



Estd. 1999

Govt. Degree College Banjara

NAAC Accredited : B Grade
Phone No. : 01903-221602



नहीं किसी से हाथ मिलाएं,
नमस्ते कर के काम चलाएं।
कोरोना को दूर भगाएं।



PROSPECTUS CUM HANDBOOK OF INFORMATION

2020-21

Principal's message

“Education is the most powerful weapon which you can use to change the world”Nelson Mandela



Dear Students

I have a privilege to welcome you all to this great temple of learning. This institution provides unique opportunities for the development of young minds in a secular and conducive environment. I wish that our students are disseminated with an all sound knowledge so that they could become multidimensional personalities. We accord prime importance to behavioural discipline, moral integrity and cognitive development of our students. Besides academic development of our students, NSS, NCC, physical education, Career Guidance cell etc offer integrated services for the multi faceted developments of our students.

I advise you to read the prospectus carefully and go through the college website for latest information. As we are facing Covid-19 pandemic, so I advise you to follow the safety guidelines and sanitization protocols to defeat corona virus.

My best wishes for the students entering GDC Banjar.

1. ABOUT THE COLLEGE

Govt. College Banjar was established in the year 1999. Since then the college has surpassed many challenges and has flourished as one of the most conspicuous examples of excellence. The college is set amidst the meandering Tirthan River which cuts across the beautiful Tirthan Valley providing a calm and a serene ambience to the students to study.

The college offers three streams – Humanities, Science and Commerce for the students. The strength of the college is increasing year after year with girls overpowering boys not only in number but also in academics- exhibiting a sign of women empowerment in Banjar Valley. The college has utilized the Grant provided under RUSA for the development of the college. The college has strengthened its IT infrastructure by installing interactive panels, podiums, projectors etc. Thus the students are encouraged to learn the use of Information and Communication technology in the Information Technology laboratory. Smart classrooms have also been created to acquaint the students to the modern technology and make the learning process more enjoyable and comprehensible. Thus modern technology has been made accessible to the students at their doorstep so that they are not marooned from the modern fast advancing world. The teachers with a visionary mind set are actively involved in making GC Banjar the most coveted institute of Himachal Pradesh. Efforts are being made to digitalize the college library, a pivotal place, which nurtures young minds to excel and face the competitive world. It will help the students have access to the various books, journals and other competitive material beyond the reach of the layman. Plans to make the college campus Wi-Fi are under way so that the students can access free Internet and grasp the worldly knowledge easily. The laboratories of the college have modern equipments and instruments for conducting the experiments efficiently. A college also has a seminar hall where seminars, conferences and meetings are periodically held between the teachers and students. Also the college plans to create a Research Scholar's room where teachers can devote time for research. A proposal for the establishment of an English language lab is also in progress which will help the students to express themselves confidently in a foreign language since English is not the language of our emotional make up.

To ensure overall personal development of the students the college provides a range of activities like sports, NSS, Rovers and Rangers. There are a number of subject societies and clubs like Mountaineering and trekking, Red Ribbon, Eco club and energy club where the students get enough opportunities to develop the different facets of their personality. The construction of the science building is expected to start very soon. Last but not the least the college has a blend of experienced and highly qualified teachers committed to overall growth and personality development of the students.

1. FACULTY

FACULTY OF ARTS	
Economics	
Mr. Rajneesh Kumar	Assistant Prof.
English	
Dr. Binta Thakur	Associate Prof.
Mrs. Richa Ahluwalia	Assistant Prof.
Vacant	
Geography	
Dr. Renuka Thapliyal	Associate Prof.
Mr. Naresh Kamal	Assistant Prof.
Hindi	
Dr. Kanchan Kumari	Assistant Prof.
History	
Mr. Tikkam Ram	Assistant Prof.
Music Instrumental	
Mr. Vikas Kumar	Assistant Prof.
Vocal	
Vacant	
Physical Education	
Mrs. Jyoti Bala	Assistant Prof.
Political Science	
Mr. Deep Kumar	Assistant Prof.
Public Administration	
Dr. Yog Raj	Assistant Prof.
Sanskrit	
Mr. Naresh Kumar	Assistant Prof.
Sociology	
Mr. Suresh Kumar	Assistant Prof.
FACULTY OF COMMERCE	
Dr. Dabe Ram	Assistant Prof.
Mrs. Monika	Assistant Prof.
FACULTY OF SCIENCE	
Botany	
Dr. Joginder Singh Thakur	Associate Prof.
Chemistry	
Mr. Rajesh Kumar	Assistant Prof.
Mathematics	
Mr. Vikas Negi	Assistant Prof.
Vacant	
Physics	
Mr. Atul Choudhary	Assistant Prof.
Dr. Sunil Kumar	Assistant Prof.

