



PROSPECTUS

2024-25



SANATAN DHARMA COLLEGE

HOSHIARPUR

(S.D. COLLEGE)



Affiliated to Panjab University, Chandigarh | Accredited by NAAC B+
A Premier Multi-Faculty, Post Graduate, Co-Educational Institute

Trusted by :

New S.D. College Managing Committee, Hoshiarpur

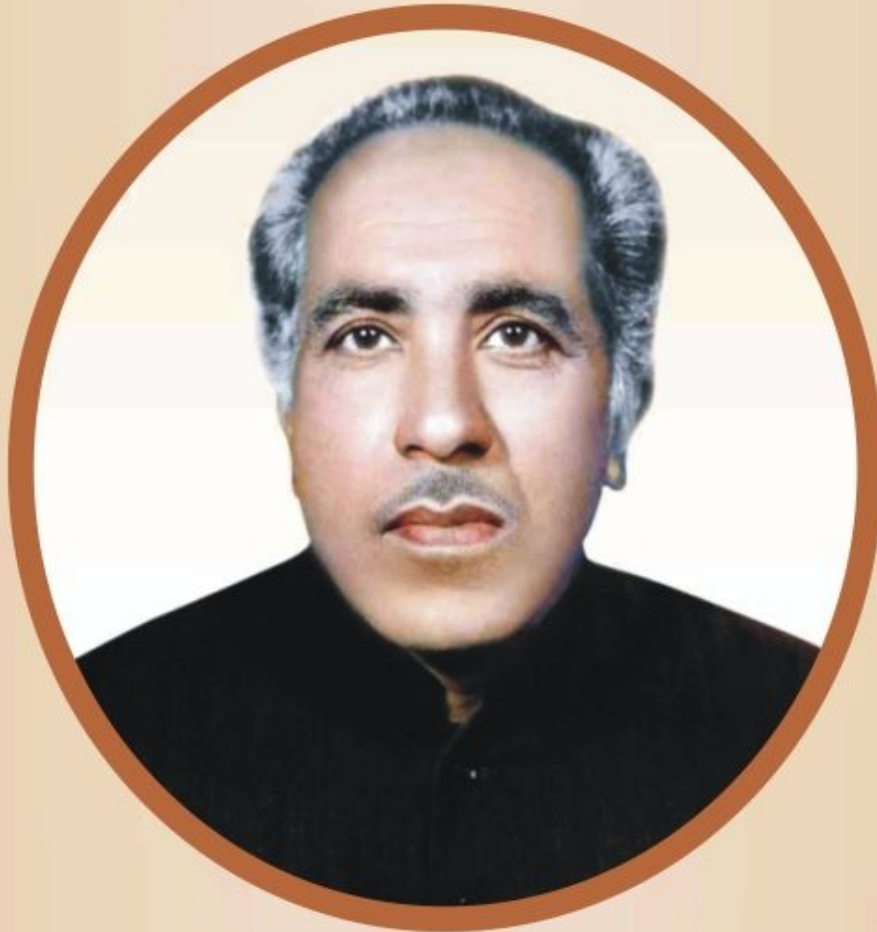


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Our Inspiring Spirit



Late Pt. Amrit Anand Ji

Bhrigu Shastri

Founder Secretary

New S.D. College Managing Committee, Hoshiarpur

Our Beacon Light



Maa Sneh Amrit Anand ji

Sr. Vice President

New S.D. College Managing Committee, Hoshiarpur

Our Former Patron



Late Sh. Tulsi Bhimjyani Ji

Our Patron



A Renowned Academician
Mrs. Neelam Girdhar

Former Principal
Govt. Girls Sr. Sec. School, Kurukshetra (Haryana)

PRESIDENT'S MESSAGE

Dear students,

Spreading education among masses is perhaps the greatest gift one can give to society as it enlightens and empowers people, humanizes them and lends meaning to their existence. Sanatan Dharma College is an institution that thrives on a rich heritage and tradition of striving to provide excellence in education and holistic development. We have a culture that is 75 years old that encompasses integrity, moral rectitude and social conscientiousness.

I feel really proud to be at the helm of this great institute, which was envisioned as a temple of learning by our revered visionaries. It is my privilege to be able to support the students and dedicated faculty of our college from this position. Our highly qualified faculty equipped with latest technology and trends in the field of higher education stands ready to help you reach your goals. We seek to prepare our young women and men such that when they leave Sanatan Dharma College, they are well-rounded individuals ready to take on challenges in their respective fields.

As we enter this academic year, I encourage you to explore our diverse programs, engage in extracurricular activities and make the most of your time here. Remember that education is not just about acquiring knowledge; it is about shaping character, fostering creativity and preparing for a successful future. May your time at Sanatan Dharma College be marked by academic achievements, personal growth and cherished memories that will last a lifetime.



Mrs. Hema Sharma

President

New S.D. College Managing Committee

Hoshiarpur

PRINCIPAL'S MESSAGE



Dear Students,

Life is a never ending exam and we need to be ever ready to answer the questions life asks us. Student life is indeed the golden phase of a person's development. The vision is crystal clear and our eyes set their goal upon the stars. However, the effort, the persistence, the punctiliousness, expected from the desirous candidate are the qualities without which, one may falter. Through all ages, hard work has remained the key to success. However, the present generation has been to a large extent, waylaid by the Mobile boom and the OTT extravaganza. They are the biggest threat to their concentration and flow of progress. The need of the hour is that the student should set an aim and then work dedicatedly and sincerely for its attainment. From a tender age, they should be given small projects and told to be responsible and devoted. Parents should instil in them, the confidence and the zeal to work for a cause.

As you begin a new phase of your life in this college, the National Education Policy and its innovations and changes will be included in the curriculum. You need to adapt to these changes and work to excel. Best of luck for the forthcoming session.

सर्वे भवन्तु सुखिनः

Mr. Parshant Sethi
Officiating Principal
Sanatan Dharma College, Hoshiarpur



OUR VISION

This Vision of Sanatan Dharma College is an offspring of the sublime ideals of its founders which in Sanskrit reads:

तमसो मा ज्योतिर्गमय

TAMSO MA JYOTIRGAMAYA

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 section 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.

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.



OUR COLLEGE



॥ श्री रामचन्द्रचरणौ शरणम् प्रपद्ये ॥

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 Bhrigu Shastri, Late Mahant Sewa Dass Ji and Shri Chatar Bhushan Joshi Ji (Present Senior 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 BACHELOR OF ARTS (B.A.) 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 & NAAC accreditation of the college in the past.

Under the dynamic leadership of Mrs. Hema Sharma Ji, Bhrigu Shastri (President) and Late Sh. Vijay Kumar Malhotra Ji (Former Secretary) and Sh. 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, 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 "Havna" is performed on Sankranti of every month to inculcate moral values based on Sanatanist ideals.



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ALUMNI MEET, 2024

BACHELOR OF ARTS (B.A./B.A. Hons.)

COURSE	ELIGIBILITY
B.A./B.A. (Honours)	+2 from any recognized board or equivalent exam with 35% marks

Course Structure under NEP-2020

The duration of B.A./B.A. (Honours) shall be of four years (eight semesters). A student can exit at the end of 3 years (six semesters) and shall be awarded B.A. degree. A student can also exit at the end of 2 years (four semesters) and shall be awarded UG Diploma. A student can also exit at the end of 1 year (two semesters) and shall be awarded UG Certificate.

Four years B.A. Honours Programme can be with or without research. A four year Degree without Research shall be called B.A. (Honours). A four year Degree with Research shall be called B.A. (Honours with Research).

The student shall be allowed to resume within three years and complete the degree programme within the stipulated maximum period of seven years.

Table 1 (a) : Minimum Credit Requirements to Award Degree under Each Category
Opting for Single Major, Single/Double Minor:

Sr. No.	Broad Category of Course	Minimum Credit Requirements	
		3-year UG	4-Year UG/4-Year UG with Research Project/dissertation
1	Major (Core)	72	112
2	Minor Stream	24	32
3	Multidisciplinary (MDSC)	09	09
4	Ability Enhancement Courses (AEC)	10	10
5	Value Added Courses (VAC)	06	06
6	Skill Enhancement Courses (SEC)	09	09
7	Internship	02	02
8	Pbi/HCP	12	12
9 FOR THE STUDENTS OF 4-YEAR UG DEGREE WITH RESEARCH Research Project/Dissertation: 12 Credits (4 credits for Research Methodology and 8 credits for Dissertation) in place of papers meant for the degree without Research.			
Total		144	192

Table 1 (b) : Multi-disciplinary/Inter-disciplinary :

Subject Major A	Subject Major B	Subject Minor C	MDSC	AEC	VAC	SEC	SI	PBI/HCP	Total Credits
1st to 6th semesters (3 - Year course)									
36 Credits	36 Credits	24 Credits	09	10	06	09	02	12	144
1st to 8th Semesters (4 -Year course)									
56	56	32	09	10	06	09	02	12	192
For the students of 4-Year UG Degree with Research- Research Project/Dissertation: 12 Credits (4 credits for Research Methodology and 8 credits for Dissertation) in place of papers meant for the degree without Research.									

Note : 1) The combination of below mentioned subjects, the choice of Multidisciplinary, Ability Enhancement, Value Added & Skill Enhancement subject options will be governed by the guidelines & Instructions received from PU, Chd. under NEP-2020.

2) The syllabus & the course content of 1st year of UG may change according to the instructions as & when communicated by PU, Chd.

