

## PROSPECTUS 2025-2026

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## ***From the Desk of the Principal***

*“Education is the most powerful weapon which you can use to change the world.”*

-Nelson Mandela

A warm welcome to **Govt. Degree College Ghandalwin Distt. Bilaspur (H.P.)**. This college was established in Feb. 2022, and affiliated to Himachal Pradesh University Shimla. This college is imparting education mainly to rural youths in the various disciplines such as Humanities and Commerce. It is an honor and privilege to be the first Principal of this institution.

GDC Ghandalwin provides quality education through dedicated faculty members who are committed for the welfare of the students and leave no stone unturned in transforming the pupils into successful individuals for tomorrow along with academic- professional excellence. Our institution strongly believes in nurturing well rounded individuals. College organizes various extra co-curricular activities, cultural activities and sports events for enriching the growth and experience of the students,

I am delighted to introduce our comprehensive prospectus for the students for the Academic session 2025-26. It will provide the glimpse of this college. In this prospectus the students can find the detail information about our academic activities, admission procedure, scholarship facilities and much more. I personally advise the students to go through this prospectus thoroughly. I would like to thank all those who have considered GDC Ghandalwin for pursuing their Higher Education.

On the behalf of entire faculty and staff, I extend warm welcome and encourage the students to visit our website for more details.

With renewed faith and vigor, we are confident in scaling the greater heights and set benchmarks in coming years. I extend heartfelt gratitude to all the stakeholders of our institution for their continuous support. Welcome in this temple of learning where you can become the best version of yourself.

With regards,

**Prof. Reeta Sharma Principal**

**Mob: 9418530308**

## ABOUT THE INSTITUTION

**Govt. Degree College Ghandalwin** was established in Feb 2022 in the building of GMS Ghandalwin to cater to the educational needs of the students especially of rural areas. The 15 Bhighas land of Panchayat has been transferred to the name of Education Department and we expect that construction work will start very soon. This college is offering higher education in different disciplines such as Arts and Commerce. This institute further serves to mould the students hailing mostly from rural and weaker sections of the society into better individuals and guide them to contribute constructively for the society.

### Our Vision

The motto of the college is ‘**विद्याधनं सर्व धनप्रधानम्**’, विद्या धन समस्त धनों में सर्व श्रेष्ठ धन होता है। न कोई चोर इसको चुरा सकता है, न कोई राजा जबरन इसे छीन सकता है, न भाई इसको बाँट सकता है तथा इस धन का न कोई अतिरिक्त भार ही होता है। व्यय करने पर इसमें निरन्तर वृद्धि ही होती रहती है।

### Our Mission

The mission of the College is:

- All-round development of students concurring with the inculcation of moral and ethical values among them.
- To inculcate the qualities of leadership, social service, discipline, communal harmony and mutual co-operation, transforming students into awakened, responsible and accountable citizens.
- To provide an effective teaching-learning environment that enables students to realize their optimum potential.
- To provide a platform for free and fearless expression of thought and to provide opportunity to the students for self-realization.
- To make education accessible to students of rural areas and to empower them to address the socio-economic issues of life.
- To encourage students to think critically and act responsibly towards environment.

To ensure the unhampered functioning of academic pursuits, academic calendar issued by the higher competent authorities is being adhered to in letter and spirit. In the academic arena, all the classes are conducted on regular basis with proper decorum inside and outside the classes. Curriculum is followed as per the standing guidelines of H.P.U. Shimla. Constant endeavors are made for creative and innovative classroom teaching and through team work we are committed to honing the cognitive and learning skills of the students simultaneously to instill a sense of learning and competition among them.

The objective is not only to secure academic excellence but also to transform the students into good human beings. In nutshell, this institution remains fully committed to cater to the needs of students in every possible manner to bring out the potential and skills of the students in multiple ways.

College organizes following activities to develop the qualities of competence, confidence and excellence among students and for their holistic development:

- i. **Co-curricular activities:** We organize various co-curricular activities such as painting, singing, debate, declamation etc. Annual athletic meet is also organized to provide opportunity to the students to participate in sports activities and best athletes are encouraged and awarded.
- ii. **NSS:** NSS has an important role in nurturing the value of social service and sense of responsibility towards society. Therefore, our college has half unit of NSS.
- iii. **Road Safety Club:** The purpose of this club is to create awareness about the traffic rules and regulations and norms of road safety among the students and the society.

**iv. Career Guidance-cum-Counseling and Placement Cell:**








The UGC formulated "Career Guidance-cum-Counseling and Placement Cell" for the students to think critically about the career choices and viability. This cell has been constituted in the college with an aim to make the students employable. This cell is fully devoted to help the students in proper choice of courses and ultimate choice of their career as per their potential and capabilities. The cell ensures to provide proper counseling as and when needed by any student.

v. **Women Grievance Redressal Cell:** The college has established this cell as per the guidelines of honorable Supreme Court of India with the aim to redress the complaints of sexual harassment and gender biasing against any girl student or women staff.

- **Scholarships:** A scholarship committee has been constituted in the college for guiding and helping eligible students for availing the various scholarships provided by the Government under various schemes. Following scholarships are available for the students: Indira Gandhi Utkrisht Chattarvritti Yojna-IRDP Scholarship.
- Dr. Ambedkar Post-Metric Scholarship scheme for Economically Backward Classes.
- Post Metric Scholarship scheme to SC, ST and OBC students.
- Kalpana Chawla Scholarship.

vi. **College Magazine:** College Magazine is a platform for vibrant young minds to express their dynamic and concrete thoughts. Therefore, our institution has published 1<sup>st</sup> edition of the college magazine "प्रतिबिम्ब" for the academic session 2024-25.

**Profile of the Staff****Principal: Ms. Reeta Sharma****Teaching Staff**

S. No.	Name	Designation	Department	Qualification
1	 <b>Dr. Ravinder Kumar</b>	Assistant Professor	English	MA, B.Ed. M.Phil., Ph.D., UGC-NET, SLET
2	 <b>Mr. Sudesh Kuamr</b>	Assistant Professor	History	MA, M.Phil., UGC NET
3	 <b>Mr. Virender Sharma</b>	Assistant Professor	Political Science	MA, M.Phil. (Edu.), UGC SLET, UGC NET (Edu.)
4	 <b>Mr. Pawan Kumar</b>	Assistant Professor	Economics	M.A., M.Phil., UGC SLET
5	 <b>Ms. Seema Sharma</b>	Assistant Professor	Commerce	M.Com, M.Phil., UGC - NET
6	 <b>Mr. Ravi Kumar</b>	Assistant Professor	Commerce	M.Com., PGDPM & LW, UGC-NET
7	 <b>Ms. Kanchana Kumari</b>	Assistant Professor	Hindi	M.A., M.Phil., UGC NET, HPPSC SET, PhD (Pursuing)

### Non-Teaching Staff

1.	Mr. Raj Kumar Sharma	Assistant Librarian	Library	M.A., M.Lib.
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### Office Staff