Zoology	
Dr. Ramesh Yadav	Associate Prof.
OFFICE STAFF	
Mrs.Dhanwanti Kaushal	Superintendent
Mr. Dalip Singh Mehta	Sr. Assistant
Mr. Nihal Singh	Clerk
ADDITIONAL SUPPORTING STAFF	
Mrs. Sandhya Devi Mr. Girdahri Lal Mr. Man Singh Mr. Jeet Ram	
LABORATORY STAFF	
Mr. Tarjan Sharma	SLA
Mr. Bheem Sen	SLA
Vacant	JLA
Vacant	JLA
LIBRARY STAFF	
Librarian	Vacant
Assistant Librarian	Vacant

1. ADMINISTRATIVE, COCURRICULAR AND CULTURAL COMMITTEES

IQAC (Internal Quality Assurance Cell)	Controller of Examination
Dr. Mandeep Sharma Chairman	Dr. Joginder Thakur Convenor
Dr. Binta Thakur Co-ordinator	Dr. Yog Raj Member
Mr. Suresh Kumar Member	Dr. Dabe Ram Member
Dr. Yog Raj Thakur Member	
Mr. Deep Kumar Member	
PTA President (External Member)	

RUSACoordinator:

Dr.RenukaThapliyal(Finance&Academic)Convenor
Dr.Sunil Kumar Member

RUSA Purchase Committee		RUSA Verification Committee	
Mr. Rajneesh	Convenor	Dr Yograj	
Mr. Atul Choudhary	Member	Convenor	
Mrs. Jyoti Bala	Member	Mr.Deep Kumar	Member
Dr. Sunil Sharma	Member	Mrs. Dhanwanti Kaushal	Member
Mr. Vikas Negi	Member	Mr. Dalip Mehta	Member

	Mr. Nihal Singh	Member
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College Admission Committee: Convener –in-Chief Dr. Binta Thkaur (Arts)
Dr. Joginder Singh Thakur (Science and Commerce)

Arts	Commerce	Science
First Year	First Year	First Year
Dr Yograj Convenor Mrs. Jyoti Bala Member Mrs. Richa Ahluwalia Member Mr. Tikkam Member Mr. Man Singh Peon	Dr. Dabe Ram Convenor Prof. Monika Member Mr. Jeet Ram Peon	Mr Atul Choudhary Convenor Dr. Sunil Sharma Member Mr. Girdhari Peon
Second & Third Year	Second & Third Year	Second & Third Year
Mr. Suresh Kumar Convenor Mr. Vikas Kumar Member Mr. Man Singh Peon	Mr. Rajneesh Convenor Mr. Naresh kumar Member Mr. Jeet Ram Peon	Mr. Rajesh Sharma Convenor Mr. Vikas Negi Member Mr. Girdhari Peon

NAAC COMMITTEE Mr. Naresh Kamal Convenor Mr. Suresh Kumar Member Dr. Yograj Member Mr.. Deep Kumar Member Mrs. Monika Member Dr. Sunil Kumar Member Mrs. Richa Ahluwalia Member	CSCA Advisory Committee Dr.Joginder SinghThakur Convenor Dr. Renuka Thapiyal Member Dr. Binta Thakur Member Dr. Ramesh Yadav	
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Mr. Vikas Negi	Member	Member	
Mr. Naresh Kumar	Member	Mr. Naresh Kamal	
College Development Committee		Member	
Dr. Ramesh Yadav	Convener	Anti Ragging Committee	
Mr. Naresh Kamal	Member	Principal	Convener
Dr. Yograj	Member	Dr. Joginder Thakur	Member
Career Guidance, Counselling & Placement		Dr. Renuka Thapliyal	Member
Dr. Ramesh Yadav	Convener	Dr. Binta Thakur	Member
Mr. Suresh Kumar	Member	Dr. Dabe Ram	Member
Dr. Yog Raj	Member	Mr. Tikkam	Member
Mr. Rajneesh Kumar	Member	Mrs Dhanwanti Kaushal	Member
Sexual Harassment and Grievance Redressal Committee			Non Teaching
Dr. Renuka Thapliyal	Convener	PTA Member	2
Dr. Binta Thakur	Member	Media Person	1
Mr. Naresh Kamal	Member	Student Members	2
Mrs Richa Ahluwalia	Member	Civil Administration or Police – 1	
Mrs Dhanwanti Kaushal	Member	Canteen Committee	
Time Table Committee		Dr. Yograj	Convener
Dr. Renuka Thapliyal	Convener	Mr Tikkam	Member
Mr. Rajesh Sharma	Member	Mr. Naresh Kumar	Member
Mrs. Monika	Member	Media Committee	
Anti Ragging Squad		Mr. Deep Kumar	Convener
Mr. Suresh Kumar	Convener	Dr. Kanchan Kumari	Member
Dr. Dabe Ram	Member	Mr. Naresh Kumar	Member
Mrs. Jyoti Bala	Member	College Magazine Editorial Board	
Dr. Sunil Kumar	Member	Dr. Joginder Thakur	Editor in Chief
Library Committee		Dr. Kanchan Kumari	Hindi Section
Mr. Deep Kumar	Convener	Dr. Dabe Ram	Commerce Section
Mr. Rajesh Sharma	Member	Mr. Rajneesh	Pahari Section
Mr. Atul Choudhary	Member	Dr. Ramesh Yadav	Science Section
		Dr Binta Thakur	English Section
		Mr. Naresh Kumar	Sanskrit Section
		Sports Committee	
		Mr. Suresh Kumar	Convener
		Mr Deep Kumar	Member
		Mrs. Jyoti Bala	Member
		Mrs. Monika	Member

