

PROSPECTUS  
2023-2024



# GOVERNMENT COLLEGE NALAGARH (H.P)

HIMACHAL PRADESH UNIVERSITY  
AFFILIATED COLLEGE

## BCA BACHELOR OF COMPUTER APPLICATIONS



Government College Nalagarh,  
Distt - Solan, HP (174101)



01795 - 292818



[gcnalagarh@gmail.com](mailto:gcnalagarh@gmail.com)



[www.gdcnalagarh.com](http://www.gdcnalagarh.com)



DESIGNED BY  
*Parshav Jain*  
8219419724

## ADMISSION/REGULAR STUDY/VACATIONS SCHEDULE 2023-2024

S.No	Particulars	Period	Days
<b>Admission/Regular Study Schedule</b>			
1	Submission of Admission Forms for the session 2023-2024	30.06.2023 to 08.07.2023	08 Days
	Display of First Merit List	08.07.2023 at 5:00 PM	
	Fee to be Deposited	10.07.2023 to 12.07.2023	03 Days
	Display of Second Merit List	12.07.2023 at 5:00 PM	
	Fee to be Deposited	13.07.2023 to 14.07.2023	02 Days
	Orientation of 1st Year students	15.07.2023 to 17.07.2023	02 Days
	Regular Teaching	18.07.2023 to 10.11.2023	116 Days
		16.11.2023 to 31.12.2023	46 Days
		06.02.2024 to 31.03.2024	55 Days
		<b>Total Working Days</b>	<b>217 Days</b>
<b>Vacation Schedule</b>			
2	Summer Vacations	05.06.2023 to 29.06.2023	25 Days
	Diwali Break	11.11.2023 to 15.11.2023	5 Days
	Winter Vacation	01.01.2024 to 04.02.2024	35 Days
		<b>Total Vacation Period</b>	<b>65 Days</b>

**RAGGING IS AN OFFENCE; WHY RISK A BEAUTIFUL CAREER**

## ANTI RAGGING SQUAD, GDC NALAGARH

DR. SAPNA SANJAY PANDIT (OFFICIATING PRINCIPAL) 9418159159

DR. B.S RATHORE (MEMBER) 9418320404

Sh. SHASHI KUMAR (MEMBER) 8629867001

DR. SUNEELA SHARMA (MEMBER) 9418013297

SH. SANJEEV KUMAR (OFFICE SUPDT.) 9318638380

## IMPORTANT CONTACT DETAILS

SDM OFFICE, NALAGARH 01795-223024

COLLEGE OFFICE (1) 01795-292815

POLICE STATION, NALAGRH 01795-223045

COLLEGE OFFICE (2) 01795-292818

UGC TOLL FREE NUMBER 18001805522

COLLEGE EMAIL ADDRESS gcnalagarh@gmail.com

UGC WEBSITE [helpline@antiragging.in](mailto:helpline@antiragging.in)

COLLEGE WEBSITE [gcnalagarh.com](http://gcnalagarh.com)

## POINTS TO BE CONSIDERED

**RAGGING IS CRIMINAL OFFENCE**

- DO NOT PRACTICE IT, OTHERWISE YOU WILL BE PROSECUTED FOR THE SAME
- IT IS MANDATORY FOR ALL THE STUDENTS TO CARRY IDENTITY CARD WITH THEM IN COLLEGE.
- DO NOT USE MOBILE PHONES IN THE CLASSROOM OR COLLEGE CAMPUS.

# Principal's Communiqué

Dear Students

Great ambition and conquest without perseverance is without significance .

Success is no accident. It is hard work, learning, studying ,sacrifice, and most



of all, love of what you are doing or learning to do. I take this opportunity as the head of the family and consider it my privilege to welcome you to GC Nalagarh family. You are going to become a part of the great tradition that this college upholds. I assure you - You have brain in your head, you have feet in your shoes, you can steer yourself in any direction you choose. We at GC Nalagarh pledge to provide you with the best of faculty and know-how; the most congenial of atmosphere that will inspire you to fare even better than your previous years. We aim at creating an environment where education becomes a life style that permeates your whole life. We, the family of GC Nalagarh, welcome you with the assurance that your experiences in this institution will be a journey worth the toil and it will add new dimensions to your perspectives towards life and future.

**Principal**

**Govt. College Nalagarh**

# **Annual Calendar of Activities of the College from June 2023 to May 2024**

## **JUNE**

1. Cleaning and updating all labs before beginning of the academic year
2. IQAC meeting
3. Staff meeting to discuss admission related issues and planning of new academic year
4. International Yoga Day : 21<sup>st</sup> June (Deptt. of Physical Education; NCC & NSS Units)
5. Anti-Drug Day : 26<sup>th</sup> June (Rally by NCC cadets)

## **JULY**

1. Zero Week : July 1 to July 7, 2023
2. Display of theory and practical time table in 1<sup>st</sup> Week of July
3. Orientation courses of NCC/NSS/ Rovers and Rangers/ Library/ Anti Ragging Awareness and Women grievance redressal.
4. Celebration of fresher's day as well as Principal's address
5. Guest lectures by Departments of Science Faculty
6. Acceptance of various scholarship applications and fee - concession applications.
7. Submission of 1st quarterly report of Income Tax before 15<sup>th</sup> July.
8. PTA/ OSA Meetings if needed
9. World Population Day: 11<sup>th</sup> July (Deptt. Of Economics)

## **AUGUST**

1. Guest Lectures by Departments of Commerce and Arts faculty
2. Preparation by NCC/ Music students etc. for Independence Day – 15th August.
3. Formation of student council according to the norms notified by HP university and Oath taking ceremony
4. Staff Meeting if required

5. Sadhbhavana Diwas : 20<sup>th</sup> August (Deptt. of Sociology)
6. National Sports Day: 29<sup>th</sup> August (Deptt. Of Physical Education)
7. Tree plantation (Afforestation) in the college

### **SEPTEMBER**

1. Submission of Detailed Admission Report to the University and statistical information to the Government.
2. College's Cultural Festival for talent hunt
3. Teacher's Day: 5<sup>th</sup> September
4. World Literacy Day: 8<sup>th</sup> September
5. Hindi Day: 14<sup>th</sup> September, Deptt. Of Hindi
6. NSS day: 24<sup>th</sup> September

### **OCTOBER**

1. Program under Swachhhta Abhiyan in the college
2. Submission of 2nd quarterly report of Income Tax before 15<sup>th</sup> Oct.

