

**UTKRISHT**

**Dr. Yashwant Singh Parmar**

**Government Post Graduate College Nahan, Distt.**

**Sirmour, HP 173001**

**NAAC ACCREDITED**

**Estd. 1963**



**BCA PROSPECTUS -2024-25**

Website: [www.gcnahan.in](http://www.gcnahan.in)

## ABOUT THE COLLEGE

Established in May 1963, this college has completed 61 years. The goals and objectives of the institution were first visualized by the eminent scholars and statesmen at the time of the inauguration of the college. Based on this vision, the aims of the institution can best be summarized as follow:

The holistic development of the personality of the students so that they are conscious of their responsibility towards their country, its society and environment and the strength to fulfill their responsibility.

Building in them confidence based on academic knowledge and intellectual and practical skills to encourage them to the realization of their fullest potential.

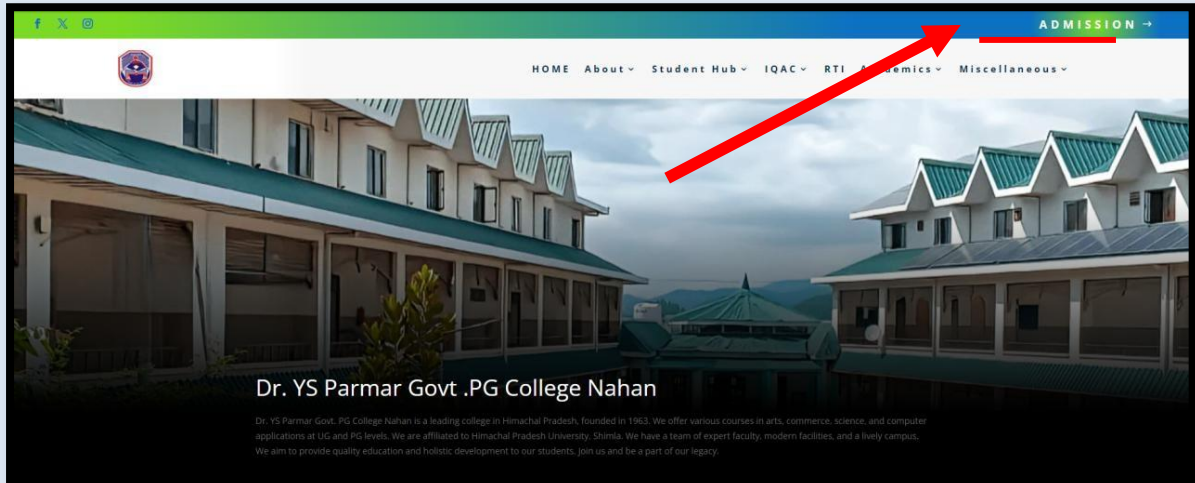
Inculcation in them love of tradition and respect for the traditional values of *Dev Bhoomi*

Himachal  
Pradesh.

The emblem of the college depicts the sun rising over the hills, symbolically dispelling the darkness of ignorance. The hands holding the torch and the scales represent quest for knowledge and the desire for social justice and whereas the subscription **Asato Ma sadgamay** is an earnest prayer for guidance on the arduous path to attaining the truth. The college has been given new shape by erecting new IT Lab, academic block and well maintained smart class room. The college is affiliated to the HP University, Shimla and has been granted recognition by the University Grants Commission. A term of dedicated faculty members imparts knowledge to students of degree and diploma courses. The College has well equipped computer laboratories, smart class rooms, well stacked library, sports, scouting, and NSS facilities. This college has a glorious record of excellence and notification achievements in academics, sports, culture and other fields over last fifteen years. Over the, years, the college has acquired repute for the quality of education imparted to the students, the discipline and dedication of the students and the faculty, the exposure and opportunities available for overall development of both faculty and students and the sense of social responsibility within its walls. Extracurricular activities like sport, music, scouting, NSS etc engage students when they are not in class.

**Admission will only take place through online mode.**

Go to college official website <https://gcnahan.in/>  
and click on **online admission**



## DOCUMENTS REQUIRED TO UPLOAD FOR ADMISSION IN BCA -1<sup>st</sup> Sem.

- ✓ Matriculation Certificate
- ✓ +2 Certificate (1 photocopy)
- ✓ Photograph of student (Photograph should be with white background and genuinely clear and proper)
- ✓ Original School Leaving & Character Certificates issued by the school
- ✓ If +2 class is passed as a private candidate, in that case character certificate may be obtained from a Gazetted Officer/ Panchayat Pradhan/ Municipal Councilor
- ✓ In case of opting for category benefit, SC/ST/OBC/IRDP/BPL/Minority Community/Physically Disabled the certificate must be enclosed from a competent authority
- ✓ Statement of disclosure for gap year(s)
- ✓ Himachal Bonafide Certificate must be attached by girl students to avail tuition fees concession
- ✓ Copy of Aadhaar Card
- ✓ Those who have passed their eligibility exam from a Board/ University other than Himachal Pradesh must upload original Migration Certificate

