



# GOVERNMENT DEGREE COLLEGE JAWALI

## Dist. KANGRA (H.P.)



Greetings to Indian Army on  
Surgical Strike Day



A step towards techno-friendly environment  
Newly established compute lab cum  
smart class room



Honour to participants of HP University  
Youth Festival by the Principal



Nasha Mukti Abhiyan



Teaching & Non Teaching Staff



Winners of Collage making Competition



Counselling seminar on drug abuse



Winners of Annual Sports Meet 2018-19



## PROSPECTUS-CUM-ADMISSION BROCHURE

### for

## ADMISSION TO

## UNDERGRADUATE CLASSES UNDER CBCS

## SESSION-2019-20

01893-264004 gdcjawali@gmail.com gdcjawali.in





Inter College declamation contest



CSCA 2018-19



Honour to worthy teachers by the Principal on Teacher's Day



Tree plantation by the Hon'ble MLA Sh. Arjun Singh Thakur



Release of College Logo by the Hon'ble MLA Sh. Arjun Singh Thakur



Launching of college website by the Hon'ble MLA Sh. Arjun Singh Thakur



Seminar on English Speaking Skills



Induction cum orientation programme



Inter College declamation contest



Red Ribbon Club



Tribute to Saheed Tilak Raj



Annual Sports Meet



Honour to prize winners



Annual Function 2018-19



Director Higher Education in college campus



Swachh Bharat Swasth Bharat Abhiyan



# *From the Principal's Desk*

It is a matter of immense pride and pleasure that Government Degree College Jawali has entered in its second year of successful academic journey and to thank our brand ambassador students of first batch who played vital role to establish and demonstrate good academic conventions of this one year old college. I feel blessed to be the first principal of this college.



Friends, really it is very easy to repeat the history but it is difficult to create it and the spirit of our energetic team of teaching and non teaching staff made it possible to achieve the remarkable strength of 284 students in the first year of our college. Today college is having all basic infrastructural and academic facilities and is facilitating the students with healthy academic environment through effective teaching learning skills under the able guidance of well learned, qualified and experienced teaching faculty. The success of every project and institution depends on beginning and the beginning is invariably replete with innumerable vicissitudes. The staff of this institution is wedded to commitment and always shows coloured rainbow to the young learners. The lack of basic amenities in the beginning could not become a stumbling block in the progress of the institution as the efforts of local M.L.A. and staff members were tireless and relentless. Resultantly, the institution is emerging out as one of the best college, catering to the needs of more than twenty surrounding villages; thereby proving the dictum that coming events cast their shadows before.

Dear students, you are having enough potential of learning skills but need a commitment to make your dreams real. Make your SWOT analysis and compete with yourself by enhancing your strengths, weakening your weaknesses, availing the opportunities and managing the threats. In the present times, the biggest threat in our country is the drug abuse and everybody must join hands to curb the menace. Let us work together to make our youth aware so that young India can be healthy and a role model for generations to come.

I welcome all the students joining this college in the academic session 2019-20 and wish everyone a great success ahead.

With Best Wishes !!!

**Dr. Narinder Nath Sharma**  
Principal

# **GOVERNMENT COLLEGE, JAWALI**

## **AN INTRODUCTION**

Government Degree College Jawali (Kangra) came into existence in the year 2018 after announcement by the Hon'ble Chief Minister of Himachal Pradesh Sh. Jai Ram Thakur keeping in view the dire need of all the adjoining villages and it was the offshoot of strong recommendation by committed MLA Jawali Sh. Arjun Singh Thakur. The College started its maiden journey on 8th June 2018.

The college has completed its constructive and successful journey of first academic year and the army of the college encompassed 190 girls and 94 boys. The college had a total strength of 284 students in the previous session. On the other hand the institution has strengthened the "BETI BACHAO BETI PADHAO ABHIYAN" of the state government. Presently, the college is offering all the popular subject combinations in Humanities and commerce stream at under-graduate level. The college has also submitted the proposal to start B.Sc. classes from the current academic session.

In the very short span of time, college has created, developed and established all the basic infrastructure including well equipped and furnished class rooms with healthy academic environment. The college has also established independent reading room and college library will be available to the young readers in this academic session. Since the vision and mission of every educational institution is to develop quality education, this college is focussing on 'KSA Model' i.e. imparting effective knowledge with constructive skills and positive attitude so that the employability skill of the students can be enhanced.

The college is affiliated to Himachal Pradesh University and has implemented the Choice Based Credit System (Annual) from its first academic session.

The college has established different clubs and societies including Eco-Club, Red Ribbon Club, Rovers and Rangers, Literary society, Social Science Society, Commerce and Management society and road safety club to ensure the participation of each student in all the extra-curricular activities and to ensure their overall development to face this challenging academic world with enthusiasm and zeal of competitiveness. To ensure the participation of students in different cultural and sports activities at college / university level, effective sports and cultural societies are also made functional. The students have successfully participated in HP University Youth festival and sports meet

The Career Counselling, Guidance and Placement Cell remained active from the first day of academic session by organizing one week Induction-Cum-Orientation programme and organized different workshop and seminars on personality development, communication skills, language learning, e-learning and to update the students with day to day global developments.

To make the students techno-friendly, college has established effective Computer Lab and Smart Class Room having modern electronic / digital teaching aids like power point presentation etc. The lab is well connected with internet facilities. Besides, college has launched its own website to establish linkage with its stakeholders.

The college has proposed to start NCC and NSS units for which the approval is awaited from the competent authorities .

