



GOVT. DEGREE COLLEGE CHINTPURNI (UNA)

Prospectus

Undergraduate Programmes 2025-2026

Govt Degree College Chintpurni, Tehsil Amb Distt.

Una (H.P.) 177109

College Website [http:// gdcchintpurni.ac.in](http://gdcchintpurni.ac.in)

OUR VISION

Our Vision is to cultivate a vibrant environment rooted in robust, values-based academic principles aimed at nurturing mental and spiritual resilience. We prioritize clarity of thought to foster holistic student development, encompassing all aspects of their personality.

OUR MISSION

Our mission is a steadfast commitment to awakening and nurturing the latent qualities residing within every student. Through our tireless efforts, we strive to imbue them with a deep-seated appreciation for equity, fostering a sense of belonging within their community. We emphasize the cultivation of individual responsibility, installing discipline as a cornerstone of personal growth. Moreover, our aim extends beyond mere academic achievement; we seek to cultivate a harmonious environment where diversity is celebrated and mutual respect prevails. In doing so, we aim to equip our students with the tools and values necessary for success not only in their academic pursuits but also in their lives beyond the classroom harmony.



FROM THE DESK OF THE PRINCIPAL

My Dear Students,

I would like to take this opportunity to extend a warm welcome to all the new students to this institute.

As the Principal of Government College Chintpurni, I take great pride in leading this institute. It's an honor for me to collaborate with students and staff, striving to make this college the finest in the region. We cherish every individual under our care. I firmly believe that education encompasses both academic prowess and creativity. My goal as Principal is to foster an environment that empowers our students to develop robust, reflective and discerning minds, capable of navigating all facets of life. Our faculty comprising highly dedicated and qualified professionals ensures an enriching classroom experience. We are committed to nurturing the intellectual and emotional growth of our vibrant student community. Our aim is to equip them with the best possible preparation for life, instill in them the ability to confront the challenges of tomorrow and inspire them to make meaningful contributions to both India and the world.

I am delighted to welcome you to your own college at any time. We are eager to participate in the education of your child and instill in him/her ethical values for glorious future. We encourage our departing students to embody hard work as the corner stone of success.

Finally, I advise our students to dedicate themselves whole heartedly to their endeavors, so that their aspirations, as well as those of their parents may manifest into reality

Thanks.

Dr. Ajay Kumar
Principal

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TENTATIVE ADMISSION SCHEDULE

Schedule of Admission/Teaching/Examination and Vacation for the Academic Session 2025-26 onwards in r/o all Govt./Private/GIA Degree/ Sanskrit Colleges affiliated to HPU/SPU

Sr. No.	Particulars	Period	Days
	Submission of admission forms	01 June to 19 June	19
	Pre-admission counselling of students	12 June to 19 June	08
	Display of 1 st Merit List (UG 1 st year students)	20 June up to 05:00 PM	
	Fee to be deposited	21 June to 23 June	03
	Display of 2 nd Merit List	24 June up to 03:00 PM	
	Fee to be deposited	25 June to 27 June	03
	Orientation for 1 st Year Students	28-30 June	03
	Admission of other UG classes on Roll On Basis	01 June to 19 June	19
	Fee to be deposited	12 June to 23 June	12
	Post admission counselling, online submission of scholarship forms and student feedback	24 June to 30 June	07
	Regular Teaching	01 July to 15 March of next year excluding vacation period	
		Total Teaching Days	>180
	8. Annual Practical Examinations/ Remedial/ Need Based Classes/ Self-study by students	16 March to 25 March	
	9. Theory Examinations	26 March to 10 May	
	10. Evaluation of answer scripts	07 April to 17 May	
	11. Results of all UG Classes	up to 30 June	
	12. Result of re-evaluation	up to 20 August	
	13. Supplementary Examinations	September	
	14. Result of Supplementary Examination	October	
	Festival Break	2 days before and 2 days after Diwali	=05
	Winter Vacation	01 January to 04 February	=35
	Summer Vacation	18 May to 11 June	=25
		Total Vacation period	=65

Note: -If any activity of Admission Process falls (starts) on a Gazetted Holiday/Sunday in ibid schedule, it will be shifted to next working day. However, adjustment on this account will be made by curtailing orientation/ post-admission counselling period accordingly.



INTRODUCTION

The Government College in Chintpurni was established by Himachal Pradesh Government on April 26, 2017. Prior to its Governmental oversight, it was administered by a managing committee known as Swami Vivekanand Smarak Smiti, Una since 1988. Affiliated with Himachal Pradesh University, the College offers undergraduate programmes in Arts and Commerce. Additionally, it actively promotes student engagement in extracurricular activities such as NSS, Rovers and Rangers, Red Ribbon Club and Road Safety, fostering holistic development. Notably, Chintpurni is renowned for its Maa Chintpurni Temple, a significant pilgrimage destination and one of India's revered Shakti Peethas. Aspiring athletes find a platform at the College to hone their skills and pursue their dreams. Moreover, students facing financial constraints are supported in their pursuit of higher education, thereby catering to the educational needs of numerous individuals hailing from neighboring villages in the vicinity.



NSS Activities by Volunteers



Rover and Ranger Activities



Activities under Road Safety Club



Activities by Red Ribbon and Red Cross Club

FACULTY

The faculty is the base of any institution. The college is very much fortunate to have the teachers who are responsible, updated, supportive and result oriented.

OUR PROFICIENT TEAM

Dr. Ajay Kumar (Ph.D. Physics)	Principal
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TEACHING FACULTY

Sr. No.	Name	Department	Designation
1	Mrs. Ritu Jaswal (M.A., M. Phil)	English	Assoc. Prof.
2	Dr. Rekha Gupta (Ph.D.)	Commerce	Asstt. Prof.
3	Dr. Vinod Sharma (M.Phil Ph.D.)	Commerce	Asstt. Prof.
4	Dr. Jyoti Sharma (M.Phil Ph.D.)	Hindi	Asstt. Prof.
5	Dr. Richa Sharma (M.Phil Ph.D.)	Mathematics	Asstt. Prof
6	Mr. Brijesh Sharma (M.A.)	History	Asstt. Prof.
7	Mr. Govind Sharma (M.A.)	Sanskrit	Asstt. Prof.
8	Mr. Rakesh Kumar (M.A.)	Pol. Sci.	Asstt. Prof.

LIBRARY STAFF

Mrs. Neelam Sharma	Asstt. Librarian
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ADMINISTRATIVE STAFF

Sr. No.	Name	Designation
1	Mr. Ravinder Verma	Supdt. Grade II
2	Mr. Mahesh Kumar	Sr. Asstt.
3	Mr. Bhupinder Singh	Clerk
4	Mr. Virender Rana	Peon (On Deputation)
5	Mrs. Ranjna Devi	Peon (On Deputation)

COMMITTEES FOR THE SESSION 2025-2026

Sr. No.	Name of Committee	Convener	Name of Members
1	Advisory	Mrs. Ritu Jaswal	Dr. Rekha Gupta
			Dr. Vinod Kumar
			Dr. Jyoti Sharma
			Dr. Richa Sharma
2	Bursar	Mrs. Ritu Jaswal	-----
3	Admission	Dr. Vinod Kumar (Commerce) Dr. Jyoti Sharma (Arts)	Dr. Richa Sharma
			Mrs. Neelam Kumari
			Mr. Brijesh Sharma
			Mr. Govind Sharma
4	University Queries	Dr. Vinod Kumar	Mr. Govind Sharma
5	Purchasing	Dr. Jyoti Sharma	Dr. Richa Sharma
			Mrs. Neelam Kumari
			Mr. Ravinder Verma
6	Controller of Examination	Mrs. Ritu Jaswal	Dr. Rekha Gupta
			Mr. Govind Sharma
			Mr. Bhupinder Kumar
7	Internet, website & Social Media	Mr. Brijesh Sharma	Mr. Rakesh Kumar
8	Cultural Activities	Dr. Jyoti Sharma	Mrs. Neelam Kumari
			Mr. Govind Sharma
9	Time Table	Dr. Vinod Kumar	Mr. Rakesh Kumar

