



ESTD. 1984

Prospectus 2019-20

NAAC ACCREDITED

Rajiv Gandhi Government Degree College

CHAURA MAIDAN, SHIMLA - 171 004 (H. P.)

◆ Arts ◆ Commerce ◆ Science



राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद
 NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL
 An Autonomous Institution of the University Grants Commission

Certificate of Accreditation

The Executive Committee of the
 National Assessment and Accreditation Council
 on the recommendation of the duly appointed
 Peer Team is pleased to declare the
 Government College
 Chaura Maidan, Kotshera, Shimla,
 affiliated to Himachal Pradesh University, Himachal Pradesh as
Accredited
 with **CGPA** of 2.01 on four point scale
 at **B grade**
 valid up to **May 24, 2021**

Date : May 23, 2016



[Signature]
 Director

Ragging is an Offence Why Risk a Beautiful Career Anti-Ragging Squad

RGGDC Chaura Maidan, Shimla-4

Dr. Pawan Kumar Salaria (Principal)	94182 76297
Prof. Mahesh Chandan	94182 00104
Prof. Sunita Sharma	94186 79113
Dr. Anupama S Pathak	94634 55206
Dr. Bhupinder Dogra	94184 52021
Dr. Mast Ram	94180 54043
Dr. Shalini Chouhan	94182 33530
Sh. Sanjeev Kumar Sharma SDM Urban	70187 90113 0177 2657007
SHO Boileauganj	0177 2630193
UGC Toll Free No.	1800 180 5522
UGC Website	helpline@antiragging.in

SAY NO TO RAGGING

BEFORE YOU EVEN THINK OF RAGGING

THINK OF

- Humiliation
- Expulsion
- Retard Career
- Possible Prosecution
- Blacklisting
- Suspension

Don't just stand and watch. Stop Ragging. Save Character.

RAGGING IS A CRIMINAL OFFENCE

- * Do not practice it, otherwise you will be prosecuted for the same.
- * It is mandatory for all students to carry IDENTITY CARD with them in the college.
- * Do not use MOBILE PHONES in the Classrooms and Campus

Important contact numbers and Email Addresses

College Office : 0177-2653291
 College Website : www.gccm.ac.in
 Email : principal.kotshera@gmail.com

Pg. No. 5, 20-22



Principal's Communique

Dear Aspirants,

It is a great pleasure to welcome you to the new and fresh academic session of 2019-20 at the inspired world of Rajiv Gandhi Govt. Degree College, Chaura Maidan (Shimla-4). I feel privileged to lead such a vibrant college that offers enormous opportunities to its students. We are proud of our inclusive ethos, where we set high standards for our pupils towards their journey to preeminence. This institution is a kaleidoscope of a collaborative community of passionate, resourceful and innovative faculty and an efficient administration. Since our college recognizes the importance of growth and synergy, as such, we accord prime importance to a holistic development of our students. Our academic standards continue to improve year on year and the curriculum we offer, is providing students the necessary skills to flourish in and ever changing world.

Our institution is endowed with progressive futuristic outlook that aims at continual growth in the quality of all academic activities. Apart from academics, we provide a wide range of extra-curricular activities, to enrich their social lives. Our mission is to provide positive catalytic impulses to every student to enhance their intrinsic learning competencies through a self-discovery process. To accomplish this, we emphasize on complete personality development; to develop a multi-dimensional personality, ardent to face the challenges of the modern world, by inner strength and character. We are a college that creatively binds technology, the arts, sports and cultural activities, to upgrade exceptional individuals to the level of knowledge and competence that enables them to step into a high standard of efficiency.

I am proud to place before you the fact that our college has been bestowed with the privilege of centre of Excellence for generating and providing employment opportunities to students graduating from this college. The phenomenal academic, extracurricular and sports achievements of our students continue to bring us laurels year after years that have always added glory to our college. Your stay as a student in this institution is undoubtedly going to be a transformational journey that will enhance your persona.

I wish you all an academically highly rewarding experience in this college and hope you the best of fortune, after undergoing through an experiential education in this institution.

Dr. Pawan Kumar Salaria

Department of English



Dr. Anupam S. Pathak
M.A M.Phil Ph.D



Dr. Poonam Kimta
M.A M.Phil Ph.D



Dr. Anshu Kaushal
M.A M.Phil Ph.D



Prof. Priyanka Vinta
M.A SLET

Department of English



Dr. Mrinalini Kashyap
M.A M.Phil Ph.D



Dr. Usha Sen
M.Sc M.Phil Ph.D



Dr. Harinder Lal
M.Sc Ph.D

Department of Chemistry



Prof. Shalu Chauhan
M.Sc B.Ed

Department of Geography



Prof. Vibha Saraswati
M.A M.Phil



Dr. Nek Ram
M.A M.Phil Ph.D

Department of History



Dr. Satya Chauhan
M.A M.Phil Ph.D



Dr. Sandeep Raghav
M.A M.Phil Ph.D

Department of Pub. Adm.



Dr. Bhupender Dogra
M.A M.Phil Ph.D



Dr. Gopal K Sanghaik
M.A M.Phil Ph.D

Department of Hindi



Prof. Santosh Kumar
M.A SLET



Dr. Jitender Kumar
M.A M.Phil Ph.D

Department of Commerce



Prof. Mahesh Chandan
M.Com, M.Phil



Dr. Deepshikha Bhardwaj
M.Com, Ph.D



Dr. Rajeev Sharma
M.Com MBA Ph.D



Prof. Rajender Singh
M.Com NETSLET

Department of Commerce



Prof. Shilpa Chauhan
M.Com M.Phil



Dr. Brijesh Chauhan
M.Sc M.Phil Ph.D



Prof. Sunita Sharma
M.Sc NET



Dr. Mast Ram
M.Sc M.Phil Ph.D

Department of Physics

Department of Economics



Prof. Anju Thakur
MA M.Phil



Dr. Ajay Sood
*MA M.Phil Ph.D
PGJMC, NET & SET*



Dr. Seema Batra
MA Ph.D



Prof. Sangeeta Mohan
MA M.Phil

Department of Music

Department of Botany



Dr. Jyoti Gupta
M.Sc M.Phil Ph.D



Prof. Anupriya Sharma
M.Sc NETJRF



Dr. Anju Sharma
M.Sc M.Phil Ph.D.

Department of Zoology



Dr. Shalini Chouhan
M.Sc Ph.D

Department of Maths



Dr. Pushap Lata
M.Sc M.Phil Ph.D



Prof. Virender Sharma
M.Sc M.Phil



Dr. Sumit Gupta
M.Sc M.Phil Ph.D

Department of Sanskrit



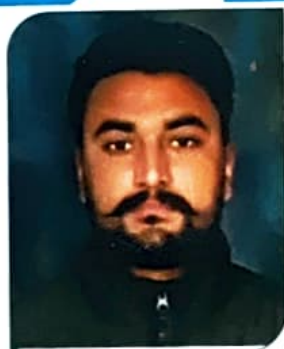
Dr. O.P. Sharma
M.A M.Phil Ph.D

Department of TTM

Department of Pol. Sc.

Department of Sociology

Department of Computer Ed



Prof. Hapinder Singh
M.A JRF SLET



Dr. Jai Prakash Sharma
M.A M.Phil Ph.D



Prof. Prashant Thakur
M.A B.Ed PGDCA



Prof. Nishtha
MCA M.Phil

Department of Philosophy

Department of Phy. Edu.