Subjects offered by college :**(a) Compulsory Subjects**

1. Punjabi (PBC) or History & Culture of Punjab (HCP)
2. English (ENG)
3. Environmental Education (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 (HIN)/ Punjabi (PBI)/ English (ENO)
2. Economics (ECO)
3. Political Science (POL)
4. History (HIS)

5. Physical Education (PED)
6. Psychology (PSY)
7. Public Administration (PUB)

(c) Vocational Courses :

8. Maths (MAT) (c)
9. Computer Applications (CAS)
10. Fashion Designing (FDE)

(d) 1. Honours Subject

1. English (B.A.Sem.II)
2. Economics (B.A.Sem.II)

B.A.-IIrd 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.-I from Panjab University or any other examination recognized as equivalent to it by the Panjab University.

MASTER OF COMMERCE (M.COM.)

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

M.COM. SEMESTER-I

CODE	SUBJECT NAME
M.C. 101	Managerial Economics
M.C. 102	Quantitative Methods for Business
M.C. 103	Modern Accounting Theory and Reporting Practices
M.C.104	Organisation Theory and Behavior
M.C.105	Marketing Management
M.C.106	Management Information System
M.C.107	Workshops on IT applications in Commerce

M.COM. SEMESTER-II

CODE	SUBJECT NAME
M.C. 201	Business Environment
M.C. 202	Research Methodology in Commerce
M.C. 203	Financial Management & Policy
M.C. 204	Production and Materials Management
M.C. 205	Operations Research
M.C. 206	Business Policy & Strategic Management
M.C. 207	Summer Training Report & Viva-Voce

M.COM. SEMESTER-III

CODE	SUBJECT NAME
M.C. 301	Business Performance Measurement
M.C. 302	Tax Planning & Management
For Paper-3, Paper-4, Paper-5, Paper-6 Student has to select two groups from the given A to F having 2 papers each. (Mk. 303 to M.C. 314)	
M.C.315	Workshop on Financial Markets and Instruments (For Regular Students only)
M.C. 315 (A)	Financial Markets & Instruments (Theory Paper for USOL Students only)

GROUP A: MARKETING

M.C. 303	Integrated 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**CODE SUBJECT NAME**

M.C.401	Project Planning &Control
M.C. 402	Knowledge Management
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) (MC404 to MC421)

GROUP A: MARKETING

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

GROUP B: HUMAN RESOURCE MANAGEMENT

M.C. 407	Human Resource Planning and Performance Management
M.C. 408	Compensation Management
M.C. 409	Compensation Management

GROUP C: INTERNATIONAL BUSINESS

M.C. 410	International Business Environment Global Financial
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 and 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
M.C. 422	Comprehensive Viva-Voce

BACHELOR OF COMMERCE (B.COM./B.COM. Honours)

COURSE	ELIGIBILITY
B.Com./B.Com.(Hons.)	+2 Commerce with 45%, Semi-Commerce, Medical & Non Medical 50%

Course Structure under NEP-2020

The duration of B.Com Honours shall be of Four years (eight semesters). A student can exit at the end of 3 years (six semesters) and shall be awarded B.Com degree. A student can also exit at the end of 2 years (four semesters) and shall be awarded UG Diploma (Commerce). A student can also exit at the end of 1 year (two semesters) and shall be awarded UG Certificate (Commerce).

Four years B.Com Honours Programme can be with or without research. A four year Degree without Research shall be called B.Com (Honours). A four year Degree with Research shall be called B.Com (Honours with Research). The degree may be with Single major, Double major, Interdisciplinary and Multidisciplinary.

Table 1 (a): Minimum Credit Requirements to Award Degree under Each Category Opting for Single Major, single/Double Minor:

Sr. No.	Broad Category of Course	Minimum Credit Requirement	
		3-year UG	4-Year UG/4-Year UG with Research
1	Major (Core)	72	112
2	Minor Stream	32	40
3	Multidisciplinary (MDSC)	09	09
4	Ability Enhancement Courses (AEC)	08	08
5	Value Added Courses common for all UG (VAC)	08	09
6	Skill Enhancement Courses (SEC)	09	08
7	Summer Internship	02	02
8	Pbi/HCP	04	04
	Total	144	192

9. For the students of 4-Year UG Degree with Research researchProject/Dissertation: 12 Credits (4 credits for Research Methodology and 8 credits for Dissertation) in place of papers meant for the degree without Research. Accordingly the number of credits of Major subject in which student has opted for research shall be 56 and 48 credits each in other two subjects

Table 1 (b) : Multi-disciplinary/Inter-disciplinary :

Subject Major	Subject Major	Subject Major	MDSC	AEC	SEC	VAC	SI	PBI/HCP
A	B	C						
1st to 6th semesters (3-Year course)								
36	36	32	09	08	09	08	02	04
1st to 8th semesters (4-Year course)								
52	52	48	09	08	09	08	02	04

4-YEAR UG DEGREE WITH RESEARCH

Research Project/Dissertation: 12 Credits (4 credits for Research Methodology and 8 credits for Dissertation) in place of papers meant for the degree without Research. Accordingly the number of credits of Major subject in which student has opted for research shall be 56 and 48 credits each in other two subjects.

Note : 1) The choice of Multidisciplinary, Ability Enhancement, Value Added & Skill Enhancement subjects options will be governed by the guidelines & Instructions received from PU, Chd. under NEP-2020.

2) The syllabus & the course content of 1st year of UG may change according to the instructions as & when communicated by PU, Chd.

SEMESTER-I

CODE SUBJECT NAME

BCM-101A	Punjabi
BCM-101 B	History and Culture of Punjab
BCM-102A	English & 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

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-II

BCM-201A	Punjabi
BCM-201B	History and Culture of Punjab
BCM-202	English & 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-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.

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 Service Tax (GST)**

B.COM. (HONOURS)**SEMESTER-IV**

BCM 401	Interdisciplinary Security Analysis and Portfolio Management
BCM 402	Advanced Accounting**
BCM 403	Auditing and Secretarial Practice

1. Accounting & Finance

CODE	SUBJECT NAME	SEMESTER
BCH-307	Accounting Theory & Reporting Practices	3rd Semester

BCH-407	Contemporary Issues in Accounting	3rd Semester	BCH-409	Consumer Behaviour	4th Semester
BCH-507	Strategic Financial Management	5th Semester	BCH-509	Compensation Management	5th Semester
BCH-607	Investment Management	6th Semester	BCH-609	Training & Development	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
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4. Banking

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

BACHELOR OF BUSINESS ADMINISTRATION (B.B.A./B.B.A. Hons.)

COURSE	ELIGIBILITY
B.B.A./B.B.A. Hons.	+2 with 50% marks

The duration of B.B.A./B.B.A (Honours) shall be of four years (eight semesters). A student can exit at the end of 3rd year (six semesters) and shall be awarded B.B.A. degree. A student can also exit at the end of 2nd year (four semesters) and shall be awarded UG Diploma (Business Administration). A student can also exit at the end of 1st year (two semesters) and shall be awarded UG Certificate (Business Administration).

Four years B.B.A./B.B.A. (Honours) Programme can be with or without research. A four year Degree without Research shall be called B.B.A. (Honours). A four year Degree with Research shall be called BBA (Honours with Research). The degree may be with Single major, Double major, Interdisciplinary and Multidisciplinary.

Note : 1) The choice of Multidisciplinary, Ability Enhancement, Value Added & Skill Enhancement subject options will be governed by the guidelines & Instructions received from PU, Chd. under NEP-2020.

2) The syllabus & the course content of 1st year of UG may change according to the instructions as & when communicated by PU, Chd.

Sr. No.	Broad Category of Course	Minimum Credit Requirement	
		3-year UG	4-Year UG/4-Year UG with Research
1	Major (Core)	72	112
2	Minor Stream	32	40
3	Multidisciplinary	09	09
4	Ability Enhancement Courses (AEC)	08	08
5	Value Added Courses (VAC)	08	09
6	Skill Enhancement Courses (SEC)	09	08
7	Internship	02	02
8	Pbi/HCP	04	04
9. For the students of 4-Year UG Degree with Research - 4-YEAR UG DEGREE WITH RESEARCH Research Project/Dissertation: 12 Credits (4 credits for Research Methodology and 8 credits for Dissertation) in place of papers meant for the degree without Research. Accordingly the number of credits of Major subject in which student has opted for research shall be 56 and 48 credits each in other two subjects.			
Total		144	192

Table 1 (b) : Multi-disciplinary/Inter-disciplinary :

Subject Major	Subject Major	Subject Major	MDSC	AEC	SEC	VAC	SI	PBI/HCP
A	B	C						
1st to 6th semesters (3-Year course)								
36 Credits	36 Credits	32 Credits	09	08	09	08	02	04
1st to 8th semesters (4-Year course)								
48	48	48	09	08	09	08	02	04

FOR THE STUDENTS OF 4-YEAR UG DEGREE WITH RESEARCH

Research Project/Dissertation: 12 Credits (4 credits for Research Methodology and 8 credits for Dissertation) in place of papers meant for the degree without Research. Accordingly the number of credits of Major subject in which student has opted for research shall be 56 and 48 credits each in other two subjects.

Semester-I

BBA101A	Punjabi
BBA 101B	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-II

BBA 121A	Punjabi
BBA 121B	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 and Professional Skills
BBA 126	Managerial Accounting* Environment & Road Safety Education**

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	Legal Framework for Companies
BBA 206	Tax Laws-I

Semester-IV

BBA 221	English & Business Communication Skills
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BBA 222	Financial Management
BBA 223	Research Methodology
BBA 224	Human Resource Management
BBA 225	Tax Laws-II
BBA 226	Fundamental of E-Commerce

Semester-V

BBA 301	Principles of Insurance & Risk Management
BBA 302	Financial Markets & Financial Services
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 Behavior
BBA 306	Sales and Logistics Management

Financial Management

BBA 307	Financial Statement & Analysis
BBA 308	Investment Management

Human Resource Management

BBA 309	Organisational Development
BBA 310	Industrial Relations & Labour Legislation

Semester-VI

BBA 321	Business Policy and Strategy
BBA 322	Production & Operations Management
BBA 323	Business Ethics & Corporate Governance
BBA 324	Project Report & Viva-Voce

Student to continue with the same option as in Fifth Semester

Marketing Management

BBA 325	Advertising and Brand Management
BBA 326	Retail Management

Financial Management

BBA 327	Cost Analysis and Control
BBA 328	Strategic Financial Management

Human Resource Management

BBA 329	Human Resource Planning and Performance Management
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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 the 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.