10	College Beautification	Dr. Jyoti Sharma	Mr. Govind Sharma
			Mr. Rakesh Kumar
11	Career & Guidance Cell & Placement	Mrs. Ritu Jaswal	Dr. Rekha Gupta
12	Anti-Ragging & Discipline	Dr. Rekha Gupta	Dr. Jyoti Sharma
			Mr. Rakesh Kumar
			Mr. Govind Sharma
13	Sexual Harassment	Dr. Richa Sharma	Mrs. Neelam Kumari
14	IQAC & NAAC	Mrs. Ritu Jaswal	Dr. Rekha Gupta
			Dr. Vinod Kumar
			Dr. Jyoti Sharma
			Dr. Richa Sharma
			Mrs. Neelam Kumari
			Mr. Brijesh Sharma
			Mr. Govind Sharma
15	Scholarship	Dr. Vinod Kumar	Mr. Brijesh Sharma
16	Library	Mrs. Neelam Kumari	-----
17	Sports	Mr. Govind Sharma	-----
18	NSS Unit	Dr. Vinod Kumar	Mrs. Neelam Kumari
19	Water Hygiene & Electricity	Mr. Rakesh Kumar	Mr. Virender Singh Rana
20	PTA	Dr. Vinod Kumar	Mr. Brijesh Sharma
			Mr. Govind Sharma
			Mr. Rakesh Kumar
21	ECO Club	Dr. Richa Sharma	-----
22	Red Ribbon Club Red Cross	Dr. Jyoti Sharma	-----
23	Electoral Literacy Club	Mr. Rakesh Kumar	-----
24	RTI	Mr. Brijesh Sharma	-----
25	Rangers & Rovers	Dr. Richa Sharma (Incharge Rangers)	-----

		Mr. Govind Sharma (Incharge Rovers)	
26	Road Safety Club	Dr. Rekha Gupta	-----
27	Grievances/ Suggestion/ Complaint	Dr. Richa Sharma	-----
28	Magazine	Dr. Jyoti Sharma Dr. Richa Sharma	-----

DOCUMENTS TO BE SUBMITTED

Documents required for students at the time of admission are as follow:

1. Copy of Matriculation certificate for date of birth.
2. Copy of marks list of exams passed (+2 class onwards).
3. Original character certificate issued by the Institution last attended.
4. Two latest passport size photographs.
5. Copy of Aadhar Card.
6. Bank A/c Number
7. Voter ID card.
8. Affidavit of gap.

FOR GIRLS STUDENTS

Only girl's students who are bonafide Himachali are eligible for exemption of tuition fees.

NOTE: The candidates who have passed the previous exams from another Board/University must submit the following documents.

1. Eligibility certificate from the H.P. Board/University declaring equivalence of the course studies by them for the purpose of admission.

2. Original Migration certificate from Board/University from where they passed.
3. Detailed marks sheet of exams passed.
4. Character certificate (in original) from Head of Institution last attended.

NOTE: All the original certificates must be produced at the time of admission and addition attested copies of all certificate must be deposited.



प्रवेश के लिए दिशा निर्देश

नोट :-सत्र 2025-26 में वी.ए./बी. कॉम प्रथम वर्ष के लिए पाठ्यक्रम, हिमाचल प्रदेश विश्वविद्यालय व हिमाचल प्रदेश सरकार की नवीनतम अधिसूचना व दिशा निर्देशों के अनुसार होगा।

प्रवेश हेतु पात्रता:-

1. बी.ए. में प्रवेश लेने के लिए छात्र का 10+2 की परीक्षा में सभी विषयों में न्यूनतम 33 प्रतिशत अंक के साथ पास होना अनिवार्य है।
2. कला संकाय वाले सभी छात्रों के लिए बी. कॉम में प्रवेश लेने के लिए 10+2 में गणित तथा अर्थशास्त्र में से किसी एक विषय का अध्ययन करना अनिवार्य है।
3. वाणिज्य समूहों के छात्रों के लिए बी. कॉम में प्रवेश के लिए न्यूनतम 40 प्रतिशत निर्धारित की गई है।
4. इसके अलावा छात्राओं बी. कॉम में प्रवेश के लिए न्यूनतम 33 प्रतिशत निर्धारित की गई है।

आवश्यक दस्तावेज:-

बायोडेटा, अंडरटेकिंग तथा पी.टी.ए. प्रपत्र के साथ पूरा प्रवेश प्रपत्र निम्नलिखित दस्तावेजों के साथ प्रस्तुत किया जाना चाहिए।

1. दो पासपोर्ट आकार के छात्र के फोटो और दो पासपोर्ट आकार के माता पिता या अभिभावक के फोटो।
2. मैट्रिक प्रमाण पत्र के साथ-साथ अन्य सभी मूल प्रमाण पत्र उनकी फोटो प्रतियों के साथ उपलब्ध होने चाहिए।
3. हि. प्र. अधिवास डोमिसाइल प्रमाण पत्र केवल छात्राओं के लिए जरूरी है।
4. शुल्क छूट तथा आयु में छूट पाने के लिए 40 प्रतिशत विकलांगता प्रमाण पत्र और श्रेणी प्रमाण पत्र प्रस्तुत करता अनिवार्य होगा।
5. पुराने छात्रों के पास पंजीकरण रजिस्ट्रेशन कार्ड की फोटो प्रति होना अनिवार्य है।
6. विद्यार्थियों को किसी भी पाठ्यक्रम के पहले वर्ष में प्रवेश लेने के लिए पिछले संस्थान के प्रमुख से मूल चरित्र प्रमाण पत्र को प्रस्तुत करना होगा। ऐसे छात्र के मामले में जिनकी पढ़ाई में एक या अधिक वर्षों का अंतराल हो, उसे किसी राजपत्रित अधिकारी या

संबंधित गांव के प्रधान से मूल चरित्र प्रमाण पत्र को प्रस्तुत करना होगा, चरित्र प्रमाण पत्र प्रवेश की तिथि से छः महीने पहले की अवधि का नहीं होना चाहिए।

7. हि. प्र. शिक्षा बोर्ड और विश्वविद्यालय के अलावा अन्य शिक्षा बोर्ड और विश्वविद्यालय के छात्रों को प्रवेश हेतु प्रवास माइग्रेशन प्रमाण पत्र अथवा शपथ पत्र की मूल प्रति प्रस्तुत करनी होगी। झूठा शपथ पत्र प्रस्तुत करना कानूनी अपराध है।

महत्वपूर्ण जानकारी:-

1. सभी छात्र छात्राओं की अपनी ई, मेल, आई. डी. होनी अनिवार्य है। प्रत्येक छात्र अपने प्रवेश पत्र पर अपना बैंक खाता नम्बर तथा आधार नम्बर व मतदाता पहचान पत्र का नम्बर अंकित करे तथा इनकी एक-एक प्रति अवश्य होनी चाहिए।
2. सभी छात्र छात्राओं के लिए यह अवश्यक है कि वह अपना फोन न. छात्र के प्रवेश पत्र पर अवश्य लिखे ताकि आवश्यकता पड़ने पर उनसे आसानी से सर्मक किया जा सके।

