



**Atal Bihari Vajpayee Govt. Degree College
Takipur
Session 2026 - 27**



PROSPECTUS-CUM- ADMISSION BROCHURE

FOR UG CLASSES

District Kangra, Himachal Pradesh,

Pin Code-176038

email: principalgctakipur@gmail.com

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Let us make ABV GC Takipur "A Ragging Free Zone"

RAGGING

IS A PUNISHABLE OFFENCE

"Ragging" means the following

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

- I. Involve physical or psychological assault or threat or use of force or wrongful confinement or restrain or
- II. Violate the status, dignity and honour of such students, or
- III. Exposes students to ridicule and contempt and affect their self-esteem; or
- IV. Entail verbal abuse and aggression, indecent gesture and obscene behavior

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

- I. Exclusion from the college.
- II. Suspension from the classes.
- III. Fines with public apology.
- IV. Withholding scholarship or other benefits.
- V. Debarring from representation in events.
- VI. Legal proceedings under criminal law shall be initiated.
- VII. Imprisonment, fine or both.
- VIII. With holding theresult of examination

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

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



Principal's Message

“Education is not the learning of facts, but the training of the mind to think”

Albert Einstein

Future belongs to those who believe in the feasibility of their dreams. It is with great pleasure that I welcome you to our esteemed institution and present to you our college prospectus. This document serves as a comprehensive guide, outlining the myriad of opportunities and experiences that await you at our college. At, Atal Bihari Vajpayee Government College Takipur, we are committed to providing a holistic education that fosters intellectual growth, personal development and prepares students for success in their chosen fields. Our institution prides itself on the highest standards of academic excellence, faculty expertise, state-of-the-art facilities and a vibrant campus community. As you peruse the pages of this prospectus, you will discover an array of academic programs tailored to meet the evolving needs of the modern world. Whether you aspire to delve into the Sciences, Arts, or Commerce, our college offers a diverse range of learning designed to broaden your knowledge and nurture your talents.

Our dedicated faculty members, renowned for their expertise and passion, are committed to providing a transformative educational experience. They bring a wealth of industry knowledge, research accomplishments and a deep commitment to your growth as learners and future leaders. Through interactive lectures, engaging discussions, hands-on projects, we strive to ignite your curiosity and equip you with the skills necessary to thrive in a dynamic and competitive global landscape.

At Atal Bihari Vajpayee Government College, Takipur, we believe that education extends beyond the confines of a classroom. Our vibrant campus life provides a nurturing environment for personal and social development. From participating in student clubs and organizations to engaging in community service initiatives, you will have ample opportunities to cultivate leadership skills and create cherished memories.

In addition to our academic and co-curricular offerings, we are dedicated to providing a supportive and inclusive environment that values diversity and celebrates individuality. We strive to create a safe space where students from all backgrounds can flourish, exchange ideas, and gain a global perspective. Our commitment to your well-being extends to the provision of comprehensive student support services, including academic advising, career counseling, and various wellness programs. As you embark on your educational journey, I encourage you to explore the possibilities that await you at Atal Bihari Vajpayee Government College Takipur.

Our prospectus provides a glimpse into the transformative experiences and opportunities that will shape your future. I invite you to delve into its pages, envision your potential, and take the first step towards an extraordinary education. I look forward to welcoming you to our campus and witnessing the incredible achievements you will make during your time at Atal Bihari Vajpayee Government College Takipur. Together, we will embark on a journey of discovery, growth, and success.

Warm regards,

***Dr. Ravinder Singh Gill,
Principal, Atal Bihari Vajpayee,
Government Degree College,
Takipur, Kangra (HP)***



Atal Bihari Vajpayee Govt. Degree College Takipur

District Kangra, Himachal Pradesh, Pin Code-176038

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ADMISSION NOTICE

Session 2026-27

Undergraduate Classes (Arts, Commerce & Science) Under CBCS



Admission form submission: 01st June to 19th June 2026

Regular Teaching commences: 1st July 2026

Atal Bihari Vajpayee Govt. Degree College Takipur offer:

- A team of qualified, competent and experienced teaching faculty
 - Fully furnished spacious classrooms
 - Healthy academic atmosphere
 - All scholarship schemes as notified by the government
 - Smart / Well equipped multipurpose hall
 - Fully functional library
 - Induction programme for new students
 - Career Counseling & Placement Cell
 - Equal opportunity to all students for showcasing their talent
- (Visit College Website for Registration and admission process)

For admission details please contact:

I. Prof. Vijay Kumar	9817066497
II. Prof. Suresh Kumar	70184-89490
III. Dr. Priti Bala	8219797610

<https://abvgdctakipur.in/>

ABOUT THE COLLEGE

Atal Bihari Vajpayee Government Degree College, Takipur was announced in the year 2015 by Govt. of Himachal Pradesh keeping in view the academic needs of the people of rural area of Distt. Kangra locally known as “*Changar Area*”. The foundation stone laying ceremony for construction of the new building of the college took place on September 7, 2015 by then Hon’ble CM late Sh. Virbhadra Singh and inaugurated by then Hon’ble Chief Minister of Himachal Pradesh Sh. Jai Ram Thakur on 13th February 2020. The college is located on national highway and offers a panoramic view.

Though, still in its nascent stage, the college has opened new vistas for the public, especially girls hailing from rural areas in the vicinity, achieving their dream of higher education. The opening of this college has given a boost to women empowerment through the successful education campaign “*Beti Bachao, Beti Padhao.*” We can claim with a sense of satisfaction and pride that about 80% of the registered students in the college are girls.

The college offers multiple subjects of one’s choice in Humanities, Commerce and Science under the annual system introduced by Himachal Pradesh University, Shimla. In the first academic session, a record 199 students were admitted to the first semester of Arts and Commerce streams. In order to ensure academic growth and overall development of the students, the best infrastructure is being provided to students. The college has also started an effective Career Counselling Guidance and Placement Cell, NSS, Red Ribbon Club, Eco Club, Rovers and Rangers, and societies like Literary Society, Social Science Society, Commerce & Management Society, Cultural Society, Science Society and Sports Society have been formed to provide students with adequate exposure and opportunities. To develop a competitive spirit among the students, the college organizes debate, declamation, quiz and various other competitions. For enhancing the reading skills of the students, the college has established a rich library having more than 3000 books pertaining to curriculum and other different competitive exams. To enhance the writing skill of students, the college is releasing its college magazine “*Gyanrupa*” comprising section of English, Science, Commerce, Hindi and Pahari.

To create the spirit of leadership among the students, CSCA has been constituted which strives to establish harmony and coordination between college administration and students for all academic developments. The college has an active Parent Teacher Association (PTA) which is an integral part of the college and plays an important role in assisting the college administration in various developmental activities. Our college is organizing different co-curricular activities under the aegis of various clubs and societies on regular basis for providing a holistic education to the learners.

“Admission schedule for academic session 2026-27”

Admission Schedule with respect to Govt. Degree College Takipur for 1st, 2nd & 3rd year of B.A/B.Sc/B.Com, under CBCS Annual System for the session 2026-27 is as follows:

Sr. No.	Particulars	Period	Days
Admission/Regular Study Schedule			
1.	Submission of admission form for the session 2026-27	01-06-2026 to 19-06-2026	19 days
	Pre admission counselling of students	12-06-2026 to 19-06-2026	
	Display of 1 st merit List (UG 1 st year students)	20-05-2026 upto 5: 00 PM	
	Fee to be deposited	21-06-2026 to 23-06-2026	03 days
	Display of 2 nd Merit list	24-06-2026 upto 3: 00 PM	
	Fee to be deposited	25-06-2026 to 27-06-2026-	03 days
	Orientation of 1 st year students	28-06-2026 to 27-06-2026	01 day
	Admission of UG 2 nd and 3 rd year students on roll on basis	01-06-2026 to 19-06-2026	19 days
	Fee to be deposited (UG 2 nd and 3 rd year students on Roll on basis)	22-06-2023 to 23-06-2027	12 days
	Post admission counselling	24-06-2026 & 30-06-2026	07 days
	Regular Teaching	01-07-2026 to 15-03-2027	> 180 days
		Total teaching days	> 180 days
8	Annual Practical Examinations/Remedial/Need based classes/Self-study by students	16-03-2027 to 25-03-2027	
9	Theory Examinations	25-03-2027 to 10-05-2027	
10	Evaluation of Answer script	Upto 17-05-2027	
11	Results of all UG Classes	Upto 30-06-2027	
12	Results of re-evaluation	Upto 20-08-2027	
13	Supplementary Examinations	September 2027	
14	Results of Supplementary Examinations	October 2027	
	Diwali Break	2 days before and 2 days after Diwali	05 days
	Winter vacation	01.01.2027 to 04-02-2027	35 days
	Summer Vacation	18-05-2027 to 11-06-2027	25 days
		Total Vacation days	65 days

Note: If any activity of Admission Process falls (starts) on a Gazetted Holiday/Sunday in ibid schedule, it will be shifted to next working day. However, adjustment on this account will be made by curtailing orientation/post-admission counselling period accordingly.