To develop the creative writing skills of the students and to provide platform for expression of thoughts and ideas, college has started its own annual magazine “YAWANKUR” and the first edition of which shall be made available to the students very shortly.

## 2. **ADMISSION SCHEDULE SESSION: 2019-20**

Proposed admission schedule in respect of Govt. Degree Colleges for 1<sup>st</sup> & 2<sup>nd</sup> year of B.A, B.Com, B.Sc. under CBCS for the session 2019-20.

S.No	Period	Days	Remarks
1	18-06-2019 to 25-06-2019	08 days	Submission of Admission forms
2	26-06-2019 to 27-06-2019	02 days	Display of Merit List
3	28-06-2019 to 29 -06-2019	02 days	Fee deposit and display of 2 <sup>nd</sup> Merit list

**Note:** Admission of B.A, B.Com 2<sup>nd</sup> year is open to all students on Roll-on basis, who are otherwise eligible without waiting for the final result of B.A, B.Com.1<sup>st</sup> year. Students shall be provisionally admitted in second year of respective stream. However, he/she will have to fulfill all the formalities laid down by the college authority, like filling up the admission form, if any, and depositing the prescribed fees by the scheduled time with all requisite documents.

There is no provision of admission as per university ordinance after 30<sup>th</sup> of June every year and as per Hon'ble High Court, Himachal Pradesh; no admission will be given after the schedule.

## 3. **STAFF POSITION PART-I**

S. No	Name	Subject	Designation	Qualification
1	Dr. N.N. Sharma	Commerce and Management	Principal	M.Com, MBA, PGDMM, M.Phil. PhD.

## **TEACHING FACULTY PART-II**

S.No	Name	Subject	Designation	Qualification
1	Mrs. Neeru Thakur	Hindi	Associate Professor	M.A, SLET, PG Diploma in Translaltion, M.Ed (Guidance and Counselling)

2.	Sh. Ashwani Kumar Sharma	English	Associate Professor	M.A, M.Phil,
3.	Sh. Niraj Kumar	Political Science	Assistant Professor	M.A, M. Phil
4.	Sh. Sulakshan Kumar	History	Assistant Professor	M.A., M.Phil
5	Mrs. Sonika	Economics	Assistant Professor	M.A,M.Phil, NET, B.Ed
6	Sh. Shashi Kumar	Commerce	Assistant Professor	M.Com, M. Phil, NET, SLET, B.Ed
7.	Ms. Madhu Bala	Commerce	Assistant Professor	M.Com, M. Phil, NET, S LET.

#### NON- TEACHING FACULTY PART-III (i)

S.No	Name	Qualification	Designation	Vacancy Position
1	Mrs. Shishna Kumari	Diploma in Library Science	Assistant Librarian	On deputation from GSSS Jawali

#### MINISTERIAL STAFF PART-III (ii)

S.No.	Name	Designation	Vacancy Position
1		Superintendent Grade - II	Vacant =01
2.	Mr. Navdeep Kumar	Sr. Asstt.	On Deputation from GSSS Jawali
3.		Clerk	Vacant =02

#### CLASS IV STAFF

S. No	Name	Designation	Vacancy Position
1.	Sh. Kesar Singh	Peon Cum Chowkidar	
2.	Sh. Sudarshan Singh	-do-	
3.	Smt. Swarna Devi	-do	(On Deputation From GSSS Kherian , Teh. Dehra)
4.	Sh. Surjeet Kumar	Peon Cum Chowkidar	( On Deputation from Govt. Degree College Dharamshala)
5	Sh. Pritam Chand	-do-	(On Deputation from GSSS Jawalamukhi Teh. Dehra)
6	Ms. Veena Devi	Peon cum Chowkidar	

#### 4. RULES OF ADMISSION AND MIGRATION :-

The candidate desirous to seek admission is required to fill-up the prescribed application form appended to the prospectus available in the college office on payment of Rs. 50/- only.

##### GENERAL RULES:-

1. Admission will be strictly on fulfillment of prescribed eligibility conditions.
2. Any gap in the academic career of an applicant must be supported by the documentary evidence i.e. undertaking/ declaration.
3. Failed or Compartment candidates from other colleges shall not be admitted.
4. Initially all admissions will be provisional and subject to the approval by the H.P. University.
5. Inter college migration is allowed in accordance with the rules laid down by the H.P. University.
6. Admission of a student is liable to be cancelled if he/she furnishes incomplete/wrong/false information or conceals facts. Disciplinary action will also be taken against such a candidate.
7. The following documents should be attached with the application form:
  - (i) **Original Character certificate** issued by the head of the institution last attended or a Gazetted officer / Panchayat Pradhan or any other competent authority in case of candidates who have passed the qualifying examination privately and having gap after 10+2.
  - (ii) Three passport size coloured photographs required for admission, Identity Card and Library card .
  - (iii) One passport size coloured photograph of either of parents to be affixed on PTA Membership Form.
  - (iv) Self Attested Copies of certificates (Matriculation onwards)
  - (v) Postal stamps worth Rs. 6/- to be affixed on the post card appended to the Application Form.
  - (vi) Anti ragging undertaking by parents on the Admission Form.
  - (vii) **Original Migration Certificate** from Board / University other than HP Board of School Education / H.P. University with one self attested copy .
  - (viii) Self attested copies of valid certificate of SC/ST/Differently Abled (Divyang) / Sports & cultural to be attached .
  - (ix) Self attested copy of Himachali Bonafide certificate is mandatory in case of Girl students .

