



# prospectus

2021-2022

Lead us God, from Darkness to Light!



## SANATAN DHARMA COLLEGE HOSHIARPUR

A Premier Multi-Faculty, Post Graduate, Co-Educational Institute  
Affiliated to Panjab University, Chandigarh • Accredited by NAAC B+  
(Trusted by : New S.D. College Managing Committee, Hoshiarpur)  
Deep Nagar, Phagwara Road, Hoshiarpur - 146001  
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E-mail : [sdcollegehsp@gmail.com](mailto:sdcollegehsp@gmail.com) Website : [www.sdcollegehsp.net](http://www.sdcollegehsp.net)

*Our Inspiring Spirit*



**Late Pt. Amrit Anand Ji**

(Bhriugu Shastri)

Founder Secretary,  
New S.D. College Managing Committee, Hoshiarpur.



*Our Beacon Light*



**Maa Sneh Amrit Anand Ji**

Former President,  
New S.D. College Managing Committee, Hoshiarpur.



## Message

*"Take up one idea.*

*Make that one idea your life-  
think of it, dream of it, live on that idea.*

*Let the brain, muscles, nerves, every part of your body,  
be full of that idea, and just leave every other idea alone.*

*This is the way to success."*

- Swami Vivekananda

**E**ducational excellence is the aim, requirement and pursuit of any forward looking person. Schools, colleges and universities are perfect places to realize the dreams of the pupils who enter the portals of these institutions. During the span of their stay in the institutions of academic excellence, they interact with their peer group who come from different socio-economic backgrounds. They get a taste of what happens in the society around them. The tutor gives them insight into the philosophy of life, develops their acumen to gauge the intricacies of life, and blend different situations into the framework of academics.

In the present scenario of Covid 19 and the looming threat of a possible outbreak of a third wave, caution is the watchword. The government agencies can only guide us to secure our lives by following Covid protection protocol. As the future of the nation, you need to be strong, vigilant and alert in body and mind. Nation first should be your priority. Always stand for what is right, logical and constructive. Unity and integrity for the country should always be at the back of your mind. Excel in your field of specialization and make it a habit to serve the society from your respective positions. All the very best for your Collegiate period. Carpe Diem!

**Mrs. Hema Sharma**

President

New S.D. College Managing Committee,  
Hoshiarpur



# Message

*"A human being is not attaining his  
full heights until he is educated."*

-- Horace Mann



Dear Students,

You are the custodians of the nation's faith, strength and growth with your health, motivation and forward looking perspective your biggest asset. As you complete your school education and are on the threshold of joining this institution of higher learning, you will mature in mind and body with the passage of time. Your parents, your society, your perspective, your academic pursuit- all play a pivotal role in your all round development. The emphasis in the present times is to gain expertise in your chosen field of specialization. The government is providing assistance for startups and initiatives like Make in India are opening new vistas for the aspirant youth of the nation. The National Education Policy 2020, on the anvil, has in its fold employability opportunities in commercial and financial practices, which are our legacy.

So the focus of the students should be to gain maximum out of their academic spell.

The dictum- No knowledge without college truly vivifies the idea behind college education. The moral, spiritual, psychological and academic impulses of the pupils are given a fresh perspective by the college atmosphere. The mentor-mentee relationship brings these impulses in a fresh and favourable light. The teacher and the taught are to develop a harmonious blend where the pupil sees the college as his second home and even after the completion of his studies retains a living link with his Alma Mater. I welcome you to this premier coeducational institution of the region and exhort you to utilize fully this time period. Best of luck.

**Dr. Nand Kishor**

Principal  
Sanatan Dharma College, Hoshiarpur

*Our Patron*



**Late Sh. Tulsi Bhimjyani Ji**



# VISION, MISSION AND OBJECTIVES STATEMENT

## OUR VISION

The Vision of Sanatan Dharma College is an offspring of the sublime ideals of its founders which in Sanskrit reads: *Tamso Ma Jyotirgamaya* or Lead Us God, from Darkness to light. The college aims at spreading the light of knowledge for the development of a healthy society by offering empowerment through quality education coupled with social and moral awareness.

## OUR MISSION

- To facilitate the multi-faceted development of students from all sections of the society.
- To produce dynamic and competent youth through development of right skills.
- To foster personality development of each student through development of leadership qualities and positive attitude in a conducive environment.
- To produce able-minded youth capable of addressing the larger issues of life to build a strong society.
- To inculcate respect for our culture among students and society at large through the development of social and moral consciousness.

## OUR OBJECTIVES

- To impart quality education in Humanities, Science, Commerce and Management through effective teaching and learning methods.
- To foster personal and professional success by encouraging creativity, rational thinking and effective communication.
- To mould students into responsible citizens by sensitising them about social concerns and environmental issues.
- To promote the values based on Sanatan Dharma like service, duty, tolerance, diligence and compassion in all facets of life.



# INFRASTRUCTURAL FACILITIES



**BIO-TECH LAB**



**CHEMISTRY LAB**



**PHYSICS LAB**



**COMPUTER LAB**



**LANGUAGE LAB**



**FASHION DESIGNING LAB**



**PSYCHOLOGY LAB**



**COLLEGE LIBRARY**





## ॥ श्री रामचन्द्रचरणौ शरणम् प्रपद्ये ॥

‘तमसो मा ज्योतिर्गमय’ **Lead us, God, from darkness to light !** This jewel from the Upanishads that the founders of the college chose to be our prayer and guiding principle inspires our endeavour. By reaffirming the awareness of our ignorance, it reminds us of the humanity that is essential for illumination, and it proclaims the sublime mission to which this institution is consecrated: the pursuit of understanding, which ought to be unsoiled by vanity and be conducted in deference to God's inviolate mystery.

Sanatan Dharma College, Hoshiarpur was founded in 1973. Over a period of almost more than four decades, it has come into a great reckoning and has earned for itself a place of repute. It continues to serve the community by providing relevant and wholesome education to young men and women, while adding new dimensions everyday to its quest for excellence. The virtuous men who laid the foundation of this college had a great dream. This was to translate the values of Sanatan Dharma, the perennial religion of humanity, into the living truth of modern conditions.

Late Pandit Amrit Anand Ji Bhriugu Shastri, Late Mahant Sewa Dass Ji and Shri Chatar Bhushan Joshi Ji (Present Vice-President) worked against forbidding odds to establish and nurture an institution of higher education that would send into the world, men and women of uncommon merit and mature humanity. Under the inspiring leadership and able guidance of the third illustrious President and Secretary of the College Managing Committee, Maa Sneh Amrit Anand Ji and Late Sh. G.D. Malhotra Ji, the college took giant strides in becoming one of the most sought after Post-graduation institutions of the region. Both these luminaries strived hard to introduce professional courses like PDGCA, BCA and B.Sc. (Bio-Technology) in the college. In addition to these coveted courses, they were instrumental in adding vocational subjects like Computer Applications and Fashion Designing in Arts Stream. It paved the way for arts students to compete with their counter-parts in other professional streams.

In order to provide infrastructure for these courses, a Post-graduate Block comprising six spacious classrooms, three State of the Art Computer Labs, an ultra-modern gymnasium and a Health Care Centre were erected under the aegis of these two visionaries. They were also the motivating force behind the smooth and successful conduct of the Zonal Youth Festival and NAAC accreditation of the college in the past.

Under the dynamic leadership of Mrs. Hema Sharma Ji, Bhriugu Shastri (President), Late Sh. Vijay Kumar Malhotra Ji (Former Secretary) and Sh. Shri Gopal Sharma Ji (Present Secretary), the great dream today meets its fulfilment in our students who occupy coveted positions in diverse fields of work.

Affiliated to Panjab University, Chandigarh, S.D. College imparts instructions for graduation in commerce (honours), humanities, bio-technology (honours), computer and business administration and post-graduation in Commerce and post-graduate diploma in computer applications. Sports and extra-curricular activities promote the students' over-all development that complement academic pursuit. Also, a "**Havan**" is performed **on Sankranti of every month** to inculcate moral values based on Sanatanist ideals.



Principal : Dr. Nand Kishor, M.A. Pol. Sci., Eng., Hindi, Sociology, Punjabi, M.Ed., UGC, P.Hd., Certificate in Research Methodology.  
Tel. (O) 249968, 292277

## DEPARTMENT OF ENGLISH

◆ Mr. Parshant Sethi	M.A., NET, Assoc. Prof.
◆ Ms. Monika Kanwar	M.A., M.Phil, NET, Asst. Prof.
◆ Mr. Vipin Kumar	M.A., M.Phil, NET, Asst. Prof.

## DEPARTMENT OF PUNJABI

◆ Mr. S. P. S. Kang	M.A., B.Ed., M.Phil, Asst. Prof.
◆ Dr. Gurcharan Singh	M.A. (Hons.), M.Phil, Ph.D, NET (JRF), Asst. Prof.
◆ Asst. Prof.	

## DEPARTMENT OF HINDI

◆ Asst. Prof.	
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## DEPARTMENT OF ECONOMICS

◆ Dr. Monika	M.A., M.Phil, Ph.D, NET, Asst. Prof.
◆ Ms. Megha Dua	M.A., M.Phil, NET, Asst. Prof.
◆ Dr. Palwinder Kaur	M.A., Ph.D, NET, Asst. Prof.

## DEPARTMENT OF POLITICAL SCIENCE

◆ Dr. Deepika Thalia	M.A., M.Phil, Ph.D, NET, Asst. Prof.
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## DEPARTMENT OF PHYSICAL EDUCATION

◆ Asst. Prof.	
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## DEPARTMENT OF HISTORY

◆ Ms. Prabhkiran Kaur	M.A., M.Phil, NET, Asst. Prof.
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## DEPARTMENT OF FASHION DESIGNING

◆ Asst. Prof.	
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## DEPARTMENT OF COMMERCE

◆ Ms. Manjit Kaur	M.Com., M.Phil, SLET (J&K), NET, Asst. Prof.
◆ Ms. Dimple	M.Com., NET, Asst. Prof.
◆ Ms. Manisha Thakur	M.Com., NET, JRF, Asst. Prof.
◆ Ms. Harjyot Kaur	M.Com., NET, Asst. Prof.
◆ Ms. Manpreet Kaur	M.Com., NET, Asst. Prof.
◆ Ms. Neha	M.Com. (Hons.), NET (JRF), Asst. Prof.
◆ Ms. Isha	M.Com., M.Phil, NET, Asst. Prof.

◆ Ms. Baljinder Kaur	M.Com., M.Phil, NET, Asst. Prof.
◆ Dr. Sachin Kumar	M.Com., Ph.D, UGC NET, PGDBA, CS (E), Asst. Prof.
◆ Asst. Prof.	

## DEPARTMENT OF MANAGEMENT

◆ Ms. Jyoti Bala	M Com MBA, Net Asst. Prof.
◆ Mr. Jagtar Singh	MBA, NET, Asst. Prof.
◆ Mr. Parmveer Singh	B.Tech, MBA, NET, Asst. Prof.

## DEPARTMENT OF MATHEMATICS

◆ Asst. Prof.	
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## DEPARTMENT OF COMPUTER SCIENCE

◆ Ms. Nisha Arora	M.Sc. (CS), M.Phil, NET, Asst. Prof.
◆ Ms. Pooja	M.Sc. (IT), MCA, M. Tech (IT), NET(JRF), Asst. Prof.
◆ Ms. Amandeep Kaur	MCA, NET, Asst. Prof.
◆ Mr. Keshav	MCA, NET, Asst. Prof.

## DEPARTMENT OF BIO-TECHNOLOGY

◆ Asst. Prof.	
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## DEPARTMENT OF PHYSICS

◆ Asst. Prof.	
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## DEPARTMENT OF CHEMISTRY

◆ Asst. Prof.	
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## LIBRARY

◆ Ms. Sunita Devi	M. Lib. I.Sc, PGDLAN, NET, Librarian
◆ Asst. Librarian	

## GENERAL ADMINISTRATION

◆ Mr. Parshant Sethi	Registrar, Dean Admin.
◆ Ms. Manjit Kaur	Associate Registrar
◆ Mr. Rabinder K. Sharma	Senior Office Clerk
◆ Ms. Ritu Goyal	Office Clerk
◆ Mr. Karan Gupta	Office Clerk
◆ Mr. Mohit Bhushan	Office Clerk
◆ Ms. Pooja Rani	Office Clerk
◆ Mr. Kartik Kapil	Office Clerk
◆ Mr. Robin Walia	Office Clerk





**SUPPORT STAFF**

♦ Mr. Kamal Kumar	(House Exam. Clerk)
♦ Mr. Balwinder Singh	
♦ Mr. Ram Parkash	
♦ Mr. Amar Kumar	
♦ Mr. Raja Ram	
♦ Ms. Anju Bala	

♦ Mr. Raghvir Singh	
♦ Mr. Kuldeep Kumar	
♦ Ms. Priya	
♦ Mr. Manjinder	
♦ Mr. Ramdev	
♦ Ms. Sonia	
♦ Ms. Simmi Rattan	
♦ Mrs. Ashwani Devi	

**Course Of Studies, Subject & Eligibility Criteria For Admission****POST-GRADUATION****MASTERS OF COMMERCE**

COURSE	DURATION	ELIGIBILITY
M.Com.	2 Years Semester System	A bachelor's degree in Commerce, BBA or B.A. with Economics, Mathematics or Statistics with 45% marks.