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

BACHELOR OF COMPUTER APPLICATION (B.C.A./B.C.A. Hons.)

COURSE	ELIGIBILITY
B.C.A./B.C.A. (Hons.)	+2 with 50% in any discipline with matric level Maths

The duration of B.C.A. Honours shall be of Four years (eight semesters). A student can exit at the end of 3 years (six semesters) and shall be awarded B.C.A. degree. A student can also exit at the end of 2 years (four semesters) and shall be awarded UG Diploma (Commerce). A student can also exit at the end of 1 year (two semesters) and shall be awarded UG Certificate (Commerce).

Four years B.C.A. Honours Programme can be with or without research. A four year Degree without Research shall be called B.C.A. (Honours). A four year Degree with Research shall be called B.C.A. (Honours with Research). The degree may be with Single major, Double major, Interdisciplinary and Multidisciplinary.

Note : 1) The choice of Multidisciplinary, Ability Enhancement, Value Added & Skill Enhancement subject options will be governed by the guidelines & Instructions received from PU, Chd. under NEP-2020.

2) The syllabus & the course content of 1st year of UG may change according to the instructions as & when communicated by PU, Chd.

Sr. No.	Broad Category of Course	Minimum Credit Requirement	
		3-year UG	4-Year UG/4-Year UG with Research
1	Major (Core)	72	112
2	Minor Stream	32	40
3	Multidisciplinary (MDSC)	09	09
4	Ability Enhancement Courses (AEC)	08	08
5	Skill Enhancement Courses (SEC)	09	09
6	Value Added Courses (VAC)	06	06
7	Internship	04	04
8	Pbi/HCP	04	04
9 FOR THE STUDENTS OF 4-YEAR UG DEGREE WITH RESEARCH Research Project/Dissertation: 12 Credits (4 credits for Research Methodology and 8 credits for Dissertation) in place of papers meant for the degree without Research.			
Total		144	192

Table 1 (b) : Multi-disciplinary/Inter-disciplinary :

Subject Major	Subject Major	Subject Major	MDSC	AEC	SEC	VAC	SI	PBI/HCP	Total Credits
A	B	C							
1st to 6th semesters (3-Year course)									
36 Credits	36 Credits	32 Credits	09	08	09	06	04	04	144
1st to 8th semesters (4-Year course)									
56	56	40	09	08	09	06	04	04	192

FOR THE STUDENTS OF 4-YEAR UG DEGREE WITH RESEARCH

Research Project/Dissertation: 12 Credits (4 credits for Research Methodology and 8 credits for Dissertation) in place of papers meant for the degree without Research.

Semester-1

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 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

Semester-III

BCA-16-301	Punjabi-A
BCA-16-302	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
BCA-16-402	History & Culture of Punjab-B
BCA-16-403	Software Project Management
BCA-16-404	Operating System Concepts & 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 BIOTECHNOLOGY (HONS.)

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

B.Sc. (Hons.) 1st Year (Semester-I)

B10T-101-T	English
B10T-102B-T	Punjabi / History & Culture of Punjab
BIOT-103B-T/P	Mathematics / Life Sciences
B10T-104-T/P	Chemistry
B10T-105-T/P	Physics
B10T-106-T/P	Introduction to Bio-Technology

Note : Owing to the implementation of NEP 2020 from the session 2024-25, the structure of the course and syllabi for the first year of UG is subject to the guidelines and revisions as and when communicated by Panjab University, Chandigarh.

B.Sc. (Hons.) 1st Year (Semester-II)

B10T-201-T	English
B10T-202A-T	Punjabi/History & Culture of Punjab
B10T-203-T/P	Statistics & computer Fundamentals
B10T-204-T/P	Basic Biochemistry
B10T-205-T/P	Cell Biology
B10T-206-T/P	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 (Semester-III)

B10T-301-T/P	Biochemistry
B10T-302-T/P	Genetics
B10T-303-T/P	Immunology-1
B10T-304-T/P	Plant Tissue Culture
B10T-305-T/P	Animal Cell Culture

B.Sc. (Hons.) 2nd Year (Semester-IV)

B10T-401-T/P	Immunology-11
B10T-402-T/P	Biophysical & Biochemical Techniques
B10T-403-T/P	Plant Biotechnology
B10T-404-T/P	Animal Biotechnology
B10T-405-T/P	Agro & Industrial Biotechnology

B.Sc. (Hons.) 3rd Year (Semester-V)

B10T-501-T/P	Molecular Biology
B10T-502-T/P	Enzymology
B10T-503-T/P	Environmental Biotechnology
B10T-504-T/P	Bionformatics
B10T-505-T/P	Bioanalytical Tools

B.Sc. (Hons.) 3rd Year (Semester-VI)

B10T-601-T/P	Genetic Engineering
B10T-601-T/P	Bioprocess Engineering & Technology
B10T-601-T/P	Food Biotechnology
B10T-601-T/P	Genomics and Proteomics
B10T-601-T/P	Intellectual Property Rights and Ethical Issues in Biotechnology and Entrepreneur ship

P.G.D.C.A.

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

ADD-ON COURSES

COURSE	DURATION
E-Commerce	1 Year
ELIGIBILITY	
Pass Marks (35% Marks) at +2 Level	

Pass Marks (35% Marks) at +2 Level Student at the under graduate level from any stream can opt for Certificate course. Student can take Add-on Course only during graduation

Certificate Course in E-Commerce

Paper-I : Fundamentals of E-Commerce
& E-Payment System

Paper-II: Business Application of E-Commerce

COURSE	DURATION
Tourism & Travel	1 Year
ELIGIBILITY	
Pass Marks (35% Marks) at +2 Level	

Pass Marks (35% Marks) at +2 Level Student at the under graduate level from any stream can opt for Certificate course. Student can take Add-on Course only during graduation

Certificate Course in Tourism & Travel

Paper-I : Tourism Business

Paper-II: Tourism Products & operations

COURSE	DURATION
Event Management	1 Year
ELIGIBILITY	
Pass Marks (35% Marks) at +2 Level	

Pass Marks (35% Marks) at +2 Level Student at the under graduate level from any stream can opt for Certificate course. Student can take Add-on Course only during graduation

Certificate Course in Event Management

Paper-I : Fundamentals of Event Management

Paper-II: Organisation & Management of Events

Symbiosis Centre for Distance Learning (SCDL)