	Mr. Vikas Kumar Mr. Vikas Negi Member	Member	
	University Form Attestation Committee		
	Mr Deep Kumar Convenor		
	Mr. Rajesh Sharma	Member	
	Dr Kanchan Kumari	Member	
	Mr. Vikas Kumar	Member	

College Library Teacher In-charge: Mr.Deep Kumar

Bursar: Dr. Ramesh Yadav

<p>Right to Information Committee</p> <p>Dr. Yograj Convenor Mr. Tikam Member</p> <p>Discipline Committee</p> <p>Mr. Suresh Kumar Convenor Dr. Yog Raj Thakur Member Mrs. Jyoti Bala Member Mrs. Monika Member Dr. Sunil Sharma Member</p> <p>UGC Affairs Committee</p> <p>Dr. Yog Raj Thakur Convenor Mr. Atul Choudhary Member Mr. Rajesh Sharma Member</p> <p>Bus Pass Attestation Committee</p> <p>Dr. Binta Thakur Mr. Atul Choudhary Mrs. Monika Mr. Dabe RAM</p> <p>NSS Advisory Committee</p> <p>Principal Chairman Mr. Naresh Kamal Member Mr Dabe Ram Member</p> <p>Rapid Action and Disaster Management Committee</p> <p>Mr. Suresh Kumar Convenor Mrs. Monika Member Mr. Rajneesh Kumar Member</p> <p>Energy Club</p> <p>Mr. Atul Choudhary Convenor</p>	<p>College Prospectus Committee</p> <p>Dr. Joginder Singh Thakur Convenor Mr. Suresh Kumar Member Mr. Tikkam Member</p> <p>Scholarship, Stipend and Fee concession committee</p> <p>Mr. Atul Choudhary Convenor Mr. Rajesh Sharma Member</p> <p>Website maintenance Committee</p> <p>Dr. Renuka Thapliyal Convenor Dr. Binta Thakur Member Dr. Yog Raj Member Dr. Sunil Sharma Member</p> <p>Cultural Affairs Committee</p> <p>Dr. Joginder Singh Thakur Convenor Mrs. Monika Member Mrs. Jyoti Bala Member Dr. Kanchan Kumari Member Mr. Vikas Kumar Member</p> <p>Incharges</p> <p>Dr. Joginder Thakur College Property Dr. Renuka Thapliyal Women empowerment Mr. Deep Kumar Rovers Dr. Yog Raj IT lab Mrs. Jyoti Bala Rangers Dr. Dabe Ram NSS Mr. Deep Kumar NCC</p> <p>Mobile Phone Control Committee</p> <p>Mr. Suresh Kumar Convenor</p>
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Mr. Rajesh Sharma	Member	Mrs Jyoti Bala	Member
Dr. Sunil Sharma	Member	Mr. Atul Choudhary	Member
Eco Club		Mr. Rajesh Sharma	Member
Dr. Joginder Thakur	Convenor	Mrs. Monika	Member
Dr. Ramesh Yadav	Member	Mr. Vikas Kumar	Member
Mr Vikas Negi	Member	Mr Vikas Negi	Member
		Red Ribbon Club	
		Dr. Dabe Ram	Convenor
		Mrs Monika	Member

1. GUIDELINES FOR ADMISSION TO 1ST YEAR UNDERGRADUATE COURSES (B.A./B.SC./B.COM) SESSION 2021-22

Eligibility for Admission to 1st Year

A student who has cleared the Senior Secondary (+2) Examination (Academic Stream) conducted by the H.P. Board of School Education (Or in case of Shastri, passed Prak Shastri from Sanskrit College affiliated to the HPU) or an examination accepted as equivalent there to by the various bodies of the H.P. University will be given admission strictly according to merit and reservation roster for various reserved categories of students as per the H.P. University Guidelines.

- i. Provided that the candidate who has passed the qualifying examination, i.e, 10+2 with Science Stream shall be given admission to B.Sc.
- ii. Provided that the candidate who has passed the qualifying examination, i.e. 10+2 with commerce stream shall be given preference to admission to B.Com.
- iii. Any student with compartment in 10+2 examination will not be eligible for admission.
- iv. An applicant must not be more than 23 years of age in case of boys and 25 years in case of girls on 01.07.2021. There is the relaxation of 3 years for SC/ST candidates as per University norms. The Vice-Chancellor may permit age relaxation up to a maximum of 6 months for reasons to be recorded in writing.
- v. One seat in each department shall be reserved for single girl child which will be allotted on the basis of merit.
- vi. In each main core course of study there are 80 seats available.