### **NOVEMBER**

1. Feedback forms for 2022-23 to be filled by Students according to suitable time
2. Flag Day/ Bharat Scout and Guide Foundation Day: (Rovers and Rangers unit)
3. Children's Day: 14<sup>th</sup> November (NCC and NSS units)
4. NCC day: 4<sup>th</sup> Sunday of November

### **DECEMBER**

1. IQAC meeting
2. AIDS Day Awareness Program: 1<sup>st</sup> December (Red Ribbon Club)

3. Counselling / Awareness Program by Placement Cell
4. Human Right's Day: 10<sup>th</sup> December (Deptt. of Public Administration)
5. National Consumer Day: 24<sup>th</sup> December (Deptt. of Commerce)

### **JANUARY**

1. Organization of N.S.S. Camp.
2. National Voter's Day: 25<sup>th</sup> January (Deptt. of Political Science)

### **FEBRUARY**

1. Stock Verification of Departments, Library and Stores
2. National Science Day: 28<sup>th</sup> Feb (Deptt. of Physics, Chemistry, Biology, Math & Computer)
3. World Cancer Day: 4<sup>th</sup> Feb 9 (Deptt. of Zoology)
4. Mid Term Examinations (1<sup>st</sup> and 2<sup>nd</sup> week of February)

### **MARCH**

1. Organization of Annual Prize Distribution Function
2. Online submission of examination forms to University
3. International Women Day: 8<sup>th</sup> March (Women Cell of College)

### **APRIL**

1. End Semester Examination (Practical / Theory)
2. Distribution of form no. 16 to staff members.
3. Completion of University Practical Examinations and uploading of awards.
4. IQAC meeting
5. Earth Day – 22<sup>nd</sup> April (Geography Deptt).

## MAY

1. Evaluation of answer scripts-21<sup>st</sup> May, 2024 onwards till 31<sup>st</sup> May, 2024
2. To print and collect stationeries, prospectus, receipt books, various concession forms and other necessary things for the forthcoming academic year.
3. Preparation for University examinations
4. Anti-Terrorist Day: 20<sup>th</sup> May

## Campus at Glance



## **ABOUT THE COLLEGE**

Government College Nalagarh, one of the premier co-educational institutes of HP, came into being in 1973. Cradled amidst beautiful Doon Valley, it provides a picturesque view of the Shivalik hills past Sirsa River. Serving as an entryway to HP, the college attracts a strength of students not only from Himachal but also from the domains of Punjab and Haryana. Since its inception, the prestigious institution stands tall with its promise of value oriented education in today's competitive world. Over the past forty eight years of its glorious journey, this college has established a distinguished record of academic excellence and scintillating achievements in sports and other co-curricular activities.

The campus of Government College Nalagarh spreads over 30 acres of land set amidst lush green, serene and scenic surroundings of Nalagarh. The hallowed gate facing NH 105 fascinates the pedestrians walking on the narrow trail along and appears to greet the students in the campus. The college is undoubtedly making exponential strides in the field of education which is implicit from the fact that it provides quality education in three streams- Arts, Science and Commerce along with postgraduate courses in Commerce, Chemistry, English, Economics and Political Science. The college runs BCA and PGDCA under self -financing scheme and also aspires to start BBA from this session. The college runs Advanced Diploma in Hospitality and Tourism under UGC sponsored Community College Scheme.

The college has highly qualified, dedicated and competent teaching faculty supported by a motivated and co-operative non-teaching staff. The institute has been accredited B++ by National Assessment and Accreditation council in 2016.

The college has state-of-the-art infrastructural facilities to carry out various academic and co-curricular activities. The extensive educational infrastructure of the institution includes a well - stocked library, well-equipped laboratories, well-furnished classrooms, multipurpose hall, playground and last but not the least its very own canteen where eatables can get as sumptuous as

the discussions. To safeguard a comfortable stay, the college has separate hostel facilities for boys and girls. Great care has been taken to make the hostel, a home away from home.

Government College Nalagarh provides a liberal, lively and competitive environment enabling students to carve out a niche for themselves in their chosen arenas. The college offers community outreach activities like NSS, NCC, Rovers & Rangers, Women Cell, Red Ribbon Club, and Red Cross to instil a sense of social responsibility among students. A college magazine “**Parbat Rekha**” is published every year providing platform for those students who have a flair for creative writing. The institution regularly organizes cultural activities to enable students from different parts of the state to interact and appreciate each other. Ample opportunity is provided for the expression of talent, personal and individual development through extra and co-curricular activities. More information about the institute can be accessed on college website <http://gdcnalagarh.com>.

Government College Nalagarh is committed to providing leadership and direction for the times ahead in every sphere of human enterprise and endeavor. Holistic development of students has been the prime objective of this institute to make students valuable assets of the nation.

**GOVT. COLLEGE, NALAGARH**  
**Department of BCA/PGDCA**

<b>Director</b>	<b>:</b>	<b>Dr. Sapna Pandit (Principal)</b>
<b>Co-Ordinator</b>	<b>:</b>	<b>Sh. Sanjay Sharma (BCA/PGDCA)</b>
<b>Dealing Assistant</b>	<b>:</b>	<b>Ms. Kannu Devi</b>
<b>Lab Attendant</b>	<b>:</b>	<b>Sh. Ashish Kumar</b>
<b>Computer Networking</b>		
<b>Operator</b>	<b>:</b>	<b>Sh. Kehar Singh</b>
<b>Peon</b>	<b>:</b>	<b>Sh. Rakesh Kumar</b>

**ADMISSION COMMITTEE**

<b>DEAN (BCA/PGDCA)</b>	<b>:</b>	<b>Sh. Shashi Kumar</b>
<b>1. Ms. Kirti Chaturvedi</b>		<b>Member</b>
<b>2. Sh. Pankaj Sharma</b>		<b>Member</b>
<b>3. Sh. Jatinder Singh</b>		<b>Member</b>

**BCA BUS PASS COMMITTEE**

**MS. SONIA MOHIL(CONVENOR)**

**MS. KIRTI CHATURVEDI, MEMBER**

**SH. PANKAJ SHARMA, MEMBER**

## Committees for Session 2023-24

### 1. College Advisory & CSCA Committee:

Dr. B.S. Rathore, Convener  
Sh. Shashi Kumar, Member  
Dr. Kamal Kumar, Member  
Dr. Kuldeep Singh, Member  
Dr. Vijay Kumar, Member  
Dr. Anuj Sawhney, Member

### 2. Discipline Committee:

Dr. BS Rathore, Convener  
Dr. Vijay Kumar, Member  
Ms. Shipra (History), Member  
Sh. Sandeep Kumar, Member  
Dr. Shipra Parmar, Member  
Lt. Pooja Kashyap, Member  
Ms. Anita (Chemistry), Member  
Ms. Sonia Mohil, Member  
Sh. Prashant Rohta, Member  
Ms. Kumari Shalu, Member  
Sh. Davesh Sharma, Member  
Sh. Naresh (Supd. Gr I) Member  
Sh. Hardev Singh, Member

### 3. Prospectus & Student's Charter Committee:

Sh. Shashi Kumar, Convener  
Dr. Anuj Sawhney, Member  
Dr. Shipra Parmar, Member  
Dr. Sandeep Kumar, Member  
Dr. Naresh Kumar, Member  
Dr. Harvinder Singh, Member  
Ms. Sonia Mohil, Member  
Dr. Mamta, Member  
Dr. Rishi Jerath, Member

Sh. Jetinder, Member

### 4. Mid-Term Exam Conduct Committee:

Dr. Neel Kant Sharma, Convener  
Sh. Sanjay Sharma, Member  
Dr. Kumari Bandana, Member  
Dr. Pooja Kashyap, Member  
Ms Anchala Singh, Member  
Dr. Shweta, Member  
Ms. Anita Kumari (Hindi), Member