STAFF POSITION

S. No.	Name	Subject	Designation	Qualification
1.	Dr. Ravinder Singh Gill	Geography	Principal	M.A., B.Ed., PGDDM, Ph.D

TEACHING FACULTY

S. No.	Name	Subject	Designation	Qualification
2.	Dr. Ajay Chaudhary	Commerce	Associate Professor	M.Com.,M.Phil.,Ph.D, PGDCA
3.	Prof. Vijay Kumar	Political Science	Associate Professor	M.A. (NET)
4.	Prof. Suresh Kumar	Physics	Assistant Professor	M.Sc., M.Phil (NET)
5.	Dr. Priti Bala	Mathematics	Assistant Professor	M.Sc, Ph.D. (SET)
6.	Prof. Aman Walia	English	Assistant Professor	M.A., M.Phil
7.	Dr. Sunil Kumar	Chemistry	Assistant Professor	M.Sc, M.Phil, Ph.D. (NET)
8.	Prof. Medha Sharma	Zoology	Assistant Professor	BS-MS (NET)
9.	Prof Sahil	Botany	Assistant Professor	M.Sc. (NET)
10.	Dr. Sunil Kumar	Commerce	Assistant Professor	M.Com., M.Phil, Ph.D
11.	-----	Hindi	Vacant (01)	-----
12.	-----	Music (I)	Vacant (01)	-----
13.	-----	Economics	Vacant (01)	-----
14.	-----	History	Vacant (01)	-----

NON- TEACHING STAFF

S. No.	Name	Designation	Vacancy Position
1	Sh. Gurdev Singh	Superintendent Grade- II	
2.	Sh. Janak Raj	Sr. Asstt.	
3	Sh. Ashu Kumar	JOA	
4.	Sh.Yogeshwar	Lab. Attendant	On deputation
5.	Ms. Seema Kumari	Assistant Librarian	Vacant (01)
6.	Ms. Anita Devi	Peon Cum Chowkidar	Vacant (02)
7.	Mr. Kuldeep	Peon Cum Chowkidar	
8.	Mr. Malkeet Singh	Peon Cum Chowkidar	
	-----	Tabla Instructor	Vacant (01)

1. RULES OF ADMISSION AND MIGRATION

A candidate desirous of seeking admission for academic year 2026-2027 are required to fill-up registration form with registration fee of Rs. 50 and thereafter submit the application form along with all required documents in the office. After final selection the students have to deposit their admission fee within the time limits.

GENERAL RULES

1. Admission will be strictly on fulfillment of prescribed eligibility conditions.
2. Any gap in the academic career of an applicant must be supported by the documentary evidence i.e. undertaking/ declaration.
3. Failed or Compartment candidates from other college shall not be admitted.
4. Initially all admissions will be provisional and subject to the approval by the HPU.
5. Inter college migration is allowed in accordance with the rules laid down by HPU.
6. The Admission of a student is liable to be cancelled if he/she furnishes incomplete/wrong/false information or conceals facts. Disciplinary action will also be taken against such a candidate.
7. The following documents should be uploaded with the application form:
 - i. **Original Character Certificate** issued by the head of the institution last attended (only for students passed out from other institute) or from a Gazetted Officer. In case of candidates who have passed the qualifying examination privately and having a gap then the character certificate should be of issued by Panchayat Pradhan or any other competent authority.
 - ii. Upload **passport size colored photographs** required for admission, Identity Card and Library Card.
 - iii. Upload **self-Attested Copies of Certificates Matriculation** onwards.
 - iv. Upload the **scanned copy of original migration certificate** issued by Board / University **other than** HP Board of School Education / H.P. University.
 - v. Upload self-attested copies of valid certificate of SC/ST/Differently-abled (Divyang)/Sports & Cultural if applicable.
 - vi. Upload the **self-attested copy of Himachali Bonafide** (Certificate is **mandatory in case of HP Bonafide girl students**).

Note

After filling up and submitting successfully the admission form by the candidate, the forms will be checked and verified by the scrutiny committee and thereafter final merit list will be prepared by adopting the HPU roaster subject wise. Finally selected students merit list will be displayed on college website and notice board. Thereafter the selected students have to deposit their admission fee strictly within the time limits. No fee shall be accepted after scheduled time.

2. ELIGIBILITY CRITERIA FOR ADMISSION

- A candidate who has passed 10+2 examination in four compulsory subjects (including english) from recognized education board by law can seek admission.
- Students who are placed under compartment in any examination of board/university shall not apply even for provisional admission to the next higher class in the college.

Note: Rules regarding eligibility conditions for admission to undergraduate courses are subject to change as per the directions of H.P. Govt. / HPU.

For B.A. / B.Sc./B.Com. 1st year

Age Limit: An Applicant must not be more than 23 years for boys and 25 years for girls of age as on 30-06-2026 i.e. must not have born earlier to 30-06-2003 (30-06-2001 for girls). Only the Vice-Chancellor shall have the power of granting age relaxation up to a maximum of 6 months. For SC/ST students however the age limit will be raised by 3 years.

Minimum pass percentage for admission in different faculties is given as:

(i) B.A 1st (Bachelor of Arts)

- a) A student seeking admission to B.A 1st should have 35 % marks in any stream in 10+2.

(ii) B.Com 1st (Bachelor of Commerce)

- b) 40% for those who have passed examination under Commerce stream at +2 level.
- c) 45% for others but the candidate must have passed Mathematics/ Economics as compulsory subject with 45% marks at his /her +2 level.
- d) There is relaxation of 5% marks for SC/ST students for admission to Commerce faculty.

(iii) B.Sc. 1st (Bachelor of Science Non-Medical)

- e) 45% marks at +2 level with Physics, Chemistry & Maths.
- f) 5% marks relaxation for SC/ST Students.

(iv) B.Sc. 1st (Bachelor of Science Medical)

- a) 45% marks at +2 level with Biology, Chemistry & Physics.
- b) 5% marks relaxation for SC/ST Students

3. UNDERGRADUATE COURSES OFFERED

- Bachelor of Arts (B.A.)
- Bachelor of Commerce (B.Com.)
- Bachelor of Science (B.Sc.)

Year	System Applicable
1st Year (Semester I & Semester II)	NEP-2020
2nd Year	CBCS (Old)
3rd Year	

NEP 2020 FRAMEWORK

The Himachal Pradesh University (HPU) is going to **implement the NEP 2020** framework in **Undergraduate (UG) programmes** across all affiliated Government and Private Colleges from the **academic session 2026–27**. Accordingly, all students admitted to the First Year (UG) in session 2026–27 shall be governed under the NEP–2020 based three year (06 semesters)/ four year (08 semesters) Undergraduate Programme which provides multidisciplinary learning, flexibility in subject choice, and a credit-based system with multiple entry and exit options. However, students of **Second and Third Year** shall continue under the existing CBCS/annual system as per earlier regulations until completion of their course.

