

## Principal's Message

*It gives we immense pleasure to welcome the students to the new academic session. Established in 2014, the College got its own building in December 2021. Our dedicated faculty, supportive PTA, concerned OSA, well-equipped building having virtual class room, Projector room, Computer Lab, Library, Music Room and Sports equipments provide a friendly atmosphere for the holistic development of our students. NSS unit, Rover-Ranger unit. Road Safety Club, Red Ribbon Club, Electoral Literacy Club, Anti-Drug Club and Eco-Club are functional and ensure to inculcate the leadership quality, discipline and awareness in the young generation. Career Guidance Cell prepares them for a bright and successful future. The students of our institution exhibit exemplary behaviour inside and outside the college. I assure you that our college will leave no stone unturned to make our students proud and responsible citizens of India.*



*I wish our students all success in their endeavours.*

*Dr. J.P. Singh*

## ABOUT COLLEGE

# GOVT. DEGREE COLLEGE REWALSAR

Government Degree College Rewalsar is situated in a small pilgrimage settlement named Rewalsar located in the Southern Himalayan belt in the Mandi District of Himachal Pradesh. The place is sacred to the followers of Hinduism, Buddhism and Sikhism and hence generally referred to as "Tri Sangam". This college came into existence on 15 January, 2014 vide Himachal Govt. notification EDN-A-Ka(f)1/2014 to this effect. Government also allocated 25 Bighas of land and granted administrative approval of five crores for college building. Initially the college was being run in the temporary accommodation provided by GSSS Rewalsar. Presently Block No.1 of the college building is complete. The college has shifted to its own building in December 2021 and all the routine work and classes are being run in its own new building. The college is affiliated to Himachal Pradesh University and offers a graduate programme in Arts and Commerce streams. The courses at undergraduate level are offered on Annual basis under CBCS introduced by HPU and modified from time to time. The Bachelor of Arts programme offers courses in the subjects of English, Hindi, Economics, Political Science, History, Sociology, Music (I) and Mathematics while Bachelor of Commerce under CBCS will provide teaching of the courses related to Finance, Business Organization, Management, Business Law etc. GDC Rewalsar has highly qualified and experienced teaching and non-teaching staff who serve as a bed-rock for institutions to stand tall amidst other educational institutions of this place. The students here get an opportunity for holistic development under the guidance of able teachers, who work hard to maintain remarkable teaching standards along with instilling moral, ethical and human values.

**Vision:** to train the young minds to pursue knowledge with a scientific temper and social responsibility.

### **Mission:**

- \*To bring maximum number of students into the fold of higher education in this part of the state.
- \*To encourage free thinking and innovative approach to learning irrespective of gender, caste and creed .
- \*To accomplish qualitative growth by a fusion of academic and non-academic activities.

### **Objective: 'Expansion of the scope of learning'**

The college has set an objective to achieve excellence in academic, sports and Co-curricular activities by gradually expanding the scope of learning. This goal will be realised by consistent hard work, sincerity, dedication and undying motivation by all the stakeholders.

**Principal  
Vacant**

**Faculty of Arts**

Department of Economics  
**Dr. J.P. Singh**

Department of English  
**Prof. Anjali Parmar**

Department of Hindi  
**Prof. Kuldeep Kumar**

Department of History  
**Prof. Manoj Kumar**

Department of Maths  
**Dr. Yadvinder Kumar**

Department of Music  
**Prof. Deepak Gautam**

Department of Pol. Science  
**Dr. Om Prakash**

Department of Sociology  
**Dr. Braj Nandan**

Library  
**Sh. Khem Chand**

**Faculty of Commerce**

**Prof. Yash Pal**

Vacant

**Office Staff**

Superintendent  
**Mr. Lalit Kumar Sharma**

Clerk  
**Mr. Manohar Lal**

Junior Office Assistant  
**Mr. Pushap Raj**

**Support Staff**

Smt. Lata Devi (Peon)

Smt. Sarla Devi (Peon)

Sh. Sant Ram (Peon)

Smt. Besari Devi (Peon)

### Administrative Assignments

SN	Committee	Convenor/ Incharge	Members	Non-Teaching/Student Member
1.	Admission	Arts: <b>Prof. Manoj Kumar</b>	<b>Dr. Braj Nandan</b> <b>Prof. Anjali Parmar</b> <b>Dr. Yadvinder Kumar</b>	
		Commerce: <b>Prof. Yash Pal</b>	<b>Prof. Kuldeep Kumar</b>	
2.	Screening	<b>Prof. Manoj Kumar</b>		
3.	Anti-Ragging	Principal (Chairperson) <b>Dr. Om Prakash</b> (Convenor)	<b>Dr. Braj Nandan</b> <b>Prof. Yash Pal</b>	
4.	Prospectus & ID Card	<b>Dr. Om Prakash</b>	<b>Dr. Braj Nandan</b> <b>Prof. Anjali Parmar</b>	
5.	Bus Pass Attestation	All the concerned faculty members		
6.	Bursar	<b>Dr. Yadvinder Kumar</b>		
7.	IQAC	Principal (Chairperson) <b>Prof. Manoj Kumar</b> (Member Secy.)	<b>Prof. Anjali Parmar</b> <b>Prof. Yash Pal</b> <b>Prof. Kuldeep Kumar</b>	<b>Mr. Lalit kumar</b> <b>Sharma Supdt.</b> <b>President CSCA</b> <b>Secretary CSCA</b>
8.	Gem	<b>Prof. Manoj Kumar</b>	<b>Dr. Yadvinder Kumar</b> <b>Prof. Yash Pal</b>	<b>Mr. Lalit Kumar</b>
9.	RUSA/UGC	<b>Dr. Yadvinder Kumar</b>	<b>Prof. Yash Pal</b> <b>Prof. Kuldeep Kumar</b>	
10.	CSCA Advisory	Principal (Chairperson) <b>Prof. Manoj Kumar</b> (Convener)	<b>Dr. Om Prakash</b>	<b>Mr. Manohar Lal</b>



