# Prospectus

## 2024-25

# GOSWAMI GANESH DUTT SANATAN DHARAM COLLEGE

### RAJPUR, PALAMPUR, DISTT. KANGRA (H.P.)

Website : www.ggdsdrajpur.org   E-mail : info@ggdsdrajpur.com
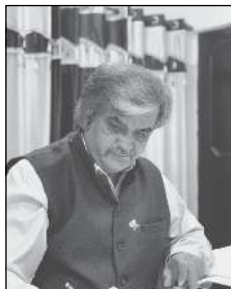
# SOURCE OF INSPIRATION



**PT AMAR NATH JI (1894-1989)**
**FOUNDER OF THE COLLEGE**

Born in 1894 at Sargodha (Pakistan), Pt Amar Nath Sharma, Matriculated from Khalsa High School, Sargodha in 1919. Joined Medical School, but left the same in non-cooperation days and joined National Independence Movement. Became teacher in Khalsa High School. Became the Captain of the Volunteers Corps, DCC, Sargodha. In 1920-21 became teacher in S.D. High School Sargodha. In 1925, joined S.D. Sabha, Punjab as organizer and in 1927 become its O?ce Secretary and remained as its Hony . General Secretary till his death. Also remained as General Secretary and Working President of S.D. Mahavir Dal. After partition of India settled in North India and made Himachal Pradesh as his Karam Bhumi. Opened 18 High School, one Polytechnic College, One B.Ed College, Two J.B.T. Schools and 5 Degree Colleges in Himachal Pradesh. Remained as M.L.A. for 10 years from 1957 to 1967 in Punjab and Himachal Vidhan Sabha and also President of Himachal Pradesh Congress Committee. Took voluntary retirement from Active politics in 1967 and remained in service of society till his last days.

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## *Message from Director cum Principal*



**Dear Prospective Students**

It is with great pleasure that I welcome you to our esteemed institution. I am honored to extend my warm greetings to all prospective admission seekers.

At GGDSD College Rajpur, we are committed to providing a holistic educational experience that nurtures academic excellence, personal growth and professional development. Our dedicated faculty, good infrastructure and vibrant campus community creates an environment, where students can thrive and achieve their full potential.

We feel pride in our students' achievements in academic & other activities and ensure to equip our students with knowledge, skills and values needed to succeed in today's competitive environment. Whether you are interested in Science, Commerce, Arts, Business Administration or Computer Applications, we offer a comprehensive platform that caters to the wide range of interests and aspirations.

As you consider your higher education options, I encourage you to explore all that our College will offer you. Our Commitment to academic excellence and student success set us apart and we are confident that you will find a welcoming & supporting community & environment here.

I invite you to join us on this excellent journey of learning, growth and discovery. We look forward to welcoming you to our campus and helping you to achieve your academic and personal goals. The Prospectus for 2024-2025 will give you complete insight into the admission details and rules and regulations of the college.

With Best Wishes

**(Dr. Vivek Sharma)**
principal@ggdsdrajpur.com

# GGDSD COLLEGE RAJPUR

The Sanatan Dharam Institutions in Himachal Pradesh have been in service of the people of state since Last nine decades under the control and management of GGDSD Education Society and under aegis of Shri Sanatan Dharam Pratinidhi Sabha (Pb) New Delhi with working area in state of Himachal Pradesh, Punjab, Haryana, Uttaranchal, Rajasthan and Delhi. Established by Late Pt Amar Nath Sharma, Great Educationist, Philanthropist, in 1984, GGDSD College Raipur was the first Co-educational college in Palampur. The College is affiliated to Himachal Pradesh University & AICTE and recognized by UGC under 2(F)12 (B) Category. Starting with a small campus in the outskirts of Palampur, Distt Kangra , the institution now boasts of well built infrastructure and facilities which complement the quality education by qualified and experienced faculty. Our dream is to grow and develop into an education facility that provides education in multiple domains and make the youth self-sufficient to cater the higher educational requirements that are current in nature and demanded in the industry.

Currently, there are Five Under Graduate courses and One Post Graduate Diploma Course. College is committed to enhancing and improving the students skills to make them employable. through structured Skill Training Programmes. Core Value of the Institution is in practical and smart training of the students as well as their academic progressions.

## VISION AND MISSION

The College Managing Society has continuously read the pulse of the people and working with a mission to provide easy accessibility of Higher Education to the students of the area at their door step at very affordable fee structures College is run by GGDSD Education Society, Baijnath (Regd.) without any financial support from Government. Our vision is to become a pioneer college of excellence in the area where students are given the roadmap to fully utilize their inherent and inbuilt capabilities & skills to become the best and most competitive in achieving their professional pursuits. Our aim is to create environment for innovation, Creativity, developing Leadership qualities among the students for their competitive advantage.

## DISTINCTIVE FEATURES

1. Ethical & Professional Governance
2. Moral Values & Character Building
3. Career Development Approach
4. Guest Lecturers | Field Work | Seminars | Workshops | Internship
5. Students Welfare | Facilitation | Feedback

## COURSES & PROGRAMMES

1. Bachelor of Arts (BA) (Hindi, English, Pol. Science, History, Economics, Sanskrit, Maths)
2. Bachelor's of Commerce (B.Com.)
3. Bachelor of Science (B.Sc. NM & MED) ( Physics, Chemistry, Math, Botany, Zoology)

## COMBINATION OF COURSES IN BA

**Student can choose any one of the following combination in B.A. I$^{st}$**

| 1. English | Sanskrit | Maths | 3. English | Pol-Science | Economics | 5. English | History | Pol-Science |
|---|---|---|---|---|---|---|---|---|
| English | Sanskrit | Economics | English | Pol-Science | History | English | History | Hindi |
| English | Sanskrit | Pol-Science | English | Pol-Science | Hindi | English | History | Sanskrit |
| English | Sanskrit | History | English | Pol-Science | Sanskrit | | | |
| 2. English | Hindi | Economics | 4. English | Economics | Maths | | | |
| English | Hindi | Pol-Science | English | Economics | Sanskrit | | | |
| English | Sanskrit | History | English | Economics | History | | | |
| English | Hindi | Maths | English | Economics | Hindi | | | |

# GGDSD COLLEGE RAJPUR (PALAMPUR)

## ADMISSION INSTRUCTION FOR BA/B.Com/B.Sc./BBA/BCA
### 1$^{st}$ 2$^{nd}$ & 3$^{rd}$ YEAR ACADEMIC SESSION 2024-25

| | | |
|---|---|---|
| ONLINE REGISTRATION | : | OPEN w.e.f. 15.05.2024 |
| OFFLINE REGISTRATION | : | PROSPECTUS AVAILABLE FROM |
| WITH PROSPECTUS: | | 01.06.2024 AT COLLEGE OFFICE COUNTER |
| SCHEDULE OF ADMISSION | : | AS PER THE DATES TO BE NOTIFIED BY H.P UNIVERSITY |

## INSTRUCTIONS FOR FILLING ONLINE ADMISSION FORM

➢ Students can apply online using link given on the college website https://www.ggdsrajpur.org by clicking on **apply online link**

➢ All new candidates must register before filling the online registration cum admission form and old students can use their already created login credentials.

1. **1$^{st}$ Step (Register to Student Panel)**

   Candidate must have following document/particulars handy.

   a) A valid own Mobile Number of candidate is required as all communication will be sent through SMS.

   b) Mobile Number must belong to the candidate himself/herself or parents.
   DO NOT use friend's or Cyber Cafe's Mobile Number.

   c) An E-mail Id belonging to the candidate or any family member.

   d) Aadhar Number of the candidate which will be his/her <u>**username**</u>.

   e) Candidate has to create his/her own password.

Sign up to Student Panel

| |
|---|
| Name |
| Aadhar Number |
| @    E-mail |
| +91   Contact/Mobile |
| Password |
| Confirm Password |
| SIGN UP |

Already have an account? Log in

2. **2<sup>nd</sup> Step (Choose Course & Subject Combination)**

   Candidate must ensure to fill his/her entire details well in time after getting login credentials.

   a) In the Registration Section please select the Course and Semester/Year in which you are seeking admission. Subject selection will be visible after you successfully register and Login into portal.

   

3. **3<sup>rd</sup> Step (Enter Personal Details)**
   a) Fill Candidate's correct Personal Information.(Mobile numbers of candidate and parents should be filled only).
   b) Candidate's passport size photo should be less than 100 KB. Photo in formal dress only will be accepted. Selfie uploading will not be accepted.

4. **4<sup>th</sup> Step (Enter Education Qualification)**
   a) Detailed Marks Card of previous passed examination.  (10th and 12th score in first year candidates).

5. **5<sup>th</sup> Step (Document Upload)**

   a) Candidates  willing to apply under reserved seats as per  H.P.U  reservation roster must have a valid supporting document. of category to which He/She belongs.

   b) Upload of documents related to the candidate's sub-category and registration.

   c) Supporting document size should be less than 200 KB.