Department of Journalism

Library



Dr. Pankaj Basotia
M.A Ph.D



Dr. Raj Kumar
M.A Ph.D



Prof. Rajeshwari Negi
M.A NET



Mrs. Anupama Negi
M.A M.Phil M.Lib

Department of BCA



Prof. Parul Jhingta
MCA



Prof. Nidhi Thakur
M.Sc M.Phil



Prof. Vijay Kumar
MCA



Prof. Alka Dixit
*M.Tech (I.T.)
M.Phil*

A NAAC ACCREDITED (B) INSTITUTION
The Proposed Admission /Vacation/Examination Schedule for the Academic Session 2019-20 is as Under :

ADMISSION SCHEDULE

Sr. No.	Period	Days	Remarks
1	18 th June to 25 th June 2019	08 Days	Submission of Admission Forms by the Students
2	26 th June to 27 th June 2019	02 Days	Display of Merit List
3	28 th June to 29 th June 2018	02 Days	Fee Deposit and Display of Second Merit List and Final Fee Deposit

Regular Teaching of Semester 1 st year, 2 nd year and 5 th Semester	— 1 st July 2019 to 15 th October 2019 (107 Days)
End Semester/ Examination (Practical/Theory) of Semesters 5 th	— 16 th October 2019 to 24 th October, 2019 (09 Days)
	— 30 th October 2019 to 14 th November, 2019 (16 Days)
Regular Teaching of 1 st year, 2 nd year and 6 th Semester	— 15-11-2019 to 20-12-2019 (36 Days)
	— 05-02-2020 to 10-04-2020 (65 Days)
Evaluation of Examination Scripts of Semester 5 th (11Days)	— 21 st Dec 2019 to 31 st Dec, 2019
	Total Teaching days= 105 Days
End Semester Examination 6 th Semester	— 11 th April 2020 to 10 th May 2020 (30 Days)
Annual Examination of 1 st year, 2 nd year	— 15 th March 2020 to 10 th April 2020 (27 Days)
Evaluation of 1 st , 2 nd year and 6 th Semester	— 11 th May to 21 th May 2020 (11 Days)

VACATION SCHEDULE

Sr. No.	Period	Days	Remarks
1	22 nd May 2020 to 15 th June 2020	25 Days	In all Winter/Summer Closing Colleges
2	Diwali Break one day before Diwali and two days after Diwali 25-10-2019 to 29 10-2019	5 Days	In all Winter/Summer Closing Colleges
3	1 st January to 4 th February 2020	35 Days	In all Winter/Summer Closing Colleges

Note :- Admission is open for all students on Roll on Basis, who are otherwise eligible without waiting for the final result. Roll on system means the student who has appeared in the 1st year and 4th semester will be allowed to seek admission in 2nd year and 5th semester as per the schedule without waiting for the result of the 1st year and 4th Semester. However, they will have to fulfill all the formalities laid down by the college authorities like filling up of the admission form, if any, and depositing the prescribed fee. This will help to start the teaching of 2nd year and 5th Semester in time.

ABOUT THE COLLEGE

Rajiv Gandhi Government Degree College, popularly known as Kotshera, is located in Chaura Maidan, Shimla. The campus is situated near the picturesque and serene Inverarm Hill, one of the seven hills in the city. A narrow downhill trail from opposite the historic Cecil Hotel, canopied by thick and lush green deodar and rhododendron groves, leads to the college campus. The college is ensconced amidst a pristine natural environment offering a perfect academic setting for the students. Surrounded by prestigious institutions like The Academy of Indian Audit and Accounts, *Yarrows* and the renowned *Annadale* helipad, the college building offers a mesmerizing view of snow clad mountains and thick woods. The college has the rare *Cryptomeria japonica* trees, very few of which can be found in the city.

The old building of the college was a colonial, palatial house named the Kotshera House, from which the college got its name. The pre-independence history of the place is said to have deep connections with a family belonging originally to Gujranwala in the erstwhile Punjab. The building served as the office of the Himachal Pradesh Education Board for a few years, before being set up as a degree college. Its journey as an educational institution began by serving as the Humanities wing of Government Degree College, Sanjauli in the year 1984.

The college has made immense progress and grown in stature all through its glorious journey. At present, the college campus spreads over wide area having strength of 3000 students. It is transforming into a leading co-educational institution of the state offering undergraduate courses in all three streams viz. Humanities, Sciences and Commerce. Varied job-oriented professional courses like Bachelor of Computer Applications (for which a separate prospectus is available), Information Technology, Journalism and Mass Communication and Tourism and Travel Management are being offered by the college to provide a cutting edge to the students.

The institution aspires for the socio-cultural, moral and intellectual development of its students through disseminating purposeful knowledge and imparting meaningful education. The institution works persistently to equip the students for higher education and better job opportunities and offers counselling and tutorials for the underprivileged students. The purpose of the institution is to make quality all round education available to all who enter its portals.

The dedicated and efficient faculty of the college believes in imparting education in its full scope by covering its intellectual, moral and humanitarian dimensions. The holistic vision of the institution endeavors to contribute in the progress of the nation by imparting an education based firmly on a robust moral foundation. The teaching staff encourages the creative streak in the students and is actively involved in their academic, cultural and sport pursuits. The mission of the college is to inspire, prepare and empower its students to succeed in the rapidly changing world.

The college has state-of-the-art infrastructural facilities for academic and personal growth of the students through academic, co-curricular and extra curricular activities. The institution has adequate number of well furnished classrooms, well equipped Science laboratories, an IT laboratory, a BCA laboratory, a well-stocked library, a multi-purpose auditorium and a playfield. The college campus provides hygienic canteen facility to the staff and students. Smart class rooms have been provided to foster teaching and learning through audio/visual aids. A new Science and Administrative block in place of the old structure is another milestone in the infrastructural development. The institution offers social outreach activities like the National Service Scheme, National Cadet Corps, Youth Welfare, Red Cross, Red Ribbon Club, Rovers and Rangers and Womens Cell to cultivate a sense of social responsibility among the students.

RGGDC is one of the few institutions in the state which offers English Honours to meritorious students. A Language Laboratory for the Department of English has also been proposed in the upcoming session. A proposal to start PGDCA in the college premises has also been made, for which the approval of the Government and Himachal Pradesh University is awaited. The IQAC of the college recommends and organizes many additional short term courses for the benefit of the students. Constant efforts are made by the Bio Sciences Department to organize demonstrations on Vermicomposting, Rain Water Harvesting, Floriculture and Silviculture to enhance human welfare by raising environmental awareness and concern among the students. More details about the college and its activities can be accessed on the college website- www.gccm.ac.in.

Rajiv Gandhi Government Degree College wishes to transform its students into capable, conscientious and well-informed citizens of the nation, meeting the high standards of academic excellence and conduct.

VISION

Rajiv Gandhi Government Degree College is a premiere co-educational institution that fosters the dissemination of knowledge among the students with a strong focus on character building and all round personality development to create responsible citizens of the world. The college looks towards a progressive future with its roots firmly planted in rich tradition and culture. In its pursuit of academic excellence, the college conforms to merit based admissions, a healthy work culture, discipline, freedom of thought and expression, sense of consciousness for nation building and reverence for universal human values.

Strong character building is an indispensable part of the college curriculum and is to be integrated in all aspects of education. The students are encouraged to be sincere, truthful, hardworking, honest and well mannered. The faculty members are caring, communicative, helpful and responsive. Values like simplicity, self-esteem and sobriety are the essential threads that weave the fabric of college life.

All round personality development of students is to be achieved through co-curricular activities like Sports activities, NCC, NSS, Rovers and Rangers, Youth Festival, debates, declamation, exhibitions and field trips. Societies and Clubs have been formed where students work under the guidance of teachers and exhibit their skills, transforming their talent into ability.

Discipline in thought and action is an integral value and is to be adhered to in word and spirit. It is a bridge that leads from goals to accomplishments. Liberal values are to be practiced within the framework of self discipline, temperance, tolerance and respect for all. Students are motivated to attain self-fulfillment by leading a value based life, the cornerstone of which is discipline. The prime objective of the college is to help the students to become responsible citizens of the nation.