11.	Campus Development	Dr. Braj Nandan	Prof. Anjali Parmar Prof. Kuldeep Kumar	Mr. Lalit Kumar Sharma (Supdt.)
12.	Library	Dr. Braj Nandan	Mr. Khem Chand	Mr. Pushap Raj
13.	Time Table	Prof. Yadvinder Kumar	Prof. Anjali Parmar Prof. Yash Pal Prof. Kuldeep Kumar	
14.	House Exam	Dr. Om Prakash	Dr. Braj Nandan Prof. Anjali Parmar	
15.	Co-Curricular /Cultural Activities	Prof. Anjali Parmar	Prof. Yash Pal Prof. Kuldeep Kumar	
16.	Sports	Prof. Yash Pal	Prof. Kuldeep Kumar	Smt. Lata Devi
17.	Women Cell	Prof. Anjali Parmar		Smt. Lata Devi Smt. Besari Devi
18.	Scholarship	Principal Dr. Yadvinder Kumar (Convenor)	Prof. Yash Pal Prof. Kuldeep Kumar	Mr. Manohar Lal
19.	Discipline	Prof. Manoj Kumar (Advisor) Dr. Braj Nandan (Convenor)	Prof. Anjali Parmar Dr. Yadvinder Kumar Prof. Kuldeep Kumar	
20.	Career Counselling and Guidance Cell	Prof. Manoj Kumar	Prof. Anjali Parmar Prof. Yash Pal Prof. Kuldeep Kumar	
21.	College Magazine	Principal(Patron)  Prof. Anjali Parmar (Chief Editor&Editor English Section)	Dr. Braj Nandan (Pahari Section) Prof. Yash Pal (Planning Forum) (Commerce Section) Prof. Kuldeep Kumar (Hindi Section)	
22.	College Website	Prof. Manoj Kumar	Prof. Yash Pal	Mr. Manohar Lal
23.	Student Grievance Redressal	Dr. Om Prakash	Dr. Braj Nandan Dr. Yadvinder Kumar Prof. Yash Pal	
24.	Press & Photography	Dr. Braj Nandan	Prof. Anjali Parmar Prof. Kuldeep Kumar	
25.	NSS	Dr. Braj Nandan		Mr. Pushap Raj
26.	Rover-Ranger Unit	Prof. Anjali Parmar (Ranger Leader) Prof. Kuldeep Kumar (Rover Leader)		

27.	Electoral Literacy Club	Dr. Om Prakash		
28.	Red Ribbon Club	Prof. Anjali Parmar		
29.	Eco- Club	Dr. Braj Nandan		
30.	Road Safety Club	Prof. Yash Pal		
31.	Anti-Drug Club	Prof. Anjali Parmar		

### **Admission Procedure for fresh admissions and General Admission Rules:-**

1. Admission to various classes will be made on the recommendation of the admission committees of respective faculties.
2. Any gap of one year or more in the academic career of an applicant must be supported by self-declaration to this effect by the candidate.
3. Admission form (available on college website and offline in the college office) complete in all respects, duly signed by parent/guardian along with three pass port size photographs pasted on it should be submitted in the college by the date specified.

#### **Attach following documents with the admission form:**

- i. Self-attested copy of the last examination passed by the candidate.
  - ii. Self-attested copy of matriculation certificate/date of birth certificate.
  - iii. Character certificate from the institution last attended (Not to be dated over 6 months). Original character certificate to be submitted at the time of admission.
  - iv. The students who have passed their 10+2 last year or before that they can provide character certificate (Not to be dated over 6 months) from Panchayat/ Police station or any class one gazetted officer of Himachal Pradesh.
4. Students with compartment in 10+2 exam will not be allowed admission in the first year.
  5. Applicants coming from Board/Universities other than HP Board of School Education/ HP University must provide migration certificate in original.
  6. Students who have passed 10+2 from National Open School (Delhi) will be admitted to first year (BA/B.Com) subject to the minimum eligibility conditions.
  7. In case of students belonging to the SC/ST/Cultural/Sports/Physically handicapped and single girl child category, certificate issued by the competent authority to that effect should be produced.
  8. Admission is also open to an applicant who has any degree from foreign University/Board/College which is recognised by Association of Indian Universities/HP University.
  9. The admission will be on merit basis except otherwise mentioned subject to the number of seats available and reservation as per HP University rules/ roster. In case the reserved seats remain vacant the same shall be thrown open for general category.
  10. Applicant must produce original certificates at the time of admission/ counselling for verification of documents.
  11. The applicant should appear personally before admission and scrutiny committee and when admission is confirmed fee/funds should be paid at the fee counter for the class in which admission is being sought as per fee and fund chart for session 2023-24 ( as per fee and fund chart of SPU/HPU Shimla uploaded in college website) displayed on college notice board.