6. **6<sup>th</sup> Step (Verification of Registration Cum Admission Form by College)**

   a) Candidate must get print out of his/her registration form and after attaching his/her marksheet copies submit the form in college office for verification.

   b) The registration form will not be verified by the college until the candidate submit hard copy of the registration form along with his/her copy of testimonial.

# STEPS FOR REGISTARTION

| Step 1 | Step 2 | Step 3 |
|--------|--------|--------|
| Choose Courses & Subject Combination | Fill Personal Detail | Fill Education Qualification |

| Step 4 | Step 5 | Step 6 |
|--------|--------|--------|
| Upload Documents | Form Submission | Verification of candidate form & eligibility by College & display of merit list by College as per university schedule. |

**Step 7**
Payment of Fee

7. **7th Step (Payment of fee)**

For B.A./B.Com./B.Sc./BBA/BCA Ist year the admission of the candidate will be finalized on the basis of merit list of +2 score and will be displayed on the notice board and website of the college. The candidate will be paying the 1st installment of the fee only after checking his/her name in the merit list as per the fee schedule given in the prospectus. In case of 2nd & 3rd year students admission will be based on roll on system and student can pay his/her fee after verification of his online form by the college authorities

a) When the registration form of the candidate is verified by the college, the payment option will appear on the dashboard of the student through which the candidate can pay the free.

b) As soon as roll number assigned to the candidate by the college authorities, then candidate can take a print out of his payment receipt.

♦ **Students are advised to regularly check E-mail, SMS and visit College website for latest updates regarding admission process.**

## CONTACT US

**Phone No. 01894-293215**

**Mobile No. +91 9882950530, +91 8580529410**
**Time - Working days between 9:30 AM to 3:30 PM**
**For any admission related enquiry students can write to us on**
**Email - info@ggdsrajpur.com or studentsupport@ggdsrajpur.com**

## COURSES OFFERED AND AVAILABILITY OF SEATS :

| Courses (Approved by H.P.U. & AICTE) | Number of Seats |
|---|---|
| BSc (Physical Science /Life Science) in Chemistry, Physics, Maths, Botany, Zoology. | 80+40 |
| BA with English, Hindi, Economics, Pol. Science, History, Mathematics, Sanskrit. (Select combination of subjects from Page-3). | 80+40 |
| Bachelor of Commerce (B.Com.) | 80+40 |
| Bachelor of Business Administration (BBA) Approved by AICTE | 60 |
| Bachelor of Computer Application (BCA) Approved by AICTE | 60 |
| Post Graduate Diploma in Computer Application (PGDCA) | 30 |

**Note :i)** One Seat is reserved for single girl child in each subject.

**ii)** Reservation of seats for SC/ST/EWS as per the latest roaster of HP University Shimla/AICTE.

**iii)** First section will be of 80 students and second section will be of 40 students

## MINIMUM ELIGIBILITY FOR ADMISSION TO 1ST YEAR CLASSES

## BACHELOR OF ARTS (B.A. PASS COURSE)

1. +2 examination under 10+2 system  or  B.A. examination equivalent thereto of a Board/University established by law in India with pass in four written subjects (including English) with 33% marks.

**OR**

Provided that a student seeking admission to B.A.1$^{st}$ Year with Mathematics as one of the subject of study, should have either 45% marks in aggregate or 45% marks in Mathematics at +2 level. Pre-University examination (two years) after 10 years schooling of an Indian University/ Board recognised by H.P. University with 33% marks.

**OR**

Intermediate examination of an Indian University/Board or an examination recognised equivalent thereto (pass in four subjects). One language and three other pass elective subjects with 33% marks.

**OR**

Any examination of a University/Board/College or School in Foreign country recognised as equivalent for the above purpose by the Vice- Chancellor/Equivalence Committee  either of its own or on the recommendations of Association of Indian Universities with 33% marks.

**OR**

B.A./B.Sc./B.Com., Part-I of old three year degree course of a recognised University/Board College with 33% marks.

## BACHELOR OF SCIENCE (B.Sc. PASS COURSE)

+2 examination Science (B.Sc.) under 10+2 examination or an examination equivalent thereto of a Board/ University established by law in India with pass in four written subjects (three Science elective subjects & one English) with 45% marks.

**OR**

Pre-University Science examination (two years) after 10 years schooling of an Indian University/ Board recognized by H.P. University in four written papers (one English plus three Science subjects with 45% marks).

**OR**

Intermediate Science Examination of an Indian University/ Board or an examination recognized equivalent thereto with pass in four written subjects (one English plus three science elective subjects with 45% marks).

**OR**

Any examination of a University/ Board/ College or School in a Foreign Country recognized as equivalent for the above purpose by the Vice-Chancellor/ Equivalence Committee either of its own or on the recommendations of Association of Indian Universities with 45% marks.

**OR**

B.Sc. Part-I old three-year degree course of a recognized University/ Board/ College with 45% marks.

## BACHELOR OF COMMERCE (B.COM. PASS COURSE)

(i) +2 examination under 10+2 Commerce or an examination equivalent thereto of a Board/ University established by law in India with pass in four written subjects (including English) with 45% marks.

**OR**

Pre-University examination (two years) after 10 years Schooling of an Indian University/Board recognised by H.P. University with 45% marks or 40% for those who have passed +2 examination under Commerce Group.

**OR**

Intermediate examination of an Indian University / Board or an examination recognised equivalent thereto (pass in four written subjects) one language and three other pass elective subjects with 45% or 40% marks for those who have passed +2 examination under Commerce Group.

**OR**

Any examination of a University/Board/College or School in a Foreign Country recognised as equivalent for the above purpose by the Vice-Chancellor/ Equivalence Committee either of its own or on the recommendations of Association of Indian Universities with 45% marks or 40% for those who have passed +2 examination under Commerce Group.

**OR**

B.A/B.Sc./B.Com. Part-I old three years degree course of a recognised University/ Board/ Colleges with 45% marks or 40% for those who have passed +2 examination under Commerce Group.

Provided that for admission to B.Com. Part-I, the minimum eligibility condition for girls students only shall be 33% marks in +2 examination under 10+2 of any recognised Board.

(ii) For admission to B.Com. Pass the candidate must have passed Math./Economics as a compulsory subject at his +2 stage.

(iii) if candidates do not produce the actual marks from a University/Board in respect of +2 examination or equivalent examination where the result is shown in grades and standards etc. the minimum percentage of marks for each subject given in standards will be taken into consideration for determining their eligibility.

## BACHELOR OF BUSINESS ADMINISTRATION (BBA) (APPROVED BY AICTE)

(a) Plus two examination under 10+2 system examination Business equivalent thereto of a Board / University established by Administration law in India with 45% marks (5% relaxation for SC/ST).

**OR**

Any examination of a University/Board/College or School in Foreign country recognised as equivalent for the above purpose by the Vice-Chancellor/Equivalence Committee of its own or on recommendations of Association of Indian Universities with 45% marks (5% relaxation for SC/ST)..

(b) Admission shall be made on the basis of merit determined on the basis of marks obtained in Matriculation and +2 examinations. A candidate with Commerce or Mathematics at +2 level will be given additional 10% of the percentage marks obtained in +2, while computing merit for admission. 75% of seats shall be reserved for those who have passed their qualifying examinations from H.P. Board of School Education/H.P. University.

## BACHELOR IN COMPUTER APPLICATION (BCA) (APPROVED BY AICTE)

Candidates who have passed 10+2 examination from H.P Board or any other examinations considered equivalent by the Himachal Pradesh University with 50% marks (45% marks for SC/ST category) shall be eligible for taking admission to BCA course based on Merit List prepared by the College .

**OR**

Any examination of University/Board/College/School in Foreign Country recognised as equivalent for the above purpose by equivalence committee of its own or on recommendations of Association of Indian Universities with 50% marks (45% marks for SC/ST) shall be eligible for taking admission to BCA course based on Merit List prepared by the College .

## PG DIPLOMA IN COMPUTER APPLICATION (PGDCA) (APPROVED BY HP UNIVERSITY SHIMLA)

Admission will be based on merit with Bachelor Degree in any discipline (with at least 50% marks) from a university established by law in India with at least one full paper of mathematics at graduation level or with one full paper of mathematics at 10+2 level along with bridge course.