Status	Min. Eligibility	42 Courses Name		Sem	General			Defence		
					FF	CF1	CF2	FF	CF1	CF2
AICTE	UG	Post Graduate Certificate in FinTech	PGCF	2	Rs.75,000	Rs.48,000	Rs.32,000	Rs.72,000	Rs.46,000	Rs.31,000
AICTE	UG	Post Graduate Diploma in Business Administration	PGDBA	4	Rs.60,000	Rs.39,000	Rs.26,000	Rs.57,000	Rs.37,000	Rs.25,000
AICTE	UG	Post Graduate Diploma in Business & Corporate Law	PGDBCL 2Year	4	Rs.60,000	Rs.39,000	Rs.26,000	Rs.57,000	Rs.37,000	Rs.25,000
AICTE	UG	Post Graduate Diploma in Banking & Financial Services	PGDBFS	4	Rs.60,000	Rs.39,000	Rs.26,000	Rs.57,000	Rs.37,000	Rs.25,000
AICTE	UG	Post Graduate Diploma in Customer Relationship Management	PGDCRM 2Year	4	Rs.60,000	Rs.39,000	Rs.26,000	Rs.57,000	Rs.37,000	Rs.25,000
AICTE	UG	Post Graduate Diploma in Data Science	PGDDS	4	Rs.60,000	Rs.39,000	Rs.26,000	Rs.57,000	Rs.37,000	Rs.25,000
	UG	Post Graduate Diploma in Educational Administration	PGDEA	4	Rs.60,000	Rs.39,000	Rs.26,000	Rs.57,000	Rs.37,000	Rs.25,000
AICTE	UG	Post Graduate Diploma in Energy Management (Renewable Energy)	PGDEM(RE)	4	Rs.60,000	Rs.39,000	Rs.26,000	Rs.57,000	Rs.37,000	Rs.25,000
AICTE	UG	Post Graduate Diploma in Export & Import Management	PGDEXIM 2Year	4	Rs.60,000	Rs.39,000	Rs.26,000	Rs.57,000	Rs.37,000	Rs.25,000
AICTE	UG	Post Graduate Diploma in Human Resource Management	PGDHRM	4	Rs.60,000	Rs.39,000	Rs.26,000	Rs.57,000	Rs.37,000	Rs.25,000
AICTE	UG	Post Graduate Diploma in International Business	PGDIB	4	Rs.60,000	Rs.39,000	Rs.26,000	Rs.57,000	Rs.37,000	Rs.25,000
AICTE	UG	Post Graduate Diploma in Insurance Business Management	PGDIBM 2Year	4	Rs.60,000	Rs.39,000	Rs.26,000	Rs.57,000	Rs.37,000	Rs.25,000
AICTE	UG	Post Graduate Diploma in Information Technology	PGDIT	4	Rs.60,000	Rs.39,000	Rs.26,000	Rs.57,000	Rs.37,000	Rs.25,000
AICTE	UG	Post Graduate Diploma in Personnel & HRM [Labour Laws]	PGDP&HRM (LL)	4	Rs.60,000	Rs.39,000	Rs.26,000	Rs.57,000	Rs.37,000	Rs.25,000
AICTE	UG	Post Graduate Diploma in Project Management	PGDPM 2Year	4	Rs.60,000	Rs.39,000	Rs.26,000	Rs.57,000	Rs.37,000	Rs.25,000
AICTE	UG	Post Graduate Diploma in Retail Management	PGDRM 2Year	4	Rs.60,000	Rs.39,000	Rs.26,000	Rs.57,000	Rs.37,000	Rs.25,000
AICTE	UG	Post Graduate Diploma in Supply Chain Management	PGDSCM 2Year	4	Rs.60,000	Rs.39,000	Rs.26,000	Rs.57,000	Rs.37,000	Rs.25,000
AICTE	UG	Post Graduate Diploma in Technical Writing in Business Management	PGDTWBM_2Year	4	Rs.60,000	Rs.39,000	Rs.26,000	Rs.57,000	Rs.37,000	Rs.25,000
AICTE	UG	Post Graduate Certificate in Business Analytics	PGCBA	2	Rs.60,000	Rs.39,000	Rs.26,000	Rs.57,000	Rs.37,000	Rs.25,000
AICTE	UG	Post Graduate Certificate in Design Thinking	PGCDT	2	Rs.60,000	Rs.39,000	Rs.26,000	Rs.57,000	Rs.37,000	Rs.25,000
AICTE	UG	Post Graduate Certificate in Healthcare Management	PGCHM	2	Rs.60,000	Rs.39,000	Rs.26,000	Rs.57,000	Rs.37,000	Rs.25,000
	UG	Post Graduate Program in Agribusiness Management	PGPAM	2	Rs.60,000	Rs.39,000	Rs.26,000	Rs.57,000	Rs.37,000	Rs.25,000
	XII	Diploma in Creative Writing in English DCWE	DCWE	2	Rs.41,000	Rs.28,000	Rs.18,000	Rs.33,000	Rs.23,000	Rs.15,000
	UG	Post Graduate Diploma in Instructional Design	PGDID	2	Rs.41,000	Rs.28,000	Rs.18,000	Rs.33,000	Rs.23,000	Rs.15,000
	UG	Post Graduate Diploma in Journalism & Mass Communication	PGDJMC	2	Rs.41,000	Rs.28,000	Rs.18,000	Rs.33,000	Rs.23,000	Rs.15,000
	UG	Post Graduate Diploma in Psychological Counselling	PGDPC	2	Rs.41,000	Rs.28,000	Rs.18,000	Rs.33,000	Rs.23,000	Rs.15,000
	UG	Post Graduate Diploma in Pre-primary Teachers Training	PGDPTT	2	Rs.41,000	Rs.28,000	Rs.18,000	Rs.33,000	Rs.23,000	Rs.15,000
	UG	Post Graduate Diploma in School Counselling	PGDSC	2	Rs.41,000	Rs.28,000	Rs.18,000	Rs.33,000	Rs.23,000	Rs.15,000
	UG	Post Graduate Program in Strategic Management	PGPSM 1Year	2	Rs.41,000	Rs.28,000	Rs.18,000	Rs.33,000	Rs.23,000	Rs.15,000
AICTE	UG	Post Graduate Certificate in Cyber Security	PGCCS	2	Rs.24,000	Rs.17,000	Rs.12,000	Rs.24,000	Rs.17,000	Rs.12,000
AICTE	UG	Post Graduate Certificate in Finance [Management Accounting]	PGCF-MA	2	Rs.24,000	Rs.17,000	Rs.12,000	Rs.24,000	Rs.17,000	Rs.12,000
AICTE	UG	Post Graduate Certificate in Finance [Taxation Laws]	PGCF-TL	2	Rs.24,000	Rs.17,000	Rs.12,000	Rs.24,000	Rs.17,000	Rs.12,000
AICTE	UG	Post Graduate Certificate in Management [Cyber Laws]	PGCM-CL	2	Rs.24,000	Rs.17,000	Rs.12,000	Rs.24,000	Rs.17,000	Rs.12,000
AICTE	UG	Post Graduate Certificate in Management [Digital Marketing]	PGCM-DM	2	Rs.24,000	Rs.17,000	Rs.12,000	Rs.24,000	Rs.17,000	Rs.12,000
AICTE	UG	Post Graduate Certificate in Management [Entrepreneurship Developer]	PGCM-ED	2	Rs.24,000	Rs.17,000	Rs.12,000	Rs.24,000	Rs.17,000	Rs.12,000
AICTE	UG	Post Graduate Certificate in Management [Event Management]	PGCM-EM	2	Rs.24,000	Rs.17,000	Rs.12,000	Rs.24,000	Rs.17,000	Rs.12,000
	XII	Diploma in English Language Teaching	DELT	2	Rs.21,000	Rs.16,000	Rs.10,000	Rs.21,000	Rs.16,000	Rs.10,000
	UG	Certificate Course in Intellectual Property Rights	CCIPR	1	Rs.16,000	Rs.0	Rs.0	Rs.16,000	Rs.0	Rs.0
	XII	Certificate Course in AWS Solutions Architect - Associate	CCAWSSAA	1	Rs.10,000	Rs.0	Rs.0	Rs.10,000	Rs.0	Rs.0
	UG	Single Course	SC 3Month	1	Rs.10,000	Rs.0	Rs.0	Rs.10,000	Rs.0	Rs.0

For more information Contact : Mrs. Jyoti Bala (M : 9417377398) & Mrs. Pooja

SKILL ORIENTED COURSES



Affiliated to JAGAT GURU NANAK DEV

PUNJAB STATE OPEN UNIVERSITY, PATIALA

A State University Established by Govt. of Punjab vide Act No. 19 of 2019 and Approved Under section 2(f) of UGC

PROGRAM	COURSE	DURATION	FEES
Certificate	IT enabled Services	6 Months 1 Year	3500/- <small>1st Installment : 4000/- 2nd Installment : 3000/-</small>
Diploma	IT enabled Services	1 Year	7000/-
Certificate	Creative Writing & Content Development	6 Months	3500/-
Certificate	Stock Marketing & Trading Operations	6 Months	3500/-
Certificate	Programme in GST Applications	6 Months	3500/-
Certificate	Accounting & Taxation	6 Months	3500/-
Certificate	Embroidery	6 Months	3500/-
Certificate	Fashion Designing	6 Months	3500/-
Certificate	Fashion Designing	1 Year	7000/- <small>1st Installment : 4000/- 2nd Installment : 3000/-</small>
Certificate	Mushroom Cultivation	6 Months	4000/-
Certificate	Food Preservation	6 Months	4000/-
Diploma	Food Preservation	1 Year	7000/- <small>1st Installment : 4000/- 2nd Installment : 3000/-</small>

Eligibility : +2 (any Stream) enrolled in Degree program offered at College.

Contact : 01882-249968 (0) 73802-78212

Co-coordinator : Dr. Monika

Co-coordinator : Mr.Paramveer Singh (M) : 9217204000

Note : Admission form for skill oriented courses can be obtained from administrative office.

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 facts, attached false or incomplete documents. All admissions made are subject to approval of the Panjab University, Chd. & according to eligibility criteria laid down by it.

HOW TO APPLY : Applications on the prescribed form appended to the Prospectus 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.

ADMISSION SCHEDULE	ADMISSION DATE	ONGOING UG/PG	FIRST YEAR UG	FIRST YEAR PG
i. Normal Admission	15-07-2024 TO 25-07-2024	15-07-2024 TO 22-07-2024	15-07-2024 TO 22-07-2024	15-07-2024 TO 25-07-2024
ii. Late Admission to be allowed by the Principal of the college with a Late Fee of Rs. 2000/- per student.	26-07-2024 To 09-8-2024	23-07-2024 To 10-8-2024	23-07-2024 To 10-8-2024	26-07-2024 To 09-8-2024
iii. Late Admission in the college to be allowed by the Vice-Chancellor with a Late Fee of Rs. 5000/- per student.	10-08-2024 To 31-8-2024	12-08-2024 To 31-8-2024	12-08-2024 To 31-8-2024	10-08-2024 To 31-8-2024

NOTE:

- Students need to fill separate form for more than one courses.
- Admission to PG classes will be decided after a decision is taken about assessment of UG Classes.
- Classes in College Campus will start after permission is given by the Gov. as per UGC guidelines received from time to time.
- Students are required to visit official website of the college (www.sdcollegehsp.net) from 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, will be considered as 3, 4 ors respectively.

NOTE:

- Before submitting the Application Form, please not 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 of willful concealing of information may lead to cancellation of the admission of the student.