S.No.	Name	Designation
1.	Mr. Sanjay Kumar	Supdt. Gr. -II
2.	Mr. Deepak Kumar	JOA(IT)
3.	Vacant	Sr. Astd.
4.	Mr. Amit Kumar	JOA (IT)/Clerk

### Class-IV

S.No.	Name	Designation
1.	Mr. Hans Raj	Peon
2.	Ms. Burfi Devi	Peon
3.	Mr. Manohar Lal	Peon
4.	Ms. Pushpa Devi	Peon cum Chowkidar
5.	Mr. Sunil Dutt	Peon cum Chowkidar

### Admission Schedule: 2025-26

S. No.	Particulars	Period	Days
1	Submission of admission forms for the session 2025-26	01-06-2025 to 19-06-2025	19 Days
2	Pre-admission counseling of Students.	12-06-2025 to 19-06-2025	8 Days
3	Display of first Merit list (UG1st Year students)	20 June up to 05:00 PM	
4	Fee to be deposited	21st June to 23rd June	03 Days
5	Display of Second Merit list	24th June up to 3:00 PM	
6.	Fee to be deposited	25th June to 27th June	3 Days
7.	Admission of other UG Classes on roll on basis.	1st June to 19th June	19 Days
8.	Fee to be deposited	12th June to 23rd June	12 Days
9	Post Admission counseling, online submission of Scholarship form and student feedback.	24th June to 30th June	07 Day
10.	Regular Teaching	1st July to 15th March of next year excluding vacation period	
		Total Teaching Days	180
11.	Annual Practical	16th March to 25th March	
12.	Examinations/Remedial/Need Based Classes	26th March to 10th May	
13.	Self-Study by Students	7th April to 17th May	
14.	Theory Examinations Evaluation of answer scripts	Up to 30 June	
15.	Result of all UG classes Result of re-evaluation	Up to 20 August	
16.	Supplementary Examinations	September October	
17.	Result of Supplementary Examinations		
	Festival break	2 days before and 2 days after Diwali	5 Days
	Winter vacation	1st January to 4th January	35 Days
	Summer vacation	18th May to 11th June	25 Days

## **Admission Committee (2025-26)**

### **B.A. (1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup>, Year)**

S.No.	Name	Department	Position
i.	Dr. Ravinder Kumar	English	Convener
ii.	Mr. Virender Sharma	Pol. Science	Member
iii.	Mr. Sudesh Kumar	History	Member
iv.	Ms. Kanchana Kumari	Hindi	Member

### **B.Com.(1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup>, Year)**

S.No.	Name	Department	Position
i.	Ms. Seema Sharma	Commerce	Convener
ii.	Mr. Ravi Kumar	Commerce	Member

### **Final Admission Committee**

S. No.	Name	Department	Position
i.	Mr. Pawan Kumar	Economics	Convener

## **Admission Procedure**

### **The admission will be in offline mode only. General Instructions for Students:**

1. All candidates are advised to fill their admission form offline. The form is Available in the college office @Rs. 50/-each.
2. Fill up the admission form in your own handwriting and get it signed by parents/ Guardian (only blood relation but the guardian should not be a current student of this college)
3. Students seeking fresh admission in 1<sup>st</sup> Year may apply in more than one “core elective subjects” clearly specifying the order of preference in admission form or can fill separate form given in the prospectus.
4. Paste latest passport size photographs on admission form and bio-data card. Bring character-cum-school leaving certificate (original), self-attested copies of matric and +2 DMC, OBC/SC/ST, divyangjan, sports/ cultural and migration certificate (for other than HP board). In case of the gap in academic career of one or more years, applicant must submit documentary evidences as a proof of his/ her activities during the gap period and character certificate issued by the Panchayat Pradhan/ any Gazetted Officer within the last six months on the day of submission of application form.
5. The applicant must bring all original documents along with parents/local guardian at the time of admission/ counseling.
6. Students seeking exemption from tuition fee for disability must attach an attested copy of 40% disability certificate.
7. Self-attested photocopy of Himachal bonafide certificate for tuition fee concession (Girl students only).

8. Fresh applicant must not be more than 23 years of age (25 years for girl student only) as on 01-07-2025. However, the Vice-Chancellor, HP University can permit age relaxation for reason to be recorded in writing up to a maximum of six months

**Relaxation of 3 years shall be given to SC/ST Students.**

9. Admission to various classes will be made on the recommendation of the admission committee constituted for this purpose.
10. Students are advised to pay their dues personally on notified dates, failing which his/her claim for admission stands forfeited and seat(s) so vacated will be allotted to the next candidate in merit list. Fees and funds once deposited will not be refunded notwithstanding the UGC mandate of fee refund.
11. Registration fee will not be charged from a student migrated from other colleges if already registered with H.P. University.
12. Fee structure can be changed/modified according to the guidelines/instructions of higher authorities.
13. A student expelled from any college/university or found indulged in any kind of in-discipline activities will not be admitted to the college.
14. Students having compartment(s) in 10+2 examination are not eligible for admission under CBCS (choice based credit system).
15. In case, a candidate got admitted by furnishing wrong document(s)/ information or by concealing the facts, his/her admission will be canceled.
16. The Principal reserves the right to refuse to admit student(s) only for valid reason.
17. Rules for admission are subject to change as per the HPU notifications from time to time.
18. Initially, all admissions will be provisional (i.e. subject to the approval of H.P. University)

**NOTE:** Admission in various major subjects will be on the basis of merit & other eligibility conditions keeping in view the HPU Roster for reservations.

## **Documents and certificates required at the time of admission**

**The admission form, bio-data card, Anti-Ragging undertaking and PTA membership form must be submitted along with the following documents:**

- ❖ Self-attested copies of detailed marks sheet of matriculation examination onwards.
- ❖ Category certificate for students seeking admission in 1st Year against reserved seats (SC/ST/SP/PC/CUL).
- ❖ Himachal domicile certificate (for girl students only).
- ❖ School leaving-cum-character certificate (original and only for 1<sup>st</sup> year students)
- ❖ Migration certificate, if applicable. (original & only for 1<sup>st</sup> year students)
- ❖ Photocopy of Adhaar Card.
- ❖ Paste latest own passport size photographs and two photographs of his/her father/mother/guardian
- ❖ Candidate's bank account number, name and IFSC code of bank. For roll on admission in 2nd and 3rd year students have to bring last fee receipt and photocopy of admit card.
- ❖ **Note:** Internet results will be accepted only when candidates attach documentary proof showing the detail of marks obtained in the concerned examination.

The date of issue of the character certificate should not be more than six months.

### **Mandatory Undertaking**

It is mandatory for all the students and their parents /guardians to fill up the anti-ragging under taking online on the following website after seeking admission in the college. [www.amanmovement.org](http://www.amanmovement.org) /[www.antiragging.in](http://www.antiragging.in) after doing so students are directed to submit the copies of printouts to their major subject teachers within 15 days after the final admission

## General Admission Rules for Under Graduate Classes

1. Admission will be made on the recommendation of the admission committee.
2. Admission will be done strictly on fulfillment of eligibility conditions.
3. A student who has attained the age of 23 year for boys & 25 years for girls on 1st July, 2025 (upper age limit is raised to 26 years for ST/SC Candidates) are eligible for admission. The Vice-Chancellor shall have the power to permit age relaxation up to a maximum period of 6 months.
4. All admissions will be provisional subject to the final approval of HPU Shimla.
5. All terms and conditions of the admission and fee structure can be changed or modified as per the directions of higher competent authorities.
6. A student must produce original certificate, at the time of admission.
7. A candidate having a gap of one or more year in his/her studies will have to submit an undertaking/affidavit explaining the reason.