### 5. Library Committee:

Dr. Shipra (History), Convener  
Dr. Shipra Parmar, Member  
Dr. Shalini Sharma (Physics), Member  
Sh. Narender Singh, Member  
Dr. Shweta, Member  
Sh. Davesh Sharma, Member

### 6. Internal Quality Assurance Cell (IQAC) / NAAC Committee:

Dr. B.S. Rathore, Convener  
Dr. Neel Kant Sharma, Member  
Dr. Veshalee Singh, Member  
Dr. Shipra Parmar, Member  
Dr. Jaswant Singh, Member  
Dr. Ankur Sharma, Member  
Dr. D. K. Sharma (Retired Principal), Ext. Member  
Sh. Ravindra Thakur (Advocate), Ext. Member  
President CSCA for 2023-24,

Student Member  
Secretary CSCA for 2023-24,  
Student Member

**7. Grants:**

**a) UGC Affairs:**

Dr. Anuj Sawhney, Convener  
Dr. Harvinder Singh, Member

**b) RUSA Committee:**

Dr. B.S. Rathore, Convener  
Dr. Kamal Kumar, Member  
Dr. Kuldip Singh, Member  
Dr. Vijay Kumar, Member  
Dr. Anuj Sawhney, Member  
Dr. Jaswant Singh, Member  
Dr. Kumari Bandana, Member  
Sh. Narender Singh, Member  
Dr. Mamta, Member  
Sh. Sanjeev Kumar (Supd. GrII)

**8 General Purchase Committee:**

Dr. Kamal Kumar, Convener  
Dr. Vijay Kumar, Member  
Dr. Shipra (History), Member  
Ms. Anchala Singh, Member  
Dr. Shukla Rani, Member  
Mr. Sanjeev Kumar (Office  
Supdt.), Member  
Mr. Baldev (Store Incharge)

**9 Campus Beautification  
Committee**

Dr. Neel Kant Sharma, Convener  
Dr. Suneela Sharma, Member  
Dr. Jaswant Singh, Member

Sh. Narender Singh, Member  
Ms. Anita Kumari (Hindi),  
Member  
Ms. Kumari Shalu, Member

**10 Clubs**

**a) Red Ribbon Club:**

Dr. Harvinder Singh, Convener  
Sh. Deepak Sharma, Member

**b) Road Safety Club :**

Sh. Sanjay Sharma, Convener  
Ms. Anchala Singh, Member

**c) Eco Club:**

Ms. Anita (Chemistry),  
Convener  
Dr. Mamta, Member

**d) Entrepreneurship Club :**

Dr. Rishi Jerath, Convener  
Ms Kumari Shalu, Member

**e) Literacy Club:**

Dr. Shalini (English), Convener  
Sh. Davesh Sharma, Member

**f) Electoral Literacy Club :**

Dr. Naresh Kumar, Convener  
Sh. Prashant Rohta, Member

**g) Energy Club :**

Dr. Shalini Sharma (Physics),  
Convener  
Sh. Narender Singh, Member

**11 College Development and Maintenance Committee:**

**a) Hygiene and Sanitation:**

Dr. Neel Kant Sharma, Convener  
Dr. Suneela Sharma, Member  
Dr. Shalini Sharma (Physics), Member  
Ms. Anchala Singh, Member  
Sh. Narender Singh, Member  
Ms. Sonia Mohil, Member  
Dr. Shweta, Member  
Ms. Anita Kumari (Hindi), Member  
Sh. Naresh Kumar, (Office Supdt. Grade I), Member

**b) Electricity Furniture, Fixture and Property**

Dr. Jaswant Singh, Convener  
Sh. Sanjay Sharma, Member  
Sh. Deepak Sharma, Member  
Sh. Prashant Rohta, Member  
Dr. Mamta, Member  
Sh. Hardev Singh, Member

**12 Property and Assets**

**Committee:**

Dr. Kamal Kumar, Convener  
Dr. Anuj Sawhney, Member  
Dr. Neel Kant Sharma, Member  
Sh. Sandeep Kumar, Member  
Dr. Harvinder Singh, Member  
Sh. Sanjeev Kumar (Supd.GrII)  
Sh. Hardev Singh, Member

**13 Career Counseling and Placement Cell:**

Sh. Shashi Kumar, Convener  
Dr. Kamal Kumar, Member  
Dr. Veshalee Singh, Member  
Ms. Shipra (History), Member  
Dr. Shalini Sharma (Physics), Member  
Dr. Harvinder Singh, Member  
Dr. Ankur Sharma, Member

**14 Cultural Committee for Youth Festival Committee:**

**GROUP-I (Literary Events /Quiz)**

Dr. Shipra Parmar, Convener  
Ms. Anita (Hindi), Member  
Dr. Rishi Jerath, Member

**GROUP-II (ClassicalVocal)**

Sh. Deepak Sharma, Convener  
Ms. Kumari Shalu, Member  
Sh. Davesh Sharma, Member

**GROUP-III (Folk Dance)**

Ms. Shipra ,Convener  
Ms. Shalini (English), Member  
Sh. Deepak Sharma, Member  
Dr. Shukla Rani, Member

**GROUP-IV(Theatre)**

Dr. Suneela Sharma, Convener  
Sh. Deepak Sharma, Member  
Ms. Shalini (English), Member  
Dr. Shukla Rani, Member

**15 Press and Photography  
Committee:**

Sh. Sandeep Kumar, Convener  
Lr. Pooja Kashyap, Member  
Sh. Deepak Sharma, Member  
Sh. Prashant Rohta, Member  
Ms. Shalini (English), Member

**16 College Canteen Committee :**

Dr. Veshalee Singh, Convener  
Dr. Kumari Bandna, Member  
Dr. Naresh Kumar, Member  
Ms. Sonia Mohil, Member  
Dr. Mamta, Member

**17 Hostel Committee :**

Sh. Sandeep Kumar, Convener  
Dr. Pooja Kashyap, Member  
Dr. Rishi Jerath, Member  
Ms. Kumari Shalu, Member

**18 SPARSH (Sensitization,  
Prevention & Redressal of Sexual  
Harassment) Committee  
& Counseling Cell for Adolescent:**

Dr. Veshalee Singh, Convener  
Ms. Anita (Chemistry), Member  
Sh. Narender Singh, Member  
Ms. Shalini (English), Member  
Dr. Shukla Rani, Member  
Sh. Naresh (Supd. Gr. I) Member  
Ms. Pankaj Vashisht, External  
Member  
Ms. Simran Kaur, MA (English),  
Student Member

**19 Time Table Committee :**

Dr. Jaswant Singh, Convener  
Dr. Pooja Kashyap, Member  
Dr. Ankur Sharma, Member  
Ms. Sonia Mohil, Member  
Dr. Rishi Jerath, Member