**Important Note: -The above mentioned eligibility conditions are subject to amendments and change by affiliating University/AICTE. Amended eligibility conditions will be applicable for finalizing the admission.**

# ELIGIBILITY CRITERIA AREA FOR ADMISSION IN 1ˢᵗ YEAR

| COURSES | ELIGIBILITY | SELECTION CRITERIA |
|---|---|---|
| **Bachelor of Arts (BA)** | 33% in Plus Two in any steam with 45% in Mathematics, if maths is opted as course of study in BA. | Merit will be finalized on basis of percentage(%) score obtained in qualification exam (Plus Two) as per eligibility criteria prescribed by the HPU |
| **Bachelor of Commerce (B.Com)** | 40% in Plus Two with Commerce & 45% in Plus Two with Science with Math or Arts with Economics or Math 33% for girls students. | Merit will be finalized on basis of percentage(%) score obtained in qualification exam (Plus Two) as per eligibility criteria prescribed by the HPU |
| **Bachelor of Science (Medical & Non- Medical)** | 45% in Plus Two with PCM & PCB | Merit will be finalized on basis of percentage(%) score obtained in qualification exam (Plus Two) as per eligibility criteria prescribed by the HPU |
| **Bachelor in Business Administration (BBA)** | 10+2 with 45% in any stream for General Category & 40% Marks for SC/ST Category | Merit will be finalized on basis of percentage(%) score obtained in qualification exam (Plus Two) as per eligibility criteria prescribed by the HPU |
| **Bachelor in Computer Application (BCA)** | 10+2 with 50% in any stream for General Category & 45% Marks for SC/ST Category | Merit will be finalized on basis of percentage(%) score obtained in qualification exam (Plus Two) as per eligibility criteria prescribed by the HPU |
| **Post Graduate Diploma in Computer Application (PGDCA)** | BA/B.Sc/B.Com from a recognized University or equivalent with 50% marks | Merit will be finalized on basis of percentage(%) score obtained in qualification exam (Plus Two) as per eligibility criteria prescribed by the HPU |
| **Bachelor & Post Graduate Programmes Through IGNOU** | For eligibility & further details candidates can contact college IGNOU office or visit www.ignou.ac.in | |
| **Skill based Certification Spoken English/ Communicative English/Short Term Personality Development Programmes/Short Term Computer Course/Interview Skill/Group Discussion/Coaching for Competitive Exams.** | Optional as per demand and willingness to enroll and payment for the course. | |

## IMPORTANT NOTE

- Each faculty will have 1ˢᵗ Section of 80 students & Subsequent section of 40 students each as per available seats.
- Reservation of seats in all courses are as per the Reservation Roaster of Himachal Pradesh University and AICTE with one seat reserved for Single Girl Child in each Course.
- **All the rules concerning admission, college dues with regard to students are subject to change under orders received from affiliating University, Education Department (Govt. of Himachal Pradesh), AICTE Management of college and HP Private Educational Regulatory Commission. Therefore, no dispute, whatsoever, will be entertained.**

## ADMISSION PROCEDURE

**Admission to BA/B.Sc/B.Com/BBA/BCA/PGDCA 1ˢᵗ YEAR**

A student will be eligible for admission to BA/BSc/BCom/BBA/BCA 1ˢᵗ Year/Semester if he/she has passed the Senior Secondary (10+2) Examination (Academic Stream) conducted by the Himachal Pradesh Board of School Education or an examination of any other board accepted as equivalent there to by the various bodies of affiliating University.

i)   Every candidate seeking admission to any class has to apply through proper procedure either on the prescribed form available in the college prospectus or online on college website www.ggdsrajpur.org. Student can approach facilitation center in College for guidance.

ii)  All the columns of the form must be filled neatly with complete information as per eligibility condition.

iii) If the candidate is filling the admission form online he/she has to submit the downloaded copy of duly filled in online application form in college for physical verification. The applicant has to bring his/her mother/father/guardian (only blood relation) at the time of final counselling for admission. No student should sign in the place of parents/guardian and bring along original documents for checking eligibility conditions.

iv)  After getting the form verified from the members of the admission committee and approval from Director-cum-Principal Office, the applicants of 2ⁿᵈ Year & 3ʳᵈ year will proceed to deposit their fee. The students seeking admission in 1ˢᵗ year will deposit their fee after the final merit list of the selected students is displayed on the notice board and College website as per schedule to be notified by the university.

v)   For any clarification or guidance, the applicant can approach admission guidance committee of the college and send e-mail at given e-mail id.

vi)  Admission of a student is liable to be cancelled in case he/she furnishes incomplete/wrong/false information. In case of concealment of facts, disciplinary action will be taken against such candidates.

vii) Initially all admission shall be provisional and subject to the final approval by affiliating University/AICTE, which will be confirmed after the registration of student with University.

viii) Rules of admission are subject to change as per affiliating University/AICTE notifications issued from time to time.

ix)  Students seeking admission in BA/BSc/BCom 2ⁿᵈ and 3ʳᵈ year will be admitted on Roll-On basis without waiting for the previous university result.

x)   No admission will be granted after the last date of admission notified by affiliating University/AICTE, except as a special case approved by the Honorable Vice-Chancellor of the University under special permission granted to Candidate on specific grounds.

# DOCUMENTS REQUIRED AT THE TIME OF ADMISSION

Candidates will have to bring the following original documents for verification at the time of counselling. College will retain only photocopy of original documents of the students.

Following original documents should be produced for verifications before the admission committee and submit photo copy of following documents.

i)  Three latest passport size photographs.

ii) Matriculation certificate for Date of Birth.

iii) 10+2 Mark sheet issued by the school board.

iv) Migration Certificate in original (for students who have passed their 10+2 from any other Board/University other than Himachal Pradesh Board of School Education..

v) **Original character certificate from Head of the institution last attended in case of a student seeking admission in 1ˢᵗ year of any course.**

vi) For seat against single girl child, an affidavit of single girl child from parents duly attested by Executive Magistrate is to be submitted with the admission form .

vii) Any gap of one year or more in the academic career (after 10+2) of an applicant must be supported by documentary evidence /undertaking as the proof of his/her activities during the period of gap duly certified by Executive Magistrate.

viii) Photocopy of Aadhar Card of the student.

ix) **Antiragging Affidavit Confirmation-** A student will have to fill in the online Antiragging Affidavit on the website www.antiragging.in and submit the copy of the same in college office also.

**NOTE :** The Character certificate must not have been issued more than six months prior to the date of admission. In case a student who has discontinued his/her studies for one or more years, the character certificate, from the institution last attended, must be supplemented by another character certificate obtained from gazetted class-I officer or the panchayat pradhan of the village with gap certificate from Executive Magistrate.

## REFUSAL OF ADMISSION:

i)   Failed/compartment candidate in 10+2 will not be eligible for seeking admission in Under Graduate courses.

ii)  In spite of the eligibility for admission, the college authorities can refuse admission to any old student if his/her conduct  has not been up to the mark during the previous years.

iii) The college authorities reserves the right to disallow or cancel any admission.

## MODE OF SELECTION

The admission in the first year will be made purely on the basis of merit of the previous qualifying examination and merit list will be displayed on notice board and website as per schedule of the university.

## RESERVATION OF SEATS

Reservation of seats in all faculties will be as per the latest reservation roster of  affiliating university/ AICTE for SC/ST/EWS/single girl child.

**NOTE :** As per the regulations vacant reserved seats meant in educational Institutes which remain unfilled will be thereafter offered and filled from amongst eligible candidates from open category on the basis of merit.

## AGE BAR FOR ADMISSION TO 1$^{st}$ YEAR

The maximum age limit for admission to B.A./B.Com./B.Sc./BBA/BCA course is 21 years for Boys and 23 years Girls and 24 years for SC/ST candidates as on I$^{st}$ July of the year concerned. Provided further that Vice Chancellor of University under his discretionary powers can permit age relaxation for reasons to be recorded in writing up to a maximum of six months.

# THE COLLEGE FACULTY

| Sr. No | NAME | DESIGNATION | QUALIFICATION | DEPARTMENT |
|---|---|---|---|---|
| 1 | Dr. Vivek Sharma | Director cum Principal | B.Com. (Hons), M.Com. LL.B. Ph.D. | Commerce |
| 2 | Mr. Suman Kumar | Assistant Professor | M.A. M.Phil. | History |
| 3 | Dr. Dhruv Dev Sharma | Assistant Professor | M.A. Ph.D. SET, NET | Sanskrit |
| 4 | Mr. Arvind Kumar | Assistant Professor | M.A.(Economics), NET | Economics |
| 5 | Mr. Vineet Rana | Assistant Professor | M.C.A. NET | Computer Application (BCA) |
| 6 | Mr. Anurag Sharma | Assistant Professor | M.B.A. M.Com. NET | Business Administration (BBA) |
| 7 | Ms. Isha Chawla | Assistant Professor | M.Sc. M.Phil. NET | Botany |
| 8 | Ms. Pooja Vasudeva | Assistant Professor | M.A. M.Phil. NET | English |
| 9 | Mr. Yashwinder Singh | Assistant Professor | M.Com. NET | Commerce |
| 10 | Mr. Vaneet Thakur | Assistant Professor | M.Sc. M.Phil. | Physics |
| 11 | Dr. Anita Kumari | Assistant Professor | M.Sc. Ph.D. SET | Chemistry |
| 12 | Dr. Shilpy | Assistant Professor | B.A. (Hons), M.A. Ph.D. | Hindi |
| 13 | Dr. Abhinav Nag | Assistant Professor | M.Sc. Ph.D. | Physics |
| 14 | Ms. Aina | Assistant Professor | M.Com. NET | Commerce |
| 15 | Ms. Sukanksha | Assistant Professor | M.Com. NET | Commerce |
| 16 | Ms. Seema Devi | Assistant Professor | M.A. NET | Pol Science |
| 17 | Dr. Geeta Rani | Assistant Professor | M.Com. M.Phil. Ph.D. | Business Administration (BBA) |
| 18 | Mr. Sukant Awasthi | Assistant Professor | M.Sc. SET | Mathematics |
| 19 | Mr. Aneesh Kumar | Assistant Professor | M.Sc. M.Phil. SET | Zoology |

