



**PROSPECTUS-CUM HANDBOOK
OF
BACHELOR OF
COMPUTER
APPLICATIONS
(BCA)**

(2024-25)



Get in Touch:



bcalab.rmp@gmail.com



gbpmgrampur.edu.in



91 01782233021



**G.B PANT MEMORIAL
GOVT. COLLEGE
RAMPUR BUSHAHR**

Principal's Message

Greetings to one and all!

A welcome message is more than just a simple greeting; it is an invitation to join a community, a promise of support and guidance, and a celebration of diversity and excellence. We are glad that you have chosen to be a part of this family to pursue your academic journey. We believe that honesty and excellence in education is vital for the holistic growth of the individual and the society and our college motto “सा विद्या या विमुक्तये” (knowledge is one that liberates) further concretizes our believe that only knowledge can provide complete liberation to a human mind and enrich the personality with critical thinking, harmony and positive attitude. As the principal of this esteemed institution, I am truly honoured to extend a warm welcome to all learners who have chosen to embark on a journey of lifelong learning and personal growth with us.



Established in 1959, our institution, named after G.B. Pant, a pioneer in the field of education and social betterment, has a rich history of academic excellence and cultural diversity. Serving students from five districts of the Himachal Pradesh, our institute has been a beacon of knowledge and empowerment for generations. Our students have excelled in various fields, bringing pride and accolades to our college at both national and international levels. Our regress efforts to promote the values of sustainable development and ecological awareness within and outside campus through community outreach programmes conducted by NSS, NCC, Eco Club and UBA are evident through our green campus initiative.

The strength of our institution lies in its values. Our institute caters to multicultural students of all districts of Himachal Pradesh amongst Kullu, Kinnaur, Shimla, Mandi and Lahual and Spiti districts in majority. Beyond academics, our commitment to providing quality higher education encompasses holistic development. State-of-the-art facilities create a conducive environment for growth and self-discovery in sports, culture, and academia. Our institution provides with a distinctive space for the interaction of rich and vibrant indigenous cultures of the Sutlej Valley which inculcates the spirit of acculturation within the students and other stakeholders. We understand the importance of nurturing talent and offer a wide range of opportunities for students to explore their true potential.

We ensure that our students have affordable and easy access to all the recourses they need to excel in their chosen fields to realize their true potential. Adapting to the changing educational landscape, we have incorporated skill development and capacity-building courses including BCA, B.Voc and PGDCA aligned with the needs of the 21st century. With a focus on preparing students for the challenges and opportunities of the future, our curriculum reflects the vision of the National Education Policy 2020.

Exciting plans for the future include new facilities such as a science block and additional hostels to accommodate our growing student population. Add-on and certificate courses in horticulture, yoga, agriculture, organic farming, computer applications, AI, and communication skills further enhance the learning experience for our students. Your precious and valuable stay in this campus bestows us with an opportunity to provide ideal environment to learn and grow intellectually and spiritually under the generous mentorship of our dedicated faculty and supporting staff.

College achievements, including 1st position in folk dance, hosting of inter-college youth festivals, an automated library, new reading hall, and the G.B. Pant Distinguished Lecture Series, highlight our commitment to excellence and innovation. Initiatives such as a solar power plant for green energy and an eco-friendly campus demonstrate our dedication to sustainability and environmental responsibility. We hope your active and determined participation will encourage you to generate new ideas, enhance your skills and empower yourself with wisdom and critical thinking.

We are honoured and privileged to greet you all in this prestigious institution with is equipped with digital smart class rooms, automated library, eco-friendly campus, a big playground, modern laboratories, a conference room, grand auditorium and subsidized canteen. This is only a beginning of our long, fruitful, intellectual and spiritual journey. As we welcome you to our institution of lifelong learning and excellence, we encourage you to embrace your cultural heritage while exploring new horizons and possibilities. Together, let us embark on a journey of discovery, growth, and success. Your presence in our community is valued and appreciated, and we look forward to your active participation and contributions.

With warm regards
Dr. Pankaj Basotia
Principal

ABOUT THE COLLEGE

The college is named after the country's prominent freedom fighter, great administrator and the recipient of the Bharat Ratna-- Sh. Govind Ballabh Pant, and is duly affiliated to Himachal Pradesh University (Shimla). This college came into existence in July, 1959 but was formally inaugurated on 11th November, 1959 by Raja Bajrang Bahadur Singh of Bhadri estate, the then lieutenant Governor of Himachal Pradesh. Situated on the left bank of the river Satluj, the college is on the national highway no. 5 and at a distance of about 130 km from the historical town of Shimla, the capital city of Himachal Pradesh.

The college is a co-educational institution and imparts meaningful education in the faculties of Humanities, Science, Commerce, Vocation, and Computer Applications. After its inception in 1959 for undergraduate programmes, the year 1994 marked its new phase of academic development with the opening of Postgraduate classes in the subject of Hindi, English, Commerce, History, Economics, and Political Science. In the year 2017, the new PG courses in the subject of Sociology, Geography, Chemistry, Botany, Zoology, Physics and Mathematics were introduced. The self-finance course of Bachelor of Computer Applications (BCA) was started in the academic session 2010-11, based on the feedback of the stakeholders. The skill-oriented Bachelor of Vocation (B.Voc.) was added to the programmes of the college in the year 2017. The primary objective for the implementation of these courses is to empower the youth with practical knowledge that will lead to quality employment and income generating opportunities.

The college campus has a green cover of trees, a sprawling playground and a well-equipped auditorium that provide a healthy ambience for the holistic growth of the students beyond their classrooms. It is surrounded by the scenic beauty of hills that provides the students with ample green space to learn and interact in a lively fresh environment. With modern laboratories and library, the learning experience of the students become extensive and practical. There are three girls' hostels and one boys' hostel which make the college an ideal centre for learning and knowledge. The physical infrastructural facilities in the college have expanded over the years to meet the new demands and also to provide better learning environment to the students. A new Commerce block became functional in July, 2020. A new Science Block with modern amenities will soon become functional. The institution provides a judicious amalgamation of academics, sports, extra-curricular activities and extension activities for the development of mental and physical progress of the students. The students are motivated to follow the motto of the college that focuses on the knowledge that leads to self-realisation and liberation.

The National Assessment and Accreditation Council (NAAC) has awarded grade 'B' to the college for providing quality Higher Education to the students. The college has experienced and qualified teachers who are fully committed to guide and support the students to achieve new academic heights and acquire new skills. The institution draws its strength from the combined efforts of its staff, students and other stakeholders to excel in academics, in extra-curricular activities and in administration.

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PROPOSED ACADEMIC CALENDAR (2024-25)

Sr. No.	PARTICULARS	FROM	TO
1.	Beginning of the New Academic Session	13 th July, 2024	
2.	Submission of Fresh Admission Forms for UG Programmes (Online)	03. 06. 2024	15. 07. 2024
3.	Display of First Merit List	16. 07. 2024	
4.	Counselling and Fee Deposit by students	16. 07. 2024	19.07.2024(5:00 PM)
5.	Display of Second Merit List	20. 07. 2024	
6.	Counselling and Fee Deposit by the students	20. 07. 2024	
7.	Roll On Admission for UG Programmes (Online mode)	06.06.2024	15.07.2024
8.	Fee Deposit for Roll On Admissions	06.06.2024	19.07.2024
9.	Orientation of 1 st Year UG students (BA/ BSc/ BCom/ BCA/ B.Voc)	22.07.2024	
10.	Regular Teaching	23.07.2024	28.10.2024
		04.11.2024	31.12.2024
		05.02.2025	29.03.2025
11.	Principal's Address	3 rd Week of July	
12.	NSS/NCC/R&R Registration	Tentatively in the month of August/ September 2024	
13.	Anti-Ragging & De-addiction Drive	Tentatively in the 3 rd week of August 2024	
14.	Admission to Postgraduate Programmes	As per HP University's notification/ norms	
15.	CSCA Formation and Oath Taking Ceremony	As per HP University's Latest Notification	
16.	Mountaineering/ Trekking Activities	Tentatively in the month of October 2024	

17.	Celebration of Independence Day	15 th August, 2024	
18.	Teachers' Day	05 th September, 2024	
19.	Hosting of HPU Inter-College Sports Meet	As per dates to be notified by HP University	
20.	College Cultural Events	Tentatively in the month of November/ December 2024	
21.	Gandhi Jayanti	02 nd October, 2024	
22.	CSCA Cultural Function, Human Rights Day and AIDS Day	December 2024	
23.	HPU UG/PG examinations	As per HP University's notification/ norms	
24.	NCC Camp and NSS Annual Camp	As per the notification	
25.	Mid-Term/ House Test	As per the notification	
26.	Annual Prize Distribution Function	3 rd Week of March, 2025 (Tentative)	
27.	Examination	01. 04. 2025	14. 05. 2025
28.	Vacation Schedule: <ul style="list-style-type: none"> • Summer Vacation • Diwali Break • Winter Vacation 	18.06.2024 29.10.2024 01.01.2025	12.07.2024 02.11.2024 04.02.2025

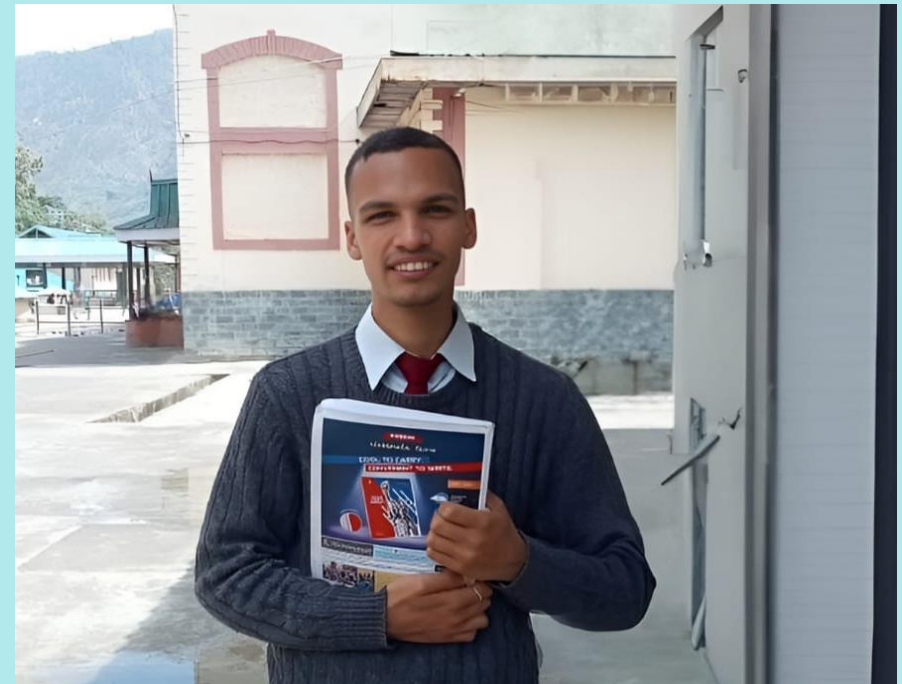
For Departmental activities, please visit the website www.gbpmcrampur.edu.in

VISION & MISSION

VISION

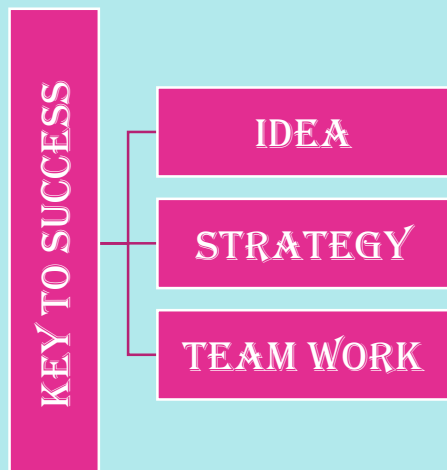
To produce globally competent computer professionals by providing high quality education, conducive learning and research experience that responds swiftly to the challenges of the ever-changing world.