DOCUMENTS TO BE SUBMITTED WITH APPLICATION FORM :

The following documents should be attached to the

application form for admission :

- 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)
- Self attested copy of the certificate of good conduct from Head of the Institution last attended.
- Three copies of recent passport size photograph. (One pasted, two stapled).
- 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 (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.
- 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.
- 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, 2024 because it must reach the University office by 15th October 2024.
- Certificates relevant to claim any reserved category status.
- Certificates in support of claim for weightage/ weightages. 9. SC candidates need to provide xerox copies of Bank account with IFSC code mentioned on it in printed form. 10. Eligibility

Certificate, where ever 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 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 at the end of the prospectus).
15. Self attested affidavit by the parent/ guardian (Proforma available at the end of the prospectus).
16. Students need to attach the proof of the following to claim weightage :-

WEIGHTAGE (UG ONLY)

NCC	A	B	C	
	1%	2%	3%	
NSS	Grade			Position
	O	A	B	1st 2nd 3rd
	1%	1%	N/A	1% 1% N/A
Youth Activities (Maximum 4% Weightage)				1%
Advance Youth Leadership Training Camp Youth				1%
Youth Leadership Training Camp				1%
Advance Mountaineering				1%
Hiking Training				1%
Mountaineering				
Cultural Activities				1%
(Maximum 3% Weightage)				
Zonal Youth Festival				1%
University Level Youth Festival				1%
Inter University National Youth Festival				1%

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 sent 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 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) Thalassemia 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 & above the sanctioned seats for UG/PG Courses offered by the Teaching Departments / Regional Centres and Colleges affiliated to Panjab University vide circular No. Misc/A-6/77824-78124 Dated 20-04-2016.
- (iii) Institutions up to academic year 2020-21 only to those wards of martyrs/permanent disabled (up to 80%) Concession for the wards of Kashmiri Migrants and Kashmiri Pandits/ Kashmiri Hindu Families (Non-Migrants living in Kashmiri Valley)
 - (a) Relaxation in Cut-off percentage up to 10% subject to minimum eligibility requirements.
 - (b) Increase in intake capacity up to 5% course-wise.
 - (c) Reservation of at least one seat in merit quota in technical / Professional institutions.
 - (d) Waiving off domicile requirements. As per Circular No. Misc./ A-1/32031-32231 dated 06-04-2022 (Already circulated by the Colleges Branch).

The benefit of additional seats under the aforesaid categories will not be admissible to the students seeking admission in the courses falling under regulatory agencies such as MCI, DCI, BCI and NCTE. (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 :-

 - (i) 1% seats with minimum of 1 seat in the Departments and affiliated Colleges except in partially financed/self-financing courses.
 - (ii) Exemption of fee.
 - (iii) 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 the 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 returnable 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) 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 the two. One additional seat each for the student suffering from Cancer, AIDS and Thalassemia has been allowed subject to the condition that the candidate seeking admission under each of these categories if otherwise eligible from all angles.

LATE ADMISSIONS

(Subject to the availability of seats) 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, late admission approval from the Vice-Chancellor is required. In the 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. The attendance of such students shall be counted from the date of admission.

COMPARTMENT CASES

That 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 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 as 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.

SCHOLARSHIPS & 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 SC and BC will be eligible for concession as per Punjab govt. rules.

SCHOLARSHIPS

- Govt. of India Post-Matric Scholarship for ST, SC, BC, OBC and minority students.
- Prime Minister Scholarship Scheme (PMSS) for SC & BC students.
- Scholarship by CDC PU, Chd. for following categories : (1) Means-Cum-Merit (2) Disability (3) Single Girl Child (4) Sports (5) AIDS/Cancer Patient (6) Transgender (7) Youth welfare (8) Wards whose both parents died due to COVID-19.
- State Govt. Merit Scholarship.
- 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 a 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 :

- a) All students belonging to SC & BC 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 account.
- b) If there is any change in address, phone/ mobile number or email id, it will be responsibility of the student and guardian to get college records updated. Any loss to student because of non updation of communication addresses, college will not be responsible.

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 students will be required to deposit Rs. 100/- 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 fees 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 must 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 fine as per rules of college.
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 & 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 offence
- 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 offence 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 of any combination of the following :
- Suspension from attending classes and academic privileges.
- Withholding/withdrawal of 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, 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 1 and 2).

LEAVE RULES

1. Leave must be applied for in advance on the leave forms available from 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 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.

NOTE : 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.

Note : The names of students who remain absent without leave for seven days consecutively will be strucked 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

Student 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, college will conduct two mandatory tests in theory papers in the months of Sept./ Oct. and March for all Semester Classes. For both the tests there will be only 1 paper of 2 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 in theory and practicals 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 examination, leave on account of ill health can only be granted when the application is submitted 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 don't 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

CENTRAL 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 N-List (E-Journals) which includes several prominent E-journals and e-books. The college has nearly 6 major National & Regional Newspapers. It has also SARASWATI BOOK BANK. Poor and needy students can borrow from this book bank for the session.

CANTEEN (ANNPURANA KAKSH)

The college has on 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 every **Monday 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 Dept. of Physical Education. These include Cricket, Judo, Boxing, Badminton, Table Tennis, Volleyball, Kabaddi, Basketball, Athletics etc. College wins a number of top positions in sports every year.

NATIONAL CADET CORPS (NCC)

Students can join the NCC if they have necessary aptitude and physical fitness. Lieutenant 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 & 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 the NSS. The best volunteers from 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 Language and Literary Club, Bhasha Manch, Red Ribbon Club,

Social Science Council, Science & Environment Club, Computer Society, Commerce Society, Management Society, Physical Education Council etc. Activities like Declamation, Debate, Elocution, Creative Writing Competitions, Quiz, Seminars and Guest Lectures are frequently organized for the benefits of students. Students are encouraged to participate in such activities to gain exposure.

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 recruitments 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 the 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 tours to places of historical and cultural importance.

COLLEGE PUBLICATION

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 and poems etc. The college also publishes its half yearly newsletter "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 Multi disciplinary Research Journal" with ISSN 2582-6077 in December, 2019. The college releases Prospectus in the first of 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 large on payment of nominal fee. The College has a Yoga activity area where Yoga can be practised.

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.

AUDITORIUM

The college has a spacious Auditorium with a sitting capacity of 150 people which is used for various activities and functions.

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 three well equipped air-conditioned computer labs (with 24 hours 52 mbps dedicated leased line connection). In addition to this, there are two Bio-technology labs along with separate labs for Physics & Chemistry. There is facility of Fashion Designing Lab and Psychology Lab for Arts subjects. The college also has a fully equipped Commerce & Management Lab.

IMPORTANT DATES INTERVIEW SCHEDULE

SR. NO.	CLASS	COUNSELING DATE
Graduation		
1. B.Com. (Sem. I)		15-07-2024 onwards
2. B.Com. (Sem. III)		18-07-2024 & 19-07-2024
3. B.Com. (Sem. V)		16-07-2024 & 17-07-2024
4. BBA (Sem. I)		15-07-2024 onwards
5. BBA (Sem. III)		16-7-2024 onwards
6. BBA (Sem. V)		17-7-2024 onwards
7. BCA (Sem. I)		15-07-2024 onwards
8. BCA (Sem. III)		16-07-2024 onwards
9. BCA (Sem. V)		17-07-2024 onwards
10. B.A. (Sem. I)		15-07-2024 onwards
11. B.A. (Sem. III)		16-07-2024 onwards
12. B.A. (Sem. V)		16-07-2024 onwards
13. B.Sc BioTech. (Sem. I)		15-07-2024 onwards
14. B.Sc BioTechnology (Sem. III)		15-07-2024 onwards
15. B.Sc BioTechnology (Sem. V)		15-07-2024 onwards

SR. NO.	CLASS	COUNSELING DATE
Post Graduation		
1. PGDCA		15-07-2024 onwards
2. M.Com. (Sem. I)		15-07-2024 onwards
3. M.Com. (Sem. III)		16-07-2024 onwards

SR. NO.	CLASS	COUNSELING DATE
Add-on Courses		
1. E-Commerce		15-07-2024 onwards
2. Tourism & Travel		15-07-2024 onwards
3. Event Management		15-07-2024 onwards

ADMISSION & SCREENING COMMITTEE	
Dr. Manjit Kaur	Dr. Monika
Mrs. Nisha Arora	



ADMISSION GUIDANCE & COUNSELING	
B.Com & B.Com (Hons.)	Mrs. Neha Mrs. Isha Ms. Manisha Thakur Ms. Harjyot Kaur
B.B.A.	Mrs. Jyoti Bala Mr. Paramveer Singh
BCA & PGDCA	Mrs. Nisha Arora Mrs. Pooja Mrs. Amandeep Kaur Mr. Keshav
M.Com Arts	Mrs. Dimple Mrs. Prabhkiran Kaur Mrs. Megha Dua Dr. Gurcharan Singh Mr. Vipin Kumar
Elective Subjects Guidance	Dr. Deepika Dr. Radhika Rattan Mr. Vipin Kumar
Bio-Tech	Dr. Sachin
Add on Courses	Dr. Monika
Skill Oriented Courses	Mrs. Jyoti Bala
Symbiosis SCDL	

NOTE : Reservation of seats as per Punjab Govt., Govt. of India & Panjab University rules/regulations.

ACADEMIC CALENDER 2024-2025

(PANJAB UNIVERSITY, CHANDIGARH)

ODD SEMESTER	UG 1st Year	PG 1st Year	UG/PG (ONGOING CLASSES)
ACADEMIC TERM-1	15-07-2024 TO 18-11-2024	15-07-2024 TO 18-11-2024	15-07-2024 TO 18-11-2024
END SEMESTER EXAMS	19-11-2024 TO 26-12-2024	19-11-2024 TO 26-12-2024	19-11-2024 TO 26-12-2024
WINTER BREAK	27-12-2024 TO 9-01-2024	27-12-2024 TO 9-01-2024	27-12-2024 TO 9-01-2024
EVEN SEMESTER	UG 1st Year	PG 1st Year	UG/PG (ONGOING CLASSES)
ACADEMIC TERM-II	10-01-2025 TO 26-4-2025	10-01-2025 TO 26-4-2025	10-01-2025 TO 26-4-2025
END SEMESTER EXAMS	28-04-2025 TO 4-06-2025	28-04-2025 TO 4-06-2025	28-04-2025 TO 4-06-2025
SUMMER BREAK	1-06-2025 TO 13-07-2025	1-06-2025 TO 13-07-2025	1-06-2025 TO 13-07-2025

TEACHING COMMENCES FOR ONGOING UG /
PG & FIRST YEAR UG/PG CLASSES FROM 15-7-2024

THE FACULTY

Officiating Principal Associate Professor Parshant Sethi, M.A., NET I Tel. (0) 01882-249968, 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

Dr. Gurcharan Singh	M.A. (Hons.), M.Phil, Ph.D., NET (JRF) Asst. Prof.
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* Vacant

DEPARTMENT OF HINDI

* Vacant

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

* Vacant

DEPARTMENT OF HISTORY

Ms. Prabhkiran Kaur	M.A., M.Phil., NET, Asst. Prof.
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DEPARTMENT OF MANAGEMENT

Ms. Jyoti Bala	M.Com., MBA, NET, Asst. Prof.
Mr. Paramveer Singh	B.Tech., MBA, NET, Asst. Prof.