### Important

**All such students who are required to produce undertaking/affidavit are advised to consult the admission committee about the contents/statement to be given so that inconvenience may be avoided. Submission of false undertaking is a legal offence.**

8. Every student seeking admission in any class will be required to pay PTA fund @Rs. 400 per annum.
9. Girl students seeking admission in any class must bring an attested copy of H.P. Bonafide certificate to avail fee concession in tuition fee.
10. Students seeking exemption from tuition fee for disability must attach an attested copy of 40% disability certificate.
11. The admission of a student who is seeking admission to any UG Class on the basis of educational qualifications acquired from the University other than HPU shall be regularized on the basis of equivalence of syllabi as and when decided by HP University, Shimla.
12. Candidate coming from school of education Board/University other than HP Board of School Education/HPU, Shimla must produce original copy of migration certificates. Only those students who have passed in all subjects in 10+2 from NOS (with English) shall be admitted to BA/B.Sc./B.Com. subject to the minimum eligibility conditions.

## Eligibility Criteria for Admission

**BA Pass Courses:** Passed +2 examination under 10+2 or an examination equivalent thereto of a Board/University established by law in India Provided that a student seeking admission to B.A. 1st Year with Mathematics one of the subjects of study, should have either 45% marks in aggregate or 45% marks in Mathematics at +2 level.

or

Intermediate examination of an Indian University/Board or an examination recognized equivalent there to.

or

Any examination of a University/Board/College or School in Foreign Country recognized as equivalence for the above purpose by the Vice Chancellor/ Equivalence Committee either of its own or on the recommendations of the Association of Indian Universities.

### **B.Com. Pass Course:**

10+2 examination or an examination equivalent there to of a Board/University established by law in India with pass in all written subjects (including English) with 40% marks

or

Pre-University examination (two years) after 10 years Schooling of an Indian University/Board

recognized by H.P University with 45%marksor 40% for those who have passed 10+2 examination under Commerce Group. or

Any examination of a University/Board/College or School in a Foreign Country recognized as equivalent for the above purpose by the Vice-Chancellor/Equivalence Committee either of its own or on the recommendations of Association of Indian Universities with 45% marks or 40% for those who have passed +2 examination sunder 10+2 of any recognized Board.

### **Choice Based Credit System (CBCS) Annual System:**

An academic year comprises of 180 working days with six working days in a week which would mean that in a year will be having  $180/6=30$  teaching/working weeks. Considering that each teaching day has 5 teaching or working hour, week would have  $5*6=30$  working/teaching hours and in an academic session  $30*30=900$  hours available for each student.

### **Programmers of Study:**

1. BA with (English/Hindi/Political Science/History/ Economics)
2. B.Com.

S.No.	Course of Study	Number of Seats
1.	B.A. with (English/Hindi /Pol.Science/ History/ Economics)	80 Each
3.	B.Com.	80 Each

- One supplementary seat for "Single Girl Child" candidate is reserved in each course provided she fulfills the minimum eligibility criteria.
- 10% seats in each subject are reserved for Economic Weaker Section (EWS), provided that the candidate fulfills the minimum eligibility criteria.

### **COURSES OFFERED:**

#### **Scheme for UGCBA (132 Credits)**

Year	Core Course (12)	Ability Enhancement Compulsory Course (AECC) (2)	Skill Enhancement Course (SEC) (2)	Discipline Specific Elective DSE.	Generic Elective GE (2)	*Credits*
1 <sup>st</sup>	English- I Hindi-1 DSC-IA DSC-IB DSC-IIA DSC-IIB	Hindi/MIL/Eng.  Environment al Science-I				6x6=36  2x4=08 Total=44
2 <sup>nd</sup>	English II  Hindi II DSC- IC DSC-ID DSC-IIC DSC-IID		SEC-I SEC-II			6x6=36 2x4=08  Total=44
3 <sup>rd</sup>			SEC-III SEC-IV	DSE- 1A DSE- 2A  DSE-1B DSE-2B	GE-1 GE-2	6x6=36 2x4=08 Total=44
				Total Credits		132

### Scheme for UG B.Com. (132 Credits)

Year	Core Course (12)	Ability Enhancement Compulsory Course AECC(2)	Skill Enhancement Course (SEC)(2)	Discipline Specific Elective DSE.A	Generic Elective GE(2)	*Credits*
1 <sup>st</sup>	C-1 C-2 C-3 C-4 C-5 C-6	Environmental Science-I English/Hindi-II				6x6=36 2x4=08 Total=44
2 <sup>nd</sup>	C-7 C-8 C-9 C-10 C-11 C-12		SEC-I SEC-II			6x6=36 2x4=08 Total=44
3 <sup>rd</sup>			SEC-III SEC-IV	DSE-1 DSE-2 DSE-3 DSE-4	GE-1 GE-2	6x6=36 2x4=08 Total=44
				Total Credits		132

\*Optional dissertation or project work in place of discipline specific elective paper (6 credits) in 3<sup>rd</sup>Year

#### List of Courses

#### BA 1<sup>st</sup> Year

Subject	Subject Title	Course Code	Course Type (CC/AECC/SEC/DSE or DSE/ GE-I or GE-II)
<b>Economics</b>	Principles of Micro Economics-I	ECONA101	DSC
	Principles of Micro Economics-II	ECONA102	DSC
<b>English</b>	English-I Core	ENGCE 101	CC
	English Literature-1 (Essays, Stories& Poems)	ENGDSC102	DSC
	English Literature-2 (Poems, Shorts Stories & Essays)	ENGDSC103	DSC
	English (WritingSkills)	ENGAECC104	AECC
<b>Hindi</b>	हिन्दी साहित्य का इतिहास	HIND102	DSC
	मध्यकालीन हिन्दी कविता	HIND103	DSC
	प्रयोजनमूलक हिन्दी	HIND101	CC
	हिन्दी भाषा और सम्प्रेषण	HIND104	AECC-II
<b>History</b>	History of India from The Earliest times up to 300 CE	HIST(A)101	DSC
	History of India from 300 to 1206	HIST(A)102	DSC

<b>Pol. Science</b>	Introduction to Political Theory Indian Government and Politics	POLS101 POLS102	DSC IA DSC IB
<b>*DSC-Discipline Specific Core Courses, DSE-Discipline Specific Elective, SEC-Skill Enhancement Course, GE-Generic Elective.</b>			
<b>BA2<sup>nd</sup> Year</b>			
<b>Subject</b>	<b>Subject Title</b>	<b>Course Code</b>	<b>Course Type (CC/AECC/SEC /DSE or DSE/ GE- I or GE-II)</b>
<b>Economics</b>	1.Principles of Macro Economics-I	ECONA201	DSC
	2.PrinciplesofMacro Economics-II (One out of the following)	ECONA202	DSC
	3. Statistical Method-I	ECONA203	SEC
	4. Economics of Rural Development One out of the following	ECONA204	SEC
	5. Statistical Methods-II	ECONA205	SEC
	6. Demography	ECONA206	SEC