1. CHECKLIST OF THE DOCUMENTS REQUIRED AT THE TIME OF FILLING OF ADMISSION FORMS

The **scanned copies** of the following documents are required at the time of filling of **online Admission Forms** for the 1st year:

- Passport Size Photograph
- Self-Attested Copies of Matriculation and 10+2 Certificates

- Latest Character Certificate from the institution last attended. In case of private candidates, latest character certificate by some H.P. Govt. Gazetted Class-I Officer or any other competent authority.
- Self-Attested Copies of category certificate (SC/ST/OBC/IRDP) if claimed.
- Self-Attested Copies of Sports/Cultural/NCC/NSS etc. if any (At 10+2 level)
- A certificate from a competent authority in case of single girl child.
- Himachali Bonafide certificate for fee concession (for girl students only)

6. GENERAL GUIDELINES FOR ADMISSION TO BACHELOR'S DEGREE

1. Admission to various classes will be made on the recommendation of the admission committee consisted for the purpose.
2. Any gap of one year or more in the academic career of an applicant just prior to seeking admission to the Bachelor Degree must be supported by documentary evidence or she or he has to give an undertaking as the proof of her or his activities during the period of gap.
3. All the original certificates must be produced by an applicant at the time of verification.
4. Candidate coming from Board/University other than H.P. Board of School Education or H.P. University must provide original Migration certificate at the time of filling of University Registration Form.
5. Physically Disabled Applicants seeking fee concession must furnish their status certificate from Medical Board.
6. National Open School students seeking admission to the 1st year of Bachelor Degree must have cleared all the five papers including English.
7. Admission of a candidate is liable to be cancelled in case she or he furnishes incomplete/false information or in case of concealment of facts. Disciplinary action will also be taken against such candidates.
8. Admission cannot be claimed as a matter of right. The Principal can deny admission to any such student whose conduct is detrimental to the interest/discipline of the institution.
9. Initially all admissions shall be provisional / and subject to the final approval by HPU.
10. Rules of admission are subject to change as per the HPU notification issued from time to time.

1. OUTLINE OF THE COURSES OFFERED UNDER THE CHOICE-BASED CREDIT SYSTEM (CBCS) FOR U.G. CLASSES

1. **Core Course:** A course offered by a Discipline/Subject which is to be compulsorily studied by the candidate.
 - a. Discipline Specific Core Course (DSC) of Six Credits: A core course offered by the Discipline or Subject chosen by the candidate as main or other Discipline/Subject. These courses aim to cover the basics that a student is expected to imbibe in a specific discipline.
 - b. Two papers each of English and Hindi in B.A. and B. Com of Six Credits.

1. Elective Course: A course which a student can choose from a pool of courses offered by a Discipline/Subject.

a. Discipline Specific Elective Course (DSE) of Six Credits: An elective course is a course which is chosen by a student from the courses offered by the Discipline/Subject of her or his choice. These courses are advanced courses which provide an extended scope.

b. Generic Elective course (GE) of Six Credits: A course chosen from Discipline/Subjects other than DSC-1 and DSC-2. They are interdisciplinary and provide exposure to students of other disciplines and broaden the scope of learning.

1. Ability Enhancement Course

a. Ability Enhancement Compulsory Course (AECC) of Four Credits: These courses include Environmental Science and English/Hindi/Sanskrit.

b. Ability Enhancement Elective Course (AEEC) or Skill Enhancement Course (SEC) of Four Credits: A course which a student studies in DSC-1 (Main Subject). They are value based courses that aim to provide hands-on training to hone the skills and competences.

1. CHOOSING PROGRAMME/STUDY COURSES

A candidate seeking admission to any programme from Arts, Science, or Commerce stream is required to choose one of the Discipline listed below as DSC-1(main subject). Thereafter he/she will choose the other subject from the list of combinations given in table below ;

Sr. No.	DSC-1 (Main Subject)	DSC-2 (Choose one subject)	DSC-3 for B.Sc. Core Compulsory For B.A. and B.Com.
1	English	History, Public Administration, Political Science, Economics.	Hindi & English
2	Hindi	History, Music (I)(V), Public Administration.	Hindi & English
3	Sanskrit	History, Political Science, Economics, Public Administration.	Hindi & English

4	Economics	Geography, Public Administration, Sanskrit, English, Mathematics.	Hindi & English
5	Political Science	History, Music (I)(V), English, Geography, Physical Education, Sanskrit.	Hindi & English
6	History	Sociology, Political Science, Geography, Sanskrit Hindi, English.	Hindi & English
7	Geography	Mathematics, Economics, History, Political Science, Public Administration.	Hindi & English
8	Music (I) Music (V)	Political Science, Hindi, Sociology, Public Administration.	Hindi & English
9	Sociology	Public Administration, Music(I/V), Physical Education, History.	Hindi & English
10	Public Administration	Economics, Geography, Hindi, English, Sociology, Music, Physical Education.	Hindi & English
11	Mathematics (BA)	English, Economics, Geography, Physical Education.	Hindi & English
12	Physical Education	Mathematics, Political Science, Hindi, Sociology, Public Administration.	Hindi & English
13	Physics	Chemistry	Mathematics
14	Chemistry	Zoology Or Physics	Botany Or Mathematics
15	Mathematics (BSc)	Physics	Chemistry
16	Botany	Chemistry	Zoology
17	Zoology	Chemistry	Botany

Evaluation Process

Students are assessed through an evaluation system comprising of Comprehensive Continuous Assessment (CCA) and End-Term Examination (ETE).