12. The college reserves the right to refuse admission to any candidate without assigning any reason.
13. Admission of a student is liable to be cancelled in case he/she furnishes incomplete/wrong/false information or in case of concealment of facts.
14. For old students (seeking admission in 2<sup>nd</sup> and 3<sup>rd</sup> year) the admission is on Roll on basis provided the students of BA/B. Com-1<sup>st</sup> year qualify minimum six courses mentioned for their study (out of eight). Students failing in one/two subjects of annual system of CBCS will be placed in compartment and those failing in three or more than three courses will be declared fail and rolled back to previous class.
15. 75% attendance is compulsory for the students to become eligible to appear in Annual Examination.
16. Regular teaching will start from July 18, 2023.
17. The courses would be offered online/offline as per directions of MHRD or Govt. of HP from time to time due to corona pandemic. Students will have to strictly adhere to govt. instructions in this regard and must provide their contact details for online teaching through android phone.

#### **Eligibility Conditions (CBCS) for admission:**

The Semester System under UG CBCS has been replaced by the Annual System for BA/B Com since session 2018-19. The new admissions of First year shall be under Annual System.

#### **For admission to BA/B.Com-1 Year**

1. A candidate pass in the senior secondary (+2) Examination (any academic stream) conducted by HP Board of School Education (or Prak Shashtri from Skt. Colleges affiliated to the HPU) or an examination accepted as equivalent there to by various bodies of HP University is eligible.
2. Upper age limit is 23 years for general candidates and 26 years for SC/ST applicants as on 1st July 2023. However, in case of overage applicants, the Vice Chancellor, HPU may allow a relaxation up to six months.
3. An applicant having passed 10+2 examination with English as one of the compulsory subjects from any Indian University/Board recognized by law can seek admission.
4. An applicant who has passed the qualifying examination with commerce stream shall be given preference in admission to B.Com. Programme.
5. Initially all admissions shall be provisional and subject to the final approval by SPU/HPU.
6. Rules of admission are subject to change as per the SPU/HPU Notification.

#### **Refusal of Admission:-**

1. Applicants who have passed intermediate from Hindi Sahitya Sammelan, Allahabad or Prabhakar are not eligible for admission.
2. Any candidate who has not appeared/passed in English as a subject at 10+2 level will not be eligible/will not be admitted.
3. An applicant failing in all subjects will not be admitted.
4. In spite of eligibility for admission, the Principal of the institution can refuse admission to a candidate if his/her conduct has not been up to the mark during previous years.

**\* The Principal reserves the right to disallow or cancel any admission.**

### **Choosing a Programme of Study:-**

Students of Arts faculty(BA-I) will have to choose two subjects as Discipline Specific Courses I & II out of pool of subjects available in the college with following options:-

**Option I- Political Science or Sociology**

**Option II- Hindi or English or Economics**

**Option III- Maths or History or Music (I)**

Students of commerce faculty (B.Com-I) will have to take following two courses for UG degree programme as DSC I & II. **I -Financial Accounting &**

**II -Business Organization & Management**

**Note: Both BA and B. Com-I year students will have Hindi and English as compulsory subject and Environment Science (EVS) as AECC-1 and Hindi/ English as AECC -2.**

### **CBCS-An Overview**

The UGC-CBCS provides an opportunity for the students to choose courses from the prescribed courses comprising discipline specific core, elective or skill based courses. The courses can be evaluated by following in both grading/ percentage system, so as to make students' movement hassle free across any institution in the country.

### **Outline of Choice Based Credit system**

1. **Discipline Specific Core (DSC) Course:** A course, which should compulsorily be studied by a candidate as a core requirement is termed as a Core course.
2. **Elective Course:** Generally, a course which can be chosen from a pool of courses and which may be very specific or specialized or advanced or supportive to the discipline/ subject of study or which provides an extended scope or which enables an exposure to some other discipline/subject/ domain or nurtures the candidate's proficiency/skill is called an Elective Course.
  - 2.1 **Discipline Specific Elective (DSE) Course (2 each for regular courses):** Elective courses offered by the main discipline/subject of study is referred to as Discipline Specific Elective. The University/Institute may also offer discipline related Elective courses of interdisciplinary nature (to be offered by main discipline/ subject of study).
  - 2.2 **Dissertation/Project work:** it is an elective course of 6 credits, designed to acquire special/advanced knowledge, such as supplement study/support study to a project work, and if a candidate studies such a course on his own with an advisory support by a teacher/faculty member it is called dissertation/project work. A Project/ Dissertation work may be given in lieu of a discipline specific elective paper.
  - 2.3 **Generic Elective Course (GEC):** An elective course chosen generally from an unrelated discipline/subject, with an intention to seek exposure to other subjects/ discipline is called a Generic Elective Course.



3. **Ability Enhancement Course (AEC)/Competency Improvement Courses/ Skill Development Courses/ Foundation Course:** The Ability Enhancement Courses (AEC) may be of two kinds: AE Compulsory Course (AECC) and AE Elective Course (AEEC). "AECC" courses are the courses based upon the content that leads to knowledge enhancement. They are [ i) Environmental Science, ii) English/Modern Indian languages (Hindi /Sanskrit MIL Communication)]. These are mandatory for all disciplines. AEEC courses are value based and/or skill based and are aimed at providing hands-on-training, competencies, skills etc.

**3.1 Ability Enhancement Compulsory Course (AECC):** Environmental Science, English Communication/MIL Communication.

**3.2 Skill Enhancement Courses (SEC) (Minimum 4):** These courses may be chosen from a pool of courses designed to provide value-based and/or skill-based instruction.