## Admission Schedule

Particulars	Period	Days
<b>For Admission in BCA 1<sup>st</sup> Sem.</b>		
Submission of Admission Forms	03-06-2024 to 15-07-2024	34 Days
Display of 1 <sup>st</sup> Merit List (BCA-1 <sup>st</sup> sem. Students)	16-07-2024 at 1:00 pm	
Fee to be Deposited	16-07-2024 to 19-07-2024	3 Days
Display of 2 <sup>nd</sup> Merit List	20-07-2024 up to 11:00 am	
Fee to be Deposited	20-07-2024 up to 5:00 pm	01 day
Orientation of 1 <sup>st</sup> Sem Students	22-07-2024	
<b>For Admission in BCA-3<sup>rd</sup> and BCA-5<sup>th</sup> Sem.</b>		
Admission of BCA-3 <sup>rd</sup> sem and BCA-5 <sup>th</sup> Sem. Students on Roll on Basis	06-06-2024 to 15-07-2024	31 Days
Fee to be Deposited	06-06-2024 to 19-07-2024	35 days
Post admission Counselling	20-07-2024, 22-07-2024	02 days
Regular Teaching	From 23-07-2024	

## RAGGING IS A CRIMINAL OFFENCE

Ragging is a punishable offence. Ragging of all kind is strictly banned in the college campus. Anybody caught indulging in this evil exercise shall face penalty under the law. Act remotely suggestive of ragging should be reported to the college authorities/to the member of anti ragging committee. A student who commits the offence of ragging shall be **punishable with imprisonment for a term**, which may extend to **three years** or shall also be liable to a fine, which may extend to **Rs. 50,000 or both**.

In order to have zero tolerance and its total elimination from the educational institutions *Hon'ble Supreme Court of India* vide its orders dated 4th May, 2001; 16th May, 2007 and 11th Feb. 2009 has directed as under:

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

- Imprisonment, fine or both.
- Expulsion from the institution, suspension from the institution or classes for a limited period or fine with a public apology.
- Withholding scholarship or other benefits.
- Debarring from representation in events.
- Withholding of results.
- Suspension of expulsion from hostel or mess and the like.

### ANTI RAGGING COMMITTEE

Dr. Uttama Pandey (Convener)	9418496335
Dr. Neel Kant	9418497486
Prof. Bharti	8278710883
Prof. Richa Kanwar	9817487100
Dr. Pankaj	9459884524
Prof. Sudesh Kumar	9418556110
Prof. Kamal Dogra	7018492945
Dr. Ravi Kant	8219278733
Dr. Yash Pal Singh	9459878402
Prof. Manoj	9805557806
Dr. Saloni Sood	9805584490
Prof. Preeti	8219271845



## From the Principal's Desk

*"We want education by which character is formed, strength of mind is increased, the intellect is expanded and by which one can stand on one's own feet."*

*Swami Vivekanand*

*Heartiest greetings !!*

## From the Desk of Principal

### Dear Learners

It is a great pleasure in presenting the Prospectus of 2024-25, of Dr.Y.S.Parmar Govt. PG College Nahana for BCA / PGDCA programmes. These Degree/Diploma provide an opportunity to learners for getting education, employment, workplace and career progression. We at "SHAPE" are committed to quality education, teaching and capacity - building of aspirants under the guidance of our well qualified, dedicated and hardworking staff, trained at renowned IT sectors in different professional programmes.

Our campus is situated at Banog approximately 3kms from Nahana town on Shimla Road. I am very sure that you will head forward for a bright future with the availability of best infrastructure, well equipped classrooms and labs in the college. Our Institute values the appropriate use of Information and Communication Technologies, both at the individual and institution level for the Nation's growth. With this mission, we are bound to train our students for their contribution in IT sector by education and skill. We also promise our students for placement through campus interviews.

Enjoy your studies at our campus.

**Dr. Prem Raj Bhardwaj**  
**Chairman cum- Principal**

## From the Desk of Coordinator



**“EDUCATION is the passport to the future, for tomorrow belongs to those who prepare for it today.”-MALCOLMX**

Welcome to Bachelor of Computer Applications, BCA and Post Graduate Diploma in Computer Applications (PGDCA) at Dr. Y. S. Parmar Govt. P. G. College Nahan. Evidently, high levels of knowledge and skills in computer technology are what young professionals need in order to cope with rapid & huge changes globally in digital technology in this excessively competitive age. We have a team of passionate, enthusiastic, dedicated and vibrant faculty, and co-operative administrative staff for the all –round development of the students. There is no doubt that BCA students, who are empowered as they study to be launched into great careers, get fully prepared to enter core fields of computers & their applications alongside any related field of research.