##### Note:-

After filling up the form, the candidate is required to submit the form to Admission Committee I that will verify the original certificates for determining eligibility for admission. Admission will be granted on merit basis. List of selected candidates will be displayed after the last day of submission of form complete in all respect . Selected candidates in the merit list will have to pay prescribed fee / dues as per admission schedule for the session 2019-20. Candidates are also advised to bring their parents / guardian with them for signing the declaration before the Admission Committee. No fee shall be accepted after scheduled time.

## 5. ELIGIBILITY CONDITIONS FOR ADMISSION

- \* A CANDIDATE WHO HAS PASSED 10+2 EXAMINATION IN FOUR COMPULSORY SUBJECTS (INCLUDING ENGLISH) FROM UNIVERSITY/BOARD RECOGNISED BY LAW CAN SEEK ADMISSION.
- \* STUDENTS WHO ARE PLACED UNDER COMPARTMENT IN ANY EXAMINATION OF ANOTHER BOARD/UNIVERSITY SHALL NOT APPLY EVEN FOR PROVISIONAL ADMISSION TO THE NEXT HIGHER CLASS IN THIS COLLEGE.

**Note:** Rules regarding eligibility conditions for admission to B.A / B.Com / B.Sc 1<sup>st</sup> year are subject to change as per the directions of H.P. Govt./H.P.U Shimla.

### FOR B.A. / B.COM. / B.SC. 1<sup>st</sup> YEAR

**Age Limit:** An Applicant must not be more than 23 years (25 years for girls) of age as on 1<sup>st</sup> July of the year 2019 i.e. must not have born earlier to 01-07-1996(01-07-1994 for girls). Only the Vice-Chancellor shall have the power of granting age relaxation up to a maximum of 6 months. For SC/ST students however the age limit will be raised by 3 years.

**Minimum pass percentage for admission in different faculty is given as:**

#### (i) B.A. 1<sup>st</sup> (Bachelor of Arts)

A student seeking admission to B.A 1<sup>st</sup> should have minimum 35 % marks in any stream in 10+2 and a student seeking admission to B.A. Ist with mathematics as one of the subjects of the study should have either 45% marks in aggregate or 45% marks in Mathematics at +2 level.

#### ii) B.Com 1<sup>st</sup> (Bachelor of Commerce)

- a) 40% for those who has passed examination under Commerce group at +2 level.
- b) 45% for others.
- c) For admission to B.Com. 1<sup>st</sup> Year the candidate must have passed Math/Economics as compulsory subjects with 45% marks at his/her +2 levels. There is relaxation of 5% marks for SC/ST students for admission to Commerce faculty.

## 6. SUBJECT COMBINATIONS FOR B.A. / B.COM. / B.Sc. 1<sup>st</sup> YEAR & 2<sup>nd</sup> YEAR

Subject Discipline Specific Core	Elective -1 DSC-I	Elective -2 DSC-II
English	English	Pol. Sc./ History/ Economics
Hindi	Hindi	Pol. Sc./ History / Economics
Pol.Science	Pol. Science	Hindi / History / English



History	History	Pol.Sc./ Hindi / Economics
Economics	Economics	Maths/ Hindi / History / English

Commerce Discipline Specific Core DSC	Elective -1 DSC-I	Elective -2 DSC-II
Chemistry	Chemistry	Botany/Zoology
Botany	Botany	Chemistry/Zoology
Zoology	Zoology	Chemistry/Botany
Maths	Maths	Physics/Chemistry
Physics	Physics	Chemistry/Maths

**Note:-** \*Admission to B.Sc.-I ( Med.& Non-Med.) shall be subject to the approval of HPU / Govt. of Himachal Pradesh.

\*Any change in syllabus / Compulsory subject is notified by the university/ Govt. of H.P. from time to time.

## 7. RULES FOR REFUSAL OF ADMISSION/RE-ADMISSION

1. **Not with standing eligibility for admission, the Principal may refuse admission in any of the following cases.**
  - i) If the conduct of the student is found unsatisfactory during the previous session.
  - ii) On the ground of indiscipline, misbehavior, misconduct, ragging, unruly and riotous acts.
2. In case the name of the candidate is struck off due to continuous absence for ten days or any indiscipline the re-admission is permissible within one week as per university norms.
3. In case of the name of candidate is struck off again because of any reason mentioned above the re-admission is permissible within one week as per university norms.

## 8. FEES AND FUNDS

### Schedule for payment of fees and funds:-

1. a) Every students must pay his/her dues on the dates notified from time to time failing which his / her admission shall be cancelled.
2. ***The following categories of students are exempted from the payment of tuition fee:***
  - i) ***Ward of Kargil martyrs***
  - ii) ***All girls who are bonafide residents of HP (subject to production of Himachali bonafide certificate from the competent authority)***
  - ii) ***Differently-abled students with more than 40% disability.***
- b) Contribution towards PTA funds: Rs. 600/- per annum at the time of admission.

3. Fees / Funds are to be paid without late fee / fine on the date fixed for each class notified from time to time. Late fee / fine will be charged for payment after due date for particular period / time fixed as per the university norms. Thereafter, the name of defaulter will be struck off from the college rolls.
4. Fee/Fine/Other dues once paid shall not be refunded except in accordance with the rules.

