same can be consulted with in library premises with the written permission of the Librarian.

- vi) The Identity cum library card is a legal document and must be preserved carefully. The same will be issued to the students from the library immediately after their admission in the college. In case it is lost, student should return the book/books borrowed in the library and submit a written request to the librarian about/for loss and getting duplicate card. An amount of Rs.20/- shall be payable for issued of duplicate "Identity cum library card."
- vii) Every user who enters the library shall sign the register in token of his/her acceptance to adhere to the rules of the library.
- viii) All belongings except purses and notebooks shall not be allowed to be carried with the readers beyond the issue counter. These shall be kept/deposited at the property counter.
- ix) A security amount of Rs. 100.00 (Refundable) is taken from the every student at the time of first admission in the college.
- x) The college library has a well stocked Book Bank from where any student can get a book issued for the whole session on nominal fee by depositing refundable security for a particular book. For details contact Librarian
- xi) The reader shall keep silence within the library premises.

LEAVE RULES FOR STUDENTS

- i) A student can proceed on leave with prior permission from the Principal but the application should be signed by the parent/guardian of the student and duly recommended by the tutor.
- ii) A tutor/class teacher can sanction leave upto 3 days while a leave application upto 7 days is to be sanctioned by the Chief Tutor Vice Principal. Leave for more than 7 days is to be sanctioned by the Principal only.

- iii) The application must be got sanctioned by the applicant himself/herself and he/she must ensure that the concerned subject teachers have noted down the leave. Application being brought for sanction not by the applicant himself/herself but by some other student will not be considered.
- iv) Leave on account of illness, if it is for more than three days, must be accompanied by a medical certificate/ Registration Slip.
- v) Student may proceed on any kind of leave but he/she must deposit his/her fees/fines on the appropriate day. Otherwise his/ her admission will stand cancelled. Similarly, he/she is also required to return the books on the fixed day.
- vi) Students, who go for participation in various inter-college games or other competitions will have to get their leave sanctioned & noted by the concerned subject teachers before their departure for the participation.
- vii) Leave during House Examinations will be sanctioned by the Principal after the recommendation of the concerned subject teachers in special cases only.

ANNUAL PRIZE-DISTRIBUTION

Prize Distribution Function is held every year in the month of March and various prizes such as academic, sports and cultural are awarded to the students in order to encourage them. Students standing first and second in aggregate and in the subjects are felicitated subject to the fulfilment of other conditions such as those, who are claiming first or second prizes in aggregate must not have less than 50% marks in aggregate and those, who are claiming prizes for standing first or second in the subjects must have at least 50% marks in the concerned subject and must have passed in all the subjects. In case the number of students in a subject is less than 10, there will be only first prize. Similarly for college level competition in Sport/NSS and all other extra curricular activities excluding academics if the number of teams / students is less than 5, no prize is awarded.

RULES FOR AWARD OF PRIZES ACADEMICS

- * First and second prize to students of undergraduate classes standing I and II in the subjects respectively in the College in HPU Annual JHouse Examination
- * Students not securing 50% marks in the aggregate or in the subject concerned and not passing examination in all subjects of study shall not be considered for the prizes
- * College Roll of Honour will be awarded to a student securing a position in HPU merit list.

SPORTS / CULTURAL/NCC/NSS

- * First, second and third prize to students securing I, II and III position respectively in National/Inter-Zonal/inter Varsity/ HP University/HP State sports/ Cultural events.
- * First and second prize to students securing I and II position respectively in the college sports cultural events.
- * Prizes to NCC students for participation in RD parade, selection in National Directorate level camp/State RD position in shooting, best-turnout and selection as Best Cadet.
- * Prizes to NSS students for selection as Best Volunteer and Group Leader.
- * "College Colour" to students for their outstanding performance in National/State/HPU sports of cultural or NCC or NSS events.

TUTORIAL/MENTOR GROUPS

Tutorial groups are formed as soon as a new academic session begins. In the tutorial classes students discuss their academic problems face to face with their teachers, Those, who do not attend the tutorial classes are fined.

ROVERS AND RANGERS

One unit of Rovers (Male Section) and one unit of Rangers (Female Section) have been sanctioned by Bharat Scouts and Guides H.P for the college. Scouting and Guiding educate an individual through various social activities/programmes and competitions which are mainly based on community development.

NATIONAL SERVICE SCHEME

The college has two units of N.S.S. The enrolment is made by the Programme Officers All interested students have to apply to join N.S.S

NATIONAL CADET CORPS (NCC)

The College has one NCC wing attached with IHPBN Solan. This is a three year course and enrollment is done only in the 1st year by the PI staff deputed by the Unit. There are total 54 vacancies. 33% are for girls.

COLLEGE MAGAZINE

A college magazine, in its true form, mirrors a profile of the college. The college brings out the yearly issue of its magazine named "PARIJAT". The students may submit their articles within the specified date for inclusion in the magazine.

SELF FINANCING COURSES

The college is also running Bachelor of Computer Applications (BCA), Bachelor of Business Administration (BBA) & Postgraduate Diploma in Computer Application (PGDCA) under self-financing Scheme. A separate prospectus is available for these courses in the college. HEIS is running these courses in the college.

CAREER GUIDANCE AND COUNSELING CELL

A Career Guidance and Counseling cell has been established in the college to guide and counsel students regarding their career. In this connection cuttings of advertisements for different posts/training programmes from various newspapers are displayed for students' benefits. A separate cell has been set up in the college library to guide as well as provide career-oriented information to the students.