- It provides a platform for students to match the technical skills at international standards
- To provide the atmosphere for students so they can create employment opportunities for themselves as well as for others
- The Department of Computer Applications at G.C Rampur provides excellent technology to the students as well as faculty so that they can be equipped with the requisite skills as per international industry standards
- To prepare the students for technical training with revolutionary vision who can compete globally
- To brush up the ethical as well as technical skills in students so that they will become the preferable choice of a prospective employer.



MISSION

- To produce a quality learning environment that helps students to enhance problem solving skills and to be lifelong learners in ever evolving and challenging global technological developments.
- Develop a centre of excellence to provide solutions for various social & industrial issues in present & future context.
- To collaborate with industry and institutes to make students ready for the professions across disciplines, nationally and globally.
- To provide technical education to the students through well-equipped labs
- Giving personal attention to weaker students consequently, allowing them to cope up with other scholars.





About us:

At the end of the three year BCA programme the students will be able to:

- Understand, analyse and develop computer programs in the areas related to algorithm, web design and networking for efficient design of computer based system.
- Work in the IT sector as system engineer, software tester, junior programmer, web developer, system administrator, software developer etc.
- Apply standard software engineering practices and strategies in software project development using open source programming environment to deliver a quality of product for business success.

PROGRAM SPECIFIC OUTCOMES

- Equip themselves to potentially rich & employable field of computer applications.
- Pursue higher studies in the area of Computer Science/Applications.
- Take up self-employment in Indian & global software market.
- Meet the requirements of the Industrial standards.
- An ability to apply knowledge of mathematics, computer science and management in practice.
- An ability to enhance not only comprehensive understanding of the theory but its application too in diverse field.
- The program prepares the young professional for a range of computer applications, computer organization, techniques of Computer Networking, Software Engineering, Web development, Database management.
- An ability to design a computing system to meet desired needs within realistic constraints such as safety, security and applicability in multidisciplinary teams with positive attitude.
- In order to enhance programming skills of the young IT professionals the program has introduced the concept of project development in each language/technology learnt during semester.

Industrial visit was carried out at 3 companies **CS SOFT SOLUTIONS, OCEANA TECH , NAVIXPL SOLUTIONS** at Chandigarh on 23rd December, 2019. The main objective behind the visit was to make the students aware about the various software application development platform, social networking, web application development space and digital marketing as their career options. They had attended an interactive session with Mr. Abhishek Sood (Business Head) and Mr. Chhottu Sharma (Founder of CS group) which was based on Career Counseling. They guided our students about various career options.



Students attended an interactive session with Mrs. Ramandeep Binder (Sr. Software Developer), Mrs. Sonakshi Grover (Digital Marketing Manager) and Mrs. Nikita Bhatia (Head Career Conselling). They guided our students about various career options.





Introduction to BCA Programme

The Bachelor of Computer Application (BCA) is a three-year under graduate programme spread over six semesters under self-financing scheme. The total number of seats in the BCA course is 60, distributed as under:

Category (Subsidized/Non-Subsidized)	Number of seats
Subsidized Seats	35
Non-Subsidized Seats	25

MEET OUR TEAM

GOVERNING BODY:



Dr. Pankaj Basotia
(President)



Dr. Rajesh Dhorta
Principal, G.C. Kumarsain
(Govt. Nominee)



Dr. G.R Negi
(Academician)



Dr. Jeevan Singh
(Secretary)



Dr. Vidya Bandhu Negi
(Member)



Dr. T. D Verma
(Member)



Mr. Rajesh Kumar Negi
(Member)



Dr. Anuradha Negi Kanain
(Member)



Ms. Promila Kumari
(Member)

PTA President
Executive (Member)



Mr. Yashwani Kumar
(Dealing Assistant)

BCA STAFF



Mr. Pradeep Goswami
(Assistant Professor)



Mr. Ajay Thakur
(Assistant Professor)



Ms. Sunila Devi
(Assistant Professor)



Ms. Aditi Kansal
(Assistant Professor)



Ms. Leela Kumari
(Lab- Attendant)



Mr. Balbir Singh
(Computer Operator)



Ms. Sumitra Devi
(Sweeper/Peon)

Course Curriculum



Evaluation System for BCA Programme

Internal assessment		End semester exam	Total
Mid Term	15 marks	70 marks	100 marks
Assignments	10 marks		
Attendance	5 marks		
TOTAL	30 marks		

Credit Scheme for Bachelor of Computer Application (BCA)

Credits	Theory Marks	Practical Marks	Exam Duration
<ul style="list-style-type: none">• Theory: 4• Practical: 3	<ul style="list-style-type: none">• CCA: 30• End Sem: 70• Total : 100	<ul style="list-style-type: none">• CCA: 15• End Sem: 35• Total: 50	<ul style="list-style-type: none">• 3 hours

SCHEME OF EXAMINATION:

- English shall be the medium of instruction and examination.
- The pass percentage in each subject will be 45%

Theory Papers: (CBCS Semester system)

For regular students each paper will be of 100 marks (70 marks of theory exam and 30 marks for Internal assessment) and the duration of each paper will be 3 hours.

Practical Examination:

Practical examination of 50 marks (35 marks for Practical and 15 marks for Internal Assessment) of duration 3 hours will be conducted by the external examiner from the panel submitted by Chairman, Computer Science Department, Himachal Pradesh University and duly approved by the University/Evaluation Branch, HPU Shimla.

Project work:

In 6th Semester a student has to develop one project, which will be evaluated by the external examiner from the panel submitted by the Chairman, Computer Science Department, Himachal Pradesh University, and duly approved by the University Authority/Evaluation Branch, Himachal Pradesh University, Shimla on the following basis:

- | | |
|-------------------|---------------------------------------|
| 1. Project report | 10 Marks |
| 2. Seminar | 15 Marks (to be evaluated internally) |
| 3. Viva Voice | 25 Marks |

***Attention** - It is mandatory for all the BCA students to follow the dress code on all days except Wednesday and Saturday. The dress code is as following: Sky blue shirt, black trousers, maroon tie, black sweater, black blazer and black shoes.

NOTE :- If National Education Policy 2020 gets Implemented the Changes Will be According to the Himachal Pradesh University Shimla, Guidelines.

Admission Committee: BCA Programme

Dr. Jeevan Masoi (Convener)

Mr. Pradeep Goswami (Member)

Mr. Ajay Thakur (Member)

Ms. Sunila Devi (Member)

Ms. Aditi Kansal (Member)

Technical Committee For Admission:

1. Dr. Asha Garg (Convener)
2. Dr. Pratap Thakur
3. Dr. Vipin Sharma
4. Mr. Lalit Kumar
5. Mr. Pradeep Goswami

Admission to BCA Programme

Instructions for Admission to BCA

The candidates will have to download the college prospectus from the college website www.gbpmgcrampur.edu.in. The candidates are advised to read the various instructions regarding admission in the prospectus before applying for admission. The candidates seeking admission should **apply online w.e.f.**

3rd June, 2024 to 12th July, 2024. The students appearing in the merit list will undergo online counselling by the admission committee and the recommended students will have to deposit the prescribed fee within the stipulated period as per the HPU /College schedule. Later on, every student will also have to approach the admission /scrutiny committee for physical verification as per the schedule notified by the college.

Important: Provisionally admitted students (who have deposited the Fee) should note that it is compulsory for them (and their parents) to submit an online Anti-Ragging undertaking affidavit every academic year by visiting the website: https://www.antiragging.in/affidavit_registration_disclaimer.html (Please select the option of “Affiliated College” for the submission). Do not forget to note down the REFERENCE NUMBER that is generated on the submission of the affidavit form. After filling up the form the student can download the undertakings (of both students and parents) from the website:

https://www.antiragging.in/undertaking_request.php by using the REFERENCE NUMBER. Remember to write down the REFERENCE NUMBER of the Anti-Ragging Undertaking in the appropriate column given in the downloaded Application form.

1. BCA 1st Semester

Eligibility: Candidates who have passed 10+2 examination from H.P. Board / CBSE / ICSE or any other examination considered equivalent to 10+2 by the Himachal Pradesh University, Shimla-5, with 40% Marks (35% marks for SC/ST category), shall be eligible.

Age Limit: Maximum age limit for admission to BCA course is 21 years for general category, 24 years for SC/ST category and 23 years for girl students, as on 1st July of the year concerned. The Vice-Chancellor may permit age relaxation up to maximum of six months.

Documents Required and Instructions for Admission to BCA 1st Semester

List of Documents to be uploaded during the online submission of application

1. Original Matriculation Certificate for the proof of date of birth
2. Original 10+2 certificate
3. Applicants coming from Board/University other than the HP Board of School Education/HP University must upload Original Migration Certificate
4. Original Character Certificate issued from the office of the Head/ Principal of Institution / School last attended or by a gazetted officer in the case of private candidates. The character certificate should have been issued within the last six months on the day of application
5. In the case of gap year, a completely filled self-declaration form (the format is available as Annexure 1 at the end of the prospectus and can also be downloaded from the college website.
6. In the case of gap year, Original character certificate issued by the SDM of the area concerned (Character certificate issued other than the above will not be accepted.) The character certificate should have been issued within the last six months on the day of application
7. Original SC/ST /OBC Certificate (SC/ST/ OBC candidates only)
8. Original EWS Certificate, IRDP Certificate, Ex-servicemen Certificate, WFF Certificate and PH Certificate (for candidates applying under these categories)
9. In case of non-subsidized seats (NRIs/NRI sponsored candidates & foreign national) the following additional documents are also required:
 - a) Sponsorship documents in case of non-subsidized seats (NRIs/NRI sponsored candidates).
 - b) Proof of the nationality in case of a foreign national.
 - c) In case of non-subsidized seats (NRIs) either of the following shall be considered as proof of their status:
 - i. Copy of the non-resident card/employment card issued by the employer
 - ii. Photocopy of the immigration/employment visa entry on the passport along with that of passport
 - iii. Certificate issued by the Indian Embassy / High Commission of the country where residing
 - iv. Photocopy of the latest assessment order of the income tax authorities either in or the country of emolument filled in the status of non- resident Indian
 - d) Certificate of sponsorship from an NRI in case of a sponsored candidate, along with proof of NRI status of the sponsored as required under part (b) above.

List of Documents Required at the Time of Physical Verification:

For the physical verification the students shall have to bring the following documents along with **two passport size photographs**:

- i. Downloaded Application form (*The parents/guardians must sign the undertaking on the 2nd page of the downloaded application to ensure that their wards will not take part in ragging, smoking and any other anti -institutional activity which brings disgrace to the college*)
- ii. Downloaded copy of Anti-Ragging undertaking by the student
- iii. Downloaded copy of Anti-Ragging undertaking by the parent
- iv. Fee slip
- v. Original Character Certificate for submission
- vi. Original Migration Certificate submission (for candidates coming from Board/ University other than H.P. Board of School Education/ H.P. University)
- vii. Self-attested copy of all uploaded documents
- viii. Self-Declaration document for gap in education (format available as Annexure at the end of the prospectus)
- ix. All original documents for verification

Preparation of Merit List

- The admission to BCA course is based on the merit alone.
- Separate merit list shall be prepared for subsidized & non-subsidized categories. The 35 subsidized seats will be filled first and the remaining 25 seats in non-subsidized category will be filled after all the seats in subsidized category are filled.
- Admission to the course for **subsidized** seats shall be as per the HP University 200 Point roster.
- For **non-subsidized** seats, the admission shall be based on the merit list prepared as per the percentage scored in +2 examination. The HP University roster will not be applicable for admission under non-subsidized seats.