**20 College Magazine Committee :**

Dr. Suneela Sharma, Chief  
Editor  
Dr. Shipra Parmar, Editor  
(Chronicle)  
Dr. Harvinder Singh, Editor  
(Science)  
Dr. Ankur Sharma, Editor  
(Computer)  
Dr. Mamta Editor (Planning)  
Ms. Anchala Singh, Editor  
(Pahari)  
Ms. Shalini (English) Editor  
(English)  
Ms. Anita (Hindi) Editor (Hindi)

**21 Scholarship Student's Aid  
/Fee Concession Committee:**

Dr. Vijay Kumar Convener  
Sh. Sanjay Sharma, Member  
Dr. Naresh Kumar, Member  
Ms. Anita (Chemistry) ,Member  
Dr. Ankur Sharma, Member  
Dr. Shweta, Member  
Sh. Pankaj Sharma, Member  
Sh. Gurudev Singh, LA, Member  
Sh. Ashish Kumar, Member

**22 Disaster Management  
Committee:**

Sh. Sanjay Sharma, Convener  
Sh. Prashant Rohta, Member  
Dr. Shukla Rani, Member  
Sh. Davesh Sharma, Member

**23 Records, Information  
Management and RTI :**

Sh. Shashi Kumar, Convener  
Dr. Jaswant Singh, Member  
Sh. Naresh Kumar (Supd. Gr.- I)  
Sh. Sanjeev Kumar (Supd. Gr.II)  
Ms. Kannu

**24 Website/ E-Content /Online  
admission /Management  
Committee:**

Dr. Ankur Sharma, Convener  
Sh. Pankaj Sharma, Member  
Ms. Kirti Chaturvedi, Member  
Sh. Jatinder Singh, Member  
Sh. Ashish Kumar, Member

**25 First Aid Committee :**

Dr. Shalini Sharma (Physics),  
Convener  
Dr. Kumari Bandna, Member  
Dr. Shweta, Member  
Sh. Davesh Sharma, Member

**26 House Allotment Committee :**

Dr. Anuj Sawhney, Convener  
Dr. Kumari Bandana, Member  
Dr Naresh Kumar, Member  
Dr. Harvinder Singh, Member  
Sh. Sanjeev Sharma, (College

Office - Supdt. Grade -II)

**27 OSA (Executive Body) :**

Sh. Naresh Goyal, President

**28 Sports Committee :**

Dr. Kuldip Singh, Convener  
Dr. Naresh Kumar, Member  
Ms. Kumari Shalu, Member  
Sh. Davesh Sharma, Member

## TEACHING FACULTY

### DEPARTMENT OF ENGLISH



**Dr. Suneela Sharma**  
M.A. M.Phil  
Ph.D(English)



**Dr. Shipra Sood**  
M.A. ,Ph.D(English)



**Mrs. Shalini**  
M.A. M.Phil(English)

### DEPARTMENT OF MATHEMATICS



**Dr. Jaswant Singh**  
M.Sc.,Ph.D(Mathematics)



**Dr. Naresh**  
M.A.,B.Ed, M.Phil.  
Ph.D(Mathematics)

## DEPARTMENT OF COMMERCE



**Dr. Veshalee Singh**  
M.Com, PhD



**Dr. Mamta Sharma**  
M.Com, M.Phil, Ph.D



**Dr. Rishi Jereth**  
M.Com., M.Phil, Ph.D



**Dr. Shweta**  
M.Com., M.Phil, Ph.D

## DEPARTMENT OF PHYSICS



**Sh. Sanjay Sharma**  
M.Sc.,M.Phil(Physics)



**Dr. Shalini Sharma**  
M.Sc.(Hons.),M.Phil  
Ph.D(Physics)



**Sh. Narender**  
M.Sc.(Physics)

## DEPARTMENT OF COMPUTER APPLICATION



**Dr. Ankur Sharma**  
M.C.S, M.Phil, Ph.D

## DEPARTMENT OF BCA/PGDCA



**Ms. Kirti Chaturvedi**  
M.C.A.



**Sh. Pankaj Sharma**  
M.C.A.



**Sh. Jetinder Singh**  
M.C.A.

## Vision

*The College aspires to create a holistic learning environment by raising academic potential, integrating academics with community outreach and providing access, equity, and quality education for overall development of students.*

*Vision Statement of the college is to  
“Nurture attitude, knowledge and skill in individuals to ensure a Vibrant Society”.*

## Mission

- + To instill scientific zeal and develop skilled human resource to meet contemporary challenges.*
- + To facilitate young learners with opportunities to hone their ethics and leadership potential.*
- + To strengthen the academic environment and enhance the quality of Teaching - Learning by using modern ICT tools and techniques.*
- + To create the best possible infrastructure for achieving excellence in education.*
- + To inculcate the sense of responsibility, the spirit of social service and communal harmony particularly among the students and the society in general.*
- + To undertake the technological advancement and innovations in Education and Research.*
- + To sensitize learners towards inclusive social concerns, human rights, gender and environmental issues.*
- + Attention on capacity building of learners for national development and inculcate global competencies in them.*

## **PROGRAMME OBJECTIVES**

- Developing systems thinking and abstract skills to analyze and synthesize data .
- Aims to provide hands on practical experience for various hardware/software environments to enable technological adaption.
- Enhance social interaction skills, communication skills, life skills and research skills which are necessary for career growth and for leading quality life.

## **SCOPE OF EMPLOYEMENT**

- ▲ Options to pursue MCA, M.Sc. (IT) & MBA.
- ▲ Work as system analysts, Programmer, Web Developer and database administrator in IT enabled service sector.

## **GUIDELINES FOR ADMISSION TO BCA**

Bachelor of Computer Application (BCA) is three years under graduate course spread over six semesters under self financing scheme. At Government College Nalagarh, we have a total number of 50 seats in the Department of BCA which are distributed as into two distinct categories:

The admission to the course is open under two categories

- |    |  |          |
|----|--|----------|
| 1. | Subsidized Category  | 25 seats |
| 2. | Non-Subsidized (NRI's/NRI Sponsored/Foreign Nationals/on payment of seats) category. | 25 seats |

## **ELIGIBILITY CONDITION FOR BCA**

Candidates who have passed 10+2 examination from H.P. Board / CBSE / ICSE or any other examination considered equivalent to 10+2, by the Himachal Pradesh University, Shimla -5,

with 40% Marks (35% marks for SC / ST category), shall be eligible.

### **AGE LIMIT FOR BCA**

The maximum age limit for the course is 21 years for male candidates of general category 23 years for female candidates of general category and 24 years for both male and female candidates of SC/ST category as on 1st July of the year concerned. The Vice Chancellor may permit age relaxation up to maximum of three months.