**09. FEES, FUND AND FINE AS PER UNIVERSITY NORMS:-**

**A-University dues (Annual Charges)**

- |    |      |                               |           |
|----|------|-------------------------------|-----------|
| 1. | i)   | Admission fee                 | Rs. 25/-  |
|    | ii)  | Re-admission (first time)     | Rs. 100/- |
|    | iii) | Re-admission fees Second time | Rs. 200/- |
|    | (iv) | Late Admission fee (Per day)  | Rs 10/-   |

**Monthly charges**

- |     |             |  |
|-----|-------------|--|
| (i) | Tuition fee | Rs. 50/- Per month (not to be charged from Himachali bonafide girls) |
|-----|-------------|--|

**2. COLLEGE ANNUAL CHARGES (REFUNDABLE)**

- |     |                               |           |
|-----|-------------------------------|-----------|
| (i) | Library security (refundable) | Rs. 100/- |
|-----|-------------------------------|-----------|

**3. COLLEGE ANNUAL CHARGES (NON- REFUNDABLE)**

- |        |  |                           |
|--------|--|---------------------------|
| (i)    | House Examination fund                     | Rs 50-                    |
| (ii)   | Health/ Medical fund                       | Rs. 6/-                   |
| (iii)  | Campus development and beautification fund | Rs. 10/-                  |
| (iv)   | Books replacement fund                     | Rs. 25/-                  |
| (v)    | Furniture repair and replacement fund      | Rs. 10/-                  |
| (vi)   | Identity card                              | Rs. 10/-                  |
| (vii)  | Identity card (Duplicate)                  | Rs. 20/-                  |
| (viii) | College Magazine                           | Rs. 50/-                  |
| (ix)   | NCC Fund                                   | Rs.10/-                   |
| (x)    | Students welfare and Aid fund              | Rs. 02/-                  |
| (xi)   | Cultural activity fund                     | Rs. 20/-                  |
| (xii)  | Computer and internet facility             | Rs. 20/-                  |
| (xiii) | University development fund                | Rs.500/-                  |
|        |  | (Rs.250/- for IRDP / BPL) |

**4. MONTHLY CHARGES:-**

- |      |                  |          |
|------|------------------|----------|
| (i)  | Amalgamated fund | Rs. 25/- |
| (ii) | Building fund    | Rs. 10/- |

(iii)	Sports fund	Rs. 20/-
(iv)	Rover and rangers	Rs. 05/-
(v)	Computer practical (Commerce and Math students)	Rs. 15/-
(vi)	PTA Fund	Rs 600/-
(vii)	Physics/Chemistry/Botany/Zoology	Rs 20/- each

**Subject to approval of the HP Govt.**

## **5. HIMACHAL UNIVERSITY CHARGES :**

(i)	Registration fee	Rs. 220/- HP Board Rs. 420/- other than HP Board
ii)	University sports fee	Rs. 15/-
iii)	Youth welfare fund	Rs. 15/-
iv)	Holiday home fee	Rs. 01/-
(v)	Continuation fee	Rs 10/- (II & III year)

## **6. FINE**

i)	Absence fine (per period)	Rs. 01/-
ii)	Absence fine (per practical)	Rs. 03/-
iv)	Delay in returning Sports article	Rs. 01/- per day
v)	Delay in returning Library books	Rs. 01/- per day Per book
vi)	Absence in tutorial group /class test	Rs. 02/- per tutorial group/class test
vii)	Absence from House examination	Rs. 10/-per paper

**Note:** The rates of fee / funds are subject to changes as per the instruction of HP Govt. / HP University from time to time. Errors and omission, if any, in this chart are subject to correction.

## **10. CO-CURRICULAR ACTIVITIES**

Students of the college participate in various extra-curricular activities such as HPU Youth-Festival, Inter-College Cultural Programmes, HPU Inter-College Sports Championships and the schedule of such programmes is notified by the university from time to time and put on the college Notice board for information to students.

## **11. IDENTITY CARD**

Every student shall be issued an identity card at the time of admission. It is mandatory for every student to possess his/her identity card with him /her failing which entry to college premises is prohibited/ not allowed. It is obligatory on every student to produce the identity card whenever demanded by the college authority. In the event of loss of identity card, student are advised to get duplicate card issued immediately on payment of



rupees 20/-as fine, subject to production of copy of FIR regarding loss of I card. The students are directed to get their Identity cards signed between 1<sup>st</sup> July, 2019 to 15<sup>th</sup> July 2019.

## 12. SCHOLARSHIPS

The list of various Scholarship Schemes is available on **hp-epass portal**. The following scholarships are available to the students:-

1. Kalpana Chawala scholarship for girl students (As per HP Board of School Education Merit)
2. Post Matric scholarship scheme for SC/ ST and OBC students.
3. IRDP scholarship.
4. Dr. Ambedkar post matric scholarship scheme for Economically weaker sections.
5. Sainik Welfare Scholarship.

**Note:** The dates for submitting online scholarship applications and eligibility criteria is notified by the Directorate of Higher Education time to time .