We, at Dr. Y. S. Parmar Govt. P. G. College Nahan, prepare our young scholars about all recent trends of Computers and their applications through this regular course with its extra professional inputs, seminar preparation, and commissioning of both minor & major projects for the accomplishment of quality education.

Moreover, the facilities and academic environment at Dr. Y. S. Parmar Govt. P. G. College Nahan are the right mixes for top scholastic accomplishments. We have a well-equipped laboratory with the latest configuration of computers and a state-of-the-art hardware lab is also under consideration, focusing on digital logic and software applications. Also, our library has a sufficient number of books to encourage, and nurture, deeper learning in computers and their applications. We promise you that you will not only acquire knowledge but also make relationships and memories that you will cherish for a lifetime.

For all these reasons, BCA, that too at Dr. Y. S. Parmar Govt. P. G. College Nahan, is an excellent choice for budding professionals like you. Welcome again!

**Best Wishes!**

**Dr. Ravi Kant  
Coordinator**

## STAFF LIST (Session 2024-25)

**Chairperson - cum- Principal** Dr. Prem Raj Bhardwaj  
**Coordinator** Dr. Ravi Kant

**Teaching Faculty**

1. Mr. Pradeep Kumar
2. Mr. Sachin Pandit
3. Mrs. Jyoti Sharma

**Dealing Assistant** Mr. Deepak Bhandari

**Lab Attendant/ Support Staff** Ms. Neeru  
Ms.  
Rajeena

*(Other teaching staff will be engaged on period basis as guest faculty as per the needs of the courses)*

### Admission Committee:-

*Dr. Ravi Kant (Coordinator)*

*1. Mr. Pradeep Kumar*

*2. Mr. Sachin Pandit*

*3. Mrs Jyoti Sharma*



## **BACHELOR OF COMPUTER APPLICATION (BCA)**

Bachelor of Computer Applications (BCA) is three years under graduate course spread over six semesters under self financing scheme. The total number of seats in BCA Course is 40, distributed as follows:

### **Category Seats**

Subsidized	30
Non-Subsidized	10
Total	40

### ***ELIGIBILITY CONDITION FOR BCA***

- 10+2 examination or any other examination equivalent thereto, of a Board/University established by law in India with 40% marks (35% for Scheduled Caste/Schedule Tribe Candidates).
- Any Examination of a Board/ University/ College/ School in a foreign country recognized as equivalent for the purpose of eligibility by the Vice-Chancellor/Equivalent Committee or on the recommendation of Association of Indian University, AIU House, 16 Kotla Marg New Delhi-110 002, with at least 40% marks(35% in case of SC/ST candidates).

### ***AGE LIMIT FOR BCA***

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 candidates, as on the 1<sup>st</sup> July of the year concerned. The Vice- Chancellor may permit age relaxation up to maximum of three months.

### ***Mode of Selection***

The admission to BCA course will be made on the basis of merit of the qualifying examination. As per H.P. University rules 75% seats will be filled out of the candidates who have passed their 10+2 examination from the school situated in Himachal Pradesh irrespective of the Board. Remaining 25% seats will be filled on all India basis. Other reservation rules of H.P. University shall be applicable.

*Note:- Admission will be made as per the rules and guide lines of H.P.U. Shimla.*

### ***SEATS FOR BCA***

First 30 seats are subsidized and next 10 seats are non- subsidized in each category

**Note:-** Candidates are directed at to tick mark (√) the appropriate category he or she intend to apply (Subsidized or Non-Subsidized or both.)

### ***SCHEME FOR BACHELOR OF COMPUTER APPLICATIONS (BCA)***

The scheme of admission/ examination will be amended as per the directions received

from the Govt./ H.P. University in due course which will be intimated to the candidates through notice board/ counseling.