NEP-2020
Himachal Pradesh University

1/2

Curriculum and Credit Framework for Undergraduate Programs

Course & Academic Level	Sem-ester	Discipline Specific Courses-Core Subject-A&B (DSC) Credits-4	Discipline Specific Elective (DSE) Credits-4	Minor Courses Subject - C (MC) Credits-4	Multidisciplinary courses (MDC) Credits-3	Skill Enhancement courses (SEC) Credits-3	Ability Enhancement courses (AEC) Credits-2	Internship/ Apprenticeship/Project/Community Outreach (I/A/P/C) Credits-4	Value Added courses (VAC) Credits-2	Total Credits
100-199 Introductory/Foundational Level Courses	I	Subject-A (DSC A1) Subject-B (DSC B1)		Subject-C (MC 1)	MDC 1	SEC 1	AEC 1			20
	II	Subject-A (DSC A2) Subject-B (DSC B2)		Subject-C (MC 2)	MDC 2	SEC 2		I/A/P/C-1	VAC 1	24
Level 4.5	Exit 1	Student on exit will be awarded Undergraduate Certificate (in the Field of Study) after securing 44 credits in Semester I and II.								44
200-299 Intermediate Level Courses	III	DSC A3 DSC B3		MC 3	MDC 3	SEC3	AEC 2		VAC 2	22
		DSC A3/B3 DSC3(i)								
	IV	DSC A4 DSC B4	DSE1A/B	MC 4			AEC 3		VAC 3	20
		DSC A4/B4 DSC 4(i)								
Level 5	Exit 2	Student on exit will be awarded Undergraduate Diploma (in the Field of Study/Discipline) after securing 86 Credits on completion of Semester IV.								86
300-399 Higher Level Courses	V	DSC A5 DSC B5	DSE2 A/B DSE3 A/B	MC 5			AEC 4			22
		DSC A5/B5 DSC5(i)								
	VI	DSC A6 DSC B6	DSE4 A/B DSE5 A/B	MC 6						20
		DSC A6/B6 DSC6(i) DSC6(ii)								
Level 5.5	Exit 3	Student on exit will be awarded Bachelor of (in the Field of Study/Discipline) after securing 128 credits on completion of Semester VI.								128
400-499 Advanced Level Courses	VII	DSC 7 DSC 8	DSC 9 Research Methodology & Ethics		2 DSE OR 1 DSE and 1 MC		Dissertation instead of any one of the DSE	The Dissertation/ Academic Project will start in the VII Semester and the same will continue in the VIII Semester. However, the evaluation and assessment will be done in the VII Semester as well as in the VIII Semester.		20
	VIII	DSC 10 DSC 11			3 DSE OR 1 DSE and 2 MC OR 2 DSE and 1 MC		Dissertation instead of any 2 of DSEs			20
Level 6	Exit 4	Students will be awarded Bachelor's Degree (Hons. /Hons. with Research) in a relevant discipline on completion of VIII semesters with 168 credits.								168

Courses in bold (III to VI semesters) refer to the Major programs.

Degree(s)

- 3-Year B.A./B.Sc./B.Com. with Major in a specific discipline.
- 4-Year B.A./B.Sc./B.Com. (Hons./Hons. with Research) with Major and Minor in a specific discipline.

1. The prescribed credit weightage includes Lecture, Tutorial, and Practical components.
2. In the first semester, students will be offered three different subjects of the same stream: A, B, and C.
3. At the end of the second semester, each student may choose any one of the two programs: Multidisciplinary/Interdisciplinary or Single Major. The student choosing the Single Major program will be required to give his/her Major and Minor at the end of the second semester. Such choices made at the end of the second semester shall continue until the VI semester.
4. Another discipline's DSC of the first two semesters of those students who opt for a Major program will be treated as Minors.
5. A DSC offered in one discipline will be treated as a Minor by another. The students can choose Minor Courses from two different subjects but will have to earn a minimum of 12 credits in each.
6. MDCs must be selected from a broad discipline/pool of MDCs other than Major and Minor subjects and must not have studied that course at the 12th level.
7. 7. AEC/VAC/SEC-3 should be chosen from a pool of courses. Every discipline shall provide these courses, some of which will be offered discipline-specific while the rest can be open to students of all other disciplines. However, the two SECS (SEC-1 & SEC-2) must be chosen from the discipline-specific (Core and Minor).
8. The maximum two language courses can be opted as Core and Minor. AECs should be of a language other than studied in DSCs/Minors.
9. I/A/P/C will be determined at the end of the first semester to enable students to carry out some I/A/P/C activities during winter vacation.
10. To pursue a 4-year Honours degree student shall study one discipline in which s/he has studied at least 11 Core courses (6DSC+5DSE) in the first three years.
11. A student who secures 75% or more marks in aggregate till semester 6 (up a to 3-year degree) shall be eligible for a 4-year degree Honours with research, provided HPU has approved the college to offer it.
12. One course per semester (DSC/Minor/MDC/SEC/etc.) from a subject offered in two (or more) different programs (e.g. BCA and BSc/ BPA and BA/ BFA and BA/ Shastri and BA/etc.) must be the same.
13. The students of the BA program can opt for only one DSC each from the Bachelor of Performing Arts (Dance//Music, Vocal & Instrument/Tabla/ etc.) and Bachelor of Fine Arts (Painting/Applied Arts/Sculpture/etc.).
14. To pursue an Honour degree in 4th year, students will have to choose only one discipline in both of the semesters, in which s/he has studied Five DSEs in the first three years.

15. Major and Minor shall be awarded on fulfillment of the following conditions: Major-64/84 credits (3/4 yrs) and Minor-28 credits (4 yr) in one subject/discipline.

**As this scheme is being introduced for the first time, it is subject to modifications. Any changes applied in subsequent years after admission to the 1st Year will be retrospectively applicable.*

OUTLINE OF NEP–2020 CREDIT BASED SYSTEM (H.P.U.)

1. DSC Core Courses (Major)

These courses constitute the main area of study for the degree and are compulsory in nature, providing comprehensive knowledge and conceptual clarity in the chosen discipline. A student must secure at least 50% of the total credits from the major discipline. A student enrolled in a three-year degree programme is required to pass 12 DSC courses, each carrying 4 credits. Each major course carries 4 credits, and the total number of DSC courses is 12.

2. Minor Courses (MC)

Minor courses are intended to provide students with broader academic and interdisciplinary exposure beyond their major subject, enhancing their knowledge base. The minor subject must differ from the major subject and is allotted on the basis of availability, merit, and institutional feasibility. Completion of the required number of courses in a discipline other than the major leads to a minor qualification. Each minor course carries 4 credits, and the total number of minor courses is 6. A student enrolled in a three-year degree programme is required to pass 6 MC courses, each carrying 4 credits

3. Multidisciplinary Courses (MDC)

Students are required to study three introductory-level courses from disciplines other than their major and minor courses to enhance their overall learning experience. This course promotes holistic and multidisciplinary learning, enabling students to explore diverse academic areas. A student enrolled in a three-year degree programme is required to pass 3 MDC courses, each carrying 3 credits.

4. Ability Enhancement Courses (AEC)

These courses are primarily focused on developing language proficiency and communication skills. Students study English or Modern Indian Languages (Hindi/Sanskrit) to enhance their speaking, writing, and comprehension abilities, which are essential for academic and professional success. A student enrolled in a three-year degree programme is required to pass 4 AEC courses, each carrying 2 credits.

5. Skill Enhancement Courses (SEC)

Skill Enhancement Courses are practical and application-oriented. These courses are

designed to impart practical skills, hands-on training, and soft skills to enhance the employability of students. A student enrolled in a three-year degree programme is required to pass 3 SEC courses, each carrying 3 credits. The total number of SEC courses is 3, with each SEC course carrying 3 credits.

6. Value-Addition Courses (VAC)

These are compulsory courses for all undergraduate students, focusing on holistic development. These courses are designed to ensure the holistic development of students and may include areas such as environmental awareness, gender sensitization, digital literacy, and community engagement. A student enrolled in a three-year degree programme is required to pass 3 VAC courses, each carrying 2 credits.

7. Internship / Apprenticeship / Project/Community Outreach

These components provide practical exposure and real-world experience through internships, apprenticeships, community engagement, or field-based projects. Students interact with industries, organisations, and communities to enhance learning and employability. Each component is allotted 4 credits.

8. Research Project / Dissertation

Students opting for a 4-year Bachelor's degree with Research, currently offered in selected colleges only, must complete a research project under faculty supervision. This is undertaken in the 7th and 8th semesters and may lead to publications or presentations. The research project carries a total of 12 credits, distributed as 4 credits in Semester VII and 8 credits in Semester VIII.

