

NAAC Accredited 'A' Grade DAV Women Institution

Gopichand Arya Mahila College

Abohar-152116, Distt. Fazilka (Pb.)

Under DAV College Managing Committee, New Delhi
Affiliated to Panjab University, Chandigarh

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PROSPECTUS

2020-21



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Towers of Strength

GAYATRI MANTRA

ॐ भूर्भुवः स्वः तत्सवितुर्वरेण्यं
भर्गो देवस्य धीमहि धियो नः प्रचोदयात्

“Unveil, O Thou who givest sustenance to the Universe, from whom all proceed, to whom all must return, the self-luminous radiance of the divine entity, that we may see the truth and we meditate upon you to inspire our activities, properties and intellect”.



Swami Dayanand Saraswati

(1824-1883)

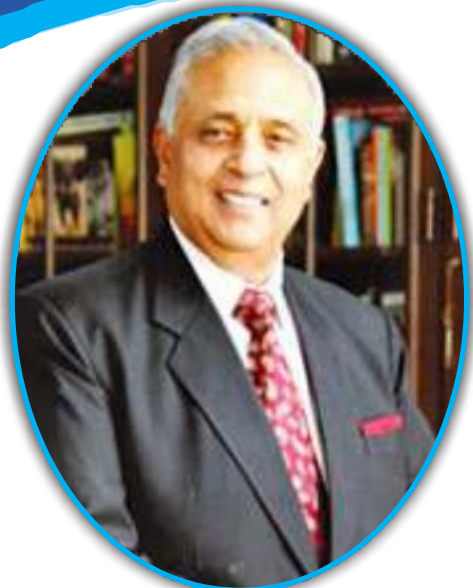
Founder of Arya Samaj



Mahatma Hans Raj

(1864-1938)

Founder of DAV Movement



Our Visionary leader

Dr. Punam Suri

Padamshree Awardee

President

DAV College Managing Committee, New Delhi &
Arya Pradeshik Pratinidhi Sabha, New Delhi

Chancellor

DAV University, Jalandhar



From the Desk of the Principal

Precious GCAMCIANS'

Following new norms developed globally after the widespread of COVID-19, with mask covering nose and mouth, sanitizing hands time and again, I greet you all on the onset of session 2020-21 with a message not to worry but stand on the life with spirited toes, make your senses spiky, observant and conscious of surroundings, stay cheery and full of life, take pleasure in the lyrics of time either joyous or ominous. Now you are the warriors of the times and history's the nastiest pandemic has prepared you to meet any challenge. You are out of the fear which has threatened the humanity with its sullied claws. Your classrooms and lush green grassy lawns are waiting to welcome your attendance and twittering.

Previously, your teachers situated you in the classroom, built enthusiastic settings, guided and cultivated you, became your role icon and paid attention to your problems. The unexpected scenario since the third quarter of March '2020 has witnessed the solidarity of experienced and dedicated teachers too who facilitated the students with their parental care and encouraged all the students to avail all opportunities and utilize the time by involving themselves in the online activities conducted by the college and other institutions of India. Their caring outlook helped in overall development of your body and mind during the lockdown period.

GCAMCIANS' learning journey has also witnessed the challenging paradigm shift as you have to learn through e-Board in a google classroom or on any social apps instead of chalk and talk. The future is yours and now **College from Home** concept has specified you the new role of central recipient which seeks your cautious time management; determined reading and writing lifestyle; regularity; submission of assignments; feedback analysis; document sharing; gaming and quizzing etc. Go ahead and be the master of this new education system.

In the end praying for the **well being of whole mankind** and with a word of advising note to you from **Taittiriya Upanishad**, I would ask you to imbibe this path:

सत्यं वद । धर्मं चर । स्वाध्यायान्मा प्रमदः ॥

(Satyam Wada, Dharmam Chara, Swadhyayaanaama Pramadah)

Speak the truth

Observe Dharma

Commit no error in self-study

Dr. Rekha Sood Handa
Principal

Academic Calendar Punjab University

Academic Calendar for the Session 2020-21

Academic Calendar for the session 2020-21 for all the Colleges Affiliated to Panjab University with Undergraduate and Postgraduate courses having Semester System of Examination for ongoing Classes :

Admission Process for ongoing Classes	27-7-2020 to 22-8-2020 (Monday) (Saturday)
Commencement of online teaching in all the Affiliated Colleges for on-going classes	3-8-2020 (Monday)
Admission Process for First Year UG Classes	3-8-2020 to 22-8-2020 (Monday) (Saturday)
Commencement of teaching for 1 st year UG Classes	01-09-2020 (Tuesday)
Late admission to be allowed by the Principal of the College with late fees of Rs. 560/- per student	24-8-2020 to 7-09-2020 (Monday) (Monday)
Late admission in the Affiliated Colleges to be allowed by the Vice-Chancellor with late Fee of Rs. 2040/- per student	08-09-2020 to 30-09-2020 (Tuesday) (Wednesday)
Academic Term I (Odd Semesters)	03-08-2020 to 28-11-2020 (Monday) (Saturday)
End Semester Examinations	02-12-2020 to 24-12-2020 (Wednesday) (Thursday)
Semester Vacation (Winter Break)	25-12-2020 to 02-01-2021 (Friday) (Saturday)
Academic Term II (Even Semester)	4-01-2021 to 7-05-2021 (Monday) (Friday)
End Semester Examinations	10-5-2021 to 2-06-2021 (Monday) (Wednesday)
Summer Vacations	3-06-2021 to 7-07-2021 (Thursday) (Wednesday)