The college endorses a healthy communication between the Principal, staff and students. The students are encouraged to reach out to the Principal or teaching staff directly or through the student body regarding any issues or problems they may encounter. The Principal delivers a formal address for the freshers' in order to acquaint them with the curriculum and welcome them into the institutional fold. The college organizes innumerable scholarly activities like conferences, seminars and workshops with the active participation of students. Regular classroom attendance is compulsory. In all, the college provides a supportive educational ambience which promotes student welfare and encourages the all round development of the students.

CHOICE BASED CREDIT SYSTEM (CBCS)

Rajiv Gandhi Government Degree College follows New Choice based Credit System (CBCS) of UGC which has been approved by Executive Council of Himachal Pradesh University.

The CBCS provides an opportunity for the students to choose courses from the prescribed courses comprising Core, Elective and Skill based courses. The courses can be evaluated following the Grading System, which is considered to be better than the conventional marking system. Therefore, it is necessary to introduce uniform grading system in the entire higher education in India. This will benefit the students to move across institutions both within India and across countries. The uniform grading system will also enable potential employers in assessing the performance of the candidates. In order to bring uniformity in evaluation system and computation of the Cumulative Grade Point Average (CGPA) based on student's performance in examinations, the UGC has formulated the guidelines to be followed.

Outline of Choice Based Credit System:

1. Core 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: 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: An Elective Course designed to acquire special/advanced knowledge, such as supplement study/support study to a project work, and a candidate studies such a course on his own with an advisory support by a teacher/faculty member is called dissertation/project.

2.3 Generic Elective (GE) Course: An Elective Course chosen generally from an unrelated discipline/subject, with an intention to seek exposure is called a Generic Elective.

* 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.

3. Ability Enhancement Courses (AEC): The Ability Enhancement (AE) Courses may be of two kinds: Ability Enhancement Compulsory Courses (AECC) and Skill Enhancement Courses (SEC).

3.1 Ability Enhancement Compulsory Course (AECC): These are mandatory for all disciplines. These courses are based the content that leads to knowledge enhancement; i. Environmental Science and ii. English/MIL Communication.

3.2 SEC: These courses are value-based and/or skill-based and are aimed at providing hands-on-training, competencies, skills, etc.

4. An undergraduate degree with Honours in a discipline may be awarded if a student completes 14 core papers in that discipline, 2 Ability Enhancement Compulsory Courses (AECC), minimum 2 Skill Enhancement Courses (SEC) and 4 papers each from a list of Discipline Specific Elective and Generic Elective papers respectively.

5. An undergraduate degree in Science disciplines may be awarded if a student completes 4 core papers each in three disciplines of choice, 2 Ability Enhancement Compulsory Courses (AECC), minimum 4 Skill Enhancement Courses (SEC) and 2 papers each from a list of Discipline Specific Elective papers based on three disciplines of choice selected above, respectively.

DETAILS OF COURSES FOR B.SC. (PASS COURSE) UNDERGRADUATE PROGRAMME (ANNUAL PATTERN)

		Credits	
I.	Course* Discipline Specific Courses (12 Papers) 04 Courses from each of the 03 disciplines of choice Discipline Specific Courses Practical/ Tutorial* (12 Practical/ Tutorials*)	12x4= 48	
	04 Courses from each of the 03 Disciplines of choice Discipline Specific Elective Course (6 Papers)	12x2= 24	
II.	Two papers from each discipline of choice Including paper of interdisciplinary nature Discipline Specific Elective Course Practical/ Tutorials*	6x4=24	Total = 72
	6x2= 12		
III.	Ability Enhancement Courses Ability Enhancement Compulsory Course Papers of 4 credits each		Total =36
1.	i. Environmental Sciences	1x4=4	
	ii. English/Hindi/SKT	1x4=4	Total=08
2.	Skill Enhancement Course (Skill Based) (4 Papers of 4 credits each)	4x4=16	

Total Credit= 132

DETAILS OF COURSES FOR B.A./B.COM. UNDERGRADUATE PROGRAMME

	Course*	Credits Paper + Practical 12x4=48	Paper+ Tutorial 12x5=60
I.	Core Course (12 Papers) Two papers-English Four Papers-MIL Four Papers-Discipline 1 Four Papers-Discipline 2 Core Course Practical/Tutorial* (12 Practicals)	12x2=24	12x1=12
II.	Elective Course (6 papers) Two papers-Discipline 1 specific Two Papers-Discipline 2 specific Two papers-Inter Disciplinary Two papers from each discipline of choice and two papers of inter disciplinary nature(GE) Elective Course Practical/Tutorial* (6 Practical /Tutorials*)	6x4=24	6x5=30
	Two Papers-Discipline 2 specific Two papers-Inter Disciplinary Two papers from each discipline of choice including papers of inter disciplinary nature.	6x2=12	6x1=6
Optional	Dissertation or project work in place of one elective paper (6 credits) in 6 th Semester.		
III.	Ability enhancement Courses Ability Enhancement Compulsory Course (AECC) (2 Papers of 2 credits each) Environmental Science English Communication/MIL	2x4=8	2x4=8
2.	Skill Enhancement Course (SEC) (4 Papers of 4 credits each)	4x4=16	4x4=16

Total Credit = 132 Total = 132

Institute should evolve a system /policy about ECA/General

* Wherever there is a practical there will be no tutorial and vice-versa.

Level II English Speaking course for students has been prepared by the Directorate of Higher Education in compliance with the Budget Announcements made by Hon'ble Chief Minister to develop speaking abilities along with reading, writing and listening skills to enhance their employability.

6. An Undergraduate program degree in Humanities/Social Sciences/Commerce may be awarded if a student completes 4 core papers each in two disciplines of choice, 2 core papers each in English and MIL respectively, 2 Ability Enhancement Compulsory Courses (AECC), minimum 4 Skill Enhancement Courses (SEC), 2 papers each from a list of Discipline Specific Elective papers based on the two disciplines of choice selected above, respectively, and two papers from the list of Generic Elective papers.

7. The term 'Credit' refers to the weightage given to a course, usually in terms of the number of instructional hours per week assigned to it. This explains why 'credit' is usually taken to mean 'credit hours'. For the purpose of credit determination, instruction is divided into three components:

LECTURES (L)-Classroom lectures of one hour duration.

TUTORIALS (T)-Special, elaborate instructions on specific topics (From Lecture) of one hour duration.

PRACTICALS (P)-Laboratory of field exercises in which the student has to do experiments or other practical work of two hour duration.

Each one of these components is considered as equal to one credit. One Lecture (L) as well as one Tutorial (T) of one hour a week is considered as one credit, whereas one Practical (P) of two hours a week is considered as one credit. The total weightage given to a course in terms of credits will be equal to $L + T + P$. This can be written in symbols as: $C = L + T + P$, Where, C is the credit weightage for a particular course.

ADMISSION PROCEDURE (FOR FIRST YEAR STUDENTS)

Read the instructions and procedure thoroughly before filling up the admission form for any course.

1. A student seeking admission to the first year of the degree course will approach the Admission Committee of the college after procuring the Prospectus-cum-Handbook of Information from the College. **DO NOT FILL UP THE ADMISSION FORM WITHOUT CONSULTING THE ADMISSION COMMITTEE.**
2. The Admission Committee will guide the students about the different courses and subject combinations including compulsory courses, core courses, elective courses and hobby courses, if any, available with the college. The committee will also guide them about the possible subject combinations they can opt for.
3. For all the relevant information regarding the college notification, faculty information, links are available on the college website.
4. Change of subject is allowed only with the permission of the Principal within 10 days of the commencement of teaching. Change of faculty i.e. from Science to Arts and vice-versa is permissible only if the candidate has the required percentage of marks as specified for admission to that faculty.
5. A candidate who has passed Prabhakar examination without passing 10+2 examination shall not be eligible for admission to any course in the college.
6. Candidates are required to be present physically on the day of admission and bring the original documents, self attested photocopies and 3 passport size photographs.
7. Candidate, who does not report on the day of counselling, will lose the right to admission.
8. The college may discontinue a course of study if adequate number of students is not available in a particular course.
9. A student admitted to the college under CBCS will have to abide by all the rules and regulations of the college as stipulated in the college prospectus/students' charter.

