



Prospectus

2019-20

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2019-20



Govt. Degree College, Dhami
At 16 Mile, Shimla-11 (H.P.)

PRICE
₹50/-

**Arts &
Commerce**

ADMISSION SCHEDULE FOR 2019-20

- Availability of Prospectus: 15.06.2019 onwards.
- Submission of admission forms by students: 18.06.2019 to 25.06.2019
- Display of merit list : 26.06.2019 to 27.06.2019 (02 days)
- Fee deposit by the students : 28.06.2019 to 29.06.2019 (02 days)

The regular teaching of all classes will commence from July 1st, 2019

Note: -Any **change** in the Admission Schedule, if notified by HPU, Gyan Path Shimla- 171005 will be displayed on the notice board of the college. The admission shall be strictly on the merit basis and the 120 point reservation roster will be applied for admission as per HPU rule. The admission forms duly filled in must be submitted to the concerned committees till 25.06.2019.

IT IS MANDATORY FOR ALL THE STUDENTS SEEKING ADMISSION IN THE COLLEGE TO COME ALONG WITH THEIR PARENT/S.

DOCUMENTS REQUIRED AT THE TIME OF ADMISSION :

- Three passport size photographs.
- Three copies of Matriculation certificate. Original certificates must be presented at the time of admission.
- One copy of 10+2 Marks sheet issued by a recognized board.
- One copy of HP domicile certificate for girl students for the exemption of tuition fee.
- Original character certificate from head of the institution last attended in case of a student seeking admission to the 1st year/□st time in any program.
- A student seeking admission from board/university other than HP will have to produce his/her migration certificate (original).
- Affidavit wherever applicable.
- One copy of certificate of SC/ST from Magistrate Class-1 for seeking relaxation in age and benefit of reservation in the respective category.
- One copy of Aadhar Card.(self attested)
- One copy of bank passbook front page (self-attested)

Note: - * The character certificate must not have been issued more than six months prior to the date of admission.

* In case of student who has discontinued his/her studies for one or more than one year the character certificate must be supplemented by another character certificate obtained from gazetted Class-1 or the Panchayat Pradhan of the village.

*Admission shall not be allowed in any case to the students with compartment at 10+2 level.

**GOVT. COLLEGE DHAMI AT 16 MILE
SHIMLA-171014 H.P****AN INTRODUCTION**

Govt. College Dhami at 16 Mile is much more than an educational institution of national understanding. As students of this College they become part of a vibrant ecosystem with only three year old rich culture and tradition. The College is named after a place 'Dhami' which is of historic importance. . 'Dhami Goli Kand' sparked the National Freedom Movement of India, when the then Rana opened fire at the innocent people fighting for their rights.

This College was founded in January, 2016 by Raja Virbhadra Singh the then Chief Minister of the State of Himachal Pradesh. He made an announcement to start a college in the area to cater the needs of students in rural Shimla .The official notification was issued in February, 2016.The College is affiliated to the Himachal Pradesh University. In May, 2018 the college was shifted from the rented accommodation to the building of the College which was then under construction. Today the building of the college is complete and has been handed over to the college authority. This College has built up an impressive array of infrastructure, academic facilities including library, multipurpose hall, conference room, science laboratories etc. in a short span of time. The College is becoming a star attraction for the students due to its serene environment, infrastructure and excellence in academics, experienced faculty, co-curricular activities and sports.

The motto of the College is 'विद्या ददाति विनयम्' We at the College believe in providing for our students an environment rich in knowledge and supportive of the extracurricular interests. The College encourages a quest for knowledge that is rooted in an ethical understanding of the world we inhabit and this enthusiasm for learning along with a desire to evolve into socially responsible well beings which is visible through their participation or involvement in the programs of local, national and international interests.

Our endeavor is to help the students to become well-rounded individuals who can think critically about issues from multiple perspectives, communicate effectively and become leaders with a commitment to public service. This institution also strives to help its students to grow up imbuing values. The efficient, experienced and enthusiastic teaching faculty of the institution not only believes in attributing to students the academic qualification in the courses of study, but also tries to impart education in its true sense which will lead to the enlargement of intellectual and humanitarian tendencies of the students.

PRINCIPAL : Dr. Lalita Chandan

TEACHING STAFF

FACULTY OF ARTS

Department of Economics

Dr. R.L. Bhardwaj

Department of English

Dr. Shivani Khatri

Dr. Raksha Kalta

Department of Hindi

Dr. Kamna Mehendru

Department of History

Mr. Sunil Acharya

Department of Music (Vocal)

Dr. Sunita Sharma

Department of Physical Education

Dr. Gopal Singh Dasta

Department of Political Science

Ms. Namita C. Khagta

Department of Sociology

Dr. Ruchi Ramesh

FACULTY OF COMMERCE

Dr. Ajay Kaith

Dr. Gaurav Sharma

NON-TEACHING STAFF

Ms. Shakuntla

Sh. Pritam Jeet Garg

Sh. Om Prakash Sharma-

Sh. Tulsi Ram

Ms. Neelam Garg

Librarian

Suprintendent

Sr. Assistant

Clerk

JOA-IT

Ms. Asha Devi

Ms. Geeta Devi

Smt. Narvada Devi

Sh. Giaru Ram

Sh. Leela Dutt

Peon

Peon

Peon

Peon

Peon

Admission Coordinator: Dr. Ruchi Ramesh

Counseling Committee (Staff Room)

Dr. Ruchi Ramesh

Dr. Gopal Singh Dasta

Dr. Kamna Mehindru

B.A. 1st Year (Bank Counter)

Ms. Namita C. Khagta- Convener

Dr. R.L.Sharma

Dr. Raksha Kalta

B.Com 1st Yr./2nd Yr./ V Semester (Lecture Theatre 101)

Dr. Ajay Kaith-Convener

Dr. Gaurav Sharma

Ms. Shakuntla

B.A 2nd Year/ V Semester (Examination Room)

