PROSPECTUS-CUM HANDBOOK

OF

BACHELOR OF COMPUTER APPLICATIONS (BCA/PGDCA)

(2024-25)

Get in Touch:

Principalgovtcollege.r.peo@gmail.com

9878872206

T.S Negi Govt. College Reckong Peo Distt. Kinnaur H.P

The function of education is to teach one to think intensively and to think critically. Intelligence plus character that - is the goal of true education

Martin Luther King Jr.

Thakur Sen Negi Government College believes firmly in this ideology and therefore provides holistic education to the students that encompass academics, co-curricular activities and skill enhancing learning. The Prime focus of the institution is best reflected in its mission- "**Vidya Janam Jyoti**" which literally means that the divine light of knowledge alone can lead to true freedom, bliss and victory. The institution offers not only Graduation Degrees in Arts, Science and Commerce, Post Graduation Degrees in History and Political science but also BCA and PGDCA under self financing schemes, and various Add- on courses and Skill Development courses too. Thus the institution has excelled in its academic endeavors and in sharpening the minds and skills of the students in a constructive, employable and socially desirable way.

Moreover with a view to preserve and promote the rich and vibrant tribal art, culture and its traditions, various cultural activities are organized in the college there by providing a platform to the students to not only showcase their talents but also to explore their rich cultural heritage. The students are also constantly made to engage with larger social causes by the competent and efficient units of NSS, NCC, Rover and Ranges and various Clubs and societies.. The institution is privileged to have a highly qualified and dedicated faculty which leaves no stone unturned to foster a positive learning and environment for students and to ignite their young minds with curiosity, zeal and enthusiasm. The institution has became instrumental in providing the best possible education to the tribal youth at their doorstep there by equipping them with various skills and inner strength to face rough challenges in life.

I welcome and wish good luck to all the students for the session 2024 25. I urge you to embrace each day with enthusiasm and insatiable thirst for knowledge. I earnestly hope that while you are with us, you grow into healthy mind and happy souls and contribute something worthwhile to the society

Jai Hind!

With warm Regards
Dr. Poonam Mehta
Principal

ABOUT THE COLLEGE

Thakur Sen Negi Govt. College is accredited "B Grade" by National Assessment and Accreditation Council (NAAC).The institute's name is associated to the towering personality of the district Sh. Thakur SenNegi, the first chief secretary of the district and thrice elected Speaker of the Himachal Pradesh Vidhan Sabha.The college is located at the footsteps of magnificent Kinner Kailash Mountain Ranges and is the pioneering institute for higher education at Reckong Peo, Kinnaur. The motto of the institute is "VIDHAYA JNANAM JYOTI". The various courses available in the college are BA, B.SC and B.COM. In additional to this two self financing courses viz. BCA and PGDCA and two ADD-ON courses of Environment Disaster Management, Tour and Travel management are also available in the college. The college has formulated many committees, clubs and societies as NSS, NCC,Rover and Ranger, Red Ribbon Club, Science Club, Geographical Society, Unnati Club and Literary Club are instrumental in evolving the growth of personality of the students in best possible manner. Internal Quality Assurance Cell (IQAC) has been established to improve the administrative and educational excellence in the institute which looks after the comprehensive growthof the institute.

PROPOSED ACADEMIC CALENDAR (2024-25)