10. Applicants for IInd Year and Vth semester will fill up their promotion forms which will be available in the office. However, admission to 2nd year shall only be on provisional basis. If the candidate fails in 1st year, He/She will have to repeat 1st year.

ELIGIBILITY CONDITIONS

For 1st Year Students

1. Candidate must have passed 10+2 from a recognized Board/University established by the Law of India with English as compulsory subject.
2. Maximum age limit is 21 years for boys and 23 years for girls as on July 1, 2019.
3. For SC/ST candidates, a relaxation of three years in age is allowed.
4. The Vice-Chancellor, HPU may, in exceptional cases/circumstances (to be recorded in writing) give relaxation in age up to a maximum of six months to any candidate. All such cases of age relaxation of up to six months may be granted admission provisionally by the Principal and a consolidated list of all such cases will be sent for approval of the Vice-Chancellor by 31st October of every academic year.
5. Relaxation in upper age limit is also available to physically disabled candidates.

Documents/Certificates required at the time of admission

1. Matriculation certificate for date of birth. (Attested Photocopy)
2. 10+2 Marks sheet (Internet copy not valid, attested photocopy).
3. 3 copies of passport size photographs.
4. Character certificate in original from the Head of the Institution last attended or issued by a Gazetted Officer or the Panchayat Pradhan in the case of private candidates.
5. The character certificate should have been issued within the last 6 months on the day of submission of admission form.
6. Original Migration certificate from School Boards other than H.P. Board, should also be submitted. Migration Certificate in original is to be enclosed with the H.P. University enrolment form.
7. Students of B.A./B.Sc./B.Com.-I are required to attach one copy each of Matriculation and 10+2 certificates with the enrolment form/registration form.
8. Certificate of SC/ST/OBC/IRDP from Magistrate Class I for those seeking relaxation in age/marks/fee concession.
9. Any gap (latest) in the academic career of an applicant must be supported by a documentary evidence/affidavit as a proof of his/her activities during the period of gap. If the gap is 3 years or more, the candidate will not be admitted.
10. H.P. Domicile Certificate for girl students.

Note: Admission without any of these documents shall be purely provisional and at the candidate's own risk. In case, the candidate fails to produce the required documents on the day of counselling, the admission would stand cancelled.

DSC I & DSC II Combinations (For Humanities/Arts)

Group I	GROUP II	GROUP III	GROUP IV
English	Pol. Science	Geography	History
Hindi	Public Administration	Sociology	Philosophy
Sanskrit	Mathematics	Music (V/I)	Physical Education
Economics	TTM	JMC	-----

Note: Any two DSC out of four groups may be chosen. For example : If a student opts for English as DSC I from Group I

ADMISSION COMMITTEES

(TIMINGS: 10: 30 AM TO 2:00 PM)

(English, Hindi, Sanskrit or Economics); any subject from Group II, Group III or Group IV may be chosen as DSC II. Both DSC I and DSC II cannot be opted from same group.

B.Sc. Non-Medical: Chemistry, Physics and Mathematics

B.Sc. Medical: Chemistry, Botany and Zoology

***AECC (Ability Enhancement Compulsory Courses)**

*Mandatory for all disciplines (i) Environmental Studies (ii) English/MIL Communication.

HUMANITIES (ARTS)

1st Year (Room No. 201)

I Dr. Raj Kumar
Dr. O.P Sharma
Prof. Anju Thakur
Prof. Rajeshwari Negi
Dr. Nek Ram

II Prof. Sangeeta Mohan
Dr. Satya Chauhan
Prof. Prashant Thakur
Dr. Poonam Kimta Chauhan

2nd Year (Room No. 202)

Dr. Seema Batra
Dr. Anshu Kaushal
Dr. J.P. Sharma

Vth Semester Arts (Room No. 203)

Dr. Anupama S. Pathak
Dr Sandeep Raghav
Prof Santosh Kumar Sharma
Dr. Jitender Kumar

SCIENCE (MEDICAL & NON MEDICAL)

1st Year (New Room No. 1)

Dr. Jyoti Gupta
Dr. Usha Sen
Dr. Sumit Gupta

2nd Year (New Room No. 2)

Dr. Anju Sharma
Dr. Harinder Lal
Prof. Vibha Sarswati

Vth Semester (New Room No. 3)

Prof. Sunita Sharma
Dr. Pushap Lata Sharma
Prof. Shalu Chauhan

COMMERCE

1st Year (New Room No. 4)

Dr. Rajeev Sharma
Prof. Shilpa Chauhan

2nd Year & Vth Semester (New Room No. 5)

Prof. Rajinder Singh
Prof. Virender Sharma
Prof. Hapinder

Fee Structure (in Rs per Year) Fee is to be paid at the time of admission

Class /Year	B.A.	B.Com	Non-Med.	Medical	Remarks
1st Year	2409/-	2609/-	*2889/- #3089/-	*2949/- #3149/-	* For H.P. Board # For other Boards
2nd Year	1879/-	2059/-	2539/-	2599/-	
Vth VIth	1879/-	2059/-	2539/-	2599/-	

For Practical Subjects (Additional Charges)

Music	Rs. 180/-
Physical Education	Rs. 180/-
Geography	Rs. 180/-
Maths	Rs. 180/-

Note: Tuition fee (Rs 600/ per annum) is waived off for Domicile Himachali girl students.

RULES REGARDING THE PAYMENT OF FEE

1. Fee should be paid (without fine) on the dates fixed by the office for each class and notified from time to time. Delay in payment will be fined accordingly.
2. The students who do not pay their dues by the notified dates will be charged Rs. 10/ per day as late fee.
3. Fee, fine and other dues once paid, will not be refunded.
4. Exemption of tuition fee will be available to Himachali Girls only, subject to the production of Bonafide Himachali Certificate.
5. Disabled students with more than 40% disability will be exempted of tuition fee, subject to the production of Disability Certificate issued by a competent Medical Authority at the time of admission.
6. University examination fee will be charged at the time of filling up of examination form.

FINES, PENALTIES AND RE-ADMISSION

1. In case, students do not deposit their dues on the dates notified, their names will be struck off the roll at the end of the month.
2. The names of the students who are absent for six days continuously from any class without proper leave shall be struck off the college rolls. However, the Principal, on his/her discretion, may re-admit such students on payment of the re-admission fee along with a fine (to be decided by the Principal).
3. Parent/guardian must accompany such candidates and will assume responsibility for the students' regularity in classes in the remaining period of the academic session.
4. Any student whose name is struck off for the second time will not be eligible for re-admission except in exceptional circumstances.
5. First re-admission will be allowed within 7 days after the name is struck off on paying fee of Rs. 100/- and fee of Rs. 200/- will be charged for the second re-admission (in exceptional circumstances) within 7 days after the name is struck off the rolls.
6. Every student will have to procure No-Dues Certificate from College/Library/Concerned Science Department/ N.S.S./Sports/ College Canteen/Fee Clerk etc. if they want to leave the college.
7. The security deposit will lapse if a student does not apply for refund of security within one year of their leaving the college.

ABSENCE AND OTHER FINES (Rs.)

i) Absence Fine (Per Period)	1.00
ii) Absence Fine (Per Practical)	3.00
iii) Absence from MTT per paper	10.00
iv) Late Return of Library Books (per Day)	1.00
v) Late payment of dues (Per Day)	1.00
vi) Re-admission Fee (First Time) (on the recommendation of teachers only)	100.00
vii) Re-admission Fee (Second Time)	200.00
viii) Duplicate Identity Card	20.00

COURSE EVALUATION (EVALUATION OF THE STUDENTS)

All courses (Core, Elective and Skill Enhancement) involve an evaluation system of students that has the following two components:

1. **Continuous Comprehensive Assessment (CCA)** accounting for 30% of the final grade that a student gets in a course; and
2. **Annual Examination** accounting for the remaining 70% of the final grade that the student gets in a course.