Comprehensive Continuous Assessment (CCA):30 marks

Mid-Term Test: 10 marks, Class Test: 5 marks, Assignment / Seminar / Presentation: 10 marks

Attendance: 5 marks

End-Term Examination (ETE):70 Marks

For practical subjects, ETE will be split up into ETE Practical (20 marks) and ETE Theory (50 marks).

Class Room Attendance: Each student will have to attend a minimum 75% lectures/tutorials /practical. A student having less than 75% attendance will not be allowed to appear in the End Term Examination (ESE).

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.

Provide that those having between 64% and 50% attendance will apply for exemption in a prescribed form accompanied by a medical Certificate.

Completion of Degree

A regular candidate shall have to undergo the prescribed courses of study in the college affiliated to the Himachal Pradesh University for a period not less than three and not more than five academic years from the date of admission. For completion of an undergraduate degree the student shall have to accumulate a minimum of 132 successful credit hours of coursework. Successful Passing of a course includes Classroom learning, assignment work, Mid-term test and Annual Examination.

Note: The admission to B.A. 1st, B.S.C. 1st and B.Com. 1st year will take place according to the latest directions from the government. The information regarding the same will be displayed on the notice board of the college, on the website and the same will be disseminated through Print/Electronic Media.

1. COURSE STRUCTURE FOR CBCS B.A. / B. COM. / B. SC. W.E.F. 2018-19

Year	B.A. Courses	B. Com. Courses	B. Sc. Courses	Credits
1 st	DSC-1A (Main Subject)	BC 1.1	DSC-1A (Main Subject)	6
	DSC-1B (Main Subject)	BC 1.2	DSC-1B (Main Subject)	6
	DSC-2A (Second Subject)	BC 1.3	DSC-2A (Other Subject 1)	6
	DSC-2B (Second Subject)	BC 1.4	DSC-2B (Other Subject 1)	6
	Core Comp. English-1	Core Comp. English-1	DSC-3A (Other Subject 2)	6
	Core Comp. Hindi-1	Core Comp. Hindi-1	DSC-3B (Other Subject 2)	6
	AECC-1 Environ. Studies	AECC-1 Environ.Studies	AECC-1 Environ.Studies	4
	AECC-2 Eng./Hindi/MIL	AECC-2 Eng./Hindi/MIL	AECC-2 Eng./Hindi/MIL	4
			44	
2 nd	DSC-1C (Main Subject)	BC 2.1	DSC-1C (Main Subject)	6
	DSC-1D (Main Subject)	BC 2.2	DSC-1D (Main Subject)	6
	DSC-2C (Second Subject)	BC 2.4	DSC-2C (Other Subject 1)	6
	DSC-2D (Second Subject)	BC 2.5	DSC-2D (Other Subject 1)	6
	Core Comp. English-2	Core Comp. English-2	DSC-3C (Other Subject 2)	6
	Core Comp. Hindi-2	Core Comp. Hindi-2	DSC-3D (Other Subject 2)	6

	SEC/AEEC-1 (Main Subject)	SEC/AEEC-1 BC 2.3	SEC/AEEC-1 (Main Subject)	4
	SEC/AEEC-2 (Main Subject)	SEC/AEEC-2 BC 2.6	SEC/AEEC-2 (Main Subject)	4
				44
3 rd	DSE-1A (Main Subject)	DSE-1 BC 3.1	DSE-1A (Main Subject)	6
	DSE-1B (Main Subject)	DSE-2 BC 3.2	DSE-1B (Main Subject)	6
	DSE-2A (Second Subject)	DSE-3 BC 3.5	DSE-2A (Other Subject 1)	6
	DSE-2B (Second Subject)	DSE-4 BC 3.6	DSE-2B (Other Subject 1)	6
	GE-1 (Other Than DSC 1 & 2)	GE-1 BC 3.4	DSE-3A (Other Subject 2)	6
	GE-2 (Other Than DSC 1 & 2)	GE-2 BC 3.8	DSE-3B (Other Subject 2)	6
	SEC/AEEC-3 (Main Subject)	SEC/AEEC-3 BC 3.3	SEC/AEEC-3 (Main Subject)	4
	SEC/AEEC-4 (Main Subject)	SEC/AEEC-4 BC 3.7	SEC/AEEC-4 (Main Subject)	4
				44
			TOTAL CREDITS	=132

10.