**Course Structure****M.COM. SEMESTER-I**

PAPER	CODE	SUBJECT NAME
1.	M.C. 101	Managerial Economics
2.	M.C. 102	Quantitative Methods for Business
3.	M.C. 103	Modern Accounting Theory & Reporting Practices
4.	M.C. 104	Organisation Theory and Behavior
5.	M.C. 105	Marketing Management
6.	M.C. 106	Management Information System
7.	M.C. 107	Workshops on IT Applications in Commerce [For Regular Students only]

**M.COM. SEMESTER-II**

PAPER	CODE	SUBJECT NAME
1.	M.C. 201	Business Environment
2.	M.C. 202	Research Methodology in Commerce
3.	M.C. 203	Financial Management & Policy
4.	M.C. 204	Production and Materials Management
5.	M.C. 205	Operations Research
6.	M.C. 206	Business Policy & Strategic Management
7.	M.C. 207	Summer Training Report and Viva-Voce [For Regular Students only]

**M.COM. SEMESTER-III**

PAPER	CODE	SUBJECT NAME
1.	M.C. 301	Business Performance Measurement
2.	M.C. 302	Tax Planning & Management

*For Paper-3, Paper-4, Paper-5, Paper-6 Student has to select two groups from the given Groups-A to F having 2 Papers each. (M.C. 303 to M.C. 314)*

3.		Select Group from A-F
4.		Select Group from A-F
5.		Select Group from A-F
6.		Select Group from A-F
7.	M.C. 315	Workshop on Financial Markets & Instruments [For Regular Students only]
	M.C. 315 (A)	Financial Markets & Instruments [Theory Paper for USOL Students only]

**GROUP A : MARKETING**

	M.C. 303	Intergrated Marketing Communication & Brand Equity
	M.C. 304	Marketing Research

**GROUP B : HUMAN RESOURCE MANAGEMENT**

	M.C. 305	Human Resource Development
	M.C. 306	Industrial Relations

**GROUP C : INTERNATIONAL BUSINESS**

	M.C. 307	India's Foreign Trade and Investment
	M.C. 308	Management of International Business Operations

**GROUP D : ACCOUNTING & FINANCE**

	M.C. 309	Strategic Cost Management
	M.C. 310	International Accounting

**GROUP E : APPLIED ECONOMICS**

	M.C. 311	Industrial Economics
	M.C. 312	Applied Economics

**GROUP F : BANKING & INSURANCE**

	M.C. 313	Bank Management
	M.C. 314	Insurance Management

**M.COM. SEMESTER-IV**

PAPER	CODE	SUBJECT NAME
1.	M.C. 401	Project Planning & Control
2.	M.C. 402	Knowledge Management
3.	M.C. 403	Business Ethics & Corporate Governance

*Every student has to select any one group from two selected in the third semester  
(Selected group in the 4th Semester will have three papers) (MC 404 to MC 421)*

4.		Select Group from A-F
5.		Select Group from A-F
6.		Select Group from A-F
7.	M.C. 422	Comprehensive Viva-Voce

**GROUP A : MARKETING**

	M.C. 404	Advertising & Sales Management
	M.C. 405	Services Marketing
	M.C. 406	Consumer Behaviour

**GROUP B : HUMAN RESOURCE MANAGEMENT**

	BBA 329	HUMAN RESOURCE PLANNING AND PERFORMANCE MANAGEMENT
	BBA 330	COMPENSATION MANAGEMENT
	M.C. 409	Compensation Management

**GROUP C : INTERNATIONAL BUSINESS**

	M.C. 410	International Business Environment
	M.C. 411	Global Financial Management
	M.C. 412	International Marketing Management



**GROUP D : ACCOUNTING FINANCE**

	M.C. 413	Advanced Corporate Accounting
	M.C. 414	Security Analysis & Portfolio Management
	M.C. 415	Advanced Auditing

**GROUP E : APPLIED ECONOMICS**

	M.C. 416	Macro Economic Analysis & Policy
	M.C. 417	Economics of Services
	M.C. 418	World Trading System

**GROUP F : BANKING & INSURANCE**

	M.C. 419	Bank Legislation
	M.C. 420	Risk Management
	M.C. 421	Actuarial Practice

**Post Graduate Diploma in Computer Applications**

COURSE	DURATION	ELIGIBILITY
P.G. Diploma in Computer Applications	1 Year Semester System	Graduation from any recognized University with 50% marks.

**Course Structure****First Year (SEMESTER-I)**

PAPER	CODE	SUBJECT NAME
1.	PGD-1101	Computer Fundamentals
2.	PGD-1102	Computer Programming Using C
3.	PGD-1103	Data Base Management System
4.	PGD-1104	Data Communications & Networks
5.	PGD-PR-1105	Lab 1 (Based on PGD-1101 & PGD-1102)
6.	PGD-PR-1106	Lab 2 (Based on PGD-1103)

**First Year (SEMESTER-II)**

PAPER	CODE	SUBJECT NAME
1.	PGD-2101	Object Oriented Concepts Using JAVA
2.	PGD-2102	Web Technologies
3.	PGD-2103	Software Engineering
4.	PGD-2104	Computer Based Accounting
5.	PGD-PR-2105	Lab 3 (Practical Based on PGD-2101)
6.	PGD-PR-2106	Lab 4 (Practical Based on PGD-2102)
7.	PGD-2107	<b>Project Work :</b> Project will involve Development of Business Applications/Web Site

**Note :** Pass Marks 40% in Theory, Internal Assessment and Practical separately.  
50% marks for Project Work. 50% marks in Aggregate to qualify the examinations.

**UNDER GRADUATION****BACHELOR OF COMMERCE**

COURSE	DURATION	ELIGIBILITY
B.Com	3 Years Semester System	+2 Commerce with 45%, Semi-Commerce, Medical & Non-Medical 50%

**Course Structure****Semester - I**

BCM-101A	Punjabi
BCM-101B	History and Culture of Punjab
BCM-102A	English and Business Communication
BCM-103	Interdisciplinary Psychology for Managers
BCM-104	Business Economics - I
BCM-105	Principles of Financial Accounting**
BCM-106	Commercial Laws
BCM-107	Principles and Practices of Management

**Semester - II**

BCM-201A	Punjabi
BCM-201B	History and Culture of Punjab
BCM-202	English and Business Communication
BCM-203	Interdisciplinary E-Commerce
BCM-204	Business ECONOMICS-II
BCM-205	Corporate Accounting**
BCM-206	Business Laws
BCM-207	Human Resource Management Environment, Road Safety Education, Violence against Women /Children and Drug Abuse*

**Semester - III**

BCM-301	Interdisciplinary Issues in Indian Commerce
BCM 302	Cost Accounting**
BCM-303	Company Law
BCM-304	Business Mathematics and Statistics**
BCM-305	Banking and Insurance
BCM-306	Goods and Services Tax (GST)**

**Semester - IV**

BCM-401	Interdisciplinary Security Analysis and Portfolio Management
BCM-402	Advanced Accounting**
BCM-403	Auditing and Secretarial Practice
BCM-404	Cost Management**
BCM-405	Marketing Management
BCM-406	Quantitative Techniques and Methods**

**Semester - V**

BCM-501	Income Tax Law
BCM-502	Management Accounting
BCM-503	Indian Economy
BCM-504	Production and Operation Management
BCM-505	Entrepreneurship and Small Business
BCM-506	Financial Markets and Services

**Semester - VI**

BCM-601	Direct Tax Laws
BCM-602	Financial Management
BCM-603	Issues in Financial Reporting
BCM-604	Social and Business Ethics
BCM-605	Operational Research
BCM-606	Sectoral Aspects of Indian Economy

\* This is a compulsory qualifying paper, which the students have to study in the B.A./B.Sc./B.Com./BBA 1st year (2nd Semester). If any student fails to qualify the paper during the 2nd Semester, he/she will be allowed to appear/qualify the same in the 4th or 6th Semester/s.

\*\* The strength of B.Com. unit shall be 70. There will be tutorials only in the papers which have been highlighted with asterisk.\*\*

\*\*\* Each unit of B.Com. will be divided into 3-groups for the purpose of Tutorials.

**B.Com. Honours****1. Accounting & Finance**

BCH-307	Accounting Theory and Reporting Practices	3rd Semester
BCH-407	Contemporary Issues in Accounting	4th Semester
BCH-507	Strategic Financial Management	5th Semester
BCH-607	Investment Management	6th Semester

**2. Economics**

BCH-308	Development Economics	3rd Semester
BCH-408	Industrial Economics	4th Semester
BCH-508	Money and Banking	5th Semester
BCH-608	International Economics	6th Semester

**3. Management Studies**

BCH-309	Advertising & Brand Management	3rd Semester
BCH-409	Consumer Behaviour	4th Semester
BCH-509	Compensation Management	5th Semester
BCH-609	Training & Development	6th Semester

**4. Banking**

BCH-310	Bank Management	3rd Semester
BCH-410	Bank Legislation	4th Semester
BCH-510	Electronic Banking and Risk Management	5th Semester
BCH-610	Bank Marketing	6th Semester





## BACHELOR OF ARTS

COURSE	DURATION	ELIGIBILITY
B.A.	3 Years Semester System	+2 from any recognized board or equivalent exam.

## Course Structure

### B.A. - Ist Year (Semester I & II)

#### Subjects Offered

**Two Compulsory subjects and three elective subjects.**

#### (a) Compulsory Subjects

1. Punjabi (124 PBC) or History and Culture of Punjab (085 HCP)
2. English (066 ENG) :
3. Environmental Education (068 ENV) Compulsory qualifying paper of 100 marks to be qualified in B.A.-I / B.A.-II / B.A. - III

#### (b) Elective Subjects

1. Hindi / Punjabi / English
2. Economics
3. Political Science
4. History
5. Physical Education
6. Psychology
7. Education
8. Public Administration
9. Maths

#### (c) Vocational Courses

10. Computer Applications
11. Fashion Designing

### B.A. - IInd Year (Semester III & IV)

**Eligibility :** The candidate must have passed B.A.-I from Panjab University or any other examination recognized as equivalent to it by the Panjab University.

#### Subjects Offered

**Two Compulsory subjects and three elective subjects as offered in B.A.-I.**

### B.A. - IIIrd Year

**Eligibility :** The candidate must have passed B.A.-II from Panjab University or any other examination recognized as equivalent to it by the Panjab University.



## BACHELOR OF COMPUTER APPLICATIONS

COURSE	DURATION	ELIGIBILITY
BCA	3 Years	+2 with 50% marks in any discipline with matric level Maths.

### Course Structure

#### BCA (Semester I & II)

##### Semester - I

- BCA-16-101 English (Compulsory)-A
- BCA-16-102 Fundamentals of Mathematical Statistics
- BCA-16-103 Computer Fundamentals and Computing Software
- BCA-16-104 Problem Solving Through C
- BCA-16-105 Lab based on BCA-16-103
- BCA-16-106 Lab based on BCA-16-104 Environment & Road Safety Education\*

##### Semester - II

- BCA-16-201 English (Compulsory)-B
- BCA-16-202 Computer Organization
- BCA-16-203 Fundamentals of Web Programming
- BCA-16-204 Object Oriented Programming using C++
- BCA-16-205 Lab based on BCA-16-203
- BCA-16-206 Lab based on BCA-16-204

\* The Environment, Road Safety Education and Violence Against Women & Children is a compulsory qualifying paper, which the students have to study in the BCA 1st year (2nd Semester). If any student fails to qualify the paper during the 2nd Semester, he/she will be allowed to appear/qualify the same in the 4th or 6th Semester.