Continuous Comprehensive Assessment (CCA): It has the following components:

> 75% but <80%	>80%& but <85%	>85% but <90%	> 90% but <95%	>95%
1 mark	2 Marks	3 Marks	4 Marks	5 Marks

a) Classroom Attendance: Each Student will have to attend a minimum of 75% Lectures/Tutorials/Practicals. A student having less than 75% attendance will not be allowed to appear in the End-Semester/Annual Examination. Those having greater than 75% attendance will be awarded CCA marks as follows:

b) Mid-Term (Minor) Tests: There will be one class test of 5 marks, after covering 40% syllabus and one mid-term of 10 marks after completing 75% syllabus.

c) Seminar/Assignment: The rest of the 10 marks of the CCA will be awarded on the basis of seminar/assignment given to the students by the concerned course teachers.

d) Annual Examination/End-Semester Examination (ESE): The remaining 70% of the final grade of the student in a course will be on the basis of an End-semester examination (ESE) / (AE) Annual Examination of three hours duration.

For the Odd Semesters, the ESE will be in the month of October/November and for Even Semesters, it will be in the month of April/May.

LEAVE RULES FOR STUDENTS

1. Student applying for leave should get the recommendation from the teachers of all the classes/subjects in which they are enrolled for sanction of leave.
2. A student can proceed on leave with prior permission from all the class/subject teachers and the committee formed for the purpose, but the application should be signed by their parent or guardian.
3. Leave for two days can be sanctioned by the Leave Sanctioning Committee. However, leave for 3 days or more shall be sanctioned of by the Principal. Leave application must be submitted in the office.
4. Leave on account of illness for more than 3 days, must be accompanied by a Medical Certificate/Hospital Registration Slip.
5. Students who participate in various inter-college games or other competitions, will have to get their leave sanctioned & noted by the concerned subject teachers before their departure for participation. No exemption/leave will be granted during House Examination.

MIGRATION

1. No migration certificate can be issued unless the student is registered with the University. A migrating student will not be admitted to the college if the subjects/course studied by him/her previously are not available or not in combination decided by the college.
2. The migrating student must submit the following documents/information :
 - i) Lecture Attendance Statement (of all subjects offered)
 - ii) Statement of Credit earned by the student under CCA.
 - iii) Character Certificate from the Principal of the college last attended.
3. After migration has been sanctioned and notified by the H.P. University, the student must join the second college within the time period stipulated by the University.
4. The admission of a student migrating from another university shall be treated as provisional and shall be confirmed when he/she produces the migration certificate issued by the university and a certificate of good conduct issued by the head of the institution last attended.
5. A student disqualified by another university shall not be given admission during the period of disqualification.

IDENTITY CARD

1. It is mandatory for every student to carry their college Identity Card within the college premises.
2. A student without an identity card is deemed an outsider. In the event of inspection of identity card during surprise check or for any other reason, if the student is found without Identity Card he/she will be handed over to the police or as the situation may demand.
3. The students are not permitted to replace their photographs on the identity cards due to any reason whatsoever.
4. It is the personal responsibility of the student to keep their Identity Card in safe custody. In case, the Identity Card is lost or gets misplaced, one has to file an FIR in order to get a duplicate Identity Card issued.

LIBRARY AND ITS RULES

1. The college provides Library and Reading Room facility to all its students.
2. The library subscribes to 13 daily Newspapers, 14 Magazines and 3 Journals. Students are encouraged to avail library facility during college hours on all working days.
3. Our college library is also connected to National Library and Information Service Infrastructure for Scholarly Content (N-List) jointly run by UGC-IIT Delhi. This project provides free access to more than 55,000 full e-text books and more than 2000 e-journals to the faculty members and students. Students interested to avail this facility may contact the Librarian.

Rules

- a. Library-Cum-Identity Card will be issued by the Librarian at the time of admission.
- b. Ordinarily, 2 books are issued at a time for 14 days but the Librarian has the right to recall the books at any time.
- c. Reference books are not issued.
- d. In case of loss of a book, the student will have to replace the book or pay fine in addition to the present price of the book with the permission of the Principal.
- e. The student is responsible for the book as soon as it is issued. In case a book is defaced /damaged in any way, the book is to be replaced by him/her.

SCHOLARSHIPS, FEE CONCESSION AND FINANCIAL ASSISTANCE

A number of scholarships and concessions are available to eligible and deserving students. Information regarding the dates, eligibility conditions and procedure for applying for these scholarships/concessions, etc. is notified on the college Notice Board from time to time. (For additional information contact the Convenor, Scholarship Committee).

The student may apply for these scholarships/concessions on prescribed form that can be obtained from the college office. The application should be duly attested/verified by the competent authority and should be accompanied by the relevant certificates of educational qualification/income/caste/tribe/domicile, etc. The scholarship/concessions available are:

- Indira Gandhi Utkrishta Chattravritti Yojna Merit Scholarship
- Kalpana Chawla Chhatravriti Yojna Merit Scholarship
- IRDP Scholarship
- Scholarship to the children of Armed Forces personnel killed/disabled in action.
- Post-Matriculation

- Scholarship to SC/ST/OBC students.
- National Merit Scholarship.
- Half Fee Concession: One of the two or more real brother/sister studying in the college will be eligible for 50% concession in tuition fee

DISCIPLINE AND CONDUCT

The Principal and the members of the teaching staff have the power to take disciplinary action against students indulging in reprehensible acts, which may lead to imposition of fine, suspension or expulsion from the college.

The following conduct comes within the preview of indiscipline and misconduct:

- Ragging in or around the college campus.
- Damage to college property that includes defacement of walls, black boards and damage to furniture (breaking window panes, plucking flowers, removing notices, tampering with electrical/water fittings etc. is also a break of discipline).
- Loitering around in the campus or corridors during vacant periods causing disturbance to teaching work.
- Putting up of notices on the College Notice Board without proper authorisation by the college authorities.
- Smoking, chewing of tobacco/gutka, using of cell phones and plying of vehicles within the college premises is strictly prohibited and any infringement may entail a fine of Rs. 100/-
- The Director of Higher Education H. P. vide letter no. **EDN-HE (21) B (15)/2017-V** has directed that the use of Mobile Phones in the class rooms and campus of Educational Institutions will not be allowed. A particular zone will be fixed by the college authority within the campus where students will be able to use their cell phones.

NOTICE BOARD

All the students must read the notices which are pasted on the College Notice Board or displayed on e-notice board on regular basis to keep acquainted with the latest developments in the college.

ANTI-RAGGING

All students are hereby cautioned that **ragging is a criminal offence**. "Ragging includes any type of physical or mental torture inflicted by any individual of group, either by words or by conduct, which creates an apprehension in the mind of the person that he/she cannot pursue his/her studies from any mental disturbance or torture created thereby. Any person who aids or encourages such an action shall also be guilty of such ragging." Ragging in and around the college/hostel campus or on roads/approaches leading there to, is strictly prohibited.

If any student is found indulging in ragging directly or indirectly, the college authorities shall be obliged **under Rule 22.17 (a) (b) (c) of H.P. University** to expel the guilty student(s) from the college/hostel and to report the matter to the police as ragging amounts to criminal offence as per the recent judgement of the Hon'ble Supreme Court of India, Hon'ble H.P. High Court and the Govt. of H.P. **THE STUDENTS INDULGING IN RAGGING WILL BE PUNISHED BY LAW WITH A FINE UP TO RS. 50,000 - AND IMPRISONMENT UP TO THREE YEARS OR BOTH.**

All the students admitted to the college shall be deemed to have given the following undertaking:
 "I have gone through the rules and regulations regarding ragging and discipline of the university/college and I hereby solemnly affirm that I will not indulge in any act of ragging/indiscipline and that if I am found guilty of such offences as are covered under these rules, I will have no claim against the order of rustication/expulsion from the college."