CREDIT SCHEME UNDER NEP-2020

1. An Undergraduate Degree in Humanities/Social Sciences/Commerce shall be awarded to a student who successfully completes the programme with a minimum of 120–128 credits over six semesters. The student must complete courses under Major (Core), Minor, Multidisciplinary (MDC), Ability Enhancement (AEC), Skill Enhancement (SEC), Value Added Courses (VAC), and Internship/Field Project (IAPC), with at least 50% credits in the Major discipline.
2. Computation of Credits and Workload: For the purpose of calculating credits and academic workload, the following norms shall be applicable:
 - I. 1 Credit = 1 Theory lecture (1 hour per week)
 - II. 1 Credit = 1 Tutorial (1 hour per week)

III. 1 Credit = 1 Practical (2 hours per week)

3. Multiple Entry and Exit System:

In accordance with UGC guidelines and NEP-2020 provisions, the following exit options shall be available:

- After successful completion of 44 credits (I Year) – **Undergraduate Certificate**
- After successful completion of 86 credits (II Year) – **Undergraduate Diploma**
- After successful completion of 128 credits (III Year) – **Bachelor's Degree**
- After successful completion of 168 credits (IV Year) – **Bachelor's Degree (Honours / Honours with Research)**

Students shall be permitted to re-enter the programme as per the provisions and regulations notified by the University

INSTRUCTIONAL TEMPLATE FOR FACILITATING IMPLEMENTATION OF NEP 2020 PATTERN FOR UG COURSES (I & II Semester)

Scheme Of Study (B.A./B.COM. /B.SC. 1st Sem. & 2nd Sem.) UNDER NEP 2020								
Semester	DSC (Discipline-Specific Core Course)	MC (Minor Course)	AEC (Ability Enhancement Course)	SEC (Skill Enhancement Course)	MDC (Multi-Disciplinary Course)	VAC (Value addition Course)	I/A/P/C	Total Credits
Semester I	DSC-1 = 4 Credits = 4 Credits	MC-1 = 4 Credits	AEC-1 = 2 Credits	SEC-1 = 3 Credits	MDC-1 = 3 Credits	NIL	NIL	20 Credits
Semester II	DSC-3 = 4 Credits = 4 Credits	MC-2 = 4 Credits		SEC-2 = 3 Credits	MDC-2 = 3 Credits	VAC-1 = 2 Credits	IAPC = 2* / 4 Credits	20+2* / 24 Credits
Total (1st Sem. & 2nd Sem.) = 44 Credits (B. A/B.SC.), Total ((1st Sem. & 2nd Sem)) = 42 * Credits (B.COM.)								
Exit 1: A student will be awarded an Undergraduate Certificate after successfully completing Semester I and Semester II, if they choose to exit the programme.								
Note: Credits split of Theory and Practical Subjects: (Theory =3, Tutorial =1) & (Theory =2, Practical =2)								

Important Instructions for B.A /B.SC (U.G Programme):

- **DSC-I & DSC-II:** In the first year of the NEP undergraduate programme, a student studies multiple Discipline Specific Courses (DSCs) such as DSC-I (Chemistry) and DSC-II (Mathematics), along with a Minor Course (Physics). It is compulsory that DSC-I

and DSC-II are different subjects. At the end of the second semester, the student is required to select one DSC Course for further continuation, which becomes the main area of study.

- **MINOR COURSE:** DSC-I, DSC-II and Minor Course cannot be the same subject.
- **MDC:** Must be different from both the Core Course and the Minor Course. Students are required to choose a different subject in each semester (refer to Table No.1 & 2, 4). Final allotment will be subject to the availability of seats and approval by the college. If a preferred option is not available, the next two applicable options will be considered automatically.
- **SEC:** This must be related to the DSC-I Course.
- **AEC:** Options are: English / Hindi/ Sanskrit and students need to choose one subject and required to choose a different subject in each semester (Refer Table No. 1 & 2)
- **VAC:** Environment Science (Semester -II)
- **IAPC:** Internship / Apprenticeship / Project/ Community Outreach

Important Instructions for B.Com (U.G Programme):

- **DSC – I, II, III & IV:** Fixed Commerce Core Subjects.
- **MC:** Fixed Minor Course subjects for B. Com students.
- **MDC:** Must be from a different discipline. The MDC subject should be different in each semester (as per Table No. 4). Final allotment will depend on the availability of seats and approval by the college. In case the first preference is unavailable, the next available option(s) will be considered automatically.
- **AEC – I:** Options are: English / Hindi/ Sanskrit and students need to choose one subject and required to choose a different subject in each semester (Refer Table No. 3,4)
- **SEC:** Skill Enhancement Courses (Fixed Commerce Skill-based subjects)
- **VAC:** Value Added Course – Environmental Science
- **IAPC:** Internship / Apprenticeship / Project / Community Outreach Activities

SUBJECT COMBINATIONS FOR B.A. 1st & 2nd Semester (AT G.DC TAKIPUR)

B.A. 1st Sem. & 2nd Sem. Subject Combinations

Table No.1: B.A. 1 st Sem. & 2nd Sem. Subject Combinations

1	2	3	4	5	6
Elective - 1 DSC-I	Elective -2 DSC-II	MC (Minor Course)	MDC (Multi-Disciplinary Course)	SEC (Skill Enhancement Course)	AEC (Ability Enhancement Course)
English	Pol.Sc./History /Economics/Music	(Select One Subject) Select from Column 2: The subject should be distinct from your DSC-1 and DSC-2 opted subjects.	Semester-I MDC-1: Must be different from both the Core Course (DSC-I &II) and the Minor Course. (Select One Subject) Refer Table No.4 Semester-II MDC-2: Must be different from both the Core Course (DSC-I &II) and the Minor Course. (Select One Subject) Refer Table No.4	Select discipline DSC-1 course.	English/ Hindi
Hindi	Pol.Sc./History /Economics/Music				
Pol. Science	Hindi/History /English/Economics/Music				
History	Pol.Sc./ Hindi/English/Economics/Music				
Economics	Hindi/History/English/Pol.Sc./Music				
Music (I)	Pol.Sc./History/Economics/Hindi/English				

SUBJECT COMBINATIONS FOR B.Sc. 1st & 2nd Semester (AT GDC Takipur)

Table No.2: B.Sc. 1 st Sem. & 2nd Sem. Subject Combinations

1	2	3	4	5	6
DSC-1(Core)	DSC-2 Core (Select One Subject)	MC (Minor Course) (Select One Subject)	MDC (Multi-Disciplinary Course)	SEC (Skill Enhancement Course)	AEC (Ability Enhancement Course)
Chemistry	Physics#/ Mathematics/ Zoology Botany #	Select from Column 2: The subject should be distinct from your DSC-1 and DSC-2 opted subjects.	Semester-I MDC-1: Must be different from both the Core Course (DSC-I &II) and the Minor Course. (Select One Subject) Refer Table No.4	Select discipline DSC-1 course.	English/Hindi/ Sanskrit
Mathematics	Chemistry Physics#				
Zoology	Chemistry Botany #				
Physics#	Chemistry/				

	Mathematics/ Zoology Botany #		Semester-II MDC-2: Must be different from both the Core Course (DSC-I &II) and the Minor Course.	
Botany #	Physics#/ Mathematics/ Zoology Chemistry		(Select One Subject) Refer Table No.4	

SUBJECT COMBINATIONS FOR B.Com. 1st & 2nd Semester

Table No.3: B.Com. 1st Sem. & 2nd Sem. Subject Combinations

Semester I					
DSC-1(Core)	DSC-2 (Core)	MC-1 (Minor Course)	MDC-1 (Multi-Disciplinary Course)	SEC-1 (Skill Enhancement Course)	AEC -1 (Ability Enhancement Course)
Business Organization & Management	Financial Accounting-I	Business Law	MDC-1: Must be from a different discipline (Select One Subject) . Refer Table No.4	E-Commerce	English / Hindi / Sanskrit
Semester II					
DSC-3 (Core)	DSC-4	MC-2 (Minor Course)	MDC -2 (Multi-Disciplinary Course)	SEC-2 (Skill Enhancement Course)	VAC-1 (Value Added Course)
Principles of Marketing	Financial Accounting-II	Company Law	MDC-2: Must be from a different discipline (Select One Subject). Refer Table No.4	Entrepreneurship and Venture Creation	Environmental Science