THE INSTITUTE AT A GLANCE

Gopichand Arya Mahila College, Abohar traces its roots to the educational movement that began with the first DAV institute in 1886. It belongs to the family of the reputed DAV Institutions, being run by DAV College Managing Committee, New Delhi. Under the patronage of Seth Gopichand Ahuja, a leading businessman and a philanthropist, the college was founded in 1972 to carry forward the message of Swami Dayanad Ji who gave a clarion call for women education as well as for a new orientation in education. The credit for the phenomenal growth of the college goes to the visionary leadership of its Principals Ms. Kamla Khanna, Ms. Kanta Sareen, Ms. K. Sachdeva, Dr. Manju Mehta and Dr. Achla Kant who placed the college on the path of success. Then, Dr. Neelam Arun Mittu left no stone unturned in raising the college to the peak of glory. Under her dynamic leadership, the college offered itself for inspection to National Assessment and Accreditation Council (NAAC) and was awarded 'A' Grade. At present, the college is traversing new tracks under the progressive leadership of Dr. Rekha Sood Handa. She is a versatile personality with many valuable outputs and outcomes at various levels during her 22 years of service as HOD, PG Deptt. of History, DAV College, Abohar. There is a long list of research activities to her credit. She is known for innovative and creative skills. Recently, Chennai based Venus International Foundation has honoured her with 'Distinguished Woman in Humanities and Social Sciences' award for her achievements in the field of history. The college is scaling greater heights of success under her able leadership.

The institution is serving the cause of women education not only in Abohar city but also its surrounding villages and towns of Punjab, Haryana and Rajasthan. Since its inception in 1972, it has taken a tremendous leap in the academic, cultural and sports fields and has carved an enviable niche for itself among the women colleges of the city. The college is successfully running various degree, diploma and post graduate courses. The college can rightfully claim of its achievements at various socio educational fronts with many 'Firsts' to its credit.

Today the college has a spacious walled campus. It has sufficient classrooms, well-equipped Home Science laboratories, Fine Arts block, Computer Block, well-stocked Library with stack room and A.C. Reading Hall, Network Resource Centre, Conference Hall, Meeting Hall, Common room, Auditorium, Canteen, Play fields, Open Air Theatre, a swimming pool, indoor games facilities Stadium having two Badminton Courts and other Indoor games like Judo, Archery, Yoga and Table Tennis etc. and a Hostel with well-equipped common room with exclusive lawns for the residents. In hostel there is provision for A.C. rooms also.



VISION

The institution is strengthening and empowering girl students through quality education. The institution strongly believes in imparting quality education to the girl students and inculcates qualities of leadership, competence, excellence and self confidence to enable them to regenerate the society which has posed challenges for them. Our institution sincerely believes in building multi-dimensional personality of the students having strong faith in the philosophy of Arya Samaj combined with current trends of education.



MISSION

The institution believes in lessening the weaknesses and take full advantage of opportunities in the face of challenges, competition, set backs and failures. The institution aims to make the students aware of Indian culture through awareness programmes, to empower the women through active participation in various activities with dignity and confidence, preserving the social ethos, Vedic doctrines and our cultural heritage, to prepare and enable the students to face the challenges of life by making them conscious of their rights.



OBJECTIVE

The institution believes in reaching to downtrodden poor and weaker sections of society. The main objective of the institution is to cater to the needs of the girl students of deprived and depressed classes especially belonging to rural and border areas where scheduled castes, scheduled tribes and backward castes reside in large number. Bringing such students in arena of education and making them self dependent is of utmost concern. To give them value — based education so that they can play a significant role in nation-building is the major objective of the institution. Efforts are done to explore the potential and latent talent of the students by providing them a congenial environment in order to develop their overall personality.



Principal
Dr. Rekha Sood Handa
M.A.(English), M.A., M.Phil.,
Ph.D(History), Diploma In Persian

Department of English

Dr. Aarti Kapoor, M.A., M.Phil., B.Ed., Ph.D.
Dr. Seema Somani, M.A., M.Phil., Ph.D., NET Qualified
Ms. Amandeep Kaur, M.A., B.Ed., NET Qualified
Ms. Jinnia Verma*, M.A., B.Ed.
Ms. Shivangi Vij*, M.A., NET Qualified
Ms. Saroj Rani*, M.A., B.Ed.

Department of Punjabi

Dr. Inderjeet Kaur, M.A., M.Phil., Ph.D.
Dr. Shakuntla Midha, M.A., M.Phil., B.Ed., Ph.D.
Dr. Surinder Sandhu, M.A., M.Phil., Ph.D.
Ms. Amanpreet Kaur, M.A., B.Ed., NET Qualified
Dr. Sunaina Sharma*(P/T), M.A., B.Ed., Ph.D.

Department of Hindi

Ms. Anita Raj, M.A., B.Ed., JRF & NET Qualified

Department of Sanskrit

Ms. Usha Ranade, M.A. (Skt & Hindi), M.Phil

Department of Economics

Ms. Gaytri Sethi*, M.A., B.Ed., NET Qualified
Ms. Vanita Makkar*, M.A., M.Phil., NET Qualified
Ms. Anisha*, M.A..

Department of History

Mr. Neeraj Mehta**, M.A., B.Ed., M.Phil.
Ms. Anu Sharma*, M.A., M.Phil

Department of Political Science

Ms. Reeta*, M.A., NET Qualified

Department of Sociology

Ms. Neetu Sharma*, M.A., B.Ed.

Department of Mathematics

Dr. Raj kumar Ahuja, M.Sc., M.Phil., Ph.D.

Department of Fine Arts

Ms. Karamjeet Kaur*, M.A.

