



GOVERNMENT DEGREE COLLEGE MAJHEEN

District Kangra, Himachal Pradesh – 176032

PROSPECTUS CUM HANDBOOK OF INFORMATION

ACADEMIC SESSION 2026-27

*Empowering Rural Youth through
Quality Education & Holistic Development*

Government Degree College Majheen is a premier institution of higher education situated in District Kangra, Himachal Pradesh. The college is committed to providing quality education and holistic development opportunities to students belonging to rural and surrounding areas. Affiliated to Himachal Pradesh University, Shimla, the college offers undergraduate programmes in Arts and Commerce with a focus on academic excellence, discipline, ethical values, and personality development.

KEY HIGHLIGHTS



Undergraduate
Programmes
(BA, B.Com)



Dedicated &
Experienced
Faculty



Eco-friendly &
Peaceful
Campus



Focus on Rural &
Holistic
Development



Sports, NSS &
Co-curricular
Activities



Majheen, District Kangra, Himachal Pradesh
(Near Nadaun, ~10 km from NH-88)



01970-278533



principalgdcmajheen@gmail.com



www.gcmajheen.in



DEPARTMENT OF HIGHER EDUCATION, GOVERNMENT OF HIMACHAL PRADESH



Table of Contents

Sr. No.	List of Contents	Page No.
1	From the Principal's Desk	2
2	College Profile: Vision Mission of the College; Broad Objectives	3
3	Faculty Profile	4-5
4	Ministerial Staff	5-6
5	Vacancy Positions	6
6	Implementation of the National Education Policy (NEP) 2020	7
7	Curriculum and Credit Framework for Undergraduate Programmes under NEP 2020 (as per HP University Annexure "A")	8
8	Programmes Offered under NEP 2020	9-12
9	Scheme of Examination and Evaluation under NEP 2020	12
10	Grading System under NEP 2020: Computation of SGPA & CGPA	12-13
11	Determining Merit Positions/Ranking	13
12	Multiple Entry and Exit	13-14
13	Re-entry	14
14	Mode of Admission	14
15	General Admission Rules and Procedure	15-16
16	Refusal of Admission	16
17	Documents and certificates required at the time of admission (for new admission only)	16
18	Choice Based Credit System (CBCS) under RUSA	17
19	Cumulative Credits for BA Annual System (for 2 nd & 3 rd Year Students)	17-18
20	Terminology of Courses (Annual System)	18-19
21	List of Undergraduate Courses being offered under CBCS Annual System (for 2 nd & 3 rd Year Students)	19-23
22	Students course wise Continuous Comprehensive Assessment (CCA) and Evaluation (Annual System)	23
23	Fees and Dues (Government Approved Fees)	24-25
24	Code of Conduct	25
25	Career Counselling and Placement Cell	25
26	Clubs and Societies	26-27
27	College Students Central Association (CSCA)	27
28	"Divyanka" The College Magazine	27
29	Scholarships/Financial Assistance	28
30	Prizes/Awards	28-29
31	Parent-Teacher Association	29
32	Roster for Admission & Reservation	29-30
33	Admission Committees	30
34	College Administration & Management: Annual Committees 2026-27	31-33
35	Vacation/Admission/Examination Schedule Session 2026-27	34
36	College Calendar 2026-27	34-35
37	Emergency Helpline Numbers	35



FROM THE PRINCIPAL'S DESK

Dear Parents and Students,

It gives me immense pleasure to welcome you to Government Degree College Majhean for the Academic Session 2026–27. Our institution is committed to provide quality higher education in a vibrant, inclusive, and learner-centric environment. Education is not merely the acquisition of knowledge; it is the foundation for character building, critical thinking, creativity, and responsible citizenship.



At our college, we strive to nurture the intellectual, moral, social, and cultural potential of every student. In the rapidly changing global scenario, the role of higher education institutions has become more significant than ever. Keeping this vision in mind, the college continuously endeavours to implement innovative teaching-learning practices in accordance with the principles of the University Grants Commission and Himachal Pradesh University as well as the spirit of the National Education Policy 2020.

Our dedicated faculty members work tirelessly to ensure academic excellence along with the holistic development of students through co-curricular, cultural, sports, NSS, and community outreach activities. We encourage students to develop scientific temper, ethical values, leadership qualities, and a sense of social responsibility so that they emerge as confident and capable citizens of the nation.

I urge all students to make optimum use of the opportunities and facilities available in the college and maintain discipline, sincerity, and commitment in their academic journey. Success comes to those who combine hard work with perseverance and positive thinking.

I extend my best wishes to all the students for a bright, successful, and meaningful future.

Dr. Sarika
Principal (Off.)
Government Degree College Majhean
District Kangra HP-176032



COLLEGE PROFILE

Nestled amidst the serene and picturesque hills, Government Degree College Majheen stands as a beacon of knowledge and growth, offering students a unique blend of academic excellence and natural beauty. The tranquil environment provides an ideal backdrop for intellectual pursuits, fostering a sense of peace and concentration that is unparalleled. Our institution is committed to nurturing the minds of tomorrow, where education goes beyond the classroom, integrating the splendor of our surroundings to enhance the learning experience. With our extremely dedicated faculty, we strive to inspire and cultivate a lifelong love for learning.

The college's location in the hilly terrain not only offers breathtaking views but also presents numerous opportunities for outdoor activities and experiential learning. The clean, crisp air and the lush greenery create a healthy and invigorating atmosphere, promoting both physical well-being and mental clarity. Here, students are encouraged to explore the natural world as an extension of their academic journey, making our college a heaven for those who seek to blend education with the wonders of nature. Located in the lower Shivalik range of the Himalayas overlooking river Bias, just 10 km from NH 88 (Shimla to Matour) and branching off from the town of Nadaun, this college is slowly but, steadily growing into an ideal temple of learning for the growth of its budding learners who hail from the remote and changer areas of Distt. Kangra.

Vision Mission of the College:

Evolution through education and striving toward excellence not only in cognition and learning outcomes, but also in ability to work together with others, critical approach, communication skills and meta cognition.

Broad objectives:



- To provide higher education in rural area and make students informed and responsible citizens of tomorrow;
- To foster student-centric learning environment and widen the horizon of their thought process;
- To follow the noble practices in pedagogy ensuring inclusion, equity and accessibility to all;
- To inculcate in students' sense of brotherhood, values for human life and empathy;
- To create modern infrastructure sufficient to fulfil our vision.




FACULTY PROFILE
PRINCIPAL

S.N.	Name	Designation	Department/ Subject	Remarks
1		Principal		Vacant



DEPARTMENT OF HUMANITIES

S.N.	Name	Designation	Department/ Subject	Photo
1	Dr. Sarika	Assistant Professor (Off. Principal)	Hindi	
2	Ms. Aarti Gupta	Assistant Professor	English	
3	Dr. Mukta Mani	Assistant Professor	History	
4	Mr. Lucky	Assistant Professor	Music (I)	





5	Ms. Mohini	Assistant Professor	Political Science	
6	-	-	Economics	Vacant

DEPARTMENT OF COMMERCE






S.N.	Name	Designation	Department/ Subject	Photo
1	Dr. Surjeet Kumar	Assistant Professor	Commerce	
2	Dr. Neelam Kumari	Assistant Professor	Commerce	

MINISTERIAL STAFF

S.N.	Name	Designation	Photo
1	Mr. Ranjit Singh	Superintendent G-II	
2	Mr. Pankaj Kumar	JOA(IT)	



CLASS IV STAFF

S.N.	Name	Designation	Photo
1	Ms. Swarna Devi	Peon-cum-Chowkidar	
2	Mr. Swami Ram	Peon-cum-Chowkidar	
3	Mr. Chaman Lal	Peon-cum-Chowkidar	
4	Ms. Simro Devi	Peon-cum-Chowkidar	
5	Ms. Usha Devi	Peon-cum-Chowkidar	

VACANCY POSITIONS

S.N.	Name of Post	Number of Posts	Status
1	Sr. Assistant	1	Vacant
2	Junior Office Assistant	2	1 Vacant
3	Tabla Vadak	1	Vacant



IMPLEMENTATION OF THE NATIONAL EDUCATION POLICY (NEP) 2020

The implementation of the National Education Policy 2020 in Government Degree College Majhean from the academic session 2026–27 onwards marks a significant step towards transforming higher education in the institution in accordance with the guidelines of the Government of Himachal Pradesh, Himachal Pradesh University, and the University Grants Commission.

Under NEP 2020, the college shall adopt a flexible, multidisciplinary, skill-oriented, and student-centric system of higher education aimed at enhancing employability, innovation, and holistic development of students.

As part of the implementation process, Government Degree College Majhean shall introduce:

- Three-Year Undergraduate Programme (TYUGP),
- Multiple Entry and Exit System,
- Skill Enhancement Courses (SEC),
- Value Added Courses (VAC),
- Ability Enhancement Courses (AEC),
- Internship and Apprenticeship-based learning,
- Credit-based Semester System,
- Use of digital and blended learning methodologies,
- Focus on multidisciplinary and holistic education.

The transition from the traditional annual examination system to the semester system will ensure continuous internal assessment, academic flexibility, and better learning outcomes for students.

The implementation of NEP 2020 in rural colleges like Government Degree College Majhean is expected to strengthen quality education, improve employability, encourage entrepreneurship, and bridge the rural–urban educational gap. The policy also promotes the integration of local knowledge, regional needs, vocational education, and community engagement to make higher education more socially relevant and inclusive.