MDC (MULTIDISCIPLINARY COURSE) – SUBJECT FROM DIFFERENT DISCIPLINE

Table No.4:

Semester I (Select One Subject)		Semester II (Select One Subject)	
Mathematics	Mathematics for Competitive Examinations	Economics #	Contemporary Issues in Indian Economy
Hindi	सृजनात्मक लेखन के विविध क्षेत्र	English	Soft Skills and Personality Development
History	Ancient History of India	Phy. Edu.	Movement Education
Chemistry	Introductory Chemistry-I	Zoology	Wildlife of Himachal Pradesh

Botany	Psychoactive Plants and Society		
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SUBJECT COMBINATIONS FOR B.A. /B.Sc./B.Com. (For 2nd and 3rd Years)

Arts Discipline Specific/ Core	Elective -1 DSC-I	Elective -2 DSC-II
English	English	Pol.Sc./History /Economics/Music
Hindi	Hindi	Pol.Sc./History /Economics/Music
Pol. Science	Pol. Science	Hindi/History /English/Economics/Music
History	History	Pol.Sc./ Hindi/English/Economics/Music
Economics	Economics	Hindi/History/English/Pol.Sc./Music
Music (Instrumental)	Music (I)	Pol.Sc./History/Economics/Hindi/English

Commerce Discipline Specific/ Core/ DSC	Elective -1 DSC-I	Elective -2 DSC-II

Science Discipline Specific/ Core DSC	Elective -1 DSC-I	Elective -2 DSC-II	Elective -3 DSC-III
Physics	Physics	Mathematics	Chemistry
Chemistry	Chemistry	Physics	Mathematics
Mathematics	Mathematics	Physics	Chemistry
Botany	Botany	Zoology	Chemistry
Zoology	Zoology	Botany	Chemistry

Specimen template for CBCS System in UG for B.A. /B.Sc./ B.Com. II & III Year

Year	Core Courses	Ability Enhancement Course (AEC)	Skill Enhancement Course(SEC)	Discipline Specific Elective Courses (DSE)	Generic Elective Courses (GE)
II	DSC-1C=6Credits DSC-2C=6Credits English-2=6Credits DSC-1D=6Credits DSC-2D=6Credits	NIL	SEC-1=4Credits SEC-2=4Credits (8 Credits)	NIL	NIL

	Hindi 2=6Credits (36 Credits)				
	Total Credits in II Year= 44				
III	NIL	NIL	SEC-3=4Credits SEC-4=4Credits (8 Credits)	DSE1A=6Credits DSE2A=6Credits DSE1B=6Credits DSE2B=6Credits (24 Credits)	GE1=6Credits GE2=6Credits (12 Credits)
	Total Credits in III Year= 44				
			Total		132 credits

Total Credits in B.A. (TDC) = 44 x 3 = 132 Credits (For old students only)

4. RULES FOR REFUSAL OF ADMISSION / RE-ADMISSION

1. Notwithstanding eligibility for admission, the Principal may refuse admission in any of the following cases.

- I. If the conduct of the student is found unsatisfactory during the previous session.
- II. On the ground of indiscipline, misbehavior, misconduct, ragging, unruly and riotous acts.

2. In case the name of the candidate is struck off due to continuous absence for ten days or any indiscipline the re-admission is permissible within one week as per university norms.

3. In case of the name of candidate is struck off again because of any reason mentioned above the re-admission is permissible within one week as per university norms.

5. FEES AND FUNDS

Schedule for payment of fees and funds:

1. Every student must pay his/her dues on the dates notified from time to time.
2. The following categories of students are exempted from the payment of tuition fee:
 - I. Ward of Kargil martyrs
 - II. All girls who are bonafide residents of HP
 - III. Differently-abled students with more than 40% disability.
3. Contribution towards PTA fund: Rs. 400/- per students at the time of the admission and Rs. 400/- in second installment.
4. Fees/Funds are to be paid without late fee/fine on the date fixed for each class notified from time to time. Late fee/fine will be charged for payment after due date for particular period/time fixed the university norms. Thereafter, the name of defaulter will be struck off from the college rolls.
5. Fee/Fine/Other dues once paid shall not be refunded except in accordance with the rules.

Fee Structure for UG Classes

Sr. No.	Description/Sub Head	1 st Year		2 nd Year		3 rd Year	
		1 st Inst.	2 nd Inst.	1 st Inst.	2 nd Inst.	1 st Inst.	2 nd Inst.
1	Admission Fee	25.00	-	25.00	-	25.00	-
2	Tuition Fee (for Boy only)	300.00	300.00	300.00	300.00	300.00	300.00
3	Late fee fine (per day)	01.00	-	01.00	-	01.00	-
4	Re-admission fee	100.00	-	100.00	-	100.00	-
5	Late Fee	10.00	-	10.00	-	10.00	-
6	University Development Fund (Gen.)	500.00	-	500.00	-	500.00	-
7	University Development Fund (BPL)	250.00	-	250.00	-	250.00	-
8	University Continuation Fee	-	-	10.00	-	10.00	-
9	University Sports Fund	100.00	-	100.00	-	100.00	-
10	University Youth Welfare Fund	100.00	-	100.00	-	100.00	-
11	University Holiday Home Fee	01.00	-	01.00	-	01.00	-
13	House Examination	80.00	-	80.00	-	80.00	-
14	Magazine Fund	50.00	-	50.00	-	50.00	-
15	Identity Card	10.00	-	10.00	-	10.00	-
16	Health Fund	06.00	-	06.00	-	06.00	-
17	NCC Fund	10.00	-	10.00	-	10.00	-
18	Library Security	100.00	-	-	-	-	-
19	Scout & Guide (R.R.F.)	30.00	30.00	30.00	30.00	30.00	30.00
20	Student Aid Fund	02.00	-	02.00	-	02.00	-
21	Campus Development Fund	10.00	-	10.00	-	10.00	-
22	Cultural Activities Fund	20.00	-	20.00	-	20.00	-
23	Book Replacement Fund	25.00	-	25.00	-	25.00	-
24	Furniture Repair Fund	10.00	-	10.00	-	10.00	-
25	Sports fund	120.00	120.00	120.00	120.00	120.00	120.00
26	Building Fund	60.00	60.00	60.00	60.00	60.00	60.00
27	Amalgamated Fund	150.00	150.00	150.00	150.00	150.00	150.00
28	Computer & IT Fund	20.00	-	20.00	-	20.00	-
29	Red Cross	40.00	-	40.00	-	40.00	-
30	Music Practical	90.00	90.00	90.00	90.00	90.00	90.00
31	Commerce Practical	90.00	90.00	90.00	90.00	-	-
32	Physics Practical	120.00	120.00	120.00	120.00	120.00	120.00
33	Chemistry Practical	120.00	120.00	120.00	120.00	120.00	120.00

34	Zoology Practical	120.00	120.00	120.00	120.00	120.00	120.00
35	Botany Practical	120.00	120.00	120.00	120.00	120.00	120.00
36	Maths Practical	-	-	-	-	-	-
37	PTA Fund	1000.00	-	1000.00	-	1000.00	-

Note:

- 1. The Fee / Fund Structure is as approved by the Govt. / University and is subject to changes as per notification issued by Govt. / University from time to time.**
- 2. The college shall not be responsible for any kind of printing mistake.**

6. IDENTITY CARD

Every student shall be issued an identity card at the time of admission. It is obligatory on every student to produce the identity card whenever demanded by the college authority. In the event of loss of identity card, students are advised to get duplicate card issued immediately on payment of Rs. 20/- as fine, subject to production of copy of FIR regarding loss of I- Card. The students are directed to get their Identity cards signed well before the commencement of session. **It is mandatory for every student to possess his/her identity card with him /her failing which entry to college premises is prohibited/ not allowed.**

7. AWARDS & APPRECIATION

The following awards are given to deserving students of the college:

Beti Bachao, Beti Padhao Award: A cash prize of Rs. 2000/- along with a memento will be awarded to the 1st girl student taking admission in the college during the session 2026-27. The prize money is sponsored by Principal & Staff of the college.