Department of Home Science

Ms. Sheenu Sharma*, M.A., B.Ed., PGDCA

Department of Music (Vocal)

Ms. Surdhani Jaswal, B.A. (Hons.), M.A., M.Phil.
Mr. Gurcharn Singh*, M.A.

Department of Music (Inst.)

Ms. Kamaljit Kaur*, M.A.

Department of Sports & Physical Education

Dr. Anita Singh, D.P.Ed., Ph.D., SLET, NET Qualified

Department of Commerce

Dr. Manoj Phutela, M.Com, M.Phil., Ph.D.
Mr. S.K. Monga, M.Com, M.Phil., NET Qualified
Ms. Ridhima Bedi*, M.Com, NET Qualified
Ms. Arushi Ahuja*, M.Com, NET Qualified
Ms. Priyanka Arora*, M.Com, NET Qualified

Department of Computer Science

Ms. Mamta Rani, M.C.A., NET Qualified
Dr. Amardeep Singh, (Programming Asstt), M.C.A., Ph.D.
Dr. Sudhir Rohilla, M.C.A., NET Qualified, Ph.D.
Ms. Navdeep Kaur*, M.C.A., NET Qualified

Community College

Ms. Paridhi Kataria*, M.Sc., M.Ed., NET Qualified
Ms. Asha*, B.A.

Department of Library Science

Mr. Sunil Upneja, Librarian, NET Qualified



ADMINISTRATIVE WING

Administrative Wing

Dr. Arshdeep Jhamb
Mr. Surinder Sharma
Vacant*

Office Supdt.
Clerk

Ms. Anju Bala
Mr. Arpan Gumber

Officiating Supdt.(Account)
Clerk

Support Staff

Mr. Shyam Chander
Mr. Rajesh
Mr. Pal Masih

Library Attendant
Peon
Peon

Girls Hostel

Vacant*
Ms. Gaura

Hostel Incharge
Hostel Keeper

Sanitation

Meena*

Campus Maintenance

Mr. Ram Sanjivan
Mr. Brij Lal

Mali
Mali

Security

Mr. Radha Krishan
Mr. Om Parkash (Hostel)
Mr. Pat Ram

Day Chowkidar cum-Cleaner

- * Ad-hoc
- ** 12 periods per week

Committees, Clubs, Cells and Centres

ADVISORY COMMITTEE

Dr. Inderjeet Kaur, Vice Principal

Ms. Usha Ranade

Dr. Raj Kumar Ahuja

Ms. Surdhani Jaswal

Dr. Shakuntla Midha

ACADEMIC COUNCIL

Dr. Inderjeet Kaur

Ms. Usha Ranade

Dr. Raj Kumar Ahuja

Ms. Surdhani Jaswal

Dr. Manoj Phutela

Dr. Aarti Kapoor

Dr. Anita Singh

Mr. Sunil Upneja

Ms. Anita Raj

Ms. Mamta Rani

INTERNAL QUALITY ASSURANCE CELL (IQAC)

Dr. Rekha Sood Handa-Head of the Institution

Mr. Dev Mitter Ahuja-Chairman, LAC

Dr. Urmil Sethi-Alumni Nominee

Mr. Fakir Chand Goyal-Local Society Nominee

Dr. Naveen Sethi- Local Society Nominee

Dr. Seema Somani-Coordinator NAAC

Mr. Sunil Upneja-Director IQAC

Dr. Inderjeet Kaur-Staff representative

Ms. Usha Ranade-Staff representative

Dr. Raj Kumar Ahuja-Staff representative

Dr. Shakuntla Midha-Staff representative

Dr. Surinder Sandhu-Staff representative

Dr. Manoj Phutela-Staff representative

Dr. Aarti Kapoor-Staff representative

Dr. Anita Singh-Staff representative

Mr. Surinder Sharma-Administrative representative

Dr. Amardeep-Computer Assistant

Ms. Navreet-Student representative

TIME TABLE COMMITTEE

Dr. Raj Kumar Ahuja

Dr. Manoj Phutela

Dr. Arshdeep (Office)

EXAMINATION COMMITTEE

Dr. Inderjeet Kaur

Dr. Raj Kumar Ahuja

Dr. Arshdeep (Office)

HAVAN YAJNA COMMITTEE

Ms. Usha Ranade

ECO CLUB

Ms. Amandeep Kaur

Dr. Sudhir Rohilla

DISCIPLINE COMMITTEE

Dr. Surinder Sandhu

Dr. Anita Singh

Dr. Amardeep Singh

CAMPUS MAINTENANCE AND PURCHASING COMMITTEE

Mr. S.K. Monga

Dr. Inderjeet Kaur

Dr. Raj Kumar Ahuja

Dr. Shakuntla Midha

Dr. Manoj Phutela

Dr. Anita Singh

Mr. Sunil Upneja

Mr. Neeraj Mehta

Ms. Amanpreet Kaur

Ms. Amandeep Kaur

Ms. Anju (Finance)

HOSTEL COMMITTEE

Dr. Surinder Sandhu

Dr. Anita Singh

Ms. Surdhani Jaswal

PUBLICATION COMMITTEE

Dr. Inderjeet Kaur

Dr. Aarti Kapoor

Dr. Seema Somani

Mr. Sunil Upneja

Ms. Anita Raj

Ms. Amandeep Kaur

Dr. Arshdeep (Office)

Mr. Amit Mehta (Office)