Dr. Shivani Khatri – Convener

Mr. Sunil Acharya

Dr. Sunita Sharma

ELIGIBILITY CRITERIA FOR ADMISSION TO BA/B.COM. 1ST YEAR, 2ND YEAR & V SEMESTER:-

1. A candidate pass in the Higher Secondary Examination (Academic Stream) conducted by the HP Board of School Education or an examination accepted as equivalent thereto by the various bodies of the HP University.
2. Provided that the candidates who have passed the qualifying examination with arts/humanities stream shall be given admission to the B.A. program.
3. Provided that the candidates who have passed the qualifying examination with Commerce stream shall be given preference in admission to B.Com. program.
4. **Age limit:-** For first admission to the **First Semester** of the Degree Course, the maximum age limit is 23 years for general category candidates, 25 years for girls candidates as on 1st July , 2019. In case of SC/ST candidates, a relaxation of 3 years is applicable. The Vice Chancellor, H.P. University Shimla, may, in exceptional cases/ circumstances, to be recorded in writing, give relaxation in age up to a maximum of six months to the candidates. All such cases may be provisionally granted age relaxation up to six months by the Principal of the college and a consolidated list of all such cases will be sent for approval of the Vice Chancellor by the 31st October of every academic year.

MINIMUM PERCENTAGE OF MARKS REQUIRED FOR ADMISSION IS AS UNDER:-

- (i) B.A. (Pass Course) 35%
- (ii) B.A. (With Maths) : 45% (in aggregate or in Maths)
- (iii) B.Com. (Pass Course) : 45 % (35% for girls, 40% for students who have passed 10+2 with Commerce).
- (iv) Admission to 2nd Year will on roll- on bases and will remain provisional till the declaration of the result of previous class. The candidate will be retained if he/she does not pass the previous class annual examination.
- (v) The admission for the V semester will be on roll –on bases.

1. RESERVATION OF SEATS (ORDINANCE 3.14)

The institution follows the reservation policy of H.P. Government/ H.P. University in admissions. All the seats are filled according to the reservation roster devised by H.P. University:

Schedule Caste (SC):	15%
Schedule Tribe (ST):	7.5%
Sports:	5%
Cultural Activities:	5%
Persons with disability:	5%

These reservations will be applicable to those, who have passed their qualifying examination from H.P. Board of School Education or from any other school located within territorial jurisdiction of Himachal Pradesh or bonafide resident of Himachal Pradesh. The sports and cultural seats will be allotted to those events which are recognized by HPU sports and co-curricular council. The final decision under sports and cultural quota will be with the respective committees, constituted for the same. For reservation the following roster will be followed:

ROSTER				
120 POINTS RESERVATION ROSTER FOR ADMISSION				
1	26SC	51	76	101
2	27ST	52SC	77	102
3	28	53ST	78SC	103
4	29	54	79SP	104
5	30	55	80ST	105
6	31	56	81CUL	106SC
7SC	32	57	82	107ST
8	33SC	58	83	108
9	34HC	59SC	84	109
10	35	60SP	85SC	110
11	36	61CUL	86	111
12SC	37	62	87	113SC
13ST	38CUL	63	88	114
14	39SC	64	89	115
15	40SP	65SC	90	116
16	41ST	66HC	91SC	117SP
17	42	67ST	92	118CUL
18SC	43	68	93ST	119SC
19SP	44	69	94	120ST
20CUL	45	70	95	
21	46SC	71	96	
22	47	72	97SC	
23	48	73	98CUL	
24	49	74	99SP	
25	50	75	100HC	
HC-3%	CUL-5%	SP5%	SC15%	ST 7.5%
3	6	6	18	9

Abbreviation used in Roster- 1. SC= Schedule Caste, 2. ST= Schedule Tribe 3. SP- Sports 4. CUL= Cultural 5. HC= Physically Handicapped 6. Blank Box=General

Note:- One seat in every subject will be reserved for the single girl child over and above the allotted seats.

ADMISSION PROCESS/GUIDELINES FOR ADMISSION TO 1ST YEAR, 2ND YEAR AND V SEMESTER

1. Every candidate seeking admission to any class has to apply on the prescribed form available in the College prospectus. The application form is to be filled in neatly by the applicant in his/her own handwriting carefully after reading all the rules and eligibility conditions.
2. An applicant must have passed examination of previous class. In case of 1st year applicant must have passed 10+2 examination under 10+2 or an equivalent thereto of a

Board/ University established by law in India with five subjects (including English as compulsory subject.)

3. The students of NIOS (National Institute of Open School) who have passed all five subjects by securing requisite marks will be admitted.
4. The applicant has to bring his/her mother/father/guardian with him/her at the time of admission. Guardian means only blood relation. He/ she should not be a student of this college. No student of this college should sign in the place of parent/ guardian of any applicant otherwise none of two will be admitted in the college.
5. All the applicants who are seeking admission in 1st year should approach the **Guidance and Counseling Committee** before filling up the form. This committee will facilitate and guide the new students about subject combination, selection of subject, CCA, future prospects of the subject, CBCS and any other query related to admission.
6. With proper guidance and understanding the student will approach the **Admission Committee** for the respective class with the duly filled form.
7. After getting the form verified and approved from the members of admission committee, the applicant of 2nd year and V semester will get their fee deposited immediately. The students seeking admission to the 1st year will deposit their fee after the merit list is displayed on notice board of the college on June 26th, 2019. Those candidates whose names will reflect in the list can collect the scrutinized and signed from the Admission Committee.
8. The candidate will complete the process of admission by depositing the required fee in the office of the College.

DOCUMENTS REQUIRED AT THE TIME OF ADMISSION

1. Three passport size photographs.
 2. Three copies of Matriculation certificate. Original certificates must be presented at the time of admission.
 3. One copy of 10+2 Marks sheet issued by a recognized board.
 4. One copy of HP domicile certificate for girl students for the exemption of tuition fee.
 5. Original character certificate from head of the institution last attended in case of a student seeking admission to the 1st year of any course.
 6. A student seeking admission from board/university other than HP will have to produce his/her migration certificate (original).
 7. Affidavit wherever applicable.
 8. One copy of certificate of SC/ST form Magistrate Class-1 for seeking relaxation in age and benefit of reservation in the respective category.
 9. One copy of Aadhar Card.(Self attested)
 10. One copy of bank passbook front page (self-attested)
- Note:** - * Character certificate must not have been issued more than six months prior to the date of admission.