### List of Courses

<b>English</b>	1. English-2 Core English 2. British Literature 3. Literary Cross Currents 4. AECC/SEC-1 : Creative Writing Book and Media Reviews 5. AECC/SEC-2: Translation Studies and Principles of Translation	ENGCE-201 ENGDSC-202 ENGDSC-203 ENGAECC/SEC204 ENGAEECCSEC205	DSC DSC DSC AECC/SEC AECC/SEC
<b>Hindi</b>	1 अनिवार्य हिन्दी रचना पूंज 2. आधुनिक हिन्दी कविता 3. हिन्दी गद्य साहित्य 4. कार्यालयी हिन्दी 5. अनुवाद विज्ञान	HIND201 HIND202 HIND203 HIND204 HIND206	DSC DSC DSC SEC SEC
<b>History</b>	1. History of India from 1206-1707 2. History of India from 1707-1950 3. Historical Tourism: Theory and Practice 4. Indian History and Culture	HIST203 HIST204 HIST217 HIST219	DSC IC DSC-1D SEC-1 SEC2
<b>Pol. Science</b>	1. Comparative Govt. & Politics 2. Introduction to International Relations 3. Legislative Support 4. Public Opinion and Survey Research	POLS201 POLS202 POLS203 POLS204	DSC-IC DSC-ID SEC-I SEC-II

## List of Courses BA 3<sup>rd</sup> YEAR

Subject	Subject Title	Course Code	Course Type (CC/AECC/SEC /DSE or DSE/ GE-I or GE-II)
Economics	1. Public Finance 2. Money and Banking 3. Development Economics 4. Indian Economy 5. Indian Economy(GE1) 6. Economy of Himachal Pradesh	ECONA310 ECONA311 ECONA305 ECONA301 ECONA314 ECONA313	SEC SEC DSE DSE GE GE
English	1. Soft Skills 2. Academic Writing and Composition 3. Technical writing 4. Business Communication 5. Literature from Himachal Pradesh 6. Women and Empowerment in Contemporary India.	ENG303 ENG304  ENG301 ENG302 ENG305 ENG306	DSE DSE  AECC/SEC AECC/SEC GE GE
Hindi	1. रंग आलेख एवं रंगमंच 2. समाचार संकलन और लेखन 3. लोक साहित्य 4. छायावादीतर हिन्दी कविता	HIND 301 HIND 304 HIND 305 HIND 306	SEC SEC DSE DSE
History	1. Modern and contemporary world History-I 1871-1919 2. Modern and contemporary world History-II 1919-1992 3. History of Himachal Pradesh 1815-1972 4. Socio Religious reform movements in India (19 <sup>th</sup> and 20 <sup>th</sup> centuries) 5. Indian History and culture 6. Introduction to Indian Art	HIST305  HIST307  HIST310 HIST312  HIST317 HIST319	DSE  DSE  SEC SEC  GE GE
Pol. Science	1. Themes in Comp. Pol. Theory 2. Democracy & Government 3. Democratic Awareness Through Legal Literacy 4. Conflict & Peace Building 5. Society, Economy, Politics in H.P. 6. Human Rights & Gender Environment	POLS301 POLS302 POLS303  POLS304 POLS305 POLS306	DSE DSE SEC  SEC GE GE

- **For updated syllabus students may visit the official website of Himachal Pradesh University**

## List of Courses : B.Com 1<sup>st</sup> YEAR

Class	Subject Title	Course Code	Course Type (Core Course)
<b>B.Com.</b>	1. Financial Accounting	BC 1.1	Core Course
	2. Business Organization & Management	BC 1.2	Core Course
	3. Business Law	BC 1.3	Core Course
	4. Business Statistics & Mathematics	BC 1.4	Core Course
	5. Hindi-1 (Prayojanmulak Hindi)	HIND101	Compulsory
	6. English-1 Core English	ENGCE101	Compulsory
	7. English/ Hindi/ MIL	AECC02	AECC-2
	8. Environmental Science	ENVS2	AECC-1

## 2<sup>nd</sup> YEAR

Class	Subject Title	Course Code	Course Type (Core Course)
<b>B.Com.</b>	1. Company Law	BC 2.1	Core Course
	2. Income Tax Law and Practice.	BC 2.2	Core Course
	3. Computer Application in Business	BC 2.3	Core Course
	4. Corporate Accounting	BC 2.4	Core Course
	5. Cost Accounting	BC 2.5	SEC
	6. E-Commerce	BC2.6	SEC
	7. English-II	ENGCE201	Compulsory
	8. Hindi-2/MIL	HIND201	Compulsory

## 3<sup>rd</sup> YEAR

Class	Subject Title	Course Code	Course Type (Core Course)
<b>B.Com.</b>	1. Human Resource Management	BC3.1(a)	DSE-1
	2. Corporate Governance & Auditing	BC3.2(a)	DSE-2
	3. Management Accounting	BC3.5(c)	DSE-3
	4. Office Management & Secretarial Practice	BC3.6(b)	DSE-4
	5. Entrepreneurship	BC3.3	
	6. Personal Selling and Salesmanship	BC3.7	SEC-3
	7. Economy of HP	ECONA313	SEC-4
	8. Indian Economy	ECONA314	GE-1 GE-2

DSC-Discipline Specific Core Courses, DSE-Discipline Specific Elective, SEC-Skill Enhancement Course, GE-Generic Elective.