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

### **Summary of Under Graduate Programme under Annual System:**

All courses of Annual System involve an evaluation system of student's course wise performance with Continuous Comprehensive Assessment (CCA) and Evaluation. It has following two components:

1. **IA/CCA:-**It accounts for 30 marks with following distribution:

- i. 5 marks for attendance
- ii. 5 marks for class test taken (on completion of 40% syllabus by each class teacher).
- iii. 10 marks for House Test (on completion of 75% of syllabus)
- iv. 10 marks for assignment, tutorials and general behaviour.
- v. 75% of attendance is mandatory for students.

2. **Annual Examination:** Annual Examination will be conducted for evaluation of student for 70% of final grade. Annual Examination will be of three hours duration and will comprise whole syllabus meant for that course.

**Note:** In the course involving practical, the distribution of 70 marks will be: 50 marks for theory and 20 marks for practical.

### **Conferment of the Bachelor's Degree under CBCS Annual System:-**

1. A regular candidate will have to undergo the prescribed courses of study in the college for a minimum period of three years and maximum of five years from the date of first admission in the college.
2. For a degree (BA/B.Com), the student will have to cumulate a minimum of 132 successful credit hours of course work within the time mentioned above.
3. A candidate failing in either one or two subjects/courses will be placed in 'compartment' in the course/courses and will be eligible for promotion to next class. He/ She will be given two chances to clear his/her compartment.
4. A candidate failing in three or more subjects/ courses will be treated as 'fail' in that year and will have to repeat the entire year.

- The minimum passing marks will be 40% in aggregate to students under Annual CBCS system. However, 35% each in Internal Assessment and Final Examinations will be compulsory. For practical 40% passing marks will be compulsory and a candidate failing to obtain 40% marks in practical will be treated as fail in that subject.
- Re-evaluation will be applicable/allowed as per provisions of HPU for annual system.
- No candidate will be awarded the bachelor's degree until he/ she clears all his/ her admission to a particular course.
- Successful candidates will be classified on the basis of combined result of Part I, II & III examination as follows:-

**First Division = 60% or more, Second Division= 50% or less than 60% & Third Division= less than 50%**

**Credit:** It implies successful completion of a course of study being measured in terms of class room instruction hours/week in the courses being studied in that year. Credit of a course indicates the weightage of a course for calculating Grade Point Average.

**BA (Arts/Humanities/Languages):**

Core courses offered (Choose any Two):

- English
- Hindi
- History
- Mathematics
- Economics
- Political Science
- Sociology
- Music(Instrumental)

### Summary of BA Programme

Summary of BA (Regular) Programme						
Class	12 Discipline Specific Core Courses (DSC) Each of 6 Credit 12*6=72		2 Ability Enhancement Courses (AECC) Each of 4 Credits 2*4=8	4 Skill enhancement Courses (AEEC/ SEC) Each of 4 Credits 4*4=16	4 Discipline Specific Elective Courses (DSE) each of 6 credits 4*6=24	2 Generic Elective (GE) each of 6 credits 2*6=12
BA-I year	Comp. Eng-I	Comp. Hindi-I	Eng. /MIL./Hindi EVS			
	DSC-I A	DSC-I B				
	DSC-2 A	DSC-2 B				
BA-II year	Comp. Eng-II	Comp. Hindi-II		SEC-1 SEC-2		
	DSC-I C	DSC-I D				
	DSC-2 C	DSC-2 D				
BA-III year				SEC-3	DSE-1A	GE-1
					DSE-2B	
					SEC-4	DSE-1A
				DSE-2B		
Total Credits=132						

## Summary of B.Com Programme

Class	Subject	DSC 1A & 1B (6+6 Credits)	DSC 2A & 2B (6+6 Credits)	DSC 3A & 3B/ Language Core (6+6 Credits)	AECC (4+4 Credit)
B.Com 1st Year	Commerce	1. Financial Accounting (BC 1.1) 2. Business Organisation & Management (BC 1.2)	1. Business Law (BC 1.3) 2. Business Statistics & Mathematics (BC 1.4)	1. English-1 Core Compulsory (ENG CE 101) 2. Hindi-1 Core Compulsory	1. Environmental Science (AECC-1) 2. English/Hindi/ MIL (AECC-2)
Class	Subject	DSC 1C & 1D (6+6 Credits)	DSC 2C & 2D (6+6 Credits)	DSC 3C & 3D/ Language Core (6+6 Credits)	SEC (4+4 Credit)
B.Com 2nd Year	Commerce	1. Company Law (BC 2.1) 2. Income Tax Law (BC 2.2)	1. Corporate Accounting (BC 2.4) 2. Cost Accounting (BC 2.5)	1. English-2 Core Compulsory (ENG CE 201) 2. Anivarya Hindi Rachna Punj (Hind 201)	1. Computer Applications in Business (BC 2.3) 2. E-Commerce BC 2.6
B.Com 3rd Year	Commerce	1. DSE-I Any one of the following :- A) Human Resource Management BC-3.1(a) B) Principles of Marketing BC-3.1 (b) C) Fundamentals of Financial Management BC-3.1 (c) 2. DSE-II : Any one of the following:- A) Corporate Governance & Auditing BC 3.2 (a) B) Goods and Services Tax (GST) BC 3.2 (b)	1. DSE-III Choose Any one of the following :- A) Corporate Tax Planning BC 3.5 (a) B) Banking & Insurance BC-3.5 (b) C) Management Accounting BC-3.5 (c) D) Computerised Accounting system BC 3.5 (d) 2. DSE-IV Any one of the following : A) International Business BC 3.6 (a) B) Office Management & Secretarial Practice BC 3.6 (b) C) Fundamentals of Investment BC 3.6 (c) D) Consumer Protection BC 3.6 (d)	1. SEC-3 Entrepreneurship BC 3.3 2. SEC-4 Personal Selling & Salesmanship BC-3.7	1. GE-1 Economy of Himachal Pradesh ECONA 313 2. Indian Economy ECONA 314