LIBRARY COMMITTEE

Dr. Aarti Kapoor

Mr. Sunil Upneja

AUDITORIUM COMMITTEE

Dr. Manoj Phutela

Mr. S.K. Monga

Dr. Aarti Kapoor

NATIONAL CADET CORPS

Ms. Anita Raj

NATIONAL SERVICE SCHEME

Mr. S.K. Monga

Ms. Amanpreet Kaur

Ms. Mamta Rani

Mr. Neeraj Mehta

RED CROSS SOCIETY & RED RIBBON CLUB

Mr. Neeraj Mehta

Ms. Mamta Rani

Dr. Sudhir Rohilla

Committees, Clubs, Cells and Centres

ARYA YUVA SAMAJ

Ms. Usha Ranade

Ms. Anita Raj

ALUMNI ASSOCIATION

Ms. Usha Ranade

Dr. Aarti Kapoor

Dr. Seema Somani

DEAN ACADEMIC AFFAIRS

Dr. Inderjeet Kaur

DEAN STUDENT WELFARE

Ms. Usha Ranade

CONTACT PROGRAMME

Dr. Raj Kumar Ahuja

Dr. Shakuntla Midha

LIAISON OFFICER

Dr. Shakuntla Midha

WEBSITE UPDATION COMMITTEE

Dr. Aarti Kapoor

Mr. Sunil Upneja

Ms. Mamta

Dr. Sudhir Rohilla

Dr. Amar Deep

BURSAR

Dr. Manoj Phutela

Mr. S.K. Monga

PRO COMMITTEE

Dr. Shakuntla Midha

Dr. Seema Somani

Dr. Manoj Phutela

Mr. Sunil Upneja

Ms. Amanpreet Kaur

RESEARCH CELL

Dr. Seema Somani

Mr. Sunil Upneja

Ms. Amanpreet Kaur

Ms. Anita Raj

Ms. Mamta Rani

Ms. Amandeep Kaur

Dr. Sudhir Rohilla

ICT COMMITTEE

Ms. Mamta Rani

Mr. Sunil Upneja

Dr. Sudhir Rohilla

Mr. Neeraj Mehta

Dr. Amardeep

Mr. Vishal (Office)

YOUTH WELFARE CLUB

Dr. Shakuntla Midha

Dr. Surinder Sandhu

Ms. Surdhani Jaswal

EQUAL OPPORTUNITY CELL

Dr. Rekha Sood Handa-Director

Dr. Inderjeet Kaur-Co-ordinator

Dr. Raj Kumar Ahuja-Member

Dr. Shakuntla Midha-Member

Ms. Anju (Office)

Mr. Arpan Gumber (Office)

CAREER COUNSELLING CELL and INCUBATION CENTRE

Dr. Rekha Sood Handa-Chairperson

Dr. Manoj Phutela-Co-ordinator

Dr. Shakuntla Midha-Member

Mr. Sunil Upneja-Member

Ms. Mamta Rani-Member

Ms. Anita Raj-Member

Dr. Sudhir Rohilla- Member

LEGAL LITERACY CLUB

Dr. Rekha Sood Handa-Chairperson

Dr. Shakuntla Midha-Co-ordinator

WOMEN STUDIES CELL

Dr. Rekha Sood Handa-Chairperson

Ms. Amandeep Kaur-Co-ordinator

Ms. Anita Raj

GRIEVANCES REDRESSAL CELL

Dr. Rekha Sood Handa-Chairperson

Dr. Raj Kumar Ahuja-Co-ordinator

Dr. Seema Somani-Member

Ms. Amanpreet Kaur- Member

Mr. Vishal (Office)

SEXUAL HARASSMENT GRIEVANCES

REDRESSAL CELL

Dr. Rekha Sood Handa-Chairperson

Ms. Surdhani Jaswal-Co-ordinator

Dr. Aarti Kapoor-Joint Co-ordinator

Mr. Vishal (Office)

ANTI-RAGGING CELL

Dr. Rekha Sood Handa-Chairperson

Dr. Aarti Kapoor-Co-ordinator

Dr. Manoj Phutela-Joint Co-ordinator

Mr. Vishal (Office)

CELL FOR DIFFERENTLY ABLED PERSONS

Dr. Rekha Sood Handa-Chairperson

Mr. S.K. Monga-Co-ordinator

Ms. Amandeep Kaur-Joint Co-ordinator

MISSION ADMISSION

Courses Available

Programme Level	Name of Programme/Course	Duration	Sanction Student Strength
Under Graduate	B.A.	3 Years	No limit
	B.COM	3 Years	70
	B.C.A.	3 Years	80
	B.A. English (Honours)	3 Years	No limit
	B.A. Punjabi (Honours)	3 Years	No limit
	B.COM(Honours)	3 Years	Up to 70
Post Graduate	M.A. English	2 Years	60
	M.A. Punjabi	2 Years	60
	M.A. Economics	2 Years	60
	M.Com	2 Years	40
	PGDCA	1 Year	30
Add-on Course	Yoga		
Community College Course	Beauty & Aesthetics		50
	Food Processing & Preservation		50

Note: Reservation of seats as per State Govt./P.U. rules.

Important Information

1. There will be two additional seats for one girl child out of the only two girl children per unit per course subject to maximum limit of four. The additional seats will be given only for one girl child or one amongst the two girl children with no male child. The parents must submit an affidavit in the regards.
2. One additional seat each for student suffering from Cancer, Aids and Thalessemia . The parents must submit a certificate as a proof from National Institute like PGI, AIIMS etc.
3. Two additional seats for rural area students. The students must have studied in the rural school for at least five years before passing the last exam (Not in the area of Municipal committee or small town).
4. One additional seat for border area students over and above the sanctioned seats for various UG/PG course.
5. Free education to the children of persons killed in November 1984 riots and terrorist violence on Punjab.
6. Ten supernumerary seats are to be allocated for J & K students in UG Courses as per mail received from Education Officer , UGC dated 08-01-2019.