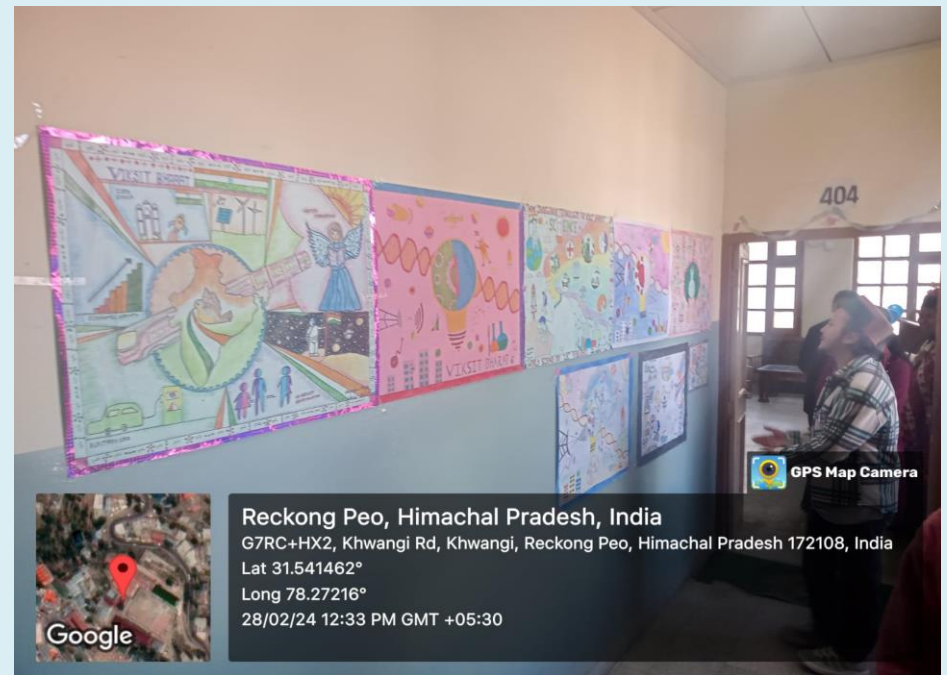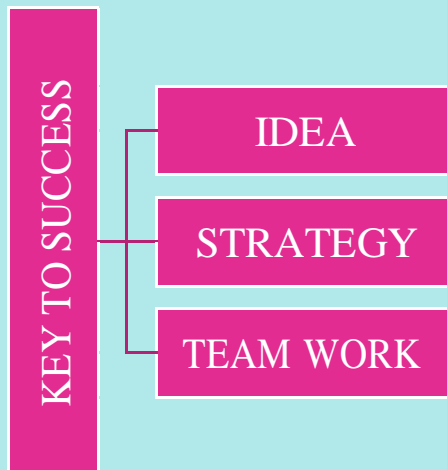| Sr. No.	PARTICULARS	FROM	TO
1.	Beginning of the New Academic Session	13ᵀᴴ July,2024	
2.	Submission of Fresh Admission Forms for UG Programmes (Online)	03. 06. 2024	15. 07. 2024
3.	Display of First Merit List	16. 07.2024	
4.	Counselling and Fee Deposit by students	16. 07. 2024	19.07.2024(5:00 PM)
5.	Display of Second Merit List	20. 07. 2024	
6.	Counselling and Fee Deposit by the students	20. 07. 2024	
7.	Roll On Admission for UG Programmes (Online mode)	03.06.2024	15.07.2024
8.	Fee Deposit for Roll On Admissions	16.07.2024	20.07.2024
9.	Orientation of 1ˢᵗ Year UG students (BA/ BSc/ BCom/ BCA/ B.Voc)	22.07.2024	
10.	Regular Teaching	23.07.2024	28.10.2024
		04.11.2024	31.12.2024
		05.02.2025	29.03.2025
11.	Principal's Address	1st Week of August	
12.	NSS/NCC/R&R Registration	Tentatively in the month of August/ September 2024	
13.	Anti-Ragging & De-addiction Drive	Tentatively in the 3ʳᵈ week of August 2024	
14.	Admission to Postgraduate Programmes	As per HP University's notification/ norms	
15.	CSCA Formation and Oath Taking Ceremony	As per HP University's Latest Notification	
16.	Mountaineering/ Trekking Activities	Tentatively in the month of October 2024	

17.	Celebration of Independence Day	15th August, 2024	
18.	Teachers' Day	05th September, 2024	
19.	Hosting of HPU Inter-College Sports Meet	As per dates to be notified by HP University	
20.	College Cultural Events	Tentatively in the month of November/ December 2024	
21.	Gandhi Jayanti	02nd October, 2024	
22.	CSCA Cultural Function, Human Rights Day and AIDS Day	December 2024	
23.	HPU UG/PG examinations	As per HP University's notification/ norms	
24.	NCC Camp and NSS Annual Camp	As per the notification	
25.	Mid-Term/ House Test	As per the notification	
26.	Annual Prize Distribution Function	3rd Week of March, 2025 (Tentative)	
27.	Examination	01. 04. 2025	14. 05. 2025
28.	Vacation Schedule: • Summer Vacation • Diwali Break • Winter Vacation	 18.06.2024 29.10.2024 01.01.2025	 12.07.2024 02.11.2024 04.02.2025

VISION & MISSION

VISION

To produce globally competent computer professionals by providing high quality education, conducive learning and research experience that responds swiftly to the challenges of the ever-changing world.

- It provides a platform for students to match the technical skills at international standards
- To provide the atmosphere for students so they can create employment opportunities for themselves as well as for others
- The Department of Computer Applications at G.C Rampur provides excellent technology to the students as well as faculty so that they can be equipped with the requisite skills as per international industry standards
- To prepare the students for technical training with revolutionary vision who can compete globally
- To brush up the ethical as well as technical skills in students so that they will become the preferable choice of a prospective employer.

Reckong Peo, Himachal Pradesh, India
G7RC+HX2, Khwangi Rd, Khwangi, Reckong Peo, Himachal Pradesh 172108, India
Lat 31.541462°
Long 78.27216°
28/02/24 12:33 PM GMT +05:30

KEY TO SUCCESS

- IDEA
- STRATEGY
- TEAM WORK

MISSION

- To produce a quality learning environment that helps students to enhance problem solving skills and to be lifelong learners in ever evolving and challenging global technological developments.
- Develop a centre of excellence to provide solutions for various social & industrial issues in present & future context.
- To collaborate with industry and institutes to make students ready for the professions across disciplines, nationally and globally.
- To provide technical education to the students through well-equipped labs
- Giving personal attention to weaker students consequently, allowing them to cope up with other scholars.