### **GUIDELINES FOR ADMISSION TO PGDCA**

The duration for PGDCA is one year, spread over in two semesters and examination will be held at the end of the each semester

The total number of seats in PGDCA course are 20 distributed as follows:

- |    |  |          |
|----|--|----------|
| 1. | Subsidized Category  | 10 seats |
| 2. | Non-Subsidized (NRI's/NRI Sponsored/Foreign Nationals/On payment of seats) category. | 10 seats |

### **ELIGIBILITY CONDITION FOR PGDCA**

Any graduate from the recognized university or its equivalent with at least 50% marks or 5.0 CGPA (45% or 4.5 CGPA in case of SC/ST Candidates)

### **AGE LIMIT FOR PGDCA**

Candidates seeking admission in PGDCA programme should not be more than 26 year (28 year for girls) of age as on 1<sup>st</sup> July of the year concerned whereas relaxation in upper age limit will be of three years to the SC/ST candidates. Under H.P. University ordinance 3.3(A), Vice- Chancellor shall have the power to permit age relaxation for reasons to be recorded in writing up to maximum of six months.

## **BASIS OF ADMISSION FOR BCA AND PGDCA**

### *(Subsidized and Non-Subsidized)*

The admission will be purely on merit basis. Separate merit list shall be prepared for subsidized category and non-subsidized category. The 25 subsidized seats for BCA and 10 subsidized seats for PGDCA would be filled first and the remaining 25 seats for BCA and 10 for PGDCA in non-subsidized category would be filled after all the seats in subsidized categories are filled.

**The non-subsidized seats will be applicable to NRI's/NRI sponsored/Foreign Nationals/Payment category.**

## **RESERVATION OF SEATS**

Reservation of seats as per Government and HPU norms 120 points roster will be applied for making admission in the academic session 2023-24.

## **SCHEME OF EXAMINATION FOR BCA**

The pass percentage in each subject will be 40%

### **PRACTICAL EXAMINATION**

<b>MAX. MARKS</b>	<b>:</b>	<b>50</b>
<b>CCA (CONTINUOUS COMPREHENSIVE ASSESSMENT)</b>	<b>:</b>	<b>35</b>
<b>ESE (END SEMESTER EXAMINATION)</b>	<b>:</b>	<b>15</b>

**Duration:** 3 hours.

Practical exam will be conducted by the external examiner from the panel submitted to The Chairman, Computer Science Department, Himachal Pradesh University and duly approved by the competent authority of the university, Himachal Pradesh University, Shimla.

### **PROJECT WORK**

<b>MAX. MARKS</b>	<b>:</b>	<b>50</b>
<b>CCA (CONTINUOUS COMPREHENSIVE ASSESSMENT)</b>	<b>:</b>	<b>35</b>
<b>ESE (END SEMESTER EXAMINATION)</b>	<b>:</b>	<b>15</b>

In the 6th semester the student has to develop one project, which will be evaluated by the external examiner from the panel submitted to The Chairman, Computer Science Department, Himachal Pradesh University, and duly approved by the university authority/evaluation branch, Himachal Pradesh University, Shimla on the following basis:

- |                   |                                       |
|-------------------|---------------------------------------|
| 1. Project Report | 10 Marks (To be evaluated externally) |
| 2. Seminar        | 15 Marks (To be evaluated internally) |
| 3. Viva Voce      | 25 Marks (To be evaluated externally) |

## **SCHEME OF EXAMINATION FOR PGDCA**

English shall be the medium of instructions and examination. The examination for PGDCA will be on semester pattern. Each theory paper shall be of 3 hours duration and shall carry 100 marks (75 mark for written semester examination and 25 marks for internal assessment). In all, eight questions will be set, 3 from PART-A and 4 from PART-B of the syllabus. Question No. 8 will be an objective/short answer type question. Examinees will attempt five questions in all. Two each from PART-A and PART-B. Question No. 8 will be compulsory. There will be a project work of 200 marks in 2<sup>nd</sup> Semester. The project should involve development of application software for some industry/institute.

## **FEE STRUCTURE**

### **BCA**

Subsidized Fee	12,855/- per annum for 1 <sup>st</sup> year, 12865/- per annum for 2 <sup>nd</sup> Year and 12,865/- for BCA 3 <sup>rd</sup> Year
Non-Subsidized Fee	25,000/-per annum

### **PGDCA**

Subsidized Fee	14,820/- per annum
Non-Subsidized Fee	25,000/-per annum

**PROSPECTUS CHARGE @ Rs. 500/- EXTRA.**

---

Fees and funds once paid shall not be refunded in any case.

1. The above fees and funds are subject to change as per HPU/HP Government instructions.
2. Rs. 100/- will be charged extra from students migrating from other colleges on account of library Security.
3. Fine, if any, from the student, will be collected at the end of the session.
4. Candidate has to apply for the refund of security within the period of six months after the completion of his/her course failing which the security will be forfeited.
5. If student has migrated from other college he/she will be given admission only on non-subsidized seat.

### **DETAILED COURSE OUTLINE FOR BCA**

Detailed course outline for BCA programme as prescribed by Himachal Pradesh University is given below, which is subject to any change by the Board of studies approved by Academic Council and the Executive Council of Himachal Pradesh University.

#### **First Year (1st Semester)**

<b>Paper Code</b>	<b>Paper Title</b>	<b>Credit</b>	<b>ESE</b>	<b>CCA</b>	<b>Max. Marks</b>	<b>Exam Duration Hours</b>
BCA0101	Mathematics-I	4	70	30	100	3
BCA0102	Applied English	4	70	30	100	3
BCA0103	Computer Fundamentals	4	70	30	100	3
BCA0104	C Programming	4	70	30	100	3
BCA0105	Office Automation Tools	4	70	30	100	3
BCA0104(P)	C Programming Lab.I	3	35	15	50	3
BCA0105(P)	Office Automation Tools Lab-II	3	35	15	50	3
		<b>Total</b>			<b>600</b>	

### First Year (2nd Semester)

Paper Code	Paper Title	Credit	ESE	CCA	Max . Marks	Exam Duration Hours
BCA0201	Mathematics-II	4	70	30	100	3
BCA0202	Communicative English	4	70	30	100	3
BCA0203	Digital Electronics	4	70	30	100	3
BCA0204	Data Structures	4	70	30	100	3
BCA0205	Data Base Management System	4	70	30	100	3
BCA0204(P)	Data Structures Lab-III	3	35	15	50	3
BCA0205(P)	Data Base Management Lab-IV	3	35	15	50	3
<b>Total</b>					<b>600</b>	

### Second Year (3rd Semester)

Paper Code	Paper Title	Credit	ESE	CCA	Max Marks	Exam Duration Hours
BCA0301	Mathematics-III	4	70	30	100	3
BCA0302	Business Practices and Management	4	70	30	100	3
BCA0303	Computer Organization	4	70	30	100	3
BCA0304	Object Oriented Programming with C++	4	70	30	100	3
BCA0305	Desktop Publishing and Designing	4	70	30	100	3

<b>BCA0304(P)</b>	Object Oriented Programming with C++ Lab-V	3	35	15	50	3
<b>BCA0305(P)</b>	Desktop Publishing and Designing Lab-VI	3	35	15	50	3
<b>Total</b>					<b>600</b>	