**First Year (1<sup>st</sup> Semester)**

Paper Code	Paper Title	Credit	University Examination	Internal Assessment	Max. Marks	Exam Duration Hours
BCA0101	Mathematics-I	4	70	30	100	3
BCA0102	Applied English	4	70	30	100	3
BCA0103	Computer Fundamentals	4	70	30	100	3
BCA0104	C Programming	4	70	30	100	3
BCA0105	Office Automation Tools	4	70	30	100	3
BCA0104(P)	C-Programming Lab-I	3	25	25	50	3
BCA0105(P)	Office Automation Tools Lab-II	3	25	25	50	3
<b>Total</b>					<b>600</b>	

**First Year (2<sup>nd</sup> Semester)**

Paper Code	Paper Title	Credit	ESE	CCA	Max. Marks	Exam Duration Hours
BCA0201	Mathematics-II	4	70	30	100	3
BCA0202	Communicative English	4	70	30	100	3
BCA0203	Digital Electronics	4	70	30	100	3
BCA0204	Data Structures	4	70	30	100	3
BCA0205	Data Base Management System	4	70	30	100	3
BCA0204(P)	Data Structures Lab-III	3	35	15	50	3
BCA0205(P)	Data Base Management System Lab-IV	3	35	15	50	3
<b>Total</b>					<b>600</b>	

**Students are also required to pass a paper of Environmental Science to be eligible for degree.**

Second Year (3<sup>rd</sup> Semester)

Paper Code	Paper Title	Credit	ESE	CCA	Max. Marks	Exam Duration Hours
BCA0301	Mathematics-III	4	70	30	100	3
BCA0302	Business Practices and Management	4	70	30	100	3
BCA0303	Computer Organization	4	70	30	100	3
BCA0304	Object Oriented Programming with C++	4	70	30	100	3
BCA0305	Desktop Publishing and Designing	4	70	30	100	3
BCA0304(P)	Object Oriented Programming with C++ Lab-V	3	35	15	50	3
BCA0305(P)	Desktop Publishing and Designing Lab-VI	3	35	15	50	3
<b>Total</b>					<b>600</b>	

Second Year (4<sup>th</sup> Semester)

Paper Code	Paper Title	Credit	ESE	CCA	Max. Marks	Exam Duration Hours
BCA0401	Personnel Management	4	70	30	100	3
BCA0402	Accounting	4	70	30	100	3
BCA0403	System Analysis and Design	4	70	30	100	3
BCA0404	Internet Technology & Web Page Design	4	70	30	100	3
BCA0405	Programming in Visual Basic	4	70	30	100	3
BCA0404(P)	Internet Technology & Web Page Design Lab-VII	3	35	15	50	3
BCA0405(P)	Programming in Visual Basic Lab-VIII	3	35	15	50	3
<b>Total</b>					<b>600</b>	

**Third Year (5<sup>th</sup> Semester)**

Paper Code	Paper Title	Credit	ESE	CCA	Max. Marks	Exam Duration Hours
BCA0501	Operating System	4	70	30	100	3
BCA0502	eCommerce	4	70	30	100	3
BCA0503	Management Information System	4	70	30	100	3
BCA0504	ASP.net Technologies	4	70	30	100	3
BCA0505	Computer Oriented Statistical Methods	4	70	30	100	3
BCA0504(P)	ASP.net Technologies Lab-IX	3	35	15	50	3
BCA0505(P)	Computer Oriented Statistical Methods Lab-X	3	35	15	50	3
<b>Total</b>					<b>600</b>	

**Third Year (6<sup>th</sup> Semester)**

Paper Code	Paper Title	Credit	ESE	CCA	Max. Marks	Exam Duration Hours
BCA0601	Computer Networks	4	70	30	100	3
BCA0602	Numerical Methods	4	70	30	100	3
BCA0603	Multimedia Technology	4	70	30	100	3
BCA0604	Computer Graphics	4	70	30	100	3
BCA0605	Software Engineering	4	70	30	100	3
BCA0604(P)	Computer Graphics Lab-XI	3	35	15	50	3
BCA0606	Major Project	3	35	15	50	
<b>Total</b>					<b>600</b>	

***Project Work:***

In the 6<sup>th</sup> semester the student has to develop one project, which will be evaluated by the external examiner from the panel submitted to 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	10 Marks	To be evaluated internally)
3. Viva-Voce	30 Marks	

***Bachelor of Computer Applications (BCA) Scheme of Examination***

- (a) Duration of BCA programme shall be of three years (or Six Semesters).
- b) There shall be an examination at the end of the Semester for which the dates will be notified by the Controller of Examinations.
- c) The courses of study and syllabi shall be as pre-scribed by the Board of Studies/Faculty from time to time. Other rules will be similar to those for the corresponding examinations in the University.
- (d) Pass percentage of marks: The pass marks in each paper shall be 40%
- e) A candidate obtaining pass marks in any course shall not be required to Re-appear in that course again, however, the candidate shall be required to complete his BCA degree within a maximum of five years.

***English shall be medium of instruction and Examination:***

In each theory paper Nine questions are to be divided into A, B, C, D and E sections. There will be two questions in each section A, B, C, D and section E is compulsory which will be of short answer type with 5 part based on entire syllabus. Students are required to attempt one question from each Part. In all five questions are to be attempted.