DETAILS OF FEE AND FUNDS

(Subject to change according to the latest instructions of H.P. Govt. /HPU)

Sr. No.	Particulars	Rupees	Sr. No	Particulars	Rupees
	Govt. Funds			College Dues	
1.	Admission Fee	25	13.	Building Fund(Annual)	120
2.	Readmission Fee	100	14.	Library Security (Refundable)	100
3.	Late Admission Fees(Per Day)	10	15.	Identity Card	10
4.	Tuition Fee(Annual) (For boys and Non H.P. girls)	600	16.	Duplicate Card	20
	University Fee		17.	NCC Fund	5
5.	(A)University Registration Fee (For 1 st year Student)	200	18.	House Exam Fee	40
6.	University Continuation Fee(For 2 nd and 3 rd Year Students)	10	19.	College Magazine Fund	50
7.	University Sports Fee(Annual)	15	20.	Student Aid Fund	02
8.	Youth Welfare from other Board	15	21.	Medical Fund	06
9.	Holiday Home Fee	1	22.	Education Tour	02
10.	Migration from other University	20	23.	PTA Fund	300
11.	Migration From Other Board	500	24.	Amalgamated Fund	300
12.	University Development Fee	250	25.	Rover and Ranger Fund	05
	(For IRDP and BPL Candidates)	100	26.	Furniture Replacement /Repair Fund	10
			27.	Sports Fund	20
			28.	Computer Practical Fee For Maths and Commerce	15
			29.	Campus Development /Beautification Fund	10
			30.	Book Replacement Fund	25
			31.	Geog. Music (Annual)	180
			32.	Computer Internet (Annual)	20
			33.	Cultural Activity Fund	20
			34.	Science Fund(B.Sc.)	
				1) Non Medical (Annual)	240
				2) Medical(Annual)	360

Note:- 1) Exemption of tuition fee will be available to the Himachali Girls only subject to the production of Bonafide Himachali Certificate.

2). Fee and Annual Funds will be charged in one installment during the time of admission.

3) Fee and Annual Funds once deposited are not refundable in any case.

1. GENERAL INFORMATION

Scholarship and Concessions

The students are informed from time to time about various Post Matric Centre and State Sponsored Scholarship Schemes and the dates for applying for them. Some of the schemes are mentioned below.

Centre Sponsored Schemes:

Post- Matric Scholarships Schemes for SC/ST/Minority/E.B.C/O.B.C/Disabled students.

State Sponsored Schemes:

- Indira Gandhi Utkrisht Chhatravriti Yojna
- Kalpana Chawla Chhatravriti Yojna
- Maharishi Balmiki Chhatravriti Yojna
- I.R.D.P. Scholarship Scheme
- Financial Assistance to the children of the Armed Forces Personnel Killed/disabled during wars / operations

The students have to apply online through National Scholarship Portal NSP 2.0 and submit the copies of downloaded forms along with copies of the required documents for verification to the teacher in charge of the scholarships. The scholarships are awarded to the eligible students as per the norms and rules prescribed by the government and are disbursed online. Therefore, it is mandatory for a student to have her/his bank account linked to her/his Aadhar number.

If two male wards of the same parent are getting education in the college, only one will be eligible for the scholarship/ fee concession.

Leave Rules for Students and Fine

1. A student can proceed on leave with prior permission of the Principal. The application should also be signed by the parent of the student and duly recommended by the tutor.
2. A tutor can recommend leave up to maximum of five days and leave for longer duration will be sanctioned by the Principal.
3. Leave on account of illness if it is for more than three days must be accompanied by medical Certificate.

1. Students participating in various inter college games or other competitions including youth festival tour etc. will have to get their leave sanctioned by the Principal with prior recommendation of their incharges concerned before their departure.

1. Failure to pay dues on / by due date will entail a fine of Rs one per day.

1. If a student remains absent without sanctioned leave for ten days or more, his / her name shall be struck off from the College Roll.

1. A student can take readmission with fine of Rs. 100/- for the first time and Rs. 200/- for the 2nd time on the recommendation of concerned teacher.

Other fines:

- Absence fine per period: Re. 1/-
- Absence from practical: Rs. 3/-
- Absence from Mid-Term Test: Rs. 10/- per Paper
- Late return of Library books: Re. 1/- per day after 7 days.

8. The Principal can expel / rusticate a student from the College if found guilty of misconduct.

College Library

The College Library plays a crucial role in teaching and learning activities. GDC Banjar has an integrated Library Information Management System (LMS) which maintains library records, cataloging and reports etc. The college library has digital cataloguing of books where they are bar coded and can be searched through computer with KOHA Integrated system. The students are issued bar coded library cards. College has subscription of N-LIST (National Library and Information Services Infrastructure for Scholarly Content), being jointly executed by the UGC-INFONET Digital Library Consortium, INFLIBNET Centre and the INDEST-AICTE Consortium, IIT Delhi. This project provides free access to around thirty lakhs full text e-books and more than six thousand e-journals on all the subjects to students, researchers and faculty members. Full text e-books can also be downloaded or printed directly from the publishers' website under this project. A computer section for students has been established in library where they can access various e-resources. The library has around 10000 books having a collection of both text and reference books. Latest subject books, magazines and newspapers have been subscribed for the library. There is always an effort to purchase the latest editions of books to update the knowledge of students in various subjects. The library at present subscribes twelve magazines, three journals and four newspapers. The facilities of computer and printing machine are also available to the students. For current affairs and competitive preparations there are subscriptions of twelve magazines such as Pratiyogita Sansar, Competition Refresher, Pratiyogita Darpan, Front Line, India Today, Yojna, Competition Success Review, Readers' Digest, Sarita, Biology Today, Mathematics Today, Chemistry Today, Physics Today, Vigyan Pragati and Vani Prakashan. The library has subscription of both Hindi and English Newspapers.