प्रवेश प्रक्रिया:-

1. प्रवेश के लिए महाविद्यालय सूची पत्र प्रॉस्पेक्टस में उपलब्ध प्रपत्र फार्म पर ही आवेदन करना होगा।
2. छात्र छात्राओं को सभी नियमों तथा पात्रता शर्तों को ध्यान से पढ़ने के बाद स्वयं के हस्तलेखन में आवेदन पत्र भरना होगा।
3. अभिभावको को प्रवेश के लिए आना आवश्यक है। अभिभावको के हस्ताक्षर ही मान्य होंगे।
4. प्रवेश पत्र में दिए गए अनुक्रम के अनुसार ही प्रमाण पत्रों को लगाना होगा।
5. प्रवेश प्रपत्र पर प्रवेश समिति के अनुमोदन के बाद छात्र को उस समिति के संयोजक तथा उसके बाद अन्तिम प्रवेश समिति का अनुमोदन लेना होगा।
6. अनुमोदन के बाद निर्धारित तिथि पर फीस जमा नहीं होती तो उसका प्रवेश रद्द माना जायेगा।

प्रवेश हेतु नियम:-

1. महाविद्यालय में प्रवेश केवल प्रवेश समिति के अनुमोदन पर ही होगा।
2. प्रवेश केवल निर्धारित पात्रता शर्तों के पूरा करने पर ही किया जाएगा।
3. बी.ए./बी.कॉम में प्रवेश लेने वाले छात्रा की अधिकतम आयु 23 वर्ष और छात्र की 25 वर्ष निर्धारित की गई। इससे अधिक आयु वाले छात्रों को कुलपति की अनुमति

द्वारा 6 महीने तक की अधिकतम छूट दी जा सकती है। इसके अतिरिक्त अनुसूचित जाति व अनुसूचित जनजाति के छात्रों को 3 साल तक की अतिरिक्त छूट दी जा सकती है।

4. सभी प्रवेश हिमाचल प्रदेश विश्वविद्यालय की अनुमति के बिना अनंतिम/अल्पकालिक है।
5. प्रवेश और शुल्क संरचना के सभी नियम हि.प्र. विश्वविद्यालय के निर्देशों के अनुसार ही बदले और सशोधित किए जा सकते हैं।
6. प्रवेश के समय सभी मूल प्रमाण पत्र साथ लाएं।
7. अध्ययन में एक या अधिक वर्षों का अंतराल है तो कारण बताने हेतु एक शपथ पत्र प्रस्तुत करना होगा।
8. प्रवेश पाने वाले हर छात्र को पी.टी.ए. निधि में 500 रुपये प्रति सत्र का भुगतान करना होगा।
9. छात्रों को ट्यूशन फीस में छूट के लिए हि.प्र. वीनाफाइंड प्रमाण पत्र की एक प्रमाणित प्रतिलिपि साथ लानी होगी।
10. विकलांग छात्र के ट्यूशन फीस में छूट के लिए 40 प्रतिशत विकलांगता प्रमाण पत्र की प्रमाणित प्रति सलग्न करनी होगी।
11. जिन छात्रों ने पहले सत्र या वर्ष की पढ़ाई किसी अन्य विश्वविद्यालय से की है और अगर वह हि.प्र. विश्वविद्यालय द्वारा निर्धारित टी.डी.सी. II और टी.डी.सी. III में प्रवेश लेना चाहते हैं तो पहले उसके द्वारा अध्ययन किए गए पाठ्यक्रम की समक्षता हि.प्र. विश्वविद्यालय शिमला द्वारा निर्धारित की जाएगी, तत्पश्चात ही उसका प्रवेश मान्य माना जाएगा।
12. जो छात्र हि.प्र. बोर्ड व हि.प्र. विश्वविद्यालय के अलावा अन्य शिक्षा बोर्ड अन्य विश्वविद्यालय से पढ़कर आए हैं उन्हें प्रवेश लेने हेतु माइग्रेशन प्रमाण पत्र की मूल प्रति प्रस्तुत करनी होगी न्यूनतम पात्रता शर्तों के अतिरिक्त केवल उन छात्रों को जो राष्ट्रीय ओपन स्कूल में 10+2 सभी विषयों में पास होंगे उन्हें ही बी.ए. तथा बी.कॉम में प्रवेश दिया जायेगा।

CONDITIONS FOR MIGRATION CASES

1. The Original Migration certificate of a Board/University from which the candidate migrates to this College will have to be submitted.
2. Migration from another college affiliated to HPU and vice versa is governed by the HP University rules.
3. The migrating student must bring with him/her: I) Lecture attendance statement. II) Statement of marks obtained in the Mid Term Tests.III) Character Certificate from the Head of the Institution last attended.
4. After the migration has been sanctioned and notified by the University the student must join the new college within the given period of time i.e.by the date given by the University.
5. On joining a new college, the student will have to pay all the funds for full year whereas the Tuition fee will be payable from the month of his joining.
6. No migration certificate can be issued unless the student is registered with the other University.
7. A candidate migrating from this college will have to obtain clearance from the college office, Library, NCC, NSS, sports and other concerned departments.



COLLEGE LIBRARY

The library is very important because it gives students good and trustworthy information. It helps them learn and understand new things. Most importantly, it helps them move forward in their studies. Our college has a big library with comfortable seats. There are also computers with a good Wi-Fi connection.



MEDIA COVERAGE

मर्चेट नेवी में अपना भविष्य संवा
सकती हैं लड़कियां : मुस्कान



चिंतपूर्णी कॉलेज में खिलाड़ी सम्मानित



कना। राजकीय महाविद्यालय चिंतपूर्णी के विद्यार्थी फ
खेल गतिविधियों में भी अपनी प्रतिभा का लोहा मनवा



चिंतपूर्णी में मुख्यअतिथि व व विरोध अतिथि को सम्मानित करता स्टाफ • जफटप

चिंतपूर्णी कालेज में छात्रों ने
ग्वेलकट में टिखाई प्रतिभा



राजकीय महाविद्यालय चिंतपूर्णी में अंतरराष्ट्रीय महिला दिवस पर आयोजित
कार्यक्रम में कॉलेज स्टाफ और अन्य। स्रोत : संस्थान

छात्राओं ने सीखे आत्मरक्षा के गुर



पूजा कुमारी बनी केंद्रीय
छात्र संघ की अध्यक्ष



चिंतपूर्णी : राजकीय महाविद्यालय चिंतपूर्णी में छात्र संघ के चुनाव में चुनी गई छात्राध्यक्ष का स्वागत किया गया। / 2020

चिंतपूर्णी कालेज में सड़क सुरक्षा नियमों पर बांटा ज्ञान

संवाद सहयोगी जागरण • चिंतपूर्णी :
राजकीय महाविद्यालय चिंतपूर्णी में
सड़क सुरक्षा क्लब की तरफ से
कार्यक्रम का आयोजन किया गया
जिसमें मुख्य वक्ता के रूप में
प्राचार्य डॉ. राजेश ने भाग लेने की गई।

में सड़क सुरक्षा के महत्व पर जोर
देते हुए कहा कि यह हमारे जिम्मेदारी
है कि हम सड़क पर सुरक्षित रहने के
लिए सभी नियमों का कड़ाई से पालन
करें। उन्होंने अपील की कि दोषहिया
बहाने बहाने समय बर्बाद नकराया