Fee Structure for BCA Programme:

BCA 1st and 2nd Semester:

Subsidized Seats

- The candidates admitted under the subsidized category are required to pay annual consolidated fee of Rs. 12,000/- at the time of admission.

Non-Subsidized Seats

- The candidates admitted under the subsidized category are required to pay annual consolidated fee of Rs. 25,000/- at the time of admission



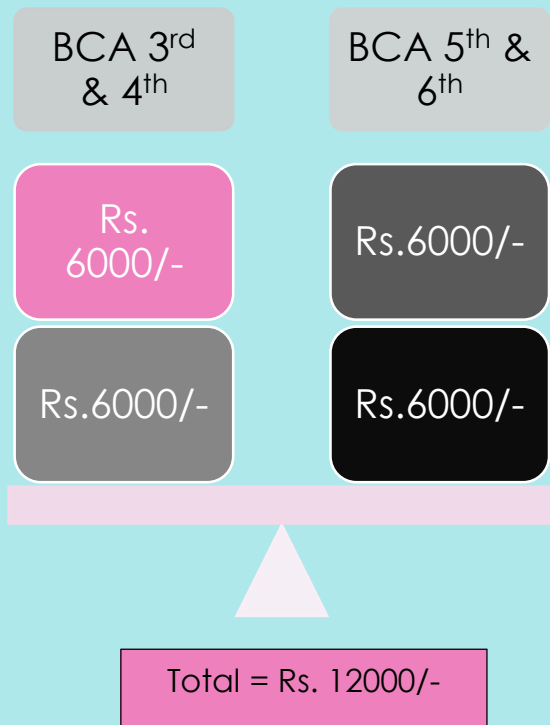
2. Fee Structure and list of documents for BCA 3rd Semester and BCA 5th Semester

All the students who appear in the university examinations of BCA 2nd & 4th Semester can get admission to the next semester under the provision of ROLL ON system.

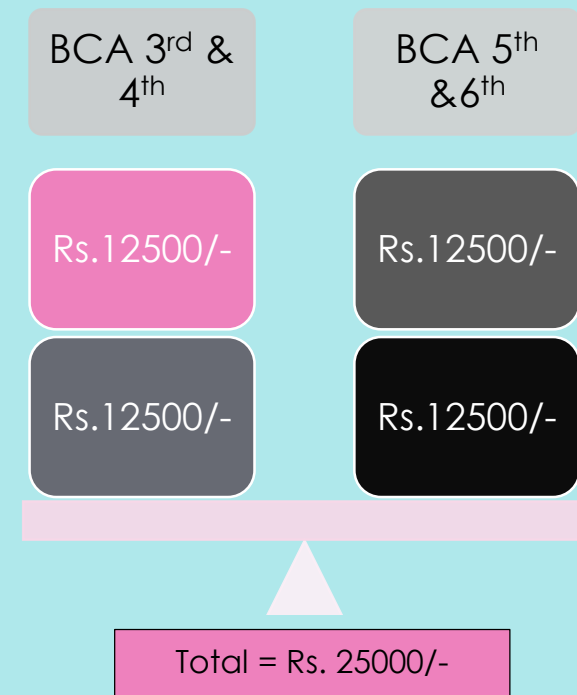
Document required for ROLL ON system:

- i. Matriculation Certificate
- ii. Copy of + 2 Certificate
- iii. Copy of BCA Sem.-I, II Certificates if result declared (for admission in 3rd Sem.)
- iv. Copy of BCA Sem.-I, II, III & IV Certificates if result declared (for admission in 5th Sem.)
- v. Two passport size photographs

Subsidized Seats



Non-Subsidized Seats



Other charges (in addition to the above fee):

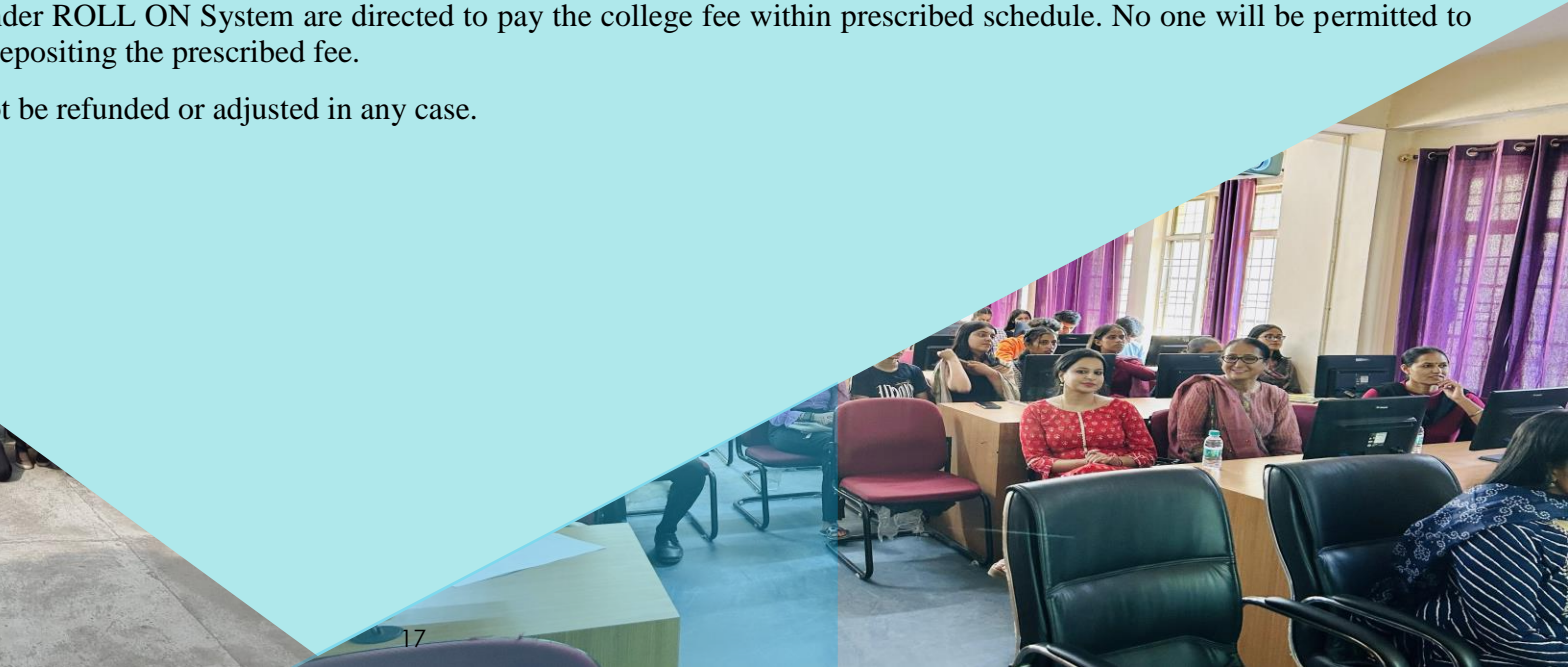
1. Examination fee as per HPU norms will be charged at the time of filling up of examination form
2. Refundable library-cum-lab security of Rs.300/-
3. PTA Fund @ Rs. 200/- per student will also be collected at the time of admission.
4. BCA students who have attained the age of 18 years at time of admission are eligible for membership of Higher Education Institute Society of G.B. Pant Memorial Govt. College Rampur Bushahr and are required to pay subscription of 100/- per annum, as per the decision of the Governing Body of the Society.

Fine Related to Absence from the Class:

- A student will be fined for absence from the class @ Rs. 1/ absence/ class.

NOTE:-

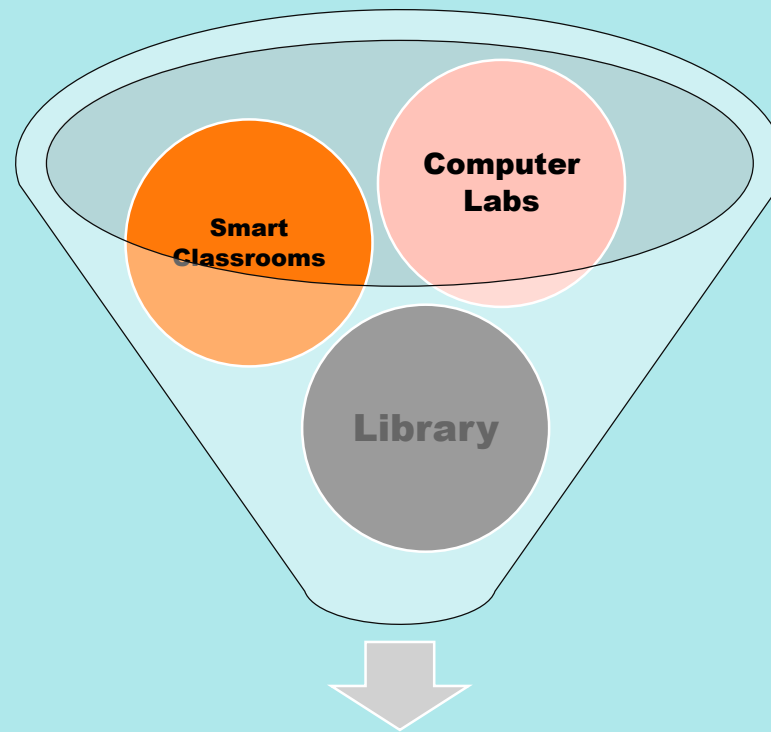
- Late admission fee per day =Rs.10/-
- All the students of BCA under ROLL ON System are directed to pay the college fee within prescribed schedule. No one will be permitted to attend the classes without depositing the prescribed fee.
- Fee once deposited shall not be refunded or adjusted in any case.





*Our
Activities*





OUR FACILITIES



B.C.A Placement Students



Hemant Gautam
Graphic Designer
United Kingdom



Samriti Sharma
Associate Software
Er.



Pooja Verma
Developer



Abhishek Sharma
SBI Life Rampur



Maina Sharma
PNB Rampur



Sonika
Data entry MGM
Hospital



Praveen Goswami
Mern Stack
Developer Techglock
Software Solution



Rajat sharma
JOIT govt of HP



Akhilesh Sekhri
Graphic Designer
NCR



Pariksha kapatia
Data entry operator
Hillyatra Explorist



Gaurav Khachi
Animal Husbandry



Amit Bhardwaj
JOI IT MC Rampur



Lovesh singha
JOIT HRTC



Jitender sharma
sales development
manager HDFC



Anshul product
software Er.