**Note :-** Internal Assessment will be given on the basis of class Tests ,Assignment, Seminars and attendance in class.

There will be Semesters examination system. Odd Semester examination held in the month of Nov/Dec and Even Semester examination in the month of April/May.

**POST GRADUATE DIPLOMA IN COMPUTER APPLICATION (PGDCA) :**

The duration of PGDCA in one year spread over in two semester and examination will be at the end of the each semester. The total number of seats in PGDCA courses is 40 as follow:

**Category PGDCA**

Subsidized Seats	30
Non-Subsidized	10
Total	40

**ELIGIBILITY CONDITION FOR PGDCA/AGE LIMIT FOR PGDCA**

Any graduate from the recognized university or its equivalent with at least 50% marks(45% in case of SC/ST candidates)

*(Note:- Eligibility conditions may be changed as per the New Rules and Regulations of HP University Shimla)*

Male candidates should not be more than 26 years; female candidates should not be more than 28 years and SC/ ST candidates not more than 29 years in age as on 1st July of the year 2024.

Subsidized seats .....The admission will be on merit Basis. The list will be prepared as per following criteria . Criteria for defining merit for PGDCA.

Class	PGDCA
Graduation	20
Subject Weight age (Maths/Physics/C.S.)	10
Total	30

**Note:-** Candidates are directed at to tick mark (√) the appropriate category he or she intend to apply

(Subsidized or Non-Subsidized or both.)

**Scheme of Examination for PGDCA**

Examination for PGDCA will be on semester pattern.

**SEMESTER-I (PGDCA)**

Course Code	Paper	Max. Marks Theory	Internal Assessment	Exams. Duration (hrs.)
DCS-101	Fundamentals of Programming Using C	75	25	3
DCS-102	PC Software	75	25	3
DCS-103	Operating system	75	25	3
DCS-104	Computer Organization and Architecture	75	25	3
DCS-105	Practical I (C Language)	75	25	3
DCS-106	Practical-II (PC Software)	75	25	3

**SEMESTER-II**

Course Code	Paper	Max. Marks Theory	Internal Assessment	Exams. Duration (hrs.)
DCS-201	Data and File Structure	75	25	3
DCS-202	System Analysis and Design	75	25	3
DCS-203	Object Oriented Programming & C++	75	25	3
DCS-204	Data base Management system	75	25	3
DCS-205	Practical-III (DFS Using C++	75	25	3
DCS-206	Practical IV (Data base Management system)	75	25	3
DCS-207	Project Work	200	-	-



## INCHARGES AND OFFICIAL RESPONSIBILITIES

NAAC Affairs	Co-ordinator	Dr. Neelkant Sharma
IQAC	Co-ordinator	Prof. Reena Chauhan
RUSA	Co-ordinator	Prof. Baru Ram
IT (Self Financing)	Co-ordinator	Dr. Ravi Kant
IGNOU	Co-ordinator	Prof. Baru Ram
Bachelor of Vocation (B.Voc.)	Nodal Officer	Dr. Yash Pal Singh
Graduate Add-on Program	Co-ordinator	Prof. Devender Kumar
College Finances	Bursar	Dr. Ved Prakash
NSS (Boys Unit)	Programme Officer	Dr. Pankaj Chandak
NSS (Girls Unit)	Programme Officer	Prof. Lakshita
NCC	Incharge	Dr. Pankaj
Rover	Incharge	Prof. Sudesh Kumar
Ranger	Incharge	Dr. Sarita Thakur
Hostel	Warden	Dr. Pankaj

## Reservation of Seats for Admission in Various Courses

## Session 2024-25/ Roster System

## 120 POINT ROSTER

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

## SCHOLARSHIPS

A number of scholarships are available for the eligible and deserving students. Information regarding dates, eligibility conditions and procedure for applying for these scholarships will be notified on the college notice board from time to time. The students may apply online for these scholarships through online portal <https://scholarships.gov.in/>. The application should be duly attested /verified by the competent authority and should be accompanied by the relevant certificates of Educational Qualification / Income / Category / Domicile/ College Fee Receipt/ Aadhaar No. and Bank Account No., etc.