8. SCHOLARSHIPS

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

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

Center / State Sponsored Scholarship Schemes

6. Merit cum means Scholarship Scheme for Students belonging to Minority Community (CSS).
7. Maulana Azad National Scholarship Scheme for Meritorious Girls students belonging to Minorities (CSS)
8. Indira Gandhi Utkrisht Chatravriti Yojna for post 10+2 Students.
9. Maharishi Balmiki Chatravriti Yojna (SSS) for girl students belonging to parents engaged in unclean occupation.
10. Financial Assistance to the children of the Armed Forces Personnel killed/disabled during the different War/Operations (SSS)

Note:

- i) Scholarship schemes may change from time to time subject to notification from the government.
 ii) The date for submitting online scholarship applications and eligibility criteria is notified by the Directorate of Higher Education from time to time.

9. ADMINISTRATIVE AND CO-CURRICULAR ASSIGNMENTS

S.No.	Name	Convener	Members
1.	a) First Committee (BA): Receipt/Scrutiny of admission forms and preparation of merit list as per applicable roaster/intake/ up to date students' data record maintenance.	Dr. Priti Bala	Prof. Aman Walia Prof. Sahil Sh.Ashu Kumar (JOA) (Staff Room)
	b) First Committee (B.Com/B.Sc.): Receipt/Scrutiny of admission forms and preparation of merit list as per applicable roaster/intake/ up to date students' data record maintenance.	Prof. Suresh Kumar	Dr. Priti Bala, Prof Medha Sharma Dr. Sunil Kumar (Comm) (Room No. 02)
	c) Final Committee (BA/B.Sc./B.Com)	Dr. Ajay Chaudhary	Prof Vijay Kumar Dr. Sunil Kumar (Chem) Sh. Yogeshwar (L.A) (ICT lab.)
2.	College Advisory Committee	Dr. Ajay Chaudhary	Prof Vijay Kumar Prof. Suresh Kumar Dr. Priti Bala Prof. Aman Walia Dr. Sunil Kumar Sh. Gurdev Singh Office Supdt. Janak Raj, Sr. Asstt.
3.	Sexual Harassment at Workplace & Women Grievances Redressal Cell	Dr. Priti Bala	Prof Medha Sharma Ms. Seema Kumari Ms Anita Devi (Peon cum Chowkidar)
4.	Anti-Ragging Committee/Cell	Prof. Vijay Kumar	Dr. Priti Bala Dr. Sunil Kumar
5.	Equal Opportunity Cell & Student Welfare Committee	Dr. Priti Bala	Prof. Aman Walia Prof. Medha Sharma Smt. Seema Kumari
6.	Time Table Committee	Prof. Vijay Kumar	Prof. Suresh Kumar Dr. Sunil Kumar (Comm) Prof. Sahil

7.	House Examination Committee	Dr. Ajay Chaudhary	Dr. Priti Bala Dr. Sunil Kumar Sh.Janak Raj
8.	University Affairs Committee	Prof. Suresh Kumar	Dr. Sunil Kumar Prof. Sahil Sh.Janak Raj
9.	Library Affairs Committee	Dr. Priti Bala	Ms. Seema Kumari Sh. Janak Raj
10.	Career Counselling/ Placement Cell & Remedial Coaching Classes	Prof. Aman Walia	Dr. Sunil Kumar (Comm) Prof Medha Sharma
11.	Purchase/Construction/Repair/ Renovation Committee	Dr. Ajay Chaudhary	Prof. Suresh Kumar Prof. AmanWalia Dr. Sunil Kumar Sh.Gurudev Singh Supdt. (Member Secretary) Janak Raj, Sr. Asstt.
12.	Educational Tour and Healthcare Committee	Dr. Sunil Kumar	Prof. Sahil Ms. Seema Kumari Sh. Ashu Kumar
13.	Tutorial Board	Dr. Ajay Chaudhary	Prof. Vijay Kumar (Political Science& Hindi) Dr. Priti Bala (Non-Medical& Economics) Prof. AmanWalia (English, History & Hindi) Dr. Sunil Kumar Commerce Prof Medha Sharma (Medical)
14.	CSCA Advisory Committee	Prof. Vijay Kumar	Prof. Suresh Kumar Dr. Priti Bala Prof. AmanWalia Dr. Sunil Kumar (Chem.)
15.	Campus Beautification Committee	Prof. Medha	Prof Sahil Dr. Sunil Kumar(Comm) Mr. Gurdev Singh (Supdt.) Ms. Seema Kumari Support Staff: Mr. Kuldeep (Peon cum Chowkidar) Mr, Malkeet Singh Peon Cum Chowkidar)
16.	Bus Passes / College Parking Passes Committee	Prof. Aman Walia	Dr. Sunil Kumar (Science) Prof. Dr. Sunil Kumar (Commerce)
17.	Cultural Committee	Dr. Priti Bala	Prof. AmanWalia Ms Medha Sharma Ms. Seema Kumari
18.	Sports Committee	Dr. Sunil Kumar	Prof. AmanWalia Prof. Sahil Janak Raj, Sr. Asstt.

19.	Scholarship Committee	Dr. Priti Bala (Nodal Officer)	Prof. Sahil Sh. Janak Raj (Sr. Assit.)
20.	IQAC (NAAC)	Dr. Ajay Chaudhary	Prof. Vijay Kumar Prof. Suresh Kumar Prof. AmanWalia Dr. Sunil Kumar Prof. Medha Sharma Prof. Sahil
21.	Academic Development Committee	Prof. Suresh Kumar	Prof. AmanWalia Dr. Sunil Kumar Prof. MedhaSharma Dr. Sunil Kumar(Comm)
22.	Discipline Committee	Prof. AmanWalia	Dr. Sunil Kumar Prof. Sahil Prof Medha Sharma
23.	College Magazine (GYANRUPA)	Prof. AmanWalia (Editor in Chief and Editor English Section)	Prof. Dr. Priti Bala (Editor Pahari Section Dr. Sunil Kumar(Commerce Section) Prof. Medha Sharma (Editor Science Section) Prof. Sahil (Editor Hindi Section and Photography)
24.	Societies and Clubs Commerce and Management Social Sciences Literary Science	Dr. Ajay Chaudhary Prof. Vijay Kumar Prof. Aman Walia Prof. Suresh Kumar	Dr. Sunil Kumar (Commerce) Dr. Priti Bala Prof. Sahil Dr. Sunil
25.	Road Safety Club	Dr. Sunil Kumar(Comm)	
26.	Red Ribbon Club and Anti-Drug Committee	Prof. AmanWalia	Prof. Medha Sharma Smt. Seema Kumari Asst. Lib Sh.Janak Raj (Sr. Asst.)
27.	Eco Club	Prof. Medha Sharma	Dr. Sunil Kumar (Comm)
28.	Rovers and Rangers	Prof. Medha Sharma	Prof. Sahil
29.	NSS	Prof. Dr. Priti Bala	Prof. Sunil Kumar (Comm) Sh. Janak Raj, Sr. Asstt.
30.	NCC	Prof. Sahil	Sh. Kuldeep
31.	Public Information Officer (RTI)	Prof AmanWalia	Sh. Gurdev Singh, Supdt-II

32.	Public Relation Officer	Prof. AmanWalia	Prof. Sahil Sh. Gurdev Singh, Supdt-II
33	College Website Committee	Dr. Sunil Kumar	Dr. Sunil Kumar Prof. Sahil Mr. AshuKumar
34.	College IT/Computer Lab cum Smart Class Room	Dr. Ajay Chaudhary	Dr. Sunil Kumar Prof. Janak Raj (Sr. Asstt) Sh. Ashu Kumar
35.	NEP 2020 Implementation Committee	Dr. Ajay Chaudhary	Dr. PritiBala Prof. AmanWalia Dr. Sunil Kumar Prof. Medha Sharma Prof. Sahil
36.	College Prospectus 2025-2026	Prof. Vijay Kumar	Prof. Suresh Kumar Dr. Sunil Kumar Prof. Sahil
37.	College Property In charge	Prof. Vijay Kumar	Dr. Sunil Kumar (Comm.) Sh. Ashu Kumar
38.	College Bursar	Prof. Vijay Kumar	
39.	Disaster Management Committee	Dr. Sunil Kumar	Prof. Sahil Sh. Janak Raj (Sr. Asstt)
40.	Hospitality Committee	Dr. Priti Bala	Prof. AmanWalia Dr. Sunil Kumar Ms. Seema Kumari (Asstt. Lib)
41.	Canteen Committee	Prof. Vijay Kumar	Prof. Suresh Kumar Dr.PritiBala Prof. AmanWalia Sh. Janak Raj
42.	Water/Electricity/Cleanliness Committee	Prof. Suresh Kumar	Prof. Sahil Ms. Anita Devi Mr. Kuldeep
43.	ABC/APAAR ID	Prof. Medha Sharma	Sh. Ashu Kumar
44.	OSA	Prof. Aman Walia	
45.	TLC	Dr. Ajay Choudhary	Prof. Vijay Kumar, Prof. Suresh Kumar, Dr. Sunil Kumar (Chem.)
46.	Internal Complaint Committee	Prof. Vijay Kumar	Prof. AmanWalia Prof. Sahil Smt. Seema Kumari Asst. Lib Sh. Yogeshwar