Dhanveer
Associate software Er.
Edios. global



Kushal Kanwar
Product sales manager
Yes Bank



Anjana Sharma
Assistant. Prof Lovely
Professional University



Divya sharma
Executive
Seo discovery



Manoj doulta
privilege banker
relationship manger



Ravinder kanain
Sales officer
HDFC



Netra thapa coach
of banglore
Karnataka



Mridula Thakur web
designer swarnatek
solution



Kusum sharma
computer operator
HPU Shimla

WISHING YOU A GREAT CAREER AHEAD

Introduction to PGDCA

In order to cater to the growing demand of computer awareness among the youth, this college has introduced Post Graduate Diploma in Computer Application (PGDCA) under self-finance scheme. The total number of seats in the PGDCA course is 60, distributed as under:

Category (Subsidized/Non-Subsidized)	Number of seats
Subsidized Seats	40
Non-Subsidized Seats	20
Total	60

Evaluation system

Internal assessment		End semester exam	Total
Assignments	10 marks	75 marks	100 marks
Presentation/ Seminar	10 marks		
Attendance	5 marks		
TOTAL	25 marks		

Scheme of Examination for PGDCA: Duration of PGDCA is one year spread over two semesters. There will be semester system of examination. Each theory paper will be of three hours duration and of 100 marks out of which 75 marks are for written examination and 25 for internal assessment. Each practical exam will be of 100 marks out of which 50 marks for practical and 50 for internal assessment. In the second semester student has to prepare one project which will be evaluated on the following parameters:

Project Report	50 Marks
Viva Voice	100 Marks
Seminar	50 Marks
Total	200 Marks

Admission Committee: PGDCA

Dr. Jeevan Masoi : **Convener**

Mr. Pradeep Goswami : Member

Mr. Ajay Kanain : Member

Ms. Sunila Devi : Member

Ms. Aditi Kansal : Member

Admission to PGDCA:

Instructions for Admission to PGDCA

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Important:

- Provisionally admitted students (who have deposited the Fee) should note that it is compulsory for all of them (and their parents) to submit an online Anti-Ragging undertaking affidavit every academic year by visiting the website: https://www.antiragging.in/affidavit_registration_disclaimer.html (Please select the option of “Affiliated College” for the submission).
- **Do not forget to note down the REFERENCE NUMBER that is generated on the submission of the affidavit form.** After filling up the form the student can download the undertakings (of both students and parents) from the website :https://www.antiragging.in/undertaking_request.php by using the REFERENCE NUMBER.
- Also, write down the REFERENCE NUMBER of the Anti-Ragging Undertaking the appropriate column given in the downloaded Application form.

Eligibility: Any graduate from recognized university or its equivalent with at least 50% marks (45% marks in case of SC/ST candidates) are eligible for admission to PGDCA course.

Age Limit: The maximum age limit for the candidates seeking admission to PGDCA programme shall be 26 years for male candidates, 28 years for female candidates and 29 years for SC/ST candidates as on 1 July of the admission year.

Preparation of Merit List

- The admission to PGDCA is based on the merit alone.
- Separate merit list shall be prepared for subsidized & non-subsidized categories. The 40 subsidized seats will be filled first and the remaining 20 seats in non-subsidized category will be filled after all the seats in subsidized category are filled.

FOR SUBSIDIZED SEATS:

Admission to the course for **subsidized category** shall be made as per the rules & the 120 point roster of HP University in the following manner:

- i. 15% and 7.5% seats shall be reserved for SC and ST candidates respectively who have passed BA/B.Sc./B.Com or any other equivalent degree from any recognized University.
- ii. The remaining 77.5% seats shall be filled as : 2.5% of the seats for admission shall be open for all the candidates irrespective of the institution from where they have passed their qualifying examination and 75% of the seats shall be filled out of the candidates who have passed their graduation from HP University subject to the following reservations:
 - 5% of the seats shall be reserved for the outstanding sports person
 - 5% of the seats shall be reserved for the outstanding cultural activists
 - 5% of the seats shall be reserved for the physically disabled candidates



Documents Required and Instructions for Admission to PGDCA

List of Documents to be uploaded during the online submission of application

1. Original Matriculation Certificate for the proof of date of birth
2. Original 10+2 certificate
3. Original graduation DMC
4. Original Character Certificate issued from the office of the Head/ Principal of the Institution last attended or by a gazetted officer in the case of private candidates. The character certificate should have been issued within the last six months on the day of application
5. In the case of gap year, a completely filled self-declaration form (the format is available as Annexure 1 at the end of the prospectus)
6. In the case of gap year, Original character certificate issued by the SDM of the area concerned (Character certificate issued other than the above will not be accepted.) The character certificate should have been issued within the last six months on the day of application
7. Original SC/ST Certificate (SC/ST candidate only)
8. For single girl child reservation, the single girl child will have to submit certificate from the competent authority, i.e., Secretary of Gram Panchayat. Single girl child means a girl who is the only child of her parents and she has no other brother and sister.
9. Original certificate of sports/ cultural activities and required certificate for PWD candidates.
10. In case of non-subsidized seats (NRIs/NRI sponsored candidates & foreign national) the following additional documents are also required:
 - a) Sponsorship documents in case of non-subsidized seats (NRIs/NRI sponsored candidates).
 - b) Proof of the nationality in case of a foreign national.
 - c) In case of non-subsidized seats (NRIs) either of the following shall be considered as proof of their status:
 - i. Copy of the non-resident card/employment card issued by the employer
 - ii. Photocopy of the immigration/employment visa entry on the passport along with that of passport
 - iii. Certificate issued by the Indian Embassy / High Commission of the country where residing
 - iv. Photocopy of the latest assessment order of the income tax authorities either in or the country of emolument filled in the status of non- resident Indian
 - d) Certificate of sponsorship from an NRI in case of a sponsored candidate, along with proof of NRI status of the sponsored as required under part (b) above

List of Documents Required at the Time of Physical Verification:

For the physical verification the students shall have to bring the following documents along with **two passport size photographs**:

- i. Downloaded Application form (*The parents/guardians must sign the undertaking on the 2nd page of the downloaded application to ensure that their wards will not take part in ragging, smoking and any other anti -institutional activity which brings disgrace to the college*)
- ii. Downloaded copy of Anti-Ragging undertaking by the student
- iii. Downloaded copy of Anti-Ragging undertaking by the parent
- iv. Fee slip
- v. Original Character Certificate for submission
- vi. Original Migration Certificate submission (for candidates coming from Board/ University other than H.P. Board of School Education/ H.P. University)
- vii. Self-attested copy of all uploaded documents
- viii. Self-Declaration document for gap in education (format available as Annexure at the end of the prospectus)
- ix. All original documents for verification

Fee Structure of PGDCA

Subsidized Seats:

- The candidates admitted under the subsidized category are required to pay annual consolidated fee of Rs. 14,000/- at the time of admission.

Non-Subsidized Seats:

- The candidates admitted under non-subsidized category are required to pay annual consolidated fee of Rs. 25,000/- at the time of admission.

Charges in addition to the above fee:

- (i) Examination fee as per HPU norms will be charged at the time of filling up of examination form.
- (ii) Refundable library-cum-lab security of Rs.300/-.
- (iii) PTA Fund @ Rs. 200/- per student will also be collected at the time of admission.



Refusal And Cancellation of Admission: (In accordance with HPU Ordinance)

1. The Principal may grant or refuse admission to any student on the recommendation of the admission committee.
2. Admission will not be granted after the expiry of admission dates.
3. Cancellation of Provisional Admission at the time of physical verification: If any student fails to produce the original documents for verification, and submit the attested copies of required documents along with the Original Character certificate, Original Migration Certificate (if applicable) & Self Declaration for gap in education (format available as Annexure 1 at the end of the prospectus), then his/her provisional admission can stand cancelled.

*** Note: All admissions made by the college are provisional till regularized by H.P. University.**

Fine Related to Absence in the Class BCA and PGDCA

- After continuous absence from a class for a period of 10 days in Annual System , the name of the student will be struck-off from the college rolls and the information for the same will be displayed on the notice board and college web site.
- Re-admission with Rs.100/- and Rs.200/- for the first and second time respectively will be allowed on very specific grounds. Re-admission for the third time will not be allowed.
- Absence fine will be charged from students as mentioned below:
 - Per-period absence fine = Rs 1/-
 - Practical class per day absence fine = Rs 3/-
 - Library fine on each book per day = Rs 1/-
 - Re-admission fine (First time) = Rs 100/-
 - Re-admission fine (Second time) = Rs 200/-
 - Late admission fee per day = Rs.10/-

200 Point Roster: Reservation of seats for admission

S. No. of Seat(s)	Category for Which the seat(s) remarked	S. No. of Seat(s)	Category for Which the seat(s) remarked
1	UR- PH-1	35	OBC-5 IRDP-2
2	UR	36	UR
3	UR	37	SC-8
4	UR	38	EWS-4
5	SC-1	39	UR
6	UR	40	ST-2 Ex-man-6
7	UR- Ex-man-1	41	SC-9
8	OBC-1	42	OBC-6
9	EWS-1	43	UR
10	SC-2	44	UR
11	UR	45	UR
12	UR	46	SC-10
13	UR	47	UR- Ex-man-7
14	SC-3 Ex-man-2	48	UR
15	UR	49	OBC-7 PH-3
16	UR	50	SC-11
17	OBC-2	51	UR- WFF-1
18	EWS-2	52	UR
19	SC-4	53	EWS-5
20	ST-1	54	UR- Ex-man-8
21	UR- Ex-man-3	55	SC-9
22	OBC-3	56	OBC-8
23	SC-5 PH-2	57	UR
24	UR	58	UR
25	UR	59	EWS-6

26	UR	60	SC-13 Ex-man-9
27	UR	61	ST-3
28	SC-6 IRDP-1	62	UR
29	OBC-4 Ex-man-4	63	OBC-9 IRDP-3
30	EWS-3	64	SC-14 IRDP-4
31	UR	65	UR
32	SC-7	66	UR
33	UR- Ex-man-5	67	UR
34	UR	68	UR

Roster: Reservation of seats for admission(200 Point)

S. No. of Seat(s)	Category for Which theseat(s) remarked	S. No. of Seat(s)	Category for Which theseat(s) remarked
69	SC-15	103	UR
70	EWS—7	104	UR
71	UR	105	SC-23
72	OBC-10 Ex-man-10	106	UR
73	SC-16	107	UR- Ex-man-16
74	UR- Ex-man-11	108	OBC-16
75	UR	109	EWS-11
76	UR	110	SC-24
77	OBC-11	111	UR
78	SC-17	112	UR
79	EWS-8	113	UR
80	ST-4 IRDP-5	114	SC-25 Ex-man-17
81	UR- Ex-man-12	115	UR
82	SC-18	116	UR
83	UR PH-4	117	OBC-17
84	OBC-12	118	EWS-12

85	UR	119	SC-26
86	UR- Ex-man-13	120	ST-6
87	SC-19	121	UR- Ex-man-18
88	UR	122	OBC-18
89	OBC-13	123	SC-27 PH-7
90	EWS-9	124	UR
91	SC-20 WFF-2	125	UR
92	UR	126	UR
93	UR- PH-5	127	UR
94	UR- Ex-man-14	128	SC-28 IRDP-8
95	OBC-14 IRDP-6	129	OBC-19 Ex-man-19
96	SC-21 IRDP-7	130	EWS-13
97	EWS-10	131	UR
98	ST-5	132	SC-29
99	OBC-15	133	UR- Ex-man-20
100	SC-22 Ex-man-15	134	UR
101	UR- PH-6	135	OBC-20 IRDP-9
102	UR	136	UR

S. No. of Seat(s)	Category for Which theseat(s) remarked	S. No. of Seat(s)	Category for Which theseat(s) remarked
137	SC-30	169	SC-37
138	EWS-14	170	EWS-17
139	UR	171	UR
140	ST-7 Ex-man--21	172	OBC-25 Ex-man—25
141	SC-31	173	SC-38
142	OBC-21	174	UR- Ex-man-26
143	UR	175	UR
144	UR	176	UR
145	UR	177	OBC-26
146	SC-32	178	SC-39
147	UR- Ex-man-22	179	EWS-18
148	UR	180	ST-9 IRDP-12
149	OBC-22 PH-8	181	UR- Ex-man—27
150	SC-33	182	SC-40
151	UR WFF-3	183	UR PH-9
152	UR	184	OBC-27
153	EWS-15	185	UR
154	UR Ex-man-23	186	UR Ex-man—28
155	SC-34	187	SC-41
156	OBC-23	188	UR
157	UR	189	OBC-28
158	UR	190	EWS-19
159	EWS-16	191	SC-42 WFF-4
160	SC-35 Ex-man—24	192	UR
161	ST-8	193	UR PH-10
162	UR	194	UR- Ex-man-29
163	OBC-24 IRDP-10	195	OBC-29 IRDP-13
164	SC-36 IRDP-11	196	SC-43 IRDP-14

