



PROSPECTUS 2024-25

**Govt. Degree College Shahpur
Distt. Kangra (H.P.)**

Handbook of Information

PRINCIPAL & TEACHING STAFF



Dr. Vishavjeet Singh
Principal



Mr. Surinder Kumar
Associate Professor,
Commerce



Mrs. Sarita Choudhary
Associate Professor,
Mathematics



Dr. Satish Thakur
Associate Professor, Music (Vocal)



Mrs. Manjinder Kaur
Assistant Professor
English



Mr. Sanjiv Puri
Assistant Professor
Physics



Mrs. Anjali Kumari
Assistant Professor
English



Mrs. Bhavna
Assistant Professor
Zoology



Mr. Sanjiv Kumar
Assistant Professor
Computer Application



Dr. Shruti Sharma
Assistant Professor
English



Mrs. Asha Sharma
Assistant Professor
Hindi



Dr. Shivani Sabharwal
Assistant Professor
Commerce



Dr. Sushila Sharma
Assistant Professor
Chemistry



Mr. Harish Kumar
Assistant Professor
History



Dr. Seema Bala
Assistant Professor
Music (Instrumental)



Dr. Keshav Kaushal
Assistant Professor
Sanskrit



Ms Sakshi
Assistant Professor
Mathematics



Ms Shilpa
Assistant Professor
Botany



GOVERNMENT DEGREE COLLEGE SHAHPUR

ESTABLISHED IN
2006

VISION

Enlightenment to Empowerment through Education

MOTTO

Asto Ma Sadgamaya
From Ignorance, Lead Me to Truth (From
Brihadaranyaka Upanishd 1.3.28)

UGC RECOGNITION

2(f) & 12(b)

NAAC ACCREDITATION

28th March 2019

AFFILIATION

Himachal Pradesh University, Shimla (H.P.)
&
Sardar Patel University, Mandi (H.P.)



Table of Contents

1.	Institutional Calendar 2024-25	1
2.	Schedule for Academic Session	2
3.	From the Principal's Desk	3
4.	College Staff	4
5.	Admission Guidance & Counselling Committee	6
6.	Administrative and Co-curricular Assignments	7
7.	Clubs and Societies	11
8.	Rules of Admission	12
9.	Rules of Migration	12
10.	Eligibility for Admission	12
11.	Procedure of Admission	13
12.	Leave Rule	15
13.	Scholarship	15
14.	Library	16
15.	Annual Prize Distribution	16
16.	Co-curricular Activities	16
17.	College Magazine	16
18.	Community Participation PTA	16
19.	College Students Central Association	16
20.	Courses in Programs & Subject Combination	17
21.	Instructional Template for facilitating implementation of Scheme for CBCS Annual Pattern UG Courses	19
22.	Course Evaluation	22
23.	Fee / Fund/ Fines	23
24.	Detail of Fee Structure	24
25.	Annual Admission Fee	26
26.	Appendix'A'	28
27.	Appendix'B'	29
28.	Code of Conduct	33

INSTITUTIONAL CALENDAR 2024-25

Induction Programme	Zero Week
International Youth Day	12 th August
Independence Day	15 th August
College Inception Day	17 st August
Sadbhavna Day	20 th August
Sanskrit Day	31 st August
CSCA Formation	As Notified By HPU/SPU
Teacher's Day	5 th September
Literacy Day	8 th September
Hindi Diwas	14 th September
Ozone Day	16 th September
Tourism Day	27 th September
Surgical Strike Day	30 th September
PTA General House Formation	Last Sunday Of September
Gandhi Jayanti	2 nd October
World Mental Health Day	10 th October
Rashtriya Ekta Diwas	31 st October
Vigilance Awareness Week	From 31 st October To 5 th November
Athletic Meet	1 st Week Of November
Education Day	12 th November
Communal Harmony Week	19 th -25 th November
Constitution Day	30 th November
CSCA Function	Last Week Of November
World AIDS Day	1 st December
International Day of Persons with Disability	3 rd December
Human Rights Day	10 th December
Half Yearly Exams	2 nd Week Of December
National Mathematics Day	22 nd December
National Consumer Day	24 th December
NSS Camp	1 st Week Of January
National Youth Day	12 th January
Voter Awareness Day	25 th January
Republic Day	26 th January
National Science Day	28 th February
Annual Prize Distribution Function	Last Week Of February
International Woman's Day	8 th March
National Poetry Day	21 st March
Water Day	22 nd March
Himachal Day	15 th April
Earth Day	22 nd April
World Book Day	23 rd April
Anti-Tobacco Day	31 st May
World Environment Day	5 th June
International Yoga Day	21 st June
World Music Day	21 st June

Schedule for the Academic Session 2024-25

Particulars	Period	Days
Admission/Regular Study Schedule		
Submission of admission forms for the session 2024-25	03.06.2024 to 15.07.2024	34 Days
Pre-admission counseling of students	03.06.2024 to 15.07.2024	
Display of 1st Merit List	16.07.2024 at 1.00 PM	
Fee to be deposited	16.07.2024 to 19.07.2024	3 Days
Display of 2nd Merit List	20.07.2024 at 11.00 AM	
Fee to be deposited	20.07.2024 upto 5.00 PM	1 Day
Orientation of 1st year Students	22.07.2024	1 Day
Admissions of UG 2 nd & Final year 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 counseling	20.07.2024 to 22.07.2024	2 Days
Regular Teaching	23.07.2024 to 28.10. 2024	79 Days
	04.11.2024 to 31.12.2024	48 Days
	05.02.2025 to 29.03.2025	45 Days
Remedial Classes beyond normal teaching hours (at-least 54 hours)		9 Days
	Total Working Days	181 Days
Vacation Schedule		
Summer Vacation	18.06.2024 to 12.07.2024	25 Days
Diwali Break	29.10.2024 to 02.11.2024	5 Days
Winter Vacations	01.01.2025 to 04.02.2025	35 Days
	Total Vacation Period	65 Days
Examination/Evaluation Schedule		
Examination	01.04.2025 to 14.05.2025	44 Days
Evaluation of Answer scripts Results of All UG classes	10.04.2025 to 17.05.2025 Up to 30 June 2025	38 Days

From the Principal's Desk...

In the 18th year of our establishment, we are proud to announce the consistent upward trajectory of Govt. Degree College Shahpur in academics, sports, and other co-curricular activities. Behind this achievement lies the committed and unstinting efforts of the relentless pursuit of excellence by the academic and non-academic staff, and last but not least the talent and hard work of our students. Our faculty members more than make up for the infrastructural constraints by keeping abreast of the latest developments in the teaching-learning process and including new pedagogical methodologies within classroom teaching. The interactive teaching-learning modules within our IT-enabled classrooms make learning an enjoyable experience that makes knowledge accessible for all our students. The college library and computer labs remain well-stocked to meet the needs of students in their pursuit of knowledge—that of the books as well as of the world. The way ahead is enabled by keeping a close watch on the quality of education being imparted to the students. The college gathers continuous feedback on various fronts from all the stakeholders under the guidance of its Internal Quality Assurance Cell. The wings of both NSS and Rangers and Rovers also help sensitize the students about the challenges faced by our community in particular and humanity in general. Young students are motivated to not only study but commit themselves to an all-around evolution of the self. I welcome all such scholars in our college and assure them that the college, in its entirety, will give its best and assist all the students in realizing their goals. My best wishes to all students for the academic session 2024-25.