### Details of Fee & Fund for the Session 2023-24

Govt. Fee/ Funds	Admission Fee	25.00	Annual College Dues	Library Security(Refundable) for New Admission	100.00
	Re-Admission Fee (1 <sup>st</sup> Time)	100.00		Identity Card	10.00
	Re-Admission Fee (2 <sup>nd</sup> Time)	200.00		NCC Fund	10.00
	Late Admission Fee (per day)	10.00		College Magazine Fund	50.00
	Tuition Fee (per month)(for Boys/non-HP Girl student)	50.00		Campus Development Beautification & upkeep Fund	10.00
	Late payment of dues (per Day)	01.00		Medical Fund	6.00
University Fee/ Funds				Student Aid Fund	2.00
	Continuation Fee (Old Students)	10.00		Furniture Repairs/ Replacement Fund	10.00
	Sports Fund	15.00		Computer & Internet Facility	20.00
				Book Replacement Fund	25.00



	Youth Welfare Fund		15.00	Cultural Activities Fund		20.00
	Holiday Home Fund		01.00	Rover & Rangers Fund @ Rs. 5 per month		60.00
	University Development Fund	General Student	250.00	Building Fund @ Rs. 10 per month		120.00
		RDP/BPL Student	100.00			
	Migration Fee (Non HP Students)		200.00	Amalgamation Fund		300.00
Practical Funds (per sem. Per	Computer Practical for B. Com		As per HPU Notification	Sports Fund @ Rs. 20 per month		240.00
	Fee per Course/ Music Practical Fee			Internal Examination Fund		80.00 (Annual)

**Note: The above fees and funds are subject to change as per SPU/HPU/HP Government instructions.**

**SPU/HPU Examination Fee: As per SPU/HPU norms/ directions**

Fine for absence: Per period (Rs.1.00), per practical (Rs.3.00) and per paper in House Examination/Internal Examination (Rs.10.00)

**Every student has to pay Rs. 300/- per year as PTA Fund**

**Note: On migration from other institutions, funds for the entire session shall be charged and tuition fee shall be charged from the time of joining the college.**

**Note:**

1. Rs.100/- will be charged extra from students migrating from other colleges on account of Library Security.
2. Fine, if any, from the students will be collected in the month of March, 2024.
3. **Fees & Funds once paid shall not be refunded in any case.**

### **FEE & FUNDS AS APPROVED BY GOVERNMENT**

- ❖ Every student must pay the dues on the dates notified from time to time.
- ❖ Failure to pay dues on due date will entail a fine of Rs. 10 per day.
- ❖ In case of non-payment of dues on time, the name will be struck off from the college rolls at the end of the month.
- ❖ Registration fee will not be charged from a student migrating from other institutions, funds for the entire session shall be charged and tuition fee shall be charged from the time to joining the college.

### **LEAVE RULES FOR STUDENTS**

1. A student can proceed on leave with prior permission from the Principal, but the application should also be signed by the parents/guardian of the student and duly recommended by the tutor.
2. A tutor can recommend leave up to three days. For longer duration, a student should get leave application signed by the Principal.
3. Leave during House Examination/Internal Examination will be sanctioned by the Principal on the recommendation of the senior tutor in special cases only.

4. Leave on account of illness must be accompanied by a medical certificate.
5. If a student absents continuously for more than ten days without authorized leave, his/her name will be struck off the rolls of the college. Such student will have to seek re-admission by making an application giving the reason to the Principal with recommendation of the teacher concerned and on payment of the prescribed fee.

### **SCHOLARSHIP**

The college offers various scholarships and awards to poor and meritorious students, regulated by detailed rules available in the college.

1. Government of India scholarship to students belonging to SC, ST, OBC, Economically Backward Classes & Minority Community.
2. IRDP Scholarship.
3. Maharishi Valmiki Chhatravriti Yojna to the girl students belonging to minority community.
4. Kalpana Chawla Chhatravriti Yojna for meritorious girl students.

These scholarships are awarded to students as per norms and rules prescribed by the department, the students shall have to apply online for these scholarships by submitting an application recommended by the tutor.

\* The concerned students are also required to have an account in the scheduled/commercial banks and aadhar enrolment. The bank account should be linked to aadhar number.

### **RULES FOR AWARD OF PRIZES IN ANNUAL FUNCTION**

Prizes are given to the students who secure positions in the university/house examination, sports and extra co-curricular activities.

1. First and second prize to students standing 1<sup>st</sup> and 2<sup>nd</sup> respectively in annual/college House Examination.
2. First and second prize to students of college standing 1<sup>st</sup> and 2<sup>nd</sup> in the subjects respectively in SPU/HPU Annual Examination.
3. Students not securing 50% marks in the aggregate or in the subject concerned and not passing examination in all subjects of study shall not be considered for the prizes.
4. "College Roll of Honour" will be awarded to a student securing a position in SPU/HPU merit list.