चिंतपूर्णी के छात्रों ने हासिल किया कांस्य पदक



खिलाड़ियों को सम्मानित करते पदाधिकारी। श्रेष्ठ: कर्मनेज प्रसन्न

चिंतपूर्णी। राजकीय महाविद्यालय चिंतपूर्णी के छात्र छात्रों ने हासिल किया कांस्य पदक



सामूहिक नृत्य में द्वितीय पुरस्कार प्राप्त करने पर चिंतपूर्णी महाविद्यालय में प्राचार्य के साथ छात्र। * जलजल

सामूहिक नृत्य में चिंतपूर्णी कालेज की छात्राओं ने पाया द्वितीय पुरस्कार

आशिमा व राहुल राज्यस्तरीय कैंप में चयनित



स्वयंसेवियों ने की खेल मैदान की सफाई



शिविर के दौरान प्राध्यापकों के साथ एनएसएस स्वयंसेवी * जलजल
चिंतपूर्णी : राजकीय महाविद्यालय सदुपयोग सामाजिक कार्यों में करने

नशे के दुष्प्रभाव बता समाज को जागरूक



चिंतपूर्णी कालेज में स्वास्थ्य विभाग की ओर से आयोजित शिविर में भाग लेने के बाद चिकित्सक, छात्र व स्टाफ संवाद सूत्र, जागरण * भ्रवाई : ने भाग लिया। कार्यक्रम की अध्यक्षता तस्करी के राजकीय महाविद्यालय चिंतपूर्णी में प्राचार्य डा अजय कश्यप ने की

मेहंदी प्रतियोगिता में सुरभि प्रथम



मेहंदी प्रतियोगिता के दौरान प्रतिभागी स्टाफ के साथ। * जलजल

चिंतपूर्णी कालेज में आध्यात्मिक सत्र का आयोजन



चिंतपूर्णी कालेज में आयोजित विशेष सत्र के दौरान उपस्थित शिक्षार्थी * जलजल
चिंतपूर्णी : राजकीय महाविद्यालय में स्थित रहती है। यदि वह सत्र में सहभागी छात्रों के

पायल शर्मा बेस्ट रीडर अवार्ड से सम्मानित



बुधवार को राजकीय महाविद्यालय चिंतपूर्णी की छात्रा पायल शर्मा को सम्मानित करते

COLLEGE MAGAZINE “AVIRAL GYAN-DHARA” (अविरल ज्ञानधारा)

The college Magazine “अविरल ज्ञानधारा” is brought out every year to provide a platform to the students for expressing their creative skills in the form of articles, poems and stories etc. Moreover. The magazine includes the photographs of the students who have participated in various activities/events and those who have given their best in the academics during the session.

CAREER GUIDANCE AND PLACEMENT CELL

Career Guidance and Placement Cell is functioning in the college which includes the team of dedicated teachers. The focus of the team is to guide the students regarding self-assessments, career explorations and goal setting. Time to time lectures are organised with innovative themes/ titles in the benefit of the students.

UG PROGRAMME

Annual System provides an opportunity for the students to choose courses from the prescribed courses comprising core, elective/minor or skill based courses. The courses can be evaluated following the grading system, which is considered to be better than the conventional marks system. Therefore, it is necessary to introduce uniform grading system in the entire higher education in India. This will benefit the students to move across institutions within India to begin with and across countries. The uniform grading system will also enable potential employers in assessing the performance of the candidates. In order to bring uniformity in evaluation system and computation of the Cumulative Grade Point Average (CGPA) based on student's performance in examinations, the UGC has formulated the guidelines to be followed.

Outline of Annual System

- **Discipline Specific Core (DSC) Course:** A course, which should compulsorily be studied by a candidate as a core requirement is termed as a core course.
- **Elective Course:** Generally a course which can be chosen from a pool of courses and which may be very specific or specialized or advances or supportive to be discipline/subject of study or which provides and extended scope or which enables an exposure to some other discipline/subject/domain or nurtures the candidate's proficiency/ skill is called an Elective Course.
- **Discipline Specific (DSE) Course** (2 each for regular courses): Elective courses may be offered by the main discipline/subject of study is referred to as Discipline Specific Elective. The University/Institute may also offer discipline related Elective courses of interdisciplinary nature (to be offered by main discipline/subject of study).
- **Dissertation/Project Work:** An elective course of 6 credits designed to acquire special/advanced knowledge, such as supplement study/support study to a project work, and a candidate studies such a courses on his own with an advisory support by a teacher/faculty member is called dissertation/project work. A project/Dissertation work be given in lieu of a discipline specific elective paper.
- **Generic Elective Course (GEC):** An elective course chosen generally from an unrelated discipline/ subject, with an intention to seek exposure to other subjects/disciplines is called a Generic Elective Courses. P.S.: A core course offered in a discipline/subject may be treated as an elective by other discipline/subject and vice versa and such elective may also be referred to as Generic Elective.

Ability Enhancement Courses (AEC)/ Competency Improvement Courses/Skill Development Courses/Foundation Courses: The Ability Enhancement (AE) Courses may be of two kinds: AE Compulsory Course (AECC) and AE Elective Courses (AEEC) "AECC" Courses are the courses based upon the content that leads to knowledge enhancement. They ((i) Environmental Science (ii) English/MIL Communication) are mandatory for all discipline. AECC courses are value-based and/or skill-based and are aimed at providing hands-on-training, competencies, skill etc.

Ability Enhancement Compulsory Course (AECC): Environmental Science, English Communication/MIL Communication.

Skill Enhancement Courses (SEC) (Minimum 4): These courses may be chosen from a pool of courses designed to provide value-based and/or skill-based instruction.

Eligibility for Admission:

a) A pass in the senior Secondary (+2) Examination (Academic Stream) conducted by the H.P. Board of School Education of an examination accepted as equivalent thereto by the various bodies of the H.P. University.

i) Provided that the candidates who have passed the qualifying examination with commerce stream/Economics or Maths shall be given preference in admission to B.Com programme.

b) An applicant must not be more than 23 years (25 years for girls) of age as on 01-07-2025. However in case of overage candidates, the Vice-Chancellor may allow age relaxation upto six months. In case of scheduled Caste/ Scheduled Tribe, students relaxation upto three years is allowed as per rules.

c) An applicant failing in all subjects or having a compartment in 10+2 will not be admitted.



For The Degree:

- A regular candidate shall have to undergo the prescribed courses of study in a college affiliated to the H.P. University for a period not less than three academic years (and not more than five academic years), passed the examinations prescribed and fulfilled such conditions as have been prescribed therefore.
- There shall be no private or other category of students and shall be eligible for degree either through regular mode or through distance education mode.
- A candidate other than regular candidates shall have to undergo the prescribed courses of study International Centre for Distance Education and Open Learning (ICDEOL) H.P. University for a period not less than three academic years (and not more than five academic years), passed the examinations prescribed and fulfilled such conditions as have been prescribed therefore.

- **Students Course wise Continuous Comprehensive Assessment (CCA) and Evaluation**

All Courses (Core, Elective and Skills Courses) involve an evaluation system of students that has the following two components:-

1. **Continuous Comprehensive Assessment (CCA)** accounting for 30% of the final grade that a student gets in a course; and
2. **Annual Examination (AE)** accounting for the remaining 70% of the final grade that a student gets in a course.

i) **Continuous Comprehensive Assessment (CCA):** This would have the following components:

a) **Classroom Attendance:** Each student will have to attend a minimum of 75% Lectures/Tutorials/ Practicals. A students having less than 75% attendance will not be allowed to appear in Annual Examination (AE).