**Dr. Vishavjeet Singh
Principal**

COLLEGE STAFF

Principal	Dr. Vishavjeet Singh
ARTS FACULTY	
Department of English	
Mrs. Manjinder Kaur	Assistant Professor
Mrs. Anjali Kumari	Assistant Professor
Dr. Shruti Sharma	Assistant Professor
Department of Hindi	
Mrs. Asha Sharma	Assistant Professor
Department of History	
Mr. Harish Kumar	Assistant Professor
Department of Music	
Dr. Satish Thakur	Associate Professor (Vocal)
Dr. Seema Bala	Assistant Professor (Instrumental)
Department of Sanskrit	
Dr. Keshav Koushal	Assistant Professor
Department of Economics	
Vacant	
Department of Geography	
Vacant	
Department of Pol-Science	
Vacant	
COMMERCE FACULTY	
Mr. Surinder Kumar	Associate Professor
Dr. Shivani Sabharwal	Assistant Professor
SCIENCE FACULTY	
Department of Botany	
Ms Shilpa	Assistant Professor
Vacant	
Department of Chemistry	
Dr. Sushila Sharma	Assistant Professor
Vacant	
Department of Computer Application	
Mr. Sanjiv Kumar	Assistant Professor
Department of Mathematics	
Mrs. Sarita Choudhary	Associate Professor
Ms Sakshi	Assistant Professor
Department of Physics	
Mr. Sanjiv Puri	Assistant Professor
Department of Zoology	
Mrs. Bhavna	Assistant Professor

MINISTERIAL STAFF

Mr. Rajesh Verma	Supdt. GR-I
Mr. Kapil Dev	Supdt. Gr-II
Mr. Sunil Kumar	J.O.A. (IT)
Mr. Shyam Choudhary	Computer Assistant (Local PTA)

LIBRARY STAFF

Mrs. Daljeet kour	Assistant Librarian
Mrs. Yojna	Assistant Librarian

LABORATORY STAFF

Mr. Karam Chand	S.L.A.
Mr. Bir Singh	S.L.A.
Mr. Kuldeep Chand	L.A.
Mr. Suresh Kumar	L.A.
Mr. Ravi Kumar	L.A. (Local PTA)

CLASS-IV

Mr. Vikram Chand	Peon-cum-Chowkidar
Mrs. Swarna Devi	Peon
Mr. Sri Ram	Peon
Mr. Chamel Singh	Peon-cum-Chowkidar
Mrs. Veena Devi	Peon
Mrs. Geeta Devi	Sweeper (Local PTA)
Mrs. Pinki Devi	Sweeper (Local PTA)
Mr. Ajay Singh	Security Guard (Local PTA)

ADMISSION, GUIDANCE & COUNSELING COMMITTEE

DR. SATISH THAKUR
(ARTS)

MR. SURINDER KUMAR
(COMMERCE)

MRS. SARITA
(SCIENCE)

ADMISSION COMMITTEE

SCIENCE Venue :- IT Lab	COMMERCE Venue :- Commerce Department
<ul style="list-style-type: none">❖ Mrs. Sarita Choudhary (Convener)❖ Mr. Sanjiv Puri❖ Mrs. Bhavna❖ Dr. Sushila Sharma❖ Ms Shilpa❖ Mrs. Veena Devi (Class-IV)	<ul style="list-style-type: none">❖ Mr. Surinder Kumar (Convener)❖ Dr. Shivani Sabharwal❖ Ms Sakshi❖ Mrs. Swarna Devi (Class-IV)

ARTS-I Pol-Science, Sanskrit, Geography, English Venue :- Commerce Department	ARTS-II History, Hindi, Economics, Music (Vocal & Instrumental) Venue :- IT Lab
<ul style="list-style-type: none">❖ Mrs. Manjinder Kaur (Convener)❖ Mrs. Anjali❖ Dr. Seema Bala❖ Dr. Keshav Kaushal❖ Mr. Chamel Singh (Class-IV)	<ul style="list-style-type: none">❖ Dr. Satish Thakur (Convener)❖ Dr. Shruti Sharma❖ Mrs. Asha Sharma❖ Mr. Harish Kumar❖ Mr. Chamel Singh (Class-IV)

ERP / Website Management:- Mr. Sanjiv Kumar

ADMINISTRATIVE AND CO-CURRICULAR ASSIGNMENTS

COLLEGE ADVISORY COUNCIL

1. Mr. Surinder Kumar (Convener)
2. Mrs. Sarita Choudhary
3. Dr. Satish Thakur
4. Mrs. Manjinder Kaur
5. Mr. Sanjiv Kumar
6. Mrs. Anjali Kumari
7. Mrs. Asha Sharma
8. Mr. Rajesh Kumar
9. Mr. Kapil Dev

ANTI-RAGGING CUM DISCIPLINE COMMITTEE

1. Mr. Surinder Kumar (Convener)
2. Mrs. Sarita Choudhary (Co-convener Science Block)
3. Mrs. Anjali Kumari
4. Dr. Sushila Sharma
5. Ms Shilpa
1. Dr. Satish Thakur (Co-convener Arts & Commerce Block)
2. Mrs. Asha Sharma
3. Dr. Seema Bala
4. Mr. Harish Kumar
5. Dr. Keshav Kaushal

PROSPECTUS COMMITTEE

1. Mr. Surinder Kumar (Convener)
2. Mrs. Manjinder Kaur
3. Mr. Sanjiv Kumar
4. Mrs. Asha Sharma
5. Dr. Shivani Sabharwal
6. Dr. Sushila Sharma

TIME TABLE COMMITTEE

1. Mr. Surinder Kumar (Convener)
2. Mrs. Sarita Choudhary
3. Dr. Satish Thakur

ACADEMIC AUDIT & EXAMINATION/UNIV.

AFFAIRS COMMITTEE

1. Mr. Surinder Kumar (Convener)
2. Mrs. Anjali Kumari
3. Mr. Harish Kumar
4. Dr. Seema Bala
5. Mr. Kuldeep Chand
6. Mr. Bir Singh

AISHE CELL NODAL OFFICER

Dr. Sushila Sharma

COLLEGE BURSAR

Mr. Surinder Kumar

CAREER GUIDANCE CELL/KAUSHAL VIKAS

1. Mr. Surinder Kumar (Convener)
2. Mrs. Manjinder Kaur
3. Mr. Sanjiv Kumar
4. Mrs. Asha Sharma
5. Mrs. Bhavna
6. Dr. Shivani Sabhrwal
7. Dr. Sushila Sharma

WEBSITE AND ERP DEVELOPMENT & MANAGEMENT COMMITTEE

1. Mr. Sanjiv Kumar (Convener)
2. Dr. Shivani Sabhrwal
3. Dr. Sushila Sharma
4. Mr. Harish Kumar
5. Ms Sakshi Kumari
6. Mr. Sunil Kumar
7. Mr. Shyam Choudhary

SCHOLARSHIP & MONITORING COMMITTEE

1. Mrs. Anjali Kumari (Convener)
2. Mrs. Bhavna
3. Mr. Sanjiv Kumar
4. Mrs. Asha Sharma
5. Dr. Shivani Sabhrwal
6. Dr. Sushila Sharma
7. Mr. Harish Kumar
8. Dr. Keshav Kaushal

INFRASTRUCTURE DEVELOPMENT, MAINTENANCE & PURCHASE COMMITTEE

1. Mrs. Sarita Choudhary (Convener)
2. Dr. Satish Thakur
3. Mrs. Anjali Kumari
4. Dr. Shruti Sharma
5. Mrs. Asha Sharma
6. Dr. Keshav Kaushal
7. Mr. Harish Kumar
8. Mr. Kapil Dev

PRESS/MEDIA/PHOTOGRAPHS COMMITTEE

1. Mrs. Manjinder Kaur
2. Dr. Keshav Kaushal

NAAC AFFAIRS & IQAC COMMITTEE

1. Mr. Surinder Kumar (Convener)
2. Mrs. Manjinder Kaur

3. Mrs. Bhavna
4. Mr. Sanjiv Kumar
5. Dr. Shivani Sabharwal
6. Dr. Sushila Sharma
7. Mr. Harish Kumar
8. Dr. Keshav Kaushal

OLD STUDENT ASSOCIATION

1. Mr. Surinder Kumar (Convener)
2. Dr. Satish Thakur
3. Mr. Sanjiv Kumar
4. Mr. Sanjiv Puri
5. Mrs. Asha Sharma
6. Dr. Keshav Kaushal

ELECTORAL LITERACY NODAL OFFICER

Mr. Harish Kumar

RTI CELL

1. Principal
2. Mr. Kapil Dev (Office Supdt.)

GRIEVANCE REDRESSAL CELL

1. Mr. Surinder Kumar (Convener)
2. Mrs. Sarita Choudhary
3. Dr. Satish Thakur
4. Mrs. Manjinder Kaur
5. Mrs. Anjali Kumari
6. Mrs. Bhavna
7. Mr. Kapil Dev (Office. Supdt.)
8. Mrs. Daljeet Kaur
9. Mrs. Swarna Devi

EQUAL OPPORTUNITY CELL & EQUITY INITIATIVE CELL

1. Mrs. Sarita Choudhary (convener)
2. Mrs. Bhavna
3. Mrs. Asha Sharma
4. Dr. Shruti Sharma
5. Dr. Seema Bala
6. Dr. Keshav Koushal
7. Ms Sakshi
8. Ms Shilpa
9. Mr. Rajesh Kumar (GR-I)
10. Mrs. Daljeet Kaur