* In case of student who has discontinued his/her studies for one or more than one year the character certificate must be supplemented by another character certificate obtained from gazetted Classes-I or the Panchayat Pradhan of the village.

* Admission shall not be allowed in any case to the students with compartment at 10+2 level.

CHOICE BASED CREDIT SYSTEM (CBCS)

The list of undergraduate disciplines/courses offered by the College to be covered under CBCS as per UGC template are :

1. Bachelor of Arts (B.A.)
2. Bachelor of Commerce (B.Com.)

Outlines of Choice Based Credit System:

1. **Core Course:** Four discipline specific papers each for regular courses and two papers each for English and Hindi/MIL (B.A./B.Com): The papers under this category are going to be taught uniformly across all universities with 30% deviation proposed in the draft. The purpose of fixing core papers is to ensure that all the institutions follow a minimum common curriculum so that each institution/university adheres to common minimum standard. Also the course designed for papers under this category aim to cover the basics that a student is expected to imbibe in that particular discipline. A course, which should compulsorily be studied by a candidate as a core requirement is termed as a Core course.
2. **Elective Course:** Generally a course which can be chosen from a pool of courses and which may be very specific or specialized or advanced or supportive to the discipline/subject of study or which provides an 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.

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

(ii) Generic Elective (GE) Course: (2 each for B.A. /B.Com. regular courses): An elective course chosen from an unrelated discipline/subject, with an intention to seek exposure beyond discipline/s of choice is called a Generic Elective. The purpose of this category of papers is to offer the students the option to explore disciplines of interest beyond the choices they make in Core and Discipline Specific Elective papers. The list

provided under this category are suggestive in nature and each University has complete freedom to suggest their own papers under this category based on their expertise, specialization, requirements, scope and need.

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

- 3. Ability Enhancement Courses (AEC):** The Ability Enhancement (AE) Courses may be of two kinds: Ability Enhancement Compulsory Courses (AECC) and Skill Enhancement Courses (SEC). "AECC" courses are the courses based upon the content that leads to Knowledge enhancement; i. Environmental Science and ii. English/Hindi/MIL Communication. These are mandatory for all disciplines. SEC courses are value-based and/or skill-based and are aimed at providing hands-on-training, competencies, skills, etc.
- 4. Skill Enhancement Courses (SEC):** (4 for regular courses): These courses may be chosen from a pool of courses designed to provide value-based and/or skill-based knowledge and should contain both theory and lab/hands-on/training/field work. The main purpose of these courses is to provide students life-skills in hands-on mode so as to increase their employability. The list provided under this category are suggestive in nature and each University has complete freedom to suggest their own papers under this category based on their expertise, specialization, requirements, scope and need.
- 5. Practical/tutorials** (One each with every core and discipline/generic specific elective paper): The list of practical provided is suggestive in nature and each university has the freedom to add/subtract/edit practical from the list depending on their faculty and infrastructure available. Addition will however be of similar nature.

CREDIT SCHEME

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

SCHEME OF COURSES FOR B. A. /B.Com (Yearly System)

	Core Courses (CC)-12	Ability Enhancement compulsory courses (AECC)-2	Skill Enhancement Course (SEC)-4	Discipline Specific Elective (DSE)-4	Generic Elective (GE)- 2	CREDIT S
1 st Yr	English-1=6Credit Hindi-1=6Credit DSC-1 A=6 Credit DSC-1 B=6Credit DSC-2 A=6Credit DSC-2 B=6Credit Credit=36	Environmental Science=4Credit (English//MIL Communication) =4Credit (One out of three) Credit=08				44
2 nd Yr	English-2=6 Credit Hindi-2=6Credit DSC- 1 C=6Credit DSC- 1 D=6Credit DSC- 2 C=6Credit DSC- 2 D=Credit Credit=36		SEC-1=4Credit SEC-2=4Credit Credit=08			44
3 rd Yr			SEC-3=4Credit SEC-4=4Credit Credit=08	DSE-1A =6Credit DSE-1B =6Credit DSE-2A =6Credit DSE-2B =6Credit Credit=24	GE-1 =6Credit GE-2 =6Credit Credit= 12	44
Total Credits in B.A/B.Com Three Year Degree Course=44x3						132

SCHEME OF COURSES FOR B. A. /B.Com (Semester System)

V Sem			SEC-3=4Credit	DSE-1A =6Credit DSE-2 A =6Credit	GE-1 =6 Credit	22
VI Sem			SEC-4=4Credit	DSE-1 B =6 Credit DSE-2 B =6credit	GE-2 =6Credit	22

SUBJECT COMBINATIONS FOR B.A. 1st Year

Each student will have to opt the following eight courses in B.A. / B.Com. Ist Year:

1. Core Course : English & Hindi/Sanskrit
2. Discipline Specific Core Course – I (DSC-1A & I-B)
3. Discipline Specific Core Course – II (DSC-2A & 2B)
4. Ability Enhancement Compulsory Course (AECC) : English /MIL (Communication) and Environmental Science

SUBJECT COMBINATIONS

This College offers only Humanities and Commerce Streams. The subjects offered in Humanities are Economics, English, Hindi, History, Physical Education, Political Science, Music (Vocal) & Sociology.

In order to have uniform pattern all across the State and to avoid inconvenience and smooth conduct of teaching work particularly in B.A. program, a basket of combination is evolved. The basket of combination allowing inter-bar/inter basket combination is suggested as follows:

Basket	Subject Combinations	
1.	Economics, Education, Music(I&V), Physical Education, History & JMC	Subjects mentioned in this basket may be allowed combinations mentioned in basket No. 2 & 3
2.	Mathematics, Political Science, Public Administration, Psychology	Subjects mentioned in this basket may be allowed combinations mentioned in basket No. 1 & 3
3.	English, Hindi, Sanskrit, Geography, Philosophy & Sociology*	Subjects mentioned in this basket may be allowed combinations mentioned in basket No. 1 & 2.