PROGRAM SPECIFIC OUTCOMES

- Equip themselves to potentially rich & employable field of computer applications.
- Pursue higher studies in the area of Computer Science/Applications.
- Take up self-employment in Indian & global software market.
- Meet the requirements of the Industrial standards.
- An ability to apply knowledge of mathematics, computer science and management in practice.
- An ability to enhance not only comprehensive understanding of the theory but its application too in diverse field.
- The program prepares the young professional for a range of computer applications, computer organization, techniques of Computer Networking, Software Engineering, Web development, Database management.
- An ability to design a computing system to meet desired needs within realistic constraints such as safety, security and applicability in multidisciplinary teams with positive attitude.
- In order to enhance programming skills of the young IT professionals the program has introduced the concept of project development in each language/technology learnt during semester.

About us:

At the end of the three year BCA programme the students will be able to:

- Understand, analyze and develop computer programs in the areas related to algorithm, web design and networking for efficient design of computer based system.
- Work in the IT sector as system engineer, software tester, junior programmer, web developer, system administrator, software developer etc.
- Apply standard software engineering practices and strategies in software project development using open source programming environment to deliver a quality of product for business success.

FACULTY PROFILE

Director cum Principal   **Dr. Poonam Mehta**

(Co-ordinator)   **Mr.   Inder Bhagat**

Mr. Kushal Sharma
Assistant Professor of Mathmatics

Dr. Gian Sharma
Assistant Professor of English

Dr. Mohit Prakash
Assistant Professor of Commerce

Mr.Dev Raj
Assistant Professor of Commerce

Mr. Inder BhagatNegi
Assistant Professor of Com. Sci.
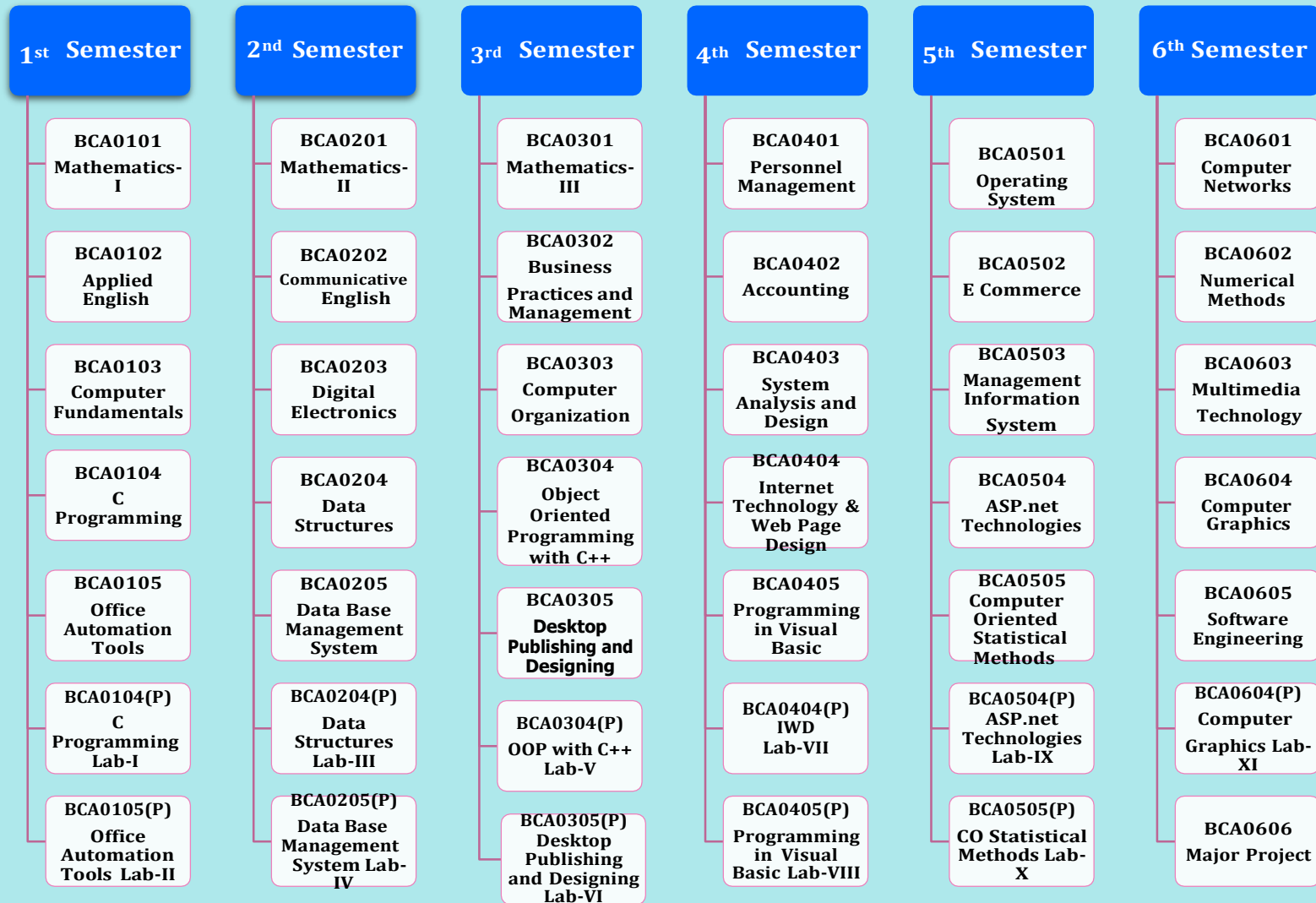