INTERNAL COMPLAINTS & SEXUAL HARASSMENT AT WORK PLACE COMMITTEE

1. Mr. Surinder Kumar (Convener)
2. Mrs. Sarita Choudhary
3. Mrs. Anjali Kumari
4. Dr. Shruti Sharma
5. Mrs. Asha Sharma

6. Dr. Seema Bala
7. Dr. Sushila Sharma
8. Ms Sakshi Kumari
9. Ms Shilpa
10. Mr. Kapil Dev (Office Supdt.)
11. Mrs. Daljeet Kour
12. Mrs. Yojna
13. Mrs. Neena Thakur (Zila Parishad Member Shahpur)

LIBRARY AFFAIRS / E-LIBRARY DEVELOPMENT COMMITTEE

1. Mr. Surinder Kumar (Convener)
2. Dr. Satish Thakur
3. Mr. Sanjiv Kumar
4. Mrs. Bhavna
5. Dr. Shruti Sharma
6. Dr. Shivani Sabharwal
7. Dr. Sushila Sharma
8. Dr. Seema Bala
9. Ms Sakshi Kumari
10. Mrs. Daljeet Kaur
11. Mrs. Yojna

CSCA ADVISORY

1. Mr. Surinder Kumar (Convener)
2. Mrs. Sarita Choudhary
3. Dr. Satish Thakur
4. Mrs. Manjinder Kaur
5. Mr. Sanjiv Kumar
6. Mrs. Anjali Kumari
7. Mrs. Asha Sharma
8. Dr. Shivani Sabharwal
9. Mr. Rajesh Kumar (Supdt. GR-I)
10. Mr. Kapil Dev (Supdt. GR-II)

NSS PROGRAMME OFFICERS

1. Dr. Keshav Kaushal
2. Ms Sakshi

ROVERS & RANGERS

1. Mrs. Asha Sharma
2. Mr. Harish Kumar

GENDER CHAMPIONS NODAL INCHARGE

1. Mr. Sanjiv Kumar
2. Ms Shilpa

DISASTER MANAGEMENT/SAFETY & SECURITY COMMITTEE

1. Mrs. Asha Sharma (Convener)
2. Dr. Shruti Sharma
3. Mr. Harish Kumar
4. Dr. Keshav Kaushal

CAMPUS BEAUTIFICATION COMMITTEE

1. Mrs. Anjali Kumari (Convener)
2. Mrs. Bhavna
3. Mrs. Asha Sharma

4. Dr. Shivani Sabharwal
5. Dr. Seema Bala
6. Mr. Harish Kumar
7. Dr. Keshav Kaushal
8. Ms Sakshi Kumari
9. Ms Shilpa

COUNSELLING CELL

1. Mr. Surinder Kumar (Convener)
2. Mrs. Sarita Choudhary (Co-convener)
3. Dr. Satish Thakur (Co-convener)
4. Mrs. Manjinder Kaur
5. Mrs. Anjali Kumari
6. Mr. Sanjiv Kumar
7. Mr. Sanjiv Puri
8. Mrs. Asha Sharma
9. Dr. Shivani Sabharwal
10. Dr. Sushila Sharma
11. Mr. Harish Kumar
12. Dr. Keshav Kaushal
13. Mrs. Yojna (Librarian)

COMMITTEE FOR CULTURAL ACTIVITIES

1. Dr. Satish Thakur (Convener)
2. Mrs. Bhavna
3. Mrs. Anjali Kumari
4. Dr. Shruti Sharma
5. Mrs. Asha Sharma
6. Dr. Seema Bala
7. Dr. Keshav Kaushal

CELL FOR DIFFERENTLY ABLED

1. Mrs. Anjali Kumari
2. Mrs. Asha Sharma
3. Dr. Keshav Kaushal

ANTI-DRUG SQUAD

1. Mrs. Sarita Choudhary (Convener)
2. Mr. Sanjiv Puri
3. Ms Shilpa
4. NSS Incharge & 2 volunteers
5. Red Ribbon Club Incharge & 2 volunteers
6. Rovers & Rangers Incharge & 2 volunteers

PROPERTY INCHARGE

(Science Block)

1. Mr. Sanjiv Puri
2. Mrs. Bhavna

(Arts Block)

1. Dr. Satish Thakur
2. Dr. Keshav Kaushal

COLLEGE MAINTENANCE COMMITTEE

(Electricity, Water, Boards, Furniture, Flex, etc.)

1. Dr. Satish Thakur (Convener)
2. Mrs. Anjali Kumari
3. Mrs. Bhavna
4. Dr. Sushila Sharma
5. Dr. Keshav Kaushal
6. Mr. Harish Kumar
7. Mr. Bir Singh

ENROLLMENT DRIVE COMMITTEE

1. Mr. Surinder Kumar (Co-ordinator)
2. Dr. Satish Thakur
3. Mrs. Manjinder Kaur
4. Mr. Sanjiv Kumar
5. Mrs. Bhavna
6. Mrs. Asha Sharma
7. Dr. Sushila Sharma
8. Dr. Keshav Kaushal
9. Mrs. Yojna (Librarian)

SENIOR TUTORS

1. Dr. Satish Thakur (Arts Stream)
2. Mr. Surinder Kumar (Commerce Stream)
3. Mrs. Sarita Choudhary (Science Stream)

TUTORS / MENTORS

1. Mrs. Anjali Kumari
2. Mr. Sanjiv Puri
3. Dr. Shruti Sharma
4. Mrs. Asha Sharma
5. Mr. Harish Kumar
6. Ms Sakshi Kumari
7. Ms Shilpa

BUS PASS ATTESTATION COMMITTEE

- | | |
|-----------------------------|---|
| 1. HOD –POL SCIENCE | |
| 2. HOD- ECONOMICS | |
| 3. HOD- GEOGRAPHY | |
| 4. Music- Dr. Satish Thakur | |
| 5. English (Core) | Mrs. Manjinder Kaur |
| 6. Computer Application | Mr. Sanjiv Kumar |
| 7. Hindi (Core) | Mrs. Asha Sharma |
| 8. B.Com | Dr. Shivani Sabharwal |
| 9. Medical | Mrs. Bhavna & Shilpa |
| 10. Non-Medical | Mr. Sanjiv Puri &
Dr. Sushila Sharma |
| 11. History(Core) | Mr. Harish Kumar |
| 12. Sanskrit(Core) | Dr. Keshav Koushal |

RESEARCH AND DEVELOPMENT CELL

1. Principal (Chairperson)
2. Mr. Surinder Kumar (Convener)
3. Mr. Sanjiv Kumar
4. Mrs. Bhavna

5. Dr. Shruti Sharma
6. Dr. Shivani Sabharwal
7. Mrs. Asha Sharma
8. Dr. Sushila Sharma
9. Dr. Seema Bala
10. Dr. Keshav Kaushal
11. Ms Sakshi
12. Ms Shilpa

COLLEGE MAGAZINE

1. Mrs. Sarita Choudhary (Chief Editor)
2. Dr. Satish Thakur (Social Science Section)
3. Mr. Sanjiv Puri (Science Section)
4. Mr. Sanjiv Kumar (Information Technology)
5. Dr. Shruti Sharma (English Section)
6. Mrs. Asha Sharma (Hindi Section)
7. Dr. Shivani Sabhrwal (Commerce Section)
8. Dr. Sushila Sharma (Environment Section)
9. Mr. Harish Kumar (Pahari Section)
10. Dr. Keshav Kaushal (Sanskrit Section)

COMMITTEE FOR NATIONAL EDUCATION POLICY (NEP)

1. Mr. Surinder Kumar (Nodal officer)
2. Mrs. Sarita Chaudhary
3. Dr. Satish Thakur
4. Mrs. Manjinder Kaur

5. Mr. Sanjiv Kumar
6. Mrs. Anjali Kumari

YOUTH FESTIVAL INCHARGES

Group-1: Mrs. Bhavna & Dr. Shruti Sharma

Group-2 & 3 : Dr. Satish Thakur & Dr. Seema Bala

Group-4 : Mrs. Manjinder Kaur & Dr. Keshav Kaushal

OVERALL SPORTS INCHARGE

Mr. Harish Kumar

Event Incharge (Women)

1. Kabaddi – Ms Shilpa & Mrs. Yojna (Asst.Librarian)
2. Volleyball – Dr. Sushila Sharma
3. Badminton - Ms Sakshi
4. Athletics – Mrs. Anjali Kumari

Event Incharge (Men)

1. Kabaddi – Mr. Harish Kumar, Mr. Kuldeep (LA)
2. Cricket – Dr. Keshav Kaushal, Mr. Karam Chand (SLA)
3. Volleyball – Mr. Sanjiv Kumar
4. Athletics – Dr. Keshav & Mr. Bir Singh (SLA)
5. Football – Mr. Harish & Mr. Suresh Kumar (LA)