#### BCA (Semester III to VI)

##### Semester - III

- BCA-16-301 Punjabi-A/ History & Culture of Punjab-A
- BCA-16-303 Information System Design and Implementation
- BCA-16-304 Computer Oriented Numerical Methods
- BCA-16-305 Data Structures
- BCA-16-306 Lab Based on BCA-16-304
- BCA-16-307 Lab Based on BCA-16-305

##### Semester - IV

- BCA-16-401 Punjabi-B/ History & Culture of Punjab-B
- BCA-16-403 Software Project Management
- BCA-16-404 Operating System Concepts and Linux
- BCA-16-405 Database Management System
- BCA-16-406 Lab based on BCA-16-404
- BCA-16-407 Lab based on BCA-16-405

##### Semester - V

- BCA-16-501 Computer Networks
- BCA-16-502 Discrete Mathematical Structure
- BCA-16-503 Java Programming
- BCA-16-504 Web Application Development using PHP
- BCA-16-505 Lab based on BCA-16-503
- BCA-16-506 Lab based on BCA-16-504

##### Semester - VI

- BCA-16-601 E-Commerce
- BCA-16-602 Application Development using Vb. Net
- BCA-16-603 Computer Graphics and Multimedia Applications
- BCA-16-604 Lab based on BCA-16-603
- BCA-16-605 Major Project and Seminar

# BACHELOR OF BUSINESS ADMINISTRATION

COURSE	DURATION	ELIGIBILITY
BBA	3 Years (Semester System)	+2 with 50% marks

## Course Structure

### Semester - I

BBA 101A / BBA 101B	Punjabi / History and Culture of Punjab
BBA-102	Organisation Behaviour
BBA-103	Fundamentals of Information Technology
BBA-104	Management Concepts and Practices
BBA-105	Financial Accounting*
BBA-106	Essentials of Business Economics-I

### Semester - III

BBA-201	English & Business Communication Skills
BBA-202	Operation Research*
BBA-203	Marketing Management
BBA-204	Economics of Money and Banking
BBA-205	Regulatory Framework for Companies
BBA-206	Direct Tax Laws*

### Semester - IV

BBA-221	English & Business Communication Skills
BBA-222	Project Management
BBA-223	Research Methodology
BBA-224	Human Resource Management
BBA-225	Goods and Services Tax (GST)
BBA-226	Database Management System

### Semester - V

BBA-301	Insurance and Risk Management
BBA-302	International Business
BBA-303	Business Environment
BBA-304	Entrepreneurship and Small Business Management

For next two papers, students can opt one area out of the three areas :

#### Marketing Management

BBA-305	Consumer Behaviour
BBA-306	Sales and Distribution Management

#### Financial Management

BBA-307	Financial Markets and Services
BBA-308	Investment Management

#### Human Resource Management

BBA-309	Social Security and Labour Welfare
BBA-310	Industrial relations and Labour Legislation

### Semester - II

BBA 121A / BBA 121B	Punjabi / History and Culture of Punjab
BBA-122	Business Statistics
BBA-123	Essentials of Business Economics - II
BBA-124	Legal Aspects of Business
BBA-125	Personality Development & Professional Skills
BBA-126	Managerial Accounting Environment, Road Safety Education And Violence Against Women & Children

### Semester - VI

BBA-321	Business policy and Strategy
BBA-322	Production and Operations Management
BBA-323	social and Ethical Issues in Business
BBA-324	Project Report & Viva- Voce

**Students must continue with the same option as in Fifth Semester**

#### Marketing Management

BBA-325	Advertising and Brand Management
BBA-326	Marketing of Services

#### Financial Management

BBA-327	Cost Analysis and Control
BBA-328	Accounting for Management

#### Human Resource Management

BBA-329	Human Resource Planning and Performance Management
BBA-330	Compensation Management

\* Tutorial classes will be held for the subjects.

\*\* This is a compulsory qualifying paper, which the students have to study in the B.A./B.Sc./B.Com./BBA 1st year (2nd semester). If any student fails to qualify the paper during the 2nd Semester, he/she will be allowed to appear/qualify the same in the 4th or 6th Semester.

\*\*\* Each unit of BBA will be divided into 2 Groups for the Purpose of Tutorials.



## BACHELOR OF BIO-TECHNOLOGY (HONOURS)

COURSE	DURATION	ELIGIBILITY
B. Sc. (Hons.) Bio-Technology	3 Years Semester System	+2 Medical or Non-Medical with 50% marks

### Course Structure

#### B.Sc. (Hons.) 1st Year (1st Sem.)

- ◆ English
- ◆ Punjabi/History & Culture of Punjab
- ◆ Mathematics/Life Sciences
- ◆ Chemistry
- ◆ Physics
- ◆ Introduction to Bio-Technology

#### B.Sc. (Hons.) 1st Year (2nd Sem.)

- ◆ English
- ◆ Punjabi/History & Culture of Punjab
- ◆ Statistics & Computer Fundamentals
- ◆ Basic Biochemistry
- ◆ Cell Biology
- ◆ General Microbiology

\* **The Environment, Road Safety Education and Violence Against Women & Children** is a compulsory qualifying paper, which the students have to study in the B.Sc 1st year (2nd Semester). If any student fails to qualify the paper during the 2nd Semester, he/she will be allowed to appear/qualify the same in the 4th or 6th Semester.

#### B.Sc. (Hons.) 2nd Year (3rd Sem.)

- ◆ Biochemistry
- ◆ Genetics
- ◆ Immunology-I
- ◆ Plant Tissue Culture
- ◆ Animal Cell Culture

#### B.Sc. (Hons.) 2nd Year (4th Sem.)

- ◆ Immunology-II
- ◆ Biophysical and Biochemical Techniques
- ◆ Plant Biotechnology
- ◆ Animal Biotechnology
- ◆ Agro & Industrial Biotechnology

#### B.Sc. (Hons.) 3rd Year (5th Sem.)

- ◆ Molecular Biology
- ◆ Enzymology
- ◆ Environmental Biotechnology
- ◆ Bionformatics
- ◆ Bioanalytical Tools

#### B.Sc. (Hons.) 3rd Year (6th Sem.)

- ◆ Genetic Engineering
- ◆ Bioprocess Engineering and Technology
- ◆ Food Biotechnology
- ◆ Genomics and Proteomics
- ◆ Intellectual Property Rights and Ethical issues in Biotechnology and Entrepreneurship



COURSE	DURATION	ELIGIBILITY
B.Sc. Non Medical	3 Years Semester System	+2 Medical or Non-Medical with 50% marks

## Course Structure

### B.Sc. (N.M.) 1st Year (1st Sem.)

- ♦ **English**
- ♦ **Punjabi/History & Culture of Punjab**
- ♦ **Physics**
  - Paper A: Mechanics - I
  - Paper B: Vibrations, Waves & E.M Theory - I
  - Paper C: Electricity and Magnetism - I
- ♦ **Chemistry**
  - Paper 1 Inorganic chemistry- A
  - Paper 2 Organic chemistry –A
  - Paper 3 Physical chemistry –A
- ♦ **Mathematics :**
  - Paper 1 Plane geometry
  - Paper 2 Calculus -1
  - Paper 3 Trigonometry and Matrices .

### B.Sc. (N.M.) 2nd Year (3rd Sem.)

- ♦ **English**
- ♦ **Physics**
  - Paper A: Statistical Physics and Thermodynamics - I
  - Paper B: Optics and Lasers - I
  - Paper C: Quantum Physics - I
- ♦ **Chemistry**
  - IX Inorganic Chemistry- A
  - X Organic Chemistry – A
  - XI Physical Chemistry – A
- ♦ **Mathematics :**
  - Paper I Advanced Calculus - I
  - Paper II Differential Equations - I
  - Paper III Statistics

### B.Sc. (N.M.) 3rd Year (5th Sem.)

- ♦ **Physics**
  - Paper A: Condensed Matter Physics - I
  - Paper B: Electronics and Solid State Devices - I
  - Paper C: Nuclear & Particle Physics - I
- ♦ **Chemistry**
  - XVII Inorganic Chemistry
  - XVIII Organic Chemistry
  - XIX Physical Chemistry
- ♦ **Mathematics :**
  - Paper I Analysis - I
  - Paper II Modern Algebra - I
  - Paper III Probability Theory

### B.Sc. (N.M.) 1st Year (2nd Sem.)

- ♦ **English**
- ♦ **Punjabi/History & Culture of Punjab**
- ♦ **Physics**
  - Paper A: Mechanics -II
  - Paper B: Vibrations Waves & E.M theory -II
  - Paper C: Electricity And Magnetism -II
- ♦ **Chemistry**
  - Paper A: Inorganic Chemistry –B
  - Paper B: Organic Chemistry –B
  - Paper C: Physical Chemistry –B
- ♦ **Mathematics**
  - Paper 1: Solid geometry
  - Paper 2: Calculus -2
  - Paper 3: Theory of Equations
- ♦ The Environment, Road Safety Education and Violence Against Women & Children\*

### B.Sc. (N.M.) 2nd Year (4th Sem.)

- ♦ **Physics**
  - Paper A: Statistical Physics and Thermodynamics - II
  - Paper B: Optics and Lasers - II
  - Paper C: Quantum Physics - II
- ♦ **Chemistry**
  - XIII Inorganic Chemistry- B
  - XIV Organic Chemistry – B
  - XV Physical Chemistry – B
  - XVI Laboratory Practicals
- ♦ **Mathematics :**
  - Paper I Advanced Calculus - II
  - Paper II Differential Equations - II
  - Paper III Dynamics

### B.Sc. (N.M.) 3rd Year (6th Sem.)

- ♦ **Physics**
  - Paper A: Condensed Matter Physics - II
  - Paper B: Electronics and Solid State Devices
  - Paper C: Nuclear & Particle Physics - II
- ♦ **Chemistry**
  - XXI Inorganic Chemistry - B
  - XXII Organic Chemistry - B
  - XXIII Physical Chemistry - B
  - XXIV Laboratory Practicals
- ♦ **Mathematics :**
  - Paper I Analysis - II
  - Paper II Linear Algebra
  - Paper III Numerical Analysis

\* The Environment, Road Safety Education and Violence Against Women & Children is a compulsory qualifying paper, which the students have to study in the B.Sc 1st year (2nd Semester). If any student fails to qualify the paper during the 2nd Semester, he/she will be allowed to appear/qualify the same in the 4th or 6th Semester.

## ADD-ON COURSES

Students at the under graduate level from any stream can opt for Certificate course.  
Student can take Add-on Course only during graduation

COURSE	DURATION	ELIGIBILITY
1. Web Designing and Multimedia 2. Computer based Accounting 3. E-Commerce	1 Year	Pass marks (35% marks) at + 2 level.

## Course Structure

### Certificate Course in Web Designing and Multimedia

Paper I: Introduction to Web Tools

Paper II: Introduction to Multimedia

### Certificate Course in Computer Based Accounting

Paper I: Fundamental of Computer Accounting

Paper II: Tally 6.3

### Certificate Course in E-Commerce

Paper-I: Fundamentals of E-commerce including Payment System

Paper-II: Business Applications of E-Commerce

## B.VOC. COURSES

SCHEME OF B.VOC. SOFTWARE DEVELOPMENT (SEMESTER SYSTEM)	
Semester-I	
Paper Code	Title
*GEN-101	Communication Skills
*GEN-102	Fundamentals of Information Technology I
SD-103	Logic Development Techniques
SD-104	Fundamental of Information Technology II
SD-105	Internet Application

\*Refer to Generic Components Common to all B.Voc. Courses

\*\* Summer Industrial Training of 4-6 weeks in a relevant Industry after 2nd Semester Examinations during summer break. Training report by the student to be submitted within in one week of Start of 3rd Semester. Viva-Voce examination to be held within 3-weeks of the start of 3rd Semester.

Job Role: ----Data entry operator, IT help Desk, Office Executive, Software Trainee, Technical Support Voice, B.P.O. Lab Technician, Database Administrator, Network Administrator, Application programmer.

B.VOC. (BANKING INSURANCE AND RETAILING)	
Semester-I	
Paper Code	Title
*GEN-101	Communication Skills
*GEN-102	Fundamentals of Information Technology
BIR-103	Retail Marketing
BIR-104	Principle & Practice of Banking & Insurance
BIR-105	Management Concepts and Strategic Management

\*Refer to Generic Components Common to all B.Voc. Courses

\*\* Summer Industrial Training of 4-6 weeks in a relevant Industry after 2nd Semester Examinations during summer break. Training report by the student to be submitted within in one week of Start of 3rd Semester. Viva-Voce examination to be held within 3-weeks of the start of 3rd Semester.

Job Role: Insurance Agent, Retail Store Operator, Marketing Executive, Bank field Jobs.

SCHEME OF B.VOC. SOFTWARE DEVELOPMENT (SEMESTER SYSTEM)	
Semester-II	
Paper Code	Title
*GEN-201	Soft Skills and personality Development
SD-108	Relational Database Management System
SD-109	RDBMS using MySQL
SD-110	Programming in C Language
SD-111	PC maintenance and trouble shooting
**SIT-201	Summer Industrial Training

B.VOC. (BANKING INSURANCE AND RETAILING)	
Semester-II	
Paper Code	Title
*GEN-201	Soft Skills and personality Development
GEN-202	Business & General Laws
BIR-203	Retail Stores & Operation Management
BIR-204	Financial Markets & Services
BIR-205	Elements of Salesmanship
**SIT-201	Summer Training [OJT] (After 2nd Semester Examinations)



## ADMISSION GUIDELINES

Students are admitted to the college on the basis of merit and an interview conducted by the Admission committee. Candidates must present themselves for the interview at the time of admission. Candidates who do not appear for the interview will not be considered for the admission. The candidates must produce all the relevant certificates in original for the verification at the time of interview failing which they will not be considered for admission. The college reserves the right to refuse admission to any student without assigning any reason.