Ms. Jaya Prada
Assistant Professor of Com. Sci.

Ms. Shivangni
Assistant Professor of Com. Sci.

Mr. SanjayKumar
Lab. Attendant –cum-Clerk

Course Curriculum

1st Semester

- **BCA0101** Mathematics-I
- **BCA0102** Applied English
- **BCA0103** Computer Fundamentals
- **BCA0104** C Programming
- **BCA0105** Office Automation Tools
- **BCA0104(P)** C Programming Lab-I
- **BCA0105(P)** Office Automation Tools Lab-II

2nd Semester

- **BCA0201** Mathematics-II
- **BCA0202** Communicative English
- **BCA0203** Digital Electronics
- **BCA0204** Data Structures
- **BCA0205** Data Base Management System
- **BCA0204(P)** Data Structures Lab-III
- **BCA0205(P)** Data Base Management System Lab-IV

3rd Semester

- **BCA0301** Mathematics-III
- **BCA0302** Business Practices and Management
- **BCA0303** Computer Organization
- **BCA0304** Object Oriented Programming with C++
- **BCA0305** Desktop Publishing and Designing
- **BCA0304(P)** OOP with C++ Lab-V
- **BCA0305(P)** Desktop Publishing and Designing Lab-VI

4th Semester

- **BCA0401** Personnel Management
- **BCA0402** Accounting
- **BCA0403** System Analysis and Design
- **BCA0404** Internet Technology & Web Page Design
- **BCA0405** Programming in Visual Basic
- **BCA0404(P)** IWD Lab-VII
- **BCA0405(P)** Programming in Visual Basic Lab-VIII

5th Semester

- **BCA0501** Operating System
- **BCA0502** E Commerce
- **BCA0503** Management Information System
- **BCA0504** ASP.net Technologies
- **BCA0505** Computer Oriented Statistical Methods
- **BCA0504(P)** ASP.net Technologies Lab-IX
- **BCA0505(P)** CO Statistical Methods Lab-X

6th Semester

- **BCA0601** Computer Networks
- **BCA0602** Numerical Methods
- **BCA0603** Multimedia Technology
- **BCA0604** Computer Graphics
- **BCA0605** Software Engineering
- **BCA0604(P)** Computer Graphics Lab-XI
- **BCA0606** Major Project

Evaluation System for BCA Programme

Internal assessment		End semester exam	Total
Mid Term	15 marks	70 marks	100 marks
Assignments	10 marks		
Attendance	5 marks		
TOTAL	30 marks		

Credit Scheme for Bachelor of Computer Application (BCA)

- Theory: 4
- Practical: 3

- CCA: 30
- End Sem: 70
- Total : 100

- CCA: 15
- End Sem: 35
- Total: 50

- 3 hours

SCHEME OF EXAMINATION:

- English shall be the medium of instruction and examination.
- The pass percentage in each subject will be 45%

Theory Papers: (CBCS Semester system)

For regular students each paper will be of 100 marks (70 marks of theory exam and 30 marks for Internal assessment) and the duration of each paper will be 3 hours.

Practical Examination:

Practical examination of 50 marks (35 marks for Practical and 15 marks for Internal Assessment) of duration 3 hours will be conducted by the external examiner from the panel submitted by Chairman, Computer Science Department, Himachal Pradesh University and duty approved by the University/ Evaluation Branch, HPU Shimla.

Project work:

In 6th Semester a student has to develop one project, which will be evaluated by the external examiner from the panel submitted by 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
2. Seminar   15 Marks (to be evaluated internally)
3. Viva Voice   25 Marks

*Attention - It is mandatory for all the BCA students to follow the dress code on all days except Wednesday and Saturday.