***Exception : Combination of Sociology and Hindi shall also be allowed as DSC-1&DSC-2.**

Faculty of Arts & Commerce

1st Year

Subject	Course Title	Course Code	Course Type (CC/AECC/ SEC/DSE or DSC /GE-I or GE-II)
B.Com	1. Financial Accounting	BC 1.1	CC
	2. Business Organization & Management	BC 1.2	CC
	3. Business Law	BC 1.3	CC
	4. Business Statistics & Mathematics	BC 1.4	CC
Economics	1. Principles of Micro Economics-I	ECON A101	CC
	2. Principles of Micro Economics-II	ECON A 102	DSC
English	1. English-I Core ENGLISH	ENG CE 101	CC
	2. English Literature- 1 (Essays, Stories & Poems)	ENG DSC 102	DSC-1A
	3. English Literature- 2 (Poems, Short Stories & Essays)	ENG DSC103	DSC
	4. English (Writing Skills)	ENGAECC104	AECC-2
	5. English-1 (Core)	ENG-CE-101	Compulsory
	6. Writing Skills	ENG-AECC-104	AECC-2
	7. English Literature-I (Essays, Stories and Poems)	ENG-DSC-102	DSC-1A
	8. English Literature-2 (Poems, Short Stories and Essays)	ENG-DSC-103	DSC-1B
Hindi	1. हिन्दी साहित्य का इतिहास	HIND101	DSC 1A
	2. मध्यकालीन हिन्दी कविता	HIND201	DSC 1B
	3. प्रयोजनमूलक हिन्दी	HIND200	MIL-I
History	1. History of India from the Earliest Times upto 300 CE	HIST(A)101	DSC-I
	2. History of India from 300 to 1206	HIST(A)102	DSC-2
Music	1.Theory of Indian Music	MUSA101 TH	DSC-1A
	2.Practical	MUSA102PR	DSC-2A
	3.Theory of Indian Music General & Biographies	MUSA103TH	SEC-1B
	4.Practical (Viva-Voce)	MUSA104PR	SEC-2B
Physical Education	1. Introduction to Physical Education	PED101TH	CC
	2. Olympics Moment & Organizations of Tournaments	PED102TH	CC
Political Science	1. Introduction to Political Theory	POLS101	DSC1A
	2. India Government and Politics	POLS102	DSC1B
Sociology	1. Introduction to Sociology	SOCL-A101	DSC-1A/CC
	2. Society in India	SOCL A 102	DSC-2A

** Core Course (CC), Ability Enhancement Compulsory Course (AECC), Skill Enhancement Course (SEC), Discipline Specific Elective (DSE or DSC), Generic Elective (GE), Specific Elective (SE).

** Subjects are arranged in alphabetical order.

2nd YEAR

Subject	Course Title	Course Code	Course Type (CC/AECC/S EC/DSE or DSC /GE-I or GE-II)
B.Com	1. Company Law 2. Income Tax Law and Practice. 3. Computer Application in Business 4. Corporate Accounting 5. Cost Accounting 6. E-Commerce	BC2.1 BC2.2 BC2.3 BC2.4 BC2.5 BC2.6	CC CC SKILL CC CC SEC
Economics	1. Principles of Macro Economics-I 2. Principles of Macro Economics-II (One out of the following) 3. Statistical Method-I. 4. Economics of Rural Development (One out of the following) 5. Statistical Methods-II 6. Demography	ECONA201 ECONA202 ECONA203 ECONA204 ECONA205 ECONA206	CC DSC SEC-I SEC-II SEC-III SEC-IV
English	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 ENGAECC/ SEC205	CC DSC-1C DSC-1D ENGAECC/ SEC ENG/AECC/ SEC
Hindi	1. आधुनिक हिन्दी कविता 2. हिन्दी गद्य साहित्य 3. कार्यालयी हिन्दी 4. रचना पुंज 5. अनुवाद विज्ञान	HIND 301 HIND401 HIND 302 HIND 400 HIND402	DSC-1C DSC-1D SEC-1 MIL-2 SEC-11
History	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	HIST103 HIST104 HIST117 HIST119	DSC-3 DSC-4 SEC-1 SEC-2
Music	1. Ancient Granthas & Contributions 2. Practical(Stage Performance) 3. Medieval Granthas & Contributions 4. Practical Viva-Voce 5. Practical (Value based course) 6. Practical (Value based course)	MUSA201 TH MUSA202PR MUSA203TH MUSA204PR MUSA205PR MUSA206PR	DSC-1C DSC-2C SEC-1D SEC-2D SEC-1 SEC 2
Physical Education	1. Introduction to Physical Education 2. Olympics moment & organizations of Tournaments	PED101TH PED102TH	CC CC
Political Science	1. Introduction to Political Theory 2. India Government and Politics	POLS101 POLS102	DSC1A DSC1B
Sociology	1. Introduction to Sociology 2. Society in India	SOCL-A101 SOCL A 102	DSC-1A/CC DSC-2A