165	UR	197	EWS-20
166	UR	198	ST-10
167	UR	199	OBC-30
168	UR	200	SC-44 Ex-man--30

***For single girl child, one seat is reserved in all the subjects beyond stipulated seats**

The seats under 200 point roster for different categories are as under:

Category	SC (22%)	ST(5%)	OBC (15%)	EWS(10%)	General	Total
Open	28	06	18	20	70	142
Ex-man / WES	06	02	04	--	18	30
WFF	02	----	---	---	02	04
IRDP	06	02	06	---	-----	14
PH	02	-----	02	----	06	10
Total	44	10	30	20	96	200

Vertical reservation:

(1) SC 22% (2) ST 5% (3) OBC 15 % (4) EWS 10%

Horizontal reservation:

(1) Ex- Serviceman/ WES 15% (2) IRDP 7% (3) Physically Handicapped 5% (4) Ward of Freedom Fighter 2%

***For single girl child, one seat is reserved in all the subjects beyond stipulated seats**

Points Earmarked

Ex-Service Man (15%)	7,14,21,29,33,40,47,54,60,72,74,81,86,94,100,107,114,121,129,133,140,147,154,160,172,174,181,186,194,200
Ward of Freedom Fighter(2%)	51,91,151,191
IRDP (7%)	28,35,63,64,80,95,96,128,135,163,164,180,195,196
Physically Handicapped(5%)	1,23,49,83,93,101,123,149,183,193

BCA And PGDCA TOPPERS



Nikita Thakur



Sangeeta Kumari



Rohit Mehta



Naveen Prakash



Abhay Damalu



Anjali



Sakshi



Deeya



Pooja



Abhay Chauhan



Avinash



Nikhil

Talent Of BCA Students



Aman Bhardwaj
Anchoring, Digital Arts



Vijay
Event Organising



Kamlesh Thakur
Anchoring



Sanjana Chauhan
Dancing



Sakshi Bohra
Singing



Pooja Sharma
Caligraphy



Saurabh Bhaluni
Footballer



Mitali Sharma
Dancing



Raju
Photography



Pryanshu Sharma
Programming



Yashika Bhardwaj
Dancing



Jyoti Bala Bhatia
Dancing



Anjali
Anchoring



Arjun Thakur
Photography



Nidhi Mehta
Dancing

HOSTEL ACCOMMODATION

The College has the facility of three hostels for the girls and one for the boys of the college:

- i) Tribal Girls' Hostel for 120 Girls
- ii) Bhadri Girls' Hostel for 60 Girls.
- iii) Tribal Boys' Hostel for 70 Boys
- iv) Dr. Ambedkar Girls' Hostel for 48 Girls

Admission Process

Admission to the hostels is granted strictly on merit and good conduct basis. In Tribal (Boys/Girls') Hostels, first preference will be given to the tribal boy/girl students and if seats fall vacant, SC/OBC, Backward Area and General Category boys/girls are also allowed. In Bhadri Girl's Hostel, the seats reserved for the SC/ST/OBC and Physically Handicapped girls are 15%, 7.5% and 5% respectively. The application forms along with the required documents/certificates, for admission to any of the above hostels should reach the concerned hostel warden/clerk on or before the last date of admissions notified by the college. All the senior hostel residents are informed that they should apply for the hostel accommodation well in time failing which the vacant seats will be given to the students seeking admission in the college hostel.

Hostel Charges:

a) Monthly charges	b) Annual Charges
Room Rent per student = Rs. 30/-	Mess advance = Rs. 1500/- (Refundable)
Common-room Fund = Rs. 70/-	Hostel Security = Rs. 1000/- (Refundable)
Electricity Charges = Rs. 200/-	Furniture Maintenance Charges = Rs. 200/-
Hostel Attendant/Clerk/Sweeper/Cook Charges = Rs. 350/-	Utensil Charges = Rs. 105/-
	Hostel Admission Fee = Rs. 75/-
Water Charges = Rs. 60/-	Medical Charges = Rs. 100/-

Note:-Hostel security will be refunded to the final year students and to those who intend to leave the hostel

Instructions to the Hostellers

Rules and Instructions for the Students Seeking Admission in Hostels:

(For detailed information, the hostel booklet/form is to be purchased separately from the college office)

1. Any hostel student found guilty of indulging in ragging, in or around the hostel, will be expelled from the hostel as well as from the college. Use of drugs or intoxicants and smoking is strictly prohibited in the hostels and college campus. Hostel students are not allowed to use any electric heater and water heating rod in their rooms. Defacing walls, tampering with electrical fittings and banging of doors and windows are not allowed.
2. Submit the parent consent letter at the time of taking admission in the hostels.
3. For other important and detailed information hostellers are advised to go through the hostel prospectus separately

NOTE: With reference to letter No. EDN-HE (21) B (15)15/2017-V dt.27-05-2017. No teacher/official/student is allowed to use the CELL PHONE in the premises of any Educational Institution. The students can use their cell phones in the college premises only on a zone fixed by the college authority. The teachers are allowed to use their mobile phones only in the staff room.

ZERO TOLERANCE TO RAGGING

Any student found involved in ragging in any form what so ever will be punished appropriately which may include:—

- | | |
|--|--|
| 1. Imprisonment, fine or both. | 2. Expulsion from the College. |
| 3. Suspension from the Classes. | 4. Fine with Public Apology. |
| 5. With holding Scholarship or other Benefits. | 6. De-barring from represent in an Events. |
| 7. Suspension and Expulsion from Hostel. | 8. Legal proceeding under Criminal Law shall be initiated. |

CONTACT NUMBERS INCASE OF ANY PROBLEM

If a student faces any kind of problem in the hostel in any form whatsoever, he/she is free to contact any of the following members of Hostel Anti-Ragging Committee:

NAME	MOBILE NO.
Mr. Rajesh Kumar Negi	9459239537
Ms. Yojana Thakur	8219581805
Dr. Satpal Khoond	9736080606
Dr. Krishan Kumar	7018950071
Dr. Savita Kumari	82190-99167
Ms. Surekha Devi	94186-50749
Ms. Ranju Bala	8629094914
Ms. Heera Bhagti	7018716776
Ms. Puspa Kumari	8580505071
Ms. Kiran	7876802911

NATIONAL ANTI-RAGGING HELP LINE (24x7 Toll Free):1800 – 180 – 5522

(You can also register complaint via e-mail: helpline@antiragging.in)

NATIONAL ANTI-RAGGING HELP LINE (24x7 Toll Free):1800 – 180 – 5522

(You can also register complaint via e-mail: helpline@antiragging.in)

SCHOLARSHIPS

Eligible students belonging to SC/ST, OBC, IRDP, EBC, Meritorious and Minority Communities are benefitted by various State Sponsored and Centre Sponsored Scholarship Schemes implemented by the Government. Detailed information regarding all the State and Centre Sponsored Scholarship Schemes is available under National Scholarship Portal <https://scholarships.gov.in>

SOCIAL OUTREACH

NATIONAL CADET CORPS (NCC):

NCC training instills a feeling of patriotism and discipline in the cadets for upholding the unity and integrity of our country and it prepares them for rendering services to our motherland in times of peace and natural calamities. The college unit offers two army wings with two caretaker officers (CTOs). The students may join NCC by filling in enrolment form available in the college office. The students enrolled under NCC are required to attend minimum 40 parades in a session as per the schedule. It is compulsory to attend these parades in addition to 2 camps in order to appear for 'B' & 'C' certificate examinations. The cadets also learn mountaineering and rock climbing under different camps.

NATIONAL SERVICES CHEME (NSS):

The college has two units of NSS with hundred volunteers each. The units follow the motto "Not Me But You" and actively organize cleanliness drives, plantation drives and awareness programs in the college as well as in the adopted villages. The volunteers also participate in a seven day special camp every year. A NSS certificate is given to a volunteer who devotes 120 hours of social work in one year for a certain or cumulative period, i.e., 240 hours in two years and attend the special camp of seven days.

ROVERS AND RANGERS:

The college runs a unit of Rovers (Boys) and Rangers (Girls) programme under one Ranger Leader and one Rover Leader. The college unit comprises of 24 Rovers and 24 Rangers. The students enrolled as Rovers and Rangers in the college are given training for the service of the Nation and

humanity at large. Various activities with an aim to encourage the spirit of national integration and oneness are organized by the unit. The activities include adventure sports, community development, organizational work, skill development & awareness programmes organized by Bharat Scouts & Guides New Delhi. The Rangers and the Rovers earn various badges through their training camps. Aiming at the development of young students in achieving their physical, intellectual, social and spiritual potential as individuals; the college runs Rovers & Rangers. There are 24 seats respectively for Rovers & Rangers in the college, for which application forms are invited in the beginning of academic session, after scrutinising the forms the selected students will be induced in R&R after completing codal formalities accordingly.

GOVERNANCE AND ADMINISTRATION

Parent Teacher Association (PTA):

To encourage community participation in education, Parent Teacher Association (PTA) under sections 2.33 to 2.33.7 of the H.P. Education Code, 2001 has been established. Parent Teacher Association (PTA) has emerged as an effective solution to the problems of students and teachers in the field of education. It is a non-political body for better co-ordination and interaction between parents and teachers for improvement of academic standards and infrastructural facilities of the college, giving utmost priority to students' welfare. Parents or guardians who are in the blood relation of the students, teachers and head of the institution are the members of the association. Parents are advised to attend the General House and other meetings for which information is circulated through proper medium.

College Students' Central Association (CSCA):

The College Students' Central Association (CSCA) is a representative body of students to train them for their duties, responsibilities and rights of citizenship. The main function of CSCA is to ensure the maintenance of proper academic atmosphere and discipline among the students. All the colleges affiliated to HP University have their CSCA as per its guidelines. **The CSCA body consists of nominated posts of President, Vice-President, General Secretary, Joint Secretary and Class Representatives.** The nomination takes place on the basis of HPU Grade Cards. The Principal acts as the Chief Advisor with Five Teacher Advisors nominated by him/her. As many as 16 students with outstanding performance in academic, cultural and co-curricular activities are also nominated by the Head of Institution. The nomination of CSCA office bearers and class representatives is held on the date notified by H.P. University.

ACADEMIC OUTREACH

IGNOU Study Centre- 1110:

Indira Gandhi National Open University, New Delhi, opened a study centre in this college in 1996. This study centre provides opportunities to opt for job-oriented courses such as Rural Development, Human Rights, Tourism Studies, Food & Nutrition and Computer Education; Certificate Courses in Organic Farming and Sericulture; and Diploma in Value Added Products from Fruits Vegetables and Dairy Technology. The study centre also provides Bachelors Degree in Arts and Commerce. The students can enroll themselves with this study centre for different Job-Oriented Certificate and Diploma Courses simultaneously with B.A., B.Sc. and B.Com. degree courses. Learners can visit the website www.ignou.ac.in for more information.

ICDEOL Learning Support Centre:

International Centre for Distance and Open Learning H.P. University, Shimla has opened a learning Support Centre in this College in 2019. The objective of ICDEOL is to facilitate the students enrolled through Open Distance Learning Mode for UG and PG level courses in the college. The basic aim of the ICDEOL Learning Support Centre is to facilitate and to meet the academic requirements of the students belonging to far-flung areas of the region. The students can enroll in different courses for both UG and PG courses from ICDEOL, H.P University Shimla.