Admission to BCA Programme

Instructions for Admission to BCA

The candidates will have to download the college prospectus from the college website www.gbpmgcrampur.edu.in. The candidates are advised to read the various instructions regarding admission in the prospectus before applying for admission. The candidates seeking admission should **apply online w.e.f.**

3rd June, 2024 to 12th July, 2024. The students appearing in the merit list will undergo online counseling by the admission committee and the recommended students will have to deposit the prescribed fee within the stipulated period as per the HPU /College schedule. Later on, every student will also have to approach the admission /scrutiny committee for physical verification as per the schedule notified by the college.

Important: Provisionally admitted students (who have deposited the Fee) should note that it is compulsory for them (and their parents) to submit an online Anti-Ragging undertaking affidavit every academic year by visiting the website: https://www.antiragging.in/affidavit_registration_disclaimer.html **(Please select the option of "Affiliated College" for the submission). Do not forget to note down the REFERENCE NUMBER that is generated on the submission of the affidavit form. After filling up the form the student can download the undertakings (of both students and parents) from the website:**

https://www.antiragging.in/undertaking_request.php **by using the REFERENCE NUMBER.** Remember to write down the REFERENCE NUMBER of the Anti-Ragging Undertaking in the appropriate column given in the downloaded Application form.

1. **BCA 1st Semester**

Eligibility: 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: Maximum age limit for admission to BCA course is 21 years for general category, 24 years for SC/ST category and 23 years for girl students, as on 1st July of the year concerned. The Vice-Chancellor may permit age relaxation up to maximum of six months.

Documents Required and Instructions for Admission to BCA 1st Semester

List of Documents to be uploaded during the online submission of application

1. Original Matriculation Certificate for the proof of date of birth

2. Original 10+2 certificate

3. Applicants coming from Board/University other than the HP Board of School Education/HP University must upload Original Migration Certificate

4. Original Character Certificate issued from the office of the Head/ Principal of Institution / School last attended or by a gazetted officer in the case of private candidates. The character certificate should have been issued within the last six months on the day of application

5. In the case of gap year, a completely filled self-declaration form (the format is available as Annexure 1 at the end of the prospectus and can also be downloaded from the college website.

6. In the case of gap year, Original character certificate issued by the SDM of the area concerned (Character certificate issued other than the above will not be accepted.) The character certificate should have been issued within the last six months on the day of application

7. Original SC/ST /OBC Certificate (SC/ST/ OBC candidates only)

8. Original EWS Certificate, IRDP Certificate, Ex-servicemen Certificate, WFF Certificate and PH Certificate (for candidates applying under these categories)

9. In case of non-subsidized seats (NRIs/NRI sponsored candidates & foreign national) the following additional documents are also required:

   a) Sponsorship documents in case of non-subsidized seats (NIRs/NRI sponsored candidates).

   b) Proof of the nationality in case of a foreign national.

   c) In case of non-subsidized seats (NRIs) either of the following shall be considered as proof of their status:
      i. Copy of the non-resident card/employment card issued by the employer
      ii. Photocopy of the immigration/employment visa entry on the passport along with that of passport
      iii. Certificate issued by the Indian Embassy / High Commission of the country where residing
      iv. Photocopy of the latest assessment order of the income tax authorities either in or the country of emolument filled in the status of non- resident Indian

   d) Certificate of sponsorship from an NRI in case of a sponsored candidate, along with proof of NRI status of the sponsored as required under part (b) above.

List of Documents Required at the Time of Physical Verification:

For the physical verification the students shall have to bring the following documents along with **two passport size photographs**:

      i.   Downloaded Application form (*The parents/guardians must sign the undertaking on the 2nd page of the downloaded application to ensure that their wards will not take part in ragging, smoking and any other anti -institutional activity which brings disgrace to the college*)

     ii.   Downloaded copy of Anti-Ragging undertaking by the student

    iii.   Downloaded copy of Anti-Ragging undertaking by the parent

    iv.   Fee slip

     v.   Original Character Certificate for submission

    vi.   Original Migration Certificate submission (for candidates coming from Board/ University other than H.P. Board of School Education/ H.P. University

   vii.   Self-attested copy of all uploaded documents

  viii.   Self-Declaration document for gap in education (format available as Annexure at the end of the prospectus)