## 13. ADMINISTRATIVE AND CO-CURRICULAR ASSIGNMENTS

S.No	Name	Convener (Assistant/Associate Professor)	Members (Assistant/Associate Professor)
1	<b>Admission Committee</b> i) First Committee Receipt/Scrutiny of admission forms and preparation of merit list as per applicable roster/Intake  ii) Final Committee :- Scrutiny/Confirmation/ display of merit list as per university schedule and Admission thereon and receipt of prescribed fee	Mr. Niraj Kumar       Ms. Neeru Thakur	Mr. Sulakashan Kumar Ms. Sonika Ms. Madhu Bala Ms. Shishna Devi (Asstt. Librarian)  Mr. Ashwani Sharma Mr. Shashi Kumar Mr. Navdeep Kumar (Sr. Asstt.)
2.	<b>College Advisory Committee</b>	Ms. Neeru Thakur	Mr. Ashwani Sharma Mr. Niraj Kumar Mr. Shashi Kumar Mr. Sulakashan Kumar
3.	<b>Grievance Redressal cell for Women</b>	Ms. Neeru Thakur	Ms. Sonika Ms. Madhu Bala Ms. Shishna Kumari Ms. Swarna Devi

4.	<b>Anti Ragging Committee/Cell</b>	Mr. Ashwani Sharma	Mr. Niraj Kumar Mr. Shashi Kumar Mr. Sulakshan Kumar Ms. Sonika
5.	<b>Equal Opportunity Cell</b>	Ms Neeru Thakur	Mr. Sulakashan Kumar Mr. Sonika Ms Madhu Bala
6.	<b>Time Table Committee</b>	Mr. Ashwani Sharma	Mr. Niraj Kumar Mr. Shashi Kumar
7	<b>House Examination Committee</b>	Mr. Shashi Kumar	Mr. Sulkshan Kumar Ms. Sonika Ms. Madhu Bala
8.	<b>University Affairs Committee</b>	Mr. Ashwani Sharma	Mr. Niraj Kumar Mr. Shashi Kumar Ms. Sonika
9.	<b>Library Affairs Committee</b>	Ms. Neeru Thakur	Mr. Niraj Kumar Mr. Sulakshan Kumar Ms. Sonika Ms. Madhu Bala Ms. Shishna Kumari (Asstt. Librarian)
10	<b>Career Counseling/ Placement Cell &amp; Remedial coaching classes</b>	Ms. Neeru Thakur	Mr. Shashi Kumar Mr. Sulakshan Kumar Ms. Madhu Bala
11	<b>Purchase/Construction/Repair/ Renovation Committee</b>	Ms. Neeru Thakur	Mr. Niraj Kumar Mr. Shashi Kumar Mr. Sulakshan Kumar Ms. Madhu Bala Mr. Navdeep Kumar (Sr. Asstt., Member Secretary )
12	<b>Educational tour and Health care Committee</b>	Mr. Niraj Kumar	Mr. Shashi Kumar Mr. Sulakshan Kumar Ms. Madhu Bala
13	<b>Tutorial Board</b>	Ms. Neeru Thakur (Sr Tutor cum Tutor Hindi )	Tutors Mr. Ashwani Sharma (English) Mr. Niraj Kumar (Political Science) Mr. Shashi Kumar (Commerce) Mr. Sulkshan Kumar (History) Ms. Sonika (Economics)

<b>14</b>	<b>CSCA Advisory Committee</b>	Ms. Neeru Thakur	Mr. Ashwani Sharma Mr. Niraj Kumar Mr. Shashi kumar Mr. Sulakhan Kumar Ms. Sonika Ms. Madhu Bala
<b>15</b>	<b>Campus Beautification Committee</b>	Mr. Shashi Kumar	Mr. Sulakshan Kumar Ms. Sonika Ms. Madhu Bala Supporting Staff: Mr. Surjeet Kumar Mr. Pritam Kumar Ms. Swarna Devi
<b>16</b>	<b>Bus Passes / College Parking Passes Committee</b>	Mr. Niraj Kumar	Mr. Shashi Kumar (Commerce) Mr. Sulakshan Kumar (Arts)
<b>17</b>	<b>Cultural Committee</b>	Ms. Neeru Thakur	Mr. Niraj Kumar Mr. Shashi Kumar Mr. Sulkshan Kumar Ms. Sonika Ms. Madhu Bala
<b>18</b>	<b>Sports Committee</b>	Mr. Ashwani Sharma	Mr. Shashi Kumar
<b>19</b>	<b>Scholarship Committee</b>	Mr. Ashwani Sharma (Nodal Officer)	Mr. Niraj Kumar Mr. Shashi Kumar Ms. Sonika
<b>20</b>	<b>New Campus development Committee</b>	Mr Ashwani Sharma	Mr. Niraj Kumar Mr Shashi Kumar Mr Sulakashan Kumar Ms Sonika Ms Madhu Bala
<b>21</b>	<b>Discipline Committee</b>	Mr. Niraj Kumar	Mr. Shashi Kumar Mr. Sulakshan Kumar Ms. Sonika Ms. Madhu Bala
<b>22</b>	<b>College Magazine (Yawankur)</b>	Ms. Neeru Thakur (Editor in Chief)	Mr. Ashwani Sharma (English Section) Mr. Niraj Kumar (Environment Section) Mr. Shashi Kumar (Commerce Section) Mr. Sulaskhan Kumar (Pahari) Ms. Sonika (Planning) Ms. Madhu Bala (Photography)