Semester – V

Subject	Course Title	Course Code	Course Type (CC/AECC/S EC/DSE or DSC /GE-I or GE-II)
B.Com	1. Human Resource Management 2. Fundamentals of Financial Management 3. Entrepreneurship 4. Principles of Micro Economics	BC.5.1 BC.5.2 BC.5.3 BC.5.4	DSE- 1 DSE- 2 SEC- 3 GE- 1
Economics	1. Development of Economics 2. Indian Economy	ECON507 ECON517	DSE-3 SEC-5
English	1. Contemporary India Women & Empowerment 2. Soft Skills 3. Technical writing	ENGL501 ENGL 502 ENGL503	GE-1 DSE-IA AEEC-3
Hindi	1. रंग आलेख एवं रंगमंच अथवा 2. भाषा कम्प्यूटिंग 3. लोक साहित्य 4. आधुनिक भारतीय साहित्य	HIND 501 HIND 502 HIND 503 HIND 504	SEC-3 SEC-3 DSE-IA GE
History	1. Some Aspects of European History 1980-1945 2. Women Studies in India 3. An introduction to Archaeology	HIST107 HIST-III HIST121	DSC GE SEC
Music	1. Hindustani Music 2. DSE Unit-1 3. DSE Unit-2 4. Elective Generic Course	MUSI703 MUSI801TH MUSI802PR MUSI901TH	SEC-3 DSE 1A GE-1
Physical Education	1. Specialization in Volley Ball 2. Recreation 3. Health Education and Nutrition	PED501PR PED504TH PED506TH	SEC DSE GE-1
Political Science	1. Democratic Awareness with legal literacy 2. Themes in Comp. Pol. Theory 3. Society, Economy, Politics in H.P	POLS501 POLS502 POLS504	SEC-2 DSE 1- A GE-1

Semester – VI

Subject	Course Title	Course Code	Course Type (CC/AECC /SEC/DSE or DSC /GE-I or GE-II)
B.Com	1. Management Accounting 2. International Business 3. Personal Selling & Salesmanship 4. Indian Economy	BC. 6.1 BC. 6.2 BC. 6.3 BC. 6.4	SE (DSE)-3 SE (DSE)-4 SEC- 4 GE- 2
Economics	1. Money & Banking 2. Demography	ECON609 ECON619	DSE SEC-7
English	1. Language Literature & Culture 2. Academic Writing 3. Business Communication	ENGL601 ENGL602 ENGL603	GE-2 DSE-I B AECC- 4
Hindi	1. चलचित्र लेखन अथवा 2. समाचार संकलन और लेखन 3. छायावादोन्तर हिन्दी कविता 4. सर्जनात्मक लेखन के विविध क्षेत्र	HIND601 HIND602 HIND603 HIND604	SEC-4 DSE-IB GE
History	1. Political History of modern Europe 15 th to 18 th 2. Gender and Education in India 3. Orality an Oral Culture in India	HIST110 HIST114 HIST124	DSC GE SEC
Music	1. Hindustani Music 2. DSE Unit-1 3. DSE Unit-2 4. Elective Generic Course	MUSI704 MUSI802TH MUSI803PR MUSI901TH	SEC-3 DSE 1A GE-2
Physical Education	1. Methods of Teaching in Physical Education 2. Specialization in Athletics 3. Yoga	PED602TH PED601PR PED604TH	DSC SEC GE-2
Political Science	1. Conflict & Peace building 2. Democracy & Government 3. Human rights & Gender Environment	POLS601 POLS602 POLS603	SEC-4 DSE- 1- B GE-2

** Core course (CC), Ability Enhancement Compulsory Course (AECC), Skill Enhancement Course (SEC), Discipline Specific Elective (DSE or DSC), Generic Elective (GE), Specific Elective (SE).

** Subjects are arranged in alphabetical order.

IMPORTANT INSTRUCTIONS

- (a) A candidate shall also be required to fulfill the following conditions to appear in the annual examinations:-
- (i) 75% attendance is compulsory in theory and practical.
 - (ii) 75% attendance is mandatory in seminars and submission of assignments.
 - (iii) It shall be compulsory to score minimum 50% marks in aggregate in house examination.
 - (iv) It shall also be mandatory to participate in activities of subject societies.
 - (v) The University annual examination form shall be treated as provisional unless and until the eligibility criteria as mentioned above for appearing in annual examination is fulfilled by the candidate and a certificate to this effect is received from the Principal of the concerned College at least 15 days prior to the start of annual/practical examination.
- (b) Apart from compulsory subjects, the subject combinations and number of seats shall be decided by the college concerned.

For determining CCA for a student enrolled for the Academic session will account for 30 % of the total marks i.e. 100. The break up to 30% marks is given below:-

For the 1st and 2nd Year

- i) 5 marks for attendance
- ii) 5 marks for class test to be taken on completion of 40% syllabus by the class teacher.
- iii) 10 marks for house test to be taken on completion of 75% of syllabus.
- iv) 10 marks for assignment, tutorials, general behavior of student.

For V & VI Semester

- (i) 5 marks for attendance.
- (ii) 15 marks for minor test.
- (iii) 10 marks for assignment, tutorials, project etc.

CLASS ROOM ATTENDANCE INCENTIVE:

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

75% but < 80%	1 Mark
>= 80% but < 85%	2 Marks
>= 85% but < 90%	3 Marks
>= 90% but < 95%	4 Marks
>= 95%	5 Marks

MIGRATION

1. Migration from other college to Govt. Degree College, Dhami at 16 Mile, District Shimla and vice-versa is governed by HPU rules.
2. No migration certificate can be issued unless the student is registered with university. A migrating student will not be admitted to the college if the subject/ courses studied by him/her previously are not available in the college.
3. The migrating student must submit the following documents/information :
 - i. Lecture attendance statement (of all subjects offered)
 - ii. Statement of credits earned by the students under CCA
 - iii. Character certificate from the Principal of the college last attended.
4. After migration has been sanctioned and notified by the HPU, the student must join the second college within the time period stipulated by the HPU.
5. The college first joined is entitled to the tuition fee for the month in which the university sanctions the migration. The second college is not entitled to the tuition fee for the month or part thereof.
6. The admission of the students migrating from another university or from and affiliated college or institution in the same course (including ICDEOL) shall be governed by the regulations framed by the Executive Council of HPU from time to time.
7. The admission of the student migrating from another university shall be treated as provisional and shall be confirmed when he/she produces the migration certificate issued by the University and a certificate of good conduct issued by the Head of the Institution last attended.
8. A student disqualified by another university shall not be given admission during the period of the disqualification.