The books are issued to the students as per the following rules.

- Only a regular College student will be allowed to get books issued from College Library on the production of Identitycum-Library Card.
- Ordinarily two books are issued at a time for 7 days and the Librarian has the right to recall the books at any time.
- Reference Books, Journals and
- Magazines are not issued. However, the students can consult the same in the library
- In case of loss of book, the student will have to either replace the book or pay fine in addition to the present price of the book.

College Library/Identity Card

Each admitted student will be issued a college Library /Identity card which will have her/his complete personal information along with one stamp size photograph. In case of loss of the card, a duplicate identity card will be issued on payment of Rs 20/- and production of copy of FIR lodged with the police station.

College Magazine

The College has been publishing its magazine *Seraj Shikha* since the session 2013-2014 for giving students an opportunity to showcase their talent and hone their creative writing skills. Interested students can contribute their write-ups for the college magazine by contacting the editors of the magazine.

Sports and Co-curricular Activities

The college provides facilities to the students who wish to make a mark in games. The college prepares teams for University Championships in Athletics, Basketball, Cricket, Volleyball, Table tennis, Badminton and Kabaddi. The college provides various incentives for the students participating in competitions held at University/ State/ Zonal/ National level. A committee of teachers decides the formation of teams to represent the college in different tournaments. The college also provides guidance to students for participation in various competitions held during the HPU Youth Festivals. These items are Music (vocal & instrumental), Debates, Declamation, Quiz, Poetic Symposium, Painting, Dance, Poster Making, Rangoli, Collage etc.

NSS

NSS is a very important part of the activities of any educational institute. It helps in developing the spirit of service of the community. The college has one unit of NSS volunteers. The unit has total 100 students in it. The volunteers have been actively engaged in campus beautification and cleanliness and other services of the community.

Rovers and Rangers

The Bharat Scout and Guides is a voluntary organization. It is devoted to the development of the character of the young generation and selfless service of the country. A team of 32 Rovers and Rangers has already been formed in the academic session 2016-2017. In this session new students will be enrolled as Rovers and Rangers.

Career Guidance and Counseling Cell

The College has established a Career Guidance and Counseling Cell for guiding the students in pursuing the career most suitable considering their abilities. This Cell also helps the students in developing their personalities and sharpening their communication skills.

Annual Prize Distribution Function

Annual prize distribution function is held every year in the month of April to award students who have shown excellence in the fields of Academics, Sports, cultural, NSS and other activities. The rules for the awards of prizes will be notified later on.

Tutorial Groups

Tutorial groups are formed every year in the college to ensure the closer interaction between teachers and students. These groups will provide opportunity to the students to exhibit their creative potential, which otherwise remain dormant and share their problems and difficulties with their Tutor. There will be 60 to 70 students in a group. Each tutorial group will be guided by a member of the faculty and students can seek advice regarding any matter from their tutorial head.

Community Participation / PTA

There is a Parent Teacher Association which plans and undertakes development work in the College. The association is run by the Executive Committee which takes all decisions. The students contribute money to PTA fund at the time of admission. The objectives are:

- (a) To incorporate suggestions from the various members of the Association for the improvement of educational standard of college.
- (b) To seek the participation of the parents in the development activities of the institution.

College Student Central Association (CSCA) :

In order to inculcate leadership qualities among the students and to provide platform to address the students' problems, the CSCA is constituted in the college in accordance with the university notification. At present, the CSCA is a nominated body of the student comprising of the President, Vice President, Gen. Secretary, Joint Secretary as well as class and other nominated representatives.

Old Students' Association (OSA)

Govt. Degree College Banjar Old Students' Association got registered in 2019 under the H.P. Society Regulation Act 2006. The association aims to establish a link with the old students of the college for contributing to enrichment of student's knowledge and upliftment of the college.

Disaster Management Club

The college has established Disaster Management Club with a vision to prepare a group of volunteers who can reach out to the tragedy/natural calamity affected people at the earliest so as to provide them immediate relief in tandem with NGO's and local administration.

IT Infrastructure

- IT Lab
- Seminar Hall
- Smart Classrooms
- Campus Wi-fi
- Online Library Management System
- Office Management System
-

Canteen

The college canteen offers a variety of food items prepared in a neat and clean and homely atmosphere.

Educational / Study Tours

Educational / study tours are organized so that the students do not remain within the confines of their curriculum and can extend outside the boundaries of the classroom and academics. The students who are regular in their attendance and have good conduct will be eligible for the Educational Tour. Students will have to produce written permission from their parents for joining such tours. No tour can be organized without an accompanying teacher and prior permission of the college Administration. An accompanying female teacher is mandatory in case of girl student going for an educational tour/ tournament/ youth festival.

Indira Gandhi National Open University (IGNOU)

IGNOU has established its study centre in the College. The centre offers a range of courses for the students. The students can choose subjects of their choice and explore their potential.