<b>23</b>	<b>Societies and Clubs</b> i) Commerce and Management ii) Social Sciences  iii) Literary	Mr. Shashi Kumar Mr. Niraj Kumar  Ms. Neeru Thakur	Ms. Madhu Bala Mr. Sulakshan Kumar Ms. Sonika Mr. Ashwani Sharma
<b>24</b>	<b>Road Safety Club</b>	Mr. Shashi Kumar	
<b>25</b>	<b>Red Ribbon Club</b>	Ms. Sonika	
<b>26</b>	<b>Eco Club</b>	Prof Niraj Kumar	
<b>27</b>	<b>NSS (Proposed)</b>	Mr. Sulakshan Kumar	
<b>28</b>	<b>NCC (Proposed)</b>	Mr. Shashi Kumar	
<b>29</b>	<b>Public Information Officer (RTI)</b>	Ms. Neeru Thakur	Mr. Navdeep Kumar (Sr. Asstt.)
<b>30</b>	<b>Spoken English Training Course under Skill Development Allowance Scheme (The scheme is only for the final year students of B.A/B.Com/B.Sc Classes)</b>	Mr. Ashwani Sharma (Nodal Officer)	Mr. Navdeep Kumar (Sr. Asstt.)
<b>31</b>	<b>Public Relation Officer</b>	Mr. Shashi Kumar	
<b>32</b>	<b>College Website Officer/In charge</b>	Ms. Madhu Bala	
<b>33</b>	<b>College IT/Computer Lab cum Smart Class Room</b>	Mr. Shashi Kumar	Ms. Madhu Bala
<b>34</b>	<b>Rovers and Rangers</b>	Mr. Niraj Kumar	Ms. Madhu Bala

#### 14. LEAVE RULES FOR STUDENTS

Students are required to attend their classes regularly. The condition of 75% attendance of lectures in order to become eligible to appear in university examination is mandatory. However, students can be granted leave upto three days by tutor / subject (major) Teacher. Leave up to six days will be granted by senior tutor. In special cases leave may be granted beyond six days by the Principal after due recommendation from tutor and senior tutor.

- (i) Name of a student who remains absent continuously for period of ten days without any sanctioned leave shall be struck off from the college rolls.
- (ii) A student whose name has been struck off twice shall not be re-admitted in the session as per the university norms.

#### 15. CODE OF CONDUCT / DISCIPLINE

Every student is required to maintain discipline in or outside the college campus. The following code of discipline is mandatory for the students to follow. Any act of indiscipline will invite disciplinary action as per rules.

- i) Each student is required to possess his/her valid identity card and show it to the college authorities on demand. The students without identity cards may be asked to leave the college campus.
- ii) Ragging of any kind is legally banned. Any student found indulged in ragging will be prosecuted and expelled from the college as per norms. Students are not allowed to use mobile phone in the college campus.
- iii) Use of mobile phones is strictly prohibited in the campus.
- iv) The use of intoxicants including smoking, drinking, chewing tobacco, pan masala and drugs are totally banned in the college. Any infringement of the ban will invite disciplinary action in the form of fine, suspension and rustication from the college.
- v) Bringing outsiders to the college campus by the students will be considered as a violation of the conduct which is liable to disciplinary action as decided by the Disciplinary Committee. However, the Parents/Guardian of a student may meet their wards with the permission of the Principal.
- vi) Writing slogans on the walls, sticking bills of student's organization in the College Campus, putting private notice on the Notice Board without permission, writing obscene remarks on the black boards, walls or furniture of the college is strictly prohibited. Any student found indulging in these activities will be fined, suspended or expelled from the college.
- vii) The code of discipline requires students to maintain the college property and any one causing damage to the college property, its furniture, electric/tubes etc. will be required to pay for the damages caused as well as the special fine can also be imposed.
- viii) Rioting, slogan shouting, eve-teasing, misbehavior with fellow students, teachers and non-teaching staff are considered serious act of indiscipline. The delinquents are liable to disciplinary action.
- ix) Aimlessly loitering in the verandas/corridors in free period, sitting on the railing in front of the class rooms/Library area, attempts to disturb classes are viewed seriously. Any violation will entail disciplinary action.
- x) Students are not allowed to take any chair/bench out of the class rooms for sitting in the verandas without permission of the college authorities.
- xi) Students are required to take due care of college property while using. Any damage to college property shall be recovered from the students.

#### **16. PARENT-TEACHER ASSOCIATION (PTA)**

Parent Teacher Association constituted under H.P. Education code 2001 to ensure interaction between parents and teachers with a missionary zeal for the development of the college. Their main objectives are as follow.

- To establish relationship between the parents and teachers.
- To create a healthy educational environment in the college.
- To arrange discussion with the elder persons of the society from time to time and incorporate their suggestion for the improvement of the educational standard in the college.
- To suggest ways so that the students education is promoted.

- To make a collective effort to refine the conduct of the students and also to restrict the entry of anti-social elements in the college campus.
- To inform the parents/guardians if there is shortage of staff in the institution and make temporary arrangement of faculty to meet out the gap in the interest of students.
- To advice students to not to make any payment to the college authority without getting valid receipt from the office.

#### **17. COLLEGE STUDENTS CENTRAL ASSOCIATION (CSCA)**

CSCA is elected according to the rules and regulations of H.P. University. Besides maintaining discipline in the college, the CSCA plays an important role in institution for creating and maintaining healthy educational environment. Association also provides an opportunity to students to inculcate quality of leadership and involvement in various co-curricular activities like organizing and participating in seminars, functions and other activities of the college.

#### **18. MANDATORY INDUCTION CUM ORIENTATION PROGRAMME FOR FIRST YEAR STUDENTS:-**

Every student admitted in UG programme is required to attend mandatory induction cum orientation programme as per schedule mentioned in the academic calendar of the college.