Admission Procedure and General Eligibility Conditions

Application for admission on the prescribed form, appended to the Prospectus, should be submitted to the college office after the declaration of the result of the previous class or as per the schedule. No Form will be accepted after the date specified. Incomplete forms will not be considered. Students should follow the following guidelines while filling up the admission forms.

1. The form must be filled up in the student's own handwriting.
2. Every candidate must write the name of her mother along with the name of the father in the stipulated column.
3. The spelling of the name of self, father and mother must be the same as recorded in the certificate/ D.M.C. of the matriculation/ previous examination passed.
4. Date of birth must be recorded properly with due proof. (i.e. the matriculation certificate)
5. If the Registration Number has been issued by P.U. Chandigarh, it must be filled in the stipulated column.
6. Affix two passport size photographs at the specified places and enclose one along with the form with your name, class to which admission is being sought.
7. Attested copies of the certificate/ Provisional certificate of the last examination passed/ DMC and Character certificate from the head of the institution last attended are required with the admission form.
8. For students belonging to the Scheduled Caste/Tribe or Backward Class, attested copy of the certificate issued by the competent authority to this effect is required.
9. Migration Certificate in case the candidate is coming from other universities Board/ Councils.
10. Admission is on the basis of merit. The college reserves the right to refuse admission to any applicant without giving any reason.
11. The applicants whose result is declared late may seek admission without late fee within ten days of the date on which the result is declared.
12. All admissions to the college are provisional and subject to approval by Panjab University, Chandigarh. The college shall not be responsible if the admission is not approved by the University and claims for refund of dues on any account, except securities, will not be entertained.
13. If a student is found ineligible at any stage her admission shall be cancelled and she will cease to remain a bonafide student of the college. Refund of any type except for the securities will not be admissible to her, as per the rules.
14. An affidavit in duplicate from each candidate having gap year seeking admission to the College/ Department to the effect that she was not disqualified by any Board/Body/ Council /University and she was not already registered with the Panjab University (wherever applicable), must be obtained by the concerned College/ Department before allowing admission.
15. That a candidate who has been placed under compartment/re-appear in one subject only at least 20% marks (Theory & Practical taken together) in the subject in which she been placed in compartment in the +2 examination conducted by the Open School Board of India shall be eligible to seek admission to the 1st Semester of B.A./B.Com/B.C.A course under 10+2+3 system of education. She should have cleared the compartment before the declaration of the first year result. If she could not submit the relevant papers/documents on the date of declaration of result then her admission will be automatically cancelled.
16. The candidate who is admitted in first/third/ fifth semester will be allowed to be promoted to second/fourth/sixth semester respectively. However, for promotion from second to third or from fourth to fifth semester the candidate will have to clear 50% of the total papers till that semester. It is further clarified that for calculating 50% fraction, like, 2.5, 3.5 or 4.5 will be considered as 3, 4 or 5 respectively.
17. The candidates coming from other Universities/ Boards/ Councils/ Bodies must bring with them, qualifying examination Certificates, at the time of admission. Migration Certificate be submitted latest by 15th of October in the University office. These certificates be verified from the Result Gazette. If Gazette is not available then student should submit an affidavit to the effect that if the documents are not found correct his/her admission to the course will be liable to be cancelled.
18. For admission, fraction of marks less than requisite percentage would not be rounded off to the advantage of candidates, i.e. 32.9%, 39.9% and 49.9% shall not be rounded off to 33%, 40% and 50% etc.
19. It must be ensured that the examination passed by a candidate on the basis of which she is seeking

Admission Procedure and General Eligibility Conditions

admission to the next higher class in the College stands recognized by the Panjab University.

20. The candidate who got admission in 1st semester in a college and after completing the 1st semester could not get the admission in second semester due to one or other reason, should be given admission in second semester next year with the condition that the candidate must have attended the classes/ appeared in examinations in the college in the 1st semester. To overcome this problem, few admission dates for 2nd semester should also be allotted in January i.e. one week after the Winter Break as per P.U. Academic Calendar, 2019-20. (As per Syndicate Para 49 Dated 01-05-2016)
21. The Vice Chancellor has allowed to change a subject in any circumstances in the even semester examination whereas she will have to clear that subject as deficient in lower semesters examination which she has changed in the higher semester for qualifying the award of Bachelor's Degree (vide Circular No. Misc./A-6/3295 dated 06.04.2018)

MIGRATION RULES

1. Candidates from other colleges affiliated to the Panjab University can be migrated by seeking prior permission of the two Principals after obtaining a college leaving certificate from the previous college
- 2(a) A candidate who has passed her 1st semester and 2nd semester of B.A./B.Com./B.C.A Course conducted by another University/ College affiliated to another university in India under specific authorization by the University concerned, be allowed to migrate to a college affiliated to this University/ Department of Evening Studies/ University School of Open Learning in the 3rd semester/5th semester of the respective course (as per rules prescribed under Chapter XIV - 'Migration of Students' Page No. 289 to 304 of P.U. Calendar Volume-III, 2016 on the condition that such a candidate will have to clear the deficient subject/s if any, within the permissible chances. Deficiencies should be determined by the Principal/ Chairperson at the time of admission under intimation to University (i.e. on the Registration Return and examination forms) as well as to the students as per University rule No. 6 given at page 302 of P.U. Cal. Vol-III, 2016.
- (b) For migration to this college from a college affiliated to other universities, a student should submit the following certificates along with the application form:

- a. A migration certificate from the University concerned.
- b. The lower examination passed certificate.
3. Migration will not be permitted if the combination of subjects offered by the student does not tally with combination allowed in this college.
4. Mid-term migration from any other university is not permitted.
5. When the migration of a student has been allowed, she must join the college within 15 days, otherwise the migration shall be considered as cancelled.