SIGNIFICANCE OF THE NEP EVALUATION FRAMEWORK

The NEP 2020 examination and evaluation reforms aim to:

- Reduce rote learning,
- Promote conceptual understanding,
- Encourage skill development and employability,
- Ensure continuous assessment,
- Support flexibility and multidisciplinary education,
- Enhance transparency and academic mobility,
- Improve overall quality of higher education.

The system is especially beneficial for rural affiliated colleges as it provides flexibility, student support, skill-oriented learning, and greater opportunities for holistic development.



CURRICULUM AND CREDIT FRAMEWORK FOR UNDERGRADUATE PROGRAMS

(As Per HPU ANNEXURE-‘A’)

As per Himachal Pradesh University Academic Branch office letter No. 7-1/2024-HPU(Acad) Dated 05 FEB 2025, available online at

https://www.hpuniv.ac.in/upload/press_release/6927fc9242dd6NotificationoftheTemplateofHPUUGPNEP2020.pdf

Course & Academic Level	Sem-ester	Discipline Specific Courses- Core Subject-A&B (DSC) Credits-4	Discipline Specific Elective (DSE) Credits-4	Minor Courses Subject-C (MC) Credits-4	Multi-disciplinary Courses (MDC) Credits-3	Skill Enhancement Courses (SEC) Credits-3	Ability Enhancement Courses (AEC) Credits-2	Internship/ Apprenticeship/ Project/ Community Outreach (I/A/P/C) Credits-4	Value Added Courses (VAC) Credits-2	Total Credits
100-199 Introductory/ Foundational Level Courses	I	Subject-A (DSC A1) Subject-B (DSC B1)		Subject-C (MC 1)	MDC 1	SEC 1	AEC 1			20
	II	Subject-A (DSC A2) Subject-B (DSC B2)		Subject-C (MC-2)	MDC 2	SEC 2		I/A/P/C-1	VAC 1	24
Level 4.5	Exit I	Students on exit will be awarded Undergraduate Certificates (in the Field of Study) after securing 44 credits in Semester I and II								44



PROGRAMMES OFFERED UNDER NEP 2020

I. Bachelor of Arts (B.A.) 1st & 2nd Semester Syllabus

from the Session 2026-27 onwards

DEPARTMENT OF ENGLISH	
Semester	COURSES
DISCIPLINE SPECIFIC COURSE (DSC)	
1 st Semester	DSC ENG 111/MC ENG 112 : Appreciating Literature I (Poetry & Short Stories)
2 nd Semester	DSC ENG 121/MC ENG 122 : Appreciating Literature II (Non-Fictional Prose & Drama)
SKILL ENHANCEMENT COURSE (SEC)	
1 st Semester	SEC ENG 114 : Basic Communication Skills
2 nd Semester	SEC ENG 124 : Writing Skills
ABILITY ENHANCEMENT COURSE (AEC)	
1 st Semester	AEC ENG 115 : Foundation Course in English
MULTI DISCIPLINARY COURSE (MDC)	
1 st Semester	MDC ENG 113 : Literature from Himachal
2 nd Semester	MDC ENG 123 : Soft Skills & Personality Development

DEPARTMENT OF HISTORY	
Semester	COURSES
DISCIPLINE SPECIFIC COURSE (DSC)	
1 st Semester	DSC HIST 111 : History of India (From the Earliest Times to Gupta Period)
2 nd Semester	DSC HIST 121 : History of India : Post Gupta to 1200 CE
SKILL ENHANCEMENT COURSE (SEC)	
1 st Semester	SEC 1 : HIST -113 : An Introduction to Archaeology
2 nd Semester	SEC 2 : HIST -123 : Historical Tourism
MULTI DISCIPLINARY COURSE (MDC)	
1 st Semester	MDC 1 : HIST -112 : Ancient History of India
2 nd Semester	MDC 2 : HIST -122 : Medieval History of India

DEPARTMENT OF HINDI	
Semester	COURSES
DISCIPLINE SPECIFIC COURSE (DSC)	
1 st Semester	DSC HIN 111/MC HIN 111 : हिन्दी साहित्य का इतिहास (आदिकाल, भक्तिकाल तथा रीतिकाल)
2 nd Semester	DSC HIN 121/MC HIN 121: मध्यकालीन काव्य
SKILL ENHANCEMENT COURSE (SEC)	
1 st Semester	SEC HIN 113 : प्रयोजनमूलक हिन्दी
2 nd Semester	SEC HIN 123 : समाचार संकलन और लेखन
ABILITY ENHANCEMENT COURSE (AEC-1)	
1 st Semester	AEC HIN 114 : हिन्दी भाषा और सम्प्रेषण



MULTI DISCIPLINARY COURSE (MDC)	
1 st Semester	MDC HIN 112 : सृजनात्मक लेखन के विविध क्षेत्र
2 nd Semester	MDC HIN 122 : अनुवाद विज्ञान

DEPARTMENT OF POLITICAL SCIENCE	
Semester	COURSES
DISCIPLINE SPECIFIC COURSE (DSC)	
1 st Semester	DSC -1-POLS-111 : Introduction to Political Theory
2 nd Semester	DSC-2-POLS -121 : Indian Government & Politics
SKILL ENHANCEMENT COURSE (SEC)	
1 st Semester	SEC- 1-POLS-113 : Legislative Support
2 nd Semester	SEC- 2-POLS- 123: Public Opinion & Survey Research
MULTI DISCIPLINARY COURSE (MDC)	
1 st Semester	MDC- 1-POLS-112 : Society , Economy and Politics in Himachal Pradesh
2 nd Semester	MDC-2-POLS-122 : Human Rights, Gender & Environment

DEPARTMENT OF MUSIC (INSTRUMENTAL)	
Semester	COURSES
DISCIPLINE SPECIFIC COURSE (DSC)	
1 st Semester	DSC-1A : MUSI 111 TH/BPA(1) 111 TH : Introduction to Indian Classical Music
	DSC-1A : MUSI 111PR : Practical (Stage Performance)
2 nd Semester	DSC-2A :MUSI 121 TH /BPA(1) 121TH : Fundamental Knowledge of Hindustani Music
	DSC-2A: MUSI 121PR : Practical (Demonstration)
SKILL ENHANCEMENT COURSE (SEC)	
1 st Semester	SEC- 1- MUSI 113PR
2 nd Semester	SEC- 2 –MUSI 123PR
MULTI DISCIPLINARY COURSE (MDC)	
1 st Semester	MDC- 1-MUSI 112 TH/BPA (1) 112 TH : Basic Concept of Indian Classical Music
2 nd Semester	MDC-2-MUSI 122 PR : Practical (Demonstration)

DEPARTMENT OF ECONOMICS	
Semester	COURSES
DISCIPLINE SPECIFIC COURSE (DSC)	
1 st Semester	ECONEP 111 : Basic Microeconomics
2 nd Semester	ECONEP 121 : Basic Macroeconomics
SKILL ENHANCEMENT COURSE (SEC)	
1 st Semester	ECONEP 113 : Basic Statistics for Social Sciences
2 nd Semester	ECONEP 123 : Economics of Agriculture in Himachal Pradesh
MULTI DISCIPLINARY COURSE (MDC)	
1 st Semester	ECONEP 112 : Fundamentals of Indian Economy
2 nd Semester	ECONEP 122 : Contemporary Issues in Indian Economy



II. BACHELOR OF COMMERCE (B.Com.) Pass Course

from the Session 2026-27 onwards

Program Structure								
Scheme of Teaching & Evaluation for B.Com. (Pass Course) with Commerce as core subject								
Semester I								
Sl. No.	Course Code	Title of the Course	Category of Courses	Teaching Hours per week (L+T+P)	SEE	CIE	Total Marks	Credits
1	B.C.101	Business Organization & Management	DSC-I	4+0+0	70	30	100	4
2	B.C.102	Financial Accounting-I	DSC-II	4+0+0	70	30	100	4
3	B.C.103	Business Law	MC-I	4+0+0	70	30	100	4
4	B.C. MDC-I	General Management (GE)	MDC-I	3+0+0	50	25	75	3
5	B.C.104	E-Commerce	SEC-I	3+0+0	50	25	75	3
6		To be chosen from the basket of languages	AEC-I	2+0+0	35	15	50	2
Sub-Total(A)					345	155	500	20
Semester II								
Sl. No.	Course Code	Title of the Course	Category of Courses	Teaching Hours per week (L+T+P)	SEE	CIE	Total Marks	Credits
7	B.C.105	Principles of Marketing	DSC- III	4+0+0	70	30	100	4
8	B.C.106	Financial Accounting-II	DSC- IV	4+0+0	70	30	100	4
9	B.C.107	Company Law	MC - II	4+0+0	70	30	100	4
10	B.C. MDC-II	Business Environment	MDC-II	3+0+0	50	25	75	3
11	B.C.108	Entrepreneurship and Venture Creation	SEC-II	3+0+0	50	25	75	3
12		Environment related Courses(As prepared by the Department of Env. Science)	VAC-I	2+0+0	35	15	50	2



13		As per the guidelines of the University *	I/A/P/C*	0+0+2*	-	50*	50*	2*
Sub-Total(B)					345	205*	550*	22*
Exit Option with Certification								
*Credits may vary as per the directions of the University.								