#### **19. RAGGING ORDINANCE 2009**

Extract of Himachal Pradesh Educational Institutions Prohibition of Ragging Ordinance 2009 2(c) “**Ragging**” means any act, conduct or practice by which dominate power of senior students, former students or outsiders, is brought to bear on students freshly enrolled or students who are in any way considered junior by other students and includes individual or collective acts or practices which-

- I. Involve physical or psychological assault or threat or use of force or wrongful confinement or restraint; or
  - II. Violate the status, dignity and honor of such students; or
  - III. Expose students to ridicule and contempt and affect their self esteem; or
  - IV. Entail verbal abuse and aggression, indecent gestures and obscene behavior.
- 3 (i) No person shall practice ragging in any form, within or outside the
- V. Students found indulging in ragging shall be expelled from the college.
  - VI. Raging in any form is a punishable offence.

#### **RESERVATION OF SEATS :-**

Admission to courses shall be subject to the following conditions:

- 1) 15% and 7.5% seat shall be reserved for SC and ST candidates respectively, who have passed their qualifying examination from H.P. Board of School Education or any other school located within the



territorial jurisdiction of H.P. of any other school board e.g. CBSE or ICSE etc.

2) The remaining 77.5% seats shall be filled asunder:-

- i) 25% of the seats for admission shall be open for all candidates irrespective of the institution from where they have passed their qualifying examination.
- ii) 75% of the seats shall be filled out of the candidates who have passed their qualifying examination from HP Board of School Education or any other school located within the territorial jurisdiction of HP or any other school boards e.g. CBSE or ICSE etc., subject to the following reservation:
  - a) 5% of the seats shall be reserved for outstanding sportsmen / women.
  - b) 5% of the seats shall be reserved for outstanding cultural activist.
  - c) 5% of the seats shall be reserved for differently abled students.

**Note:** Roaster of HPU shall be followed in respect reservation and allotment of seat in UG-CBCS annual system 2019-20.

## Academic Calendar

### Session 2019-2020

#### Proposed Admissions / Vacations / Examination Schedule

1	Commencement of Academic session 2019-20	18 June 2019
2	Starting date of Submission of Admission forms	18 June 2019
3	Last date of submission of Admission forms	25 June 2019 till 5 PM
4	Display of Merit list	26-27 June/2019
5	Last date for fee deposit of selected candidate	28-29 June/2019 till 3 PM
6	Display of 2 <sup>nd</sup> Merit list	29 June 2019 till 5 PM
7	Commencement of Regular teaching of 1 <sup>st</sup> and 2 <sup>nd</sup> year students	1 <sup>st</sup> July 2019
8	Mandatory orientation cum Induction programme for 1 <sup>st</sup> year students	1 <sup>st</sup> -6 <sup>th</sup> July 2019 10:00 A.M. onwards
9	Diwali break	25 <sup>th</sup> – 29 <sup>th</sup> Oct 2019 (5 days)
10	Tentative Schedule for college Annual Athletic meet	1 <sup>st</sup> week of November
11	Tentative Schedule for Mandatory House Examination	2 <sup>nd</sup> week of December
12	Winter Vacation	01/01/ 2020/ to 04/02/2020 (35 Days)
13	End of Regular teaching	28 Feb. 2020
14	University Practical Examination	1 <sup>st</sup> week of March
15	Annual Examination	15 <sup>th</sup> March -10 <sup>th</sup> April 2020
16	Summer Vacation	22 May - 15 June 2020 (25 Days)

Let us make G.C. Jawali " A Ragging Free Zone"

# RAGGING

IS A PUNISHABLE OFFENCE

**" Ragging" means the following**

Any act, conduct or practice by which dominant power of senior students, former students or outsiders, is brought to bear on students freshly enrolled or students who are in any way considered junior by other students and includes individual or collective acts or practices which:

- (i) Involve physical or psychological assault or threat or use of force or wrongful confinement or restrain or
- (ii) Violate the status, dignity and honour of such students; or
- (iii) Exposes students to ridicule and contempt and affect their self-esteem; or
- (iv) Entail verbal abuse and aggression, indecent gesture and obscene behaviour.

**ANY STUDENT FOUND INVOLVED IN ANY  
RAGGING ACTIVITY SHALL BE PUNISHED AS UNDER**

1. Exclusion from the college.
2. Suspension from the classes.
3. Fines with public apology.
4. Withholding scholarship or other benefits.
5. Debarring from representation in events.
6. Legal proceedings under criminal law shall be initiated.
7. Imprisonment, fine or both.
8. Withholding of result of examination.

**In case of any complaint kindly contact anti- ragging squad/committee.**

**Toll Free Anti-Ragging Helpline  
1800-180-5522(24x7)**

**PRINCIPAL**

**Phone : 01893-264004**

Date of Submission of Form.....

Sr. No. ....



Provisional Admission Form

GOVT. DEGREE COLLEGE  
JAWALI, KANGRA (H.P.)  
(1<sup>st</sup> Year & 2<sup>nd</sup> Year)  
SESSION : 2019-20

Affix  
Passport  
Size  
Photograph  
Here

Preference in subjects for DSC

1. Elective I .....

2. Elective II .....

Roll No. .... Class .....

(To be filled by the office)

1. Subjects allotted for B.A./B.Com.

I) ..... II) .....

III) ..... IV) .....