- Provided that those having between 74% and 65% attendance will apply for examination in a prescribed form accompanied by clear reason(s) for absence to the authorized functionaries.
- Provided that those having between 64% and 50% attendance will apply for exemption in a prescribed form accompanied by a Medical certificate from a Government Hospital.
- Provided that exemption from 75% attendance will be given to those participating in prescribed co-curricular activities (e.g. NSS, NCC, Youth Festivals, Sports, Rovers & Rangers etc.) to the extent of 25% (making the necessary attendance as 50% in these cases). However, the claim for this exemption should be supported by an authenticated certificate from the concerned college authorities.
- Provided further that those getting the exemptions, except for those getting exemptions for co-curricular activities, will not be

entitled for getting the CCA marks for classroom attendance as given below:

b) Classroom Attendance Incentive: Those having greater than 75% attendance (for those participating in co-curricular activities, 25% will be added to percent attendance) will be awarded CCA marks as follows:

- >75% but < 80% 1 marks
- >80% but < 85% 2 marks
- >85% but < 90% 3 marks
- >90% but < 95% 4 marks
- >95% 5 marks

c) Mid-Term Tests: There will be one mid-term test of 15 marks.

d) Seminar/Assessment/Term Paper: The remaining 10 marks of the CCA will be awarded on the basis of seminar/assignment/term paper etc.

ii) Annual Examination (AE): The remaining 70% of the final grade of the student in a course will be on the basis of an examination that will be for three hours duration and will be covering the whole syllabus of the course.

Note: Admission will be strictly on merit and roaster basis.

DETAIL OF COURSES UNDER ANNUAL SYSTEM 2025-2026

BA-I

Subject	Title of Paper	Class	Code
Hindi	Pryojan Mulak Hindi (Core) (For B.A./B.Com.)	B.A-1/B.COM-1	HIND 101
	Hindi Sahitya ka Itihas (Core)	B.A-1	HIND 102
	Madhyakalin Hindi Kavita(Core)	B.A-1	HIND 103

Political Science	Paper-I: Introduction to Political Theory(DSC-IA)	B.A-1	POLS101
	Paper-II: Indian Government and Politics(DSC-IB)	B.A-1	POLS 102
Mathematics	Differential Calculus(DSC)	BA-1	MATH101TH
	Differential Equations (DSC)	BA-1	MATH102TH
English	Compulsory English	B.A/B.com-1	ENGCE101
	DSC 1A English Literature-1, (Essays, Stories and Poems)	B.A-1	ENG DSC 102
	DSC 1B English Literature-2, (Essays, Short-Stories Stories and Poems)	B.A-1	ENG DSC 103
	AECC-2 Writing Skills	B.A/B.com-1	ENG AECC 104
History	History of India from the Earliest Times up to 300 CE(DSC-IA)	B.A-1	HIST(A) 101
	History of India C. 300 - 1206 (DSC-IB)	B.A-1	HIST(A) 102
Sanskrit	Sanskrit Kavya(Core)	B.A-1	SKT- DSC-101
	Sanskrit Gadya Kavya (Core)	B.A-1	SKT- DSC-102
	Niti Sahitya (Core)	B.A-1	SKT- DSC-103
	Upnishad Shrimadbhagwat Gita Tatha Paninia Shiksha (AECC)	B.A-1	SKT- AECC-104
Economics	Principles of Microeconomics-I	B.A.-I	ECONA101
	Principles of Microeconomics-II	B.A.-I	ECONA102

BA-II

Subject	Title of Paper	Class	Code
Hindi	Anivaraya Hindi 'Rachna Punj ' (Core) (Compulsory)	B.A- /B.COM-2	HIND 201
	Aadhunik Hindi Kavita (Core) (DSC-1C)	B.A-2	HIND 202
	Hindi Gadhya Sahitaya (Core) (DSC-1D)	B.A-2	HIND 203
	Karyalayee Hindi(SEC-1)	B.A-2	HIND 204
	Anuvaad Vigyan (SEC-2)	B.A-2	HIND 206
Political Science	Comparative Government and Politics (DSC-1C) (Core)	B.A-2	DSC-1CPOLS 201
	Introduction to International Relations (DSC-1D) (Core)	B.A-2	DSC-1DPOLS 202

	Legislative Support(SEC-1)	B.A-2	SEC-1-POLS 203
	Public Opinion and Survey Research (SEC-2)	B.A-2	SEC-2-POLS 204
Math	Real Analysis (DSC)	B.A.-2	MATH201TH
	Algebra (DSC)	B.A.-2	MATH202TH
	Integral Calculus (SEC)	B.A.-2	MATH309TH
	Vector Calculus (SEC)	B.A.-2	MATH310TH
English	English-2 Core English (Compulsory)	B.A/B.com-2	ENGCE201
	DSC-IC- British Literature (Play and Novel)	B.A-2	ENG DSC 202
	DSC-ID Literature Cross Currents	B.A-2	ENG DSC 203
	AEEC/SEC-1: Creative Writing Book and Media Reviews	B.A-2	ENG AEEC/ SEC 204
History	History of India, C.1206-1707 (DSC-1C)	B.A-2	HIST(A) 203
	History of India, C.1707-1950(DSC-1D)	B.A-2	HIST(A) 204
	Historical Tourism (SEC-1)	B.A-2	SEC-I : HIST(A) 213
	An Introduction to Archaeology (SEC-II)	B.A-2	SEC-2 : HIST(A) 215
Sanskrit	Sanskrit Natak (DSC-1C)	B.A-2	SKT- DSC-201
	Sanskrit Vyakarn (DSC-1D)	B.A-2	SKT- DSC-202
	Vyakarn Evam Sanyojan (DSC)	B.A-2	SKT- DSC-203
	Ayurved ke Mool Sidhant(AEEC)/(SEC-I)	B.A-2	SKT-AEEC/SEC-205
	Sanskrit-Chand Evam Gaayan (AEEC)/(SEC-II)	B.A-2	SKT-AEEC/SEC-206
Economics	Principles of Macroeconomics-I (DSC)	B.A.-2	ECONA201
	Principles of Macroeconomics-II (DSC)	B.A.-2	ECONA202
	Economy of Rural Development (SEC)	B.A.-2	ECONA204
	Demography (SEC)	B.A.-2	ECONA206

BA- III

Subject	Title of the Paper	class	code
Hindi	Rang Aalekh Evam Rangmanch (SEC-3)	B.A-3	HIND 301
	Samachar Sankalan Aur Lekhan (SEC-4)	B.A-3	HIND 304
	Lok Sahitya (DSE-1A)	B.A-3	HIND 305