EXTENSION ACTIVITIES OF THE COLLEGE

Sports: The college offers coaching to prepare the students for participation in inter-college and inter-university sports championships in Basket Ball, Volley Ball, Kabaddi, Badminton, Cricket, Kho-Kho, Athletics, Cross-Country and Chess.

NSS: The National Service Scheme unit of the college works actively towards social welfare, and promotes national integration under the able leadership of the experienced faculty.

NCC: The College has an active and well organized unit of NCC which strives towards inculcating the spirit of patriotism and discipline.

Rovers & Rangers: The college has well organized units of Rovers (for Boys) & Rangers (for Girls) which gives an opportunity to the students to improve their personality and develop leadership qualities under the guidance of able teachers.

PTA: Parent-Teacher Association is formed with an objective of promoting parents' participation in different developmental activities of the college. There is a General Body of P.T.A. comprising of: a) Parents or guardians (only in blood-relation) b) Teachers c) The Principal of the College is the Patron of the body.

Career Guidance & Placement Cell: Career Guidance Cell guides the students regarding different career avenues open to them in their respective fields through notice board, organizing training- programmes and arranging lectures by experts.

Computer Laboratory: A well-equipped computer laboratory with 12 computers having HIMSWAN and BSNL broadband connectivity is available in the college to impart computer awareness to the students.

IQAC: Internal Quality Assurance Cell has been set up in the College to monitor internal quality of the college. Important decisions pertaining to the betterment of the college as well as students are taken by the IQAC.

College Magazine: The College brings out the yearly issue of its Magazine titled: '**Abhay Jyoti**' with an unflinching regularity. Students, having a flair for writing, may submit their articles within the specified date for inclusion in the said magazine.

Annual Prize Distribution: Prizes are awarded during the Annual Prize Distribution Function for obtaining First, Second and Third position in the aggregate and also for achieving First & Second position in the individual subjects in the Annual Exams, provided a student has passed in all the subjects offered. Apart from academic prizes, outstanding performers in Sports, NSS, NCC, Rangers & Rovers and Cultural Activities are also felicitated.

STUDENTS' CHARTER

The students are important stakeholders in any educational institution. The Students' Charter as adopted by IQAC of the college is a document that defines and confers rights, responsibilities and privileges of the students with a view to achieve holistic growth.

A) Responsibilities of the institution towards the students.

Rajiv Gandhi Degree Government College, Shimla-4 shall endeavor to provide to its students :

- ◆ Healthy atmosphere for their academic, individual and collective growth and development.
- ◆ Creating awareness about the value and purpose of education as upheld in the vision, goals, programmes of study, instructional methodology and various co-curricular as outlined in the Annual Calendar of Activities.
- ◆ To provide free access to the students to every kind of information about college/university statutes,

- ordinances, acts, regulations, policies, procedures and curriculum.
- ◆ To inculcate amongst the students the values of social responsibility, religious and cultural tolerance and other values of human and national importance as per the Constitution of India and the vision document of the University Grants Commission.
- ◆ To adopt a student centric approach in teaching-learning methodology .
- ◆ To develop the competence of the students at different levels, especially with regard to
 - a) linguistic competence
 - b) logical and analytical ability,
 - c) scientific temperament and
 - d) entrepreneurship.
- ◆ To provide support and guidance to the students through continuous mentoring viz. regular tutorials, remedial course and career counselling.
- ◆ To provide add-on, state-of-the art courses and skill oriented courses to enable the students to face the challenges of the future, like a) enhancing the soft skills, b) starting new courses in the fields of journalism, multi-media, advertising, floriculture, silviculture, horticulture, vermicomposting, green house technology and rain water harvesting/environmental conservation.
- ◆ To provide the students adequate exposure to the teaching-learning methodology through Smart Classrooms, IT and Language Labs.
- ◆ To receive constant feedback from the students and other stakeholders like the Parent-Teacher Association, the Old Students' Association for improving and strengthening the activities of the institution and to act upon the same in an empathic and pragmatic manner.

B. Responsibilities of the students towards the Institution

All students of the college are expected to observe the following in the larger interests of the institution:

- ◆ To understand, appreciate and follow the vision and goals of the institution .
- ◆ To have a clear and adequate knowledge of various programmes of study, admission policy, programme completion requirements, assessment mechanism and other student services of the college.
- ◆ To undertake regular and intense study of their course material.
- ◆ To adhere to the general norms of the institution with regard to the courses of study time schedule as per ordinances/rules/acts of H.P. Government or H.P. University/UGC as framed and implemented from time to time.
- ◆ To abide by the decision of the college administration in case any grievance, individual or pertaining to more than one student/group and to help the college administration.
- ◆ To make optimum use of learning resources available in the college and to participate actively in academically enriching programmes such as seminars, workshops, debates etc.
- ◆ To provide neutral feedback on the quality of teaching and various other activities undertaken by the college, both in a formal as well as informal way, whenever they are asked for the same.
- ◆ To contribute to the enrichment of institutional life of the college through their engagement in all the student related activities of the institution as outlined in Part A of Students' Charter.
- ◆ Not to indulge in acts of Ragging or to make use of any kind of intoxicants in and around the institution.
- ◆ Not to shout slogans, damage college property, deface walls or desks, spit or spread litter in the campus, or indulge in other acts of violence which tend to disrupt academic and general atmosphere of the college and amount to unlawful or criminal acts.
- ◆ To follow the moral and constitutional values as enshrined in our multi dimensional culture, the Constitution of India including respect for diversity of ideas/thinking, inculcation of inclusive culture without any preconceived notions of caste, creed or religion.

INSTRUCTIONS FOR STUDENTS

- *Writing on the walls and sticking posters or pamphlets in the college campus is banned.*
- *Use of mobile phones is forbidden in classrooms, Principal's office, examination hall and library.*
- *Party based badges are not allowed in classrooms, Principal's office and staffroom.*
- *Assignments, midterm Tests and 75% attendance in the classes is compulsory for internal assessment.*
- *Absenting from a class for 6 consecutive days may render the students names to be struck off.*
- *Outsiders entry in the college campus would be permissible with identity card only.*
- *Use of drugs in the college premises or even in the vicinity of the college is strictly prohibited.*
- *Students should come well dressed to the college (Shorts and Track suits/Pants not allowed)*
- *Good moral behavior is expected from every student of the college.*
- *Ragging as well as indulging in any kind of anti-social activity is a criminal offence.*
- *Damaging of college property is an offence.*

Note: The entire campus of the college is under surveillance of the CCTV Cameras.