1. Name of the Students as per Matriculation certificate (IN CAPITAL LETTERS)  
in English .....in Hindi.....
2. Father’s Name as per Matriculation certificate  
in English .....in Hindi.....
3. Mother’s Name as per Matriculation certificate  
in English .....in Hindi.....
4. Date of Birth as per Matriculation Certificate (in figures) .....  
(in words) .....
5. a) Category SC/ST/OBC/Gen. (Attach valid certificate for SC/ST/OBC only) .....  
b) Sub Category IRDP / BPL (Attach Valid Certificate) .....  
c) Do you belong to Rural, Urban or Tribal area .....
6. Father’s / Guardian’s Name .....  
Occupation .....Income per annum .....
7. Permanent Address .....  
.....Pin Code .....
8. Correspondence Address .....  
.....Pin Code.....
9. Telephone / Mobile No. linked with given Bank Account :  
a) Self ..... b) Parents .....  
c) Email Address .....
10. Student’s Aadhar Card No. (UID) .....
11. Student’s Bank Name & Account No. ....  
.....IFSC Code.....
12. Academic Record : Attach attested copies of all the relevant certificates

Exam Passed	Session & Year	Board / University	Roll No.	School / College	Subjects	Division & Marks	%age Marks (Upto 2 decimal digits)	Stream
Matric								
10+2								
B.A./ B.Com. 1st Year								

13. Have you ever been disqualified by board/university from appearing in an examination ? Yes/No .....
14. Whether brother/sister is also a student of this college, ..... if yes, name, class and roll number .....

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**DECLARATION BY APPLICANT**

- i) I will abide by the University / College rules and regulations. I have gone through all the rules and regulations regarding ragging and discipline of the university / college (given in the College Prospectus) and hereby solemnly affirm that I will not indulge in any ragging / indiscipline activity and that if I am found guilty of such offences as are covered under these rules, the decision of the college authorities will be binding on me
- ii) I will be regular in my classes and will complete 75% of the lectures delivered, failing which will not be entitled to take University Examination.
- iii) I will be regular in my classes and will complete 75% of the lectures delivered, failing which will not be entitled to take University examination.
- iii) I will appear in the Mid Term and class tests and fulfill all the conditions laid down by the University in this respect.
- iv) I hereby promise not to take part in political activity of any kind as a student
- v) My admission will be provisional till approved by the university.

Signature of Applicant .....

Name of Applicant .....

Date : .....

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**DECLARATION BY PARENTS/GUARDIAN**

I ..... Father/Guardian of Mr. / Ms. ....  
solemnly declare that my son / daughter / ward is seeking admission with my permission and I promise to pay all dues regularly and when demanded. He/She will not take part in my political, subversive or agitational activity. In case he/she is involved in any of the above activities, I shall abide by the action taken by the college authorities. I undertake the responsibility for the good behaviour and keep in touch the Principal / Class Teachers regarding all these.

**Signature of Father / Guardian**

**Signature of Applicant  
(Before admission committee)**

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**(FOR THE USE OF ADMISSION COMMITTEE)**

Certified that all the particulars mentioned in the form and all relevant/required documents have been carefully checked from the original certificates and found correct and the applicant has signed the application form in the presence of committee.

**Admission Committee I  
(Recommended/Not Recommended)**

**Final Admission Committee  
(Recommended/Not Recommended)**

**Member** 1).....  
2) .....  
3).....

**Member** 1).....  
2).....  
3).....

**Convener** .....

**Convener**.....

**PRINCIPAL**

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**FOR OFFICE USE ONLY**

Fee received vide Receipt No. .... Dated.....

**Signature of Fee Clerk**



**ANTI-RAGGING UNDERTAKING BY PARENT/GUARDIAN**

Vide H.P. University Notification No. 4-39/2009-HPU (Acad)-dated 25<sup>th</sup> May, 2010 regarding curbing menace of ragging in Education Institutions, the parent of the students are required of submit the affidavit at the time of admission containing undertaking as mentioned below:

I ..... Father / Mother / Guardian of .....  
Seeking admission to the class .....ensure you that my son/daughter/ ward will not indulge in any act of ragging or indiscipline in the college campus/hostel/anywhere outside the college campus. In case of any such violation, strict disciplinary action may be taken against him/her as per the Ordinance issued H.P Govt. and I will not interfere in any way in the action taken against my son/daughter/ward.

I also undertake that my ward will not smoke, use tobacco products, alcohol or drugs in and around college campus.

Complete Address with Phone/Mobile Number

Signature of Parent/Guardian.....

Name of Parent/Guardian .....

No. ....

**GOVT. DEGREE COLLEGE JAWALI, KANGRA (H.P.)**  
**PTA MEMBERSHIP FORM**  
**SESSION - 2019-20**

1. Name of the member with age .....
2. Permanent Address with Tel. No. ....  
.....
3. Address of work place with Tel. No. ....  
.....
4. Details of the students/ward of the member  
Name ..... Father's Name .....  
Class ..... Roll No. ....
5. Relationship with the student .....

***Note : Only the parent can become member. Parents means Father & Mother)***

Signature of the Member  
(Parent)

**UNDERTAKING**

I ..... Father / Mother / Guardian of  
ward name ..... tender this undertaking that I  
am the parent of the student whose detail is given above. I understand that in case of my  
wrong information, my membership shall be cancelled with immediate effect. I promise to  
abide by the rules and regulations of the Association as applicable from time to time. I also  
promise to attend all the meetings of PTA convened by the college authorities. My donations  
of the PTA are voluntary.

Dated.....  
Place .....

Signature of the Member

Allowed / Not Allowed

Date .....

Signature of PTA Secretary

**Govt. Degree College, Jawali**  
**P.T.A. General House Meeting**

Dear Parent,

This is for your kind information that the General House Meeting of P.T.A. for the  
Session 2019-20 will be held in the college campus on .....  
at 11.00 a.m.

The P.T.A. Executive 2019-20 shall be elected in this general house.

You are requested to make it convenient to attend the meeting.

Best Wishes

Dated : .....

**PRINCIPAL**