Conduct and Discipline

1. Ragging is strictly banned in the college. There shall be no ragging in and around the college

2. Following nefarious activities will be considered gross misconduct and can lead to fine or suspension/expulsion.
 - a. Writing obscenities / dirty words on black boards, walls or furniture.
 - b. Aimlessly loitering in the corridors, raising noise or attempts to disturb classes.
 - c. Smoking or taking Drugs/Alcohol, etc. in the campus.
 - d. Any attempt to damage the furniture or other property of the campus.
 - e. Pasting posters on the walls or notices on the Notice Board without Principal's permission.
 - f. Misbehaving with the college staff.
 - g. Using mobile phones in the class room and playing music on the cell phones in the campus.
 - h. Bringing outsiders, miscreants or anti-social elements in the campus.
3. Students who participate in sports or other extra - curricular activities / educational tours must produce written permission from their parents / guardians.
4. Every student must carry his/her identity card which is issued to him / her when he / she joins the college. He / she must produce the identity card whenever demanded.
5. Parents / Guardians are requested to remain in touch with the college Principal and the concerned teachers regarding progress of their wards in the college.

Anti Smoking /Anti Tobacco

Smoking and use of tobacco products are strictly prohibited in the college campus. Any one found smoking or using tobacco products will have to pay a fine of Rs. 500/- in addition to suspension or expulsion from the college.

12. ACADEMIC & ACTIVITY CALENDAR 2020-21

Sr. No.	Activity	Tentative Dates
1	Admission process	w.e.f. 26 July, 2020
2	Regular classes	w.e.f. 16 August, 2020
3	Principal's Address to the Students	Second Week of August, 2020
4	Independence Day	15 th August, 2020
5	PTA Meeting	4 th Week of August, 2020
6	OSA Meeting	4 th Week of August, 2020
7	Sports' Day	28 th August, 2020
8	Teachers' Day	5 th September, 2020
9	Literary Society Function	Second Week of September, 2020
10	Hindi Diwas	14 th September, 2020
11	NSS Day	24 th September, 2020
12	Eco-Club Activity	Second Week of October, 2020
13	Energy Club Activity	22 nd October, 2020
14	National Unity Day	31 st October, 2020
15	National Education Day	11 th November, 2020
16	NCC Day	4 th Sunday of November, 2020
17	Constitution Day	26 th November, 2020
18	Red Ribbon Club Activity	1 st December, 2020
19	Human Rights Day	10 th December, 2020
20	Mid-Term Tests	December, 2020
21	National Mathematics Day	22 nd December, 2020
22	Career Counselling Programme	Last Week of Sept/Nov/Feb (*20/'21)
23	NSS Special Camp	First Week of January, 2021
24	International Women's Day	8 th March, 2021
25	Science Day Function	Third Week of March, 2021
26	Annual CSCA Function	Third Week of March, 2021
27	Annual Prize Distribution Function	First Week of April, 2021

Notes:

1. Above Programmes and Dates are tentative and subject to change/amendment. Changes, if any, will be notified on College Notice Board/Website and the same will be circulated in the classes.
2. Admission Schedule, Vacation Schedule as well as Final Examination Schedule will be as per the notifications by the Directorate Higher Education / H.P. University as per Govt. directions and will be conveyed through website and electronic/print media.

13. ANTI- RAGGING AND ZERO TOLERANCE TO RAGGING

Ragging according to Supreme Court of India Judgement /order 2001 is defined as “any disorderly conduct whether by words spoken or written or by an act which has the effect of teasing, treating or handling with rudeness to any student, indulging in rowdy or indisciplined activities which cause or is likely to cause annoyance, hardship or psychological harm or to raise fear or apprehension thereof in a fresher or a junior student or asking the students to do any act or perform something which such students

will not do in the ordinary course and which has the effect of causing or generating a sense of shame or embarrassment so as to adversely affect the physique or psyche of a fresher or a junior student.”
Strict action will be taken against those found guilty of ragging and/or of abetting Ragging. Depending upon the nature and gravity of the offence the possible punishment for those found guilty of ragging shall be any one or any combination of the following:

1. Withholding scholarship or other benefit.
2. Debarring from representation of college events.
3. Withholding of results.
4. Suspension or expulsion from hostel, mess and college.
5. Legal proceeding under criminal law shall be initiated.
6. Fine upto Rs. 25000/- with public apology.
7. In case of more serious allegations, FIR will be lodged with police and matter will be disposed of in the court of law where if convicted for such an offence the offender can be punished with institution and will not be eligible for admission in any other institute for a period of three years.

Note: In case of any incidence of ragging contact any of the following members of the Anti-Ragging Committee immediately:

Anti-Ragging Committee:

1. Dr. Mandeep Sharma (Principal) 01903-221602
2. Dr. Joginder Thakur 94180-74644
3. Dr. Renuka Thapliyal 70181-48958
4. Mrs. Dhanwanti Kaushal 94187-06240
5. PTA Members - 2
6. Media Person - 1
7. Student Members - 2
8. Civil Administration Representative/Police - 1

**Toll Free Anti-Ragging Helpline 24*7
1800-180-5522.**