COMMITTEES 2019-2020

1. **College Advisory Committee & CSCA**
 Prof. Mahesh Chandan
 Dr. Pankaj Basotia
 Dr. Brijesh Chauhan
 Prof. Sunita Sharma
 Dr. Deepshikha Bhardwaj
 Dr. Anju Sharma
 Dr. Bhupender Dogra
 Dr. Satya Chauhan
 Dr. Shalini Chouhan
 Prof. Anupriya Sharma
 Dr. Sumit Gupta
 Prof. Hapinder
2. **Discipline Committee**
 Prof. Mahesh Chandan
 Dr. Pankaj Basotia
 Dr. Brijesh Chauhan
 Prof. Sunita Sharma
 Dr. Deepshikha Bhardwaj
 Dr. Raj Kumar
 Dr. Satya Chauhan
 Prof. Anupriya Sharma
 Dr. Poonam Kimta Chauhan
 Dr. Anshu Kaushal
 Dr. Rajeev Sharma
 Dr. J.P. Sharma
 Dr. Jitender Kumar
3. **Prospectus & Students' Charter Committee**
 Dr. Shalini Chouhan
 Prof. Anupriya Sharma
 Dr. Ajay Sood
 Prof. Nishtha
 Prof. Priyanka Vinta
 Dr. Mrinalini Kashyap
 Sh. Sanjeev Kumar Sharma
4. **House Examination Committee**
 Dr. Deepshikha Bhardwaj
 Dr. Raj Kumar
 Dr. Om Prakash Sharma
 Dr. Satya Chauhan
 Dr. Usha Sen
 Prof. Rajeshwari Negi
 Dr. J.P. Sharma
 Sh. Parma Nand Sharma
 Sh. Ashwani Sharma
 Sh. Trilok Samta
 Sh. Rishi Pal
 Ms. Tara
5. **Library Committee**
 Prof. Sunita Sharma
 Dr. Secma Batra
 Dr. Anju Sharma
 Prof. Sangeeta Mohan
 Dr. Anupama S Pathak
 Dr. Jyoti Gupta
 Prof. Rajinder Singh
 Prof. Vibha Saraswati
 Prof. Nishtha
6. **UGC Affairs Committee/IQAC/NAAC**
 Dr. Mast Ram
 Dr. Shalini Chouhan
 Prof. Anupriya Sharma
 Dr. Anshu Kaushal
 Dr. Ajay Sood
 Dr. Pushap Lata Sharma
 Prof. Priyanka Vinta
 Dr. Mrinalini Kashyap
7. **General College Development & Purchase Committee**
 Dr. Deepshikha Bhardwaj
 Dr. Bhupender Dogra
 Dr. Mast Ram
 Dr. Shalini Chouhan
 Prof. Anupriya Sharma
 Dr. Anshu Kaushal
 Dr. Rajiv Sharma
 Prof. Rajinder Singh
 Sh. Sanjeev Sharma
8. **Bus Pass & Other Form & Attestation Committee**
 Dr. Pankaj Basotia
 Dr. Sunita Sharma
 Dr. Raj Kumar
 Dr. Sandeep Raghav
 Prof. Rajeshwari Negi
 Prof. Rajender Singh
 Prof. Shalu Chauhan
 Dr. Sumit Gupta
9. **Campus Development & Beautification Committee**
 Dr. Shalini Chouhan
 Prof. Anupriya Sharma
 Prof. Priyanka Vinta
 Dr. Mrinalini Kashyap
 Prof. Shilpa Chauhan
 Prof. Hapinder
10. **Building Fund Committee**
 Chairperson (Principal)
 MLA Shimla (Urban)
 Member Secretary (Senior Most Teacher)
 Councilor/President M C (His/Her Nominee)
 EX-En. PWD (His/Her Nominee)
 President PTA
 President CSCA
 President OSA
 Donor
 Contributor (Rs.5000/- & Above)
11. **Career Counselling & Guidance Cell**
 Dr. Brijesh Chauhan
 Dr. Anupam S. Pathak
 Prof. Anupriya Sharma
 Prof. Rajeshwari Negi
 Dr. Poonam Kimta Chauhan

Dr. Ajay Sood
Dr. Pushap Lata Sharma
Dr. J.P. Sharma
Prof. Nishtha
Prof. Shilpa Chauhan

12. **Excursion & Educational Tour**

Dr. Sunita Sharma
Dr. Anupama S Pathak
Prof. Anju Thakur
Dr. Satya Chauhan
Dr. Jyoti Gupta
Dr. Usha Sen
Dr. Hariender Lal
Dr. Rajiv Sharma
Prof. Rajinder Singh
Prof. Hapinder
Sh. Sanjeev Sharma
Sh. Dikshit Namta

13. **Cultural Committee for Youth Festival
Group I/Elocution/Painting/
Rangoli/Cartooning/Quiz**

Dr. O.P. Sharma
Prof. Santosh Kumar Sharma
Dr. Poonam Kimta Chauhan
Dr. Anshu Kaushal
Dr. Jitender Kumar
Prof. Hapinder

Group II & III/Music/Dance

Dr. Seema Batra
Prof. Sangeeta Mohan
Dr. Sandeep Raghav
Prof. Shalu Dulta
Prof. Shilpa Chauhan
Prof. Hapinder

Group IV/Drama/Skit

Dr. Pankaj Basotia
Dr. Anupama S Pathak
Dr. O.P. Sharma
Prof. Santosh Kumar Sharma
Dr. Ajay Sood
Dr. Pushap Lata Sharma
Prof. Priyanka Vinta
Dr. Mrinalini Kashyap

14. **RUSA Cell**

Dr. Bhupender Dogra
Dr. Mast Ram
Prof. Santosh Kumar Sharma
Prof. Prashant Thakur
Dr. Anshu Kaushal
Prof. Virender Sharma
Dr. Sumit Gupta

15. **Multifaceted Visionary Team :
Transforming Minds Committee**

Dr. Anupama S. Pathak
Dr. Poonam Kimta Chauhan

Dr. Anshu Kaushal
Dr. Ajay Sood
Dr. Rajiv Sharma
Prof. Shalu Dulta
Dr. J.P. Sharma
Prof. Priyanka Vinta
Dr. Mrinalini Kashyap
Prof. Shilpa Chauhan

16. **Stage Conduct Committee**

Prof. Anupriya Sharma
Prof. Santosh Kumar Sharma
Dr. Anshu Kaushal
Dr. Ajay Sood
Dr. Mrinalini Kashyap

17. **Press & Photography**

Dr. O.P. Sharma
Prof. Rajeshwari Negi
Prof. Santosh Kumar Sharma
Dr. Mrinalini Kashyap
Dr. Jitender Kumar

18. **College Canteen Committee**

Dr. Bhupender Dogra
Dr. Mast Ram
Dr. Shalini Chouhan
Dr. Nek Ram
Prof. Nishtha
Sh. Sanjeev Sharma

20. **Sports Committee**

Dr. Raj Kumar
Dr. Mast Ram
Dr. Usha Sen
Dr. Harinder Lal
Prof. Prashant Thakur
Dr. Nek Ram
Dr. Rajeev Sharma
Prof. Rajinder Singh
Dr. Sumit Gupta
Prof. Hapinder

21. **Red Ribbon Club**

Dr. Shalini Chouhan
Prof. Anupriya Sharma
Dr. Harinder Lal
Dr. Poonam Kimta Chauhan
Prof. Vibha Saraswati
Dr. Rajiv Sharma
Prof. Shalu Dulta

22. **IT & BCA**

Prof. Sunita Sharma
Dr. Bhupinder Dogra
Dr. Mast Ram
Dr. Shalini Chouhan
Prof. Anupriya Sharma
Prof. Nishtha
Mr. Dikshit Namta