RULES FOR WITHDRAWAL

1. A student who wishes to leave the college must apply in writing to the Principal and application must be countersigned by her father or guardian. No student will be permitted to leave the college until she has cleared her college dues.
2. A student has to pay the college fee and all other dues until her name is formally withdrawn.
3. Fee and other dues once paid shall not be refunded.

B.A. GENERAL

Admission to B.A. 1st Semester shall be open to the girls who have passed.

- a) Senior Secondary Part II (10+2) Examination of PSEB, or
- b) Any other examination recognized by Panjab University.

SUBJECT COMBINATIONS

B.A. (General) 1st Semester Study programme will consist of two compulsory and three elective subjects.

I. COMPULSORY SUBJECTS: (TWO)

1. General Punjabi or History and Culture of Punjab.
2. General English.

II. ELECTIVE SUBJECTS

1. Hindi/English/Punjabi
2. Economics/Fine Arts
3. History/Mathematics
4. Sociology
5. Home Science
6. Political Science
7. Sanskrit/ Physical Education
8. Music Instrument
9. Music Vocal
10. Computer Science.

Admission Procedure and General Eligibility Conditions

(If the candidate has passed the +2 examination with Science/Commerce/Economics/ Mathematics and computer related subject like Computer/ Information technology etc. as one of the elective subjects or optional subjects)

ENVIRONMENT, ROAD SAFETY EDUCATION AND VIOLENCE AGAINST WOMEN & CHILDREN AND DRUG:

Environment, Road Safety Education and Violence against Women & Children and Drug is a compulsory paper, which the candidates are required to pass with at least 33% marks either in the First Year (Semester System) or in Second Year/Third year of the Course, failing which the Degree will not be issued.

NOTE

- a) For B.A./ B. Com., "History & Culture of Punjab" is allowed as an option in lieu of Punjabi (Comp.) to the following categories of students :
 - I. Students who have been out of Punjab for the last 10 years.
 - II. Students who are not domicile of Punjab and have not studied Punjabi upto 10th i.e. Matriculation.
 - III. Wards of Defence Personnel and Central Govt. Employees.
 - IV. Foreigners.
- b) A candidate who has passed the following examination with pass in English as one of the subjects shall be eligible to join First Semester of B.A. and Honours degree course in a college affiliated to this University, however, a candidate who has not qualified English as one of the subjects, shall be eligible to join B.A. First Semester provisionally subject to her qualifying the deficient subject if English from the parent Board / Body / Council / University in two consecutive chances subsequent to her admission, failing which her admission to B.A. First Semester shall automatically stand cancelled.

INFORMATION REGARDING COMPARTMENT CANDIDATES OF OTHER UNIVERSITIES:

A student of any other University who is placed in compartment in 1st Semester / 2nd Semester of B.A/ B.Com./ BCA Course be not allowed to join the 3rd and 4th Semester / 5th and 6th Semester Course of this University.

- c) A candidate who has been placed under compartment at +2 examination conducted by a Board/Body/Council/University in India shall be eligible to seek admission to the First Semester of B.A./B.Com/B.C.A./course/s she fulfills the following conditions:
 - (i) She should have been placed in compartment in one subject only;
 - (ii) He/she should have obtained at least 20% marks in the subject in which he/she had been placed in compartment and;
 - (iii) She should have obtained the requisite percentage of marks in the aggregate of examination as laid down in the relevant regulations;

Provided that;

- (I) A candidate joining the B.A. First Semester should have obtained at least 33% marks in the aggregate of all the subjects (including the marks obtained by her in the subject of compartment, Theory & Practical/s taken together) taken up by her at the +2 examination.
- (2) Compartment Candidates of +2 Examination seeking admission to first degree level running parallel utility oriented certificate/Diploma/ Advances Diploma and add-on Courses Programme with B.A/B.com/BCA Part-I Courses :-

With a view to vocationalize the education at first-degree level during Xth plan period, parallel utility oriented certificate/Diploma/

Advanced Diploma Programs have been introduced. The candidates who are placed in compartment in +2 examination having been admitted provisionally to B.A/B.Com/Part-I Class shall also be considered to have been admitted provisionally in these courses. The eligibility requirements and Regulations/Rules for certificate/Diploma/Advanced Diploma Courses sanctioned by the U.G.C. under Career Orientation Programme to various affiliated Colleges from the admissions of 2004 as Add-on Courses for B.A./B.Com (Semester System) (1st, 2nd and 3rd) will be same as for admission to B.A./B.Com Course (Semester System)

MIGRATION/DEFICIENT SUBJECT(S):

A candidate who has passed his/her 1st Semester and 2nd Semester of B.A./B.Sc. (General)/B.Com/B.B.A./B.C.A. Course conducted by another University/College affiliated to another university in India under specific authorization by the University concerned, be allowed to migrate to a college affiliated to this University/Department of Evening Studies/University School of Open Learning in the 3rd semester/5th semester of the respective course (as per rules prescribed under chapter XIV-'Migration of Students' Page No. 289 to 304 of P.U. Calendar Volume-III, 2016) on the condition that such a candidate who have to clear the deficient subject/s if any, within the permissible chances.

Deficiencies should be determined by the Principal/Chairperson at the time of admission under intimation to University (i.e. on the Registration Return and examination forms) as well as to the students as per University rule No. 6 given at page No. 302 of P.U. Cal. Vol-III, 2016.