    ix.   All original documents for verification

Preparation of Merit List

- The admission to BCA course is based on the merit alone.
- Separate merit list shall be prepared for subsidized & non-subsidized categories. The 35 subsidized seats will be filled first and the remaining 25 seats in non-subsidized category will be filled after all the seats in subsidized category are filled.
- Admission to the course for **subsidized** seats shall be as per the HP University 200 Point roster.
- For **non-subsidized** seats, the admission shall be based on the merit list prepared as per the percentage scored in +2 examination. The HP University roster will not be applicable for admission under non-subsidized seats.
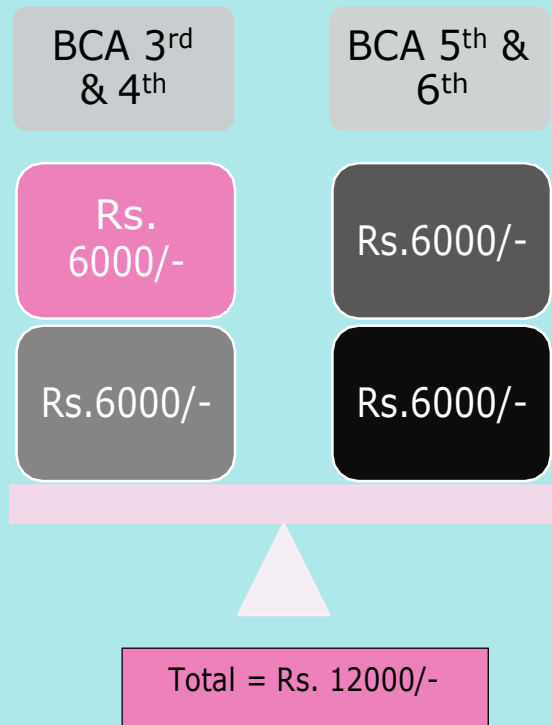
2. Fee Structure and list of documents for BCA 3rd Semester and BCA 5th Semester

All the students who appear in the university examinations of BCA 2nd & 4th Semester can get admission to the next semester under the provision of ROLL ON system.

Document required for ROLL ON system:

    i.   Matriculation Certificate
    ii.   Copy of + 2 Certificate
    iii.   Copy of BCA Sem.-I, II Certificates if result declared (for admission in 3rd Sem.)
    iv.   Copy of BCA Sem.-I, II, III & IV Certificates if result declared (for admission in 5th Sem.)
    v.   Two passport size photographs

Subsidized Seats

BCA 3rd & 4th	BCA 5th & 6th
Rs. 6000/-	Rs.6000/-
Rs.6000/-	Rs.6000/-

Total = Rs. 12000/-

Non-Subsidized Seats

BCA 3rd & 4th	BCA 5th & 6th
Rs.12500/-	Rs.12500/-
Rs.12500/-	Rs.12500/-

Total = Rs. 25000/-

Other charges (in addition to the above fee):

1. Examination fee as per HPU norms will be charged at the time of filling up of examination form
2. Refundable library-cum-lab security of Rs.300/-
3. PTA Fund @ Rs. 200/- per student will also be collected at the time of admission.
4. BCA students who have attained the age of 18 years at time of admission are eligible for membership of Higher Education Institute Society of G.B. Pant Memorial Govt. College Rampur Bushahr and are required to pay subscription of 100/- per annum, as per the decision of the Governing Body of the Society.

Fine Related to Absence from the Class:

- A student will be fined for absence from the class @ Rs. 1/ absence/ class.

NOTE:-
- Late admission fee per day =Rs.10/-

- All the students of BCA under ROLL ON System are directed to pay the college fee within prescribed schedule. No one will be permitted to attend the classes without depositing the prescribed fee.
- Fee once deposited shall not be refunded or adjusted in any case.

Introduction to PGDCA

In order to cater to the growing demand of computer awareness among the youth, this college has introduced Post Graduate Diploma in Computer Application (PGDCA) under self-finance scheme. The total number of seats in the PGDCA course is 60, distributed as under:

Category (Subsidized/Non-Subsidized)	Number of seats
Subsidized Seats	30
Non-Subsidized Seats	10
Total	40

Evaluation system

Internal assessment		End semester exam	Total
Assignments	10 marks		
Presentation/ Seminar	10 marks	75 marks	100 marks
Attendance	5 marks		
TOTAL	25 marks		

Scheme of Examination for PGDCA: Duration of PGDCA is one year spread over two semesters. There will be semester system of examination. Each theory paper will be of three hours duration and of 100 marks out of which 75 marks are for written examination and 25 for internal assessment. Each practical exam will be of 100 marks out of which 50 marks for practical and 50 for internal assessment. In the second semester student has to prepare one project which will be evaluated on the following parameters:

Project Report	**50 Marks**
Viva Voice	**100 Marks**
Seminar	**50 Marks**
Total	**200 Marks**

Admission to PGDCA:

Instructions for Admission to PGDCA

The candidates will have to download the college prospectus from the college website www.gbpmgcrampur.edu.in. The candidates are advised to read the various instructions regarding admission in the prospectus before applying for admission. The candidates seeking admission should **apply online w.e.f. 3rd June, 2024 to 15th July, 2024**. The students appearing in the merit list will undergo online counselling by the admission committee and the recommended students will have to deposit the prescribed fee within the stipulated period as per the HPU /College schedule. Later on, every student will also have to approach the admission /scrutiny committee for physical verification as per the schedule notified by the college.