* Vacant

DEPARTMENT OF COMPUTER SCIENCE

Ms. Nisha Arora	M.Sc. (CS), M.Phil., NET, Asst. Prof.
Ms. Pooja	MS (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

* Vacant

DEPARTMENT OF FASHION DESIGNING

* Vacant

DEPARTMENT OF PSYCHOLOGY

* Vacant

DEPARTMENT OF PUBLIC ADMINISTRATION

* Vacant

DEPARTMENT OF MATHEMATICS

* Vacant

DEPARTMENT OF COMMERCE

Dr. Manjit Kaur	M.Com., M.Phil., Ph.D., 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., NET, JRF, Asst. Prof.
Ms. Isha	M.Com., M.Phil., NET, Asst. Prof.
Dr. Sachin	M.Com., Ph.D., NET, PGDBA, CS (E), Asst. Prof.

LIBRARY

Mr. Suresh Kumar Bains	M.Lib., M.A. PGDCA
* Asst. Librarian (Vacant)	

GENERAL ADMINISTRATION

Mr. Parshant Sethi	Registrar, Dean Admin.
Mrs. Dimple	Associate Registrar
Dr. Manjit Kaur	Bursar
Mr. Vipin Kumar	PRO
Mr. Mohit Bhushan	Office Clerk
Mrs. Meenakshi	Accounts Clerk
Ms. Gurnoor Kaur	Accounts Clerk
Mr. Jagdeep	Office Clerk
Mrs. Manisha	Office Clerk
Mr. R. K. Sharma	Office Clerk

NON-TEACHING STAFF

Mr. Balwinder Singh	Mrs. Sonia	Mr. Kalapnath
Ms. Anju Bala	Mrs. Simmi	Mr. Sewa Ram
Mr. Raja Ram	Mrs. Ashwani	Mr. Ravi
Mr. Raghvir	Mrs. Priya	Mr. Ram Parkash

TENTATIVE FEE STRUCTURE FOR 2024-25

Sr. No.	Particular	Self Financing Courses	Other Courses
1.	Admission Fee	183	183
2.	Tuition Fee	849	849
3.	Retirement Benefit Fund	2774	2774
4.	Library Development Fund	381	381
5.	Student Scholarship Fund (Meritorius / Mean Students)	306	280
6.	College Sports Fund	457	457
7.	Library Security (Refundable)	317	317
8.	College Youth Welfare Fund	195	177
9.	Prize Distribution Functions	164	164
10.	Seminar / Club / Societies	164	164
11.	College News & Annual Report	88	88
12.	Identity / Library Card	97	88
13.	Magazine Charges	241	241
14.	Medical Charges	180	164
15.	Environment Education Fees	389	356
16.	Student Aid Fund (Poor & Needy)	501	457
17.	NSS & NCC Fee	23	25
18.	House Examination Fee	487	487
19.	Summer Training And Vocational Courses	808	808
20.	Student Insurance	152	152
21.	Lease Line Internet / Digital Library	207	207
22.	Gymnasium Charges	75	75
23.	Research & Development Fund	75	75
24.	Generator Fund	300	300
25.	Parking Charges (for Scooters)	866	866
26.	Honours Class Funds		889
27.	Computer Fund		1733
28.	Amalgamated Fund	2492	2275
29.	Lab Charges		
30.	University Charges-Annexure V(b)	627	627
31.	DPI Charges	85	85
32.	Red Cross / Flag Day	70	70
33.	Telephone Charges	50	50
34.	Stationery and Correspondence	190	190
35.	Unaided UG / PG Fund	1156	1156

COLLEGE RUNNING AND MAINTENANCE

1. B.A.	4996
2. B.Com.	17237
3. B.B.A.	32424
4. B.Sc. (Bio-Tech)	39914
5. B.C.A.	39914
6. M.Com.	27000
7. PGDCA	21941

COLLEGE RUNNING AND MAINTENANCE CHARGES

1. Certificate / Diploma / Advanced Diploma Courses (Arts and Commerce) Without Practical	1733
2. Certificate / Diploma / Advanced Diploma Courses (Arts and Commerce) + Lab Charges	3467

COMMON FEE (FOR ALL PROGRAMS)

1. Late Admission Fee with Permission of Principal	2000
2. Late Admission Fee with Permission of Vice Chancellor	5000
3. PUPIN No. (Includes Registration + Enrolment Fee) (For 1st Year Students Only)	446
4. University Continuation Fee (2nd and 3rd Year Students only)	225
5. Migration Fees	451
6. Fee for Issuance of Duplicate PUPIN Card	451
7. Inter-College Migration Certificate / Duplicate Migration Certificate	666
8. Cancellation of Migration Certificate / Inter-University Migration Certificate /	774
9. Duplicate Migration Certificate / Duplicate Migration Certificate	666

MANDATORY UNIVERSITY EXAMINATION FEES

1. UG Classes (New Admissions)	6670
2. UG Classes (Ongoing)	5960
3. PG Classes (New Admissions)	5960
4. PG Classes (Ongoing)	5960

NOTE : * Fees for all courses will be directly deposited in Bank. Challan for fees will be issued by Fees Counter, S.D. College. Fee instalments of SC students will be as per Govt. decision / regulations.

* The above-mentioned figures are based on the fee structure received from PU, Chd. for session 2023-2024. These figures are subject to revision as per Panjab University & Punjab Government's Latest Notification & Guidelines.

IMPORTANT INSTRUCTIONS

Fee shall be charged as per the following schedule

- First Instalment will be charged at time of admission.
 - Second Instalment needs to be deposited in October.
 - Third Instalment needs to be deposited in January.
- Challan can be collected from 10:00 AM to 2:30 PM on Working Days.
 - Library Security is the part of fee. In case, it is not claimed by the graduate within 2 years of completion of course, it will be considered as forfeited.
 - The names of those students who do not pay their

second & third instalment by the last date notified by the college office will be strucked off from the college rolls. Such students can be admitted on payment of 150/- as re-admission fee. This will be in addition to the late fee due as per rules.

- * Fee for Practical subjects will be charged as mentioned above according to P.U. guidelines.
- If there is any change in address, number or email id, it will be responsibility of the student & guardian to get college records updated. Any loss to student because of non updation of communication addresses, college will not be responsible.

ADMINISTRATIVE COMMITTEES for Session 2024-25

IQAC/CIIQA

Mrs. Nisha Arora

(co-ordinator)

Dr. Manjit Kaur (Bursar)

Sh. Shri Gopal Sharma

(Secretary, Mgt. Representative)

Mrs. Dimple

(Teaching Staff Representative)

Mrs. Megha Dua

(Teaching Staff Representative)

Mr. Abhishek Jain

(Alumnus)

Mr. Ayush Sharma

(Alumnus)

Adv. Naveen Jairath

(Society Representative)

Mr. Rajiv Lochan

(Industry Representative)

Mr. Suresh Kumar Bains

(Librarian)

Mr. Mohit Bhushan

(Administrative Staff)

Dr. Monika

(co-cordinator)

Mrs. Hema Sharma

(President, Management)

Representative)

Mrs. Isha

(Teaching Staff Representative)

Dr. Sachin

(Teaching Staff Representative)

Ms. Sukriti Sharma

(Alumnus)

Mr. Suresh Kumar

(Society Representative)

Mr. Dheeraj Anand

(Industry Representative)

Mr. Rajesh Aggarwal

(Industry Representative)

Ms. Gurnoor Kaur

(Accounts Staff)

Bio-Tech

Add-on Course

Skill Oriented Courses

Symbiosis SCDL

Nodal Officer of Portal

Dr. Manjit Kaur (screening)

Mrs. Nisha Arora (screening)

Dr. Radhika Rattan

Mr. Vipan Kumar

Dr. Sachin

Dr. Monika

Mrs. Jyoti Bala

Dr. Sachin

Dr. Monika (screening)

FEE CONCESSION, FINE & SCHOLARSHIP COMMITTEE

Mrs. Dimple

Dr. Manjit Kaur (Bursar)

Mrs. Nisha Arora

Mrs. Meenakshi (Admin. Staff)

Mrs. Jyoti Bala

Dr. Monika

Mr. Vipan Kumar

FEE STRUCTURE & ADMINISTRATIVE AUDIT

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Mrs. Isha (Administration)

Mr. Mohit Bhushan (Admin. Staff)

Dr. Sachin (Portal)

Mrs. Meenakshi (Accounts. Staff)

ACADEMIC COUNCIL

Mrs. Megha Dua

Mrs. Isha

Dr. Manjit Kaur (Commerce)

Mrs. Prabhkiran Kaur (History)

Dr. Radhika Rattan (Psychology)

Dr. Monika (Economics, JGNDPSOU, Patiala)

Mrs. Jyoti Bala (Management, Symbiosis SCDL)

Mrs. Nisha Arora

Mr. Parshant Sethi (English)

Dr. Deepika Thalia (Pol. Sci.)