SCHEME OF EXAMINATION AND EVALUATION UNDER NEP 2020

Semester	Category of Courses	SEE	CIE	Total Marks	Credits
1st	DSC-I	70	30	100	4
	DSC-II	70	30	100	4
	MC-I	70	30	100	4
	MDC-I	50	25	75	3
	SEC-I	50	25	75	3
	AEC-I	35	15	50	2
Sub-Total(A)		345	155	500	20
2nd	DSC- III	70	30	100	4
	DSC- IV	70	30	100	4
	MC - II	70	30	100	4
	MDC-II	50	25	75	3
	SEC-II	50	25	75	3
	VAC-I	35	15	50	2
	I/A/P/C*	-	50*	50*	2*
Sub-Total(B)		345	205*	550*	22*
Exit Option with Certification					
*Credits may vary as per the directions of the University.					
Acronyms Expanded:					
AEC: Ability Enhancement Course					
DSC: Discipline-Specific Core (Course)					
SEC-SB/VB: Skill Enhancement Course-Skill Based/Value Based					
MC: Minor Course					
MDC: Multi-Disciplinary Course					
VAC: Value Addition Course					
DSE: Discipline Specific Elective					
SEE: Semester End Examination					
CIE: Continuous Internal Evaluation					
L+T+P: Lecture + Tutorial + Practical(s)					
I/A/P/C: Internship/Apprenticeship/Project/Community Outreach					

GRADING SYSTEM UNDER NEP 2020

The Semester Grade Point Average (SGPA) is computed from the grades as a measure of the student's performance in a given semester. The SGPA is based on the grades of the current term, while the Cumulative GPA (CGPA) is based on the grades in all courses taken after joining the



programme of study. The University may also mention marks obtained in each course and a weighted average of marks based on marks obtained in all the semesters taken together for the benefit of students.

Letter Grade	Grade Point	Performance
O	10	Outstanding
A+	9	Excellent
A	8	Very Good
B+	7	Good
B	6	Above Average
C	5	Average
P	4	Pass
F	0	Fail
Ab	0	Absent

SGPA and CGPA

The academic performance of students is measured through:

- **Semester Grade Point Average (SGPA)** - performance in a particular semester,
- **Cumulative Grade Point Average (CGPA)** - overall performance across all semesters.

The calculation is based on the credits earned and grade points secured in each course.

Conversion Formula: Conversion Formula for converting CGPA to Percentage is as follows:

Percentage = CGPA X 10

Note: The conversion formula for UG professional courses (BBA, BCA, B.Tech, BFA, BA-LLB etc.) will be as per notification if notified separately.

DETERMINING MERIT POSITIONS/RANKING

1. Merit position (Top 10) will be generated at the end of the course on the basis of CGPA without considering candidates who have applied for re-appear; re-checking & re-evaluation (only of those who apply after the expiry of 21 days); and improvement of division.
2. Tentative Merit position will be provided at the time of result declaration of final semester on the basis of CGPA.
3. The final Merit List will be generated after completing 30 days of the result declaration
- 4.

MULTIPLE ENTRY AND EXIT

The Rules and Regulation for Multiple Entry and Exit are as per the Guidelines for Multiple Entry and Exit in Academic Programmes offered in Himachal Pradesh University. Multiple entry and exit options under three-year degree programme with UG certificate/ UG diploma/or degree depending upon the number of credits secured is as follows:



Sr. No.	Type of Award	Stage of Exit	Mandatory Credits to be secured for the award
1	<i>Undergraduate Certificate</i> in the field of Study/Discipline	After successful completion of Semester- I and Semester- II (1 st Year)	44
2	<i>Undergraduate Diploma</i> in the field of Study/Discipline	After successful completion of Semester- I to Semester - IV (2 nd year)	86
3	<i>Undergraduate Degree</i> in the field of Study/Discipline	After successful completion of Semester - I to Semester - VI (3 rd year)	128

RE-ENTRY

- i. A student can seek re-entry to the Degree Programme after exiting. However, the re-entry should be within a maximum gap period of three years after taking exit. Moreover, a student cannot stay out of a degree programme for more than three years in aggregate.
- ii. In addition, the Three-year and Four-year degree programmes have to be completed within the maximum stipulated period of six and seven years respectively. In any case, the gap between the exit and the re-entry into the UG programme should not be more than three years subject to completion of the whole UG three/four years programme within six/seven years respectively.
- iii. Re-entry may be within University i.e. between Colleges (shifting from one college to another depending upon the availability of seats), it may be called as Transfer of Admission (Intercollege migration) by taking consent from both the colleges and final approval by the University as per the rules of the University.
- iv. Re-entry may be from another University to this University or vice versa, it may be considered as Inter University Migration. The process of migration from one University to another University will be followed as per the University Ordinance Rules for Migration or Notification issued by the University from time to time.

MODE OF ADMISSION

1. Admission to BA/B.Com Ist semester will be made on the basis of merit in the qualifying examination (10+2). The reservation of seats to various categories and sub categories will be applicable as per the reservation roster of HPU / H.P. Government.
2. Admission to BA/B.Com 2nd Year and 3rd year will be made on roll-on basis, who are otherwise eligible without waiting for final result. However, he/she will have to fulfil all the formalities laid down by the college administration like filling up of admission form and depositing the prescribed fees, etc.



GENERAL ADMISSION RULES AND PROCEDURE

1. Fill up the admission form in your own handwriting and get it signed by parent/ guardian (guardian means only blood relation provided he/she should not be the student of this college).
2. The students seeking admission in 1st semester may apply in more than one “Discipline Specific Course (DSC)” specifying their preference order in the admission form.
3. Attach two copies of latest passport size photographs on the admission form and bio-data card along with self-attested copies of School Board/University certificates from matric onwards, character certificate (original) from last attended institution, SC/ST/physically handicapped, sports/cultural certificate.
4. Attach photocopy of Migration Certificate from School Boards other than H.P.B.S.E. Dharamshala.
5. Any gap for one or more years in academic career of an applicant must be supported/justified by documentary evidence/undertaking as a proof of his/her activities during the gap period and character certificate from any Gazetted Officer/ Panchayat Pradhan. The character certificate issued within the last 6 months on the day of submission of application will be considered valid.
6. The applicant must bring original documents along with parents/local guardian at the time of admission/counselling.
7. Students seeking exemption from tuition fee on the ground of disability must attach a self-attested copy of disability certificate issued by competent authorities.
8. Girl students seeking exemption from tuition fee must attach self-attested photocopy of Himachal Domicile certificate issued by competent authorities.
9. Fresh applicant **must not be more than 23 years of age (for boys) and 25 years (for girl) as on 01-07-2026**. However, the Vice Chancellor, H.P. University can permit age relaxation for reason to be recorded in writing up to a maximum of six months.
Relaxation for SC/ST Students: Relaxation of 3 years of age for determination of upper age limit for admission.
10. Admission to various classes will be made on the recommendation of the admission committee constituted for the purpose.
11. Students are advised to pay their dues personally on the dates notified from time to time, failing which his/her claim for admission will be forfeited and seat(s) so vacated will be allotted to the next candidate in the merit.
12. Registration fee will not be charged from a student migrated from another college as he/she is already registered with H.P. university.
13. Fee structure can be changed/modified as per the directions/instructions of HP Government.
14. A student, expelled from any college/university or found involved in any disciplinary activities in the preceding years, will not be admitted to the college.
15. The students having compartment in 10+2 examination are not eligible for admission under CBCS (Choice Based Credit System).



16. If the candidate got admitted by furnishing wrong information or by concealing the facts, his/her admission will be cancelled on detection of such fault by the college/university.

Note: The admission of BA/B.Com. 2nd/3rd Year students (annual system) will be on roll-on basis and will be regularized only with the condition of qualifying in their previous class examinations as per the affiliating university guidelines.

REFUSAL OF ADMISSION

1. Students who fail in all subjects or fail twice in a class will not be admitted to the class. However, if he/she opts to change the faculty, he/she may be admitted in the 1st semester of the changed new faculty, if otherwise eligible.
2. Candidates having a stay of more than six years at any college will not be admitted.
4. The students who failed or having compartment from other institution will not be admitted in the college.
5. In spite of the eligibility for admission, the principal can refuse admission if the conduct of the student has not been up to the mark during previous years.
6. The principal reserves the right to reject or cancel the admission of any student without assigning any reason(s) or explanation if situation warrants so.

DOCUMENTS AND CERTIFICATES REQUIRED AT THE TIME OF ADMISSION (FOR NEW ADMISSION ONLY)

The admission form along with bio-data card, printed copy of Anti-Ragging affidavit, which will also be filled online by the candidate at www.antiragging.in and PTA membership form must be submitted to the respective Admission Committee along with the following documents:

1. Paste latest own passport size photographs and two photographs of his/her father /mother/ guardian.
2. Self-attested copies of detailed marks sheet of matriculation examination onwards.
3. Category certificate for students seeking admission in 1st semester against reserved seats (SC/ST/OBC/SP/PC/CUL).
4. Himachal domicile certificate (for girl students only).
5. School leaving – cum – character certificate (original).
6. Migration certificate (CBSE & other recognised state education boards).
7. Photocopy of Aadhaar Card (undertaking of parent's /guardian in case where the candidate seeking admission is less than 18 years of age for using his/her Aadhaar for the purpose).
8. Photocopy of APAAR/ABC Id.

Note:

- ❖ Internet result will be accepted only when candidate attach documentary proof showing the detail of marks obtained in the concerned examination.
- ❖ The date of issue the character certificate should not be more than six months.



CHOICE BASED CREDIT SYSTEM (CBCS) UNDER RUSA

Instructions for admission to B.A./B.Com 1st semester of UG pass course under RUSA will be governed as per the instructions/guidelines/ordinance of the affiliating university i.e. HP University and the related instructions issued by the Department of Higher Education HP for implementation of NEP (National Education policy) 2020:

1. The eligibility conditions regarding the age limit, pass percentage or minimum eligibility, etc. at the entry level to B.Com./B.A. remains the same as mentioned in the original HP University ordinance.
2. The formation of the units/ number of students in a class/subject remains the same as per the HP Govt. notification of 2015 i.e. first unit/section of subject will be 80 students and subsequent units/section of 60 each depending upon the availability of faculties in the colleges. The admission in different streams will be done as per the HPU roster.
3. Since the executive council of HP University has approved the CBCS template of UGC for the academic session 2016-2017, the combination of elective subject chosen as discipline specific course can be allotted/given to the students as per the availability of faculties in the subject and infrastructure in the respective colleges.
4. The discipline specified programme chosen by student shall be based on choice-based credit system. The programme shall be considered completed when the student cumulates the requisite number of successful credits (passed) i.e. at least 132 credits for undergraduate degree.