### Second Year (4th Semester)

<b>Paper Code</b>	<b>Paper Title</b>	<b>Credit</b>	<b>ESE</b>	<b>CCA</b>	<b>Max. Marks</b>	<b>Exam Duration Hours</b>
<b>BCA0401</b>	Personnel Management	4	70	30	100	3
<b>BCA0402</b>	Accounting	4	70	30	100	3
<b>BCA0403</b>	System Analysis and Design	4	70	30	100	3
<b>BCA0404</b>	Internet Technology & Web Page Design	4	70	30	100	3
<b>BCA0405</b>	Programming in Visual Basic	4	70	30	100	3
<b>BCA0404(P)</b>	Internet Technology & Web Page Design Lab-VII	3	35	15	50	3
<b>BCA0405(P)</b>	Programming in Visual Basic Lab-VIII	3	35	15	50	3
<b>Total</b>					<b>600</b>	

### Third Year (5th Semester)

Paper Code	Paper Title	Credit	ESE	CCA	Max. Marks	Exam Duration Hours
BCA0501	Operating System	4	70	30	100	3
BCA0502	E Commerce	4	70	30	100	3
BCA0503	Management Information System	4	70	30	100	3
BCA0504	ASP.net Technologies	4	70	30	100	3
BCA0505	Computer Oriented Statistical Methods	4	70	30	100	3
BCA0504(P)	ASP.net Technologies Lab-IX	3	35	15	50	3
BCA0505(P)	Computer Oriented Statistical Methods Lab-X	3	35	15	50	3
<b>Total</b>					<b>600</b>	

### Third Year (6th Semester)

Paper Code	Paper Title	Credit	ESE	CCA	Max. Marks	Exam Duration Hours
BCA0601	Computer Networks	4	70	30	100	3
BCA0602	Numerical Methods	4	70	30	100	3
BCA0603	Multimedia Technology	4	70	30	100	3
BCA0604	Computer Graphics	4	70	30	100	3
BCA0605	Software Engineering	4	70	30	100	3
BCA0604(P)	Computer Graphics Lab-XI	3	35	15	50	3
BCA0606	Major Project	3	35	15	50	3
<b>Total</b>					<b>600</b>	

## DRESS CODE

A formal dress code implies cultivation of special attitude and gives different look to the students and also adds to his/her personality. Wearing dress is compulsory.

**Summer Dress Code :** Light Blue Plain Shirt, Navy Blue Trouser and Black Leather shoes with Navy Blue Tie (striped)

**Winter Dress Code :** Navy Blue Blazer Coat shall be the dress code during the winter for BCA Students

## DETAILED COURSE OUTLINE FOR PGDCA

Detailed course outline for PGDCA programme as prescribed by Himachal Pradesh University is given below, which is subject to any change by the Board of studies approved by Academic Council and the Executive Council of Himachal Pradesh University.

### PGDCA (1st Semester)

Course Code	Paper	Max. Marks Theory	Internal Assessment	Exam Duration Hours
DCA-101	Fundamental of Programming in C	75	25	3
DCA-102	PC Software	75	25	3
DCA-103	Operating System	75	25	3
DCA-104	Computer Organization and Architecture	75	25	3
DCA-105	Practical-I (C Language)	75	25	3
DCA-106	Practical -II (PC Software)	75	25	3

### **PGDCA (2nd Semester)**

<b>Course Code</b>	<b>Paper</b>	<b>Max. Marks Theory</b>	<b>Internal Assessment</b>	<b>Exam Duration Hours</b>
DCA-201	Data and file structure	75	25	3
DCA-202	System Analysis and Design.	75	25	3
DCA-203	Object Oriented programming & C++	75	25	3
DCA-204	Data base Management System.	75	25	3
DCA-205	Practical-III (DFS using C++)	75	25	3
DCA-206	Practical -IV (Data base Management system)	75	25	3
DCA-207	Project work	200	-	-

The project work for PGDCA (2nd Semester) should be involve development of application software for some industry/Institute.

### **ATTENDANCE & CONTINUOUS COMPREHENSIVE ASSESSMENT**

- (i). A student has to attend a minimum of 75% lectures in each course in Theory and Practical separately, otherwise his/ her Examination form will not be forwarded to the University. If he / she does not attend a class for 10 continuous days or absent himself/herself for more than 10 days his/her name shall be struck off from the college rolls. Student can seek re-admission within 3 days from the date his / her name is struck off by paying Rs.2000/- as a fine for first time and second time the fine would be Rs

- 3000/-. Simultaneously undertaking from parents will be taken in presence of Head of Institution that if his / her ward does not complete 75% lectures then his / her examination form will not be forwarded to the University.
- (ii). The Fine charges (for absence without a duly sanctioned leave) will be @ Rs. 5 per period for theory subject and will be 10 Rs. Per practical Lab.
  - (iii). The Fine Charges for absence from Mid-Term(MTT Exam) will be @ Rs. 50/- whereas fine for not wearing dress( as per dress code) will be Rs. 50 per day.
  - (iv) Provided that in the case of a candidate provisionally admitted to a higher class, but reverted to the lower class, as provided herein after, this condition shall only be required to be fulfilled in respect of attendances or assignments as the case may be from the date of his reversion to the lower class.
  - (v) NCC and NSS enrolled students are required to undergo NCC and NSS training or other activity approved by the university. 75 per cent attendance, at such training or participation in such activity shall be compulsory: Provided that the head of the institution may for reason to be recorded in writing condone absence upto an extent of 15 % of the total attendances.
  - (vi) Fee once deposited shall not be refunded.
  - (vii) Absence from lectures , tutorials ,seminars, practicals on account of participation in the University, State ,Inter-University ,National ,International tournaments, Youth Festivals and Cultural and any other sports activities or N.C.C.,N.S.S. Camps including the actual time spent of Journey ,therefore shall be deemed to be attendance for the purpose .However , the absence shall not exceed 20% of Lectured Delivered.

### **CONTINUOUS COMPREHENSIVE ASSESSMENT (CCA)**

Continuous Comprehensive Assessment (CCA) accounting for 30% of the final grade that a student gets in a course;

1. **Mid-Term (Minor) Test** – There will be one mid-term test; to be conducted when approximately 2/3 of the syllabus has been covered. This mid-term test will be of 15 marks

weightage. Mid-term test will be conducted by the college House Exam Committee in consultation with the Principal and concerned Teachers

2. **Seminar/Assignment/Term Paper**–The remaining 10 marks of the CCA will be awarded on the basis of seminar/ assignment/term paper etc. that the course teacher might give to the students.
3. **Attendance:** The remaining 5 marks of the CCA will be awarded on the basis of attendance of students in the class.

### **END SEMESTER EXAMINATION (ESE)**

The remaining 70% of the final grade of the student in a course will be on the basis of an end-semester examination(ESE) that will be of three hours duration and will be covering the whole syllabus of the course.

Note:

Only those students will be allowed to appear in the ESE who have been successful in the CCA.

A student will have to pass both the components (i.e. CCA and ESE) separately to become eligible to be declared successful in a course.

### **COLLEGE DISCIPLINE**

Discipline is an indispensable part of every educational institution. In our college we lay great emphasis on maintaining discipline in the college premises. The following points are to be kept in mind by all the students.