# OFFICE STAFF

| Sr. No. | NAME | DESIGNATION/DEPARTMENT |
|---|---|---|
| 1. | Mr. Subhash Chand | Office In-charge (Accounts) |
| 2. | Mr. Rajesh Sharma | Office Assistant (Student Registration & Migration) |
| 3. | Mr. Manoj Vyas | Office Assistant (Fee) |
| 4. | Mr. Arun Sharma | Data Entry Operator (Fee) |
| 5. | Mr. Parveen Patial | Office Assistant (University Examination) |
| 6. | Mr. Sandeep Gopal | IT Head (ERP) |
| 7. | Mr. Gaurav Sharma | Office Assistant (BBA/BCA) |
| 8. | Mr. Kunal Bhardwaj | Office Assistant (Society & IGNOU) |
| 9. | Mr. Arun Kumar Kaushal | IT Incharge (Computer Lab) |
|  |  |  |

## LABORATORY STAFF

| | | |
|---|---|---|
| 1. | Mr. Rakesh Awasthi | Laboratory Assistant (Chemistry) |
| 2. | Mr. Vijay Nag | Laboratory Assistant (Chemistry) |
| 3. | Mr. Ravinder Singh | Laboratory Assistant (Zoology) |
| 4. | Mr. Manmohan Singh | Lab Assistant (Physics) |
| 5. | Mr. Pardeep Chadha | Lab Assistant (Botany) |

## CLASS IV STAFF

| | | |
|---|---|---|
| 1. | Mr. Purshotam Singh | Office Peon |
| 2. | Mr. Roop Lal | Office Peon |
| 3. | Mr. Karam Chand | Office Peon |
| 4. | Mr. Khem Chand | Library Peon |
| 5. | Ms. Manju | Office Peon |
| 6. | Mr. Raj Kumar | Security Guard |
| 7. | Mr. Rajesh Kumar | Night Watchman |
| 8. | Ms. Kavita | Cleaner |
| 9. | Ms. Meena | Cleaner |

# PROPOSED DRAFT UNDER NEP 2020
## Himachal Pradesh University
## Curriculum and Credit Framework For Undergraduate Programmes in I$^{st}$ Year

| Course & Academic Level | Semester | Core (DSC) Credits-4 | Elective (DSE) Credits-4 | Minor (MC) Credits-4 | Multidisciplinary (MDC) Credits-3 | Skill Enhancement (SEC) Credits-3 | Ability Enhancement (AEC) Credits-2 | Internship/ Apprenticeship/Project/ Community Outreach (I/A/P/C) Credits-2 | Value Addition (VAC) Credits-2 | Total Credits |
|---|---|---|---|---|---|---|---|---|---|---|
| | I | DSC 1A DSC 1B | | MC 1 | MDC1 | SEC 1 | AEC1 | | | 20 |
| | II | DSC 2A DSC 2B | | MC 2 | MDC2 | SEC 2 | | I/A/P/C-1 | VAC1 | 22 |
| Level 5 | Exit 1 | Student on exit shall be awarded Undergraduate Certificate (in the Field of Study) after securing the requisite 42 Credits in Semester I and II | | | | | | | | 42 |
| | III | DSC 3A DSC 3B  DSC3A/B DSC3(i) | | MC 3 | MDC 3 | SEC3 | AEC2 | | VAC2 | 22 |
| | IV | DSC 4A DSC 3B  DSC4A/B DSC 4(i) | DSE1A/B | MC4 | | | AEC 3 | I/A/P/C 2 OR VAC3 | | 20 |
| Level 6 | Exit 2 | Student on exit shall be awarded Undergraduate Diploma (in the Field of Study/Discipline) after securing the requisite 84 Credits on completion of Semester IV | | | | | | | | 84 |
| | V | DSC5A DSC5B  DSC5A/B DSC5(i) | DSE2 A/B | MC5 | | | AEC4 | | VAC4 | 20 |
| | VI | DSC6A DSC6B  DSC6A/B DSC6(i) DSC6(ii) | DSE3 A/B DSE4 A/B | MC6 | | | | | | 20 |
| Level 7 | Exit 3 | Student on exit shall be awarded Bachelor of (in the Field of Study/Discipline) after securing the requisite 124 credits on completion of Semester VI | | | | | | | | 124 |
| | VII | DSC7 DSC8 | DSC9 Research Methodology & Ethics | | | 2 DSE OR 1 DSE and 1 MC | Dissertation instead of any one of the DSE | The Dissertation/ Academic Project will start in the VII Semester and the same will continue in the VIII Semester However, the evaluation and assessment will be done in the VII Semester as well as in the VIII Semester. | | 20 |
| | VIII | DSC 10 DSC 11 | | | | 3 DSE OR 1 DSE and 2 MC OR 2 DSE and 1 MC | Dissertation instead of any 2 of DSEs | | | 20 |
| Level 8 | Exit 4 | Students on exit after completing eight semesters with 164 credits will be awarded a Bachelor's Degree (Hons. / Hons. with Research) in a specific discipline opted for specialization. | | | | | | | | 164 |

* Courses in bold (III to VI semesters) refer to the Major programme that students declare after the second semester.

**Degree(s)**

3-Year Bachelor's Degree (Arts/Science/Commerce/with Major in specific discipline).

4-Year Bachelor's Degree (Hons. /Hons. with Research/with Major and Minor in specific discipline).

1. The Core and Minor of the first two semesters can be interchanged at the beginning of the Third semester against unfilled and vacant seats. Such choices made in the third semester shall continue till VIth Sem.
2. The Core courses studied by Major students in the first and second semesters other than Major will be considered Minors.
3. The Minor subjects must be chosen from the same faculty/stream but different from the Core/Major's subjects/disciplines.
4. Students must study a minimum of three courses of Minors from the same subject/discipline in the first three years. The course offered as Core will be treated as Minor for other subjects/disciplines.
5. SECs should preferably be selected from the concerned Core/ Minor subjects.
6. MDCs must be selected from broad disciplines other than Major and Minor subjects.
7. AECs should be of a language other than studied in Core/Minor.
8. To pursue Four years Honours degree student shall study one discipline in which student has studied at least 10 Core courses (6 DSC+4DSE) in the first three years.
9. Major and Minor shall be awarded on fulfilment of the following conditions: Major = 60/80 credits (3/4 years) and Minor = 32 credits

**Note :-** This scheme is subject to approval and notification to be done by H.P. University and will be applicable after approval only, otherwise the existing scheme of curriculum will be applicable.

# RULES & REGULATIONS

## 1.1 ATTENDANCE REGULATIONS

(a) Students are required to attend lectures regularly & punctually under the University regulations, students who do not attend at least 75% of lectures delivered in each course, his/her examination form will not be forwarded to University by the college and will not be allowed to appear in University examination.

(b) Student Internal Assessment will be marked on actual attendance and overall performance basis. and student who fails to score minimum passing marks in **IA** will be failed in subject in annual exam.

**(c)** **If a student remains absent without sanctioned leave continuously for 4 days his/her name will be struck of from the college rolls from all the subjects and he/she will not be allowed to attend the classes till he/she is readmitted on Rolls with readmission charges of Rs 500/- for 1st time & in case name is struck of for 2nd time the readmission charges will be Rs. 1000/- . Readmission will be done on the recommendation of Teachers/Discipline Committee in the presence of parents with undertaking from Parents for fulfilling attendance regulation in future, if a student does not fulfill 75% of attendance in every month he/she will be fined Rs.500/ .**

(d) All the matters pertaining to admission / readmission will be decided by the Director cum Principal of college on recommendation of Departmental committee in the presence of parents.

(e) For repeated offenders College may impose heavy fine which may extend up to Rs. 5000/- as per the recommendation of Discipline committee in the presence of parents & may cancel his/her admission in college.

(f) Absence from college without leave will entail a fine of Rs.5/- per Theory Class for one class & Rs.10/- Per Practical Class for B.Sc, B.Com.

(g) If the student fail to deposit his/her project report to the Teacher In-charge by the given date, he/she will be charged Rs. 500/- as penalty.

## 1.2 LEAVE RULES

(a) As a rule, leave for absence from the college has to be obtained from the concerned teacher in advance on the prescribed form available from the Library on payment of Rs. 2/- .