**Fee/Fund Structure in R/O Govt. Degree College Ghandalwin Distt.  
Bilaspur (H.P.) for the Academic Session 2025-26**

S. No.	Fee/Fund Name	Per Annum (P.A.) (In Rupees)	BA 1 <sup>st</sup> Year (In Rupees)		BA 2 <sup>nd</sup> Year (In Rupees)		BA 3 <sup>rd</sup> Year (In Rupees)		B.Com 1 <sup>st</sup> Year (In Rupees)		B.Com 2 <sup>nd</sup> Year (In Rupees)		B.Com 3 <sup>rd</sup> Year (In Rupees)	
			Boys	Girls	Boys	Girls	Boys	Girls	Boys	Girls	Boys	Girls	Boys	Girls
		Per Month (P.M.)												
1.	Admission Fee	25 P.A.	25	25	25	25	25	25	25	25	25	25	25	25
2.	Tuition Fee	50 P.M. Only for boys and non himachali bonafide girls)	600	0	600	0	600	0	600	0	600	0	600	0
3.	Continuation fee	10 P.A. (For 2 <sup>nd</sup> Year Students only)	0	0	10	10	10	10	0	0	10	10	10	10
4.	University Development Fund	One time for 1 <sup>st</sup> year students only: a) 100 (for IRDP/BPL students) b) 250 (for all other students)	250	250	0	0	0	0	250	250	0	0	0	0
5.	HPU Sports Fund	15 P.A.	15	15	15	15	15	15	15	15	15	15	15	15
6.	Youth Welfare Fund	15 P.A.	15	15	15	15	15	15	15	15	15	15	15	15
7.	Holiday Home Fund	01 P.A.	1	1	1	1	1	1	1	1	1	1	1	1
8.	Building Fund	10 P.M.	120	120	120	120	120	120	120	120	120	120	120	120
9.	Amalgamated Fund	25 P.M.	300	300	300	300	300	300	300	300	300	300	300	300
10.	ID Card Fund	10 P.A.	10	10	10	10	10	10	10	10	10	10	10	10
11.	College Sports Fund	20 P.A.	240	240	240	240	240	240	240	240	240	240	240	240
12.	Library Security Fund	100 (One time for 1 <sup>st</sup> year students only)	100	100	0	0	0	0	100	100	0	0	0	0
13.	Magazine Fund	50 P.A.	50	50	50	50	50	50	50	50	50	50	50	50
14.	House Exam Fund	80 P.A.	80	80	80	80	80	80	80	80	80	80	80	80
15.	Students Aid Fund	02 P.A.	2	2	2	2	2	2	2	2	2	2	2	2
16.	Medical Fund	06 P.A.	6	6	6	6	6	6	6	6	6	6	6	6
17.	Campus Development Fund	10 P.A.	10	10	10	10	10	10	10	10	10	10	10	10
18.	Culture Activity Fund	20 P.A.	20	20	20	20	20	20	20	20	20	20	20	20
19.	Furniture Repair Fund	10 P.A.	10	10	10	10	10	10	10	10	10	10	10	10
20.	Book Replacement Fund	25 P.A.	25	25	25	25	25	25	25	25	25	25	25	25
21.	Rover and Ranger Fund	05 P.M.	60	60	60	60	60	60	60	60	60	60	60	60
22.	Computer and Internet	20 P.A.	20	20	20	20	20	20	20	20	20	20	20	20
23.	NCC Fund	10 P.A.	10	10	10	10	10	10	10	10	10	10	10	10
24.	Red Cross Fund	10 P.A.	40	40	40	40	40	40	40	40	40	40	40	40
25.	Commerce Practical Fund	180 Per Subject	0	0	0	0	0	0	180	180	540	540	0	0
		Total	2009	1409	1669	1069	1669	1069	2189	1589	2209	1609	1669	1069
26.	PTA Fund		400	400	400	400	400	400	400	400	400	400	400	400
		Grand Total	2409	1809	2069	1469	2069	1469	2589	1989	2609	2009	2069	1469
	<b>Note:-</b>	There will be exemption of total fee and funds for the students with special needs having disability more than 40% (certificate issued from the competent authority required)												

**Note:-**

1. For Himachal Pradesh Bonafide Girls Students, Tuition Fee will not be deducted for the current academic session.
2. The above fees and funds are subject to the changes as per HPU/HP Government instructions. Any such change shall be notified from time to time. Students are advised to bring exact amount of fee/dues to the fee counter. In case of balance payment (if any) student shall ensure its receipt before actually leaving the fee counter.

**College Fee and Dues as Approved by the Government:**

1. Every student must pay dues on the dates notified from time to time.
2. Failure to pay dues on the notified date will entail a fine of Rs.1/Per day.
3. Library security will be refunded with in one year of leaving the college otherwise it will lapse automatically.
4. Special fine, if any, can be imposed by the college.
5. On migration from other institution, funds for the entire session including library security and other funds from the time of joining the colleges shall be charged.
6. Registration fee will not be charged from a student migrating from another college if he/she is already registered with Himachal Pradesh University.

**Examination & Evaluation System**

The Evaluation System in CBCS consists of the following components:

**Continuous Comprehensive Evaluation (CCE):**Accounting for 30% of the final grade that a student gets in a course.

Accounting for the remaining 70% of the final grade that a student gets in a course and Final Examination

**Continuous Comprehensive Evaluation (CCE):**

Accounting this would have the following components:

**Classroom Attendance:**

- Each student will have to attend a minimum of 75% Lectures/Tutorial +Practical. A student having less than 75% attendance will not be allowed to appear in the nal examination.
- Provided that those having between 74% and 65% attendance will apply for exemption 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 Corticated from a Government Hospital. Provided exemption from 75% attendance will be given to those participating in prescribed co-curricular activities (e.g. NCC, NSS, Youth Festivals, Sports 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 authenticated certicate from the concerned college authorities.

Those having greater than75% attendance will be awarded CCE marks as follows:-

>75% but <79%	.....	1 Mark
80% but <84%	.....	2 Marks
>84% but <89%	.....	3 Marks
90% but <94%	.....	4 Marks
95%	.....	5 Marks

**House Examination:**

House examination will be conducted after 90 days of teaching and shall be of 15 marks. It is mandatory to appear in house examination & must score 45% marks to become eligible for final examination.

### **Seminar/Assignment:**

- (i) 10 marks of the CCE will be awarded on the basis of seminar/assignment etc. that the course teacher might give to the students.
- (ii) The remaining 5 marks of the CCE will be awarded on the basis of attendance as per criteria mentioned above.
- (iii) Final Examination: The remaining 70% of the final grade of the student in a course will be on the basis of an Final examination that will be of three hours duration and covering the whole syllabus of the course.

### **Right to Appeal:**

The photo copies of the evaluated answer book will be made available to the students on demand for a fee (to be decided depending on the cost of reproduction per answer book) to be paid in advance. The student will have the right to make an appeal against any component of evaluation. Such appeal has to be made to the Principal of the College on a prescribed form and should clearly state in writing the reason for the complaint/appeal.

The appeal will be placed before the Grievance Redressal Committee (GRC), Chaired by the College Principal, comprising:

For cases pertaining to the Major subject (core or elective courses): the Head of the Department, course teacher and a senior teacher of the department.

For cases pertaining to the Electives of the Minor subjects: the Head of the Department (of the Major) Course teacher and a senior teacher of the department of the Minor subject. The committee will consider the case and may give a personal hearing to the appellant before deciding the case. The decision of the Committee will be final. The marks obtained in the CCA and the final examination will be combined and used in deciding the course grade that the student will be getting. Absolute grading will be done by the officer of the COE, HPU for each course.

### **Conferment of Bachelor's Degree:**

The result will be declared by the COE of the Himachal Pradesh University and the degree will also be conferred by the respective university. A candidate shall be eligible for the conferment of Bachelor's degree only if he/she has earned the minimum required credits for the programme prescribed i.e. 132 credits. The top three scorers of University Exam in each UG course will respectively be awarded Gold, Silver and Bronze medals by the HPU.

### **Revision of Regulation and Curriculum:**

Whenever necessary, the HPU may revise, amend and change the regulations and curriculum from time to time, after the due approval from the different bodies and authorities of the University.