- Students are expected to show due respect to teachers and courtesy to employees of college.
- Students should abstain from bringing outsiders to the college campus.
- Consumption of tobacco, pan- para etc. and smoking is strictly banned in the college premises. Any student found smoking in the college campus or in the hostel premises will be fined Rs. 500/- and may also face expulsion.
- Proper care of college property – furniture, walls, windows etc. must be taken

by all the students. Students found indulging in vandalism are liable of heavy fines and / or rustication from the college.

### **NATIONAL CADET CORPS (NCC)**

The National Cadet Corps is statutory organization functioning under the Ministry of Defence, Government of India. Over the last 60 years the Corps has evolved itself as the biggest uniform youth organizations in the world crossing all boundaries of caste, creed, sex and society symbolizing the state motto of '**Unity and Discipline**'. The Corps aims to develop qualities of leadership, character building and good citizenship amongst the youth of our country. In our Institution the NCC unit is functioning under 1 HP Boys/ Girls BN NCC Solan. Besides the scheduled NCC activities, these units help in spreading the message of Zero Tolerance towards Ragging, awareness on social issues and sensitization on eco-friendly initiatives in formal and informal meetings.

The students of BCA and PGDCA can join NCC by filling the enrolment form which can be obtained from the NCC office for a period of two years. During this training they can obtain 'BEE and CEE' certificates.

### **NATIONAL SERVICE SCHEME (NSS)**

National Service Scheme is a life line of any educational institution. It inculcates the spirit of voluntary work amongst the students and teachers through sustained community interaction. It brings academic institution closer to the society. In fact the motto of NSS is '**Not Me but You**' It stands for the following two ideas:

- i) To forget and surrender the self and
- ii) To render selfless service to the Society/ Nation

NSS teaches the students to become socially aware and play a constructive role in the development of society. Enrolment in NSS is done through a procedural and approved selection mode. The students interested in joining NSS can contact the NSS in-charge of the Institution for getting themselves enrolled in this esteemed Organization.

## **ROVERS AND RANGERS**

The college is affiliated to the state association of Rovers and Rangers. Boys and Girls are enrolled every year as Rovers and Rangers respectively. The students are trained to serve community, society and humanity. **‘Love, Unity and Mutual Brotherhood’** is the main motto of Rovers and Rangers.

## **SPORTS**

College life would be indeed lifeless without sports activities; hence the college calendar gives great importance to various activities of Sports. We have the proud privilege of representing the University and State in many National and Zonal level Sports Competitions. From time to time the college students participate in various sports activities like: Boxing, Cricket, Judo, Kabaddi, and Badminton etc. that are conducted by the University/State bodies. Annual Athletic meet is organized by the Department of Physical Education every year with full colors.

## **ANNUAL PRIZE DISTRIBUTION FUNCTION**

- Meritorious students and students excelling in co- curricular activities, sports are given prizes at the end of session in Annual Prize Distribution Function.
- Those students would qualify for Annual Prizes who have passed all optional and compulsory subjects.
- He / She must secure at least C grade/above 5.0 SGPA in the subject for which the prize is being given. Students who hold position in the University merit list are given Special Prizes.

## **COLLEGE MAGAZINE**

The college publishes its magazine **‘PARBAT REKHA’** annually to provide a platform to the budding writer so as give them an opportunity to explore and fortify their flair for creative writing. Through this magazine the young minds give vent to their thoughts and perceptions.

## **COLLEGE LIBRARY**

There are over 16,000 books in the college library, related to different subjects taught in the college. In addition to this, there is a regular subscription of various newspapers (Hindi and English) and magazines and journals for the benefit of students and teachers. From this academic session Book – Bank facility is being provided to the poor students who are unable to buy books. Under this scheme they would be issued books from college library for the full academic session by depositing a meagre amount of security.

## **PARENT TEACHERS ASSOCIATION (PTA)**

To encourage community participation in education a Parent – Teacher Association was established in the Academic Session 2004-2005. Election to PTA executive body is held regularly every year. In addition to it the parents are welcome to visit the college anytime to inquire about the progress of their wards. They are also advised to attend the Annual Meetings of PTA as and when held. An advance notice about this meeting is affixed on the college notice board and the students are also notified about it through the regular classes.

## **CAREER GUIDANCE AND JOB PLACEMENT CELL**

The Cell sensitizes the students about myriad career avenues available to them in their respective fields and also enables them to seek job placement in various government, non-government and private enterprises. To achieve these ends lectures by the experts and concerned officials are also arranged for students on regular basis.

## **HOSTELS**

The College has hostels for boys as well as girls. The capacity of Boys hostels is 99 beds and that of Girls hostel is 108 beds. The students who apply for hostel accommodation must adhere to the following rules and instructions:-

1. A student can apply for hostel accommodation, after he/she is admitted in the college.
2. Admission forms for hostel accommodation are available in the College Office.

3. Students will be admitted to the hostel on first come first serve basis.
4. The recommendation of Warden is necessary for admission to the hostel.
5. The room will be allotted on a due date by the authorities.
6. The general discipline requirement of the College shall be applicable to boarders as well.
7. Any other rules and regulations as may be deemed necessary by the Principal according to the circumstances are to be observed by the resident scholars/boarders.
8. Hostel students will not indulge in any act that may come under the definition of ragging.
9. The residents of the hostel are not permitted to change the room allotted to them without prior permission of the Warden.
10. Fresh admission to the hostel will have to be sought in every academic year.
11. Every boarder shall have to abide by time–schedule as laid down from time to time.
12. No guest can stay in the hostel without prior permission of the Warden.

### **Important University / College Rules for Strict Compliance**

- a) Students are directed to switch off their mobile phones as and when they enter class rooms. Playing music and songs on mobile phones that is likely to create disturbance is strictly prohibited. Student found indulging in such practices shall be penalized.
- b) Use of Tobacco products is banned under COPTA2003 (Cigarette & other Tobacco Products Act, 2003). If someone is found using these products, he/she will be penalized under the Act.
- c) Ragging in any form inside the campus or on approach road (s) leading to College campus is a crime and will lead to heavy fines and even expulsion or other actions as recommended by Govt. of India. Each and every student will have to give undertaking (given in prospectus) not to indulge in ragging of any kind.

- d) Crowding / standing in corridors causes disturbance in classes, hence students are advised to not to do the same.
- e) Only those functions can be held in College campus (premises and ground) which are organized or allowed by the college authorities. Such function must be completed in definite time frame for which permission is granted.
- f) Pasting of unauthorized posters in the College, writing on the walls, blackboards, notice boards is strictly prohibited.
- g) A student bringing outsiders in the College campus will be severely punished. Outsiders are not allowed to roam about in the College campus.
- h) Use of alcohol and drugs is strictly prohibited. Any student found indulging in it will be penalized.
- i) 75% attendance in each course, theory & practical separately is compulsory for being eligible to appear in End Term Examination of University.
- j) The name of the student who remains absent from the College for more than ten days without prior sanction of the Principal, will be struck off from the College Rolls.
- k) A student whose name is struck off twice from the College Rolls will not be readmitted.
- l) The absentee fine for one period is Rs. 5.00/- & for one practical is Rs. 10.00/- . Students are required to get prior leave sanction in case they have to be absent from the College. The leave application must be countersigned by parents or guardians. In case of long sick leave a medical certificate is to be attached.
- m) It is mandatory to carry your identity card with you in the College. It will have to be produced whenever asked for.
- n) In case of loss of Identity Card, student will have to file an FIR in the Police Station and apply for issuance of duplicate Identity Card along with the copy of the FIR for which Rs. 20/- will be charged.
- o) No student will be allowed to join two full time regular Degree Courses of study simultaneously.