The Students seeking admission on the basis of having passed their lower examination from Board/University other than Panjab University are advised to submit their original Migration Certificate and marks sheet at the time of admission. Marks would be verified from the Result Gazette. For admission, fraction of marks less than the requisite percentage would not be rounded off to the advantage of the candidate i.e. 32.9%, 39.9% and 49.9% shall not be rounded off to 33%, 40%, 50% etc. The college will not be responsible if the university does not approve of the admission of a candidate who has made some wrong or incomplete statements, hidden some necessary facts, or attached false or incomplete documents. All admissions made are subject to approval of the Panjab University, Chandigarh and according to eligibility criteria laid down by it.

**HOW TO APPLY :** Applications on the prescribed form appended to the Prospects should be submitted to the college office as per admission schedule. The form should be complete in all respects, with all supporting documents at the time of submission / interview. Separate Application Forms need to be filled for applying to more than one programme / course / stream.

### ADMISSION SCHEDULE ADMISSION DATE : (Tentative)

i.	Normal Admission (Ongoing UG/PG Classes)	11-08-2021 (Monday) to 23-08-2021 (Monday)
ii.	Normal Admission (First Year UG Classes)	01-09-2021 (Wednesday) to 10-09-2021 (Friday)
iii.	Late Admission to be allowed by the Principal of the college with a Late Fee of ₹ 1000/- per student.	11-09-2021 (Saturday) to 25-09-2021 (Saturday)
iv	Late Admission in the college to be allowed by the Vice-Chancellor with a Late Fee of ₹ 3000/- per student.	27-09-2021 (Monday) to 30-10-2021 (Saturday)

#### Note:

- **Classes in College Campus will start after permission is given by the Govt. as per UGC guidelines received from time to time.**
- **Students are required to visit official Website of the college ([www.sdcollegehsp.net](http://www.sdcollegehsp.net)) time to time for further updates.**
- **Any change in the Admission Guidelines by the University will be applicable.**

For ongoing classes students are requested to present themselves for interview to their respective admission committees with complete application forms as per schedule. For promotion from second to third or from fourth to fifth semester the candidate will have to clear 50% of the total papers till that semester. It is further clarified that for calculating 50% fraction, like, 2.5, 3.5 or 4.5 will be considered as 3, 4 or 5 respectively.

#### **NOTE :**

- Before submitting the Application Form, please note down the serial no. of the form.
- Mere submission of Application Form does not ensure admission.
- Merit lists for Admission to the above classes will be displayed on Notice Board.
- The students should deposit their fees on the day of admission otherwise it will be treated as cancelled.
- A wrong statement of facts or willful concealing of information may lead to cancellation of the admission of the student.

#### **DOCUMENTS TO BE SUBMITTED WITH THE APPLICATION FORM :**

The following documents should be attached to the application form for admission :

- ★ It is mandatory to attach vaccination certificate.
1. Self attested copies of Board or University Certificates showing the date of birth and details of previous examinations passed and detailed marks certificate. (Original Detailed Marks Certificates issued by the University or the Board should be produced at the time of interview)
  2. Self attested copy of the certificate of good conduct from Head of the Institution last attended.
  3. Three copies of recent passport size photograph. (One pasted, two stapled).
  4. An affidavit in duplicate from each candidate having gap year seeking admission to the College/Department to the effect that he/she was not disqualified by any Board/Body/ Council/University and he/she was not already registered with the Panjab University (wherever applicable). In case the candidate was disqualified, the period of disqualification and the activities in which the candidate was involved during the period of disqualification, should be indicated by the candidate in the said affidavit. In case of re-admission after a long spell, the candidate must quote his/her old Registration Number of P.U.
  5. A student will have to submit a personal affidavit about the marks to the college in case the result gazette is not available with the college.
  6. Original Migration Certificate / No Objection Certificate in case of candidates seeking admission to the college from Universities / Boards / Councils / Bodies other than Panjab University. Migration Certificate should be submitted before 25th September, 2020 as it must reach the University office by 15 October, 2020.
  7. Certificates relevant to claim any reserved category status.
  8. Certificates in support of claim for weightage / weightages.
  9. SC candidates need to provide xerox copies of Bank account with IFC code mentioned on it in printed form.
  10. Eligibility Certificate, wherever applicable (compulsory for foreign students) from Deputy Registrar (General), Panjab University.

11. In addition to above Foreign Students have to produce the following documents at the time of counselling / admission :
  - i) Original Passport with long term visa.
  - ii) A certificate of registration from the local police.
  - iii) AIDS clearance
12. No Foreign student will be admitted without the approval of the Dean Foreign Students.
13. An attested photocopy of Residence Proof / Aadhar Card / Voter Card / Passport etc.
14. Self attested affidavit by the candidate against involvement in ragging. (Proforma available in the prospectus on page 35).
15. Self attested affidavit by the parent/guardian (Proforma available in the prospectus on page 36).

### RESERVATIONS OF SEATS :

- (I) The reservation of seats shall be governed by the Regulation 29.1 and 29.2 given at page 168 in P.U. Cal. Volume-I, 2007 and any intimation by D.R. (Colleges).  
However, it is clarified that the concession is not available in the case of candidates who are seeking admission to the next higher class on the basis of having earned compartment in +2 Examination, i.e. in the subject of the compartment.
- (II) (a). Two Additional Seats for One Girl out of the only Two Girl Children per unit per course subject to maximum limit of four.  
(b). One Additional Seat for Cancer Patients.  
(c). Aids Patients  
(d). Thalassaemia Patients  
The above concession by way of additional seats is not applicable to the students falling under regulatory agencies such as **MCI, DCI, BCI and NCTE (As per circular No. Misc./A-6/83745-83945 Dated 03-05-2017 and Misc. / A-6/ 2404 Dated 14-03-2018)**  
(e). Two Additional seats for Rural Area Students.  
(f). One additional seat for Border Area students over and above the sanctioned seats for UG/PG Courses offered by the Teaching Departments/ Regional Centres/ and Colleges affiliated to Panjab University.
- (III) Institutions up to academic year 2020-21 only to those wards of martyrs/permanent disabled (up to 80% leading to incapacitation) of KARGIL WAR who have a valid certificate from the Ministry of Defense to this and the same be entered in the Pension Book of the family :-  
(a). 1% seats with minimum of 1 seat in the Departments and affiliated Colleges except in partially financed/self-financing courses.  
(b). Exemption of fee.  
(c). Exemption in hostel fee. **Vide Syndicate Para 30 (XI) dated 29.07.08**
- (IV) (a). Blind students who join a regular degree/Post-graduate degree courses at P.U. would be allowed exemption from payment of tuition fee & would be provided free accommodation in the University Hostels. **{Approved vide Syndicate Para (iv) meeting held on 19-08-1996}**



(b). The free education to the completely blind student belonging to below poverty line, as described by the relevant Government notification/s, in any course in the University and its affiliated Colleges, subject to the students being otherwise eligible and on merit, but the candidate has to submit an affidavit to this effect issued by the competent authority. Even the free hostel accommodation may also be considered, if required by the students, but he will have to pay the mess charges, which are already subsidized. A limited number of course books (one per paper) may also be considered which would be returned after the completion of the course. **(Syndicate Para-1 dated 18-04-2009).**

V. Free education to children of persons killed in November, 1984 riots and terrorist violence in Punjab State **{Approved vide Syndicate para 5 (Statement A) dated 25-04-1987}.**

Two additional seats are created for those girl children for admission to a given course provided they are otherwise eligible from all angles. The additional seats will be only for those girl children who are either a single girl child of her parents or one amongst the only two girl children with no male child. An affidavit (the format of the affidavit is available with the college office) on a stamp paper worth Rs. 20/- duly attested by 1st Class Magistrate to be obtained from the parents of the girl children declaring therein that the benefit of this scheme is being claimed for only one girl child out of two. One additional seat for each student suffering from Cancer, AIDS and Thalassemia has been allowed. It is subject to the condition that the candidate seeking admission under each of these categories is otherwise eligible from all angles.

#### **LATE ADMISSIONS (Subject to the availability of seats) :**

A student whose result of 10+2 examination in February/ March conducted by a School Board is published late, but not later than 14th August of the year of admission, may be admitted without late fee within 15 working days of the declaration of the result and his/her attendance shall be counted from the date of admission. This would be applicable to students of Open School Board also. After expiry of this period, the late admission approval from the Vice-Chancellor is required.

In case of Panjab University students who have already appeared in any of its examinations and the result is declared late for one reason or the other, the admission cannot be said to be a case of fresh admission. They are already midway of the course/ class. In their cases, admissions to the next class/ course are allowed within 10 days, from the date of communication of the result, without charging any late fee. Admission is strictly on merit basis.

#### **COMPARTMENT CASES :**

A candidate who has been placed under compartment/ reappear in one subject only with at least 20% marks in the subject (theory and practical) in which he/she has been placed in compartment in the +2 examination conducted by the Open School Board in India shall be eligible to seek admission to the 1st semester of B.A. / B.Sc. (General) / B.Com. / B.B.A. / B.C.A. course under 10+2+3 system of education. He/she should have cleared the compartment before the declaration of the first year's result. If he/she is unable to submit the relevant papers/ documents on the date of declaration of result then his/her admission will be automatically cancelled. (With effect from the academic session 2009-2010). (Vide Syndicate Para-16 dated 18-05-2014).

**IMPORTANT NOTE :**

The rules incorporated in this Prospectus are subject to the over-riding effect of the relevant Regulations and Rules contained in the P.U. Calendars and also resolutions adopted by the Syndicate. In case of any inconsistency between what is said in Prospectus and that in the Regulations & Rules etc, the latter shall prevail.

**LATE ADMISSION :**

1. As per guidelines issued by the University/ Board.
2. The attendance of such students shall be counted from the date of admission.

**SCHOLARSHIPS, STIPENDS AND FEE CONCESSION :**

The students belonging to scheduled/ backward classes shall fill in the prescribed forms before seeking admission. The forms completed in all respects and signed by the competent authority must be handed over along with the admission form to the office.

**NOTE :** Students belonging to scheduled castes and backward classes will be eligible for concession as per Punjab Govt. rules.

Following scholarships are awarded to poor & deserving students :

**SCHOLARSHIPS :**

- a) Scholarship for outstanding students as well as sports persons from "Ram Ayudh Memorial Scholarship Endowment Fund"
- a) Govt. of India Post-Matric Scholarship for the scheduled tribe students.
- c) Stipends for backward class students.
- d) Freeship under the State Harijan Welfare Scheme.
- e) Scholarship for lower income group students.
- f) State Govt. Merit Scholarships.
- g) Special grant for scheduled caste girl students.
- h) Lakshmidhar Gupta Memorial Scholarship for meritorious and deserving students sponsored by Sh. Neeraj Gupta.
- i) Students are required to apply for Scholarship and stipends within the stipulated time frame. Any application to this effect will not be considered after the dead line.

Fee concession, stipends and scholarships of all categories shall be withdrawn if a student fails in a house test, remains irregular in attendance or is found guilty of misbehaviour. In case student migrates or leaves the college before appearing in the University examination, he shall be required to refund the entire amount paid to him by way of concession in fee and stipends with retrospective effect.

**FEE CONCESSION :**

Concession in fees shall be given to the economically weak and academically deserving students. The applications for the fee concession should be made on printed form available from the office and submitted on such dates as notified by the Principal. No Such application will be entertained later on.

**NOTE :** All students belonging to scheduled caste category are required to give the correct Bank A/c & IFSC code to the college office. Their scholarships will be directly credited to their Bank A/c. So students are directed to give correct Bank A/c No. & IFSC No. of Bank.

## Academic Calendar 2021-2022

### Panjab University, Chandigarh

(TENTATIVE)

**Annexure II**

**Academic Calendar** for the session 2021-22 for all the colleges (Arts, Science, Commerce and Education) affiliated to Panjab University and Constituent Colleges having Semester System of Examination for ongoing Classes and Under-Graduate First Year Classes:-

Admission process for ongoing Classes	09-08-21 (Tuesday)	To	10-08-2021 (Tuesday)
Commencement of teaching in all the affiliated Colleges for on-going Classes	11-08-2021 (Wednesday)		
New Admission Process for First Year UG Classes	01-09-2021 (Wednesday)	To	10-09-2021 (Saturday)
New Admission Process for-PG first year Classes	13-09-2021 (Monday)	To	17-09-2021 (Friday)
Commencement of teaching for 1st year UG Classes	01-09-2021 (Wednesday)		
Commencement of teaching for 1st first year PG Classes	13-09-2021 (Monday)		
Late Admission to be allowed by the Principal of the College with late fees of Rs. 1000/- per student	11-09-2021 (Saturday)	To	25-09-2021 (Saturday)
Late Admission in the Affiliated Colleges to be allowed by the Vice-Chancellor with late fees of Rs. 3000/- per student	27-09-2021 (Monday)	To	30-10-2021 (Saturday)
Academic Term I $\Rightarrow$ 1st year UG/PG Classes	01-09-2021 (Wednesday) 13-09-2021 (Monday)	To	16-12-2021 (Thursday)
(Odd Semesters) $\Rightarrow$ Ongoing Classes	11-08-2021 (Wednesday)		30-11-2022 (Tuesday)
End Semester Examinations	17-12-2021 (Friday)	To	27-01-2022 (Thursday)
Semester Vacation (Winter Break)	28-01-2022 (Friday)	To	02-02-2022 (Wednesday)
Academic Term II (Even Semesters)	03-02-2022 (Thursday)**	To	25-05-2022 (Wednesday)
End Semester Examinations (Practical/ Theory)	26-05-2022 (Thursday)	To	05-07-2022 (Tuesday)
Summer Vacation	06-07-2022 (Wednesday)	To	31-07-2022 (Sunday)

**Start of New Session****Note:**

- **Classes in College Campuses will start after permission is given by the Govt. as per UGC guidelines received from time to time.**
- **Students are required to keep in touch with official website of Panjab University [www.puchd.ac.in](http://www.puchd.ac.in)**



## CHANGE OF FACULTY OR SUBJECT

Change of faculty will be allowed by the Principal under exceptional circumstances and that too within one month of the beginning of the session. The student will be required to deposit Rs. 50/- for this. Subject sought by the students will be at their own risk. The change must be intimated to the office and to the teacher concerned. A student cannot change over to the combination that is not provided in the college time table.