### **General Conduct/Discipline Rules:**

All the students must note that Ragging inside/outside the college campus is a cognizable offence. Any of the following activities will be considered a breach of discipline:

1. Ragging in any form.
2. Graffiti i.e. any sort of writing on the wall/blackboards/room etc.
3. Damaging the college property in any manner.
4. Loitering in corridors and causing disturbance in the classes.
5. Possession or use of drugs and indulgence in smoking in the campus.
6. Bringing outsider to the college.
7. Sticking any kind of bill/notice on the notice board without the prior permission of the Principal.
8. Creating any kind of violence or nuisance in the campus.
9. Coming without Identity Card in the college.

10. Use of mobile phones by the students is strictly prohibited except in the allotted area. The violator will be fined accordingly.

**Important:**

1. Stringent action will be taken against student found guilty of breaching conduct or discipline rules in the college campus, by the college administration.
2. Defaulters including students whose name has been struck off from the college roll(s) are not allowed to enter the college premises until exonerated or re-admitted appropriately.

3. **Attendance:**

1. At least 75% lecture attendance is compulsory for appearing in the university exam.
2. An irregular student or one who remains absent continuously for 7 days from College his/her name will be struck off from the college rolls. If name of a student is struck-off twice, he/she will not be re-admitted to the college.
3. A student is liable to pay all dues & fines as long as his/her name remain son the college rolls.
4. The Principal reserves the right of expulsion/suspension of any student if the situation warrants so.

**Leave Rules:**

1. Application for any kind of leave on the prescribed Performa should be submitted well in time.
2. Leave up to three days will be sanctioned by the concerned subject teacher.
3. The Head of Department is competent to sanction leave up to 6 Days.
4. Leave for more than six days shall be sanctioned by the Principal.
5. In case of medical leave for a period of 6 days or more, the applicant must produce a medical certificate.

**Important instruction:**

Students participating in inter college competitions should note that the practice/rehearsal timing should be either before the classes (early morning) or after the classes (evening) because all such activities do not substitute academics.

**Library Rules:**

Every student will be issued an Identity Card. Since "I-Card" is the only medium to identify/differentiate a bonafide college student from an outsider, every student must always carry it with him/her and must produce it whenever required (during all working days, examination (s) and college function (s) etc. otherwise he/she will be considered an outsider and will be punished accordingly.

If the I-card is lost, a duplicate card will be issued only after an FIR is registered with nearest police station an original copy thereof is appended with such a request Rs. 20/- are to be deposited for a duplicate Identity Card.

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

The college gives due representation to students as a link between students, teachers and administration. The students' body called CSCA is elected as per the norms and direction of HPU. It follows the recommendations of Lyngdoh Committee. The contribution of CSCA is instrumental in the smooth functioning of college activities.

**Youth Festival:**

It is organized by HP University in four groups - I, II, III & IV. The students having I, II, III or **highly commended and commended position** in youth festival are given reservation in HP University PG Courses.

**Feedback/Appreciation:** A Suggestion Box is installed in the college campus to invite the general advice, suggestion or information from the students about how good or useful the institutional work is and what measures can be adopted to make its functioning more meaningful, purposeful and result oriented.

**Teachers' Appraisal:**

The teachers are evaluated by the students twice during the academic session through a "Prescribed Feedback Performa".

**Anti Ragging/Discipline Rules:**

In order to have zero tolerance to ragging and its total elimination from the educational institutions, the Hon'ble Supreme Court of India vide its orders dated 4th May, 2007 and 11th Feb. 2009 has directed that :

Ragging is strictly prohibited in the institution. Anyone indulging in ragging is liable to be punished appropriately. Punishment shall be exemplary and justifiably harsh. Punishment for ragging includes:

- Imprisonment/fine or both.
- Expulsion from the institution, suspension from the institution or classes for a limited period and fine with a public apology.
- With holding scholarships or other benefits.
- Debarring from representation in events.
- With holding of result.
- If the individual committing or abetting ragging are not identified, collective punishment shall be resorted to.
- Character/migration certificate(s) issued by the institution shall have the entry apart from the general conduct and behavior, to the effect, whether the student had participated in particular was punished for ragging.
- In case the applicant for admission is found to have indulged in ragging/indiscipline in the past or if it is noticed later that he has indulged in ragging, admission shall be refused to him/her or he/she shall be expelled from the institution forthwith.

**For Himachal Pradesh University Act, statutes and ordinances as amended till date login university website [www.hpuniv.nic.in](http://www.hpuniv.nic.in) (Right to information-H.P. University Act & Ordinance Vol. I, II).**

**Note: In case of any emergency the students are advised to report immediately to the Principal or ant ragging committee of the institution.**

**College Annual Committees:**

The following committees are hereby constituted for academic session 2025-26 in order to carry out all activities efficiently. All the coordinators / convener Nodal Officer (s) are directed to manage the affairs /duties of their respective committees as per norms laid in time bound manner. All concerned are directed to note their duties for strict compliance.

**1. College Advisory Committee**

S. No.	Name	Department	Position
i.	Mr. Pawan Kumar	Economics	Convener
ii.	Dr. Ravinder Kumar	English	Member
iii.	Ms. Seema Sharma	Commerce	Member
iv.	Mr.Ravi Kumar	Commerce	Member

## 2. CSCA Advisory Committee

i.	Mr. Pawan Kumar	Economics	Convener
ii.	Dr. Ravinder Kumar	English	Member
iii.	Ms. Seema Sharma	Commerce	Member
iv.	Mr. Ravi Kumar	Commerce	Member
v.	Mr. Virender Sharma	Pol. Science	Member
vi.	Ms. Kanchana Kumari	Hindi	Member
vii.	Mr. Sudesh Kumar	History	Member
viii.	Mr. Sanjay Kumar	Supdt. Gr-II	Member
ix.	Mr. Raj Kumar Sharma	Assistant Lib	Member
x.	Mr. Deepak Kumar	JOA(IT)	Member
xi.	All CSCA Bearers and Members		Member

## 3. Discipline and Anti-Ragging Committee

S.No.	Name	Department	Position
i.	Mr. Pawan Kumar	Economics	Convener
ii.	Dr. Ravinder Kumar	English	Member
iii.	Ms. Seema Sharma	Commerce	Member
iv.	Mr. Ravi Kumar	Commerce	Member
v.	Mr. Virender Sharma	Pol. Science	Member
vi.	Ms. Kanchana Kumari	Hindi	Member
vii.	Mr. Sudesh Kumar	History	Member
viii.	Mr. Raj Kumar Sharma	Assistant Lib	Member

## 4. Prospectus Committee

S.No.	Name	Department	Position
i.	Dr. Ravinder Kumar	English	Convener
ii.	Ms. Seema Sharma	Commerce	Member
iii.	Ms. Kanchana Kumari	Hindi	Member

## 5. Students' Redressal Grievances Cell:

S.No.	Name	Department	Position
i.	Ms. Reeta Sharma	Principal	Chairperson
ii.	Dr. Ravinder Kumar	English	Convener
iii.	Mr. Ravi Kumar	Commerce	Member
iv.	Ms. Kanchana Kumari	Hindi	Member
v.	Mr. Sudesh Kumar	History	Member