Important:

- Provisionally admitted students (who have deposited the Fee) should note that it is compulsory for all of them (and their parents) to submit an online Anti-Ragging undertaking affidavit every academic year by visiting the website: https://www.antiragging.in/affidavit_registration_disclaimer.html *(Please select the option of "Affiliated College" for the submission).*

- **Do not forget to note down the REFERENCE NUMBER that is generated on the submission of the affidavit form**. After filling up the form the student can download the undertakings (of both students and parents) from the website :https://www.antiragging.in/undertaking_request.php by using the REFERENCE NUMBER.

- Also, write down the REFERENCE NUMBER of the Anti-Ragging Undertaking the appropriate column given in the downloaded Application form.

Eligibility: Any graduate from recognized university or its equivalent with at least 50% marks (45% marks in case of SC/ST candidates) are eligible for admission to PGDCA course.

Age Limit: The maximum age limit for the candidates seeking admission to PGDCA programme shall be 26 years for male candidates, 28 years for female candidates and 29 years for SC/ST candidates as on 1 July of the admission year.

Preparation of Merit List

- The admission to PGDCA is based on the merit alone.
- Separate merit list shall be prepared for subsidized & non-subsidized categories. The 40 subsidized seats will be filled first and the remaining 20 seats in non-subsidized category will be filled after all the seats in subsidized category are filled.

Documents Required and Instructions for Admission to PGDCA

List of Documents to be uploaded during the online submission of application

1. Original Matriculation Certificate for the proof of date of birth

2. Original 10+2 certificate

3. Original graduation DMC

4. Original Character Certificate issued from the office of the Head/ Principal of the Institution last attended or by a gazetted officer in the case of private candidates. The character certificate should have been issued within the last six months on the day of application

5. In the case of gap year, a completely filled self-declaration form (the format is available as Annexure 1 at the end of the prospectus)

6. In the case of gap year, Original character certificate issued by the SDM of the area concerned (Character certificate issued other than the above will not be accepted.) The character certificate should have been issued within the last six months on the day of application

7. Original SC/ST Certificate (SC/ST candidate only)

8. For single girl child reservation, the single girl child will have to submit certificate from the competent authority, i.e., Secretary of Gram Panchayat. Single girl child means a girl who is the only child of her parents and she has no other brother and sister.

9. Original certificate of sports/ cultural activities and required certificate for PWD candidates.

10. In case of non-subsidized seats (NRIs/NRI sponsored candidates & foreign national) the following additional documents are also required:

    a) Sponsorship documents in case of non-subsidized seats (NIRs/NRI sponsored candidates).

    b) Proof of the nationality in case of a foreign national.

    c) In case of non-subsidized seats (NRIs) either of the following shall be considered as proof of their status:

        i. Copy of the non-resident card/employment card issued by the employer
        ii. Photocopy of the immigration/employment visa entry on the passport along with that of passport
        iii. Certificate issued by the Indian Embassy / High Commission of the country where residing
        iv. Photocopy of the latest assessment order of the income tax authorities either in or the country of emolument filled in the status of non- resident Indian

    d) Certificate of sponsorship from an NRI in case of a sponsored candidate, along with proof of NRI status of the sponsored as required under part (b) above

List of Documents Required at the Time of Physical Verification:

For the physical verification the students shall have to bring the following documents along with **two passport size photographs**:

i. Downloaded Application form (*The parents/guardians must sign the undertaking on the 2nd page of the downloaded application to ensure that their wards will not take part in ragging, smoking and any other anti -institutional activity which brings disgrace to the college*)

ii. Downloaded copy of Anti-Ragging undertaking by the student

iii. Downloaded copy of Anti-Ragging undertaking by the parent

iv. Fee slip

v. Original Character Certificate for submission

vi. Original Migration Certificate submission (for candidates coming from Board/ University other than H.P. Board of School Education/ H.P. University

vii. Self-attested copy of all uploaded documents

viii. Self-Declaration document for gap in education (format available as Annexure at the end of the prospectus)

ix. All original documents for verification

Fee Structure of PGDCA

Subsidized Seats:

- The candidates admitted under the subsidized category are required to pay annual consolidatedfee of Rs. 14,000/- at the time of admission**.**

Non-Subsidized Seats:

- The candidates admitted under non-subsidized category are required to pay annual consolidatedfee of Rs. 25,000/- at the time of admission.

Girl's Hostel

The college has a girl's hostel with an accommodation for 60 girls. Resident girls' students are residing in the hostel since August 2015 the warden of the hostel is Dr. Sidheshwari. The hostel is located near the college campus and is well furnished for a comfortable stay of the students. In current academic session a total of 45 students shall be admitted to the hostel strictly on the basis of academic merit the students must adhere to the rules and instructions provided as under:

General Rules of Hostel:-

1. A student can apply to hostel after being granted admission in the college.

2. The Admission forms can be availed from (College office) Sh. Ram KrishanHostel clerk.

3. No ragging, smoking, drinking is allowed in the hostel, if a girl is foundguilty she shall be expelled from the hostel without any prior notice.