**The Vice Chancellor has allowed to change a subject in any circumstances in the even semester examination whereas he/she will have to clear that subject as deficient in lower semesters examination which he/she has changed in the higher semester for qualifying the award of Bachelor's Degree. (Vide Circular No. Misc/A-6/3295 Dated 06-04-2018).**

### RULES FOR WITHDRAWAL :

1. A student who wishes to leave college must apply in writing to the Principal and the application must be countersigned by his/her parents/ guardian.
2. No student will be permitted to leave college until he/she has cleared his/her dues. A student has to pay the college fee and other dues as long as his/her name is not formally withdrawn.

## CONDUCT RULES

1. An identity card will be issued to each student by the librarian on production of the original admission fee receipt. Every student shall supply three passport size photographs to the library (two in case of girl students). Students shall carry their identity cards which may be checked by any member of the staff any time during college hours. Loss of identity card should be immediately reported and a fresh one can be obtained on payment of Rs. 50/- and fine of Rs. 10/-
2. **Use of Mobile Phones is Strictly Prohibited.**
3. The college cherishes its tradition of discipline, decorum and hard work. The students are expected to live up to this tradition.
4. The students are expected to show proper regard towards the teachers and behave with gracious politeness with one another. They are expected to be courteous with all other persons who work in the college.
5. Preserving and cultivating the academic atmosphere is vital to the functioning of the college. To this end, it is desirable that the students should maintain silence and order during their movements in the campus. Absolute silence must be maintained in the library.
6. Smoking, chewing tobacco-based products and the use of intoxicants is strictly prohibited and will invite harsh punishment.
7. Walking through the lawns is strictly prohibited.
8. Only Bicycles, Scooters and Motor bikes are permitted.
9. It is the duty of every student to protect the property of the college. Anyone found damaging, or otherwise spoiling it, should be instantly reported to the Principal or any teacher or the Office Staff. Vandalism of any degree will invite deterrent punishment.

# ANTI RAGGING RULES

**(RAGGING IS TOTALLY BANNED)**

**"RAGGING"** means the following :

Any conduct whether by words spoken or by an act which has the effect of teasing, treating or handling with rudeness any other student, indulging in rowdy or undisciplined activities which cause or is likely to cause annoyance, hardship or psychological harm or to raise fear or apprehension thereof in fresher or a junior student or asking the student to do any act or perform something which such student will not do in the ordinary course and which has the effect of causing and generating a sense of shame or embarrassment so as to adversely affect the physique or psyche of a fresher or a junior student.

## **PUNISHABLE INGREDIENTS OF RAGGING :**

- ♦ Abetment to ragging.
- ♦ Criminal conspiracy to rag.
- ♦ Unlawful assembly and rioting while ragging.
- ♦ Public nuisance created during ragging.
- ♦ Violation of decency and morals through ragging.
- ♦ Injury to body, causing hurt or grievous hurt.
- ♦ Wrongful confinement.
- ♦ Use of criminal force.
- ♦ Assault as well as sexual offences or unnatural offences.
- ♦ Extortion.
- ♦ Criminal trespass.
- ♦ Offence against property.
- ♦ Criminal intimidation.
- ♦ Attempts to commit any or all the above mentioned offences against the victim(s).
- ♦ Physical or psychological humiliation.
- ♦ All other offences following from the definition of "Ragging".

## **PUNISHMENTS (AT THE INSTITUTION LEVEL) :**

Depending upon the nature and gravity of the offences as established by the Anti-Ragging Committee of the institution, the possible punishments for those found guilty of ragging at the institution level shall be any one combination of the following :

- ♦ Suspension from attending classes and academic privileges.
- ♦ Withholding/withdrawing scholarship/ fellowships and other benefits.
- ♦ Debarring from appearing in any test/examination or other evaluation process.
- ♦ Withholding results.
- ♦ Debarring from representing the institution in any regional, national or international meet, tournament youth festival etc.

- ◆ Suspension/ expulsion from the hostel.
- ◆ Cancellation of admission.
- ◆ Rustication from the institution for period ranging from 1st to 4th Semester.
- ◆ Expulsion from the institution and consequent debarring from admission to any other institution for a specified period.
- ◆ Fine ranging between Rs. 25,000/- to Rs. 1 Lakh.
- ◆ **COLLECTIVE PUNISHMENT** : When the persons committing or abetting the crime of ragging are not identified, the institution shall resort to collective punishment.

***The students who violate the above rules shall invite punishment that may amount to the withdrawal of concessions, stipends and in certain cases, expulsion from the college.***

- ◆ The candidate applying for admissions are required to submit self attested affidavits (one by them and one by their parents) assuring not to indulge in ragging in the institution (Annexure-I & II).

### LEAVE RULES :

1. Leave must be applied for in advance on the leave forms available in the office on payment.
2. The maximum leave allowed to a student during the year will be 15 days only. Extra leave will be automatically cancelled.
3. In case of serious illness, the leave application must be submitted as soon as possible along with the medical certificate.
4. Leave up to 6 days will be granted by the tutor and for more than 6 days by the Principal.
5. On days when special functions are held, leave will be granted only by the Principal.
6. Any leave granted will not entitle the students to a relaxation of the conditions pertaining to attendance and marks in the House examinations.
7. When applying for leave, the student must have the identity card with him / her.

### NOTICES :

**All the students are expected to look up the college notice board. Failure to do so will not be entertained as an excuse.**

### COLLEGE TIMINGS :

1. The college functions from 9:00 a.m. to 4:00 p.m. Students & parents can meet the Principal between 12:00 noon to 2:00 p.m. on all working days.
2. The names of students who remain absent without leave for seven days consecutively will be struck off from the college rolls. ***Such students may be permitted re-admission only twice after they have paid a re-admission of Rs. 150/- provided their conduct is otherwise satisfactory.***

### ELIGIBILITY FOR ANNUAL UNIVERSITY EXAMINATION :

Students shall be eligible to take the University Examination only if he/she has fulfilled the following conditions laid down by University :

1. He/She has attended not less than 75% of full course of lectures and seminars delivered to his/her class in each subject offered by him/her and fulfilled all other conditions laid down under the regulation in force.

2. He/She has performed the work of his/her class satisfactorily and bears a good moral character.
3. He/She has obtained at least 25% marks in aggregate of all subjects calculated on the basis of house tests held in Sept./ Oct. and March.

### HOUSE EXAMINATION :

1. As per University rules, the college will conduct **two mandatory tests** in theory papers in the months of **September/ October and March** for all Semester Classes. For both the tests there will be only one paper of one and half hour duration in each subject.  
Both the tests will carry weightage of 100% each for Internal Assessment. The total weightage of 10 percent marks shall be added to each paper of B.A./ B.Com./ B.C.A.-I, II, III years which will henceforth carry weightage of only 90% marks as against 100% marks. A candidate will have to pass theory and practical papers separately.
2. Students who absent themselves from the house examination shall also render themselves ineligible for being sent up for University examination.
3. During house examinations, leave on account of ill health can only be granted when the application submitted is certified by a registered Medical Practitioner or by the College Medical Officer. It shall be countersigned by his/her parents/guardian as well.
4. For all Semester Classes, there will be a class test in every subject and the student has to take each test on mandatory basis to qualify for taking the Semester Exams.

**NOTE :** *The Principal, if he so desires, may hold a special test for those who do not otherwise qualify house examinations. In that case such a student has to obtain 30% marks in the aggregate. Failure to do so will invite strict penalty.*



## SUPPORT SERVICES

### THE LIBRARY (SARASWATI KAKSH)

The college library, named after Late Pandit Desh Raj (Bhrigu Samrat), is housed in a spacious hall and has more than 35,000 books. It subscribes to more than 3 dozen journals in addition to nearly every major National and Regional Newspaper.

### SARASWATI BOOK BANK

Saraswati Book Bank in the college has been replenished with life this session. Poor and needy students can borrow books from this book bank for the session and are expected to return books at the completion of the session.

### CANTEEN (ANNPURANA KAKSH)

The college has in its campus one canteen (non resident student centre). Canteen is daily inspected by the members of canteen committee for the maintenance of proper cleanliness and hygienic conditions. Different types of eatables are provided at reasonable rates.





## HEALTH & HELP-LINE (DHANWANTRI KAKSH)

Ram Ayudh Health Clinic (Extension Service) provides free medical facilities to staff, students and residents of the area. Dr. Naresh Sood, M.B.B.S., D.O.M.S. visits the clinic regularly on **Monday, Wednesday and Friday** between **1:00 to 2:00 pm**. **Free checkup & free medicines are available to the college students, staff and outdoor patients.**

## SPORTS

Provisions for a range of sports and games have been made under the supervision of the Director of Physical Education. These include Cricket, Judo, Boxing, Badminton, Table Tennis, Volleyball, Kabaddi, Basketball, Hockey, Athletics, etc. The college wins a number of top positions in sports every year.

## NATIONAL CADET CORPS (NCC)

Boys and girls of classes can join the NCC if they have necessary aptitude and physical fitness. Prof. Dimple looks after the NCC in the college. An NCC Cadet is required to attend the annual training camp & other camps organized by Central & State Govt. every year and undergo service training.

## NATIONAL SERVICE SCHEME (NSS)

The NSS unit of the college has 200 seats for boys and 100 seats for girls. Membership is open to all students. They are required to put in 120 hours of work. This is in the form of participation in the activities of NSS. The best volunteers among the boys and girls are awarded certificates.

## SOCIETIES AND CLUBS

For the students' integral development and to promote creativity in them the college has a number of societies and clubs. These include the English Literary Society, Red Ribbon Club, Red Cross Society, History Association, Political Thinkers' Forum, Environment Society, Punjabi Sahit Sabha and Sports Council. Debates, paper-reading and declamation contests, guest lectures, etc. are frequently organized for the benefits of students.

## CAREER COUNSELING

In order to enable the students to face the challenges of the competitive world, and make proper choice of career, the college has launched a career guidance cell. Prominent recruitment firms in banking & insurance visit the college for campus placement on regular basis.

## YOUTH SERVICE CLUB

The college has a youth service club that functions under the guidance of Department of Youth Welfare, Panjab University, Chandigarh. Boys as well as girls can seek its membership. The club is intended to cultivate the spirit of social service in the students. Its diverse activities include informative discussions and educative hours to places of historical and cultural importance.

## COLLEGE PUBLICATIONS

The College Magazine "Shree Panchanan" is edited by a board comprising members of the staff and the students. It has various sections to which the students contribute their articles, stories, poems etc. The college also publishes its half yearly news letter "Sanatan Pratibimb" which carries the activities conducted in the college during every six months. The college has also launched its online journal "The Research Voyage: An International Bi-Annual Peer Reviewed Multidisciplinary Research Journal" with ISSN 2582-6077 in December, 2019. The college releases Prospectus in the first week of June which carries information about various courses available, eligibility criteria, faculty, infrastructure, rule and

regulations for the pupils. Besides, the college will also prepare an Annual Report which will summarize all the academic, extra-curricular, sports, cultural activities and achievements.

## GYMNASIUM (MAHAVIR KAKSH) & YOGA

A well equipped sports gym named after Late Sh. Ram Kumar (Bhrigu Shastri) has been constructed to meet the requirements of the college sports-persons & public at charge of nominal fee. The college has Yoga activity area in which Yoga Guru conducts Yoga sessions every morning to strengthen the inner fibre of man.

## TELEPHONE FACILITIES

Local telephone facility is available in case of emergency to all regular students of the college.

## TUTORIALS

In order to provide opportunity to come in close contact with the lecturers outside the classroom, every student shall be placed in a tutorial group which shall consist of students of all classes under the charge of a lecturer. Group meetings shall be held once a fortnight for debates, speeches, literary discussions etc. The tutor of a group keeps records of all academic and extramural activities of all students in his tutorial group and shall also arrange excursions and outings and hold lectures on ethical and social topics.