CUMULATIVE CREDITS FOR BA ANNUAL SYSTEM (for 2nd & 3rd Year Students)

Year	Course	Type of Course	Credits	Cumulative Credits
BA 1st Year	English/Hindi/MIL – 1	Language Core	6	44 credits (Language Core=12 DSC Subject 1=12 DSC Subject 2=12 AECC=8)
	Subject-1 A	DSC – 1 A	6	
	Subject-1B	DSC – 2 B	6	
	Environmental Science (English/Hindi/MIL Communication)	AECC – I	4	
	English/Hindi/MIL – 1	Lang. Core	6	
	Subject-2A	DSC – 2 A	6	
	Subject-2B	DSC – 2B	6	
	Environmental Science (English/Hindi/MIL Communication)	AECC – II	4	
BA 2nd Year	English/Hindi/MIL – 2	Language Core	6	44 credits (Language Core = 12 DSC Subject 1=12 DSC Subject 2=12 SEC=8)
	Subject-3 A	DSC – 3 A	6	
	Subject-3B	DSC – 3 B	6	
	English/Hindi/MIL – 2	Language Core	6	
	Subject-4 A	DSC – 4 A	6	
	Subject-4B	DSC – 4 B	6	
	SEC-1	SEC	4	
	SEC-2	SEC	4	



BA 3rd Year	Subject-5 A	DSC – 5A	6	44 credits (DSC Subject 1=12 DSC Subject 2=12 SEC=8 GE=12)
	Subject-5B	DSC – 5B	6	
	SEC-3	SEC	4	
	SEC-4	SEC	4	
	Subject-6 A	DSC – 6A	6	
	Subject-6B	DSC – 6B	6	
	GE-1	GE	6	
	GE-2	GE	6	
Total Credits				44+44+44=132

TERMINOLOGY OF COURSES (ANNUAL SYSTEM)

1. **Core Course:** A course, which should compulsorily be studied by a candidate as a core requirement is termed as a core course.
2. **Elective Course:** Generally, a course which can be chosen from a pool of courses and which may be very specific or specialized or advanced or supportive to the discipline/ subject of study or which provides an extended scope or which enables an exposure to some other discipline/subject/domain or nurtures the candidate’s proficiency/skill is called an Elective Course.
 - 2.1 **Discipline Specific Elective (DSE) Course:** Elective courses offered by the main discipline/subject of study is referred to as Discipline Specific Elective. The University/Institute may also offer discipline related Elective courses of interdisciplinary nature (to be offered by main discipline/subject of study).
 - 2.2 **Dissertation/Project:** An elective course designed to acquire special/advanced knowledge, such as supplement/support study to a project work, and a candidate studies such a course on his own with an advisory support by a teacher is called dissertation/ project. Introducing research component in under-graduate courses project work/dissertation is considered as a special course involving application of knowledge in solving/analyzing /exploring a real-life situation /difficult problem. A project/dissertation work would be of 6 credits. A project/dissertation work may be given in lieu of a discipline specific elective paper.
 - 2.3 **Generic Elective (GE) Course:** An elective course chosen generally from an unrelated discipline/subject, with an intention to seek exposure is called a Generic Elective.
P.S.: A core course offered in a discipline/subject may be treated as an elective by other discipline/subject and vice versa and such electives may also be referred to as Generic Elective.
3. **Ability Enhancement Courses (AEC):** The Ability Enhancement (AE) Courses may be of two kinds: Ability Enhancement Compulsory Courses (AECC) and Skill Enhancement Courses (SEC).
 - 3.1 **Ability Enhancement Compulsory Courses (AECC):** “AECC” courses are the courses based upon the content that leads to knowledge enhancement such as Environmental Science, English Communication/MIL Communication. These are mandatory for all disciplines.
 - 3.2 **Skill Enhancement Courses (SEC):** SEC courses are value-based and/or skill-based and are aimed at providing hands-on-training, competencies, skills, etc. These courses



may be chosen from a pool of courses designed to provide value-based and/or skill-based knowledge.

LIST OF UNDERGRADUATE COURSES BEING OFFERED UNDER CBCS ANNUAL SYSTEM (for 2nd & 3rd Year Students)

Sr. No.	Faculty	Courses Offered
I	ARTS	1 Economics 2 English 3 Hindi 4 History 5 Political Science 6 Music (I)
II	COMMERCE	1 Commerce

B.A. THREE YEAR (ANNUAL) : CBCS PROGRAMME STRUCTURE

DEPARTMENT OF ECONOMICS

DISCIPLINE SPECIFIC CORE (DSC) COURSES			
Year	Discipline Specific Course (DSC) Compulsory	Course Code	Credits
1 st Year	Principles of Microeconomics – I	ECONA101	6
	Principles of Microeconomics – II	ECONA102	6
2 nd Year	Principles of Macroeconomics–I	ECONA201	6
	Principles of Macroeconomics–II	ECONA202	6
3 rd Year	Indian Economy	ECONA 301	6
	Development Economics	ECONA 305	6
SKILL ENHANCEMENT COURSES (SEC)			
Year	Skill Enhancement Course (SEC)	Course Code	Credits
2 nd Year	SEC 1: Economics of Rural Development	ECONA204	4
	SEC 4: Demography	ECONA206	4
3 rd Year	SEC 6: Public Finance	ECON310	4
	SEC 7: Money and Banking	ECON311	4
GENERIC ELECTIVE COURSE (GEC)			
Year	Generic Elective Course (GEC)	Course Code	Credits
3 rd Year	GEC-I Economy of Himachal Pradesh	ECONA313	6
	GEC-II Development Economics	ECONA315	6

DEPARTMENT OF POLITICAL SCIENCE

DISCIPLINE SPECIFIC CORE (DSC) COURSES			
Year	Discipline Specific Course (DSC) Compulsory	Course Code	Credits
1 st Year	DSC-1-A Introduction to Political Theory	POLS101	6
	DSC-1-B Indian Govt. and Politics	POLS102	6
2 nd Year	DSC-1-C Comparative Govt. and Politics	POLS201	6
	DSC-1-D Introduction to International Relations	POLS202	6



3 rd year	DSE 1- A Themes In Comparative Political Theory	POLS301A	6
	DSE -1-B Democracy and Governance	POLS302B	6
SKILL ENHANCEMENT COURSES (SEC)			
Year	Skill Enhancement Course (SEC)	Course Code	Credits
2 nd Year	SEC-1 Legislative Support	POLS 203	4
	SEC-2 Public Opinion and Survey Research	POLS 204	4
3 rd Year	SEC-3 Democratic Awareness With Legal Literacy	POLS303	4
	SEC-4 Conflict and Peace Building	POLS304	4
GENERIC ELECTIVE COURSE (GEC)			
Year	Generic Elective Course (GEC)	Course Code	Credits
3 rd Year	GEC 1: Society, Economy and Politics in HP	POLS305	6
	GEN-II- Human Rights, Gender and Environment	POLS306	6

DEPARTMENT OF HISTORY

DISCIPLINE SPECIFIC CORE (DSC) COURSES			
Year	Discipline Specific Course (DSC) Compulsory	Course Code	Credits
1 st Year	DSC-1-A History of India from the earliest times upto 300 cent.	HIST101	6
	DSC-1-B History of India from cent. 300 to 1206	HIST102	6
2 nd Year	DSC-2-A History of India from 1206 to 1707	HIST203	6
	DSC-2-B History of India from 1707 to 1950	HIST204	6
3 rd Year	DSE 1 Modern and Contemporary World history 1871-1919	HIST305	6
	DSE 2 Modern and Contemporary World history 1919-1992	HIST307	6
SKILL ENHANCEMENT COURSES (SEC)			
Year	Skill Enhancement Course (SEC)	Course Code	Credits
2 nd Year	SEC-1 Historical Tourism: Theory and Practice	HIST213	4
	SEC-2 An Introduction to Archeology	HIST215	4
3 rd year	SEC-3 Indian History and Culture	HIST317	4
	SEC-4 Introduction to Indian Art	HIST319	4
GENERIC ELECTIVE COURSE (GEC)			
Year	Generic Elective Course (GEC)	Course Code	Credits
3 rd year	GEC-1 History of Himachal Pradesh	HIST310	6
	GEN-II- Social and Religious Reform Movements in India	HIST312	6

DEPARTMENT OF ENGLISH

DISCIPLINE SPECIFIC CORE (DSC) COURSES			
Year	Discipline Specific Course (DSC) Compulsory	Course Code	Credits
1 st year	DSC-IA Eng. Literature-I (Essays, Stories and Poems)	ENG DSC-102	6
	DSC-1B Eng. Literature-2 (Poems, Short Stories and Essays)	ENG DSC-103	6
2 nd Year	DSC-1C British Literature (Play and Novel)	ENG DSC-202	6
	DSC-ID Eng. Literary Cross currents Modern Indian Literature	ENG DSC-203	6
3 rd Year	DSE-1A Soft Skills	ENG-303	6
	DSC-1B Academic Writing and Composition	ENG-304	6
SKILL ENHANCEMENT COURSES (SEC)			
Year	Skill Enhancement Course (SEC)	Course Code	Credits
2 nd Year	Creative writing, Book & Media	ENG SEC-204	4