4. The recommendation of warden is necessary for admission in the hostel.

5. A failed student shall not be allowed re-admission in the hostel.

6. Fresh admission needs to be sought every academic semester/year.

7. Any rules which may be deemed necessary by the Principal/Warde

8. The Hostel schedule shall follow the College schedule in every manner

9. Security will not be refunded for the students who leave the Hostelmidsession.
    10. Married Girls are not permitted to take admission in the hostel.

Conduct Rules of Hostel

1. Hostel Prefect shall be deputed by Warden for one academic session, having the responsibly of discipline maintenance, conduct of boarders and shall act as representative of the boarders.

2. A co-operative mess and (not diet based mess) is being managed by the boarders; resident girls shall manage the mess on rotation. It is compulsory for all the boarders to join the hostel mess and be mess managers.

3. No visitors shall be allowed in the hostel premises without permission of authorities/warden. Parents are not allowed to visit the rooms of the residents without prior permission of the Warden.

4. Disciplinary action may be taken against boarders, defacing and damaging of the hostel property/furniture, which may incur fine expulsion from hostel.

5. The room shall be allotted at the time of admission in hostel by the authorities and one shall not be allowed to change the room without prior permission of the warden.

6. Leave shall be granted only for **Five days at the most** (Leave beyond days shall be granted by Principal) and residents shall not be allowed leave until guardians or parents come to receive the residents. If a resident is found absent without permission or information she shall be considered to have left the hostel and will have to seek **readmission in hostel** with prior permission of Warden and Principal.

7. No dues certificate from the hostel warden shall be deemed compulsory for all the outgoing boarders so as to refund their hostel security.

8. The hostel rules/fees are subject to change/revision and students will have to pay the revised fee structure.

9. The parents of the boarders are always welcomed for valuable suggestions and visits to the hostel.

Hostel Fee and Fund:

Annual charges refundable/ adjustable

Monthly charges

1. Room Rent per student	=Rs. 30/-
2. Common Room Fund	=Rs. 20/-
3. Clerical Fee	=Rs. 10/-
4. Sweeper Fee	=Rs. 50/-
5. Attendant Fee	= Rs.25/-
6. Water Fee	= Rs. 30/-
7. Electricity Fee	=Rs 100/-

Annual Charges

1. Hostel Admission Fee	= Rs.10/-
2. Furniture Fee	=Rs.100/-
3. Hostel Security (Refundable)	= Rs.1000/-
4. Mess Security (Refundable)	=Rs.500/-
5. Utensil Fund	=Rs. 30/-
6. Hostel Identity Card	=Rs.20/-

7.

The information related to the charges or amended fee structure shall be displayed on the student's notice board as and when the case may be.

RAGGING: A PUNISHABLE OFFENCE

PROHIBITION OF RAGGING UNDER H.P. EDUCATIONALINSTITUTION ACT

(PROHIBITION OF RAGGING ACT ,2009) defines 'Ragging ' as doing any act, by disorderly conduct, to a student of an educational institution ,which causes or is likely to cause physical or psychological harm or raising apprehension or fear or shame or embarrassment to the student.

Such disorderly conduct includes, teasing or abusing or playing practical jokes on or causing hurt to such students or asking a student to do any act or perform something which such student ,will not be willing to do in the ordinary course

A student who commits the offence of ragging shall be punishable with a imprisonment for a term which may extend to three years or shall also be liable to the fine which may extend Rs.50,000/- or both.

If a student is convicted of the charges of committing, abetting, participating or propagating ragging , he shall be dismissed from the college and such student will not get admission in any other college for a period of three years from the date of his dismissal from the college

SAY **NO** TO RAGGING

Use of Mobile phones is strictly prohibited in classrooms and campus as per Government instruction strict action will be taken against the defaulters .Mobile phones can be used only in canteen and the common room

No mobile phones

HELPLINE1800-180- 552

Reckong Peo, Himachal Pradesh, India

In case of any incident of Ragging, Students may contact the following members of AntiRagging Committee:

1. Ms. Balam Devi   8580463660   2 .Mr. Tanzin Nargu   7018955002

3. Mr. Shanta Kumar   7018704899   4. Dr. Sidheshwari   8219945082

5. Mr. Bhagwan Singh   9418423318   6. Office Bearers (CSCA)Anti Ragging helpline:

National No: - 1800-180-5522

Email: helpline@antiragging.net

State No: 0177-2625400

Email: cm-hp@nic.in

Note: - After Admission, the student must file online undertaking form on Anti Ragging with thefollowing URL:-https://www.antiragging.in/affidavit_affiliated_form.php