## HOSTEL AND RECREATIONAL HALL FOR GIRLS

The college provides hostel facilities for girl students. There is a recreational hall for girl students. They can play indoor games in this hall and have their lunch during vacant lectures.

## ALUMNI ASSOCIATION

Here exists an Alumni Association in the College. Students of old batches hold meeting of Alumni Association in the campus and feel a sense of oneness with their Alma Mater.

## LABS

The college has well equipped air-conditioned computer labs (with dedicate leased line) along with a Network Resource Centre. In addition to this, there are two bio-technology labs along with separate labs for Physics & Chemistry. There is a facility of Fashion Designing Lab, Psychology Lab for Arts subjects. The college also has a fully equipped Language Lab.

Library, admin office, departments and all PC's in the College premises are Interconnccted in a LAN. Fibre optic Cable is laid to provide high speed internet access. Class rooms are ICT enabled with the facility of Mullti-media projectors and internet access.



# ADMINISTRATIVE COMMITTEES

For Session 2021-2022

## ADVISORY COMMITTEE

- Mr S.P.S. Kang
- Mr. Parshant Sethi
- Mrs Manjit Kaur
- Dr Monika
- Ms Nisha Arora
- Mr Vipin Kumar

## DISCIPLINE COMMITTEE

- Mr Parshant Sethi
- Ms Manjit Kaur
- Ms Nisha Arora
- Dr Gurcharan Singh
- Ms Megha Dua
- Mr Vipin Kumar

## ANTI RAGGING COMMITTEE

- Mrs Isha
- Mrs Prabhkiran Kaur

## ADMISSION & SCREENING COMMITTEE

- Mr Parshant Sethi
- Mrs Manjit Kaur
- Dr Monika
- Asst. Prof. Bio-Technology

### Members:

B.Com & B.Com(Hons.)	Ms Dimple
BBA	: Ms Jyoti Bala
M.Com	: Ms Isha
BCA	: Mrs Nisha Arora
PGDCA	: Ms Pooja
Arts	: Mr Vipin Kumar
Certificate Courses	: Dr. Sachin
Science	: Asst. Prof.
B. Voc Courses	: Dr. Sachin

## FAREWELL COMMITTEE & REFRESHMENT (CANTEEN COMMITTEE)

- Ms Prabhkiran Kaur
- Dr Deepika Thalia
- Dr. Sachin
- Ms Neha

## CONSTRUCTION & MAINTENANCE CELL & PURCHASE COMMITTEE

- Mr Parshant Sethi
- Mr. Vipin Kumar
- Dr. Gurcharan Singh

## PUBLICATION & PRINTING COMMITTEE

- Dr. Monika
- Mrs. Monika Kanwar
- Dr. Palwinder Kaur
- Mr. Jagtar Singh

## SCIENCE AND ENVIRONMENT CLUB

- Asst. Prof. Bio-Technology
- Asst. Prof. Mathematics

## EDUCATIONAL TOURS AND TRIPS

- Ms Prabhkiran Kaur
- Mr Paramveer Singh
- Ms Harjot Kaur
- Mr Jagtar Singh
- Asst. Prof. Bio-Technology

## FEE STRUCTURE COMMITTEE

- Mrs Manjit Kaur (Bursar)
- Mr Karan Gupta

## FEE CONCESSION, FINE & SCHOLARSHIP COMMITTEE

- Mr. Prashant Sethi
- Ms Manjit Kaur(Bursar)
- Ms Jyoti Bala
- Ms Nisha Arora
- Ms Isha
- Mr Karan Gupta

## ACADEMIC COUNCIL

- Ms Megha Dua
- Ms Manisha Thakur
- Ms Isha
- HOD's of all deptt.

## SOCIAL SCIENCE COUNCIL

- Dr Deepika Thalia
- Ms Prabhkiran Kaur

## SPORTS & HEALTH, PHY. EDU. COUNCIL, YOGA

- Mrs Neha
- Asst. Prof. Physical Education

## MEDICAL FACILITIES

- Dr. Naresh Sood (MBBS)
- Ms Manisha Thakur
- Mrs Baljinder Kaur

## NSS

- Dr Gurcharan Singh
- Dr Deepika Thalia
- Ms Harjot Kaur
- Ms Manpreet Kaur
- Mr Jagtar Singh

## NCC

- Mrs. Dimple
- Mr Paramveer Singh
- Asst. Prof. Physics

## RED RIBBON CLUB, RED CROSS & TOBACCO CONTROL

- Ms Monika Kanwar
- Mr Prabhkiran Kaur
- Asst. Prof. Bio-technology
- Asst. Prof. Psychology

## LANGUAGE AND LITERARY CLUB

- Dr Gurcharan Singh
- Mr Vipin
- Asst. Prof. Hindi

## RESEARCH PROMOTION CELL

- Ms Manjit Kaur
- Dr. Monika
- Ms. Nisha Aroa
- Dr Deepika Thalia
- Dr Gurcharan Singh
- Ms Megha Dua
- Ms Isha
- Dr. Palwinder Kaur
- Dr Sachin
- Mr. Paramveer Singh
- Dr Jagtar Singh

## STUDENT GRIEVANCE CELL

- Mr. Prashant Sethi
- Ms Manjit Kaur
- Asst. Prof. Bio-technology
- Mrs Nisha Arora

## WOMEN GRIEVANCE CELL

- Ms Manjit Kaur
- Ms Pooja

**LEGAL AID CLUB**

- Ms Jyoti Bala
- Dr Deepika Thalia
- Mrs Amandeep Kaur

**YOUTH SERVICES, WELFARE & CULTURAL AFFAIRS**

- Ms Megha Dua
- Mr Vipin Kumar
- Ms. Harjot Kaur
- Dr Gurcharan Singh
- Asst. Prof. Physical education

**FACULTY DEVELOPMENT PROGRAMME CUM SEMINAR**

- Dr Monika
- Ms Nisha Arora
- Dr Palwinder Kaur

**TIME TABLE**

- Mrs Isha
- Mrs. Neha
- Asst. Prof. Bio- Technology
- Mrs. Amandeep Kaur

**UGC GRANTS & MISCELLANEOUS**

- Mr Parshant Sethi
- Ms Manjit Kaur (bursar)
- Mr R.K. Sharma

**SHREE PANCHANAN (EDITORIAL BOARD)**

- Mr S.P.S. Kang
- Mr Parshant Sethi (Chief Editor)
- Ms Manjit Kaur
- Mrs. Jyoti Bala
- Mrs Monika Kanwar
- Dr Monika
- Dr Deepika Thalia
- Ms Nisha Arora
- Asst. Prof. Hindi
- Asst. Prof. Physical Education
- Asst. Prof. Fashion Designing

**COLLABORATION CELL**

- Mr Parshant Sethi
- Dr. Monika
- Dr Sachin

**PUBLIC RELATION & RTI**

- Mr Parshant Sethi
- Mr Vipin Kumar
- Mr. R.K Sharma

**ALUMNI ASSOCIATION & PARENT TEACHER ASSOCIATION**

- Ms Megha Dua
- Ms Prabhkiran Kaur
- Dr Palwinder Kaur
- Ms Isha
- Dr Gurcharan Singh

**EARN WHILE YOU LEARN INITIATIVE**

- Dr Palwinder Kaur
- Asst. Prof Fashion Designing

**COMMITTEE FOR STUDENTS WITH DISABILITY**

- Mr Vipin Kumar
- Mr Jagtar Singh
- Mrs Baljinder Kaur
- Mr Balwinder Singh
- Mrs Anju

**CELL FOR OBC'S AND MINORITY**

- Ms Dimple
- Mr Vipin Kumar
- Ms Harjot Kaur
- Mr. Paramveer Singh

**VOTING AWARENESS CELL**

- Mrs. Jyoti Bala
- Mr. Jagtar Singh
- Mr. Paramveer Singh

**CAREER COUNSELLING & PLACEMENT CELL**

- Ms Megha Dua
- Mr Vipin Kumar
- Dr Deepika Thalia
- Ms Amandeep Kaur
- Asst. Prof. Bio- Technology

**PUBLICITY CELL & MEDIA**

- Ms Prabhkiran kaur
- Mr Vipin Kumar
- Mr Keshav Kumar
- Asst. Prof. Hindi

**COMPUTER SOCIETY**

- Ms Nisha Arora
- Ms Pooja
- Ms Amandeep Kaur
- Mr Keshav Kumar

**COMMERCE SOCIETY**

- Ms Manjit Kaur
- Ms Jyoti
- Ms. Baljinder Kaur
- Ms Manisha Thakur

**LIBRARY SOCIETY**

- Mr S.P.S. Kang
- Mr Parshant Sethi
- Ms Manjit Kaur
- Ms Jyoti Bala
- Dr Monika
- Ms Nisha Arora
- Ms Isha
- Ms Sunita (Librarian)(Incharge)

**THE SPIRITUAL SOCIETY**

- Mr Parshant Sethi
- Dr. Gurcharan Singh
- Ms Manisha Thakur

**CAMPUS BEAUTIFICATION & CLEANLINESS**

- Dr Deepika Thalia
- Ms Paramveer Singh
- Asst. Prof Hindi
- Asst. Prof Bio-Technology
- Asst. Prof Fashion Designing

**COMMITTEE AGAINST SEXUAL HARASSMENT**

- Ms Manjit Kaur
- Ms. Baljinder Kaur
- Ms Pooja
- Ms Babita, Principal S.D. Collegiate
- Pt. Amrit Anand Memorial Sr Sec School, Hsp.
- Dr Vibha Gupta, Social Worker City Dental Clinic,
- Opp Udham Singh Park, Model town, Hsp.

**INTERNAL COMPLIANCE COMMITTEE**

- Sh S.P.S. Kang
- Mr Parshant Sethi
- Ms Manjit Kaur
- Dr Monika
- Ms Nisha Arora
- Dr Deepika Thalia
- Ms Prabhkiran Kaur

**COMMITTEE FOR S.C/S.T STUDENT GRIEVANCE**

- Mrs Dimple
- Mr Vipin Kumar
- Ms Harjyot Kaur
- Mr Jagtar Singh

**EXAMINATION COMMITTEE.**

- Ms Parshant Sethi (Registrar)
- Ms Manisha Thakur
- Mrs Manjit Kaur
- Mr Vipin Kumar
- (Associate Registrar)
- Mr Keshav
- Mr. Kamal Kumar
- Mr. R.K Sharma
- Asst. Prof Bio- Technology



**TEACHING COMMENCES FOR ONGOING UG CLASSES FROM  
09-08-2021 (MONDAY) & FOR FIRST YEAR CLASSES FROM 01-09-2021 (WEDNESDAY)**

(Tentative)

**IMPORTANT DATES.  
INTERVIEW SCHEDULE.**

<b>Nbr.</b>	<b>Class</b>	<b>First Counseting</b>	<b>Second Counseling</b>	<b>Third Counseling</b>
1.	BBA,BCA (I sem)	1-09-2021	02-09-2021	07-09-2021
2.	B.S.C. Bio-Tech Hons (I sem)	1-09-2021	Onwards	
3.	B.SC. Non- Medical (I sem)	1-09-2021	Onwards	
4.	B.A (I sem)	1-09-2021	Onwards	
5.	M.com (I sem)	13-09-2021	Onwards	
6.	PG DCA	13-09-2021	Onwards	
7.	Certificate Course in E-Commerce	1-09-2021	Onwards	
8.	B.Com. (I sem)	1-09-2021	03-09-2021	06-09-2021
9.	B.Com (III sem)	11-08-2021	12-08-2021	
10.	B.com (V sem)	11-08-2021	12-08-2021	
11.	B.B.A. (III & V sem)	11-08-2021	Onwards	
12.	B.SC Non- Medical (III & V sem)	11-08-2021	Onwards	
13.	B.SC Bio-Tech Hons (III & V sem)	11-08-2021	Onwards	
14.	B.SC Non- Medical (III & V sem)	11-08-2021	Onwards	
15.	B.A (III & V sem)	11-08-2021	Onwards	
16.	M.Com (III sem)	11-08-2021	Onwards	
17.	BCA (III rd & V sem)	11-08-2021	Onwards	

**Admission Guidance & Counseling**

<b>Commerce</b>	:	Ms. Manjit Kaur, Ms. Dimple, Ms. Isha, Dr. Sachin
<b>Management</b>	:	Ms. Jyoti Bala, Mr. Jagtar Singh, Mr. Paramveer Singh.

<b>Certificate Course in E-Commerce</b>	:	Dr. Sachin Kumar.
<b>Art</b>	:	Mr. S.P.S. Kang, Mr. Parshant Sethi, Dr. Monika
<b>Elective Subjects Guidance</b>	:	Dr. Palwinder Kaur, Dr. Deepika Thalia
<b>Psychology, Education, Public</b>	:	
<b>Science (Biotech &amp; Non-Med)</b>	:	Ms. Megha Dua, Mr. Vipin Kumar.
<b>Computer</b>	:	Ms. Nisha, Ms. Pooja, Mr. Keshav.