10. LEAVE RULES FOR STUDENTS

Students are required to attend their classes regularly. The condition of 75% attendance of lectures in order to become eligible to appear in university examination is mandatory. However

- (1) A student can be granted leave up to three days by tutor / subject teacher.
- (2) Leave up to six days will be granted by senior tutor (on behalf of Principal). In special cases leave can be granted beyond six days and discretion lies with the Principal after recommendation from tutor / senior tutor.

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

11. CODE OF CONDUCT / DISCIPLINE

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

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

(Any kind of indiscipline in the college campus will not be tolerated)

12. RESERVATION OF SEATS

Admission to courses shall be subject to the following conditions:

1. 15% and 7.5% seats shall be reserved for SC and ST candidates respectively, who have passed their qualifying examination from H.P. Board of School Education or any other school located within the territorial jurisdiction of H.P. of any other school board e.g. CBSE or ICSE, etc.
2. The remaining 77.5% seats shall be filled as under:-

- i) 25% of the seats for admission shall be open for all candidates irrespective of the institution from where they have passed their qualifying examination.
 - ii) 75% of the seats shall be filled out of the candidates who have passed their qualifying examination from HP Board of School Education or any other school located within the territorial jurisdiction of HP or any other school boards e.g. CBSE or ICSE etc., subject to the following reservation:
 - a) 5% of the seats shall be reserved for outstanding sportsmen/women.
 - b) 5% of the seats shall be reserved for outstanding cultural activists.
 - c) 5% of the seats shall be reserved for differently abled students.
- Note: Roaster of HPU shall be followed in respect of reservation and allotment of seats in UG CBCS Annual System 2024-25.

13. PARENT-TEACHER ASSOCIATION (PTA)

Parent Teacher Association was constituted under H.P. Education Code 2001 to ensure interaction between parents and teachers with a missionary zeal for the planning and execution of development works of the college. The PTA is run by the Executive Committee which is empowered to take all decisions. The PTA plays a significant role in the functioning of the college. The main objectives are as follows:

- ❖ To establish relationship between the parents and teachers.
- ❖ To create a healthy educational environment in the college.
- ❖ To arrange discussion with the elderly persons of the society from time to time and incorporate their suggestions for the improvement of the educational standard in the college.
- ❖ To suggest ways so that the students' education is promoted.
- ❖ To make a collective effort to refine the conduct of the students and also to restrict the entry of anti-social elements in the college campus.
- ❖ To inform the parents/guardians if there is shortage of staff in the institution and make temporary arrangement of faculty to bridge the gap in the interest of students.
- ❖ To advise students not to make any payment to the college authority without getting valid receipt from the office.

PTA OFFICE BEARERS: (2025-26)

a. President	Mr. Naval Kishore
b. Secretary	Prof. Suresh Kumar
c. Vice-president	Ms. Rinky Devi
d. Joint-Secretary	Ms. Amrita
e. Treasurer	Ms. Ramna Kumari

14. MANDATORY INDUCTION-CUM-ORIENTATION PROGRAMME FOR 1ST YEAR STUDENTS

Every student admitted in UG program is required to attend mandatory induction cum orientation program as per schedule mentioned in the academic calendar of the college. This induction programme proves to be beneficial to the students as they get acquainted with their curriculum, and understand the idea behind CBCS being offered to them. Also the students are made aware of the innumerable activities they must take part for their holistic development. The college administration has started this initiative to arm the students with confidence, grit and exposure to the myriad opportunities awaiting them.

15. COLLEGE STUDENTS CENTRAL ASSOCIATION (CSCA)

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

16. ANTI RAGGING ORDINANCE 2009

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

- i. Involve physical or psychological assault or threat or use of force or wrongful confinement or restraint; or
- ii. Violate the status, dignity and honour of such students; or
- iii. Expose students to ridicule and contempt and affect their self-esteem; or
- iv. Entail verbal abuse and aggression, indecent gestures and obscene behavior.”

Students found indulging in ragging shall be expelled from the college. Ragging in any form is a punishable offence.

In order to have zero tolerance for ragging and its total elimination from the educational institutions, the Hon'ble Supreme Court of India vide orders dated 4th May 2001, 16th May 2007 and 11th February 2009 has directed as under:

1. Ragging is banned in the institution.
2. Anyone indulging in ragging is liable to be punished strictly. Punishment shall be exemplary and justifiably harsh.
3. Punishment for ragging includes:
 - i) Imprisonment, fine or both.
 - ii) Expulsion from the institution, suspension from the institution or classes for a limited period or fine with a public apology.
 - iii) Withholding scholarship or other benefits.
 - iv) Debarment from representation in events.
 - v) Withholding of results.
4. If the individuals committing or abetting ragging are not identified, collective punishment shall be resorted to.
5. Character/Migration Certificates issued by the institution shall have an entry apart from that of general conduct and behaviour to the effect whether the student had participated in ragging and particularly was punished for ragging.

17. ACADEMIC CUM COCURRICULAR ACTIVITIES CALENDAR:

Sr. No.	Name of Event/ Activity	Proposed Dates
1	Enrolment for NSS/Rovers and Rangers	July 2026
2	CSCA election	August, 2026
3	PTA election	August, 2026
4	Teachers Day	5 th Sept., 2026
5	Hindi Divas	14-09-2026

6	NSS Divas	24-09-2026
7	Sawachata Divas	02-10-2026
8	Annual Sport meet	Nov., 2026
9	CSCA function	Dec., 2026
10	House Test	Dec., 2026
11	Winter Break/Educational Tour	01-01-2027 to 04-02-2027
12	Woman's Day	08-03-2027
13	Annual prize distribution function	March, 2027
14	Annual examination	25-03-2027 to 10-05-27

18. COLLEGE LIBRARY

The college has a spacious library for students where they can study the latest text books and read newspapers in their free time. The college has a collection of more than 3000 books comprising texts, reference and general knowledge books and has subscribed to five daily newspapers and magazine & journals for students. It is compulsory for all students to come to the library with their identity-cards which must be produced as and when demanded by the library staff or college teaching staff. Books may be issued for an entire session to the needy and poor students on recommendation of the teachers. In case of loss of a book, the student will have to either replace the book or pay fine in addition to the market price of the book.

19. LIBRARY RULES:

1. From academic session 2026-2027 all books of the library will be issued with library software
2. No student shall be allowed in the library without identity-cum-library card.
3. Two books can be issued at a time to one student.
4. Books will be issued for 15 days and it is mandatory for students to return the books within 15 days. Rs.1.00 per day late fine shall be imposed for return of books beyond 15 days.
5. Books are non-transferable.
6. Students shall be responsible for safe keeping of borrowed books.
7. Students should not bring electronic gadgets or any eatables inside the library.
8. Personal belongings such as private books, files, bags, umbrellas, purses shall be deposited by the library users at the property counter.
9. Reference books, multi-volume books and rare books shall not be lent for home study.
10. Readers shall maintain proper order and silence in the library. Making noise, splitting, smoking, writing/markings on walls is strictly prohibited. No reader is allowed to sleep in the library.
11. Students visiting the Library are directed to write their name, roll number, class and put their signature on the visitors' register kept at the table of assistant librarian.