### **COLLEGE MAGAZINE**

The college publishes college magazine 'PUSHKAR' annually, which will provide an opportunity to the budding student-writers to express their creative, innovative and analytical views with regard to various issues and topics, the magazine will have sections viz English, Hindi, Pahari, Commerce & Planning Forum. Students willing to contribute their articles to the college magazine during the session can contact the staff editors of various sections of the magazine and if required, necessary tips and guidance can be provided to them.

### **CAREER GUIDANCE & COUNSELLING CELL**

In modern times there is a cut throat competition for different jobs in Govt. as well as private sector. It is therefore quite obvious for students who are pursuing higher education to be aware of employment opportunities. Various agencies of electronic and print media regularly provide updates for jobs and this will be made available in the college library from this academic session. Moreover learned members of our staff frequently tell about different career options to the students. Career guidance and counselling committee has also been constituted in this regard.



## **CO-CURRICULAR ACTIVITIES**

Various co-curricular activities are organised in the college throughout the session. The role of such co-curricular activities along with class room involvement helps to integrate the three very vital aspects of an individual (student) namely the body, mind and soul. With the above objectives in mind, various clubs and societies have been constituted under the guidance of faculty members under co-curricular assignment. Students are advised to join at least one of the clubs and societies to become ennobled graduates on completion of their courses in this college.

### **NSS**

Half unit of National Service Scheme is functional in the college with registration of 50 volunteers. NSS unit of this college is engaged in regular activities as well as special camp in the vicinity of College under the spirit of '**Not Me but You**'. All volunteers after two years of active social service are conferred a certificate which carries a weightage of 2% in matter of admission in various institutions of Higher Education.

### **ROVER-RANGER UNIT**

Rover Ranger Unit under 'The Bharat Scouts & Guides' is functional in the college. This Unit is devoted to develop the character of the youth with its motto "Selfless Service" to the country. Students can enroll themselves in the unit within a month of admission in the college.

### **SPORTS**

Sports are an integral part of non-academic curriculum for encouraging the students to participate in games so that they can possess healthy body as well. College has its playground adjacent to the premises where students can participate in games like Volleyball, Kabaddi, Kho- Kho, Badminton, Race, High Jump and Long Jump. Every year Annual Athletic Meet of the college is held in winter with a motto "**Endeavour Wins**".

### **RED RIBBON CLUB**

Red Ribbon Club functioning in association with Zonal Hospital Mandi works towards social responsibility to create an awareness about AIDS and HIV. Students can get registered as volunteers of this club which aims at launching an exhaustive campaign against AIDS by educating and sensitizing College youth as well as the general public.

### **ROAD SAFETY CLUB**

To inculcate road safety awareness and traffic rules The Road Safety Club of the college plays a commendable role by organising various competitions, awareness rallies, quiz, workshops and seminars.

### **ELECTORAL LITERACY CLUB**

Under SVEEP (Systematic Voters' Education & Electoral Participation) campaign the Electoral Literacy Club of the college focuses on educating the students regarding procedure of electoral roll and voting process etc.

### **ECO-CLUB**

Eco-Club of the college plays an important role in creating environmental awareness among the college students. It encourage them to keep update with various environmental issues and to participate in plantation drive launched for afforestation.



## **ANTI-DRUG CLUB**

Anti Drug Club has been established to spread awareness among the students about drug menace and various ways to control this widely spreading problem among the youth.

## **PARENT – TEACHER ASSOCIATION (PTA)**

The Parent-Teacher Association (PTA) of GDC Rewalsar is an interface between parents/guardians and teachers. It aims at Parental co-operation in creating a healthy environment for improvement of educational needs and standards. PTA aspires for co-operation of parents in full measure, in matters concerning their wards. Every year annual general house of PTA is convened on second Saturday of September month in which executive committee of PTA is constituted which comprises Principal of institution as chairperson, a parent as president, a teacher of any faculty as secretary and six other members from teaching and parents side. On admission of a student, his/her parents (father or mother) or guardian (only blood relation) automatically become members of the PTA.

Notice of annual general meeting of PTA:

The annual general house/meeting of PTA will be held on second Saturday (10/09/2022) at 12.00 noon in the college to transact the following agenda:

1. Election of the office bearers & members of the executive.
2. Any other matter with the permission of the chair (Principal of the institution).
3. Parents/guardians may please make it convenient to attend the meeting in the interest of the college and their wards.

Separate communication regarding the meeting will be sent. It is the duty of the students to remind & persuade their parents/guardians to attend the same.

## **OLD STUDENTS' ASSOCIATION**

Old Students' Association (OSA) of the college plays a vital role by organising meetings and putting forth valuable suggestions from time to time for the welfare of the institution and the students.

## **ZERO TOLERANCE TO RAGGING**

Ragging is completely banned on & around the college campus and any one indulging in the same will be punished appropriately as per law which includes imprisonment, fine or both or expulsion from the college or classes for a limited period or fine with public apology.