SCHOLARSHIPS / CONCESSIONS:

1. Post -Matriculation Scholarship for SC/ST students whose parents annual income does not exceed Rs 2,50,000.
2. Post –matric scholarship for students belonging to minorities whose income is below 200,000/-(Rupees two lakh) per annum and marks not less than 50 per cent.
3. Indira Gandhi Utkrisht Chhatrvriti Yojana for Post 10 +2 students : the scholarship under this shall be awarded to 10 male toppers each from merit list of 10+2 (Arts, Science and Commerce)@ of 10,000 per annum.
4. Post +2 Scholarship scheme: Under this scheme the first 100 students from the merit list of 10+2 class supplied by the HP board of School Education, Dharmshala will be selected provided they join the first year of the degree course
5. Maharishi Valmiki scholarship for girls: This scholarship is meant for girls who belong to the Valmiki family and whose parent in engaged in unclean profession, the amount for the same is Rs 9000/- per annum.

6. IRDP/BPL scholarship scheme: The student who belongs to IRDP/BPL families may apply for this scholarship with required documents. A sum of Rs. 1200/- per annum is provided as financial assistance.
7. Govt. of India Scholarship for Handicapped students: This scholarship is available to the physically handicapped students only through HP Welfare department.
8. Soldier Board Scholarship: The children of Ex-servicemen may apply for this scholarship to the District Soldiers' Board. The prescribed form can be obtained from the office of this board/ college office.
9. Scholarship for children of Army personnel Martyred/Disabled during war: Eligible students may apply to the District Soldier's Board through the head of the Institution. The amount of scholarship is Rs 1200/- per annum .
10. Kalpana Chawala Chatrvriti : State scholarship for the 2000 meritorious +2 girls students of all study groups named Kalpana Chawala Chatrvriti Yojana has been started from 2012-13 onwards. The deserving candidates will be awarded a scholarship of Rs. 15,000/- per student per annum.

PAYMENT OF FEE

1. Tuition fee shall be charged for 12 months (June to May) as per schedule. At the time of admission student will have to pay the fee for six months i.e. From June to November and in the Month of November fee will be charged for the next six months i.e. from December to May or together for one year.
2. Fee and other charges are to be paid (without fine) on the dates fixed by the office for each class notified from time to time. Those who pay the college dues after the dates fixed for their class will have to pay the fine for the delay.
3. Fee, fine and other dues once paid, will not be refunded.
4. The students who do not pay their dues as per schedule dates will be charged Rs. 10/- Per day as the late fee and as per the schedule fixed by the college/ university from time to time.
5. Tuition fee from the following students will not be charged:
 - I. Girl's students.
 - ii. Among real brothers/sisters, only one will be exempted.
 - iii. Physical disability above 40%.

FEE STRUCTURE

Fee will be charged as under:

1. At the time of admission for six months from June to November, 2019
2. During the month of November for the months of December, 2019 to May, 2019 along with the University examination fee.

College Fee and Funds	Annual Charges Rs.	Monthly Charges	Rs.
Admission Fee	25.00	Tuition fee(Only for Boys and Non-Himachali Girls)	50.00
University Registration Fees		Amalgamated Fund	25.00
		Building Fund	10.00
i. For HP Board students	200.00	Rovers and Rangers Fund	5.00
ii. For other Board Students	400.00	Sports Fund	20.00
University Continuation Fee	10.00	NSS Reg.Fee	10.00
University Holiday Home	1.00	NCC	10.00
University Welfare Fee	15.00	Practical Fee:-	
University Sports Fee	15.00	Computer Practical	15.00
University migration Fee	50.00	(Commerce)	
House Examination Fund	80.00	Music	15.00
(i) For 1 st Yr & 2 nd Yr	40.00	Physical Education	15.00
(ii) For V Semester	80.00		
Library Security	100.00	Re-Admission Fee	
(Refundable)		First Time	100.00
College Magazine	50.00	Second Time	200.00
Student Aid Fund	2.00	Absence and other fines	
Red Cross Society Fund	40.00	i. Absentee fine per period	1.00
Book Replacement Fund	25.00	ii. Absent from practical (Per practical)	3.00
Furniture repair	10.00	iii. Absence from House	10.00
I-Card	10.00	Test(Per Paper)	
Cultural Activity	20.00	iv. Late Return of Library	1.00
Computer and Internet facility	20.00	Book Per day	
Campus Beautification and Dev. Fund	10.00	v. Late Payment of dues per day	1.00
University Development Fund		vi. Late Admission fee	10.00
(One time for a program/ course)			
i. For Gen. students	250.00		
ii. For BPL/IRDP	100.00		

- This fee is subject to change i.e. if the fee is revised, the students will have to pay the revised fee.
- Himachal University charges: As decided by the HPU Gyan Path from time to time.

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COLLEGE MAGAZINE: The College magazine '*Navpalash*' is published every year. This magazine provides a platform to hone the skill of the students in writing/creativity under different sections of the magazine. The students having a flair for writing have to submit the articles within the stipulated time period for inclusion in the magazine.

CAREER GUIDANCE AND COUNCELING CELL: A career guidance and counseling cell is operative in the college under the direct guidance and supervision of the College Principal. The object of the cell is to inform /guide the students regarding different career opportunities in professional and administrative arenas.

COLLEGE STUDENTS CENTRAL ASSOCIATION (CSCA): The College will have a CSCA constituted as per HPU rules and regulations in force from time to time.

COLLEGE IDENTITY CARD: Once the admission of a student to the college is confirmed, he/she should collect his/her identity card from the college office/the Librarian well in time as per the schedule notified by the office/Librarian. It is compulsory for all the students to carry the college identity card with them daily and to produce it for verification as and when demanded by the college authorities. The loss of identity card must be reported immediately to the college authorities. One has to file an FIR in order to get a duplicate I-Card on payment of Rs. 20/- within one week .

PARENT-TEACHER ASSOCIATION: The College has constituted the Parents Teachers Association from the Session 2016-17. Every student is supposed to contribute Rs. 500/- P.A. towards PTA. Parent-Teachers Association has been formed in the college with the avowed object of promoting participation of parents in the developmental activities of the College. Their presence and valuable suggestions are eagerly solicited by the staff in PTA meetings. Elections to the general body of the PTA are held at the start of academic session every year. The executive body comprises the following members:

1. Principal of the College- Patron of the body.
2. Parents or Guardians (only those who have blood relation with the students studying in the college.)
3. Teachers.