## 6. College Property Maintenance Committee (Civil work, furniture repair, water & electricity)

S.No.	Name	Department	Position
i.	Mr. Pawan Kumar	Economics	Convener
ii.	Dr. Ravinder Kumar	English	Member
iii.	Mr. Ravi Kumar	Commerce	Member
iv.	Mr. Virender Sharma	Pol Science	Member

v	Mr. Sudesh Kumar	History	Member
vi	Mr. Sanjay Kumar	Supdt. Gr-II	Member
vii	Mr. Deepak Kumar	JOA(IT)	Member

## 7. Tutorial Committee

### a. Arts Faculty

S.No.	Name	Department	Position
i.	Mr. Pawan Kumar	Economics	Senior Tutor

**\*All Teachers of Arts Stream will be the tutor of their respective subjects.**

### b. Commerce Faculty

S.No.	Name	Department	Position
i.	Ms. Seema Sharma	Commerce	Senior Tutor
ii.	Mr. Ravi Kumar	Commerce	Member

## 8. Attestation of Buses, Sanction of leave(s) & Verification of forms

### a. For the Students of Arts Stream

S.No.	Name	Department	Position
i.	Mr. Virender Sharma	Pol Sc.	Convener
ii.	Ms. Kanchana Kumari	Hindi	Member

### b. For the Students of Commerce Stream

S.No.	Name	Department	Position
i.	Ms. Seema Sharma	Commerce	Convener
ii.	Mr. Ravi Kumar	Commerce	Member

## 9. Career Counseling (CC) & Placement Cell (PC)

S.No.	Name	Department	Position
i.	Mr. Pawan Kumar	Economics	Nodal Officer
ii.	Mr. Ravi Kumar	Commerce	Member
iii.	Mr. Virender Sharma	Pol Sc.	Member
iv	Ms. Kanchana Kumari	Hindi	Member

## 10. Scholarship Committee

S.No.	Name	Department	Position
i.	Dr. Ravinder Kumar	English	Convener
ii.	Ms. Seema Sharma	Commerce	Member (Kalpna Chawla)
iii	Mr. Virender Sharma	Pol. Sc.	Member(IRDP)
iv	Ms. Kanchana Kumari	Hindi	Member (SC,ST, OBC)
v	Mr. Sudesh Kumar	History	Member (Dr. Ambedkar, EBC)

## 11. Time Table Committee

S.No.	Name	Department	Position
i.	Mr. Pawan Kumar	Economics	Convener
ii.	Mr. Ravi Kumar	Commerce	Member
iii.	Mr. Virender Sharma	Pol Sc.	Member

## 12. College Magazine

i.	Mr. Pawan Kumar	Chief Editor
ii.	Ms. Seema Sharma	Editor, Commerce Section
iii.	Dr. Ravinder Kumar	Editor, English Section
iv.	Ms. Kanchana Kumari	Editor, Hindi Section
v.	Mr. Sudesh Kumar	Editor, Pahari Section
vi.	Mr. Ravi Kumar	Editor, Planning Form Section

## 13. Health Awareness/Anti-Drugs Abuse Committee

S.No.	Name	Department	Position
i.	Mr. Pawan Kumar	Economics	Convener
ii.	Ms. Seema Sharma	Commerce	Member
iii.	Mr. Ravi Kumar	Commerce	Member
iv.	Mr. Virender Sharma	Pol Sc.	Member
v.	Mr. Sudesh Kumar	History	Member

## 14. Internal Quality Assurance Cell (IQAC) & NAAC Committee

S.No.	Name	Department	Position
i.	Ms. Reeta Sharma	Principal	Principal-cum-Chairperson
ii.	Mr. Pawan Kumar	Economics	Co-ordinator
iii.	Dr. Ravinder Kumar	English	Member Secretary
iv.	Ms. Seema Sharma	Commerce	Member
v.	Mr. Ravi Kumar	Commerce	Member
vi.	Mr. Virender Sharma	Pol. Science	Member
vii.	Ms. Kanchana Kumari	Hindi	Member
viii.	Mr. Sudesh Kumar	History	Member
ix.	Mr. Sanjay Kumar	Supdt. Gr-II	Member
x.	CSCA President		Nominated Member
xi.	PTA President		Nominated Member

## 15. National Education Policy (NEP-2020) Implementation Committee

S.No.	Name	Department	Position
i.	Mr. Pawan Kumar	Economics	Coordinator
ii.	Ms. Seema Sharma	Commerce	Member
iii.	Mr. Virender Sharma	Pol. Science	Member
iv.	Mr. Sudesh Kumar	History	Member

## 16. Road Safety Club

S.No.	Name	Department	Position
i.	Dr. Ravinder Kumar	English	Co-ordinator

ii.	Ms. Seema Sharma	Commerce	Member
iii	Mr. Virender Sharma	Pol. Science	Member
iv	Mr. Sudesh Kumar	History	Member

### 17. H.P. University Youth Festival Group-I, II, III, IV

S.No.	Name	Department	Position
i.	Dr. Ravinder Kumar	English	Co-ordinator
ii.	Ms. Seema Sharma	Commerce	Member
iii.	Mr. Virender Sharma	Pol. Science	Member
iv.	Ms. Kanchana Kumari	Hindi	Member

### 18. House Examination Committee

S.No.	Name	Department	Position
i.	Mr. Ravi Kumar	Commerce	Convener
ii.	Mr. Virender Sharma	Pol. Science	Member
iii.	Mr. Sudesh Kumar	History	Member
iv.	Mr. Raj Kumar Sharma	Assist. Lib	Member

### 19. Academic Affairs Committee

S.No.	Name	Department	Position
i.	Mr. Pawan Kumar	Economics	Coordinator
ii	Dr. Ravinder Kumar	English	Member Secretary
iii.	Ms. Kanchana Kumari	Hindi	Member
iv.	Mr. Virender Sharma	Pol. Science	Member
v.	Mr. Sudesh Kumar	History	Member
vi.	CSCA President & office bearers		Nominated Member

### 20. Tent and Shamiyana Committee

S.No.	Name	Department	Position
i.	Mr. Ravi Kumar	Commerce	Convener
ii.	Mr. Sudesh Kumar	History	Member
iii.	Mr. Sanjay Kumar	Supdt. Gr-II	Member
iv.	Mr. Deepak Kumar	JOA(IT)	Member

### 21. Library affairs Committee

S. No.	Name	Department	Position
i.	Mr. Sudesh Kumar	History	Convener
ii.	Mr. Raj Kumar Sharma	Asst. Lib	Member
iii.	Mr. Deepak Kumar	JOA(IT)	Member

### 22. RTI Committee

S.No.	Name	Department	Position
i.	Ms. Reeta Sharma	Principal	PIO
ii.	Mr. Pawan Kumar	Economics	Member
iii.	Sh. Sanjay Kumar	Supdt. (G-II)	APIO

### 23. Swachh Bharat Abhiyan Committee

S.No	Name	Department	Position
i.	Ms. Seema Sharma	Commerce	Convener
ii.	Mr. Sudesh Kumar	History	Member
iii.	Mr. Raj Kumar Sharma	Asst. Lib	Member
iv.	Mr. Hans Raj	Peon	Member
v.	Ms. Burfi Devi	Peon	Member
vi.	Ms. Pushpa Devi	Peon	Member