In case of an incident of ragging the students can contact the following:

- |  |                               |
|--|-------------------------------|
| <b>1. Dr. J.P. Singh (Chairperson)</b> | <b>Mobile No. 94180-91372</b> |
| <b>2. Prof. Manoj Kumar (Convener)</b> | <b>Mobile No. 94180-87737</b> |
| <b>3. Dr. Om Prakash (Member)</b>      | <b>Mobile No. 98054-32466</b> |
| <b>4. Dr. Braj Nandan (Member)</b>     | <b>Mobile No. 94181-14234</b> |
| <b>5. Prof. Anjali Parmar (Member)</b> | <b>Mobile No. 94184-80038</b> |

## **CODE OF CONDUCT AND DISCIPLINE**

1. Every student should carry his /her Identity Card, which is issued to the students after the admission. It should be produced on demand.
2. Any act of ragging on campus in or around will be severely dealt with. **Ragging implies harassment, physical or mental torture to another student by a student or group of students.**

3. Following acts will be construed as acts of misconduct and indiscipline and are punishable either with fine or suspension/expulsion or both:
- Writing obscenities/dirty words on black boards, walls or furniture or banging doors etc. and other furniture.
  - Loitering aimlessly in the verandas/Corridors, making noise or trying to disturb classes.
  - Smoking, taking drugs, alcohol and chewing tobacco, spitting etc. on the college campus.
  - Bringing outsiders/miscreants/ anti-social elements on campus.
  - Pasting posters on the walls or notice on the notice board without prior permission of the Principal.
  - Misbehaving with teachers/other staff.
  - Holding of any meeting on the campus without prior permission.
  - Using mobile phones in the class rooms.
  - Indulging in any rash/unbecoming behaviour.
  - Writing slogans in the campus.

Parents/ Guardians are requested to remain in touch with the Principal and the teachers regarding the progress of their wards.

## **TENTATIVE CALENDER OF ACTIVITIES 2023-24**

### **Admission/Regular Study Schedule**

Submission of admission forms for the session 2023-24	30.06.2023 to 08.07-2023'	8 days
Display of 1st Merit List	08.07.2023 at 5.00pm	
Fee Deposit	10.7.2023 to 12.7.2023	
Display of 2nd Merit List	12.7.2023 at 5.00 p.m.	3 days
Fee Deposit	13.7.2023 to 14.7.2023	2 days
Orientation of 1st Year Students	15.7.2023 & 17.7.2023	2 days
Regular Teaching	18.07.2023 to 10.11.2023	116 days
	16.11.2023 to 31.12.2023	46 days
	06.02.2024 to 31.03.24	55 days
<b>TOTAL WORKING DAYS</b>		<b>217 Days</b>
<b>Vacation Schedule</b>		
Summer Vacation	05.06.2023 to 29.06.2023	25 days
Diwali Break	11.11.2023 to 15.11.2023	5 days
Winter Vacation	01.01.2024 to 04.02.2024	35 days
<b>TOTAL VACATION PERIOD</b>		<b>65 days</b>
<b>Examination/Evaluation Schedule</b>		
Examination	01.04.2024 to 23.05.2024	53 days

\*\*\*



# Govt. Degree College Rewalsar, Distt. Mandi (H.P.)-175023

## ADMISSION APPLICATION 2023-24

**For Office Use Only**

Class \_\_\_\_\_ Amount Received Rs. \_\_\_\_\_

Roll No. \_\_\_\_\_ Receipt No.: \_\_\_\_\_ Dated : \_\_\_\_\_

Paste your Latest  
Passport Size  
Photograph

\*Information to be filled in by the Applicant \*Write in capital letters in boxes and keep one box blank in between parts

**Class in which seeking admission :** \_\_\_\_\_

- Name
- Father's Name Sh.
- Mother's Name Smt.
- Guardian's Name (if any)
- Father's/Guardian's Occupation
- Permanent Address : 



  
(Do Not repeat name) 



 Pin
- Address for correspondence 



  
(Do not repeat name) PIN 



 Mob. 



 Whatsapp No.
- Aadhar Card No. 



 9. E-mail \_\_\_\_\_
- Date of Birth : in figures Date 



 Month 



 Year 



  
in words \_\_\_\_\_
- Age as on 1st July, 2023 : Years 



 Months 



 Days
- Category (SC/ST/OBC/Ex-Servicemen/Freedom Fighter/Physically handicapped/Sports etc): 



 (attach certificate)
- University Registration No. (if registered) : \_\_\_\_\_ University Roll No. \_\_\_\_\_
- Participation in extra-curricular activities (if any): \_\_\_\_\_

### 15. Academic Record

Examination	Year (Month)	University/Board	Roll No.	Result	Marks Obtained/SGPA	% of Marks Grade	Subject Studied	School/College
Matric								
10+2								
B.A./B.Com. 1st Year								
B.A./B.Com. II Year								

### 16. Subjects Offered : Core Courses :

DSC 1 \_\_\_\_\_

DSC 2 \_\_\_\_\_

AECC 1/SEC 1 \_\_\_\_\_

AECC 2/SEC 2 \_\_\_\_\_

Compulsory 1/GE 1 \_\_\_\_\_

Compulsory 2/GE 2 \_\_\_\_\_



**18. UNDERTAKING BY THE APPLICANT**

I am seeking admission in the College with the permission of my parents/guardian at my own risk and responsibility. I have gone through the rules and regulations of the College, and undertake to abide by the same, will not indulge in any act of ragging/indiscipline/participate in political activity or movement. I shall adhere to the attendance and House Tests (minimum marks) requirements as laid down by HP University. If I am debarred or considered ineligible to appear in the University examination or disciplinary action is taken against me, I shall have no claim against the College/University. I shall pay my fees and other college dues in time. All the information furnished in the form is true and correct to the best of my knowledge and belief I am aware that ragging is totally banned, and if found guilty of ragging, I would be liable to be punished as per rules and regulations of College/HP University/Law of the land

**Date:** \_\_\_\_\_

**Signature of Applicant** \_\_\_\_\_

**19. DECLARATION BY PARENTS/GUARDIAN**

I fully agree with the information supplied and undertaking given by my son/daughter/ward \_\_\_\_\_ who is seeking admission in the College with my permission. I shall be responsible for his/her conduct in the College, and payment of fees and dues. I shall have no claim against the College in case his/her admission is cancelled because of his/her mis-conduct /having supplied wrong information/not adhering to the rules and regulations as laid down. I am aware that ragging is totally banned, and agree to abide the punishment meted out to my ward in case he/she is found guilty of ragging.