CLUBS & SOCIETIES

Name of the Club /Society	Convener	Members
Commerce & Management Society	Mr. Surinder Kumar	Dr. Shivani Sabharwal
Literary Society	Mrs. Manjinder Kaur	Mrs. Anjali Dr. Shruti Sharma Mrs. Asha Sharma Dr. Keshav Kaushal
Social Sciences Society	Dr. Satish Thakur	Mr. Harish Kumar Dr. Seema Bala
Science Society	Mrs. Sarita Chaudhary	Mr. Sanjiv Puri Mrs. Bhavna Dr. Sushila Sharma Ms Sakshi Ms Shilpa
Red Ribbon Club	Dr. Sushila Sharma (Nodal Officer)	
Eco Club	Mrs. Bhavna	Ms Shilpa
IT Club	Mr. Sanjiv Kumar	Dr. Shivani Sabharwal
Yuva Tourism Club	Mrs. Asha Sharma	Dr. Keshav Kaushal
Yoga & Happiness Club	Mrs. Bhavna	Mr. Harish Kumar Dr. Seema Bala Dr. Keshav Kaushal
Ek Bharat Shresth Bharat Club	Dr, Shruti Sharma	Dr. Seema Bala
Mathematics Club	Mrs. Sarita Choudhary	Ms Sakshi
Health club & First Aid Committee	Mrs. Sarita Choudhary	Mr. Sanjiv Puri Mrs. Bhavna Dr. Shruti Dr. Shivani Sabharwal Dr. Sushila Sharma Dr. Seema Bala Dr. Keshav Kaushal Ms Sakshi Mrs. Yojna Mr. Bir Singh Mrs. Swarna Devi Mr. Sri ram
Yuva Red Cross	Dr. Sushila Sharma	Ms Sakshi (Counselor)
Road Safety Club	Mrs. Anjali Kumari (Convener)	Dr. Seema Bala
Electoral Literacy Club	Mr. Harish Kumar (Nodal officer)	

RULES OF ADMISSION

1. Admission will be strictly on fulfillment of eligibility conditions.
2. Failed or compartment candidates from other colleges will not be admitted.
3. Application form must be filled properly, complete in all respects and submitted along with the required documents:
4. Himachali Girl Students seeking admission in any class must bring an attested copy of H.P. Bonafide Certificate to avail themselves of fee-concession (Tuition Fee only).
5. A student must produce original certificates at the time of admission.
6. Students seeking exemption from tuition fee for disability must attach an attested copy of 40% disability certificate.
7. Admission of a student is liable to be cancelled if he/she furnishes incomplete / wrong / false information or in case of concealment of facts. Disciplinary action will also be taken against such candidates.
8. Notwithstanding eligibility for admission, the Principal can refuse admission if the conduct of a student has not been up to the mark during past years.
9. The Principal reserves the right to disallow or cancel any admission.
10. Rules for admission are subject to change as per the HPU/SPU notifications from time to time.
11. Initially, all admissions will be provisional (i.e. subject to the approval of HP University / Sardar Patel University)

RULES OF MIGRATION

1. A student can migrate from one college to another only after completing one year in accordance with the rules laid down by the H.P./S.P. University. However, students migrating from other colleges must obtain the approval of the concerned Admission Committee.
2. Students who migrate either from this college to any other or Vice-Versa must ensure that college name is changed on university online rolls.
3. Inter-Institutional migration (i.e. from one college to another as well as from a college to ICDEOL and vice-versa) of students will be allowed when no-objection is obtained from both the relieving and receiving institutions, duly signed by both the Principals/Director to ascertain that the DSC I/ DSC II subjects being studied by the students are available in the receiving institution. The credits / grades / marks earned will be carried over.

ELIGIBILITY FOR ADMISSION

1. Student passed in the Senior Secondary (+2) Examination (Academic Stream) conducted by the H.P. Board of School Education or an examination accepted as equivalent by the various bodies approved by the HP University.

- (i) Provided that the candidates who have passed the qualifying examination with science stream shall be given preference in admission to B.Sc. programme.
 - (ii) Provided that the candidates who have passed the qualifying examination with commerce stream shall be given preference in admission to B.Com. programme.
 - (iii) The student who wants to take Mathematics as Core I / Core II subject must have read Mathematics at 10+2 level.
2. An applicant must not be more than 23 years (25 years for girls) of age as on 01.07.2024 and must have not been born earlier than 01.07.2001. In case of Scheduled Caste / Scheduled Tribe, student's relaxation in age upto three years is allowed as per rules.
 3. The Vice Chancellor HPU/SPU May, in exceptional cases/circumstances, (to be recorded in writing), give relaxation in age upto a maximum of six months to any candidate. All such cases of age relaxation of upto six months may be granted admission provisionally by the Principal and consolidated list of all such cases will be sent for approval of the Vice-Chancellor by 31st October of every academic year.
 4. An applicant having a compartment in 10+2 will not be admitted.
 5. The admission will be on the basis of merit, as the seats are limited in all faculties.
 6. The reservation of seats will be according to the HPU / SPU "120 points" roster as per Appendix A.

PROCEDURE OF ONLINE ADMISSION

On Website

www.gcshahpur.ac.in

1. Read the instructions thoroughly and carefully as given in the prospectus.
2. Keep soft copy of the following documents with you:
 - i. Recent passport size scanned photograph (less than 250 kb)
 - ii. Signature specimen (less than 250 kb)
 - iii. Matriculation certificate
 - iv. 10+2 certificate
 - v. Character certificate (Not more than 6 months earlier) from the Head of Institution last attended. Original character certificate to be attached with the admission form.
 - vi. Migration certificate (for students who have not done 10+2 form HP board)
 - vii. Bonafide Certificate (only for Himachali Girls)
 - viii. 40% disability certificate / Category certificate in case student seeking any kind of fee concession (IRDP/BPL/PWD/age relaxation)
 - ix. UID Aadhar Number or Enrollment no. (if applied for Aadhar)
 - x. Student's own Mobile No. and Email.
 - xi. Scanned copies of fee receipt and admit card issued by the university for the examination of previous year (for 2nd & 3rd year students).
 - xii. Scanned copy of front page of Student's own bank account passbook showing account no. and IFSC code.
3. All candidates who want to apply for scholarship must have a valid Aadhaar linked Bank Account with core banking facility. Please keep handy Bank Account number, Branch Name and Branch IFSC Code.
4. Candidates willing to apply for Reservation must have a valid supporting document.
5. At the time of counseling the candidates will bring the printout of online filled admission form with attached photo copies of submitted documents along with original documents.

6. It is advised to regularly check email, SMS and visit College official website and college notice board for latest updates regarding admission process, cut-off list and counseling schedule.
7. In case any student finds difficulty in applying online for admission, please contact following faculty members for assistance:

1. Mr. Sanjiv Kumar	9418730912
2. Dr. Shivani Sabharwal	9015045885
3. Dr. Sushila Sharma	8219036637
4. Mr. Harish Kumar	9873499407
5. Mr. Sunil Kumar	9805864423
6. Mr. Shyam Choudhary	8894495844

8. At the time of admission students must bring their parents/guardians (only blood relation but not a student of this institution) to the college.