ADMISSION TO BACHELOR OF COMMERCE (B. COM.) 1ST SEMESTER:

- (A) Admission to the first semester of B.Com. Degree course shall be open to a person who has passed one of the following examinations conducted by a recognized Board/Council/ University:

- a) +2 examination or B.Com.- Part-I (Old scheme) of Panjab University with three of the following Subjects securing at least 45 percent:

Commerce (or theory of commerce or foundation course in commerce)

- Accountancy (or book keeping and accountancy)
 - Economics
 - Business Organization (or Business Management or Theory and Practice of Management)
 - Banking and Trade
 - Insurance (or General Insurance or Life Insurance)
 - Commercial Geography
 - Office Management and Secretarial Practice (or Office Organization and Management)
 - Mercantile Law (or any Company Law)
 - Auditing
 - Typewriting and Stenography/ Computers (for typewriting)
- b) +2 Examination or B.A. Part -I (Old scheme) of Panjab University with at least two of the subjects mentioned in (a) securing at least 50% marks in aggregate;
 - c) +2 Examination or B.A. Part-I/B.Sc-I/Pre-Engineering/Pre-Medical Examination of the Panjab University under the Old Scheme not covered in (b) securing at least 55% marks.
 - d) Any other examination recognized by the University as equivalent to (a) or (b) or (c) as given above with requisite percentage of marks given under each clause.

WARM SEND - OFF - A GLANCE

Digital Warm Send – Off was accorded
To
Dr. Ragini Mittal , HOD , Dept. of Fine Arts
On
Her Superannuation after completion
Of
25 years of commendable service.



GCAMC Family wishes you a new journey of success and happiness in the new phase of your life. May you be showered with abundant opportunities to do what your heart desires .

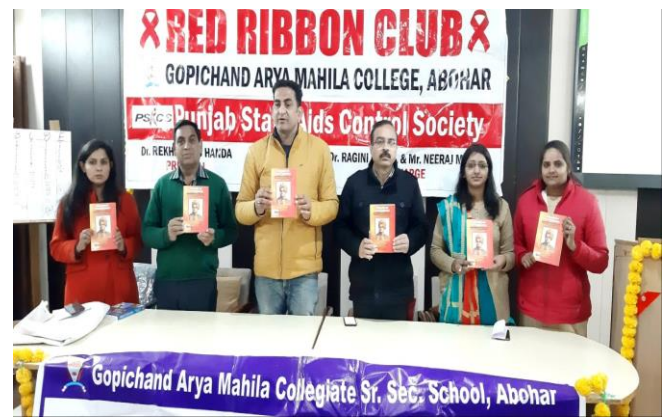
Notable Events –A Glance





Notable Events *A Glance*





Notable Events *A Glance*





Notable Events *A Glance*



Admission Procedure and General Eligibility Conditions

Provided that a candidate seeking admission to the first semester of B.Com. should have passed in the subject of English at the +2 examination and in cases where passing in English is not necessary according to the regulations of certain Boards/Bodies/Councils/Universities in India, the admission of the candidate shall be provisional and will be confirmed only after he/she has cleared the subject of English as a deficient subject from the parent Board/Body/ Council/University in two consecutive chances subsequent to her admission. In case a candidate does not clear the relevant subject at any of the two consecutive chances allowed to him/her subsequent to the date of her admission, his/her provisional admission to the course shall stand cancelled.

Provided further that:

A candidate who has been placed under compartment in the +2 examination conducted by a Board/Bodies/Councils/University in India shall be eligible to seek admission to the First Semester of B.Com course, provided he/she fulfils the following conditions:

- (I) She should have been placed compartment in one subject only;
 - (ii) She should have obtained at least 20% marks in the subject in which he/she had been placed in compartment; and
 - (iii) She should have obtained the requisite percentage of marks in the aggregate of the examination as laid down in the relevant regulations. The admission of the candidate with a compartment as indicated above shall be provisional and will be confirmed only after she has cleared the compartment in two consecutive chances subsequent to her admission. In case the candidate does not clear the compartment at any of the two consecutive chances allowed to him/her subsequent to the date of her admission, his/her provisional admission to the course shall stand cancelled.
- (B) Subject to the reservation made by the University, the admission shall be on merit. The merit for this purpose shall be determined on the basis of the score of a candidate to be computed as follows:
- (i) Percentage of marks in the qualifying examination;
 - (ii) Add score of 4 for each of the subjects passed from the subjects referred in A(a) not exceeding 16 in total.

Explanation:

In cases of a compartment candidate, eligibility shall be determined by including the marks of the subject in which the candidate has been placed under compartment.

NOTE: The candidates securing less than 20% marks in the subject of compartment at the +2 examination be made eligible to join B.A./B.Com. Part-I courses, if they cleared or secure 20% or more marks in the subject in the Supplementary Examination held in July/August, on or before the last date for admission with late fee with the permission of the Vice chancellor, provided the seat/s is/are available Syndicate para 43(xiv) meeting held on 27-01-2013).

B.A.HONOURS(ENGLISH)

Admission to B.A. English (Honours) will be made on the basis of merit. A candidate who has secured at least 50% marks in elective English in B.A. I shall be eligible to join English Honours Course

B.A.HONOURS(PUNJABI)

Admission to B.A. Punjabi (Honours) will be made on the basis of merit. A candidate who has secured at least 50% marks in elective Punjabi in B.A. I shall be eligible to join Punjabi Honours Course

B.COM.(HONOURS)

Admission to B.Com. (Honours) in the college will be made on the basis of merit. A candidate who has secured at least 50% marks in the aggregate of B.Com. first year examination shall be eligible to join honours in B.Com. (Honours) course.

B.C.A.