**Date :** \_\_\_\_\_

**Signature of Parent/Guardian** \_\_\_\_\_

**Name :** \_\_\_\_\_

**UNDERTAKING**

I will submit my \_\_\_\_\_ within seven days otherwise my admission may stand cancelled.

**Signature of the candidate** \_\_\_\_\_

**FOR ADMISSION COMMITTEE ONLY**

Certified that all the particulars/information given in the form and other documents have been carefully checked and verified from the original documents/certificates, and the applicant has signed before me/us.

It is recommended that the Applicant may please be admitted to B.A./B.COM \_\_\_\_\_

**DOCUMENTS/CERTIFICATES ATTACHED: put ☒ for attached ones**

- |                             |                          |   |                          |
|-----------------------------|--------------------------|---|--------------------------|
| 1. Character Certificate    | <input type="checkbox"/> | 6. Migration/Eligibility Certificate (Original) | <input type="checkbox"/> |
| 2. Category (SC/ST/OBC etc) | <input type="checkbox"/> | 7. IRDP/BPL                                     | <input type="checkbox"/> |
| 3. Matric                   | <input type="checkbox"/> | 8. Aadhar                                       | <input type="checkbox"/> |
| 4. 10+2 Mark Sheet          | <input type="checkbox"/> | 9. Bonafide Himachali Certificate               | <input type="checkbox"/> |
| 5. B.A./B.Com I, II Year    | <input type="checkbox"/> | 10. Any Other                                   | <input type="checkbox"/> |

**Signature of Members :** 1. \_\_\_\_\_ 2. \_\_\_\_\_ **Signature of Convener** \_\_\_\_\_

Admitted provisionally on the recommendation of the Admission Committee subject to the approval by H.P. University/Government as per rules and norms.

Members Screening Committee  
1. \_\_\_\_\_  
2. \_\_\_\_\_

**PRINCIPAL** \_\_\_\_\_

**Important Note :**

**All Admissions to the College shall be strictly provisional and subject to the approval of SPU/HPU. The College shall not be held responsible for cancellation of admission/candidature of any student by the University. Fees and funds once paid shall not be refunded in any case.**

# Govt. Degree College Rewalsar, Distt. Mandi (H.P.)

## STUDENT RECORD CARD 2022-23

Name of the Candidate : \_\_\_\_\_

(In Block Letters)

Year \_\_\_\_\_ Roll No. \_\_\_\_\_

Date of Birth \_\_\_\_\_ Email \_\_\_\_\_

Date of First Admission in the college \_\_\_\_\_

Father's Name \_\_\_\_\_

Aadhaar's No. of the student \_\_\_\_\_

Permanent Address \_\_\_\_\_

Mob. \_\_\_\_\_ Whatsapp No. \_\_\_\_\_

Correspondence Address \_\_\_\_\_

Passport  
Size  
Photograph

**Subjects Offered** : Core Courses :

DSC 1 \_\_\_\_\_

DSC 2 \_\_\_\_\_

AECC 1/SEC 1 \_\_\_\_\_ Compulsory 1/GE 1 \_\_\_\_\_

AECC 2/SEC 2 \_\_\_\_\_ Compulsory 2/GE 2 \_\_\_\_\_

University Regd. No. \_\_\_\_\_

Mentioned Whether S.C./S.T./OBC/IRDP/GEN./Any Other (Specify) \_\_\_\_\_

Examination	Year (Month)	University/ Board	Roll No.	Result	Marks Obtd./SGPA	% of Marks/ Grade	Subjects Studied	School/ College
<b>Matric</b>								
<b>10+2</b>								
<b>B.A./B.Com. 1st Year</b>								
<b>B.A./B.Com. 2nd Year</b>								
<b>B.A./B.Com. 3rd Year</b>								

Signature  
of the Student

# Govt. Degree College Rewalsar, Distt. Mandi (H.P.)

## LIBRARY REGISTRATION CARD 2023-24

Fresh/Failed/Pass: \_\_\_\_\_ Year of first admission in the college \_\_\_\_\_

Name of the Candidate : \_\_\_\_\_

Father's Name & Permanent Address \_\_\_\_\_

Whats app No. \_\_\_\_\_ Mob No. \_\_\_\_\_

Year in which admitted \_\_\_\_\_ Roll No. \_\_\_\_\_

Year last attended \_\_\_\_\_ Uni. Roll No. \_\_\_\_\_

Receipt No. of Library Security \_\_\_\_\_ Dated \_\_\_\_\_

Received Library Card \_\_\_\_\_ (Signature of the Student)

Received a copy of the College magazine \_\_\_\_\_ (Signature of the Student)

Passport  
Size  
Photograph

Signature of the Librarian

### Library Books to be returned

S. No.	Fund	Title of the Book	Price	Fine	Total
1.					
2.					
3.					
4.					

Deposited Rs. \_\_\_\_\_

Receipt No. of the Price and fine deposited \_\_\_\_\_ Dated \_\_\_\_\_

Receipt No. \_\_\_\_\_ Date of the refund of Library security \_\_\_\_\_

Dated \_\_\_\_\_

Librarian