	Translation Studies and Principles of Translations	ENG SEC-205	4
3 rd Year	Technical Writing	ENG-301	4
	Business Communication	ENG-302	4
CORE COMPULSORY COURSE			
Year	Compulsory Course	Course Code	Credits
1 st Year	English -1 Core: Poems, Short Story, Essays and Grammar	ENG CE-101	6
2 nd Year	English -2 Core: Poetry and Essay & Grammar	ENG CE-201	6
AECC COURSES			
Year	Ability Enhancement Compulsory Course	Course Code	Credits
1 st Year	AECC -2 English: Writing skills	ENG AECC-104	4
GENERIC ELECTIVE COURSE (GEC)			
Year	Generic Elective Course (GEC)	Course Code	Credits
3 rd Year	GE 1: Literature from Himachal	ENG GE-305	6
	GE II: Contemporary India: Women & Empowerment	ENG GE-306	6

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DISCIPLINE SPECIFIC CORE (DSC) COURSES			
B.A.	Discipline Specific Course (DSC) Course (Compulsory)	Course Code	Credits
1 st year	DSC – IA हिंदी साहित्य का इतिहास	HIND102	6
	DSC – IB मध्यकालीन हिंदी कविता	HIND103	6
2 nd Year	DSC – IC आधुनिक हिंदी कविता	HIND202	6
	DSC – ID हिंदी गद्य साहित्य	HIND203	6
3 rd Year.	DSE – IA लोक साहित्य	HIND305	6
	DSE – IB छायावादोत्तर हिंदी कविता	HIND306	6
SKILL ENHANCEMENT COURSES (SEC)			
Year	Skill Enhancement Course (SEC)	Course Code	Credits
2 nd Year	SEC-1 कार्यालयी हिंदी	HIND204	4
	SEC- 2 अनुवाद विज्ञान	HIND206	4
3 rd Year	SEC- 3 रंग-आलेख एवं रंगमंच	HIND301	4
	SEC- 4 समाचार संकलन और लेखन	HIND304	4
AECC COURSES			
Year	Ability Enhancement Compulsory Courses	Course Code	Credits
1 st Year	AECC-2 हिंदी भाषा और सम्प्रेषण	HIND104	4
GENERIC ELECTIVE COURSE (GEC)			
B.A.	Generic Elective Course (GEC)	Course Code	Credits
3 rd Year	GE-1 आधुनिक भारतीय साहित्य	HIND307	6
	GE-2 सर्जनात्मक लेखन के विविध क्षेत्र	HIND308	6
DISCIPLINE SPECIFIC MIL- 1/HINDI-I. COURSE (Compulsory)			
B.A.	Discipline Specific MIL (Compulsory)	Course Code	Credits
Ist Year	MIL-1 प्रयोजनमूलक हिंदी	HIND101	6
2 nd Year	MIL-2 अनिवार्य हिंदी 'रचना पुंज'	HIND201	6

DEPARTMENT OF MUSIC INSTRUMENTAL

DISCIPLINE SPECIFIC CORE (DSC) COURSES



Year	Discipline Specific Course (DSC) Compulsory	Course Code	Credits
1 st Year	Basic Principle of Indian Music & Biographies of Musicians, Composers & Musicologist	MUSA101TH	3
	Paper-1 Practical-Stage Performance	MUSA102PR	3
	Theory of Indian Music (General) & Biographies of Musicians, Composers & Musicologist	MUSA103TH	3
	Practical-Viva Voce	MUSA104PR	
2 nd Year	Theory of Indian Music, Ancient Granthas & Contribution of musicologist	MUSA201TH	3
	Paper-1 Practical-Stage Performance	MUSA202PR	3
	Theory of Indian Music, Medieval & Contribution of musicians & musicologist	MUSA203TH	3
	Practical-Viva Voce	MUSA204PR	3
3 rd Year	Theory of Indian Music and study of ancient granthas and Raga	MUSA303TH	3
	Practical-Stage Performance	MUSA304PR	3
	Theory of Indian Music and Gharanas tradition	MUSA305TH	3
	Practical-Viva Voce	MUSA306PR	3
SKILL ENHANCEMENT COURSES (SEC)			
Year	Skill Enhancement Courses (SEC)	Course Code	Credits
2 nd Year	Presentation and Documentation-I	MUSA205PR	4
	Presentation and Documentation-I	MUSA206PR	4
3 rd Year	Presentation and Documentation-I	MUSA301PR	4
	Presentation and Documentation-I	MUSA302PR	4
GENERIC ELECTIVE COURSES (GEC)			
Year	Generic Elective Course (GEC)	Course Code	Credits
3 rd Year	Theory of Indian Music and Folk Music of Himachal Pradesh	MUSA307TH	6
	Practical-Viva Voce	MUSA308PR	6

CUMULATIVE CREDITS FOR B.COM (ANNUAL SYSTEM)

<i>Basic Structure: Distribution of Courses</i>			
1	Ability-Enhancement Compulsory Course (AECC)	2 Papers of 4 Credit Hrs. each (Total Credit Hrs. 4X2)	8
2	Skill-Enhancement Elective Course (SEC)	4 Papers of 4 Credit Hrs. each (Total Credit Hrs. 4X4)	16
3	Core Course	12 Papers of 6 Credit Hrs. each (Total Credit Hrs. 12X6) (5 Lectures and 1 Tutorial)	72
4	Discipline Specific Elective (DSE)	4 Papers of 6 Credit Hrs. each (Total Credit Hrs. 3X6) (5 Lectures and 1 Tutorial)	24
5	Generic Elective (GE)	2 Papers of 6 Credit Hrs. each (Total Credit Hrs. 3X6) (5 Lectures and 1 Tutorial)	12
Total Credit Hours			132

B.COM. THREE YEARS (ANNUAL) CBCS PROGRAMME STRUCTURE

B.Com. 1st Year			
Course No.	Course Title	Course Type	Credits



ENVS2AECC02	Environmental Studies	AECC-1	4
BC 1.1	Financial Accounting	Core Course C-1	6
BC 1.2	Business Organization and Management	Core Course C-2	6
ENGCE101	English-1 (Compulsory for B.A./B.Com)	Core Course C-3	6
HIND104	Language: English/Hindi/MIL	AECC-2	4
BC 1.3	Business Law	Core Course C-4	6
BC 1.4	Business Statistics and Mathematics	Core Course C-5	6
HIND101	Hindi-I / Modern Indian Language	Core Course C-6	6
B.Com. IInd Year			
BC 2.1	Company Law	Core Course C-7	6
BC 2.2	Income Tax Law and Practice	Core Course C-8	6
ENGCE201	English-II (Compulsory for B.A./B.Com)	Core Course C-9	6
BC 2.3	Computer Applications in Business	SEC-1	4
HIND201	Hindi-II (Compulsory for B.A./B.Com)	Core Course C-10	6
BC 2.4	Corporate Accounting	Core Course C-11	6
BC 2.5	Cost Accounting	Core Course C-12	6
BC 2.6	E-Commerce	SEC-2	4
B.Com IIIrd Year			
BC 3.1(a)	Human Resource Management	DSE-1 (Choose any one)	6
BC 3.1(b)	Principles of Marketing		6
BC 3.1(c)	Fundamentals of Financial Management		6
BC 3.2(a)	Corporate Governance and Auditing	DSE-2 (Choose any one)	6
BC 3.2(b)	GST		6
BC 3.3	Entrepreneurship	SEC-3	4
ECONA313	Economy of Himachal Pradesh.	GE-1	4
BC3.5(a)	Corporate Tax Planning	DSE-3 (Choose any one)	6
BC3.5(b)	Banking and Insurance		6
BC3.5(c)	Management Accounting		6
BC3.5(d)	Computerized Accounting System		6
BC3.6(a)	International Business	DSE-4 (Choose any one)	6
BC3.6(b)	Office Management and Secretarial Practice		6
BC3.6(c)	Fundamentals of Investment		6
BC3.6(d)	Consumer Protection		6
BC 3.7	Personal Selling and Salesmanship	SEC-4	4
ECONA314	Indian Economy	GE-2	6

STUDENTS COURSE WISE CONTINUOUS COMPREHENSIVE ASSESSMENT (CCA) AND EVALUATION (ANNUAL SYSTEM)

- All courses involve an evaluation system of students that has the following two components:

(I) Continuous Comprehensive Assessment (CCA) = 30 Marks

Attendance	= 5
Mid-term	= 15
Assignment/Quiz/Seminar etc.	= 10 marks



(II) Term End Examination (TEE) = 70 Marks.

2. **Classroom Attendance:** Each student will have to attend a minimum of 75% lectures/tutorials/practical as a student having less 75% attendance will not be allowed to appear in the End Year Examination (EYE).
 - Provided that those having between 74 and 65% attendance will apply for exemption in a prescribed form accompanied by clear reason(s) for absence to the authorized functionaries.
 - Provided that those having between 64% and 50% attendance will apply for exemption in a prescribed form accompanied by Medical Certificate from Government Hospital.
 - Provided that exemption from 75% attendance will be given to those participating in a prescribed co-curricular activity (e.g. NSS, Youth Festivals, Sports etc.) to the extent of 25% (making the necessary attendance as 50% in these cases). However, the claim for this exemption should be supported by authenticated certificate from the concerned college authorities.
 - Provided further that those getting the exemptions, except for those getting exemption for co-curricular activities, will not be entitled for getting the CCA marks for classroom attendance as given below.
 - **Classroom Attendance Incentive:**
Those having greater than 75% attendance will be awarded CCA marks as follows:
 - >75% but < 80% 1 Marks.
 - >80% but < 85% 2 Marks
 - >85% but < 90% 3 Marks.
 - >90% but < 95% 4 Marks.
 - >95% 5 Marks.
- * For those participating in co-curricular activities 25% will be added to percent attendance.