**120 POINTS ROASTER  
FOR ACADEMIC SESSION 2023-24**

<b>1 PwD</b>	<b>26 SC</b>	<b>51</b>	<b>76</b>	<b>101 PwD</b>
<b>2</b>	<b>27 ST</b>	<b>52 SC</b>	<b>77</b>	<b>102</b>
<b>3</b>	<b>28</b>	<b>53 ST</b>	<b>78 SC</b>	<b>103</b>
<b>4</b>	<b>29</b>	<b>54</b>	<b>79 SP</b>	<b>104</b>
<b>5</b>	<b>30</b>	<b>55</b>	<b>80 ST</b>	<b>105</b>
<b>6</b>	<b>31</b>	<b>56</b>	<b>81 CUL</b>	<b>106 SC</b>
<b>7 SC</b>	<b>32</b>	<b>57</b>	<b>82 PwD</b>	<b>107 ST</b>
<b>8</b>	<b>33 SC</b>	<b>58</b>	<b>83</b>	<b>108</b>
<b>9</b>	<b>34</b>	<b>59 SC</b>	<b>84</b>	<b>109</b>
<b>10</b>	<b>35</b>	<b>60 SP</b>	<b>85 SC</b>	<b>110</b>
<b>11</b>	<b>36</b>	<b>61 CUL</b>	<b>86</b>	<b>111</b>
<b>12 SC</b>	<b>37</b>	<b>62 PwD</b>	<b>87</b>	<b>112</b>
<b>13 ST</b>	<b>38 CUL</b>	<b>63</b>	<b>88</b>	<b>113 SC</b>
<b>14</b>	<b>39 SC</b>	<b>64</b>	<b>89</b>	<b>114</b>
<b>15</b>	<b>40 SP</b>	<b>65 SC</b>	<b>90</b>	<b>115</b>
<b>16</b>	<b>41 ST</b>	<b>66</b>	<b>91 SC</b>	<b>116</b>
<b>17</b>	<b>42 PwD</b>	<b>67 ST</b>	<b>92</b>	<b>117 SP</b>
<b>18 SC</b>	<b>43</b>	<b>68</b>	<b>93 ST</b>	<b>118 CUL</b>
<b>19 SP</b>	<b>44</b>	<b>69</b>	<b>94</b>	<b>119 SC</b>
<b>20 CUL</b>	<b>45</b>	<b>70</b>	<b>95</b>	<b>120 ST</b>
<b>21 PwD</b>	<b>46 SC</b>	<b>71</b>	<b>96</b>	
<b>22</b>	<b>47</b>	<b>72 SC</b>	<b>97 SC</b>	
<b>23</b>	<b>48</b>	<b>73</b>	<b>98 CUL</b>	
<b>24</b>	<b>49</b>	<b>74</b>	<b>99 SP</b>	
<b>25</b>	<b>50</b>	<b>75</b>	<b>100</b>	
<b>(PwD-5%)</b>	<b>(CUL-5%)</b>	<b>(SP-5%)</b>	<b>(SC-15%)</b>	<b>(ST-7.5%)</b>

## STUDENT CHARTER

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

### **A) Responsibilities of the institution towards the students: Govt. Degree College, Nalagarh is committed to fulfil the following needs of its pupils:**

- ✚ Healthy atmosphere for their academic, individual and collective growth and development.
- ✚ Creating awareness about the value and purpose of education as upheld in the vision, goals, programmes of study, instructional methodology and various co-curricular as outlined in the Annual Calendar of Activities.
- ✚ To provide free access to the students to every kind of information about college/university statutes ordinances, acts, regulations, policies, procedure and curriculum.
- ✚ To inculcate amongst the students the values of social responsibility, religious and cultural tolerance and other values of human and national importance as per the Constitution of India and the vision document of the University Grants commission.
- ✚ To adopt a student centric approach in teaching – learning methodology.
- ✚ To develop the competence of the students at different levels, especially with regard to:
  - a) Linguistic competence, b) Logical and Analytical ability, c) scientific temperament and d) entrepreneurship.
- ✚ To provide support and guidance to the students through continuous mentoring viz. regular tutorials, remedial course and career counseling.
- ✚ To provide the students adequate exposure to the teaching –learning methodology through conventional and smart Classrooms.

- ✚ To receive constant feedback from the students and other stakeholders like the Parents'-Teachers' Association, the Old Students' Association for improving and strengthening the activities of the institution and to act upon the same in an empathic and pragmatic manner.

## **B) Responsibilities of the students towards the Institution:**

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

- ✚ To understand, appreciate and follow the vision and goals of the institution.
- ✚ To have clear and adequate knowledge of various programmes of study, admission policy, programme completion requirements, assessment mechanism and other students services of the college.
- ✚ To undertake regular and intense study of their course material.
- ✚ To adhere to the general norms of the institution with regard to the course of study time schedule as per ordinance/rules/acts of HP Government or HP University /UGC as framed and implemented from time to time.
- ✚ To abide by the decision of the college administration in case any grievance, individual or pertaining to more than one student/group and to help the college administration.
- ✚ To make optimum use of learning resources available in the college and to participate actively in academically enriching programmes such as seminars, workshops debates etc.
- ✚ To provide neutral feedback on the quality of teaching and various other activities undertaken by the college, both in a formal as well as informal way, whenever they are asked for the same.
- ✚ To contribute to the enrichment of institutional life of the college through their engagement in all the student related activities of the institution as outlined in Part A of Students' Charter.
- ✚ Not to indulge in acts of Ragging or to make use of any kind of intoxicants in and around the institution.

- ✚ Not to shout slogans, damage college property, deface walls or desks, spit or spread litter in the campus, or indulge in other acts of violence which tend to disrupt academic and general atmosphere of the college and amount to unlawful or criminal acts.
- ✚ To follow the moral and constitutional values as enshrined in our multi-dimensional culture, the Constitution of India including respect for diversity of ideas/thinking. Inculcation of inclusive culture without any preconceived notions of caste, creed or religion.







## TEACHING STAFF



## NON-TEACHING STAFF

**GOVERNMENT COLLEGE NALAGARH (H.P)**

College Phone/Fax Number - 01795-292815, 292818

Email - [gcnalagarh@gmail.com](mailto:gcnalagarh@gmail.com), Website - [www.gdcnalagarh.cm](http://www.gdcnalagarh.cm)

**TOLLFREE UGC HELPLINE NO - 1800-180-5532**