EXTRA CURRICULAR ACTIVITIES

Educational Tours and Excursion:

The college encourages and allows Educational Tours and Excursions during the session, under the guidelines laid down in letter No EDN-HEB(6) 2/2009-Misc Directorate of Higher Education Feb. 2019 as follows:

1. The faculty/staff accompanying the students will travel in the vehicle in which students are travelling.
2. Students will not be allowed to travel without accompany of teacher/staff deputed with them.
3. If girl students are participating the Educational Tour, one lady teacher must accompany the students.
4. Written consent of the parents is essential to allow the students for participating in the educational tour.
5. Tour programme should be signed and recommended by the Principal.
6. The students will not be allowed to perform any recreational activity during the tour.

7. The Educational Tour should be need based and part of course.

8. Tour programme must be intimated to the Deputy Commissioner of the respective District and local administration before departure.

College Magazine-- Kinner-Kailash:

The magazine "Kinner-Kailash", published annually, brings forth the literary talent of the students and provides them an opportunity for expressing their thoughts and ideas on different issues. The articles are collected by the end of every year. The student editors from different faculties/sections are selected through a written test and they are awarded with certificates and prizes at the college annual function.

CLUBS AND SOCIETIES

Electoral Literacy Club:

Electoral Literacy Club is set up in the college to promote electoral literacy among the new voters (in the age-group of 18-21 years old) through engaging and interesting activities. The objectives of ELC are:

- To educate the targeted students about voter registration, electoral process and related matters through hand on experience.
- To help the target students understand the value of their vote and exercise their right to franchise in a confident, comfortable and ethical manner.
- To facilitate voter registration for its eligible members who are not yet registered

The club organizes activities like “Chunav Pathshala Activity” that further include competitions like slogan writing and painting.

Eco Club:

Eco Club promotes the participation of students and teachers in knowing and improving our environment. The club aims to create mass awareness and incorporate as many people as possible for understanding our environment. Its objectives are:

- To instill love and responsibility towards nature
- To make students understand environment and environmental problems
- To minimize the use of plastic bags
- To create awareness of bio-diversity conservation and local environmental issues

- To create a clean and green consciousness among students through various innovative methods
- To organize plantation drives

Road Safety Club:

Road Safety Club is established to enhance the awareness about various issues of road safety among the students. It focuses on changing mindsets of students towards Safe Driving and First- Aid Training. It works for improving their knowledge and skills to reduce the accidents & develop young ambassadors to propagate road safety tips to all the road users to make the roads safe. The mission of this club is to save the lives, minimize the causes of accidents and sensitizing the road users about valued human lives through various activities & competitions. It motivates students to become a “Good Samaritan” by helping victims of road accidents. Road safety Club works with the motto to “Educate, Enlighten & Empower” to live long.

The main objectives of the Road safety Club are:-

- To make student understand the Road safety, Traffic Rules and Regulations.
- To provide an opportunity to students to be familiar with the Road Safety Education.
- To involve students for becoming messengers of society at large on Road safety & educate them.
- 4. To facilitate students participation in decision making in area related to Road Safety while travelling by bus, car, motor cycle or any other mode.
- To bring awareness among students about problems and difficulties that arises due to road accidents.
- To involve students in action based program related to safe road, safe speed, safe drive & safe vehicles.

Energy Club:

Energy Club aims at generating and disseminating awareness for judicious and sustainable consumption of energy. Considering the limited quantum of fossil fuel available, the need of the hour is conservation and judicious use of resources. The Energy Club aims to create awareness among the students by organizing events such as discussion, webinar, debate and workshop which in turn will sensitize their peers, families and community as a whole. Energy audit is one of the main objectives of Energy club programme.

Red Ribbon Club:

Red Ribbon Club works with the motto “Prevention is better than Cure”. It is a voluntary programme for students in the institution.

Objectives of RRC:

- To educate youth with correct, concise and adequate information and add to their level of awareness about HIV AIDS and other related issues (thus eliminate myths and misconceptions)
- To sensitize the youth regarding the care and support needs of people affected with HIV AIDS and instill in them the spirit to end the stigma and discrimination against the affected people
- To create and train, among the youth a cadre of peer educators for spreading awareness about HIV AIDS and its prevention in the community

SOCH Literary Society:

SOCH (Students of Creative Harmony) Literary Society is an initiative of the Department of English, Rampur Bushahr that aims at the overall growth and personality of the students through literary, cultural and community outreach activities. A major objective of **SOCH** is ‘welfare through empowerment’ and inculcating a spirit of ‘sharing and giving’ amongst the students and participants.

Our primary focus is on issues pertaining to

- Promotion of literary activities
- Learning creative writing skills
- Inculcating creative thinking
- Encouraging multi-cultural local folk activities
- Understanding environmental concerns in modern times
- Raising social awareness through community outreach programmes like winter clothes donation and Women empowerment related activities

COMMITTEES AND INCHARGES

Annual Committees, Cells & Clubs

ADVISORY COMMITTEE

1. Dr. Vidya Bandhu Negi (Convener)
2. Dr. T.D. Verma
3. Mr. Rajesh Kumar Negi
4. Dr. Anuradha Negi Kanain
5. Mr. Jeevan Singh
6. Ms. Promila Kumari
7. Ms. Gita Sharma
8. Mr. Rajesh Kumar (M)
9. Dr. Asha Garg
10. Dr. Jitender Sahni
11. Mr. Roshan Lal (Supdt. Grade-II)

DISCIPLINE AND ANTI-RAGGING COMMITTEE

1. Dr. Vidya Bandhu Negi (Convener)
2. Dr. Jeevan Singh
3. Ms. Promila Kumari
4. Dr. Pratap Singh Thakur
5. Mr. Ishwar Negi
6. Dr. Narender Kumar Negi
7. Dr. Maheshwar Singh
8. Mr. Anil Kumar
9. Ms. Yojana Thakur
10. Dr. Sat Pal
11. Dr. Ajender Negi
12. Ms. Amar Devi
13. Mr. Vicky Prabhat
14. Mr. Panma Negi

PURCHASE COMMITTEE

1. Mr. Rajesh Kumar Negi (Convener)
2. Dr. Jitender Sahni
3. Dr. Shiwali Thakur
4. Mr. Kamlesh Kumar
5. Dr. Vipin Sharma
6. Dr. Krishan Kumar Negi
7. Mr. Roshan Lal (Supdt. Grade II)

PROSPECTUS COMMITTEE

1. Ms. Promila Kumari (Convener)
2. Dr. Shiwali Thakur
3. Dr. Pratap Singh Thakur
4. Mr. Ravinder Singh
5. Ms. Priyanka
6. Ms. Nirmala Negi
7. Ms. Sunila Devi
8. Ms. Aditi Kansal
9. Ms. Chaand Kumari (JOA IT)
10. Mr. Shashi Kant

CAREER GUIDANCE AND PLACEMENT CELL

1. Mr. Rajesh Kumar Negi (Convener)
2. Dr. Asha Garg
3. Dr. Sat Pal
4. Dr. Vipin Sharma
5. Dr. Heera Bhagati
6. Mr. Lalit Kumar
7. Mr. Pradeep Goswami
8. Mr. Vikash Sekhri
9. Mr. Sandeep Singh

BUS PASS ATTESTATION

All HODs/Co-ordinators/Nodal Officers

DRUG DE-ADDICTION AWARENESS COMMITTEE

1. Dr. Vidya Bandhu Negi (Convener)
2. Dr. Jeevan Singh
3. Mr. Ishwar Negi
4. Mr. Anup
5. Ms. Yojana Thakur
6. Dr. Sat Pal
7. Dr. Vipin Sharma
8. Ms. Ranju Bala
9. Mr. Madan Mohan (LA)
10. CSCA President

UGC AFFAIRS COMMITTEE

1. Dr. Anuradha Negi (**Convener**)
2. Mr. Rajesh Kumar(M)
3. Dr. Shiwali Thakur
4. Dr. Gopi Chand
5. Mr. Lalit Kumar
6. Mr. Roshan Lal (Supdt. Grade-II)

BUILDING & CAMPUS DEVELOPMENT COMMITTEE

1. Dr. Jitender Sahni (**Convener**)
2. Dr. Gopi Chand
3. Ms. Jayanti Mala
4. Mr. Anil Kumar
5. Dr. Savita Kumari
6. Dr. Vipin Sharma

IQAC COMMITTEE

1. Dr. T.D. Verma (**Convener**)
2. Mr. Rajesh Kumar Negi
3. Dr. Shiwali Thakur
4. Dr. Anita Kumari
5. Ms. Jayanti Mala
6. Ms. Anuradha
7. Mr. Kamlesh Kumar
8. Mr. Lalit Kumar
9. Mr. Roshan Lal (Supdt. Gr-II)
10. Mr. J.B. Bansal (Academician)
11. Mr. Abhay Aggarwal (C.A)
12. PTA (President)
13. OSA (President)
14. CSCA (President)

COMMITTEE FOR NEW EDUCATION POLICY (NEP 2020)

1. Dr. Anuradha Negi (Coordinator)
2. Dr. Asha Garg
3. Mr. Kamlesh Kumar
4. Dr. Krishan Kumar Negi
5. Mr. Pradeep Goswami

E-JOURNAL/NEWSLETTER

1. Dr. Gopi Chand (**Convener**)
2. Ms. Anuradha
3. Dr. Satpal
4. Dr. Krishan Kumar Negi
5. Mr. Lalit Kumar
6. Ms. Sunila Negi
7. Ms. Aditi Kansal

PM-USHA AFFAIR COMMITTEE

1. Mr. Rajesh Kumar Negi (**Convener**)
2. Dr. Asha Garg
3. Dr. Gopi Chand
4. Dr. Sat Pal
5. Mr. Tarun Sharma
6. Mr. Lalit Kumar
7. Mr. Roshan Lal (Supdt. Grade II)
8. Ms. Chaand Kumari (JOA IT)

NODAL OFFICER ACEDMIC BANK CREDIT (NEP 2020)

1. Dr. Jeevan Singh (Convener)
2. Dr. Anita Kumari
3. Mr. Ishwar Negi
4. Ms. Anuradha
5. Dr. Vipin Sharma

SCHOLARSHIP MONITORING COMMITTEE

1. Dr. Asha Garg (**Convener**)
2. Dr. Pratap Singh Thakur
3. Mr. Roshan Lal (Supdt. Grade II)

SCHOLARSHIP COMMITTEE

1. Dr. Gopi Chand
2. Mr. Ravinder Singh
3. Ms. Yojana Thakur
4. Mr. Kamlesh Kumar
5. Dr. Sat Pal
6. Mr. Tarun Sharma
7. Ms. Amar Devi
8. Ms. Pushpa Devi
9. Ms. Kiran Kumari
10. Ms. Sunila Negi
11. Ms. Aditi Kansal
12. Mr. Inder Singh (JLA)

WATER ELECTRICITY AND SANITATION COMMITTEE

1. Mr. Roshan Lal (Office Supdt. Gr-II)
2. Ms. Chaand Kumari
3. Mr. Shoba Ram
4. Mr. Rajesh Kumar
5. Mr. Kanti Lal

SPORTS COMMITTEE

1. Dr. Vidya Bandhu Negi (**Convener**)
2. Dr. Jitender Sahni
3. Mr. Ravinder Singh
4. Mr. Mohan Singh
5. Ms. Jayanti Mala
6. Dr. Krishan Kumar Negi
7. Mr. Tarun Sharma
8. Mr. Vicky Prabhat
9. Mr. Panma Negi
10. Mr. Shobha Ram (JLA)

CAMPUS BEAUTIFICATION, CLEANLINESS & HYGIENE COMMITTEE

1. Mr. Ishwar Negi (**Convener**)
2. Mr. Anup
3. Ms. Yojana Thakur
4. Dr. Vipin Sharma
5. Ms. Ranju Bala
6. Mr. Tarun Sharma
7. Mr. Vipin Kumar (M)
8. Mr. Kanti Lal (LA)