### 24. College Disaster Management Committee

S.No	Name	Department	Position
i.	Mr. Virender Sharma	Pol. Science	Member
ii.	Mr. Sudesh Kumar	History	Member
iii.	Mr. Raj Kumar Sharma	Asst. Lib	Member
iv.	Mr. Hans Raj	Peon	Member
v.	Ms. Burfi Devi	Peon	Member
vi.	Ms. Pushpa Devi	Peon	Member

### 25. College Website Management Committee

S.No.	Name	Department	Position
i.	Mr. Pawan Kumar	Economics	Convener
ii.	Dr. Ravinder Kumar	English	Member
iii.	Mr. Deepak Kumar	JOA(IT)	Member

### 26. Press & Media Committee

S.No.	Name	Department	Position
i.	Dr. Ravinder Kumar	English	Convener
ii.	Mr. Virender Sharma	Pol. Science	Member
iii.	Mr. Sudesh Kumar	History	Member

### 27. Campus Development & Beautification Committee

S.No.	Name	Department	Position
i.	Mr. Virender Sharma	Pol. Science	Convener
ii.	Mr. Sudesh Kumar	History	Member
iii.	Mr. Deepak Kumar	JOA(IT)	Member
iv.	Mr. Hans Raj	Peon	Member
v.	Ms. Burfi Devi	Peon	Member

### 28. Local Purchase Committee (GeM, Misc)

S.No.	Name	Department	Position
i.	Mr. Pawan Kumar	Economics	Convener
ii.	Dr. Ravinder Kumar	English	Member
iii.	Mr. Virender Sharma	Pol. Science	Member
iv.	Mr. Sanjay Kumar	Supdt. Gr-II	Member
v.	Mr. Raj Kumar Sharma	Asst. Lib	Member

### 29. SC/ST, OBC Cell & Minority Cell

S.No.	Name	Department	Position
i.	Mr. Pawan Kumar	Economics	Convenor
ii.	Mr. Sudesh Kumar	History	Member
iii.	Mr. Sanjay Kumar	Supdt. Gr-II	Member
iv.	Mr. Deepak Kumar	JOA(IT)	Member

### 30. Legal Affairs Committee

S.No.	Name	Department	Position
i.	Dr. Ravinder Kumar	English	Convener
ii.	Mr. Ravi Kumar	Commerce	Member
iii.	Mr. Virender Sharma	Pol. Science	Member
iv.	Mr. Sanjay Kumar	Supdt. Gr-II	Member

### 31. Academic Bank of Credit (ABC) Affairs Cell

S.No.	Name	Department	Position
i.	Mr. Ravi Kumar	Commerce	Nodal Officer
ii.	Mr. Virender Sharma	Pol. Science	Member
iii.	Mr. Sudesh Kumar	History	Member

### 32. Student Welfare Committee

S.No.	Name	Department	Position
i.	Dr. Ravinder Kumar	English	Convener
ii.	Mr. Ravi Kumar	Commerce	Member
iii.	Mr. Virender Sharma	Pol. Science	Member
iv.	President CSCA		Member

### 33. Institutional Development Plan (IDP) Committee

S.No.	Name	Department	Position
i.	Mr. Pawan Kumar	Economics	Advisor
ii.	Dr. Ravinder Kumar	English	Convener
iii.	Ms. Seema Sharma	Commerce	Member
iv.	Mr. Ravi Kumar	Commerce	Member
v.	Mr. Virender Sharma	Pol. Science	Member
vi.	Mr. Sudesh Kumar	History	Member

### 34. College Building Fund Committee

S.No.	Name	Department	Position
i.	Ms. Reeta Sharma	Principal	Chairperson
ii.	Dr. Ravinder Kumar	English	Member Secretary
iii.	Pradhan Gram Panchayat Ghandalwin		Member
iv.	CSCA/PTA President		Member
v.	Assistant Engineer	HPPWD Ghumarwin	Member
vi.	Donor		Member

### 35. Women Grievances Redressal Committee

S.No.	Name	Department	Position
i.	Ms. Reeta Sharma	Principal	Chairperson
ii.	Ms. Seema Sharma	Commerce	Member Secretary
iii.	Ms. Kanchana Kumari	Hindi	Member
iv	Mr. Virender Sharma	Pol. Science	Member
v	Ms. Burfi Devi	Peon	Member
vi	Ms. Pushpa Devi	Peon	Member

### 36. Club/Societies Incharges

S.No.	Name of Club	Name of Incharge
1	Electoral Literacy Club	Mr. Virender Sharma
2	Energy Club	Mr. Ravi Kumar
3	Sports Incharge	Mr. Virender Sharma
4	Library Incharge	Mr. Raj Kumar Sharma
5	Road Safety Club	Dr. Ravinder Kumar
6	SVEEP	Mr. Virender Sharma

### 37. OSA Committee

S. No.	Name	Position
i.	Mr. Pawan Kumar	Convener
ii.	Mr. Varinder Sharma	Member
iii.	Ms. KanchanaKumari	Member
iv	Mr. Amit Kumar	Member

### 38. Pre-admission Counseling Committee

S.No.	Name	Position
i.	Ms. Seema Sharma	Convener
ii.	Mr. Sudesh Kumar	Member
iii.	Ms. Kanchana Kumari	Member

### Other Assignments

<b>Bursar</b>	Mr. Ravi Kumar, AP Commerce
<b>AISHE Nodal Officer</b>	Mr. Pawan Kumar, AP Economics
<b>Coordinator-IQAC</b>	Mr. Pawan Kumar, AP Economics
<b>PTA Secretary</b>	Mr. Pawan Kumar, AP Economics

## General Instructions

1. 75% attendance is mandatory.
2. Use of mobile phones is strictly prohibited in college campus
3. Read the notice board regularly.
4. Carry identity card daily to the college.
5. Ragging is a criminal offence do not rag and also do not be a mute witness to ragging.
6. Outsiders are not allowed in the campus.
7. Keep the campus clean.
8. Fine of Rs 300 will be charged for damaging college property.
9. Penalty of Rs200 will be charged for smoking, drinking alcohol or chewing tobacco or gutka etc.
10. A fine of Rs. 200 will be charged for using mobile phone in the campus
11. Avoid crowding in the corridors.
12. Make use of the library.
13. Active participation in clubs/societies of your choice for a holistic development of your personality.
14. Avail scholarship to get a financial push to your learning.

## DISCLAIMER

**The prospectus cum handbook of information is uploaded/provided on the college website for the purpose of information only. Although every effort has been made to provide reliable and accurate information, yet the college cannot be held morally and legally responsible for any error at any stage of compilation and printing. Various contents are subject to change as per the notification, guidelines of H.P. University and Department of Higher Education, Government of H.P. The final authority of interpretation and judgement rests with the Principal and the Advisory Committee.**

National Anti Ragging HelpLine 24\*7 Free  
Number 1800-180-5522  
(helpline@antiragging.in)