Important: The 7.10(D) of HP University clarifies that only those students shall be allowed to appear in the TTE who has been successful in the CCA. Minimum marks to qualify the CCA are 35%.

FEES & DUES (GOVERNMENT APPROVED FEES)

S.N.	TYPE OF FEE	CHARGES
GOVERNMENT ACCOUNT FEES		
1.	Tuition Fee (per month)	50
2.	Admission Fee	25
3.	Continuation Fee	10
4.	Re-admission Fee 1 st time	100
5.	Re-admission Fee 2 nd time	200
6.	Late admission Fee per day	10
COLLEGE ANNUAL CHARGES (REFUNDABLE)		
7.	Library Security	100
COLLEGE ANNUAL CHARGES (NON-REFUNDABLE)		
8.	House Examination Fund	40
9.	Medical Fund	06
10.	Campus Development Fund	10
11.	Book Replacement Fund	25
12.	Furniture Repair and Replacement Fund	10



13.	Identity Card	10
14.	Magazine Fund	50
15.	Student Aid Fund	02
16.	Cultural Activity Fund	20
17.	Computer & Internet Facility	20
18.	Practical Fee (Per Paper)	200
SIX MONTH CHARGES		
19.	Amalgamated Fund	150
20.	Sports Fund	120
21.	Building Fund	60
22.	Rover & Rangers Fund	30
UNIVERSITY FUNDS (ANNUAL)		
23.	University Development Fund (General Category)	500
24.	University Development Fund (BPL/IRDP)	250
25.	Youth Welfare Fund	100
26.	University Sports Fee	100
27.	University Holiday Home Fee	01

PTA Fee: Rs. 400/-per annum, Red Cross Fee: Rs.40/-, Duplicate Identity Card Fee: Rs 20/-
Note: The Fee is subject to change i.e., if the fee is revised the students will have to pay the revised fee.

CODE OF CONDUCT

1 Attendance

- i) Minimum 75% lecture attendance is compulsory for appearing in the EYE.
- ii) A student who remains absent continuously for 7 days or more, his/her name will be struck off from college roll.
- iii) A student's name is struck-off twice then he/she will not be re-admitted to the college.
- iv) A student is liable to pay all dues and fines as long as he/she remains on the college rolls.

2 Leave Rules

- i) Application for any kind of leave on prescribed pro-forma should be submitted well in time.
- ii) Leave up to three days will be sanctioned by the tutor on the recommendation of concerned teacher.
- iii) Leave above three days and up-to six days will be sanctioned by the senior tutor.
- iv) The leave for more than six days will be sanctioned by the Principal on the recommendation of the concerned subject teacher/senior tutor.
- v) Medical leave for a period of over 6 days the student must produce medical certificate.

Note: The practice/rehearsal timing of Students participating in inter-college competitions should be either before the classes (Early Morning) or after classes (Evening) because all such activities form a part, but not the substitute of Academics/ studies.



3 Identity Card (I- Card)

- i) Every student will be issued an identity card. Every student must keep his/her I-card with him/her during college hours and the same has to be produced by student whenever required by the college authorities.
- ii) In case, the I-card is lost, a duplicate card will be issued only after an FIR is registered with the nearest police station and an original copy thereof is appended with such request.
- iii) Duplicate I-card will be issued after depositing Rs. 20/-.

4 General Conduct/ Discipline Rules

Any of the following activities will be considered a breach of discipline:

- i) Ragging in any form;
- ii) Use of mobile phones by students in the campus is strictly banned (except specified areas) and defaulters will be penalized;
- iii) Writing on the walls/ black-board/ rooms, etc.;
- iv) Possessing drugs and smoking in the college campus;
- v) Accompanying outsider to the college;
- vi) Coming without I-Card in the college;
- vii) Damaging the college property;
- viii) Loitering around in the corridors resulting in disturbance to the classes.

Note: All the students are advised to read the Notice Boards regularly. All students must note that ragging inside/outside the campus is a cognizable offence. In case, a student found guilty of indiscipline in any activity in any manner, the college administration shall take appropriate action against such offenders.

CAREER COUNSELLING & PLACEMENT CELL

The activities of the Career Counselling & Placement Cell have become very important and integral part of the functioning of educational institutions in 21st century. It provides a number of opportunities to the educated youth with the objective of helping the student for making ideal career choices and providing them placement opportunities through campus interviews. The Career Counselling & Placement Cell of this college actively involves to organize such activities under the energetic team of experienced teachers.

The objective is to make students aware of career options in all aspects of modern fields and to develop their communication skills and confidence. The college is making all efforts to strengthen the activities of career guidance and counselling in larger interest of the students by organizing frequent interactive sessions with them on regular basis and developing relation with business establishments so that more and more students get opportunities for gainful employment.

CLUBS & SOCIETIES

1. **National Service Scheme (NSS):** To inculcate the qualities of leadership, social service, discipline and patriotism among the youth, the college is running NSS unit. Presently the



college has half (1/2) NSS unit comprising of 50 students. In this unit, 33% seats are reserved for the girls. The student who attends 240 hours of social service and attends one 7 days special camp is given a special benefit of 2% marks at the time of admission in HP University courses.

2. **Rovers and Rangers:** The Bharat Scout and Guides is a voluntary organization. It is devoted to the development of the young generation and selfless service to the country. Young adults are enrolled as rover and rangers in the college and trained for leadership for the service of motherland and mankind.
3. **Red-Ribbon Club:** Red ribbon club of this college came into being in 2017. Any number of college students can get registered as volunteers of this club. This club exclusively aims at launching an exhaustive campaign against AIDS. AIDS is not only a health issue but also an educational and social one. In order to translate these facts into reality, this club is not only educating and sensitizing college youths but also taking the leading out to the general public as well as the people who are unaware of AIDS. Hence it makes the institution really proud as how war against AIDS is gathering momentum year after year with the concrete effort of educators.
4. **Eco-Club:** In consideration to the alarming need to make students aware of the depleting environmental assets, Eco-Club is functioning at our college. This club, with the active participation of the students, is carrying out various awareness programmes on environmental issues.
5. **Red-Cross Society:** Red-Cross Society is functional in college in order to disseminate the awareness on the health issues among students and to conduct various activities pertaining to Red-Cross mission.
6. **Road Safety Club:** Road Safety Club is spreading awareness on road safety among students and further conducting various activities in this regard.

COLLEGE STUDENTS CENTRAL ASSOCIATION (CSCA)

This association is elected according to the rules and regulation of H.P. University. Besides its central role of highlighting students' related problems, the CSCA plays an important role in involving students in various co-curricular activities like seminars and college level functions.

“DIVYANKA” THE COLLEGE MAGAZINE

The college magazine “**DIVYANKA**” is published every year to nurture the creativity of the students. This magazine is divided into various sections such as; HINDI, ENGLISH, PAHARI and COMMERCE & PLANNING. The editorial task is managed by student editors looking after each section under the guidance of one staff editor. The students willing to contribute his/her write ups to the college magazine during the session can contact the staff editors of various sections of the magazine, and if needed, necessary guidance can also be provided to them.



SCHOLARSHIPS/FINANCIAL ASSISTANCE

The college has provision for the following scholarship:

- i. Centrally Sponsored Scholarship Scheme to SC/ST students
- ii. Centrally Sponsored Scholarship Scheme to OBC students
- iii. IRDP Scholarship Scheme
- iv. Merit-Cum-Poverty Scholarship Scheme
- v. Various National Scholarship Schemes
- vi. Various State-sponsored scholarship Schemes
- vii. Kalpana Chawla Chhatravriti Yojna for meritorious girl students
- viii. Brother/Sister fee concession as per the rules applicable

Note: The date of submission of application, along with other details for these scholarships scheme, will be displayed on the college notice board in due course as per the guidelines issued by Dept. of Higher Education HP.

PRIZES/ AWARDS

Prizes are given to the students achieving distinction in different fields like academic university examination, excellence in sports, N.S.S/Ranger and Rover/Red Ribbon Club and other co-curricular activities organized from time to time in the college, university and inter-university level.

1. ACADEMIC PRIZES:

- i) Students securing first to tenth position in HPU Annual Examination.
- ii) 1st/ 2nd/ 3rd position in the college in aggregate in H. P annual/house examination and I/II position in all subjects in the college in HPU annual/ House examination.

2. SPORTS, CULTURAL, NSS, ETC.

- i) Participation in International Events, Gold/ Silver/ Bronze Medal in Inter- varsity/ Inter-college championships/ Annual College Athletic Meet and championship in Intra-College Events.
- ii) Youth festival prizes would be at par with the sports prizes.
- iii) NSS students participating in RD Parade.
- iv) NSS volunteers appointed President/ declared Best Volunteer in each unit (M & F both).
- v) CSCA office bearers are given Plaque at the time of Oath taking ceremony.
- vi) Rangers & Rovers participation in State Level Camp.
- vii) Blood Donors, special prizes for extra ordinary contribution in the college activities.

Note: These prizes are given in the Annual Prize Distribution Function of college organized in the month of February/March every year.