WOMEN GRIEVANCES AND REDRESSAL CELL

1. Ms. Gita Sharma (**Convener**)
2. Ms. Jayanti Mala
3. Ms. Norbu Zangmo
4. Ms. Anuradha
5. Ms. Priyanka
6. Ms. Nirmala Negi
7. Ms. Kiran Kumari

PRESS AND PHOTOGRAPH COMMITTEE

1. Ms. Gita Sharma (**Convener**)
2. Ms. Norbu Zangmo
3. Ms. Priyanka
4. Ms. Anjali
5. Mr. Vicky Prabhat
6. Mr. Vikram Sharma

WEB UPDATION COMMITTEE

1. Dr. Pratap Singh Thakur (**Convener**)
2. Dr. Sat Pal
3. Dr. Vipin Sharma
4. Mr. Lalit Kumar
5. Mr. Pradeep Goswami
6. Mr. Roshan Lal (Supdt. Grade-II)
7. Mr. Balbir Singh
8. Mr. Deepeksh
9. Mr. Shashi Kant

CANTEEN COMMITTEE

1. Dr. Jitender Sahni (**Convener**)
2. Mr. Anup
3. Mr. Anil Kumar
4. Dr. Savita Kumari
5. Ms. Nirmala Negi
6. Dr. Vipin Sharma
7. Ms. Amar Devi
8. Mr. Vikas Sekhri
9. Mr. Sandeep Kumar
10. Mr. Roshan Lal (Supdt. Gr. II)

CULTURAL COMMITTEE

a) HPU Youth Festival Group-I

1. Dr. Narender Kumar (**Convener**)
2. Mr. Ravinder Singh
3. Ms. Priyanka
4. Dr. Ajender Negi
5. Ms. Anjali
6. Mr. Tarun Sharma
7. Mr. Vicky Prabhat

b) HPU Youth Festival Group-II

1. Mr. Rajesh Kumar (M)(**Convener**)
2. Mr. Anup
3. Mr. Vipin Kumar
4. Ms. Sangeeta Devi
5. Ms. Hem Lata

c) HPU Youth Festival Group-III

1. Mr. Ishwar Negi (**Convener**)
2. Ms. Norbu Zangmo
3. Ms. Yojana Thakur
4. Ms. Sangeeta
5. Mr. Anil Kumar (Chem.)

d) HPU Youth Festival Group-IV

1. Ms. Gita Sharma (**Convener**)
2. Mr. Ravinder Singh
3. Ms. Amar Devi
4. Ms. Kiran Kumari
5. Mr. Vikas Negi

MAGAZINE COMMITTEE

1. Ms. Promila Kumari (Chief Editor & Editor Sanskrit)
2. Dr. Asha Garg (Editor Science)
3. Dr. Jitender Sahni (Editor Environment)
4. Mr. Ishwar Negi (Editor Commerce)
5. Dr. Narender Kumar (Editor English)
6. Ms. Norbu Zangmo (Editor Hindi)
7. Dr. Sat Pal (**Editor Economic & Planning**)
8. Dr. Vipin Sharma (**Editor Pahari**)

EDUCATION TOUR & TREKKING COMMITTEE

1. Mr. Anup (**Convener**)
2. Dr. Vipin Sharma
3. Dr. Ajender Negi
4. Ms. Ranju Bala
5. Mr. Panma Negi

NATIONAL DIGITAL LIBRARY OF INDIA CLUB

1. Dr. Pankaj Basotia (**Patron**)
2. Dr. Vipin Sharma (President)
3. Dr. Anita Kumari (Secretary)
4. Mr. Sudhir Kumar (Asst. Librarian)

SC, ST, OBC CELL

1. Mr. Rajesh Kumar Negi
2. Mr. Mohan Negi
3. Ms. Surekha Negi
4. Mr. Roshan Lal Joshi
5. CSCA President

FIRST AID COMMITTEE

1. Dr. Anita Kumari (**Convener**)
2. Mr. Anup
3. Dr. Savita Kumari
4. Ms. Yojana Thakur
5. Dr. Sat Pal
6. Ms. Surekha Devi
7. Dr. Krishan Kumar Negi
8. Ms. Pushpa Devi

LIBRARY COMMITTEE

1. Ms. Promila Kumari (**Convener**)
2. Dr. Anita Kumari
3. Ms. Priyanka
4. Dr. Vipin Sharma
5. Ms. Sangeeta
6. Mr. Anil Kumar (Chem.)
7. Sh. Sudhir Kumar (Asst. Librarian)

STUDENT GRIEVANCE & REDRESSAL COMMITTEE

1. Dr. Anuradha Negi Kanain (**Convener**)
2. Ms. Promila Kumari
3. Dr. Jitender Sahni
4. Mr. Kamlesh Kumar
5. Dr. Sat Pal
6. Dr. Krishan Kumar Negi
7. Mr. Pradeep Goswami
8. Mr. Vikas Sekhri
9. Sh. Roshan Lal (Supdt. Gr-II)
10. Mr. Sahab Singh (LA)

RESEARCH DEVELOPMENT AND INNOVATION COMMITTEE

Dr. Anuradha Negi Kanian (**Convener**)

a) New Initiative Committee

1. Dr. Asha Garg
2. Dr. Jitender Sahani

b) Faculty and student Empowerment Committee

1. Dr. Shiwali Thakur
2. Dr. Satpal
3. Mr. Lalit Kumar

c) Institution Incubation Centre

1. Dr. Anita Kumari
2. Dr. Krishan Kumar Negi

d) Academic and Co-Curricular Activities' Committee

1. Dr. Gopi Chand
2. Ms. Anuradha Negi
3. Ms. Amar Devi

UNNANT BHARAT ABHYAN CELL

1. Dr. Vipin Sharma (**Convener**)
2. Dr. Krishan Kumar Negi
3. Ms. Ranju Bala
4. Ms. Pushpa Devi
5. Ms. Kiran Kumari
6. Mr. Anil Kumar (Chem.)

CSCA FORMATION & ADVISORY COMMITTEE

1. Dr. Vidya Bandhu Negi (**Convener**)
2. Dr. T.D. Verma
3. Mr. Rajesh Kumar Negi
4. Dr. Anuradha Negi Kanain
5. Mr. Jeevan Singh
6. Ms. Promila Kumari
7. Ms. Gita Sharma
8. Mr. Rajesh Kumar (M)
9. Dr. Asha Garg
10. Dr. Jitender Sahni
11. Mr. Roshan Lal (Supdt. Grade II)

AUDITORIUM MANAGEMENT COMMITTEE

1. Dr. Jeevan Singh (**Convener**)
2. Dr. Asha Garg
3. Dr. Jitender Sahani
4. Dr. Shiwali Thakur
5. Dr. Gopi Chand
6. Dr. Pratap Singh Thakur
7. Mr. Mohan Singh
8. Mr. Anil Kumar
9. Dr. Ajender Negi
10. Mr. Roshan Lal (Supdt. Grade -II)
11. Ms. Prem Dassi (LA)

ELECTRORAL LITERACY CLUB

1. Mr. Mohan Singh
2. Mr. Kamlesh Kumar
3. Ms. Hemlata

BIS - STANDARDS CLUB

1. Dr. Asha Garg (Convener)
2. Dr. Shiwali Thakur
3. Dr. Anita Kumari
4. Mr. Anil Chauhan

ECO CLUB

1. Dr. Anita Kumari (**Convener**)
2. Mr. Anup
3. Ms. Jayanti Mala
4. Ms. Nirmala Negi
5. Ms. Surekha Devi

RED RIBBON/BLOOD DONOR CLUB

1. Dr. Shiwali Thakur (**Convener**)
2. Dr. Anita Kumari
3. Dr. Narender Kumar
4. Ms. Priyanka
5. Ms. Surekha Devi
6. Mr. Vipin Kumar (M)
7. Ms. Hem Lata
8. Ms. Twarpati (LA)

ENERGY CLUB

1. Mr. Ishwar Negi(**Convener**)
2. Dr. Narender Kumar
3. Dr. Maheshwar Singh Thakur
4. Dr. Savita Kumri
5. Ms. Anjali

ROAD SAFETY CLUB

1. Dr. Shiwali Thakur(**Convener**)
2. Mr. Ishwar Kumar Negi
3. Mr. Ajender Negi
4. Mr. Krishn Kumar Negi
5. Dr. Heera Bhagti
6. Ms. Kiran Kumari
7. Mr. Vipin Kumar (M)

HOSTEL MANAGEMENT COMMITTEE

1. Mr. Rajesh Kumar Negi (**Chief Warden**)
2. Ms. Yojana (**Co-Chief Warden**)
3. Ms. Surekha Devi
4. Dr. Krishan Kumar Negi
5. Dr. Heera Bhagati
6. Ms. Ranju Bala
7. Ms. Pushpa Devi
8. Ms. Kiran Kumari

DISASTER MANAGEMENT COMMITTEE

1. Dr. Gopi Chand (**Convener**)
2. Mr. Ishwar Negi
3. Ms. Yojana Thakur
4. Dr. Satpal
5. Dr. Vipin Sharma
6. Ms. Ranju Bala

HOSTEL STAFF

Principal /President (HEIS): Dr. Pankaj Basotia
Co-Ordinator: Dr. Jeevan Singh
Dealing Asst.: Mr. Yashwani Kumar

NATIONAL CADET CORPS (NCC): Ms. Yojana Thakur
 CTO

NATIONAL SERVICE SCHEME (NSS UNIT- I): Ms. Ranju Bala

NATIONAL SERVICE SCHEME (NSS UNIT- II):
 Dr.Vipan Sharma

ROVERS &RANGER UNIT

Ranger Leader: Ms. Anuradha
Rover Leader: Dr. Satpal

IGNOU

1. Dr.T.D.Verma (**Co-ordinator**)
2. Ms. Promila Kumari (**Asst. Co-ordinator**)
3. Mr.Yashwani Kumar (Assistant)
4. Mr.Madan Lal(Assistant)

ICDEOL

1. Ms. Gita Sharma (**Co-ordinator**)
2. Mr. Roshan Lal Joshi (Dealing Assistant)

COLLEGE BURSUR: Dr. T.D.VERMA

Mr. Rajesh Kumar Negi	Chief Warden
Ms. Yojana Thakur	Co-Chief Warden
Dr. Sat Pal	Warden - Tribal Boys' Hostel
Dr. Savita Kumari	Warden -Tribal Girls' Hostel
Ms. Surekha Devi	Warden - Bhadri Girls' Hostel
Ms. Pushpa	Warden- Dr. Ambedkar Girls' Hostel
Dr.Krishan Kumar Negi	Co- Warden - Tribal Boys' Hostel
Ms. Heera Bhagti	Co- Warden - Tribal Girls' Hostel
Ms. Kiran	Co- Warden - Dr. Ambedkar Girls' Hostel
Ms .Ranju Bala	Co-Warden- Bhadri Girls' Hostel
Mr. Rajesh Kumar	Dealing Asstt. - Tribal Boys' Hostel & Bhadri Girls' Hostel
Mr. Shobha Ram	Dealing Asstt. - Tribal Girls' Hostel
Mr. Sahab Singh	Dealing Asstt. - Dr. Ambedkar Girls' Hostel

CONDUCT AND DISCIPLINE

Leave Rules:

1. A student can proceed on leave with the prior permission from the college Principal. The application should also be prior signed by parent/ guardian of the student and duly recommended by the teacher.
2. A teacher can sanction leave up to maximum of 5 days and leave for longer duration will be sanctioned by the college Principal.
3. The student should make sure that the leave is noted by all the concerned teachers.
4. Leave on account of illness, if more than three days, must be accompanied by the medical certificate.
5. Students participating in various inter-college or inter-university or other competitions including NCC camps will have to get their leave sanctioned by the college Principal on the recommendation of their in charges before their departure.