Dr. Gurcharan (Punjabi)

EXAMINATION COMMITTEE

Mr. Parshant Sethi (Registrar)

Mr. Vipan Kumar

Mrs. Neha (Commerce)

Ms. Manisha (Admin. Staff)

Mrs. Dimple (Assoc. Registrar)

Mr. Keshav

Mr. Mohit (Admin. Staff)

Mrs. Meenakshi (Accounts. Staff)

DISCIPLINE COMMITTEE

Mr. Parshant Sethi

Mrs. Dimple

Dr. Sachin

Dr. Gurcharan Singh

D.PEd. (Vacant)

Dr. Manjit Kaur

Mrs. Jyoti Bala

Mrs. Megha Dua

Mr. Vipan Kumar

Class Representatives (4)

STUDENT COUNCIL & PARENT TEACHER ASSOCIATION

Mrs. Megha Dua

Mrs. Prabhkiran Kaur

Dr. Deepika Thalia

STUDENT GRIEVANCE REDRESSAL CELL

(A) STATUTORY COMMITTEES

SC/ST/OBC, MINORITY&EWS

(AMBEDKAR SCHOLARSHIP & NSP)

Ms. Harjyot Kaur (Nodal officer)

Mr. Mohit (Admin. Staff)

Mr. Paramveer Singh

(B) ZERO TOLERANCE

ANTI RAGGING COMMITTEE

Mrs. Pooja

Mrs. Prabhkiran Kaur

INTERNAL COMPLIANT COMMITTEE

(Committee Against Sexual Harassment at workplace)

Dr. Manjit Kaur

Mrs. Pooja

Dr. Vibha Gupta, Social worker,

City Dental Clinic, Hsp.

Mrs. Nisha Arora

Mrs. Isha

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Mr. Parshant Sethi

Dr. Manjit Kaur

Dua

Dr. Gurcharan Singh

Mrs. Dimple

Mrs. Nisha Arora Mrs. Megha

Mr. Vipan Kumar

D.PEd. (Vacant)

ADMISSION & SCREENING COMMITTEE

B.Com. & B.Com. (Hons.)

Ms. Neha

Ms. Isha

Ms. Manisha Thakur

Ms. Harjyot Kaur

B.B.A.

Ms. Jyoti Bala

Mr. Paramveer Singh

M.Com.

Ms. Dimple

B.C.A. & PGDCA

Ms. Nisha Arora

Mrs. Pooja

Mrs. Amandeep Kaur

r

Arts

Mrs. Prabhkiran Kaur

Mrs. Megha Dua

Dr. Gurcharan Singh

Mr. Vipan Kumar

Elective Subjects Guidance

Dr. Deepika,

ANTI-SEXUAL HARASSMENT COMMITTEE**(for students)**

Dr. Manjit Kaur Mr. Vipin Kumar
 Mrs. Pooja
 Mrs. Radhika Rattan, Principal,
 SD Collegiate School, Hsp.

(C) GENERAL GRIEVANCES

Dr. Manjit Kaur Mrs. Nisha Arora
 Mr. Vipin Kumar Mrs. Isha
 Class Representatives (6)

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 Mrs. Jyoti Bala Ms. Manisha
 Dr. Deepika Thalia Ms. Pooja
 Mr. Vipin Kumar Dr. Gurcharan Singh
 Ms. Neha (commerce) Mr. Paramveer Singh
 Student Representatives (6)

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 Mr. Keshav Mr. Mohit Bhushan
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 Dr. Gurcharan Singh Dr. Sachin
 Dr. Palwinder Kaur

FACULTY DEVELOPMENT PROGRAMME CUM SEMINAR

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 Mrs. Pooja Dr. Sachin

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 Mr. Suresh Kumar Bains
 (Librarian)

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 Dr. Sachin

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 Dr. Deepika (Social Sciences) Dr. Radhika (Psychology)
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N.S.S.

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 Dr. Radhika Rattan Mrs. Neha (Commerce)
 Ms. Gurnoor (Accounts Staff) D. PEd (Vacant)

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 Mrs. Amandeep Kaur Student Representatives (2)

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 Dr. Gurcharan Singh Mrs. Nisha Arora
 Mrs. Jyoti Bala Ms. Harjyot
 Ms. Manpreet Bio-Tech (Vacant)
 Student Representatives (8)

TIME TABLE

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 Mrs. Jyoti Bala Mrs. Prabhkiran Kaur
 Mrs. Amandeep Kaur Bio-Tech (Vacant)

UGC GRANTS & MISCELLANEOUS

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 Ms. Meenakshi (Accounts Staff)

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Mrs. Megha Dua Mrs. Dimple
 Mrs. Isha Dr. Gurcharan Singh
 Mr. Vipin Kumar Ms. Harjyot
 Fashion Designing (Vacant) D. PEd. (Vacant)
 Student Representatives (8)

RED RIBBON CLUB & CIVIL DEFENCE

Mrs. Monika Kanwar Dr. Gurcharan Singh
 Class Representatives (2)

RED CROSS & TOBACCO CONTROL

Mr. Paramveer Singh Mrs. Neha

COMPUTER SOCIETY

Mrs. Nisha Arora Mrs. Pooja
 Mrs. Amandeep Kaur Mr. Keshav
 Class Representatives (2)

COMMERCE SOCIETY

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 Class Representatives (2)

SOCIAL SCIENCES SOCIETY

Dr. Deepika Thalia Mrs. Prabhkiran Kaur
Class Representatives (2)

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Dr. Gurcharan Singh Hindi (Vacant)
Mr. Vipin Kumar Class Representatives (2)

SCIENCE & ENVIRONMENT CLUB

Bio-Tech (Vacant)
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Class Representatives (2)

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Dr. Manjit Kaur (Commerce) Dr. Monika (Economics)
Mrs. Nisha Arora (Computer) Dr. Gurcharan (Punjabi)
Mrs. Isha (Commerce) Dr. Radhika (Psychology)
Fashion Designing (Vacant) D. PEd (vacant)
Bio-Tech (Vacant) Student Representatives (4)

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Mr. Keshav Ms. Neha (commerce)
Bio-Tech (Vacant)

CANTEEN COMMITTEE (FAREWELL & REFRESHMENT)

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Mr. Paramveer Singh Dr. Sachin
Student Representatives (4)

WOMEN GRIEVANCE REDRESSAL COMMITTEE

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Student Representatives (4)

COMMITTEE FOR STUDENTS WITH DISABILITY

Mrs. Amandeep Kaur Dr. Gurcharan Singh
Mr. Balwinder Singh (Peon) Mrs. Anju (Sweeper)

EARN WHILE YOU LEARN INITIATIVE

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Fashion Designing (Vacant) Student Representatives (4)

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Student Representatives (8)

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Mrs. Prabhkiran Kaur Mr. Vipin Kumar

BHASHA MANCH

Dr. Gurcharan Singh Mrs. Monika Kanwar
Mr. Vipin Kumar Hindi (Vacant)
Student Representatives (4)

SPORTS & PHYSICAL EDUCATION

Mrs. Manpreet Kaur D. PEd. (Vacant)
Student Representatives (4)

MEDICAL FACILITIES

Mr. Paramveer Singh Dr. Deepika Thalia
Mrs. Prabhkiran Kaur Dr. Naresh Sood (MBBS)
Bio-Tech (Vacant) Mr. Balwinder (Peon)
Mr. Raghuveer (Peon)

THE SPIRITUAL SOCIETY & YOGA

Mrs. Neha Ms. Manisha Thakur

WEBSITE MAINTENANCE COMMITTEE

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Mrs. Amandeep Kaur

CCTV'S & ICT

Mrs. Nisha Arora Mr. Keshav
Mrs. Pooja Mrs. Amandeep Kaur
Computer Lab Attendant (vacant)

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Mr. Jagdeep (Admin. Staff)

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Mr. Keshav

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Mr. Paramveer Singh Dr. Deepika Thalia
Dr. Radhika Rattan Fashion Designing (Vacant)
(for SD Collegiate School, Hsp) D.PEd. (Vacant)

SOCIAL SENSITIZATION COMMITTEE (SMILEY GROUP) (OLD AGE HOME, ORPHANAGE, LEPROSY HOME)

Mrs. Dimple Dr. Gurcharan Singh
Mrs. Neha (Commerce) Fashion Designing (Vacant)
Old Alumni Hsp. (Smiley Group) Student Representatives (4)

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Dr. Gurcharan Singh Mrs. Pooja
Mrs. Anju (support staff) Mr. Ravi (support staff)
Mr. R. K. Sharma (admin. staff) Mr. Mohit (admin. staff)

AISHE

Mrs. Nisha Arora (Nodal officer) Mrs. Pooja



COLLEGE MANAGING COMMITTEE OFFICE BEARERS



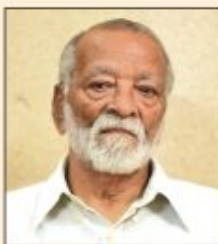
Mrs. Hema Sharma
(Bhrigu Shastri)
PRESIDENT