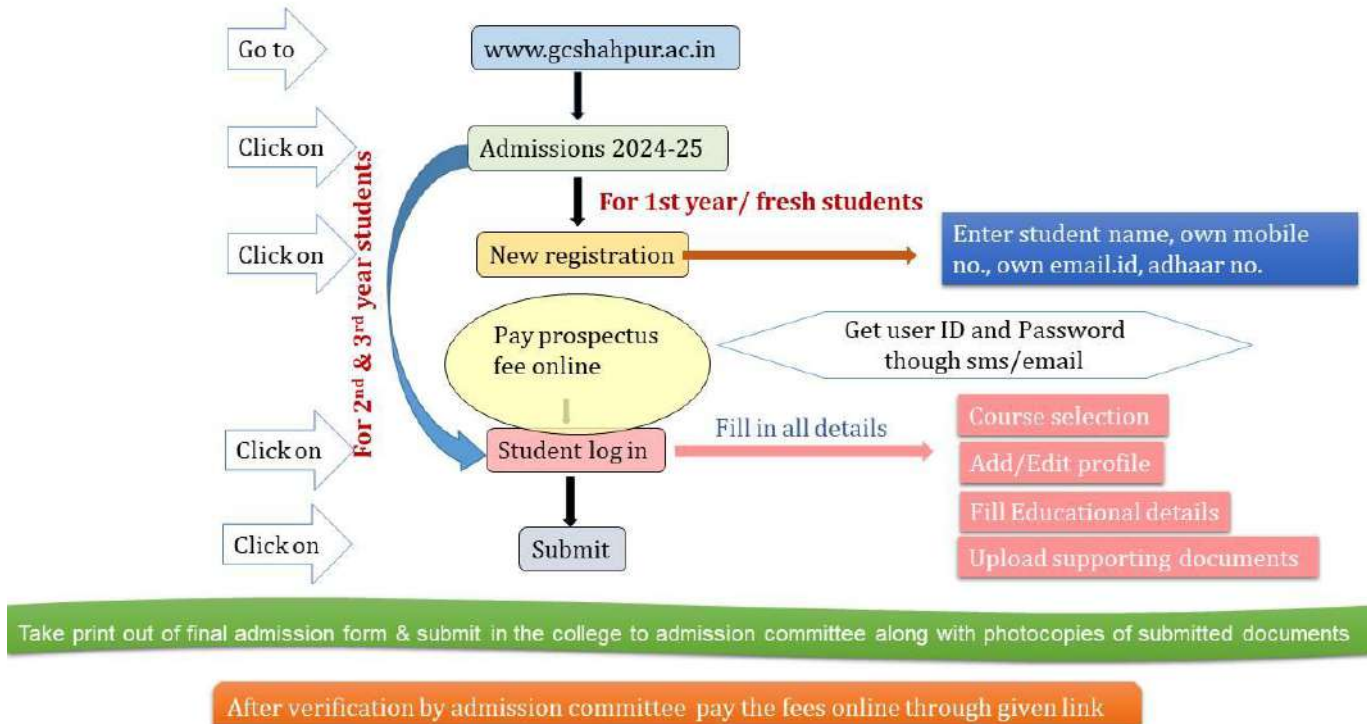
Instructions for 1st Year Students:

- ❖ Admission will be on merit basis. A candidate has to choose and write 3 different combinations of subjects. On the basis of percentage of marks of 10+2, candidate will be allotted one of these combinations. Separate merit list will be displayed for each DSC-I course as there are limited seats (80) in each DSC-I. Therefore, candidates are advised to choose different DSC-I subject in second & third option.
- ❖ The courses allotted will be intimated through email, SMS and the candidate has to deposit the fee (online only) within stipulated time after checking his/her name in the merit list.
- ❖ All the admissions will be provisional subject to final approval by the university.

Instructions for 2nd & 3rd Year Students :

- ❖ All the old students have to login in the website (<https://www.gcshahpur.ac.in/student/login.aspx>) using their **username & Password.**
- ❖ The students should choose all the courses (DSCs) very carefully, which they have studied in the previous class.
- ❖ It will be mandatory for all the students to upload the admit card of the previous class University Examination (2023-24) and fee receipt of the fee deposited in the previous year. Without these documents the application for the admission will not be considered.
- ❖ The candidates who are already registered with the University must mention their Registration No. & University Roll No. in the respective columns.
- ❖ All the admissions will be provisional subject to final approval by the university

Steps to be followed for Admission:



Note: Visit the website and check email regularly

If any discrepancy found in admission form, students must correct it and submit the form again.

After verification by admission committee, fee link will be generated.

Student must pay fee online (link given in your student login) within stipulated time

Students can download the fee receipt from your dashboard after login in the college website

LEAVE RULE

1. The name of the student will be struck off from the rolls of the college if he/she remains absent without leave for more than 10 days in any class/subject (Theory/Practical)
2. A tutor can recommend leave up to 6 days. For longer duration, a student must get the application signed by senior tutor / Principal.
3. Leave during House Examinations will be sanctioned by the Principal on the recommendation of tutor/subject teacher.
4. Leave for sickness must be accompanied by a medical certificate

SCHOLARSHIP

The college offers various scholarships and awards to the students regulated by detailed rules available in the college office/Website : www.scholarship.gov.in. Application for the scholarships / stipends should be submitted to the college after recommendation of the scholarship committee. College offers scholarships/Stipends as per **Appendix**

-B

LIBRARY

The college library houses **3983** books **and 191** books are there in the book bank section. Seven daily newspapers (two English & five vernacular) and five magazines have also been subscribed for the college library. Two books are issued at a time for **14 Days** to a student and the librarian has the right to recall the books. In case of loss of books the students have to replace the book or pay fine in addition to the price of books.

ANNUAL PRIZE DISTRIBUTION

Annual Prize Distribution function is held in February/March every year. Prizes are awarded to students who show excellence in the field of Academics, Sports, Cultural event, NSS and other activities. The rules for the award of prize will be notified separately.

CO-CURRICULAR ACTIVITIES

NSS	Commerce & Management Society	Red Ribbon Club
Rovers & Rangers	Literary Society	Eco Club
Sports	Social Sciences Society	IT Club
Cultural	Science Society	Yuva Tourism Club
		Yoga & Happiness Club
		Ek Bharat Shreshth Bharat Club
		Mathematics Club
		Health club & First Aid Committee
		Yuva Red Cross
		Road Safety Club
		Electoral Literacy Club

COLLEGE MAGAZINE

The college magazine '**Samarpan**' is published every year to give expression to the creative talents of students. The magazine has nine sections. Each section is edited by the staff editor and assisted by the student editor.

COMMUNITY PARTICIPATION (PTA)

There is a Parent-Teacher Association which plans and undertakes development works in the college.

The association is run by the Executive Committee which takes all decisions. The Parents / Guardians of the students contribute towards PTA fund at the time of admission.

COLLEGE STUDENTS CENTRAL ASSOCIATION (CSCA) & OLD STUDENT ASSOCIATION (OSA)

The college student body called CSCA is nominated as per norms and directions of HPU/SPU. It follows the recommendations of Lyngdoh Committee. CSCA plays an important role in involving students in various co-curricular and extra-curricular activities at inter /intra college level.

Old Student Association (OSA) has been formed with the objective of involving stakeholder for the development of college and students.

COURSES IN PROGRAMMES

1. **B.Com.**
Commerce
2. **B.Sc.**
Physics, Chemistry, Mathematics, Botany, Zoology, Computer Application
3. **B.A.**
Humanities Languages

SUBJECT COMBINATION FOR ARTS

DSC I	DSC II (Anyone of these)
Mathematics	Economics, Geography, Sanskrit, English, Music
English	Economics, Political Science, History, Mathematics
Hindi	Political Science, History, Music
Geography	Political Science, History, Economics, Mathematics
Pol-Science	History, Hindi, English, Geography, Economics, Sanskrit
History	Political Science, Hindi, Geography, English, Sanskrit
Economics	Geography, Political Science, English, Mathematics, Sanskrit
Sanskrit	Mathematics, Political Science, History, Music, Economics
Music (V & I)	Hindi, Sanskrit, Mathematics

GENERIC ELECTIVE COURSES AVAILABLE FOR BA III YEAR

- 1. History 2. Political Science 3. Geography 4. Sanskrit**

COMBINATION FOR SCIENCE

DSC-1 (MAIN SUBJECT)	OTHER SUBJECTS COMBINATION	
	DSC-2 (MINOR SUBJECT)	DSC-3 (MINOR SUBJECT)
Mathematics	Physics	Chemistry/Computer Application
Chemistry (Non-Med)	Physics	Mathematics
Chemistry (Med)	Botany	Zoology
Botany	Chemistry	Zoology
Zoology	Botany	Chemistry
Physics	Mathematics	Chemistry / Computer Application

BCOM 3 YEAR ANNUAL PROGRAMME STRUCTURE

1st Year

Course No.	Course Title	Course Type	Credits
B.C. 1.1	Financial Accounting	Core Course C-1	6
B.C. 1.2	Business Organization and Management	Core Course C-2	6
B.C. 1.3	Business Law	Core Course C-3	6
B.C. 1.4	Business Statistics and Mathematics	Core Course C-4	6
HIND 101	Compulsory Hindi - 1	Core Course C-5	6
ENG CE 101	Compulsory English - 1	Core Course C-6	6
ENG AECC 104	Writing Skills	Ability Enhancement Compulsory Course (AECC-1)	4
ENVS2AECC02	Environment Science	Ability Enhancement Compulsory Course (AECC-2)	4
Total Credits			44

2nd Year

B.C. 2.1	Company Law	Core Course C-7	6
B.C. 2.2	Income Tax Law and Practice	Core Course C-8	6
	Compulsory English - 2	Core Course C-9	6
B.C. 2.3	Computer Application in Business	Skill Enhancement Course(SEC)-1	4
HIND 400	Compulsory Hindi - 2	Core Course C-10	6
B.C. 2.4	Corporate Accounting	Core Course C-11	6
B.C. 2.5	Cost Accounting	Core Course C-12	6
B.C. 2.6	E- Commerce	Skill Enhancement Course(SEC)-2	4
Total Credits			44