(Amount in ₹)

Activity	Level								
	University			Inter -College			College		
	1 st	2 nd	3 rd	1 st	2 nd	3 rd	1 st	2 nd	3 rd
Academic	1000	700	500	---	---	---	150	125	110
Cultural	900	600	400	400	300	200	150	125	110
Athletics	900	600	400	400	300	200	150	125	110
Team Events	400	300	200	300	200	150	150	125	110
Subject-wise	-----	-----	-----	---	---	---	125	110	-----
Extra Activities	400	300	200	125	110	100	150	125	110

PARENTS- TEACHER ASSOCIATION

Parent-Teacher Association (PTA) is formed every year (under H.P. Education code 2001) to promote interaction between parents and teachers, with a singular goal of the development of college. Its main objectives are as follows:

- i) To revive the relationship between the parents and teachers;
- ii) To create the healthy educational environment in the college;
- iii) To arrange discussions with the elder person of the society from time to time and incorporate; their suggestions for the improvement of the educational standard in the college;
- iv) To suggest ways so that education of students can be promoted;
- v) To make a collective effort to refine the conduct of student and also to restrict the entry of anti-social elements in college campus;
- vi) To inform the parents/ guardian of their wards from time to time and make arrangement for the parents to meet the concerned staff once in a quarter;
- vii) To make parents aware of various schemes of Govt. in the area of education and also to give information about various activities and programs of Department of Education.

ROSTER FOR ADMISSION & RESERVATION

Keeping in view the various types of reservations mentioned in clause 6 “Admission & Reservations” the following Roster has been evolved w.e.f. 1992-93 and all shall be made according to this 120-point Roster of Reservation.

1	11	21	31	41ST	51	61CUL	71	81CUL	91SC	101	111
2	12SC	22	32	42	52SC	62	72SC	82	92	102	112
3	13ST	23	33SC	43	53 ST	63	73	83	93ST	103	113SC
4	14	24	34PWD	44	54	64	74	84	94	104	114
5	15	25	35	45	55	65SC	75	85SC	95	105	115
6	16	26SC	36	46SC	56	66PWD	76	86	96	106SC	116



7SC	17	27ST	37	47	57	67ST	77	87	97SC	107ST	117SP
8	18SC	28	38CUL	48	58	68	78SC	88	98CUL	108	118CUL
9	19SP	29	39SC	49	59SC	69	79SP	89	99SP	109	119SC
10	20CUL	30	40SP	50	60SP	70	80ST	90	100PWD	110	120ST

➤ SC-Schedule Caste (15%) = 18 Seats ➤ ST-Schedule Tribe (7½ %) = 9 Seats ➤ CUL-Cultural (5%) = 6 Seats ➤ SP-Sports Person (5%) = 6 Seats ➤ PwD-Persons with Disability (3%) = 3 Seats ➤ One seat over & above is reserved for Single Girl Child (only child of parents, that too a girl). For seeking admission against this seat parents will have to submit an affidavit in support their claim.

Note: Although every care has been taken in preparing this Prospectus-cum-Handbook of Information for Academic Session 2026-27, possibility of inadvertent or technical error cannot be ruled out. The college reserves the right to rectify the same later on.

RAGGING IS A CRIMINAL OFFENCE PUNISHABLE UNDER LAW

UGC Regulations on curbing the menace of Ragging in Higher Educational Institutions, 2009 Ragging is a criminal offense and UGC has framed regulations on curbing the menace of ragging in higher educational institutions in order to prohibit, prevent and eliminate the scourge of ragging. In pursuance to the Judgment of the Hon'ble Supreme Court of India dated 08.05.2009 in Civil Appeal No. 887/2009, in exercise of the powers conferred by clause (g) of sub-section (1) of section 26 of the University Grants Commission Act, 1956, the UGC notified "Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009". These regulations are mandatory for all universities/ institutions.

ADMISSION COMMITTEES **ADMISSION TIME 10:00 AM TO 3:00 PM**

1	B.A. 1st Semester/2nd Year/3rd Year	Room No. 2
	Dr. Mukta Mani	Convener
	Mr. Lucky	Member
	Ms. Mohini	Member
2	B.Com. 1st Semester/2nd Year/3rd Year	Room No. 3
	Dr. Surjeet Kumar	Convener
	Dr. Neelam Kumari	Member
3	Final Admission Committee	Staff Room
	Ms. Aarti Gupta	Convener



COLLEGE ADMINISTRATION & MANAGEMENT (2026-27)

Dr. Sarika Ms. Aarti Gupta Dr. Mukta Mani Dr. Surjeet Kumar Dr. Neelam Kumari	Principal (Off.) Co-ordinator: NAAC, Equity & Gender Sensitization, RRC Co-ordinator: IQAC, Convener: Eco-Club Nodal Officer: Scholarship, AISHE, HimUpastithi, GeM Buycon. Bursar, In charge Road Safety Club
1. College Advisory Committee i) Ms. Aarti Gupta Convener ii) Dr. Mukta Mani Member iii) Dr. Surjeet Kumar Member iv) Dr. Neelam Kumari Member v) Mr. Lucky Member vi) Ms. Mohini Member vii) Mr. Ranjit Singh (Off. Supdt.) Member	2. Building Fund Committee (DHE Approved) i) Dr. Sarika Chairperson ii) Ms. Aarti Gupta Secretary iii) Pradhan, Gram Panchayat Member iv) President, PTA Member v) JEE, PWD Member vi) President CSCA Member vii) Mr. Devraj, Local Resident Member
3. Discipline Committee i) Ms. Aarti Gupta Convener ii) Dr. Mukta Mani Member iii) Dr. Surjeet Kumar Member iv) Dr. Neelam Kumari Member v) Mr. Lucky Member vi) Ms. Mohini Member	4. CSCA Advisory Committee i) Ms. Aarti Gupta Convener ii) Dr. Mukta Mani Member iii) Dr. Surjeet Kumar Member iv) Dr. Neelam Kumari Member v) Mr. Lucky Member vi) Ms. Mohini Member
5. Anti-Ragging Committee i) Ms. Aarti Gupta Convener ii) Dr. Mukta Mani Member iii) Dr. Surjeet Kumar Member iv) Dr. Neelam Kumari Member v) Mr. Lucky Member vi) Ms. Mohini Member	6. Equal Opportunity Cell i) Ms. Aarti Gupta Convener ii) Dr. Surjeet Kumar Member iii) Dr. Neelam Kumari Member iv) Mr. Lucky Member v) Ms. Mohini Member vi) Mr. Ranjit Singh (Off. Supdt.) Member
7. Students Grievance Redressal and Appellate Committee i) Dr. Mukta Mani Convener ii) Dr. Surjeet Kumar Member iii) Dr. Neelam Kumari Member iv) Mr. Lucky Member v) Ms. Mohini Member	8. Committee for Educational Tours & Trips i) Dr. Mukta Mani Convener ii) Dr. Surjeet Kumar Member iii) Dr. Neelam Kumari Member iv) Mr. Lucky Member v) Ms. Mohini Member
9. Internal Complaint Committee i) Ms. Aarti Gupta Convener ii) Dr. Mukta Mani Member iii) Dr. Surjeet Kumar Member iv) Dr. Neelam Kumari Member v) Ms. Mohini Member vi) Sh. Ranjit Singh (Off. Supdt.) Member vii) Ms. Simro Devi Member	10. Refreshment Committee i) Dr. Mukta Mani Convener ii) Dr. Neelam Kumari Member iii) Mr. Lucky Member iv) Ms. Mohini Member v) Mr. Swami Ram (Peon) Member vi) Ms. Simro Devi (Peon) Member vii) Ms. Usha Devi (Peon) Member



<p>11. Tutorial Committee</p> <p>i) Senior Tutor Arts Dr. Sarika ii) Senior Tutor Comm Dr. Surjeet Kumar iii) Tutor English Ms. Aarti Gupta iv) Tutor Hindi Dr. Sarika v) Tutor History Dr. Mukta Mani vi) Tutor Commerce Dr. Neelam Kumari vii) Tutor Pol Science Ms. Mohini viii) Tutor Music (I) Mr. Lucky</p>	<p>12. Attestation of University Forms and Other Examination Forms</p> <p>i) Ms. Aarti Gupta Convener ii) Dr. Mukta Mani Member iii) Dr. Surjeet Kumar Member iv) Dr. Neelam Kumari Member v) Mr. Lucky Member vi) Ms. Mohini Member</p>
<p>13. Scholarship Committee</p> <p>i) Dr. Surjeet Kumar Nodal Officer ii) Mr. Lucky Member iii) Ms. Mohini Member iv) Mr. Pankaj Member</p>	<p>14. Attestation of Bus Passes</p> <p>i) Dr. Mukta Mani Convener ii) Dr. Neelam Kumari Member iii) Mr. Lucky Member iv) Ms. Mohini Member</p>
<p>15. College Magazine</p> <p>i) Ms. Aarti Gupta Chief Editor ii) Dr. Surjeet Kumar Commerce & Planning iii) Dr. Mukta Mani Pahari Section iv) Mr. Lucky Hindi Section</p>	<p>16. Career Counselling & Placement Cell</p> <p>i) Ms. Aarti Gupta Convener ii) Dr. Mukta Mani Member iii) Dr. Neelam Kumari Member iv) Ms. Mohini Member</p>
<p>17. Time Table Committee</p> <p>i) Ms. Aarti Gupta Convener ii) Dr. Neelam Kumari Member iii) Mr. Lucky Member</p>	<p>18. Examination Committee</p> <p>i) Dr. Mukta Mani Convener ii) Dr. Neelam Kumari Member iii) Ms. Mohini Member</p>
<p>19. College Development & Beautification Committee</p> <p>i) Ms. Aarti Gupta Convener ii) Dr. Mukta Mani Member iii) Dr. Surjeet Kumar Member iv) Dr. Neelam Kumari Member v) Mr. Lucky Member vi) Ms. Mohini Member</p>	<p>20. Subject Societies Committee</p> <p>i) Dr. Sarika Hindi ii) Ms. Aarti Gupta English iii) Dr. Mukta Mani History iv) Dr. Surjeet Kumar Commerce v) Mr. Lucky Music Instrumental vi) Ms. Mohini Political Science</p>
<p>21. Co-Curricular Committees</p> <p>i) Ms. Aarti Gupta Convener ii) Dr. Mukta Mani Member iii) Dr. Surjeet Kumar Member iv) Ms. Mohini Member v) Mr. Lucky Member</p>	<p>22. Shamiyana, Sound, Photography & Seating Arrangement Committee</p> <p>i) Mr. Lucky Convener ii) Mr. Ranjit Singh Member iii) Mr. Pankaj Member iv) Mr. Chaman Lal (Peon) Member v) Ms. Simro Devi (Peon) Member</p>
<p>23. NEP Implementation & Awareness Committee</p> <p>i) Ms. Aarti Gupta Convener ii) Dr. Surjeet Kumar Member iii) Dr. Neelam Kumari Member iv) Ms. Mohini Member</p>	<p>24. GEM & Local Purchase Committee</p> <p>i) Ms. Aarti Gupta Convener ii) Ms. Mohini Member iii) Mr. Lucky Member iv) Mr. Ranjit Singh Member</p>