**Note: Reservation of seats as pre Punjab govt, Govt of India & Punjab University  
rules/ Regulations.**

## TENTATIVE FEE INSTALMENTS FOR 2021-2022

CLASS	INSTALMENT	AMOUNT	CLASS	INSTALMENT	AMOUNT
B.A.I	1st Instalment	9150	B.A.I Without	1st Instalment	8150
With Practical	2nd Instalment	4205	Practical Subject	2nd Instalment	3205
	3rd Instalment	2820		3rd Instalment	2820
B.A.II & III with	1st Instalment	8950	B.A.II & III without	1st Instalment	7950
Practical Subjet	2nd Instalment	3675	Practical Subjet	2nd Instalment	2675
	3rd Instalment	2850		3rd Instalment	2850
B.Com I	1st Instalment	10850	<b>Additional Practical Subject Charges per annum</b>		
	2nd Instalment	6425	Physical Education		180
	3rd Instalment	6530	Fashion Designing		720
B.Com II & III	1st Instalment	10725	Computer Application		2160
	2nd Instalment	6425	Psychology		700
	3rd Instalment	5920	<b>Hone's Subject fee for B.A. II &amp; III.</b>		
			Amount		Rs. 700 P.A

## TENTATIVE FEE ISTRUCTURE OF SELF FINANCED COURES

CLASS	INSTALMENT	AMOUNT	CLASS	INSTALMENT	AMOUNT
BCA I	1st Instalment	12780	BSc Bio Tech	1st Instalment	11425
	2nd Instalment	11125	II & III	2nd Instalment	12425
	3rd Instalment	14270		3rd Instalment	14995
BCA II & BCA III	1st Instalment	12580	M.Com I	1st Instalment	13425
	2nd Instalment	10595		2nd Instalment	12675
	3rd Instalment	14270		3rd Instalment	9935
BBA I	1st Instalment	11780	M.Com II	1st Instalment	13225
	2nd Instalment	11125		2nd Instalment	12175
	3rd Instalment	9890		3rd Instalment	10135
BBA II & III	1st Instalment	11580	PGDCA	1st Instalment	11425
	2nd Instalment	10595		2nd Instalment	7425
	3rd Instalment	9890		3rd Instalment	6510
BSc Bio Tech	1st Instalment	11850	<b>For Self Finaced courses fee booklet will be provided for submission of fees in the bank</b>		
	2nd Instalment	12095	<b>Note: Charges are subject to revision As per Punjab university &amp; Punjab Government's Latest Notification &amp; Guidelines</b>		
	3rd Instalment	15630			

## TENTATIVE FEE STRUCTURE OF SELF FINANCED COURES

COURSE	INSTALMENT	AMOUNT	COURSE	INSTALMENT	AMOUNT
ADD ON	1st Instalment	2000	B.SC I	1st Instalment	7850
COURSES	2nd Instalment	1200	Non Medical	2nd Instalment	7425
BSC II & III	1st Instalment	8425		3rd Instalment	5075
Non Medical	2nd Instalment	6425			
	3rd Instalment	6000			

### **NOTE:1**

Mandatory  
University  
Examination  
Fees For  
All Courses.

**Rs. 5725 (For/ 1st year Students)**

**Rs. 5150 ( For 2nd & 3rd year Students)**

### **Note 2:**

Charges are subject to revision As per Punjab University & Punjab Government's Latest Notification & Guidelines

## TIME FRAME WORK

Fee shall be charged as per the following schedule:

a) At the time of admission:

First Instalment

b) In October: Second Instalment

c) In January : third Instalment

1. The hours of payment shall be From 9:30 a.m. TO 1:30 P.M. on working days. On saturday the payments will not be a accepted. Fee and other Charges will be accepted in cash only

2. Fee and other charges of B.A & B.Com must be deposited in college only

3. Library security is a part of the fee. in case it is not claimed by the passout student within 2 years of his completing the course, it will be considered as forfeited .

4. Fee for B.C.A., B.B.A, B.S.c. (Bio Tech), M.Com and PGDCA must be directly deposited in Bank of Maharashtra, Challan for the same will be available at fee counter.

5. The names of those student who do not pay their second and third instalment by the last date notified by the college office will be struck off from the college rolls. Such students can be admitted on payment of Rs. 150/ as re admission fee. This will be in addition to the late fee due as per rules

6. Fee For practical subjects will be charged as mentinoed above according to P.U guidelines.

Fee of SC Students Will be as per Govt. decision/ regulations

# INFRASTRUCTURAL SUPPORT



GYMNASIUM



CANTEEN



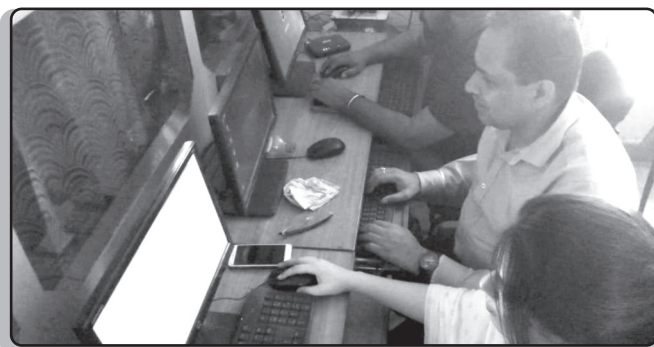
BASKETBALL COURT



BADMINTON COURT



MULTI-PURPOSE HALL



NRC LAB



GIRLS COMMON ROOM



DISPENSARY



# COLLEGE MANAGING COMMITTEE

## OFFICE BEARERS

1.	Mrs. Hema Sharma, Bhriugu Shastri	President	252122, 93564-12130
2.	Sh. Baldev Sahai Ohri	Sr. Vice President	222569, 233669
3.	Sh. Chatar Bhushan Joshi	Vice President	94177-95777, 223506, 224154
4.	Sh. Shri Gopal Sharma	Secretary	220588, 221588, 98721-59286
5.	Sh. Tilak Raj Sharma	Joint Secretary	94170-26184, 224184
6.	Sh. Parmod Sharma	Cashier	94173-71372, 238178

## MEMBERS

7.	Mrs. Sneha Amrit Anand, Bhriugu Shastri	252122, 253122, 94172-49800
8.	Sh. Gopal Krishan Sood, Advocate New Delhi	
9.	Sh. Madan Mohan Sood, Ludhiana	98156-96555
10.	Mahant Raminder Dass, Dera Baba Charan Shah	98761-17274, 223042, 227274
11.	Sh. Sunil Kumar Sharma, New Delhi	98100-29060
12.	Sh. Ashwani Kumar Sharma, Phagwara	98156-65890
13.	Sh. Krishan Gopal, M.E. Chemical, Panchkula	85917-97999
14.	Dr. Pankaj Mala, Panchkula	98152-92522
15.	Dr. Subhash Sharma, Panchkula	94177-00008
16.	Sh. Ashok Sharda, Calcutta	033-24749554, 98300-10977
17.	Grp. Capt. Deepak Kumar Sharma, Air HQ New Delhi (CWG Apartments 201 Tower 34 AKSHARDHAM Temple)	093707-48162
18.	Sh. Rajeev Kapoor, Delhi	099994-32549
19.	Sh. Atinder Mohan Sharma, Bhriugu Shastri	252114
20.	Sh. Rajan Sharma	94172-36360
21.	Sh. Surinder Vij, Hoshiarpur	94170-59160, 249771
22.	Sh. Shiv Kumar Sharma, M/s. Abnashi Ram Shiv Kumar	98144-56448
23.	Sh. O.P. Verma, 1140, Phase-I, Urban Estate Jalandhar	
24.	Sh. Vinod Kumar Kapoor, M/s. Bakshi Motors	98157-21422, 251322, 223322
25.	Sh. Tilak Raj, New Delhi-19	
26.	Sh. Janak Raj Aggarwal, M/s. Farangi Mal Devi Saran	98881-91697, 222906, 222364, 232017
27.	Sh. Vineet Grover, USA	

28.	Dr. Neel Kanwar		98728-25984, 222292
29.	Sh. Vinay Kumar Malhotra, C.A.		98151-19028, 220546
30.	Sh. Vinod Kumar Sharma, Canada		
31.	Sh. Amit Gupta		98767-17000, 238009
32.	Sh. Rajesh Gupta		98150-20500, 225500, 241500
33.	Sh. Vikas Aggarwal, Hoshiarpur		98150-01388, 505088
34.	Sh. Rajiv Lochan, M/s. Kabir Textile Mills		98721-59286, 220588
35.	Sh. Sandeep Joshi, M/s. Durga Iron & Steel Industries		98151-37501, 224154, 241888
36.	Sh. Shiv Kumar, C.A.		98143-99420-230005
37.	Sh. Harjeet Singh		224169, 98142-28169
38.	Sh. Vipin Kumar, Bhillo Di Hatti		98761-20734, 220734
39.	Sh. Pardeep Gupta		98788-00012, 223988, 241988
40.	Ms. Himani Kapoor, Chandigarh		096546-41427
41.	Sh. Yash Pal Jain, Kolkata		
42.	Sh. Neeraj Gupta, Hoshiarpur		98140-72903
43.	Sh. Mohan Dass C/o Dera Baba Charan Shah		86995-56861
44.	Dr. Rohit Chaudhary		98152-00838
45.	Sh. Ashwani Saini		98145-75155
46.	Ms. Bhrigu Nandini Sharma		99150-66851
47.	Sh. Ajay Sood		98729-83508
48.	Sh. Praval Kapoor		94631-17822
49.	Sh. Sachin Malhotra		98728-23500
50.	Sh. Jatin Malhotra		98883-07758
51.	Sh. Raja Prithu		84270-85959
52.	Sh. Kanav Kapoor		99151-23450
53.	Sh. Raghunath Sharma		84277-46007
54.	Dr. Nand Kishor, Principal		97790-31210, 249968
55.	Sh. Parshant Sethi	Staff Representative (95% Grant-in-Aid)	98721-04467
56.	Ms. Manjit Kaur	Staff Representative (80% Grant-in-Aid)	94640-14359
57.	Ms. Jyoti Bala	Staff Representative (Uncovered Self-Financed Post)	94173-77398



# SELF ATTESTATION BY THE CANDIDATE

## ANTI-RAGGING UNDERTAKING

1. I, ..... (full name of student with admission / registration / enrolment number) S/o/D/o/Mr./Mrs./Ms.....having been admitted to.....(name of the institution).....have received a copy of the UGC Regulation on Curbing the Menace of Ragging in Higher Educational Institutions, 2009. (hereinafter called "Regulations"), carefully read and fully understood the provisions contained in the said Regulations.
2. I have, in particular, perused clause 3 of the Regulations and I am aware as to what constitutes ragging.
3. I have also, in particular, perused clause 7 and 9.1 of the Regulations and I am fully aware of the penal and administrative action that is liable to be taken against me in case I am found guilty of or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.
4. I hereby solemnly aver and undertake that
  - a) I will not participate in any behavior or act that may be constituted as ragging under clause 3 of the Regulations.
  - b) I will not participate in or abet or propagate through any act of commission or omission that may be constituted as ragging under clause 3 of the Regulations.
5. I hereby affirm that, if found guilty of ragging, I am liable for punishment according to clause 9.1 of the Regulation, without prejudice to any other criminal action that may be taken against me under any penal law of any law for the time being in force.
6. I hereby declare that I have not been expelled or debarred from admission in any institution in the country on account of being found guilty of abetting or being part of a conspiracy to promote ragging and further affirm that, in case the declaration is found to be untrue, I am aware that my admission is liable to be cancelled.

Declared .....day of.....  
month of ..... year.

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

Address : \_\_\_\_\_

\_\_\_\_\_

Contact : \_\_\_\_\_

Signature of the Candidate

I hereby declare that my ward will abide by the rules and regulations mentioned above.

Signature of Parent/Guardian



# SELF ATTESTATION BY THE PARENT/GUARDIAN

## Declaration by Parent/Guardian

I, Mr./Mrs./Ms. .... (full name of parent/guardian)  
 father/mother/guardian of ..... (full name of the student with  
 admission/registration/enrolment number), having been admitted to .....(name  
 of the institution) hereby solemnly aver and undertake that :

1. My ward will abide by the rules and regulations of the college.
2. My ward will take the House Examination conducted every semester, failing which he/she will not be assessed for internal assessment.
3. My ward will fulfil the condition of 75% attendance of lectures, failing which he/she can be detained from final examinations.
4. My ward will not damage the property of the college.
5. My ward will not abet, propagate, participate or indulge in any behavior or act that may be constituted as ragging.