20. GYANRUPA

The college has come out with the maiden edition of its magazine *Gyanrupa*, to be published annually. *Gyanrupa* means "the epitome of knowledge". It is another name for Saraswati, the goddess of learning. The magazine has five sections, viz. Hindi, English, Science, Commerce, Pahari and Photography. Students always contribute their articles enthusiastically for the latest edition. The magazine is an Endeavour to improve the critical as well as writing Skills of the students. It gives a voice to their thoughts, empowers them and boosts their self-confidence.

21. MAJOR CELLS / COMMITTEES

a. CAREER GUIDANCE AND PLACEMENT CELL

The Career Guidance and Placement Cell have been set up in the college for the benefit of the students. The Cell counsels the students for various career and job oriented opportunities by arranging in-campus activities like job fairs, motivational talks and organizing special lectures by eminent resource persons from government as well as private agencies. Primary objective of the Cell is to provide life skills to students and help them seek career prospects in government / private sectors. The Cell's activities are initiated by the teaching faculty of the college who offer guidance to students regarding different opportunities in higher education and multiple other career options.

The Placement Cell organizes seminars, mock interviews and sessions on soft skills, communicative skills, leadership skills, personality development and corporate culture/etiquette for the benefit of the students.

b. PREVENTION OF SEXUAL HARASSMENT AT WORKPLACE & WOMEN GRIEVANCE REDRESSAL CELL

This Cell is especially established to take care of grievances of female students and female employees and their prompt redressal. The Cell safeguards the well-being of women employees and girl students of the college. It aims at redressal of any complaints of misconduct or sexual harassment of women at workplace. Regular meetings of the members are held to discuss problems, if any. Lectures / talks by social workers, lawyers and women officials are also conducted from time to time for creating awareness among students, especially girls, regarding women rights.

c. INTERNAL QUALITY ASSURANCE CELL (IQAC)

The college has effective Internal Quality Assurance Cell (IQAC) for the quality assurance and improvement in teaching – learning process and work towards realizing the goals of quality enhancement and sustenance. The primary task of the IQAC is to develop a system for improvement in the performance of institution. The National Assessment and Accreditation Council conduct assessment and accreditation of Higher Educational Institutions (HEIs) to evaluate their quality in terms of teaching-learning process, research, infrastructure and overall performance.

d. NEP-2020 IMPLEMENTATION COMMITTEE

A Committee has been constituted to implement the National Education Policy 2020. Himachal Pradesh University Shimla (HPU) and Higher Education Department Govt. of Himachal Pradesh are seriously working on finalizing the modalities of implementation of this policy in the state from the academic session 2026-27. As and when direction regarding implementation of this policy will be issued by Department of Higher Education Govt. of Himachal Pradesh, it will be implemented in our college in letter and spirit.

22. CULTURAL / CO-CURRICULAR ACTIVITIES

The college provides opportunities to students to take part in cultural and co-curricular activities. Students are provided opportunities to take part in activities like Cultural Programs, Sports, Debate & Declamation, music competition, rangoli making, painting, poster making, etc. during the academic calendar both at intra as well as inter college level. The schedule of such programs are notified by our university HPU from time to time and put on the college notice board for information to students. Various Clubs and Societies have been formed to foster the holistic development of the students.

CLUBS & SOCIETIES

NCC

The National Cadet Corps (NCC) aims to develop character, discipline, leadership, secular outlook, and a spirit of selfless service among youth while creating a pool of organized, trained, and motivated individuals capable of contributing effectively to nation-building and inspired to join the **Armed Forces**. Its key objectives include inculcating qualities such as courage, comradeship, and leadership, promoting social responsibility, and fostering a spirit of adventure through structured training and activities. During the academic session **2025–2026**, the NCC unit of Atal Bihari Vajpayee Government Degree College (ABV GDC), Takipur, effectively implemented these aims and objectives through regular enrollment and parade training, participation in camps such as ATC and CATC, and organization of various activities including cleanliness drives, tree plantation, road safety awareness programs, and celebration of national events. Cadets were also engaged in disaster management awareness and personality development initiatives, which enhanced their confidence, teamwork, and leadership skills. Through these structured efforts, the NCC unit significantly contributed to the holistic development of students and instilled in them a sense of discipline, responsibility, and commitment towards the nation.

RED RIBBON CLUB

The Red Ribbon Club (RRC) is a voluntary on-campus intervention program for students. The main objective of the club is to create awareness about the deadly disease AIDS caused by HIV and spreading the message of voluntary blood donation. The Red Ribbon Club is a movement started by the Government of India in schools and colleges through which students spread awareness about HIV/AIDS. The Red Ribbon Club of the college organizes various activities on AIDS, TB etc., along with creating consciousness about hygiene, female education and various other social issues.

ECO CLUB

Eco Club is a voluntary group whose main objective is to promote the participation of students in learning about their environment. The Eco Club is a medium by which the youth can channelize their energy and act towards improving the environment. On 5th June, world's environment day is being celebrated by eco club of our college for creating awareness about the dire need of saving environment before it becomes too late.

ROVERS & RANGERS

Rovers and Rangers is an important wing of Bharat Scouts and Guides. It is a voluntary, non-political, educational movement for students. Activities undertaken by the Rovers & Rangers are primarily based on community development. The college has just started a unit of this organization with about 24 students. Membership can be obtained by depositing a fee of Rs. 10/- only. The main activities of the unit are:

- Conducting training camps for member students
- Cleaning of the campus
- Celebrating important days like Independence Day, Republic Day, Founder's Day and Martyrs' Day
- Organize a web meeting for orientation of the student members

LITERARY SOCIETY

The aim of Literary Society of the college is to foster love for language and creativity by providing a platform for self-expression and enhancing the confidence of our young minds. For achieving this end, *nukkad nataks* / street plays, short plays, debates & declamation contests and extempore speeches are organized from time to time.

SOCIAL SCIENCE SOCIETY

The Social Science Society of the college is an academic society that aims at generating awareness about socio-economic and political issues, developing civic behavior and creating a forum for discussion across subject lines.

COMMERCE & MANAGEMENT SOCIETY

This Society consists of teachers and student representatives from commerce classes. The key objectives of the society are developing management skills among Commerce graduates, facilitating the overall development of students, enriching the knowledge of the students by exposing them to the economic & commercial activities from grass root level to large scale production houses and keeping the students abreast with the changing aspects of business, industry and commerce. The society shall endeavour to work for interaction of students with the visiting faculties, subject experts, managers /entrepreneurs to develop team spirit among students develop leadership, entrepreneurial, and organizational skills among the students by regularly organizing and holding seminars, webinars, workshops and group discussions.

SCIENCE SOCIETY:

All the Science Students of the College and science teaching faculty members are active participants in Society activities. The aim and objective of this society is to spread scientific knowledge, temper among the students, to organize excursion to places of scientific interest, to arrange annual Science exhibition etc. This society organizes lectures of invited distinguished speakers on the scientific topics for student-awareness.

Note: Students must inform the concerned subject teacher(s) before leaving the college for participation in various activities.

23. OLD STUDENTS ASSOCIATION

The Old Students Association (OSA), also known as the Alumni Association of the college, has been established in Atal Bihari Vajpayee Government Degree College, Takipur during the academic session **2024-2025** with the aim of creating a platform for former students to come together, reconnect, and share their experiences. The association seeks to promote interaction and exchange of ideas among alumni while fostering a strong sense of belonging and attachment towards the institution and its traditions. It also aims to build a healthy academic, social, and cultural environment by strengthening the bond between past and present students for their overall development. Furthermore, the OSA is committed to rendering voluntary support to needy students and mobilizing funds and grants for their educational upliftment. The association also plans to maintain active engagement between alumni and the college through initiatives such as Alumni Day celebrations and other interactive activities from time to time. The main objectives of the OSA are:

- ❖ To provide a platform to the alumni of the college for exchange of ideas and sharing of knowledge
- ❖ To foster relationship between the alumni and the college by creating a sense of belonging for the college and its traditions
- ❖ To establish and encourage healthy academic, social and cultural atmosphere among the past and the present students for their overall development
- ❖ To render voluntary services to the needy students of the college
- ❖ To secure funds and grants for education of the poor students of the college
- ❖ To establish contact between the past and present students by holding Alumni Day Celebrations from time to time.

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