	Chhaya vadottar Hindi Kavita (DSE-1B)	B.A-3	HIND 306
	Aadhunik Bhartiya Sahitya (GE-1)	B.A-3	HIND 307
	Sarjnatmak lekhan ke vividh kshetra (GE-2)	B.A-3	HIND 308
Political Science	Themes in Comparative Political Theory(DSE-1A) Option-I	B.A-3	DSE-1A-POLS-301(A)
	Administration and Public Policy: Concepts and Theories (DSE-1A) Option-II	B.A-3	DSE-1A-POLS-301(B)
	Democracy and Governance (DSE-1B) Option-I	B.A-3	DSE-1B-POLS-302(A)
	Understanding Globalization (DSE-1B) Option-II	B.A-3	DSE-1B-POLS-302(B)
	Democratic Awareness Through Legal Literacy (SEC-3)	B.A-3	SEC-3 POLS-303
	Conflict and Peace Building (SEC-4)	B.A-3	SEC-4 POLS-304
	Society Economy and Politics in Himachal Pradesh (GE-1)	B.A-3	GE-I POLS-305
	Human Rights, Gender and Environment (GE-2)	B.A-3	GE-2 POLS-306
Math	Linear Algebra(DSC)	B.A.-3	MATH303TH
	Numerical Methods(DSC)	B.A.-3	MATH304TH
	Probability and Statistics(DSC)	B.A.-3	MATH313TH
	Transportation and Game Theory(DSC)	B.A.-3	MATH317TH
English	Academic Writing and Composition	B.A-3	ENG AEEC/ SEC 304
	AEEC/SEC-3 Technical Writing	B.A-3	ENG AEEC/ SEC 301
	AEEC/SEC-4 Business Communication	B.A-3	ENG DSE 302
	DSE-IA Soft Skills	B.A-3	ENG DSE 303
	Generic GE-1 Literature from Himachal	B.A.3	ENG GE 305
	GE-2 Contemporary India "Women and Empowerments"	B.A.3	ENG GE 306
History	DSE-IB	B.A-3	HIST(A) 305
	Modern and Contemporary World History-I:1871-1919 (DSE-IA)	B.A-3	HIST(A) 307
	Modern and Contemporary World History-II:1919-1992 (DSE-III)	B.A-3	HIST(A) 317
	Indian History and Culture (SEC-V)	B.A-3	HIST(A) 319
	Academic Writing and Composition		
sanskrit		B.A-3	SKT- DSE-301

	Vyaktitv Vikas ka Bhartiya Drishtikon (DSE-1A)	B.A-3	SKT- DSE-302
	Sahityik Samalochana (DSE-1B)	B.A-3	SKT- GE-303
	Patanjal Yogsutr (GE-1)	B.A-3	SKT- GE-304
	Bhasha Vigyan ke Mulbhoot Sidhant (GE-2)	B.A-3	SKT-AEEC/SEC-305
	Bhartiya Rangshala (SEC-3)	B.A-3	SKT-AEEC/SEC-306
	Bhartiya Vastushastr (SEC-4)		
Economics	Indian Economy (DSC)	B.A.-3	ECONA301
	Development Economics (DSC)	B.A.-3	ECONA305
	Research Methodology (SEC)	B.A.-3	ECONA309
	Project Work (SEC)	B.A.-3	ECONA314
	Economy of Himachal Pradesh (GE)	B.A.-3	ECONA313
	Development Economics (GE)	B.A.-3	ECONA305

B.Com-I,II&III

Program Name	Course code	Course Name
	Environment Studies:- AECC-1	AECC-1
B.COM-I	Financial Accounting	BC1.1
	Business organization and Management	BC1.2
	Business Law	BC 1.3
	AECC-2 Writing Skills	ENG AECC 104
	Compulsory English	ENGCE101
	Upnishad Shrimadbhagwat Gita Tatha Paninia Shiksha (AECC)/English/Hindi	SKT- AECC-104
	Hindi-I	C-6
	Business Statistics and Mathematics	BC 1.4
B.COM-II	Company law	BC 2.1
	Income tax law and Practice	BC 2.2
	Computer applications in Business:- SEC-1	BC 2.3
	Corporate Accounting	BC 2.4
	Cost Accounting	BC 2.5
	English-2 Core English (Compulsory)	ENGCE201
	Hindi-II	C-10
	E-Commerce:- SEC-2	BC 2.6AW

B.COM-III	Human Resorce Management:- DSE-1/Fundamental of Financial Management	BC 3.1 (a)
	Corporate Governance and Auditing	BC 3.2 (a)
	Entrepreneurship:- SEC-3	BC 3.3
	Management Accounting:- DSE-3	BC 3.5 (c)
	International Business:- DSE-4	BC 3.6 (a)
	Economy of Himachal Pradesh :-GE(1)	ECONA313
	Indian Economy:- GE-2	ECONA314
	Personal Selling and Salesmanship:- SEC-4	BC 3.7

LEAVE RULES

GENERAL LEAVE & DUTY LEAVE RULES: Students are required to attend their classes regularly and punctually as soon as the time table is notified. Student(s) can proceed on leave only with prior permission from concerned tutor after applying in a leave proforma available in the college. Concerned tutor can recommend maximum leave up to 3 days. Senior tutor can be recommend maximum leave up to 7 days. For a long leave i.e. for more than 7 days, student must get the application recommended by the concerned tutor and sanctioned by principal before proceeding on leave. The name of student who remain absent without prior sanction of leave for six consecutive days will be struck off from the college rolls automatically. Readmission is the sole discretion of the Principal and it can be allowed within 10 days. However, under special circumstances/exceptional cases (having unavoidable situation and sufficient reason on the part of student to go on such leave). Principal can consider such leave case on the special recommendation of tutor concerned Leave for sickness must be accompanied by a medical certificate from the competent medical authority.

Participation by the students in Sports/Cultural/NSS/Co-curricular activities/inter-college or university competitions shall be considered as duty leave (for the duration of respective competition(s) or activity) subject to the condition that it has been duly got recommended by the concerned activity in-charge (s) and approved by the Principal before the concerned of such event.

LECTURE-ATTENDANCE: The students are essentially required to be punctual and regular in their classes according to the universities rules; every student must attend at least 75% Lectures both in theory and practical separately which forms the basis of awarding internal assessment and granting permission for taking end examination. The principal can condone the shortage up to 10% in special deserving cases.

अवकाश हेतु नियम

1. शिक्षक अधिकतम छः दिनों के अवकाश की अनुमति दे सकता है, अधिक के लिए प्राचार्य द्वारा हस्ताक्षरित आवेदन को प्रस्तुत करना होगा।
2. गृह परीक्षा तथा कक्षा परीक्षण के दौरान अवकाश केवल वरिष्ठ प्राध्यापक के अनुमोदन पर ही प्राचार्य द्वारा दिया जाएगा।
3. लम्बे अस्वस्थता की स्थिति में अवकाश के लिए आवेदन करने पर छात्र को चिकित्सा प्रमाण पत्र भी प्रस्तुत करना होगा।

ANNUAL PRIZE DISTRIBUTION FUNCTION

The college organizes Annual Prize Distribution Function towards the end of each academic session, date for which is duly notified well in advance. Prizes are awarded to those students who excel in the fields of academics, sports, cultural and other co-curricular activities.

CO-CURRICULAR ACTIVITIES

Various co-curricular activities in the classrooms helps in imparting knowledge to the students without these activities, education can never be holistic in true trumps. Activities such as debates, Skills, Poster-making, Rangoli, Essay writing, Music etc. are organized to help integrating the vital aspects of an individual's outer and inner self namely the body, mind and soul.

SPORTS ACTIVITIES

The College provides excellent facilities to sportsperson who wish to make mark indifferent sports Activities.

PARENTS TEACHERS ASSOCIATION (PTA)

PTA plays a vital role in the development and smooth functioning of the institution by rendering co-operation to the college administration. The association is run by the elected executive committee which helps in taking various decisions for the development of the institution.

अभिभावक शिक्षक संघ

महाविद्यालय में प्रत्येक वर्ष अभिभावक शिक्षक संघ बनाया जाता है, जिसमें महाविद्यालय के बुनियादी ढांचे में सुधार हेतु अपना महत्वपूर्ण योगदान दिया जाता है। इसके इलावा यह संघ समय समय पर महाविद्यालय की आवश्यकता अनुसार छात्र हित में अपना भरपूर सहयोग भी प्रदान करता है।

CELEBRATION OF DAYS

1	World Environment Day	5th June	7	N.S.S. Day	20th Sept
2	World Population Day	11th July	8	World AIDS Day	01st Dec.

3	Independence Day	15th Aug	9	Statehood Day	25th Jan
4	Energy Day/Sadbhavana Diwas	20th Aug.	10	Republic Day	26th Jan
5	Teachers' Day	5th Sept.	11	Science Day	28th Feb
6	Hindi Diwas	14th Sept	12	International Women Day	8th March

COLLEGE STUDENTS CENTRAL ASSOCIATION (CSCA)

The college students body called the CSCA is elected as per the norms and directions of HPU. It follows the recommendation of Lyngdoh committee. The CSCA extends helping hand to the college administration in the smooth functioning of all the activities.