(b) In case any student proceed on leave on medical ground that leave will be granted on return, if student produce the Medical record/certificate from the Hospital in which he/she was in treatment. if student fails to inform the college authorities about his medical leave through his parents/Guardian during medical Treatment, his/her name will be struck off from the Rolls and he/she will have to pay re-admission charges as mentioned in clause 1.1 ( C )

(c) An application for leave must be signed by the Parent/Guardian & must be supported by a medical certificate in case of sickness for more than 3 days.

(d) Leave for absence from college will be granted by the Director-cum-Principal on the recommendation of the Head of the Department/Teacher concerned.

(e) It will be the duty of student to get his leave recorded with all the teachers teaching him or her failing which teacher will mark him/her absent and absence fine will be charge accordingly.

(f) Maximum of 20 leaves in annual system and 10 leaves in semester system will be allowed to students in case of medical sickness/unforeseen circumstances to be supported with document.

**(g)** **Any student who fail to complete minimum 75% attendance every month will be charged with fine for the period of absence and his/her internal assessment will not be sent to University.**

## 1.3 TESTS/HOUSE EXAMINATION/ASSIGNMENT/SEMINARS

(a) Regular class tests on monthly basis, Unit Tests, House Examination, assignments and project work activities will be conducted by class teachers and appearing / participating in all these assessment activities will be compulsory and non compliance will invite punitive action as recommended by the concerned Class Teachers and student internal assessment to be sent to University will be affected in those cases.

(b) Student will not be considered for any prize/scholarship if he/she fails to appear in Mid Term tests conducted or fails to appear in all the papers.

(c) Student who absent themselves from monthly test will be fined Rs.50/- per paper and in case of the House/Mid Term exams the fine will be Rs.100/- per paper. Securing minimum passing marks will be compulsory in house exam otherwise internal assessment will not be sent to university.

(d) House exams for the students will be conducted in the Month of **December** for annual system or semester system it will be conducted in the mid of the Semester, which will be notified by college through schedule in advance.

## 1.4 DISCIPLINE RULES

(a) Efforts are made to allot a separate class room and it will be the duty of the particular class students to keep that room in an orderly manner and ensure that students of particular class do not damage the property/assets lying in that classroom otherwise the whole class will be fined.

(b) Students are expected to show due respect to all the members of teaching & non teaching staff, behave properly towards fellow students and be courteous to the college office staff and also to the Visitors who come from outside. Misbehave will entail strict disciplinary action.

(c) Every Boy must extend every courtesy & respect to every girl students and girls too should conduct themselves with dignity, modesty and simplicity.

(d) Serious action will be taken on the students found sitting in ground, canteen or loitering outside, while their classes are going on.

(e) **Playing of music, use of mobiles (Music, Internet, Clicking Images / Selfies) in any way in college campus is strictly prohibited.**

(f) **Use of Mobile phone in the Corridors, Classes, Labs, Library, Campus is strictly banned, and anyone found using Mobile in the College Campus will be fined Rs. 1000/- and Mobile will be confiscated and handed over to parents only.**

(g) Students must not cause any damage to the college building, furniture or property. Strict Disciplinary action will be taken against those, who are found guilty of causing damage to college property.

(h) **Students must make it a point to look at notice board and visit college Website regularly to read latest notice & circulars. Students must keep their email accounts registered in college office active. Important notifications from the college office will be sent to students on their e-mail & mobile No. Ignorance of knowledge of notices duly displayed on the notice board and website shall not be accepted as an excuse for non-compliance.**

(i) Students found guilty of misconduct in any nature shall not be eligible for any prize or scholarship, fee concession or financial aid or holding membership of Students Association.

(j) Any student found involved in any immoral activities in and around the college campus will be reported and handed over to Police administration. The College administration will not be responsible for any action taken against him/her by the Police Administration

(k) **Seating in or around the residential area near by the college is strictly prohibited. Any student of the college found in these residential areas and involved in immoral activities will be handed over to Police administration by the Municipal representative of the area and action will be initiated by the college for rustication of students from college.**

(l)    **Students should not bring along with them any outsiders within the college campus. Strict action will be taken against the defaulters.**

(m)    Students should not unnecessarily sit for the long time in college canteen by bunking their classes. Strict action will be taken against the defaulters.

(n)    **The faculties in which dress code is compulsory, students are directed to come properly dressed. The students who will not follow the said rules can be debarred from entering college campus and can be fined Rs. 50/- also.**

## 1.5    IDENTITY CARD

Every student will be issued an Identity Card with their passport size photograph. The Identity Card must be carried by every student to college daily and must be produced on demand. Refusal or inability to do so will be treated as an act of indiscipline. The loss of card must be communicated immediately in writing to the college authorities. A new duplicate identity card will be supplied on payment of full price of Rs.50/-. Student must come daily with his/her Identity Card to the college which can be checked by Director-cum-Principal or any faculty member of the College or Security In-charge at college gate and if student is found coming to college without Identity Card he/she may be debarred to enter in college campus and he/she will be fined Rs. 50/-.

## PT MADAN MOHAN MALIVIYA COLLEGE LIBRARY

The college has a well stocked library with koha software with reading room and has more than 8500 books on its shelves. It subscribe to 10 news papers and more than 15 journals regularly and competitive exam books.

Every student will be issued an Library Card. The library contains a large number of books on topics of course study as well as general interest in different subjects. Books will be issued to the students on the production of their identity cards, which must be produced at the time of the issue and return of books. The following rules should be compiled with.

(a)    A student can borrow two books at a time for a period of 14 days after which book must be returned.

(b)    Books will be reissued if not in demand by other students.

(c)    Reference Books, rare book and periodical can be consulted in the library and will not be issued.

(d)    A delay fine of Rs. 5.00 per day will be charged, if books are returned after due date.

(e)    Students studying in the library & reading room must be in possession of their identity cards.

(f)    Books issued from the library must be kept carefully and must not be underlined or disfigured, if a book is already damaged, the fact should be brought to the notice of the librarian at the time of issue, otherwise the borrower will be held responsible for the damage.

(g)    Books lost or damaged will have to be replaced by the borrower in case a book cannot be replaced, the borrower will have to pay twice its current market price. If the book is a part of series the current market price of the entire series shall have to be paid by the borrower Second hand Books will not be accepted as replacement.

(h)    Students are required to observe perfect silence in the library & reading room & should not disturb others.

(I)    Library will remain open from 10.00 A.M. To 3:30 P.M. on all working days.

## SC / ST CELL

For providing the equal opportunities and special benefit to the students belonging to schedule Caste/ Schedule Tribe, SC/ST cell is constituted in the college with one faculty member as incharge. Students of these categories can be provided the following benefit.

(a) Remedial coaching classes in the subject, where they feel extra coaching are required will be provided at nominal fees.

(b) Coaching on demand for preparation for competitive exams conducted by State Public Service Commission and Union Public Service Commission and Entrance Examinations will be provided at nominal fees.

(c) Books to the needy students on demand.

## STUDENT'S DEPARTMENTAL ASSOCIATIONS/CLUBS

Following Cultural and faculty Associations will be constituted under the mentorship of a teacher in-charge to organize the various activities and to inculcate leadership skills among students by oragnising and motivating the students to participate at inter college level and university level competitions.

1. MANAGEMENT STUDENTS ASSOCIATION
2. COMPUTER & IT STUDENTS ASSOCIATION
3. COMMERCE STUDENTS ASSOCIATION
4. SCIENCE STUDENTS ASSOCIATION
5. ARTS STUDENTS ASSOCIATION
6. RED RIBBON CLUB
7. ROTARACT CLUB
8. NSS
9. PHYSICAL FITNESS, SPORTS, PSYCHOLOGICAL & EMOTIONAL WELL-BEING CENTRE
10. ENVIRONMENT & GREEN CLUB
11. ECONOMIC ASSOCIATION
12. RESEARCH & DEVELOPMENT CELL

## CAREER GUIDANCE & TRAINING/INTERNSHIP&PLACEMENT CELL

Career Guidance and Training and Placement cell will function in college to give better exposure to the students in job market in the changing academic and research environment. College will provide infrastructure for effective functioning of the cell. Training/work shops will be organized throughout the year in an effort towards preparing the prospective students for jobs in Govt/private sector and giving better exposure to the students in the changing academic & research environment.

It also provides the programmes like:

* Personality Development & Soft Skills
* Interpersonal & Communication Skills
* Career Planning and Career Mapping

The college will be arranging the Guest Lecture, Field Visits / Industrial Visits and Trainings for the students of 1$^{ST}$/2$^{ND}$/3$^{RD}$ year and which will be compulsory activity for all the students. The college aims to provide placement assistance/ opportunities to all the students who successfully complete their Graduation without any backlog & as per the eligibility criteria of the concerned organization.