For old students:

Attendance of last two semesters	
Semester No.	Attendance :
Semester No.	Attendance :
House Examination Record of Last Two Semesters	
Semester No.	Papers taken :  Papers missed :
Semester No.	Papers taken :  Papers missed :
Semester No.	Marks obtained / Maximum marks
	Percentage of marks obtained
Semester No.	Marks obtained / Maximum marks
	Percentage of marks obtained

Date and Place

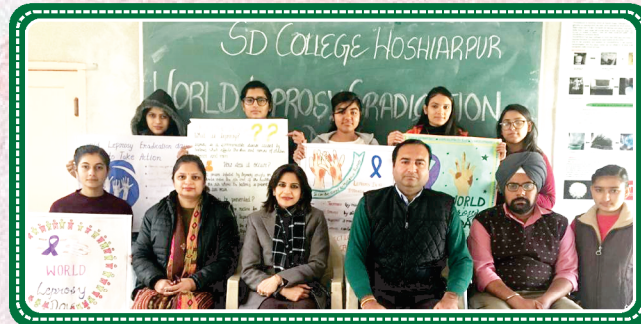
Signature of Parent/Guardian



# COLLEGE ACTIVITIES



The Principal delivering his address during Seminar on National Youth Day



Poster Making Competition on 'World Leprosy Eradication Day' by Science & Environment Club



Slogan writing competition on 400th Birth Anniversary of Guru Teg Bahadur Ji



Celebration of Basant Panchmi in college



Celebration of Hindi Diwas in college



IT Literacy workshop for faculty members by Computer Dept.



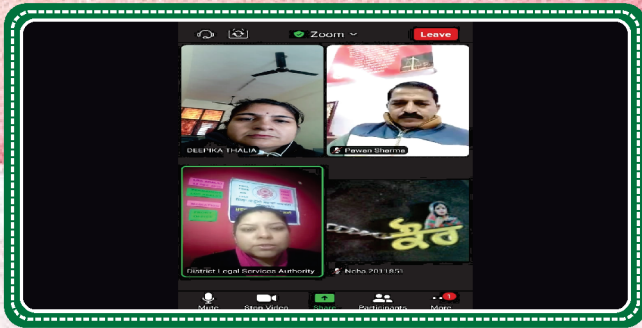
Seminar on National Voters' Day by NSS & Red Ribbon Club



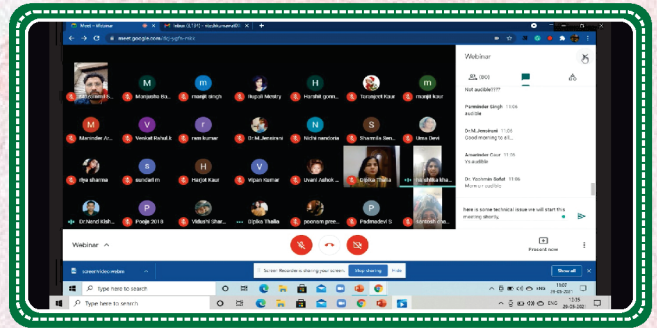
Tree plantation in college campus by NSS unit on World Environment Day



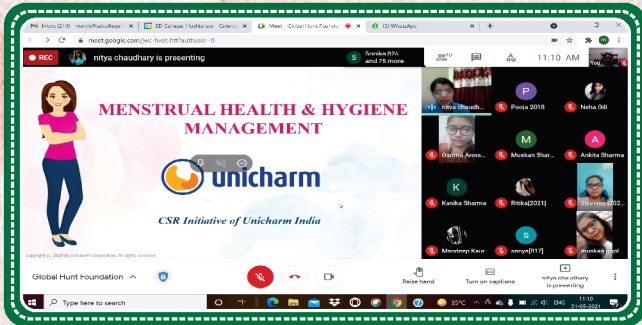
# COLLEGE ACTIVITIES



Online seminar on "Legal aid services in the corona pandemic" by legal aid club



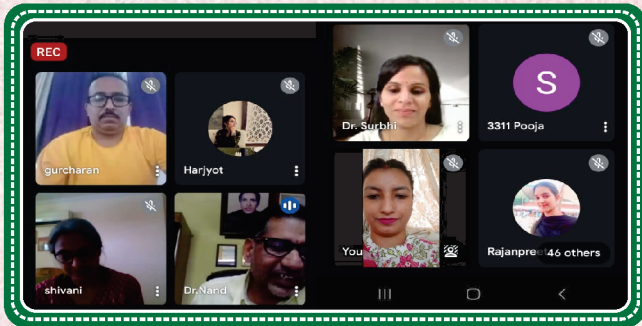
National webinar on " Impact of social media on political interaction with public during covid-19" by department of political science.



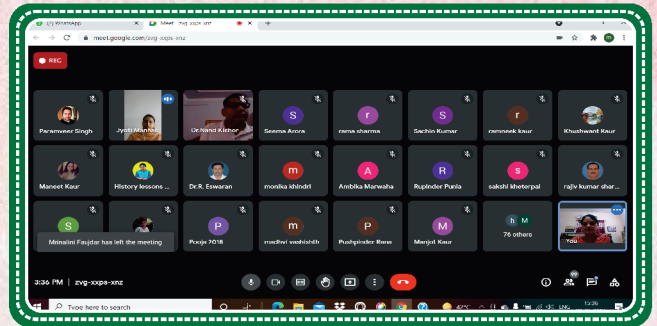
National Webinar on " Menstrual health & hygiene management" by Women Grievance Cell.



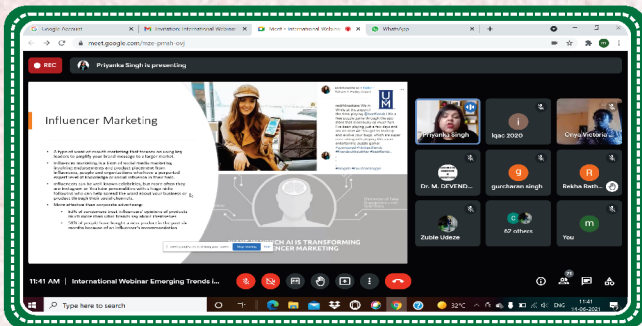
International Webinar on "Green product and their marketing implication" by department of economics.



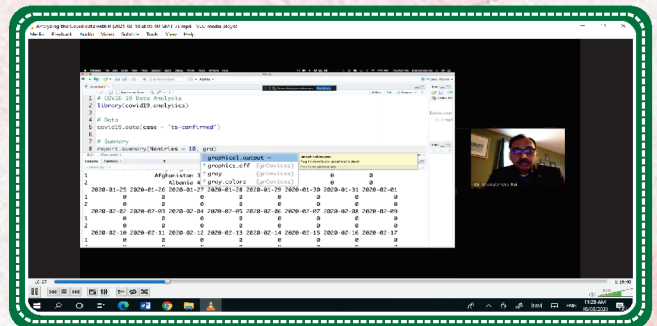
National webinar on " international yoga day" by NSS unit.



7 Days online Faculty Development program on " research methodology" by Department of management.



International webinar emerging trends in marketing & implications for marketer" by PG department of commerce.



International webinar on " R-Software" by computer department.



# NCC UNIT

## GLIMPSES OF YEARLY ACTIVITIES



Tree plantation drive  
at adopted village Fadma



Our NCC cadets piloting during  
Independence day celebrations

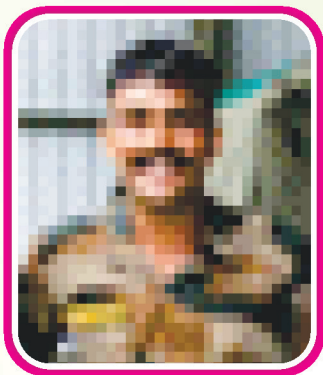


Traffic awareness campaign



Our NCC cadets participated in district level parade

## ACHIEVERS



**SEP KARAN**  
UNIT:-252, Army Aviation Sqn  
(ALH-WSI)



**SPR DINESH KUMAR**  
REG:- Bengal Engineer



**SANJEEV SIDHU**  
REG:- Airman Group Y  
Air Force Police



# ACADEMIC ACHIEVERS 2020-2021



**Harjot Kaur**  
1<sup>st</sup> in College  
(87.6%)  
BBA 1<sup>st</sup> Sem.



**Gurleen**  
2<sup>nd</sup> in College  
(87.4%)  
BBA 1<sup>st</sup> Sem.



**Neeraj Kumar**  
3<sup>rd</sup> in College  
(84.9%)  
BBA 1<sup>st</sup> Sem.



**Manpreet Kaur**  
1<sup>st</sup> in Distt. & College  
5<sup>th</sup> in University (94.12%)  
BBA 3<sup>rd</sup> Sem.



**Kumkum Singh**  
2<sup>nd</sup> in Distt. & College  
(92.18%)  
BBA 3<sup>rd</sup> Sem.



**Priyanka**  
3<sup>rd</sup> in Distt. & College  
(92%)  
BBA 3<sup>rd</sup> Sem.



**Karamjit Kaur**  
1<sup>st</sup> in Distt. & College  
(87%)  
BBA 5<sup>th</sup> Sem.



**Milan Joshi**  
2<sup>nd</sup> in College  
(81%)  
BBA 5<sup>th</sup> Sem.



**RaghuNandan**  
3<sup>rd</sup> in College  
(78.66%)  
BBA 5<sup>th</sup> Sem



**Manvi**  
1<sup>st</sup> in College  
(87.07%)  
B.Com 1<sup>st</sup> Sem.



**Akanksha Choushary**  
2<sup>nd</sup> in College  
(86.77%)  
B.Com 1<sup>st</sup> Sem.



**Bhawna**  
3<sup>rd</sup> in & College  
(86.62%)  
B.Com 1<sup>st</sup> Sem.



**Ramneet Kaur**  
1<sup>st</sup> in College (89.67%)  
B.Com. 3<sup>rd</sup> Sem.



**Poonam Sehgal**  
1<sup>st</sup> in College (89.67%)  
B.Com. 3<sup>rd</sup> Sem.



**Muskan**  
2<sup>nd</sup> in College (89.50%)  
B.Com. 3<sup>rd</sup> Sem.



**Pooja Kumari**  
3<sup>rd</sup> in College (89.33%)  
B.Com. 3<sup>rd</sup> Sem.



**Simran**  
1<sup>st</sup> in College (91.17%)  
B.Com. 5<sup>th</sup> Sem.



**Komal Singh**  
2<sup>nd</sup> in College (89.83%)  
B.Com. 5<sup>th</sup> Sem.



**Pallavi**  
3<sup>rd</sup> in College (89.67%)  
B.Com. 5<sup>th</sup> Sem.



**Sonal Sharma**  
3<sup>rd</sup> in College (89.67%)  
B.Com. 5<sup>th</sup> Sem.



**Jaspreet Singh**  
1<sup>st</sup> in College (93.6%)  
BCA 3<sup>rd</sup> Sem.



**Namish Kapoor**  
2<sup>nd</sup> in College (93.3%)  
BCA 3<sup>rd</sup> Sem.



**Jaspreet Singh**  
3<sup>rd</sup> in College (92.8%)  
BCA 3<sup>rd</sup> Sem.



**Manvir Singh**  
1<sup>st</sup> in College (92.75%)  
BCA 5<sup>th</sup> Sem.



**Garima**  
2<sup>nd</sup> in College (91.25%)  
BCA 5<sup>th</sup> Sem.



**Nitika Aggarwal**  
3<sup>rd</sup> in College (90%)  
BCA 5<sup>th</sup> Sem.



**Muksan Sharma**  
1<sup>st</sup> in College (91.25%)  
BA 1<sup>st</sup> Sem.



**Rupali Sharma**  
2<sup>nd</sup> in College (87.63%)  
BA 1<sup>st</sup> Sem.



**Khushbu**  
3<sup>rd</sup> in College (82.75%)  
BA 1<sup>st</sup> Sem.



**Siddharth Puri**  
1<sup>st</sup> in College (84.10%)  
BA 3<sup>rd</sup> Sem.



**Taranjot Singh**  
2<sup>nd</sup> in College (80.75%)  
BA 3<sup>rd</sup> Sem.



**Simran**  
3<sup>rd</sup> in College (79.25%)  
BA 3<sup>rd</sup> Sem.



**Berjesh Yadav**  
1<sup>st</sup> in College (82.19%)  
BA 5<sup>th</sup> Sem.



**Sonu**  
2<sup>nd</sup> in College (81.09%)  
BA 5<sup>th</sup> Sem.



**Deevanshu Puri**  
3<sup>rd</sup> in College (80%)  
BA 5<sup>th</sup> Sem.



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# COLLEGE ACTIVITIES



The Management and Principal unfurling the tricolor on Republic Day



Celebration of Lohri Festival in college



Our student receiving third prize for photography in State Level Youth Festival



Workshop on Glass Painting by Fashion Designing Dept.



Glimpses of Badminton Tournament



Glimpse of National Seminar on 'The Role of Youth in care for the Elderly People'



Celebration of 551st Birth Anniversary of Guru Nanak Dev Ji in college



Red Ribbon Club, NSS & NCC unit distributing masks in wake of corona virus