### CENTRE SPONSORED AND STATE SPONSORED SCHOLARSHIP SCHEMES ARE

- ✓ IRDP Scholarship Scheme
- ✓ HP University Scholarship
- ✓ Kalpana Chawla Chhatravriti Yojana
- ✓ Post-Matric Scholarship Scheme to OBC students
- ✓ Post-Matric Scholarship Scheme to SC students
- ✓ Post-Matric Scholarship Scheme to ST students
- ✓ Post-Merit Scholarship Scheme for Students Belonging to Minority Community.
- ✓ Post-Matric Scholarship for Students with Disabilities
- ✓ Molana Azad Scholarship for Girl Students
- ✓ INBA Scholarship for NCC Students
- ✓ INSPIRE Scholarship - for Science Students

## PRIVATE SCHOLARSHIPS

### 1. Dr. Suresh Chandra Joshi and Mrs. Nirupama Joshi Educational Scholarship

Dr. Suresh Chandra Joshi and Mrs. Nirupama Joshi Educational Scholarship of Rs. 50,000/- each for a meritorious boy and a girl belonging to BPL/IRDP families of District Sirmaur is an annual scholarship sponsored by Mr. Atul Joshi and Mrs. Amber Joshi started from the session 2020-21.

### 2. Dr. D. K. Bhardwaj Annual Athletic Sponsorship Scheme:

Dr. D. K. Bhardwaj Annual Athletic Sponsorship of Rs. 11,000/- each for two “Best Athlete” (one among boys and one among girls) will be awarded annually. The sponsorship scheme has been started by former Principal Dr. D. K. Bhardwaj during the Annual Athletic Meet in the session 2022-23.

## DISCIPLINE AND CONDUCT

The Principal has power to take disciplinary action against student indulging in acts of indiscipline, which may lead to fine, suspension, rustication or expulsion.

***The following activities will be considered as violation of the college discipline and may result in fine\ expulsion or rustication depending on the gravity of the offence:***

- Violence, use of force and ragging.
- Making noise and disturbing classes.
- Breaking college furniture, doors, windows, etc.
- Bringing outsider to the college campus.
- Interfering with electrical wiring/appliances.
- Writing / defacing walls and blackboards.
- Eve-teasing
- Smoking, use of *Gutka* or any intoxicant.

***Playing Songs/ Music on mobile phones in the campus is strictly prohibited and any violation of this instruction will be considered act of indiscipline.***

## IDENTITY CARD / LIBRARY CARD

***Identity Card cum Library Card is an important document a student must carry every day.***

In case of loss of Card, an application to the Principal alongwith ***payment of Rs 30/- duplicate I-Card*** will be issued. I-Card and Library Card should be collected from the Librarian as per schedule notified by the librarian.

## COLLEGE LIBRARY

The issuance of the books is between ***10:00 AM to 4:00 PM*** on all working days. A student must bring his/her library card to get the books issued in his/her name. Only two books are issued to a student at a time for a period of 14 days. ***Reference Books/ Dictionaries/ Newspapers/ Periodicals will not be issued.*** If the issued books are not returned by due date, a ***fine at the rate of Rs. 5 per book per day*** will be charged. Internal damage to a book will invite a fine of ***Rs. 50/-in addition*** to recovery of cost of the book. Failure to return the book or to pay the penalty imposed will entail the same procedure for recovery as in the case of recovery of govt. property.

## Fee Structure for BCA & PGDCA ( Per Semester.)

COURSE	SUBSIDIZED	NON-SUBSIDIZED
BCA	6500/-	13000/-
PGDCA	7500/-	13000/-
Note		

1. A Refundable security of Rs. 2000/- will be deposited at the time of Admission.
2. Examination and University Registration fees will be extra.

### FINE:

1. Rs 2/-per period
2. Rs 10/-per Day
3. Rs 5 per Practical Day

### Note:

1. Admission for Non Subsidized Quota is for Full Course and Seats once allotted in Non Subsidized Quota will not be shifted to subsidized at any time.
2. College Uniform along with ID Card is Compulsory for all students otherwise a fine of rs. 50/-per day will be imposed.
- 3 Discipline is must in the college Campus.
4. Candidates have to submit full semester fee at the time of per semester admission and it will not be refund under any circumstance.
5. 75% attendance is compulsory to appear in End term exam. As per university guidelines

### BUS PASS FACILITY:

A facility of student concession Govt. bus pass is available.

### LIBRARY AND IDENTITY CARD

Library:-The college has a well-stocked Library . There is a well-furnished and spacious Reading Room. The Library also subscribe to important dailies and periodicals. A student may borrow a maximum of two at a time for a period of 10 days. At the expiry of this period, there is a fine per day , per book. Intentional damage to a book will invite a fine of Rs.50/- in addition to the recovery of the cost of the

book. Reference books and periodicals are not given on loan. Needless to say students are expected to maintain silence in the Reading Room and the Library . Library remains open on all working days from 10:00AM to 5:00 PM.

NOTE: Books Will Be issued for maximum 10 Days and overdue of books will be fined @ Rs

2.00/- per day .