- Mr. Khushvant Thakur
23. **ECO Club**
Dr. Jyoti Gupta
Prof. Anupriya Sharma
Dr. Harinder Lal
Dr. Rajiv Sharma
Prof. Vibha Saraswati
24. **Gender Sensitization Cell**
Dr. Deepshikha Bhardwaj
Dr. Seema Batra
Prof. Anju Thakur
Dr. Satya Chauhan
Prof. Santosh Kumar Sharma
Prof. Vibha Sraswati
Prof. Virender Sharma
Dr. Sumit Gupta
25. **Bursar :**
Dr Mast Ram
26. **Time Table Committee**
Dr. Deepshikha Bhardwaj
Dr. Mast Ram
Dr. Pushap Lata Sharma
Prof. Virender Sharma
Sh. Vijay Kumar
27. **College Magazine Committee**
Chief Editor Dr. Anupama S. Pathak
English Section Dr. Anshu Kaushal
Hindi Section Prof. Santosh Kumar Sharma
Sanskrit Section Dr. O.P. Sharma
Pahari Section Prof. Priyanka Vinta
Science Section Dr. Mast Ram
Commerce Section Prof. Shilpa Chauhan
Computer App. Prof. Nishtha
Planning Forum Dr. Ajay Sood
JMC Prof. Rajeshwari Negi
Chronicle Section Dr. Mrinalini Kashyap
28. **Auditorium Management Committee**
Dr. Pankaj Basotia
Dr. Anju Sharma
Dr. Jyoti Gupta
Dr. Usha Sen
Dr. Poonam Kimta Chauhan
29. **Scholarship Committee**
Dr. Pankaj Basotia
Dr. Mast Ram
Dr. Usha Sen
Prof. Rajinder Singh
Sh. Roshan Dogra
30. **Disaster Management Committee**
Dr. Anju Sharma
Dr. Jyoti Gupta
Prof. Prashant Thakur
Dr. Nek Ram
Dr. Rajiv Sharma
- Dr. Jai Prakash Sharma
Dr. Sumit Gupta
Prof. Hapinder
31. **Leave Sanctioning Committee**
Science: Prof. Sunita Sharma
Arts: Dr. Satya Chauhan
Commerce : Dr. Deepshikha Bhardwaj
32. **College Management Committee (Maintenance)**
Dr. Mast Ram
Dr. Nek Ram
Dr. Rajeev Sharma
Prof. Rajinder Singh
Dr. Jatinder Kumar
Prof. Hapinder
33. **Women Grievance/Harassment Cell**
Prof. Sunita Sharma
Prof. Sangeeta Mohan
Dr. Anupama S. Pathak
Prof. Anju Thakur
Dr. Jyoti Gupta
Dr. Shalini Chouhan
Prof. Anupriya Sharma
Dr. Mrinalini Kashyap
Prof. Priyanka Vinta

**AISHE Survey
(All India Survey for Higher Education)**

Prof. Rajinder Singh

NCC :

Dr J.P.Sharma

NSS :

Prof. Prashant Thakur
Dr. Rajeev Sharma

Rovers & Rangers

Dr. Ajay Sood
Dr. Pushap Lata Sharma

The college is committed to maintain an academic environment free of sexual harassment for its students, teachers and non-teaching staff in accordance with section 4 (1) of sexual harassment of women at workplace (Prevention, Prohibition and Redressal) Act, 2013, RGGDC has an internal Women Grievances Harassment Cell to address such complaints.

B.A. Ist Year

Subject	Course Type	Course Title	Course Code
English	Compulsory DSC I A DSC I B AECC - 2	English Core Compulsory English Literature 1 English Literature 2 Writing Skills	ENG CE 101 ENG DSC 102 ENG DSC 103 ENG AECC 104
Hindi	Compulsory DSC - I A Core DSC - IB Core AECC-2	प्रयोजनमूलक हिन्दी हिन्दी साहित्य का इतिहास मध्यकालीन हिन्दी कविता हिन्दी भाषा और संप्रेषण	HIND 101 HIND 102 HIND 103 HIND 104
Sanskrit	DSC-I A DSC - A B SKT/HINDI/MIL-I AECC	संस्कृत काव्य संस्कृत गद्यकाव्य नीति साहित्य उपनिषद् श्रीमद् भगवद् गीता तथा पाणिनीय व्याकरण	SKT DSC 1-1 SKT DSC 102 SKT DSC 103 SKT AECC 104
Economics	DSC A DSC B	Principles of Micro Economics - I Principles of Micro Economics-II	ECON A101 ECONA 102
Pol. Science	DSC I A DSC IB	Introduction to Political Theory Indian Government & Politics	POLS -101 POLS-102
Pub. Admn.	Core DSC-IA Core DSC- I B	Administrative Theory Indian Administration	PUBA 101-A PUBA 102-A
Geography	Core Course (CC) I Core Course (CC) 2	Physical Geography General Cartography	GEOGP 101-CC GEOGP 102-CC
Sociology	Core Courses Core Courses	Introduction to Sociology Society in India	SOCL-A 101 SOCL-A 102
History	DSC-A (IA) HIST (A) 101 DSC-II (IB) HIST (A) 102	History of India from the earliest Times up to C300CE History of India C 1206-1707	HIST 101 HIST 102
Philosophy	Core Course (CC) Core Course (CC)	Introduction to Philosophy Indian Philosophy 1	PHIL A 101 CC PHIL A 102 CC
Phy. Edu.	Core Course Core Course	Introduction to Phy. Education Olympic movement and organisation of tournament	PED 101 PED 102
TTM	DSE 2A DSC 2B	Introduction of Travel and Tournament Management Tourism Resources of India	TTMC 101 TTMC 102
Music V/Inst.	DSE 1 A (Core) DSC 2 A (Core) DSC 1B Core) DSC 2B (Core)	Theory of Indian Music Practical (Stage performance) Theory of Indian Music General and Biographies Practical (Viva Voice)	MUSA 101 TH MUSA 102 PR MUSA 103 TH MUSA 104 PR
JMC	DSC 2A DSC 2B	Principles of Communication Introduction to Radio &TV	BJMC PC 101 BJMC PC 201

B.Sc. 1st Year

Subject	Course Type	Course Title	Course Code
Physics	DSE-IA DSE-IB	Mechanics Electricity & Magnetism	PHY 101 PHY 102
Chemistry	DSC-IA DSC-IB	Structure of Atom & Org. Chemistry State of matter, & functional organic Chemistry	CHEM 101 TH CHEM 102 TH CHEM 101 (PR) CHEM 102 (PR)
Maths	Core Course 1-1 Core Course 1-2	Differential Calculus Differential equations	MATH-101 MATH-102
Botany	DSC-IA DSC-IB	Biodiversity (Microbes Algae Fungi & Arch.) Plant Ecology & Taxonomy	BOTA 101 BOTA 102
Zoology	DSC-IA DSC-IB	Animal Diversity Comparative Anatomy & Development	ZOOL 101 TH ZOOL102TH
B.Com. 1st Year			
Subject	Course Type	Course Title	Course Code
AECC-I	Compulsory Course	Environmental Studies	
AEEC-II	Core Course C-I Core Course C-II Core Course C-III	Financial Accounting Business Organisation & Management English-I Compulsory	BC 1.1 BC 1.2
	Core Course C-IV Core Course C-V Core Course C-VI	Language-English/Hindi/Sanskrit Business Laws Business Statistics & Mathematics Hindi-I	BC 1.3 BC 1.4

Note : Codes for Other Classes are available in the Office/Library/Concerned Departments.

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Administrative Staff



Pardeep Kaundal



Mohan Singh Thakur



Naveen Parkash



Sanjeev Sharma



Naresh Verma



Dikshit Namta



Roshan

Laboratory Staff



Parma Nand Sharma



Virender Kumar



Vijay Kumar



Trilok Chand



Rishi Pal



Tara Devi



Khushwant Thakur

Class IV



Subhash Chand



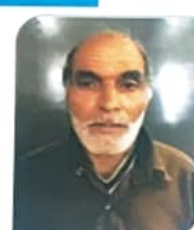
Prem Dei



Belku Devi



Nokh Ram



Bashir Ahmed

Calendar Of Activities

College re-opens	:	June 18, 2019
Regular Teaching Commences	:	July 1, 2019
Principal's Address to new students	:	July 2nd Week, 2019
Fresher's Day	:	Last week of July, 2019
Filling in of Scholarship forms	:	September, 2019
Submission of Applications for fee concession	:	September, 2019
P.T.A. Meeting	:	August 10, 2019
Functions of Subject Societies/Clubs/Science Function	:	July 2019 onwards
Deadline for submissions of articles for College Magazine	:	November, 30, 2019
Annual NSS Camp	:	Last week of December, 2019
Annual Prize Distribution Function	:	February, 2020
Farewell	:	February, 2020
CSCA Function	:	February, 2020

Note : Practicals, Supplementary Examinations, SCA elections, Inter-College Youth Festival & Sports Activities, Filling up of Examination Forms, Term end & Annual Exams, Vacations as per University Schedule.