25. Medical Assistance Committee i) Dr. Mukta Mani Convener ii) Dr. Neelam Kumari Member iii) Ms. Mohini Member	26. RTI Committee i) Ms. Aarti Gupta Convener ii) Mr. Lucky Member iii) Mr. Ranjit Singh Member
27. Printing cum Press Committee i) Ms. Aarti Gupta Convener ii) Dr. Mukta Mani Member iii) Mr. Lucky Member iv) Ms. Mohini Member	28. Prospectus Committee i) Dr. Surjeet Kumar Convener ii) Ms. Aarti Gupta Member iii) Mr. Lucky Member iv) Ms. Mohini Member
29. PTA Committee i) Dr. Mukta Mani Secretary ii) Dr. Neelam Kumari Member iii) Mr. Lucky Member iv) Ms. Mohini Member	30. Him-Upasthiti Attendance Monitoring Committee i) Dr. Surjeet Kumar Convener ii) Mr. Lucky Member iii) Mr. Pankaj Kumar Member
31. Student Aid Fund & Book Bank Affair Committee i) Dr. Neelam Kumari Convener ii) Mr. Lucky Member iii) Ms. Mohini Member	32. Property and Building Repair Committee i) Dr. Mukta Mani Convener ii) Dr. Surjeet Kumar Member iii) Mr. Lucky Member
33. Sports Committee i) Dr. Neelam Kumari Convener ii) Mr. Lucky Member iii) Ms. Mohini Member	34. Library Affairs Committee i) Dr. Mukta Mani Convener ii) Mr. Lucky Member iii) Ms. Mohini Member
35. Misc. Activities (Swachhta, Nashamukt Bharat, SVEEP, Etc.) Committee i) Ms. Aarti Gupta Convener ii) Ms. Mukta Mani Member iii) Dr. Neelam Kumari Member iv) Mr. Lucky Member v) Ms. Mohini Member	36. College Website, Internet Connectivity & Software Development Committee i) Dr. Neelam Kumari Convener ii) Mr. Lucky Member iii) Mr. Ranjit Singh Member iv) Mr. Pankaj Kumar Member
37. NAAC Steering Committee i) Ms. Aarti Gupta Co-ordinator ii) Dr. Mukta Mani Member iii) Dr. Surjeet Kumar Member iv) Dr. Neelam Kumari Member v) Mr. Lucky Member vi) Ms. Mohini Member vii) Sh. Ranjit Singh Member	38. IQAC & Research Promotion Committee i) Prof. Baljeet Jamwal (Eminent Educationist) ii) Mr. Sanjay Dhiman External Member iii) Dr. Mukta Mani Co-ordinator iv) Ms. Aarti Gupta Member v) Dr. Surjeet Kumar Member vi) Dr. Neelam Kumari Member vii) Mr. Lucky Member viii) Ms. Mohini Member ix) Sh. Ranjit Singh Member
39. Electricity and Drinking Water Committee i) Mr. Lucky Convener ii) Ms. Mohini Member	40. Other Assignments i) Eco Club Dr. Mukta Mani ii) NSS Mr. Lucky iii) Rover Mr. Lucky iv) Rangers Ms. Mohini v) Library In Charge Ms. Mohini



VACATION/ADMISSION/EXAMINATION SCHEDULE

SN	Particulars	Period
Admission and Teaching Schedule		
1	Submission of admission forms	01 June to 19 June
2	Pre-admission counselling of the students	12 June to 19 June
3	Display of First merit list (UG 1 st Semester students)	20 June up to 05:00 PM
4	Fee to be deposited	21 June to 23 June
5	Display of 2 nd merit list	24 June up to 3:00 PM
6	Fee to be deposited	25 June to 27 June
7	Orientation of I st Semester students	28-30 June
8	Admission of 2 nd & 3 rd year students on Roll On Basis	01 June to 19 June
9	Fee to be deposited	12 June to 23 June
10	Post-admission counselling, online submission of scholarship forms and student feedback	24 June to 30 June
11	Regular Teaching	01 July to 15 March of next year excluding vacation period & examination schedule of 1 st & 2 nd semester
Vacation Schedule		
1	Summer Vacation	18 May to 11 June
2	Festival Break	2 days before and 2 days after Diwali
3	Winter Vacation	01 January to 04 February
Examination/Evaluation Schedule (Annual System)		
1	Annual Practical Examinations/Remedial/Need Based Classes/Self Study Period	16 March to 25 March
2	Theory Examinations	26 March to 10 May
3	Evaluation of Answer Scripts	07 April to 17 May
4	Result of all UG Classes	Up to 30 June
5	Result of Re-evaluation	Up to 20 August
6	Supplementary Examinations	September
7	Result of Supplementary Examination	October

COLLEGE CALENDAR

Activities	Dates
Enrolment in various activities (Clubs, Societies and sports, etc.)	Up to 20 th July, 2026
General House and Formation of PTA	Last Week of August
World Scarf Day	1 st August 2026
Van-Mahotsav	2 nd /3 rd week of August



Anti-Ragging Day	12 th August, 2026
Independence Day	15 th August 2026
CSCA election	As per HPU Notification
Sadbhavna Diwas	20 th August
Inviting application for different scholarship schemes	As per Govt. Notification
Teacher's day	5 th September
Hindi Diwas	14 th September
World Peace Day	21 st September
NSS Day	24 th September
Annual athletic meet	1 st week of December
AIDS awareness week	1 st week of December
World AIDS Day	1 st December
World Human Rights Day	10 th December
NSS annual camp	November - December
Winter-break	As per Govt. Schedule
Annual Prize Distribution Function	February - March
Student/ women grievance redresses cell meet	2 nd week of every month.
Choral Singing	Last week of every month
Breathing Workshop	3 rd week of every month

EMERGENCY HELPLINE NUMBERS

- Police: 100
- Fire Brigade: 101
- Ambulance: 102
- Integrated Medical Services (Medical, Police, Fire): 108
- Women Helpline: 1091
- Domestic Abuse Helpline: 181
- Child Helpline: 1098
- National Disaster Management Helpline: 1078
- National Highway Emergency: 1033
- Road Accident Emergency: 1073
- Senior Citizen Helpline: 1291
- AIDS Helpline: 1097
- Tourist Helpline: 1363
- LPG leak Helpline: 1906
- Central Vigilance Commission: 1964
- GUDIYA Helpline (Women Safety in Himachal Pradesh): 1515
- General Emergency Helpline (Himachal Pradesh): 112
- Anti-Ragging Helpline: 1800-180-5522



E-pledge under “NASHA MUKT BHARAT ABHIYAN” to be taken online on
<https://nmba.dosje.gov.in/content/take-a-pledge>

(शपथ हिंदी में)

प्रिय साथियो,

युवा किसी भी राष्ट्र की ऊर्जा होते हैं तथा युवाओं की शक्ति का समाज एवं देश के विकास में महत्वपूर्ण योगदान है। अतः यह अति आवश्यक है कि नशामुक्त भारत अभियान में सर्वाधिक संख्या में युवा जुड़े। देश की इस चुनौती को स्वीकार करते हुए हम आज नशामुक्त भारत अभियान के अंतर्गत एक जुट होकर प्रतिज्ञा करते हैं कि न केवल समुदाय, परिवार, मित्र, बल्कि स्वयं को भी नशामुक्त कराएँगे क्योंकि बदलाव की शुरुआत अपने आप से होनी चाहिए। इसलिए आइए हम सब मिलकर अपने ज़िले/ राज्य हिमाचल प्रदेश को नशामुक्त कराने का दृढ़ निश्चय करें। मैं प्रतिज्ञा करता हूँ कि अपने देश को नशामुक्त करने के लिए अपनी क्षमता के अनुसार हर सम्भव प्रयास करूँगा।

जय हिन्द!

(Pledge in English)

Dear friends,

Youth is the energy of any nation and the power of youth has an important contribution in the development of society and country. Therefore, it is very important that maximum number of youth join the drug free India campaign. Accepting this challenge of the country, today we unite under the Nasha Mukta Bharat Abhiyan and take a pledge that not only the community, family, friends, but also ourselves will be drug free because change should start with ourselves. So let us all together take a firm decision to make our district/state Himachal Pradesh drug-free. I pledge that I will do everything possible to the best of my ability to make my country drug-free.

Jai Hind!