CONDUCT AND DISCIPLINE

A student is defined as one who devotes his time in the pursuit of knowledge by engaging in fruitful studies. This is only possible if students help the college staff in surging up a conducive and healthy environment in the college. For maintaining discipline in the college campus, the Principal can impose fine, suspension or expulsion of any student who is found indulging in such misconduct as listed below.

- a) i) Ragging is banned in the institution

COLLEGE ACTIVITY (TENTATIVE) CALENDER 2024-25

S. No.	Date &Month	Name of activity	To be organised by	In Collaboration with
1	August, 2024			
	1 st August 2024	Regular Teaching		
	15 th August, 2024	Independence day celebration	NCC, Rover & Rangers, NSS	
	22 nd August, 2024	One day sensitization workshop	Red Ribbon club	DAPO
	In the month of August	Plantation camp	NSS/NCC/R & R	
	Last Week of August	Talent hunt	Cultural committee	Co curricular committee
2	September 2024			
	5 th September, 2024	Teacher's day	Literary club	
	1 st week of September, 2024	Quiz competition	Red ribbon club	Botany/Zoology/GCC
	14 th September, 2024	हिंदी दिवस	Hindi dept.	Literary club
	16 th September, 2024	World Ozone day	Eco club	All science departments, Geography dept.
	24 th September, 2024	NSS day	NSS unit	
	27 th September, 2024	विश्व पर्यटन दिवस	TTM dept.	Tour and excursion committee
3	October, 2024			
	2/3 week of October, 2024	Seminar	Red ribbon club	HPSACS
	11 October, 2024	National girl child day	Rover & Rangers	
	13 th October, 2024	International natural disaster reduction day	Eco club	NSS,NCC,R & Rs
	2/3 week of October, 2024	Rangoli and Mehandi competition	Co curricular committee	Cultural committee
4	November, 2024			
	11 th November, 2024	National Education day	Education dept.	Literary club
	14 th November, 2024	Children day	NSS unit	
	November, 2024	Lecture on career opportunities in various fields	Career , counseling and guidance cell	District employment officer
	November, 2024	Motivational lecture on banking services	Commerce society	
	November, 2024	Essay competition on social inequality	Social science club/society	
	17 th November, 2024	National Journalism day	J & MC dept.	Press committee
	26 th November, 2024	Constitution Day	Deptt. of Pol. Sc.	

5	December, 2024 (Note: the activity schedule for the month of December is tentative, subject to the midterm examination schedule)			
	1st December, 2024	World AIDS day/blood donation awareness camp	Red ribbon club	Botany/Zoology/Gender Champion Club
	2 nd December, 2024	National pollution control day	Rover and rangers	Eco club
	5 th December, 2024	Wildlife conservation day	Science society	Zoology, Botany and Chemistry
	December, 2024	Spot photography/ caption photography	Co curricular committee	
	10 TH December, 2024	मानवाधिकार दिवस	Social science club/society	Pub. Admin. , Political Sci dept.
	16 TH December, 2024	विजय दिवस	NCC	NSS, R & Rs
	22 nd December, 2024	राष्ट्रीय गणित दिवस	Maths dept.	
6	January, 2025			
	January, 2025	Educational Tour (for final year students)	Tour and excursion committee	
		NSS special camp	NSS unit	
7	February, 2025			
	Second day of 2 nd week of February (7 th Feb.)	सुरक्षित इंटरनेट दिवस	BCA, BBA dept.	
	13 TH February, 2025	विश्व रेडियो दिवस	J & MC dept.	Press committee
	2 nd week of February, 2025	Annual Athletic Meet	Physical Education dept.	All staff members (teaching/non-teaching)
	3 rd week of February, 2025	CSCA function cum Annual Cultural Day	Cultural committee	Co curricular committee, All staff members (teaching/non-teaching)
	28 th February, 2025	Science day	Science society	All science faculties
	2/3 week of February, 2025	Group discussion/RRC Talks	Red ribbon club	GCC
	4 th week of February, 2025	Motivational lecture for competitive examinations	Career , counseling and guidance cell	
8	March, 2025			
	8 th March, 2025	International Women's day	Gender Champion Club	All staff members
	22 nd March, 2025	World water day	Eco club	Science dept. , Geography dept.
	2/3 rd week of March, 2025	Annual Prize Distribution Function		

Pictorial Glimpses of 2024-25





रैगिंग एक दण्डनीय अपराध

महाविद्यालय का कोई भी छात्र/छात्रा रैगिंग में संलिप्त पाया गया तो इसे दण्डनीय अपराध माना जाएगा। संलिप्त पाए जाने पर निम्नलिखित कार्यवाही की जा सकती है।

- ▀ महाविद्यालय से निष्कासन
- ▀ कक्षाओं से निलम्बन
- ▀ जुर्माना या लोक क्षमा याचना
- ▀ सरकार द्वारा प्रदत्त छात्रवृत्तियाँ या अन्य आर्थिक लाभ रोकना।
- ▀ महाविद्यालय में आयोजित गतिविधियों में भाग लेने से वंचित रखना।
- ▀ छात्रावास से निष्कासन या निलम्बन।
- ▀ कारावास, जुर्माना या दोनों।
- ▀ अपराधी कानून के अन्तर्गत कानूनी कार्यवाही आरम्भ किया जाना।

ANTI RAGGING HELPLINE

National : 24×7 Anti Ragging Helplines

1) Toll Free :1800-180-5522

2) E-mail : helpline@antiraging.net

E-mail : cm-hp@nic.in