Mrs. Sneh Amrit Anand
(Bhrigu Shastri)
SR. VICE PRESIDENT



Sh. Chatar Bhushan Joshi
(Bhrigu Shastri)
VICE PRESIDENT



Sh. Shri Gopal Sharma
SECRETARY



Sh. Tilak Raj Sharma
JOINT SECRETARY



Sh. Parmod Sharma
CASHIER

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1. Mahant Raminder Dass	98761-17274	25. Sh. Kanav Kapoor	99151-23450
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3. Dr. Subhash Sharma (Panchkula)	94177-00008	27. Ms. Himani Kapoor (New Delhi)	96546-41427
4. Gp. Capt. Deepak Sharma	93707-48162	28. Dr. Rohit Chaudhary	98152-00838
5. Sh. Rajiv Kapoor (Delhi)	99994-32549	29. Sh. Ashwani Saini	98145-75155
6. Sh. Atinder Mohan Sharma (USA)	252114	30. Sh. Ajay Sood	98727-83508
7. Sh. Rajan Sharma	94172-36360	31. Sh. Ashutosh Jain (Delhi)	99111-83100
8. Sh. Vinod Kumar Kapoor	98157-21422	32. Sh. Shiv Kumar, CA	98143-99420
9. Sh. Vaneet Grover (USA)	001-310871-7339	33. Sh. Pardeep Gupta	98788-00012,
10. Sh. Ashwani Kumar Sharma	98156-65890		223988
(Phagwara)		34. Sh. Sanjeev Kumar (New Delhi)	99113-05693
11. Sh. Krishan Gopal	85917-97999	35. Sh. Manoj Goyal (New Delhi)	98992-23195
(Mech-Engg) (Panchkula)		36. Sh. Sunil Aggarwal (New Delhi)	99104-44961
12. Sh. Vipin Kumar	98761 20734,	37. Sh. Mohan Dass	79862-01845,
	220734		98882-86061
13. Sh. Praval Kapoor	94631-17822	38. Sh. Surinder Vij	94170-59160,
14. Sh. Rajesh Gupta	98150-20500,		249771
	225500	39. Sh. Raghunath Sharma (Aus.)	
15. Sh. Vikas Aggarwal	98150-01388,	40. Dr. Neel Kanwar	98728-28986,
	505088		222292
16. Sh. Rajiv Lochan	987215 9286,	41. Ms. Bhrigu Nandini Sharma	99150-66851
	220588	42. Sh. Sunil Kumar Sharma (New Delhi)	98100-29060
17. Sh. Sandeep Joshi,	98151-37501	43. Sh. Shiv Kumar Sharma	98144-56448
M/s Durga Iron & Steel		44. Sh. Janak Raj Aggarwal	98881-91697
18. Sh. Neeraj Gupta	98140-72903	45. Mr. Harjeet Singh	98142-28169,
19. Sh. Amit Gupta	98767-17000,		224169
	238009	46. Mr. Parshant Sethi (Offi. Principal)	98721-04467
20. Sh. Jatin Malhotra	98883-07758		
21. Sh. Sachin Malhotra	98728-23500		
22. Sh. Raja Prithu	84270-85959		
23. Sh. Ashok Sharda (Kolkata)	98300-10977,		
	03324749554		
24. Sh. Madan Mohan Sood	98156-96555		
(Ludhiana)			

STAFF REPRESENTATIVES

47. Mrs. Dimple	84271-06607
48. Dr. Monika	98881-59117
49. Dr. Sachin Kumar	97797-15124

COLLEGE INFRASTRUCTURE



Fashion Designing Lab



Library



Biotechnology Lab



Psychology Lab



ICT enabled classrooms



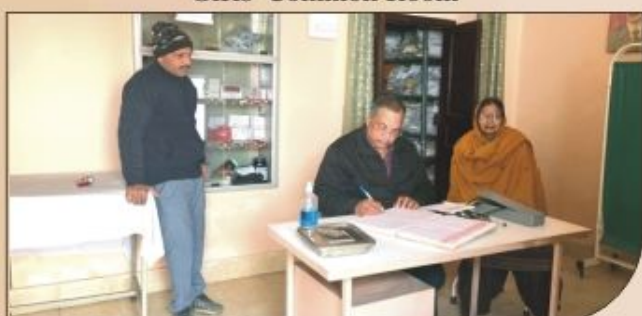
Commerce & Management Lab



Sanitary Napkin Vending Machine in Girls' Common Room



Computer Lab



Dispensary



Canteen

GLIMPSES OF COLLEGE ACTIVITIES



Teej Celebration



Exhibition of Art & Craft Items under Earn While You Learn



Army Attachment Special Camp Attended by NCC Girl Cadets



7 Day NSS Camp at College



Blood Donation Camp



Stem Cell Sample Depository Camp



Giddha Performance in Youth Festival



National Seminar on NEP 2020



Staff & Students practicing Yoga



Industrial Visit to Century Plyboard Ltd. Hsp.

ACHIEVERS GALLERY



Muskan
BA Sem.I
1st in College



Harleen Kaur
BA Sem.I
2nd in College



Harjot Singh
BA Sem.III
1st in College



Pankaj
BA Sem.III
2nd in College



Palak Handa
BA Sem.V
1st in College



Bimal Kumari
BA Sem.V
2nd in College



Khushi
B.B.A.
Sem.I
1st in College



Dilheer Saini
B.B.A.
Sem.I
2nd in College



Suhani Sharma
B.B.A.
Sem.III
1st in College



Dikshita Kumar
B.B.A.
Sem.III
2nd in College



Jasmeet Singh
B.B.A.
Sem.V
1st in College



Gitanjali
B.B.A.
Sem.V
2nd in College



Chahat
BCA.
Sem.I
1st in College



Lakshita
BCA.
Sem.I
2nd in College



Divya Kalia
BCA.
Sem.III
1st in College



Deepak Kaushal
BCA
Sem.III
2nd in College



Naina
BCA.
Sem. V
1st in College



Radhika Bhardwaj
BCA.
Sem.V
2nd in College



Mehak
B. Com.
Sem. I
1st in College



Meenal Gupta
B. Com.
Sem.I
2nd in College



Punya Malhotra
B. Com.
Sem.III
1st in College



Neha Bag
B. Com.
Sem.III
2nd in College



Karishma Kapila
B. Com.
Sem.V
1st in College



Saurav Gupta
B. Com.V
2nd in College



Jasleen Dola
Bsc Biotech
Sem.I
1st in College



Ruby
Bsc Biotech
Sem.III
1st in College



Rishika
M. Com.
Sem.I
1st in College



Indu
M. Com.
Sem.I
2nd in College



Kritika Ahuja
M. Com.
Sem.III
1st in College



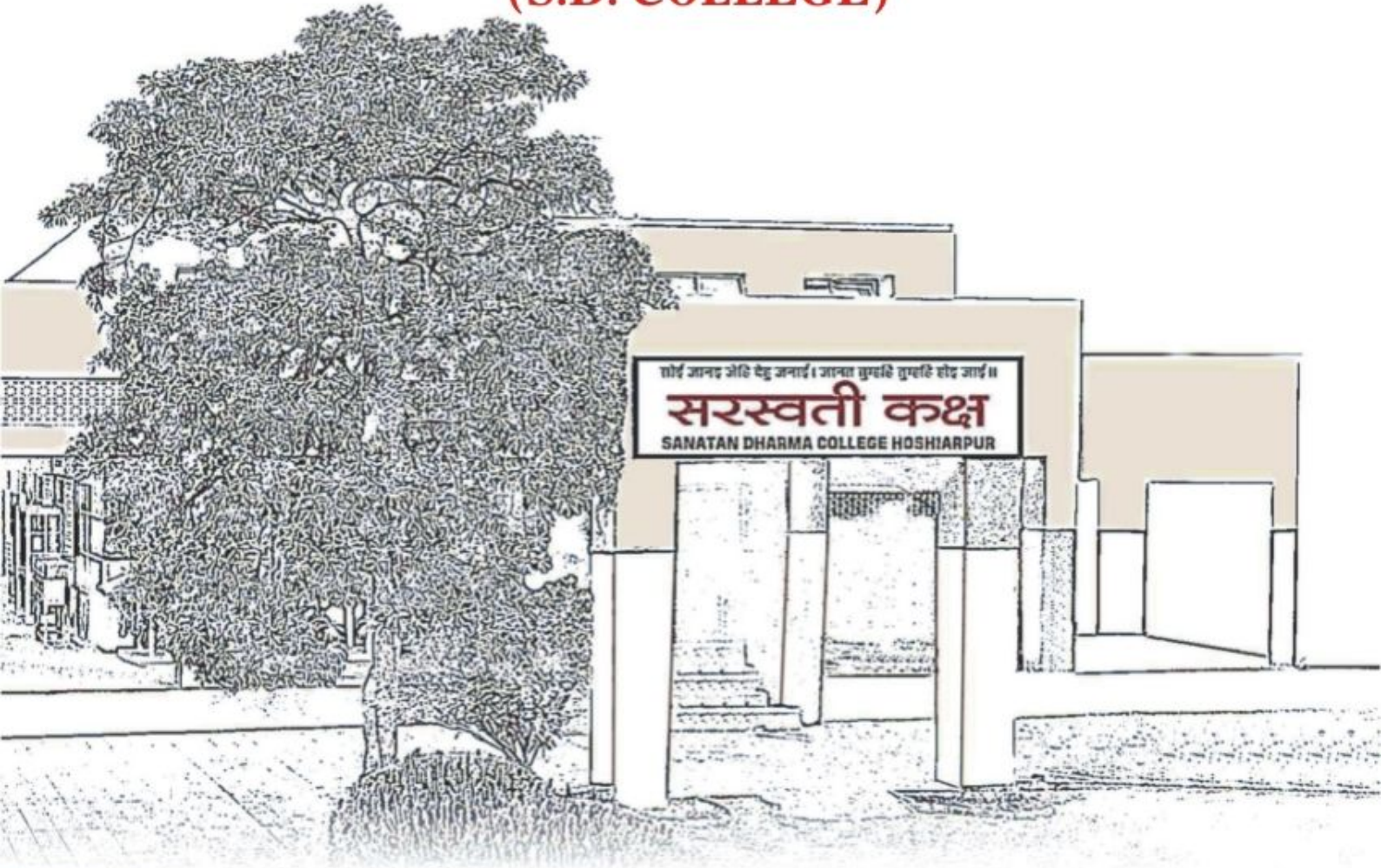
Ruchika Sharma
M. Com.
Sem.III
2nd in College



SANATAN DHARMA COLLEGE

HOSHIARPUR

(S.D. COLLEGE)



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