## OLD STUDENT'S ASSOCIATION (OSA)

College is privileged to have the alumni who are placed well in their career in present time and it has been endeavor of the college to bring all the brilliant students and good students of the college back to their alma mater through the Old Students Association Annually. Students who will be joining the college can pass on this information to the old students of the college in their contacts to become the member of the Old Students Association. The registration form for becoming the member of the old student association is available on the college website. It can be filled online or downloaded from website and submitted through e-mail or in person to the college authorities or President/Secretary of the association.

## PARENT TEACHER ASSOCIATION (PTA)

Parents Teacher Association in the college will be formed after the admission process is over, giving due representation to Parents for bringing in their suggestions for improvements in the affairs of the college.

## STUDENT GRIEVANCE REDRESSAL COMMITTEE

The objective of the Student Grievance Redressal Committee is to uphold the dignity of the students by ensuring strife free atmosphere in the College through promotion of cordial Student-Student relationship and Student-teacher relationship etc . The function of the SGRC is to provide responsive, accountable and easily accessible machinery for settlement of grievances and to take measures in the college to ensure expeditious settlement of grievances of Students in order to maintain a harmonious educational atmosphere in the college. The Committee are to look into the complaints lodged by any student, and judge its merit & settle the same. The Grievance Redressal Committee is also empowered to look into matters of harassment. Anyone with a genuine grievance may approach the Grievance Redressal Committee members in person. In case the person is unwilling to appear in self, grievances may be dropped in writing at the letterbox / suggestion box of the Grievance Cell at Administrative Block. Students can E-mail their complaint at sgrc@ggdsrajpur.com. or submit it in writing to chairperson of Students' Grievance Cell and can also file his/her grievance on link given on website of the college. Grievance Cell. The SGRC of the college will be formed as per the guideline of UGC notified in April 2023 and detailed composition of committee along with its function and responsibility will be notified on the website of the college.

## INTERNAL COMPLAINT COMMITTEE

The Sexual Harassment of women in the Workplace (Prevention, Prohibition and Redressal) Act 2013 (commonly known as the POSH Act) has developed a grievance procedure in the form of a grievance redressal forum called the Internal Complaints Committee or ICC. The function of the committee is to prevent, prohibit, and redress complaints of sexual harassment at the workplace. This cell aims at sensitizing the students and staff to work diligently to prevent sexual harassment in the college. Complaints of sexual harassment shall be lodged with the Committee and appropriate disciplinary will be initiated by the members of the committee in accordance to the rules and regulations of the college. Complaints regarding Sexual Harassment can be made in written (legible handwriting) or typed on paper to the Presiding officer of the committee. All such complaints will be dealt with confidentially. Only matters pertaining to sexual harassment and/or discrimination of staff and students will be under the jurisdiction of ICC. The composition and details of members of the committee will be available on the website of the college. Complainant can E-mail their complaint at icc@ggdsrajpur.com. and can fill his/her complaint on link given on website of the college.

# GGDSD COLLEGE RAJPUR PALAMPUR
## FEE SCHEDULE FOR B.Sc. I/II/III (2024-25)

| HEAD OF FEE | AT ADMISSION | 2ND INSTALLMENT | 3RD INSTALLMENT | 4TH INSTALLMENT |
|---|---|---|---|---|
| **ANNUAL CHARGES** | | | | |
| ADMISSION FEE | 25.00 | 0.00 | 0.00 | 0.00 |
| STUDENT AID FUND | 20.00 | 0.00 | 0.00 | 0.00 |
| PRINTING & STATIONARY | 55.00 | 0.00 | 0.00 | 0.00 |
| CORRESPONDENCE CHARGES | 100.00 | 0.00 | 0.00 | 0.00 |
| ELECTRICITY & WATER | 150.00 | 0.00 | 0.00 | 0.00 |
| IDENTITY CARD | 40.00 | 0.00 | 0.00 | 0.00 |
| SANITARY CHARGES | 120.00 | 0.00 | 0.00 | 0.00 |
| REPAIR & REPLACEMENT FUND | 300.00 | 0.00 | 0.00 | 0.00 |
| SD FUND | 30.00 | 0.00 | 0.00 | 0.00 |
| COLLEGE MAGAZINE | 90.00 | 0.00 | 0.00 | 0.00 |
| HOUSE EXAM | 100.00 | 0.00 | 0.00 | 0.00 |
| MEDICAL FEE | 20.00 | 0.00 | 0.00 | 0.00 |
| TUITION FEE | 1930.00 | 1930.00 | 1930.00 | 1930.00 |
| LIBRARY FEE | 450.00 | 450.00 | 450.00 | 450.00 |
| SPORTS FEE | 450.00 | 450.00 | 450.00 | 450.00 |
| CULTURAL ACT FEE | 450.00 | 450.00 | 450.00 | 450.00 |
| SCIENCE FEE | 500.00 | 500.00 | 500.00 | 500.00 |
| COMPUTER FEE | 450.00 | 450.00 | 450.00 | 450.00 |
| TOTAL | 5280.00 | 4230.00 | 4230.00 | 4230.00 |

**Total Annual charges = Rs 17970.00- (To be paid in Four Installment in the Month of July, August 2024 / October 2024/ December 2024 /February 2025. Late Fee fine of 50.00 per day will be charged for delayed payment of fee. Brother Sister Concession & other concessions in Fee will be given in second, third and fourth installment.**

**NOTE:** Students can deposit fee through four modes.

I) At College fee counter through Debit card & UPI

ii) Online mode through their online account created at the time of filling of admission form

iii) Through College website link of SBI Collect.

iv) Through Net Banking in below given College Bank Account

## (BANK DETAILS FOR DEPOSITING COLLEGE FEE)

**Branch - State Bank of India Palampur, Account No. - 37069416723, IFSC CODE - SBIN0050126**

**Account Beneficiary Name - Principal GGDSD College Rajpur**

Sd/-
Director Cum Principal
GGDSD College Rajpur (Palampur)

# GGDSD COLLEGE RAJPUR PALAMPUR
## FEE SCHEDULE FOR B.A. & B.COM I/II/III (2024-25)

| HEAD OF FEE | AT ADMISSION | 2ND INSTALLMENT | 3RD INSTALLMENT | 4TH INSTALLMENT |
|---|---|---|---|---|
| **ANNUAL CHARGES** | | | | |
| ADMISSION FEE | 25.00 | 0.00 | 0.00 | 0.00 |
| STUDENT AID FUND | 20.00 | 0.00 | 0.00 | 0.00 |
| PRINTING & STATIONARY | 55.00 | 0.00 | 0.00 | 0.00 |
| CORRESPONDENCE CHARGES | 100.00 | 0.00 | 0.00 | 0.00 |
| ELECTRICITY & WATER | 150.00 | 0.00 | 0.00 | 0.00 |
| IDENTITY CARD | 40.00 | 0.00 | 0.00 | 0.00 |
| SANITARY CHARGES | 120.00 | 0.00 | 0.00 | 0.00 |
| REPAIR & REPLACEMENT FUND | 300.00 | 0.00 | 0.00 | 0.00 |
| SD FUND | 30.00 | 0.00 | 0.00 | 0.00 |
| COLLEGE MAGAZINE | 90.00 | 0.00 | 0.00 | 0.00 |
| HOUSE EXAM | 100.00 | 0.00 | 0.00 | 0.00 |
| MEDICAL FEE | 20.00 | 0.00 | 0.00 | 0.00 |
| TUITION FEE | 2140.00 | 2140.00 | 2140.00 | 2140.00 |
| LIBRARY FEE | 450.00 | 450.00 | 450.00 | 450.00 |
| SPORTS FEE | 450.00 | 450.00 | 450.00 | 450.00 |
| CULTURAL ACT FEE | 450.00 | 450.00 | 450.00 | 450.00 |
| COMPUTER FEE | 500.00 | 500.00 | 500.00 | 500.00 |
| | | | | |
| TOTAL | 5040.00 | 3990.00 | 3990.00 | 3990.00 |

**Total Annual charges = Rs 17010.00/- (To be paid in Four Installment in the Month of July, August 2024 /October 2024/ December 2024 / February 2025. Late Fee fine of 50.00 per day will be charged for delayed** payment of fee. Brother Sister Concession & other concessions in Fee will be given in second, third and fourth installment.