महाविद्यालय में केन्द्रीय छात्र संघ

केन्द्रीय छात्र संघ हिमाचल प्रदेश विश्वविद्यालय के नियमों और अधिनियमों के अनुसार चुने जाते हैं। महाविद्यालय में अनुशासन बनाए रखने के अलावा केन्द्रीय छात्र संघ विभिन्न सहकारी गतिविधियों जैसे सेमीनार अर्न्तमहाविद्यालय स्तर व वार्षिक समारोह स्तर के कार्यों में छात्रों को शामिल करने में भी एक महत्वपूर्ण भूमिका निभाता है।

CODE OF CONDUCT

Every College Student automatically comes under the code of discipline in the college campus. Any act of indiscipline will invite disciplinary action against the student(s). The code of discipline is as under:-

1. Students behaviour shall be marked by courtesy, dignity and respect for others. Indecent behavior towards faculty members or fellow students shall invite disciplinary action.

2. **Use of mobiles phones is strictly prohibited in the class rooms and it should be in the silent mode while the student is in the college campus.**
3. Adherence to the college rules and regulations is compulsory. Ignorance of the rules/regulation/orders as issued from time to time is no excuse. Students are expected to go through the hand book of information and college notice board(s) regularly. Defaulter shall invite penalties / disciplinary action.
4. Smoking or consumption of alcohol/drugs/narcotics/intoxicant/chewing tobacco/pan masala etc. in the college campus is strictly prohibited and punishable under law.
5. Idle sitting on wayside leading to college/parapet junction/unauthorized location in the campus will tantamount to an act of indiscipline.
6. Every student is required to carry his/her valid identity card and show the same to college authorities on demand. A student without I-Card can be asked by the college authorities to leave the campus. Habitual offenders may even be fined/handed over to police as an outsider.
7. **Torturing physically or mentally eve teasing/passing derogatory remarks or making gestures to the new entrants shall tantamount to ragging which leads to punishment under law and may lead to one's expulsion from the college Discipline Committee (CDC) and existing rules.**
8. Bringing outsiders into college campus without any valid official works by college students will be considered a violation of code of conduct.
9. Writing slogans on wall putting private notices on the college notice board, writing obscene remarks on the desks, disfiguring any piece of furniture, holding assembly or general house etc. in college premises especially without prior permission of strictly prohibited.

10. Any student found causing damage to building, furniture, electric fitting fans lab equipment etc. of college shall have to deposit the matching amount of the cost of items damaged. Besides it disciplinary action may be initiated against such defaulters.

आचरण और अनुशासन

प्राचार्य द्वारा महाविद्यालय में निम्नलिखित दुर्व्यवहार एवं अनुशासनहीनता के लिए किसी भी छात्र पर जुर्माना लगाया जा सकता है। और उसे महाविद्यालय से निलंबित एवं निष्कासित भी किया जा सकता है।

1. परिसर में किसी छात्र या छात्रों के समूह द्वारा किसी अन्य छात्र का जबरदस्ती परिचय पूछना या उसे शारीरिक या मानसिक यातना पहुंचाना, रैगिंग समझा जाएगा।
2. किसी भी छात्र को ब्लैकबोर्ड, दीवार या फर्नीचर पर अभद्र व असंसदीय शब्दों को लिखने का दोषी पाया जाना।
3. उद्देश्यहीन रूप से बरामदे में घूमना, शोर करना तथा अन्य कक्षाओं को बाधित करना।
4. महाविद्यालय में धूम्रपान, नशीली दवाओं तथा शराब आदि का इस्तेमाल करना।
5. परिसर में फर्नीचर या किसी भी सम्पत्ति को नुकसान पहुंचाना।
6. परिसर में अवांछनीय बाहरी तत्वों व व्यक्तियों को लाकर अनावश्यक रूप से बैठे रहना।
7. कक्षा में मोबाइल फोन का इस्तेमाल करना।
8. बिना अनुमति किसी दीवार अथवा सूचना पट्ट पर पोस्टर चिपकाना।

आवश्यक छात्रों के लिए

1. जो छात्र खेल या अतिरिक्त पाठ्यचर्या जैसी गतिविधियों तथा शैक्षिक पर्यटन में भाग लेते हैं उन्हें अपने माता-पिता/ अभिभावकों से लिखित अनुमति लेना आवश्यक है।
2. प्रत्येक छात्र के पास सदैव उसका पहचान पत्र होना चाहिए जो उसे महाविद्यालय में प्रवेश लेने के बाद जारी किया जाएगा।

SCHOLARSHIPS

Various scholarship and awards regulated by the rules available in the college.

1. Govt. of India Scheduled Tribe/Schedule Caste Scholarships
2. Minority Students Scholarship Scheme
3. Maharishi Valmik Chhatravriti
4. IRDP Scholarships
5. Handicapped Scholarships
6. Kalpana Chawla Chhatrivriti Yojna

These scholarships are awarded to students as per norms and rules prescribed by the department. The students should apply for these scholarships through an application recommended by the Faculty member along with the copy of Bank Passbook (account no. with IFSC code) and a copy of Aadhar Card on www.scholarships.gov.in.





ज्ञान-विज्ञान विमुक्तये

आचार्य मनिष र. जोशी
सचिव

Prof. Manish R. Joshi
Secretary



सत्यमेव जयते



आज़ादी का
अमृत महोत्सव

विश्वविद्यालय अनुदान आयोग
University Grants Commission

(शिक्षा मंत्रालय, भारत सरकार)
(Ministry of Education, Govt. of India)

D.O. No.F.2-71/2022 (CPP-II) (C-114546)

12th June, 2024 / 22 ज्येष्ठ, 1946

Subject: Fee Refund Policy 2024-25

आदरणीय महोदया/महोदय,

The University Grants Commission receives many representations/complaints from students/parents on the non-refund of fees by the Higher Education Institutions (HEIs) on cancellation/withdrawal of admissions.

2. Students should be allowed a full refund of fees within a specified period to enable them to opt for a course of their choice.
3. The Commission has considered the matter in its 580th meeting held on 15 May 2024, and after considering the relevant factors decided, the following fee refund policy for the academic session 2024-25:

- a. Notwithstanding anything contained in any guidelines/ prospectus/ notification/ schedule, a full refund of fees shall be made by the HEIs on account of all cancellations of admissions/migrations of students up to 30 September 2024 and with a deduction of not more than Rs. 1,000, as a processing fee, up to 31 October 2024.
- b. It shall apply to all higher education institutions, whether established or incorporated by or under a Central Act or a State Act, and every institution recognized by the University Grants Commission under clause (f) of Section 2 of the University Grants Commission Act, 1956 and to all institutions deemed to be a University declared as such under Section 3 therein and to all higher education institutions affiliated to a University.
- c. These guidelines would also be applicable to organizations, consortiums, committees, associations, etc., constituted for the purpose of conducting counselling or processing admissions and collecting fees on behalf of participating HEIs, and the HEI concerned will be responsible for refund fees.
- d. For any admission schedule extending/commencing beyond/after 31 October 2024, the provisions contained in the UGC Notification issued in October 2018 on Refund of Fees and Non-Retention of Original Certificates shall apply (reproduced below for ready reference):

Category	Percentage of Refund of fees*	Point of time when notice of withdrawal of admission is received in the HEI
(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)	00%	More than 30 days after formally notified last date of admission

Cont...