Note: The general leave will only be counted for the relaxation in fine only and not be counted as the lecture attended. In case of participation in sports, cultural, NCC, NSS and other activities, the credit will be given to the students and will be counted as lecture attended.

Other Rules and Regulations

1. A student without an identity card, duly signed by the Principal, is deemed an outsider.
2. Without identity card no student is allowed to enter the college.
3. It is mandatory for every student to maintain strict discipline within the college premises. Any act of a student that amounts to indiscipline will be dealt strictly. The following act comes within the ambit of indiscipline and misconduct: -
 - Ragging in and around the college campus
 - Eve-teasing
 - Scribbling/ Writing anything on the black-board, furniture, walls etc.
 - Damaging college property-- Breaking furniture/ window panes/ Tempering electrical and water fittings

- Removing notices
- Holding any meeting/ function/ party & taking photographs in the college premises without prior permission of the Principal
- Using foul language with any student/ Principal/ teacher or any other employee of the college
- Bringing outsiders to the campus
- Smoking/ chewing tobacco/ taking drugs/ intoxicants/ alcohol anywhere in the college premises
- Spitting
- Any other act or acts which the Principal considers as major acts of misconduct and indiscipline

Strict action will be taken against defaulters.

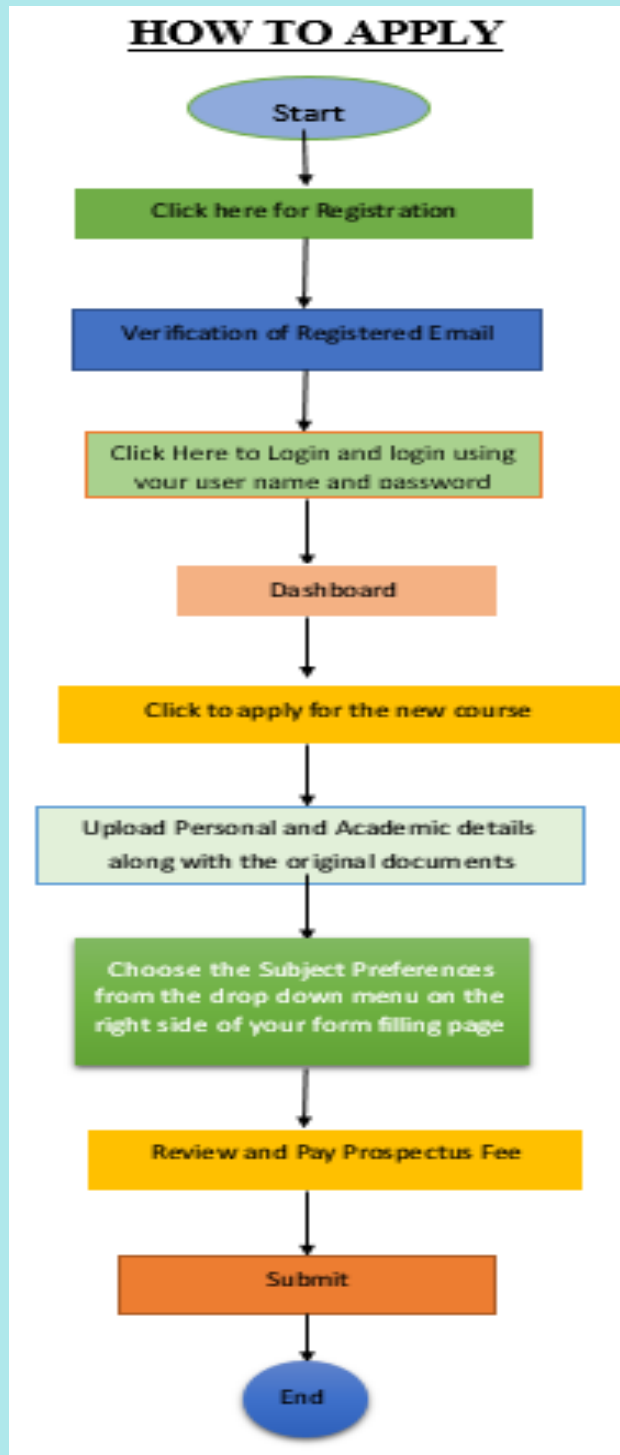
4. All the students are directed to read the notices thoroughly which are displayed exclusively on the college notice board every day and do the needful accordingly.

5. Use of mobile phones in the class rooms or anywhere in the college campus is strictly prohibited in order to maintain academic environment. Any student found using mobile phones in the classroom/ examination hall will be viewed seriously.

6. The name of a student shall be struck off from the college rolls, if there is an absence without sanctioned leave continuously for 10 days or more.

7. Regarding Readmission: If the name of a student is struck off, he/ she must be accompanied by his/ her parent or guardian at the time of admission. Re-admission will only be granted after the recommendation of the teacher concerned and the final approval by the Principal.

The student must seek re-admission within six days.



Warning: Furnishing of false information or suppression of any material fact(s) in the Online Application form(s) would render immediate disqualification of the Applicant(s).

General Instructions:-

- Before filling up the online application form, the Applicants are advised to read carefully the Prospectus-cum-Handbook of Information and also ensure that he/she is eligible as per the criteria prescribed in the Prospectus.
- The application received through any other mode (offline, etc.) will not be accepted and summarily rejected.
- Online Application process must be completed (including Form Filling and Submission of Prospectus Fee) before last date fixed for submission of online form as per HPU/College Notification, after which the web link will automatically be disabled and no subsequent correspondence will be entertained in that respect.
- The Applicants applying for the admission should ensure that they fulfill all eligibility criteria as prescribed for admission. Their admission at all stages will be purely provisional subject to completion of all prescribed eligibility conditions.
- College takes up verification of eligibility conditions with reference to original documents at subsequent stages of admission process.
- The list of selected Applicants will be drawn in the order of the merit
- The students in the merit list are directed to pay college fee within the stipulated period as mentioned in the college schedule, otherwise the seat will be allotted to other students in the waiting list.

Fee structure and Mode of Payment

The fees of all type prescribed for the Applicant(s) are mentioned in prospectus.

However, the Applicants are required to follow the procedure mentioned below for payment of the fees:-

- After submitting application, 'Pay prospectus fee' link will be visible in the second grid of dashboard page. Applicant(s) will be able to see applications submitted by them in the application status grid with fees payment (prospectus fees) status.
- 'Pay prospectus fee' link will be available there only for those applications for which the prospectus fees is not already paid.
- Fee can only be deposited from various online mode.
- **Online Payment** - Applicant(s) can pay using Net banking, Debit Card, UPI (*GooglePay, Phone Pe, Paytm, Bhim, etc.*) for Online

Payment to the college.

- [Pay now](#) link will be disabled after the last date of submission of form.

Checklist of Documents Required While Applying Online

- ✓ Original Matriculation Certificate for the proof of date of birth
- ✓ Original 10+2 certificate
- ✓ Applicants coming from Board/University other than the HP Board of School Education/HP University must upload Original Migration Certificate
- ✓ Original Character Certificate issued from the office of the Head/ Principal of Institution / School last attended or by a gazette officer in the case of private candidates. The character certificate should have been issued within the last six months on the day of application
- ✓ In the case of gap year, a completely filled self-declaration form (the format is available as Annexure 1 at the end of the prospectus and can also be downloaded from the college website.
- ✓ In the case of gap year, Original character certificate issued by the SDM of the area concerned (Character certificate issued other than the above will not be accepted.) The character certificate should have been issued within the last six months on the day of application
- ✓ Himachal Bonafide Certificate (for tuition fee concession in case of girls)
- ✓ Original SC/ST /OBC Certificate issued by competent authority (SC/ST/ OBC candidates only)
- ✓ Original EWS Certificate, IRDP Certificate, Ex-servicemen Certificate, WFF Certificate and PH Certificate issued by competent authority (for candidates applying under these categories)
- ✓ For single girl child reservation, the single girl child will have to submit certificate from the competent authority, i.e., Secretary of Gram Panchayat. Single girl child means a girl who is the only child of her parents and she has no other brother and sister.

Annexure-1

Format For Self Declaration by the Candidate for Gap in Education

[Declaration by the Candidate for gap in education for one or more than one year of passing the last examination]

I, the undersigned, hereby declare that I have passed the qualifying examination (Class +2/ Graduation) _____ from
(mention the name of Board/ University) _____ in the year
_____.

I have marked the appropriate reason given below that explains my gap from _____ to _____ (Dates/Gap period)

a) I did not enrol my name in any College/Institute/University due to _____. Therefore, there was a gap
from _____ to _____ in my education.

OR

b) I had enrolled for _____ programme in the institute _____
from _____ to _____ but thereafter, discontinued from _____ due to
_____ (reason)

I am making the above declaration for the purpose of my admission to the programme (BA/ BSc/ BCom/ BCA/ BVoc/ MA/ MSc/ MCom/
PGDCA) _____ of **G.B. Pant Memorial Govt. College, Rampur Bushahr.**

Name of the Candidate _____.

Date _____.

Signature of the Candidate _____.

OUR VALUES AND ETHICS

Our Values: CHETNA

C	Creative Thinking
H	Holistic Development
E	Environmental Awareness
T	Team Work
N	Nation First
A	Academic Rigor

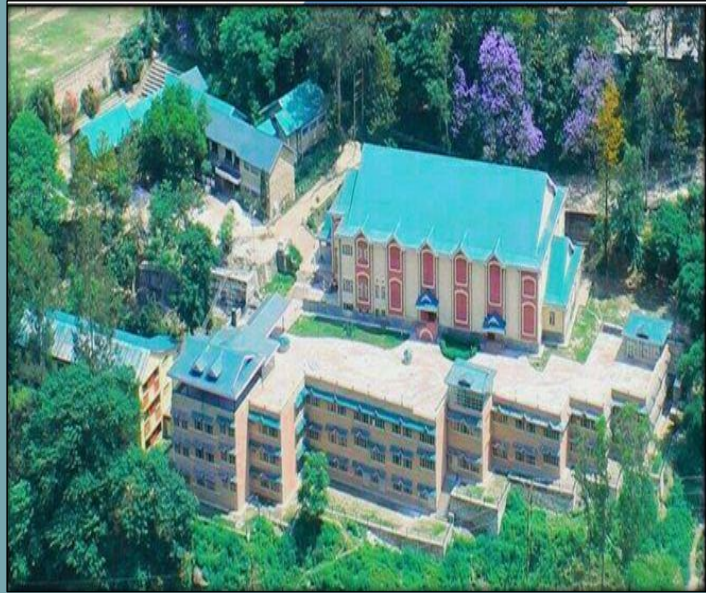
Our Ethics: IDEA

I	Integrity
D	Discipline
E	Earnestness
A	Amity

**RAGGING IS A CRIMINAL OFFENCE
ZERO TOLERANCE TO RAGGING
CURB THE MENACE OF RAGGING**

NATIONAL ANTI-RAGGING HELP LINE (24X7 TOLL FREE): 1800 – 180 – 5522

E-mail: helpline@antiragging.in



Principal-cum-
President

Dr. Pankaj
Basotia

Mob:
01782233021

Co-ordinator

Dr. Jeevan
Singh

Mob:
7018295264

Dealing
Assistant

Mr.
Yashwani
Kumar

Mob:
9459087640

G. B. PANT MEMORIAL GOVERNMENT COLLEGE

RAMPUR BUSHAHR

DISTT. SHIMLA, H.P- 172001

(A POST GRADUATE AND NAAC ACCREDITED INSTITUTION)

Est. 1959