**IDENTITY CARD:**-Soon after the admission to the college, the Librarian will issue a student an Identity and Library Card. It is mandatory for all students to have their Identity Card with them when they are in the college, and it must be produced when asked for by any member of the teaching staff. The Identity Card an important document and should be kept with care. A fine of Rs. 30.00/- will be charged for issuing a duplicate Identity Card.

#### IMPORTANT INSTRUCTIONS :

- i. Candidate seeking admission to BCA/PGDCA are advised to see notices regularly on notice board/ website of the college during admission days for supplementary / corrigendum / changes in schedule / pattern / conditions etc.
- ii. Students should keep the Prospectus carefully as it contains all the important information which may be needed time to time during the session.
- iii. Students should visit the websites of HP University & UGC [www.hpuniv.nic.in](http://www.hpuniv.nic.in), [www.hpuniv.in](http://www.hpuniv.in), [www.ugc.ac.in](http://www.ugc.ac.in)) regularly to keep themselves updated with syllabi/course curriculum/ and latest communications related to academics/examination etc.
- iv. Students should attend all counseling / Guidance sessions during admissions / on line filling of exams.
- v. Students should be familiar with details of subjects / courses they opt like structure, syllabi contents, pattern of Continuous Comprehensive Evaluation. These details can be obtained from college library , course teacher or can even be downloaded from HP University website.
- vi. Students should become familiar with CBCS scheme, the structure of each course curriculum they have opted for , the course codes/titles/ syllabus and should choose them carefully while applying on line for examinations. Any error/ omissions should immediately be brought to the notice of college authorities so that necessary steps can be taken.

## RECREATIONAL FACILITIES IN THE COLLEGE

### CO-CURRICULAR AND EXTRA-CURRICULAR ACTIVITIES

Education is a very broad term and goes beyond training of one's mind for acquiring textual knowledge. It is associated with other activities in order to see multi-dimensional development of overall personality of a man. The college provides opportunity to our students through many co-curricular and other activities that help them to develop into a sound body and mind. Keeping this in view we have societies like Science Society, Social Science Society, Red Ribbon Club, CHEMICOS and Eco Club etc. Students are encouraged to join these societies as per their interest. Students can approach the incharges of these societies.

### NATIONAL SERVICE SCHEME (NSS)

The college has two NSS units. Enrolment in NSS is done in the *beginning of the session*. Students have to apply while filling the online form for participation in NSS activities. Interested students may contact NSS Programme officers for enrolment.

### NATIONAL CADET CORPS (NCC)

The college has two NCC wings separately for boys and girls. Students have to apply while filling the online form for participation in NCC activities. Recruitment is done by selection. NCC teaches the students the lesson of study and discipline. A, B & C Certificates holder are eligible to appear directly for interview in the Armed Forces.

### ROVERS AND RANGERS

The college has got one unit of Rovers and Rangers each. Basically it is a voluntary non-political youth organization wherein students are trained to combat during natural disaster and otherwise too. It helps its members to have all-round development and become perfect responsible individuals to the society, nation and the world at large.

*Note:* The students can opt for either NCC or NSS or Rovers and Rangers.

### SPORTS

It is a bygone story that studies only bring name. Sports have taken many a stride where one can try for a name and fame. In order to encourage students our college provides facilities for indoor and outdoor games. Students are encouraged to participate in any of the games and prepare for inter-college tournaments organised by Himachal Pradesh University to earn name and fame and establish oneself in sports also.

### EDUCATIONAL TOURS

For the overall development of the students stream-wise educational tours are arranged from time to time. The purpose of the trip is usually observation, non-experimental research or to provide students with experiences outside their everyday activities, such as going & camping with teachers and their classmates.

## OTHER IMPORTANT COMMITTEES AND CELLS

### Internal Grievance Cell (IGC):

The IGC serves as a dedicated platform that provides students with a mechanism to address their grievances, concerns, and complaints in a fair and confidential manner.

### Women Development Cell (WDC: SHAKTI):

Women Development Cell –SHAKTI serves as a platform to address and advocate for women's issues, fostering an environment of gender equality and inclusivity on campus.

### Road Safety Club:

Role of Road Safety Club is to promote safe practices among students, both as drivers and pedestrians. By organizing various events, campaigns, and workshops, the club aims to educate students about traffic rules, responsible driving, and the importance of wearing seat belts, avoiding distracted driving, and respecting speed limits.

### Drug Abuse Cell:

Drug Abuse Club in our college aims to create a safe and supportive environment for students to openly discuss and address the issue of drug abuse on campus.

### Disaster Management Cell:

This club provides a platform for students to learn about different types of disasters, their causes, and their potential impacts. This cell in association with NDRF and SDRF provides basic training to the students to ensure safety during a threatening disaster situation.