**NOTE:** Students can deposit fee through four modes.

I) At College fee counter through Debit card & UPI
ii) Online mode through their online account created at the time of filling of admission form
iii) Through College website link of SBI Collect.
iv) Through Net Banking in below given College Bank Account

## (BANK DETAILS FOR DEPOSITING COLLEGE FEE)

**Branch - State Bank of India Palampur, Account No. - 37069416723, IFSC CODE - SBIN0050126
Account Beneficiary Name - Principal GGDSD College Rajpur**

**Sd/-**
Director Cum Principal
GGDSD College Rajpur (Palampur)

# GGDSD COLLEGE RAJPUR PALAMPUR
## FEE SCHEDULE FOR BBA I/II/III (2024-25)

| HEAD OF FEE | AT ADMISSION | 2ND INSTALLMENT | 3RD INSTALLMENT |
|---|---|---|---|
| **ANNUAL CHARGES** | | | |
| ADMISSION FEE | 1000.00 | 0.00 | 0.00 |
| STUDENT AID FUND | 20.00 | 0.00 | 0.00 |
| PRINTING & STATIONARY | 200.00 | 0.00 | 0.00 |
| CORRESPONDENCE CHARGES | 100.00 | 0.00 | 0.00 |
| ELECTRICITY & WATER | 150.00 | 0.00 | 0.00 |
| IDENTITY CARD | 40.00 | 0.00 | 0.00 |
| SANITARY CHARGES | 120.00 | 0.00 | 0.00 |
| REPAIR & REPLACEMENT FUND | 300.00 | 0.00 | 0.00 |
| SD FUND | 30.00 | 0.00 | 0.00 |
| COLLEGE MAGAZINE | 90.00 | 0.00 | 0.00 |
| HOUSE EXAM | 100.00 | 0.00 | 0.00 |
| MEDICAL FEE | 150.00 | 0.00 | 0.00 |
| OTHER STUDENT ACTIVITIES FEE | 750.00 | 0.00 | 0.00 |
| TUITION FEE | 8300.00 | 8300.00 | 8300.00 |
| LIBRARY FEE | 600.00 | 600.00 | 600.00 |
| SPORTS FEE | 400.00 | 400.00 | 400.00 |
| CULTURAL ACT FEE | 400.00 | 400.00 | 400.00 |
| COMPUTER FEE | 600.00 | 600.00 | 600.00 |
| TOTAL | 13350.00 | 10300.00 | 10300.00 |

**Total Annual charges: Rs 33950/- (To be paid in Three Installment in the Month of July/August 2024/ November 2024/February 2025/. Late Fee fine of 50.00 per day will be charged for delayed payment of fee. Brother Sister Concession & other concessions in Fee will be given in second, third and fourth installment.**

**NOTE:** Students can deposit fee through four modes.

I)  At College fee counter through Debit card & UPI
ii)  Online mode through their online account created at the time of filling of admission form
iii) Through College website link of SBI Collect.
iv) Through Net Banking in below given College Bank Account

## (BANK DETAILS FOR DEPOSITING COLLEGE FEE)
**Branch - Canara Bank Palampur,  Account No. - 3030201001106, IFSC CODE - CNRB0003030
Account Beneficiary Name  - Principal GGDSD College Rajpur**

**Sd/-**
Director cum Principal
GGDSD College Rajpur (Palampur)

# GGDSD COLLEGE RAJPUR PALAMPUR
# FEE SCHEDULE FOR BCA I/II/III (2024-25)

| HEAD OF FEE | AT ADMISSION | 2ND INSTALLMENT | 3RD INSTALLMENT |
|---|---|---|---|
| **ANNUAL CHARGES** | | | |
| ADMISSION FEE | 1000.00 | 0.00 | 0.00 |
| STUDENT AID FUND | 20.00 | 0.00 | 0.00 |
| PRINTING & STATIONARY | 200.00 | 0.00 | 0.00 |
| CORRESPONDENCE CHARGES | 100.00 | 0.00 | 0.00 |
| ELECTRICITY & WATER | 150.00 | 0.00 | 0.00 |
| IDENTITY CARD | 40.00 | 0.00 | 0.00 |
| SANITARY CHARGES | 120.00 | 0.00 | 0.00 |
| REPAIR & REPLACEMENT FUND | 300.00 | 0.00 | 0.00 |
| SD FUND | 30.00 | 0.00 | 0.00 |
| COLLEGE MAGAZINE | 90.00 | 0.00 | 0.00 |
| HOUSE EXAM | 100.00 | 0.00 | 0.00 |
| MEDICAL FEE | 150.00 | 0.00 | 0.00 |
| OTHER STUDENT ACTIVITIES FEE | 750.00 | 0.00 | 0.00 |
| TUITION FEE | 8300.00 | 8300.00 | 8300.00 |
| LIBRARY FEE | 400.00 | 400.00 | 400.00 |
| SPORTS FEE | 400.00 | 400.00 | 400.00 |
| CULTURAL ACT FEE | 400.00 | 400.00 | 400.00 |
| COMPUTER FEE | 2000.00 | 2000.00 | 2000.00 |
| TOTAL | 14550.00 | 11500.00 | 11500.00 |

**Total Annual charges: Rs 37550/- (To be paid in Three Installment in the Month of July/August 2024 /November 2024/February 2025 /. Late Fee fine of 50.00 per day will be charged for delayed payment of fee. Brother Sister Concession & other concessions in Fee will be given in second, third and fourth installment.**

**NOTE:** Students can deposit fee through four modes.

I) At College fee counter through Debit card & UPI
ii) Online mode through their online account created at the time of filling of admission form
iii) Through College website link of SBI Collect.
iv) Through Net Banking in below given College Bank Account

## (BANK DETAILS FOR DEPOSITING COLLEGE FEE)

**Branch - Canara Bank Palampur,  Account No. - 3030201001106, IFSC CODE - CNRB0003030
Account Beneficiary Name  - Principal GGDSD College Rajpur**

**Sd/-**
Director cum Principal
GGDSD College Rajpur (Palampur)

# FEE & REFUND RELATED RULES

Fee will be refunded to students as per the rules of Govt by UGC/HPU/SPU/HPPERC AICTE from time to time. Presently following rules are in force.

1. (a) As per the notification of UGC a full refund of fees shall be made by the HEIs on account of all cancellations of admission/migrations of students and with a deduction of not more than Rs. 1,000, as a processing fee.

   (b) For any admission schedule extending/commencing beyond/after 31$^{st}$ October 2024, the provisions contained in the UGC Notification issued in October 2018 on Refund of Fees and Non-Retention of Original Certificates shall apply (reproduced below for ready reference).

| Sr. No. | Percentage of refund of aggregate fees* | Point of time when notice of withdrawal of admission is received of HEI |
|---|---|---|
| 1. | 100% | 15 Days or more before the formally notified last date of admission. |
| 2. | 90% | Less then 15 days before the formally notified last date of admission. |
| 3. | 80% | 15 days or less after the formally notified last date of admission. |
| 4. | 50% | 30 days or less, but more than 15 days after formally notified last date of admission. |
| 5. | 0.0% | More than 30 days after formally-notified last date of admission. |

\* Fee shall be refunded by all HEIs to an eligible student within fifteen days from the date of receiving a written application from him/her in this regard as per the regulations notified by UGC from time to time.

2 On conformation of Admission students will have to Deposit the First Installment of Fee on the due date for which he/she will be issued the Receipt and in case he/she fails to deposit the fee on due date, his/her seat will fall vacant and will be allotted to the students in the waiting list

3. In case any student change his faculty after taking the admission in any faculty/stream his/her fees will be adjusted in other faculty and he will have to fill a fresh Admission Form for joining in other faculty and will have to pay the difference of fee if any.

4. For the convenience of the student the total amount of fee has been divided into 3 to 4 Installment and student should pay his/her installation of fee in time. Otherwise after due date fine of Rs. 50/- per day will be charged from the Student.

5. Pending declaration of result of the semester, student joining the next semester will have to pay fee of the next semester/next installment of the fee irrespective of his/her result.

6. The student will be entitled to claim his security refund within 6 Months of completing the final year exam of the college which is maximum up to 31$^{st}$October. After that no security will be refunded.

# DRESS CODE

|  | B.Sc | B.Com | BA | BBA | BCA |
|---|---|---|---|---|---|
| **Boys** | White Shirt With College Logo | White Shirt With College Logo | White Shirt With College Logo | Sky Blue Shirt With College Logo | White Shirt With College Logo |
|  | Black Pant | Black Pant | Black Pant | Black Pant | Gray Pant |
|  | Black Tie | Black Tie | Black Tie | Maroon Tie | Blue Tie |
|  | Black Shoe | Black Shoes | Black Shoes | Black Shoes | Black Shoes |
|  | Grey Sweater | Grey Sweater | Grey Sweater | Grey Sweater | Blue Sweater with Gray Lining |
|  | Black Coat with College Logo | Black Coat with College Logo | Black Coat with College Logo | Gray Coat with College Logo | Blue Coat with College Logo |
| **Girls** | White Kameez/Shirt Black Salwar/Pant Black Chunni | White Kameez/Shirt Black Salwar/Pant Black Chunni | White Kameez/Shirt Black Salwar/Pant Black Chunni | Sky Blue Shirt With College Logo | White Shirt With College Logo |
|  | Grey Sweater | Grey Sweater | Grey Sweater | Grey Sweater | Blue Sweater with Gray Lining |
|  | Black Shoes | Black Shoes | Black Shoes | Black Shoes | Black Shoes |
|  | Black Coat with College Logo | Black Coat with College Logo | Black Coat with College Logo | Gray Coat with College Logo | Blue Coat with College Logo |

I)  Dress Code will be compulsory for all the Boys & Girls except Wednesday and violation will attract fine.

ii ) It is optional for girl students to wear either Shirt, Trousers or Salwar Kameez of respective color code of her faculty.