बहादुरशाह जफ़र मार्ग, नई दिल्ली-110002 | Bahadur Shah Zafar Marg, New Delhi-110002
दूरभाष (Ph.): 011-23236288/23239337 | सम्पर्क सूत्र (ई-मेल) (E-mail) : secy.ugc@nic.in

e. This policy will remain in force for subsequent academic sessions until the issuance of a revised policy by the UGC.

4. It may also be noted that the UGC has notified the Redressal of Grievances of Students Regulations, 2023, wherein "delay in, or denial of, the refund of fees due to a student who withdraws admission within the time mentioned in the prospectus, subject to guidelines, if any, issued by the Commission, from time to time" has been defined as one of the grievances.

5. The Higher Education Institutions are requested to ensure compliance with the fee refund policy for the academic session 2024-25 and redress any grievance by the provisions of the University Grants Commission (Redressal of Grievances of Students) Regulations, 2023.

6. Any HEI violating the provisions of UGC Fee Refund Policy 2024-25 shall be liable for punitive action as notified in Clause 5 of the UGC Notification on Refund of Fees and Non-Retention of Original Certificates issued in October 2018.

सादर,

भवदीय,

(मनिष जोशी)

सेवा में,
सभी विश्वविद्यालयों के कुलपति।
सभी महाविद्यालयों के प्राचार्य।

Fee Structure 2025-26

Sr. No.	Account Fee	BA 1 st	B. Com 1 st	BA 2 nd	B. Com 2 nd	BA 3 rd	B. Com 3 rd
1	Admission Fee	25	25	25	25	25	25
2	Tuition Fee (Boys & Non-HP Bonafide Girls)	600	600	600	600	600	600
3	Continuation Fee	-	-	10	10	10	10
4	HPU Development Fund (Rs. 100 for IRDP)	250	250	-	-	-	-
5	HPU Sports Fee	15	15	15	15	15	15
6	Youth Welfare Fee	15	15	15	15	15	15
7	Holiday Home Fee	1	1	1	1	1	1
8	Building Fund	120	120	120	120	120	120
9	Amalgamated Fund	300	300	300	300	300	300
10	Identity Card	10	10	10	10	10	10
11	Library Security	100	100	0	0	0	0
12	College Magazine	50	50	50	50	50	50
13	Student Aid Fund	2	2	2	2	2	2
14	House Exam	40	40	40	40	40	40
15	Health Fund	6	6	6	6	6	6
16	Commerce Practical	0	180	0	540	0	0
17	Sports Fund	240	240	240	240	240	240
18	Campus Development/ Beautification Fund	10	10	10	10	10	10
19	Furniture Repair/ Replacement	10	10	10	10	10	10
20	Book Replacement	25	25	25	25	25	25
21	Rovers & Rangers Fund	60	60	60	60	60	60
22	Cultural Activity Fund	20	20	20	20	20	20
23	Computer & Internet Facility Fund	20	20	20	20	20	20
24	PTA Fund	500	500	500	500	500	500
Gross Total (Boys & Non-HP Bonafide Girls)		2419	2599	2079	2619	2079	2079
Gross Total* (HP Bonafide Girls) *Tuition Fee exempted		1819	1999	1479	2019	1479	1479

Note: Absence and other Fines

Absence from Theory	Rs 01/- per period
Absence from practical	Rs 03/- per period
Absence from House examination (MTT)	Rs 10/- per paper
Late payment of dues	Rs 01/- per days
Late return of Library Books	Rs 01/- per days
Readmission fee first time	Rs 100/-
Readmission fee second time	Rs 200/-
Note:	<ol style="list-style-type: none">1.) In case a student does not deposit college dues, his/her name will be automatically struck off from the college rolls2.) If a student does not claim refundable security deposits within one year of leaving the college his/her claim of refund there after not be entertained.3.) All students are advised not to pay money to any officials of the college without proper receipt.

ROASTER FOR UG PROGRAMME

1	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 PC
5	29	53 ST	77	101
6	30	54	78 SC	102
7 SC	31	55	79 SP	103
8	32	56	80 ST	104
9	33 SC	57	81 Cul	105
10	34 PC	58	82	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	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	66 PC	90	114
19 SP	43	67 ST	91 SC	115
20 Cul	44	68	92	116
21	45	69	93 ST	117 SP
22	46	70	94	118 Cul
23	47	71	95	119 SC
24	48	72 SC	96	120 ST

Abbreviations:- PC: Physical Challenged, Cul: Cultural, Sp: Sports, SC:

Schedule Caste, ST: schedule Tribe.

Note: The disability of physically challenged will be as prescribed by the Govt. of Himachal Pradesh i.e. 40% or more

Note: All the students are advised to read the Notice Board Regularly.

Internal Complaint Committee/Grievances Cell

According to the UGC (Redressal of Grievances of Students) Regulations, 2023, colleges must have a process to handle student complaints. This means that if you're a student at the college or want to join, and you have a problem or complaint, there's a Special Grievance Redressal Committee (SGRC) set up to help.

The SGRC will review your complaint fairly and follow the rules of natural justice. They have to send a report with their suggestions or solutions to the college's decision-makers within 15 working days after receiving your complaint.

Sr. No.	Committee	Convener	Members
1.	Internal Complaint Committee/Grievances Cell	Dr. Richa Sharma (7018669638)	Mr. Govind Sharma

Govt. Degree College Chintpurni

(Affiliated to Himachal Pradesh University, Shimla)

ANTI-DRUG UNDERTAKING BY STUDENT

(To be submitted at the time of admission)

1. Name of the Student: _____
2. Father's/Mother's Name: _____
3. Date of Birth: _____
4. Class/Course Admitted To: _____
5. Mobile Number: _____
6. Aadhar Number (optional): _____

Declaration/Undertaking

I, (Name of the Student), hereby declare that:

1. I fully understand that use, possession, or distribution of narcotic drugs or psychotropic substances is illegal and strictly prohibited.
2. I undertake that I shall not indulge in any kind of drug abuse or substance use during my studies at Government Degree College Chintpurni.
3. I understand that violation of this undertaking shall invite strict disciplinary action including suspension, expulsion, and legal proceedings as per the law.
4. I shall participate in anti-drug awareness campaigns or counseling sessions organized by the college or related authorities.
5. I pledge to maintain a healthy and drug-free lifestyle and support the college in its mission to remain a drug-free campus.

Signature of Student: _____

Signature of Parent/Guardian:

Name:

Ragging-A Punishable Offence

Ragging means any act, conduct or practice by which dominate power of senior students is brought to bear on the freshly enrolled or in any way considered junior by other students which involves physical and psychological assault or threat to other students or use of force or violation of dignity and honor of such students or expose students to ridicule effect their self-esteem or entail verbal abuse, aggression, indecent gestures and obscene behavior. Any students found involved in ragging will be punished strictly by the college authorities and such penalization may include

- Expulsion from the college
- Suspension from the classes
- Fine with a public apology
- With holding scholarships or other benefits
- Debarring from the representation in events
- Legal proceeding under criminal law shall be initiated. It includes imprisonments for a term which may extend to three year or with fine which may extend to fifty thousand or with both.

In Emergency, Call at Following Numbers



1. Principal GDC Chintpurni 9417487127/
8847232584
2. Toll free Helpline Number 1800-180-5522
3. Email id-helpline @antiragging.in