LEAVE RULES

1. It is compulsory for all the students to get their leave sanctioned before proceeding on any kind of leave.
2. For leave on medical ground, the student will be required to submit a medical certificate in case the leave is for more than a week's duration.
3. Leave up to one week will be sanctioned by the concerned teacher. For leave extending more than one week's duration, the student shall have to apply to the Principal.
4. A student will not be allowed to avail more than ten days leave during the entire academic session, except under exceptional circumstance.
5. If a student remains absent for ten days continuously without information, his/her name will be struck off from the rolls of the college.
6. Even if a student is on leave, he/she will have to deposit his/her fee as per the scheduled date decided by the college.

RE-ADMISSION:

Students can seek re-admission twice during the session. First re-admission will be allowed within ten days after the name is struck off after paying a fine of Rs. 100/- and a fine of Rs. 200/- will be charged for the second re-admission within ten days after the name is struck off from the rolls. No student will be allowed to seek admission after two times of re-admission.

IMPORTANT COLLEGE RULES FOR STRICT COMPLIANCE:

1. The Principal and the members of the staff have the power to take disciplinary action against students indulging in act of indiscipline, which may lead to imposing fine, or suspension, rustication or expulsion of the guilty student.
2. Students are directed to switch off their mobiles as and when they enter class rooms. Playing music and songs on mobile phones is strictly prohibited. Student found indulging in it will be penalized.
3. The prior approval of college authorities to organize the function /activity in the college campus is required.
4. Pasting of unauthorized posters in the college, writing on the wall, blackboards and notice board is strictly prohibited.
5. A student bringing outsider in the college campus will be severely punished. Outsiders are not allowed to roam about in the college campus.

6. Roaming about in the campus, corridors and outside classrooms during vacant periods and causing disturbance to work in this manner is highly undesirable and will be considered an act of indiscipline.
7. Damage of any kind to college property including defacement of walls, damage to furniture, etc. is an act of indiscipline.
8. Use of Alcohol and drugs is strictly prohibited. Any student found indulging in it will be penalized.
9. Smoking chewing of tobacco/gutka is strictly prohibited and any infringement may entail a fine of rupees 100/-.
10. It is mandatory for all the students to carry their identity cards daily to the college .The loss of the card should be reported through FIR immediately .

GRIEVANCES AND REDRESSAL MECHANISM

1. The students will have the right to make an appeal against any component of evaluation. Such appeal has to made to the Principal of the College on a prescribed form and should clearly state in writing the reason(s) for the complaint/appeal.
2. The appeal will be placed before the grievance Redressal committee (GRC), Chaired by the college Principal for cases pertaining the core/elective/generic courses.
3. Any other type of grievance may be heard by the said committee.

SPORTS/CULTURAL AND ACADEMIC SOCIETIES

The institution has various clubs and societies:

1. The Planning Forum
2. Literary Society
3. The History Society
4. The Political Science Society /Electoral Literacy Club
5. Eco- Club
6. Red Cross Society
7. Physical Education Society

The College calendar gives space to various activities other than academics including sports, cultural, creativity, social work etc. The college is representing the Inter College/ Inter University and North Zone/All India Inter Universities Sports Competitions. The college will provide the sports facilities for the sports person to participate in various competitions during the session 2019-20.

TUTORIALS

All the students will be divided into different tutorials groups for the purpose of academic excellence and greater interaction between teacher and the taught. Teacher-in-charge of each group will provide assistance/counseling/guidance regarding academics and other activities periodically.

THE BHARAT SCOUTS & GUIDES

The college has one unit each for Rangers and Rovers registered under world organization, The Bharat Scouts & Guides. The mission of this organization is to contribute to the education of young people, through a value system based on the Scout Promise and Law to help build a better world where people are self-fulfilled as individuals and play a constructive role in society. The registered Rangers and Rovers will get the opportunities to participate in various activities organized by this organization like jamborees, rallies, conference, competitions, community participation program etc.

NATIONAL SERVICE SCHEME (NSS)

The National Service Scheme (NSS) is a Central Sector Scheme of Government of India, Ministry of Youth Affairs & Sports. It provides opportunity to the student youth at various levels to take part in various government led community service activities. At present college has half active unit of NSS volunteers.



Annual Committees 2019-20

Advisory Committee

Dr. Ruchi Ramesh
Dr. Kamna Mihendru
Dr. Gopal Singh Dasta
Ms. Namita C. Khagta
Dr. Shivani Khatri
Sh. Pritam Jeet Garg

Discipline / Anti-ragging Committee

Dr. Gopal Singh Dasta- Convener
Ms. Namita C. Khagta
Dr. Shivani Khatri
Dr. Ajay Kaith
Sh. Sunil Acharya
Sh. Tulsi Ram

Prevention of Sexual Harassment against Women & Women Cell

Dr. Ruchi Ramesh- Convener
Dr. Kamna Mehindru
Ms. Namita C. Khagta
Dr. Shivani Khatri
Dr. Sunita Sharma
Ms. Shakuntla
Ms. Asha Devi

Time Table Committee

Dr. Kamna Mehindru- Convener
Dr. Ajay Kaith

IQAC & Research Promotional Cell

Dr. Ruchi Ramesh- Convener
Dr. Kamna Mehindru
Dr. Gopal Singh Dasta

Sports & Cultural Committee

Dr. Ruchi Ramesh- Convener
Dr. Kamna Mehindru
Dr. Gopal Singh Dasta
Dr. Shivani Khatri
Dr. Sunita Sharma

Scholarship Committee

Dr. Ruchi Ramesh- Convener
Dr. Gaurav Sharma
Ms. Neelam Garg

Career Counseling Cell

Dr. Ruchi Ramesh- Convener
Ms. Namita C. Khagta
Dr. Ajay Kaith
Dr. Ram Lal Bhardwaj
Dr. Raksha Kalta