3rd Year

B.C 3.1 (c)	Fundamentals of Financial Management	Discipline Specific Elective (DSE)-1	6
B.C 3.2 (b)	GST	Discipline Specific Elective (DSE)-2	6
B.C 3.3	Entrepreneurship	Skill Enhancement Elective Course (SEC)-3	4
ECONA 313	Economy of Himachal Pradesh	General Elective (GE)-1	6
B.C 3.5(c)	Management Accounting	Discipline Specific Elective (DSE)-3	6
B.C.3.6(a)	International Business	Discipline Specific Elective (DSE)-4	6
B.C3.7	Personal Selling and salesmanship	Skill Enhancement Elective Course (SEC)-4	4
ECONA314	Indian Economy	General Elective (GE)-2	6
Total Credits			44

**INSTRUCTIONAL TEMPLATE FOR FACILITATING IMPLEMENTATION OF CHOICE BASED CREDIT SYSTEM
(CBCS) ANNUAL PATTERN UG COURSES
Scheme for Choice Based Credit System in B.A./B.Com.**

Year	Core Course (12)	Ability Enhancement Compulsory Courses AECC(2)	Skill Enhancement Courses	Discipline Specific Elective DSE (4)	General Elective
1	Eng.1 = 6 Credit Skt/Hindi-2 = 6 Credit DSC-1A = 6 Credit DSC-1B = 6 Credit DSC-2B = 6 Credit 36 Credits Total Credits = 44	Env. Studies - 4 Credit Eng/Skt (one out of two) = 4 Credit 8 Credits	Nil	Nil	Nil
2	Eng.2 = 6 Credit Skt/Hindi-2 = 6 Credit DSC-1C = 6 Credit DSC-1D = 6 Credit DSC-2C = 6 Credit DSC-2D = 6 Credit 36 Credits Total Credits = 44	Nil	SEC-1 = 4 Credit SEC-2 = 4 Credit 8 Credits	Nil	Nil
3	Nil	Nil	SEC-3=4 Credit SEC-4=4 Credit	DSE-1A = 6 Credit DSE-1B = 6 Credit DSE-2A = 6 Credit DSE-2B = 6 Credit	GE-1 = 6 Credit GE-2 = 6 Credit
	Total Credits = 44		8 Credits	24 Credits	12 Credits
	Total Credits in Degree Course	B.A./B.Com=44x3=132			

132 fulfills the requirement of RUSA and UGC Note = Credits Split

Theory = 05

Tutorial = 01

Theory = 04

Practical = 02

Scheme for Choice Based Credit System in B.Sc.

Year	Core Course (12)	Ability Enhancement Compulsory Course AECC (2)	Skill Enhancement Course SEC (4)	Elective Course Discipline Specific Elective DSE (4)
1.	DSC-1A = 6 Credit DSC-1B = 6 Credit DSC-2A = 6 Credit DSC-2B = 6 Credit DSC-3A = 6 Credit DSC-3B = 6 Credit Total Credit = 44	Env. Studies = 4 Credit Eng/Skt = 4 Credit Credits = 08	Nil	Nil
2.	DSC-1C = 6 Credit DSC-1D = 6 Credit DSC-2C = 6 Credit DSC-2D = 6 Credit DSC-3C = 6 Credit DSC-3D = 6 Credit Credits = 36 Total Credit = 44	Nil	SEC-1 = 4 Credit SEC-2 = 4 Credit 8 Credits	Nil
3.	Nil Total Credits 3rd Year = 44	Nil	SEC-3 = 4 Credit SEC-4 = 4 Credit 8 Credits	DSE-1A = 6 Credit DSE-1B = 6 Credit DSE-2A = 6 Credit DSE-2B = 6 Credit DSE-3A = 6 Credit DSE-3B = 6 Credit Total Credit = 36
Total Credits in Degree Course = 44x3=132				

132 Credits in the requirement of CBCS under RUSA and UGC

*AECC for B.Sc. & B.Com – English

*AECC for B.A– English or Sanskrit

Note = Credits split Theory = 04

Practical = 02

Theory = 05

Practical = 01

DEFINITION OF TERMINOLOGY

1. Core Courses :

These are of two types:

- (i) Compulsory Core Course such as English/Hindi/Sanskrit (one either of two)
- (ii) Discipline Specific Course for Arts - These courses are related to discipline such as English, Hindi, Pol. Science, Economics etc. for Arts and for Sciences (Med/Non-Med) - Physics, Chemistry, Mathematics, Botany, Zoology Computer Application and Commerce related subjects in the B.Com.

2. Ability Enhancement Course (AECC)

These are of two types:

(A) Ability Enhancement Compulsory Course (AECC) - These are EVS and English / Sanskrit.

(B) Skill Enhancement Course (SEC) - These courses are designed to provide skill based knowledge and

should contain both theory and lab/hands-on-training/Field work so as to increase employability students.

3. **Discipline Specific Elective (DSE)** : Elective courses offered under main discipline/subject to study referred to as Discipline Specific Elective.

Note :

- a. In core courses deviation in designing curriculum/syllabus is allowed only up to 30% by UGC.
- b. For more details refer to UGC Template on website of UGC.

4. **Generic Elective (GE)** - Generic Elective courses are those which are not related to subject specific courses.

5. Compartment in at most 2 subjects i.e. (25%) of the total subjects.

6. Exam Scheme

Practical oriented subjects	Non Practical Subjects
30 Internal Assessment	30 Internal Assessment
20 Practical	70 Theory
50 Theory	

7. Pass percentage is 40% in each subject

8. Total 132 credits for Pass course
148 credits for Honors course

Core 12x6=72 Credits

AECC + SEC 6x4=24 Credits

DSE Science Credits = 6x6=36 Credits

Arts DSE+ GE = (4+2)x6 = 36 Credits

The set of elective and other papers should be numbered well and clearly given.

COURSE EVALUATION

All courses involve an evaluation system of students that has the following two components.

- I. Continuous Comprehensive Assessment (CCA) accounting for 30% of the final grade that a student gets in a course.
- II. Annual Examination - Accounting for the remaining 70% of the final grade that a student gets in a course.

Continuous Comprehensive Assessment (CCA)

This would have the following components:

- (a) Classroom Attendance - Each student will have to attend a minimum of 75% lectures / practicals. A student having less than 75% attendance will not be allowed to appear in End Semester Examination.

Provided that those having 74% and 65% attendance will apply for exemption in the prescribed form accompanied by clear reasons(s) for absence.

Provided that exemption from 75% attendance will be given to those participating in prescribed co-curricular activities (e.g. NSS, Youth Festivals, Sports, etc.) to the extent of 25%.

Those having greater than 75% attendance will be awarded CCE marks as follows:

> 75% to < 80%	1 mark
80% to < 85%	2 marks
85% to < 90%	3 marks
90% to < 95%	4 marks
95% to < 100%	5 marks

(b) Half Yearly Tests - There will be one mid-term test to be conducted approximately when 2/3 of the syllabus has been covered. The mid-term test will be for 15 marks.

(c) Seminars / Assignments - The remaining 10 marks of the CCA will be awarded on the basis of Seminars / Assignments.

Annual Examination

The remaining 70% of the final grade of the student in a course will be on the basis of an Annual Examination that will be for three hours duration and will cover the whole syllabus of the course.

Important Note: A student will have to pass all the components separately to become eligible to be declared successful in a course.

For Practical subject = 50 marks theory + 20 marks practical's + 30 marks CCA.

For Non-Practical subjects = 70 theory + 30 CCA.

FEE/FUNDS/FINES

- 1.**
 - a. Every student must pay his/her dues on the dates notified from time to time.
 - b. A student will have to pay dues for 1st year at the time of admission.
 - c. Failure to pay dues on due to date will entail a fine of Rs. 1/- per day.
 - d. In case of non-payment of dues in advance, the name of the student will be struck off from the college rolls at the end of that month
 - e. Registration fee will not be charged from a student migrating from another college if he/ she is already registered with HP university. Other dues will be charged accordingly as per rules.
- 2.** Every student will have to take No Dues Certificate from the Library, NSS, Sports, Fee Clerk etc. if he/she wants to leave the college.
- 3.** The principal can expel a student from the college if he/she is found guilty of misconduct/indiscipline/ragging.
- 4.** The security deposit will lapse if a student does not apply for refund of security within one year of leaving the college.
- 5.** The fine for absence has to be paid along with dues, while fine imposed otherwise have to be deposited by the date announced in the college office/fee counter.
- 6.** Contribution towards PTA funds is Rs. 800/- per student per annum (to be paid at the time of admission).
- 7.** No tuition fee is charged from the Bonafide Himachali girl students, subject to production of H.P. Bonafide Certificate at the time of admission.
- 8.** Students having more than 40% disability are exempted from fees and funds.