Note:- It is compulsary for all the Students to wear uniform on College functions and activities day even on Wednesday.

# H.P PRIVATE EDUCATIONAL INSTITUTIONS REGULATORY COMMISSION (HP-PERC)

**M.C. PARKING COMPLEX, 3RD FLOOR, TUTIKANDI, SHIMLA-171005**
TEL.0177-2673664, TELE FAX,+91-177-2673663
EMAIL –secy-perc-hp@nic.in WEBSITE: http://hp.gov.in/hpperc

## NOTICE

It is mandatory under the **HIMACHAL PRADESH PRIVATE EDUCATIONAL INSTITUTIONS (REGULATORY COMMISSION) ACT, 2010** that all the Private Higher Educational Institutions including Universities & Colleges in the State shall offer approved courses, make admissions on merit, charge fees as approved by the State Govt, conduct fair examination/evaluation and adhere to the relevant regulatory body norms regarding faculty and infrastructure.

Any **violation of the norms** by the private educational institutions **will attract penal provisions** under section 11 of the Act *ibid*.

For **grievances/complaints** concerning and academic or administrative lapse(S), such as overcharging of fees, admission in contravention of norms, mal practices in teaching and examinations, and deficiencies in faculty and infrastructure please contact the **Secretary/Public Grievance Officer, HP-PERC** at the above address through email/Fax/by post along with relevant supporting documents, if any, for taking necessary action.

| Helpline No. | 0177-2673664 |
|---|---|
| E-Mail | secy-perc-hp@nic.in;regulation-perc-hp@nic.in |
| Tele Fax | 0177-2673663 |

By Order
**CHAIRMAN**

## STUDENTS WHO SECURED MERIT POSITION IN UNIVERSITY EXAMINATION IN 2022-23 AND SELECTED FOR INDIRA GANDHI UTKRISHT SCHOLARSHIP YOJNA

**RIYA SHARMA**
CLASS - B.Sc.
CGPA- 9.58
5$^{th}$ POSITION IN UNIVERSITY

**ANANYA AGGARWAL**
CLASS - B.Com.
CGPA- 9.19
5$^{th}$ POSITION IN UNIVERSITY

**AKSHITA VERMA**
CLASS - B.Com.
CGPA- 9.17
6$^{th}$ POSITION IN UNIVERSITY

## STUDENTS SECURING POSITION IN COLLEGE IN ANNUAL UNIVERSITY EXAMINATION 2022-23 AND SELECTED BY GOVT FOR AWARD OF TABLETS UNDER SRINIVASA RAMANUJAN DIGITAL DEVICE YOJNA

**ANKITA GARG**
CLASS - B.A.
CGPA- 8.74

**DIKSHA SHARMA**
CLASS - B.Sc
CGPA- 9.20

**HIMANI**
CLASS - B.Sc
CGPA- 9.46

**VANSHIKA KAUNDAL**
CLASS - B.Sc
CGPA- 9.32

**MANVI PANDIT**
CLASS - B.Sc
CGPA- 9.10

**DEEKSHA**
CLASS - B.Sc
CGPA- 8.89

**AMIT KUMAR**
CLASS - B.Sc.
CGPA- 8.86
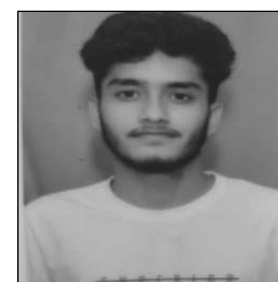
**TUSHAR RANA**
CLASS - B.Sc.
CGPA- 8.83

## STUDENTS SECURING POSITION IN COLLEGE IN ANNUAL UNIVERSITY EXAMINATION 2022-23 AND SELECTED BY GOVT FOR AWARD OF TABLETS UNDER SRINIVASA RAMANUJAN DIGITAL DEVICE YOJNA

**VIKAS RANA**
CLASS - B.Sc.
CGPA- 8.82

**ANIKET**
CLASS - B.Sc.
CGPA- 8.82

**JYOTI**
CLASS - B.Sc.
CGPA- 8.75

**ANAMIKA**
CLASS - B.Com
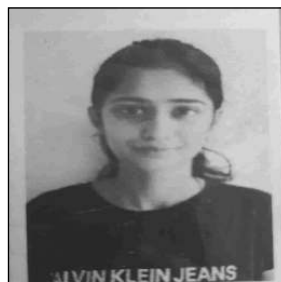CGPA- 8.91

**KARAN SINGH**
CLASS - B.Com
CGPA- 8.73

**PAYAL SHARMA**
CLASS - B.Com
CGPA- 8.71

**PRIYANKA**
CLASS - B.Com
CGPA- 8.70

**SUHANA KATOCH**
CLASS - B.Com
CGPA- 8.67

**PRERNA**
CLASS - B.Com
CGPA- 8.52

**KANIKSHA JARYAL**
CLASS - B.Com
CGPA- 8.51

**SEJAL DIXIT**
CLASS - B.Com
CGPA- 8.50

**AANCHAL KALIA**
CLASS - B.Com
CGPA- 8.48

**STUDENTS SECURING POSITION IN COLLEGE IN ANNUAL UNIVERSITY EXAMINATION 2022-23 AND SELECTED BY GOVT FOR AWARD OF TABLETS UNDER SRINIVASA RAMANUJAN DIGITAL DEVICE YOJNA**



**SALONI**
CLASS - B.Com
CGPA- 8.44



**MUSKAN JOSHI**
CLASS - B.Com
CGPA- 8.44



**RITIKA JAMWAL**
CLASS - B.Com
CGPA- 8.43



**MUSKAAN**
CLASS - B.Com
CGPA- 8.38



**POONAM**
CLASS - B.Com
CGPA- 8.38



**NIVEDITA RAINA**
CLASS - B.Com
CGPA- 8.31



**ABHISHEK LAGWAL**
CLASS - B.Com
CGPA- 8.30



**ARPITA**
CLASS - B.Com
CGPA- 8.15



**ARYAN SOOD**
CLASS - B.Com
CGPA- 8.15



**GARIMA**
CLASS - B.Com
CGPA- 8.08



**AMAN SHARMA**
CLASS - B.Com
CGPA- 8.04

# GGDSD EDUCATION SOCIETY (REGD.) BAIJNATH

# <u>NOTIFICATION</u>

In exercise of the powers conferred under section 5(1) & 5(2) of the right to information Act, 2005, the following persons of the GGDSD Education Society are here by designated as the Public Information Officers and appellate authority as cited under section 19 of the right to information Act 2005.

| Public Authority: | Appellate Authority | Public Information Officer |
|---|---|---|
| GGDSD College Rajpur, Palampur | Sh. U.R. Cheema HAS (Retd.) Working President GGDSD Education Society, Baijnath | Dr. Vivek Sharma Director-cum-Principal GGDSD College, Rajpur, Palampur |

Sd/-

Dr. Desh Bandhu

President

GGDSD Education Society,

Baijnath

No SDES/16-17/RTI 08.12.2016

# RAGGING IS STRICTLY PROHIBITED BY LAW

Ragging means and includes any type of physical or mental torture done by any individual or group of Individual either by words or by conduct which gives an apprehension in the mind of the Boy or girl that he cannot peruse his/her studies from any mental disturbance / torture created thereby. Any person who aids or abets such an action shall be guilty of ragging.

There shall be no ragging in and outside the teaching departments of the college Ground, Canteen or the Hostels and also the Roads/Approaches leading to College.

If a person is found indulging in ragging directly, or indirectly and written complaint is received against him/her from the aggrieved student, the student is likely to be punished appropriately, if proved guilty, which punishment include suspension or expulsion from college, imprisonment, fine or both.

Any person affected by Act of ragging can report his/her complaint to Principal or following members of Anti Ragging Committee formed in the college.

## ANTI RAGGING COMMITTEE

- **Mr. Suman Kumar,** Head Department of History, +91 9418676625
- **Dr. Dhruv Dev Sharma,** Head Department of Sanskrit, +91 9816274815
- **Mr. Arvind Kumar,** Head Department of Economics, +91 7559620273
- **Ms Pooja Vasudeva,** Head Department of English, +91 7018290802
- **Dr. Shilpy,** Head Department of Hindi, +91 9736277109

Student in distress due to ragging related incidents can call the National Anti Ragging toll free Helpline Number 1800-180-5222 (24×7) or E-mail at helpline@antiragging.in with copy of the same to college authorities at ragginghelpline@ggdsdrajpur.com for prompt action at college level.

Note: - Every student taking admission will have to fill online Anti Ragging Affidavit confirmation of their admission in college by visiting www.antiragging.in

# GOSWAMI GANESH DUTT SANATAN DHARAM COLLEGE, RAJPUR

**A Premier Multi Faculty (Co-Educational) Institution**

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studentsupport@ggdsrajpur.com

**Price Rs. 200/-**