Bus Pass Attestation Committee

Dr. Shivani Khatri- Convener
Dr. Ram Lal Bhardwaj
Dr. Gaurav Sharma

General Purchase Committee

Dr. Ruchi Ramesh- Convener
Dr. Gopal Singh Dasta
Ms. Namita C. Khagta
Dr. Ram Lal Bhardwaj
Sh. Pritam Jeet Garg

Campus Beautification & Maintenance Committee

Ms. Namita C. Khagta- Convener
Dr. Shivani Khatri
Dr. Raksha Kalta
Sh. Pritam Jeet Garg
Ms. Narvada

Mid-Term Examination (RUSA)

Dr. Kamna Mehindru- Convener
Ms. Namita C. Khagta
Sh. Sunil Acharya

Grievance Redressal Committee

Dr. Ruchi Ramesh
Dr. Kamna Mehindru
Dr. Gopal Singh Dasta

Library Committee

Dr. Kamna Mehindru- Convener
 Dr. Gopal Singh Dasta
 Dr. Shivani Khatri
 Dr. Sunita Sharma
 Dr. Gaurav Sharma
 Ms. Shakuntla

Press/ Media Committee

Dr. Ruchi Ramesh- Convener
 Ms. Namita C. Khagta

Red Cross & First Aid Committee

Dr. Shivani Khatri- Convener
 Sh. Sunil Acharya

The Bharat Scouts & Guides

Ms. Namita C. Khagta- Convener
 Sh. Sunil Acharya

NCC Incharge

Dr. Ram Lal Bhardwaj

Bursar

Dr. Ajay Kaith

College Magazine Committee

Dr. Kamna Mehindru (Editor –in-Chief)
 Dr. Shivani Khatri (Editor English Section)
 Dr. Ajay Kaith (Editor Commerce Section)
 Dr. Kamna Mehindru (Editor Hindi Section)
 Dr. Sunita Sharma (Editor Pahari Section)
 Dr. Ram Lal Bhardwaj (Editor Planning Forum)

Prospectus, Annual Report & AISHE Committee

Dr. Ruchi Ramesh- Convener
 Dr. Kamna Mehindru
 Ms. Namita C. Khagta
 Dr. Shivani Khatri

CSCA Committee

Dr. Ruchi Ramesh- Convener
 Dr. Gopal Singh Dasta
 Ms. Namita C. Khagta
 Dr. Ajay Kaith

Refreshment Committee

Dr. Shivani Khatri- Convener
 Sh. Sunil Acharya
 Dr. Raksha Kalta
 Dr. Gaurav Sharma
 Ms. Shakuntla
 Ms. Narvada

Canteen Committee:

Dr Ruchi Ramesh –Convener
 Dr. Kamna Mehindru
 Dr. Gopal Singh Dasta
 Shri Pritam Garg

Stage Decoration & Seating Committee

Dr. Kamna Mehindru- Convener
 Dr. Ajay Kaith
 Dr. Ram Lal Bhardwaj
 Dr. Sunita Sharma
 Ms. Neelam Garg
 Ms. Asha Devi
 Sh. Leela Dutt

Stage Compeering

Dr. Gopal Singh Dasta- Convener
 Ms. Namita C. Khagta
 Dr. Shivani Khatri

Invitation Committee

Dr. Gopal Singh Dasta- Convener
 Dr. Ram Lal Bhardwaj
 Dr. Gaurav Sharma
 Ms. Shakuntla

Youth Festival Committee

Dr. Ruchi Ramesh Coordinator

Group -I Creativity

(Quiz, Elocution, Debate, On – the- Spot Painting, Collage, Poster Making, Clay Modeling, Cartooning and Rangoli)

Dr. Kamna Mehindru

Dr. Shivani Khatri

Dr. Raksha Kalta

Group –II Music Items

(Classical, Vocal, Hindustani or Kathak, Instrumental (Solo-Percussion), Light Vocal (Indian), Western Vocal Solo, Group Song (Indian), Group Song (Western))

Dr. Gopal Singh Dasta

Dr. Ram Lal Bhardwaj

Dr. Sunita Sharma

Group –III Dance

(Folk/ Tribal Dance/ Classical Dance)

Dr. Ruchi Ramesh

Dr. Gopal Singh Dasta

Dr. Ajay Kaith

Group –IV Theatre

(One Act Play/ Skit/ Mime)

Ms. Namita C. Khagta

Sh. Sunil Acharya

Dr. Gaurav Sharma

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

-Nelson Mandela

ANNUAL CALENDAR/ ACTIVITIES OF THE COLLEGE

June 2019 to May 2020

Submission of Admission Forms	18.06.19 to 25.06.19
Display of Merit List	26.06.19 to 27.06.19
Fee Deposit and Display of 2nd Merit List	28.06.19 to 29.06.19
Regular Teaching for all Classes	1st July 2019
Principal's Address and Induction for 1st semester	08.07.2019
Freshers' Day Celebration	Third Week of July
Formation of Tutorial Group	Last week of July
General House and PTA Formation	10.08.2019
CSCA Election	As per HPU Notification
Oath Taking Ceremony	After CSCA Election
Teacher's Day	05.09.2019
Hindi Diwas	14.09.2019
Filling of Scholarship Forms	September 2019
NSS Day	24.09.2019
Mid Term Examination for 1st Yr, 2nd Yr and V Semester	Last week of September
End- Semester Examination for V Semester	16.10.19 to 14-11.19
Diwali Break	25.10.19 to 29.10.19
Education Day	11.11.2019
Constitutional Day	26.11.2019
AIDS Day	01.12.2019
World's Human Rights Day	10.12.2019
Winter Vacations	01.01.2020 to 04.02.2020
Athletic Meet	February 2019
Women's Day	08.03.19
Annual Function	March 2019
Farewell to Outgoing Class	March 2019
Mid Term Test for VI Semester	Last week of March