DETAILS OF FEE STRUCTURE	
Govt. Account Fee :	
a. Annual Charges	Amount
(i) Admission Fee	25.00
(ii) Re-Admission Fee (First Time)	100.00
(iii) Re-Admission Fee (Second Time)	200.00
(iv) Late Admission Fee (per day)	10.00
University Charges/ Funds	
(i) Continuation Fee	10.00
(ii) University Sports Fee	15.00
(iii) University Home Fee	1.00
(iv) Youth Welfare Fund	15.00
(v) University Development Fund (at the time of admission)	250.00 (Gen.)
	100.00 (IRDP / BPL)

b) Monthly Charges:

i) Tuition Fee 50.00 (per month)

No Tuition Fee is charged from the girl students (Bonafide Himachali)

a) College Annual Charges (Refundable)

i Library Security 100.00

b) College Annual Charges (Non-refundable)

i. House Examination Fund 50.00
 ii. Medical / Health Fund 6.00
 iii. Campus Development Fund 10.00
 iv. Book Replacement Fund 25.00
 v. Furniture repair/ replacement fund 10.00
 vi. Identity Card 10.00
 vii. Duplicate Identity Card 20.00
 viii. Magazine Fund 50.00
 ix. NCC Fund 10.00
 x. Student Aid Fund 2.00

xi.	Cultural Activities Fund	20.00
xii.	Computer and Internet Facility	20.00
xiii.	PTA Fund	800.00

MONTHLY CHARGES

Amalgamated Fund	25.00 (per month)
Sports Fund	20.00 (per month)
Building Fund	10.00 (per month)
Rovers & Rangers Fund	5.00 (per month)

Practical Fund

i.	Physics	20.00 (per month)
ii.	Chemistry	20.00 (per month)
iii.	Botany	20.00 (per month)
iv.	Zoology	20.00 (per month)
v.	Geography	15.00 (per month)
vi.	Computer Application	15.00 (per month)
vii.	B.Com	15.00 (per month)
viii.	Music (V & I)	15.00 (per month)

Annual Examination Fee

Annual Examination Fee will be deposited by the student online as and when notified by the University.

Fee

a)	Absence Fine One Period	1.00
b)	Absence from a Practical	3.00 (per Practical)
c)	Absence from House Examination per paper	10.00
d)	Delay in returning library books per day per book	1.00

Note: The fee structure is subject to change by the Govt. Notification and university Guidelines from time to time.

Annual Admission Fee 1st YEAR Session 2024-25

BA (without any practical subject)

Boys & Girls (from state other than HP)

Category	Fees	PTA	Total
Gen	1939	800	2739
IRDP/BPL	1789	800	2589

Girls (HP State bonafide)

Category	Fees	PTA	Total
Gen	1339	800	2139
IRDP/BPL	1189	800	1989

BA (with Geography or Music) & B.Com

Boys & Girls (from state other than HP)

Category	Fees	PTA	Total
Gen	2119	800	2919
IRDP/BPL	1969	800	2769

Category	Fees	PTA	Total
Gen	1519	800	2319
IRDP/BPL	1369	800	2169

B.Sc. Medical

(Botany+ Zoology + Chemistry)

Boys & Girls (from state other than HP)

Category	Fees	PTA	Total
Gen	2659	800	3459
IRDP/BPL	2509	800	3309

Girls (HP State bonafide)

Category	Fees	PTA	Total
Gen	2059	800	2859
IRDP/BPL	1909	800	2709

B.Sc. Non-Medical

(Math + Physics + Chemistry)

Boys & Girls (from state other than HP)

Category	Fees	PTA	Total
Gen	2419	800	3219
IRDP/BPL	2269	800	3069

Girls (HP State bonafide)

Category	Fees	PTA	Total
Gen	1819	800	2619
IRDP/BPL	1669	800	2469

B.Sc. Non-Medical

(Math + Physics + Computer Application)

Boys & Girls (from state other than HP)

Category	Fees	PTA	Total
Gen	2359	800	3159
IRDP/BPL	2209	800	3009

Girls (HP State bonafide)

Category	Fees	PTA	Total
Gen	1759	800	2559
IRDP/BPL	1609	800	2409

Admission Fee 2nd & 3rd YEAR Session 2024-25

BA (without any practical subject)

Boys & Girls (from state other than HP)

Category	Fees	PTA	Total
Gen	1699	800	2499

Girls (HP State bonafide)

Category	Fees	PTA	Total
Gen	1099	800	1899

BA (with Geography or Music)

Boys & Girls (from state other than HP)

Category	Fees	PTA	Total
Gen	1879	800	2679

Girls (HP State bonafide)

Category	Fees	PTA	Total
Gen	1279	800	2079

BCOM II Year

Boys & Girls (from state other than HP)

Category	Fees	PTA	Total
Gen	2239	800	3039

Girls (HP State bonafide)

Category	Fees	PTA	Total
Gen	1639	800	2439

BCOM III Year

Boys & Girls (from state other than HP)

Category	Fees	PTA	Total
Gen	1699	800	2499

Girls (HP State bonafide)

Category	Fees	PTA	Total
Gen	1099	800	1899

B.Sc. Medical

(Botany+ Zoology+ Chemistry)

Boys & Girls (from state other than HP)

Category	Fees	PTA	Total
Gen	2419	800	3219

Girls (HP State bonafide)

Category	Fees	PTA	Total
Gen	1819	800	2619

B.Sc. Non-Medical

(Math + Physics+ Chemistry)

Boys & Girls (from state other than HP)

Category	Fees	PTA	Total
Gen	2179	800	2979

Girls (HP State bonafide)

Category	Fees	PTA	Total
Gen	1579	800	2379

B.Sc. Non-Medical

(Math + Physics+ Computer Application)

Boys & Girls (from state other than HP)

Category	Fees	PTA	Total
Gen	2119	800	2919

Girls (HP State bonafide)

Category	Fees	PTA	Total
Gen	1519	800	2319

APPENDIX 'A'

NOTE: Admission against Sports and Cultural reserved seats will be as per Himachal Pradesh University rules.

Roster for Admission and Reservation (as per HP University)

Separate roster for each category as mentioned will be maintained. 120 Point Reservation

Roster for Admission:

1 PwD	26 SC	51	76	101 PwD
2	27 ST	52 SC	77	102
3	28	53 ST	78 SC	103
4	29	54	79 SP	104
5	30	55	80 ST	105
6	31	56	81 CUL	106 SC
7 SC	32	57	82 PwD	107 ST
8	33 SC	58	83	108
9	34	59 SC	84	109
10	35	60 SP	85 SC	110
11	36	61 CUL	86	111
12 SC	37	62 PwD	87	112
13 ST	38 CUL	63	88	113 SC
14	39 SC	64	89	114
15	40 SP	65 SC	90	115
16	41 ST	66	91 SC	116
17	42 PwD	67 ST	92	117 SP
18 SC	43	68	93 ST	118 CUL
19 SP	44	69	94	119 SC
20 CUL	45	70	95	120 ST
21 PwD	46 SC	71	96	
22	47	72 SC	97 SC	
23	48	73	98 CUL	
24	49	74	99 SP	
25	50	75	100	
(PwD-5%)	(CUL-5%)	(SP-5%)	(SC-15%)	(ST-7.5%)

Note 1: The degree of Physical Handicap shall be as prescribed by the Govt. of HP, i.e., 40% or more.

Note 2: As per Hon'ble High Court order dated 19.1.2018:

Vacant reserved seats meant for SC and ST categories in educational institutes including Schools, Colleges and Universities, which remain unfilled after exhausting the list of available and eligible SC and ST candidates, should be thereafter offered and filled from amongst eligible candidates from open category on the basis of merit. It is clarified that in case any cut-off limit has been fixed, then only those candidates of open category should be admitted against the vacant seats, who have gained marks at par with the cut off limit.