### Minority Cell:

This cell serves as a dedicated platform within the educational institution to address the specific needs and concerns of students belonging to minority class, ensuring their overall well-being and academic success.

### SC/ST Cell:

One such important initiative is the SC/ST Cell, which is specifically designed to address the concerns and upliftment of Scheduled Castes (SC) and Scheduled Tribes (ST) students.

### OBC Cell:

The OBC cell in a degree college serves as a platform to assist and empower OBC students in various aspects of their academic journey. Its primary objective is to ensure the holistic development of OBC students and create an inclusive environment on campus.

### Equal Opportunity Cell:

The Equal Opportunity Cell (EOC) is dedicated to ensuring that no student faces discrimination or barriers based on their gender, caste, religion, or any other factor.



## TENTATIVE ACTIVITY CALENDER FOR THE SESSION 2024-25

<b>PLANTATION DRIVE</b>	<b>Second and Third Week of July, 2024</b>
<b>INDUCTION PROGRAMME FOR STUDENTS OF BA/B.Sc./ B.Com/ BCA</b>	<b>22-07-2024</b>
<b>ECO CLUB ACTIVITIES</b>	<b>In the Month of August and September</b>
<b>NATIONAL SPORTS DAY</b>	<b>August 29, 2024</b>
<b>HINDI PAKHWARA</b>	<b>September 1 to September 15, 2024</b>
<b>TEACHER'S DAY CELEBRATION</b>	<b>September 5, 2024</b>
<b>HINDI DIWAS CELEBRATIONS</b>	<b>September 14, 2024</b>
<b>NSS DAY</b>	<b>September 24, 2024</b>
<b>PTA GENERAL HOUSE</b>	<b>First Week of September, 2024</b>
<b>ROAD SAFETY CLUB ACTIVITIES</b>	<b>In the Month of September and October, 2024</b>
<b>GANDHI JAYANTI CELEBRATIONS</b>	<b>October 2, 2024</b>
<b>WOMEN DEVELOPMENT CELL ACTIVITIES</b>	<b>October, 2024</b>
<b>SWACHATA PAKHWARA</b>	<b>In the Month of October, 2024</b>
<b>CSCA FORMULATION</b>	<b>Date to be Notified by HPU</b>
<b>DIWALI BREAK</b>	<b>Date to be Notified by HPU</b>
<b>MID TERM TEST</b>	<b>First Week of November, 2024</b>
<b>R&amp;R FOUNDATION DAY</b>	<b>7<sup>th</sup> November, 2024</b>
<b>CONSTITUTION DAY</b>	<b>November 26, 2024</b>

<b>NCC DAY</b>	<b>4<sup>th</sup> Sunday of November</b>
<b>CSCA CULTURAL FUNCTION</b>	<b>First Week of December, 2024</b>
<b>AIDS DAY</b>	<b>December 1, 2024</b>
<b>ANNUAL ATHLETIC MEET</b>	<b>Second Week of December, 2024</b>
<b>COLLEGE EDUCATIONAL TOUR</b>	<b>Last Week of December, 2024</b>
<b>WINTER BREAK</b>	<b>Date to be Notified by HPU</b>
<b>REPUBLIC DAY</b>	<b>January 26, 2025</b>
<b>ROZGAAR MELA BY CAREER GUIDANCE AND PLACEMENT CELL</b>	<b>2<sup>nd</sup> week of February, 2025</b>
<b>7 DAYS NSS CAMP</b>	<b>First Week of February, 2025</b>
<b>NATIONAL SCIENCE DAY</b>	<b>February 28, 2025</b>
<b>ANNUAL PRIZE DISTRIBUTION FUNCTION</b>	<b>First Week of March, 2025</b>
<b>INTERNATIONAL DAY FOR WOMEN</b>	<b>March 8, 2025</b>
<b>ANNUAL EXAMINATION (PRACTICAL &amp; THEORY)</b>	<b>Date to be Notified by HPU</b>
<b>HIMACHAL DAY</b>	<b>April 15, 2025</b>
<b>LABOUR DAY</b>	<b>May 1, 2025</b>
<b>NO TOBACCO DAY</b>	<b>May 31, 2025</b>
<b>SUMMER BREAK</b>	<b>Date to be Notified by HPU</b>
<b>WORLD ENVIRONMENT DAY</b>	<b>June 5, 2025</b>
<b>INTERNATIONAL YOGA DAY</b>	<b>June 21, 2025</b>

## For More Information Contact:



A blue rounded rectangular box with a white border containing contact information. On the left side, there is a vertical stack of three white icons: a telephone handset, a globe with 'www' below it, and an envelope. To the right of these icons, the contact details are listed in white text.

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