APPENDIX 'B'

The college offers various scholarship and awards to the students regulated by detailed rules available in website <https://scholarships.gov.in/>). Application for these scholarships should be submitted to the college after recommendations of the committee. The details of scholarship scheme offered by college are as:

Name of the Scholarship Scheme	Amount	Eligibility	Documents required
Central schemes			
POST-MATRIC SCHOLARSHIP FOR STUDENTS WITH DISABILITIES under Department of Empowerment of Persons with Disabilities	Rs. 650/- pm	Students with 40% or more disability and a valid certificate of disability parents/guardians annual income below Rs. 2,50,000/- Clear Pass in lower class examination	Passport size photograph Aadhar card no. Himachali bonafide Previous year result cards Latest bank statement Income certificate Disability certificate For more information go to https://scholarships.gov.in/public/scheme/Guidelines/DEPDGuidelines_1.pdf
POST MATRIC SCHOLARSHIPS SCHEME FOR MINORITIES Under Ministry of Minority Affairs	Rs. 3000/- pa	Students who have secured more than 50% marks or equivalent grade in the previous final examination Annual income of parents/ guardians from all sources does not exceed Rs.2.00 lakh. Belong to Muslims, Sikhs, Christians,	Passport size photograph Aadhar card no. Himachali bonafide Previous year result cards Latest bank statement Income certificate A self certified community certificate For more information go to https://scholarships.gov.in/public/scheme/Guidelines/MoMA Post Matric 2018- 20.pdf

		Buddhists, Jain & Zoroastrians (Parsis) community	
CENTRAL SECTOR SCHEME OF SCHOLARSHIPS FOR COLLEGE AND UNIVERSITY STUDENTS under Department of Higher Education	Rs.12,000/- pa	Above 80th percentile of successful candidates in the relevant stream from the respective Board of Examination in Class XII annual income of parents/ guardians from all sources does not exceed Rs.4.5 lakh.	Passport size photograph Aadhar card no. Himachali bonafide Previous year result cards Latest bank statement Income certificate For more information go to https://scholarships.gov.in/public/schemeGuidelines/Guidelines_DOH E_CSSS.pdf
State schemes			
Kalpana Chawla Chattervriti Yojna	Rs.15,000/ p.a.	Only for meritorious girl students of 10+2 board exams announced by HPBOSE	Passport size photograph Aadhar card no. Himachali bonafide Previous year result cards Latest bank statement
Maharishi Balmiki Chattervriti Yojna	Rs. 9,000/ p.a.	Clear Pass in lower class examination Bonafide Himachali girl students belonging to Balmiki families engaged in unclear occupation.	Passport size photograph Aadhar card no. Himachali bonafide Previous year result cards Latest bank statement Certificate for belonging to balmiki family (issued by an officer not below the rank of Tehsildar) Certificate of Parent/guardian engaged in unclear profession (can be issued by from Head of Office where working) For more information go to https://scholarships.gov.in/public/schemeGuidelines/HP_state_scheme/Mahrishi%20Balmiki%20Chattervriti%20Yojna.pdf

Mukhya Mantri Vidyarthi Kalyan Yojna-HIMACHAL PRADESH	Rs. 1200/- pa	Clear Pass in lower class examination Students belonging to IRDP families	Passport size photograph Aadhar card no. Himachali bonafide Previous year result cards Latest bank statement IRDP/BPL certificate (issued by an officer not below the rank of Panchayat Secretary)
CENTRALLY SPONSORED POST MATRIC SCHOLARSHIP SCHEME FOR SC STUDENTS- HIMACHAL PRADESH	Rs. 3000/- pa	Clear Pass in lower class examination All SC students whose parents/guardians annual income below Rs. 2,50,000/-	Passport size photograph Aadhar card no. Himachali bonafide Previous year result cards Latest bank statement SC Certificate Income certificate For more information go to https://scholarships.gov.in/public/scheme/Guidelines/HP_state_scheme/Centrally%20Sponsored%20Scheme%20of%20Post%20Matric%20Scholarship%20Scheme%20for%20SC%20Students_scheme.pdf
CENTRALLY SPONSORED POST MATRIC SCHOLARSHIP SCHEME FOR ST STUDENTS-	Rs. 5300/- pa	Clear Pass in lower class examination All ST students whose	Passport size photograph Aadhar card no. Himachali bonafide Previous year result cards Latest bank statement
HIMACHAL PRADESH		parents/guardians annual income below Rs. 2,50,000/-	ST Certificate For more information go to: https://scholarships.gov.in/public/scheme/Guidelines/HP_state_scheme/Cent_st_hm.pdf

PM-YASASVI POST MATRIC SCHOLARSHIP FOR ECONOMICALLY BACKWARD CLASS STUDENTS- HIMACHAL PRADESH (Post- Matric Scholarship for OBC, EBC and DNT Students for studying in India)		Clear Pass in lower class examination All students belonging to OBCs, EBCs and DNTs whose parents annual income below Rs. 1,00,000/-	Passport size photograph Aadhar card no. Himachali bonafide Previous year result cards Latest bank statement OBC/EBC/DNT Certificate Income certificate
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The dates for applying online for the scholarship will be notified on college Notice Board. Students with 75% attendance and have obtained minimum passing marks are eligible for award of scholarship.

Useful Link : College Website :- www.spumandi.ac.in

University Examination Portal :-

www.nexamshpushimla.in

www.studentportal.hpshimla.in

CODE OF CONDUCT FOR STUDENTS

1. Every student must always carry with him/her duly completed identity card and he/she must produce it whenever demanded by any teacher or security guard.
2. Any student representing the college in Sports / Cultural / NSS / co-curricular activities must get permission from concerned subject teacher. Students participating in inter-college competition should note that the practice /rehearsal should be either before the classes or after the classes.
3. It is for the information of the students that ragging is not only a social evil but also a punishable crime.
4. There is a complete restriction on bringing unwanted outsiders to the college campus.
5. Students must help the college administration in keeping the college campus clean and beautiful by making use of dustbins installed in the campus.
6. Students must not cause any damage to the college property. In case any damage is noticed, it will be recovered from the students
7. Use of Chewing-Gum, Cigarettes, Ghutka etc. in college campus is strictly prohibited.
8. Use of Mobile phones or head/earphone is strictly prohibited in the college campus.
9. The college has zero tolerance for any kind of abuse /harassment /violence in the campus.
10. The Principal reserves the right of expulsion /suspension of any student who is found indulged in indiscipline /illegal activity and violation of code of conduct.

VALUES & ETHICS

1. Be punctual.
2. Do not loiter about in the corridors.
3. Utilize your free time in the library.
4. Help the needy. Participate in community work.
5. Be healthy, be positive, exercise regularly.
6. Treat everyone with respect & empathy.
7. Display inclusiveness, appreciate diversity and abide by norm and guidelines of the institution.

RAGGING IS A PUNISHABLE OFFENCE

Ragging Means the Following:

Any conduct practice by which dominant power of senior students, former students or outsiders is brought to bear on students freshly enrolled who are in a way considered junior by other students and includes individual or collective acts practices which :

- *Involve physical or psychological assault or threat or use of force or wrongful confinement or restrain or*
- *Violate the status, dignity and honor of such students ; or*
- *Exposes students to ridicule and contempt and affect their self-esteem ; or*
- *Entail verbal abuse and aggression, in decent gesture and obscene behavior.*

Any student found involved in any ragging activity shall be punished as under :

1. *Expulsion from the college.*
2. *Suspension from the classes*
3. *Fines with public apology.*
4. *Withholding scholarship or other benefits.*
5. *Debarring from representation in events.*
6. *Legal proceedings under criminal law shall be initiated.*
7. *Imprisonment, fine or both.*
8. *Withholding of result of examination.*

In case of any complaint, kindly contact Anti-Ragging cum Discipline Committee.

PRINCIPAL GOVT. DEGREE COLLEGE SHAHPUR : 01892-237150/152

TOLL-FREE ANTI-RAGGING HELPLINE : 1800 180 5522 (24x7)

NON TEACHING STAFF

Ministerial Staff



Mr. Rajesh Verma
Supdt. GR-I



Mr. Kapil Dev
Supdt. GR-II



Mr. Sunil Kumar
JOA (IT)



Mr. Shyam Choudhary
Computer Assistant

Library Staff



Mrs. Daljeet Kour
Assistant Librarian



Mrs. Yojna
Assistant Librarian

Laboratory Staff



Mr. Karam Chand
SLA



Mr. Bir Sing
SLA



Mr. Kuldeep Chand
LA



Mr. Suresh Kumar
LA

Class-IV Staff



Mr. Bikram Chand
Peon-Cum-Chowkidar



Mrs. Swarna Devi
Peon



Mr. Shri Ram
Peon-Cum-Chowkidar



Mr. Chamel Singh
Peon-Cum-Chowkidar



Mrs. Veena Devi
Peon



Mr. Ved Bhushan
Peon



Mrs. Geeta Devi
Sweeper



Mrs. Pinki Devi
Sweeper



Mr. Ajay Singh
Security Gaurd



01892-237150,152



principalgcsahapur@gmail.com



www.gcsahapur.ac.in



Rs. 50/-