Admission of the B.C.A. 1st Semester in the college will be made on the basis of merit.

- a. A candidate who has passed the +2 examination in any discipline with at least 50% marks and passed Mathematics as one of the subjects at Matriculation examination shall be eligible to join the first year class of B.C.A. course.
- b. any other examination recognized by the Syndicate as equivalent to (a) above.

Provided further that:

A candidate who has been placed under compartment in the +2 examination conducted by a Board/Board/Councils/University in India shall be eligible to seek admission to the First Semester of BCA course, provided she fulfills the following conditions:-

- i. She should have been placed compartment in subject only;

Admission Procedure and General Eligibility Conditions

- ii. She should have obtained at least 20% marks in the subject in which she had been placed in compartment; and
- iii. She should have obtained the requisite percentage of marks in the aggregate of the examination as laid down in the relevant regulations.

The admission of the candidate with a compartment as indicated above shall be provisional and will be confirmed only after she has cleared the compartment in two consecutive chances subsequent of her admission. In case the candidate does not clear the compartment at any of the two consecutive chances allowed to her subsequent to the date of her admission, her provisional admission to the course shall stand cancelled.

Explanation :

In case of compartment candidate, eligibility shall be determined by including the marks of the subject in which the candidate has been placed under compartment.

- (iii) Subject to the reservation made by the University, the admission shall be on merit.

NOTE:

- I) 10% weightage be given for each subject of (Mathematics/Statistics) and (Computer Science/Computer Applications/Information technology or equivalent) to the candidate who studied at 10+2 level at the time of admission in B.C.A. 1st semester from the admissions of 2015.
- ii) 20% weightage in total to those students who studied (Mathematics/Statistics) and (Computer Science/Computer Applications/Information technology or equivalent) at +2 level be given.

P.G.D.C.A.

Admission to P.G.D.C.A. (Semester System):-

- I) Bachelor's degree of Panjab University under 10+2+3 system of examination with atleast 50% marks in any discipline. Or
- ii) B.E./B.Tech. Or
- iii) Any other examination recognized by the Syndicate as equivalent to (i) or (ii) above.

M.Com/M.A. English, Economics & Punjabi Eligibility for admission

M.A PART I

A candidate who has passed any of the following examinations from Panjab University, or from any other

university, whose examination has been recognized as equivalent to the corresponding examination of the P.U. (Under 10+2+3 system of education) shall be eligible to join the first year (Part I) class of the M.A. course I The Admission will be strictly in order of merit. 2. For M.A., Graduation in any stream with at least 50% marks 3. For M.Com, Graduation in Commerce with at least 50% marks.

NOTE :

- I. A candidate for M.A. Part II examination must have passed M.A. Part I examination not more than three years previously.
- II. Following mode of testing and evaluation for Post Graduate classes has been approved.
 - a. Terminal evaluation. 80%
 - b. Continuous Assessment 20%

Continuous Assessment may include written assignment, Snap Tests, participation in discussion in the class, Term papers, attendance etc.

CHANGE OF SUBJECTS

Students of B.A. First Semester are permitted to change their subjects within ten days from the commencement of classes.

- I. A student should select the combination of subjects carefully. No overwriting will be accepted.
- II. If the number of students offering a permissible combination is less than 10, the Principal reserves the right to ask the students to change the combination. III. Practical subject fee will not be adjusted or refunded in case of subject change.

Note:

- I. The candidate securing less than 20% marks in the subject of compartment at the +2 examination be made eligible to join B.A./B.Sc./B.Com. Part-I courses, if they cleared or secure 20% or more marks in the subject in the Supplementary Examination held in July/August, on or before the last date for admission with late fee with the permission of the Vice-Chancellor, provided the seat/s is/are available (Syndicate para 43 (xiv) meeting held on 27-01-2013).
2. Eligibility from second semester onwards will be as per P.U. Rules.
3. For detailed information about the options of P.G. courses, contact the concerned Department.



- 1) Scheduled Caste Scholarships
- 2) Backward Class Stipend
- 3) Handicapped Students Scholarships
- 4) Punjab Govt. Merit Scholarships
- 5) Scholarships for the wards of Political Sufferers
- 6) District Soldiers Board Stipend
- 7) Rashtriya Sanskrit Sansthan, New Delhi
- 8) Sikh Nishkaam Seva Society, New Delhi

UNIVERSITY SCHOLARSHIPS

- 1) Means cum Merit
- 2) Sports
- 3) Single Girl Child
- 4) Physically Disabled
- 5) Aids/Cancer Patient

Email: dcdc@pu.ac.in

Web site : www.dcdc.puchd.ac.in
www.puchd.ac.in

SCHOLARSHIPS BY OUR ALUMNI

- 1) Sangeet Vandan Awards
- 2) Nagpals Merit Scholarship
- 3) Dr.S.P.Duggal Merit Scholarship

Scholarships under the Govt. of India Post Matric Scholarship schemes are available to the scheduled Caste/Tribes who are permanently settled in Punjab state and are pursuing their post Matriculation studies. The prescribed application forms and entailment cards must be submitted to the college along with the admission application for onward transmission to the Director Public Instructions (College) Punjab. Achievers in sports are given special sports scholarships every year.

Heavy concessions in fee and stipends will be granted to meritorious but needy students on Merit cum Means basis. To meet these expenses college owes to

I. Krishna Sen Memorial Trust for its financial aid Rs.3 lacs + per annum.

II. Shashi Ahuja Memorial Trust for its financial aid Rs.2 lacs + per annum

III. Sita Ram Jindal Foundation

Besides all types of state and central government merit scholarships, scheduled castes and backward classes stipends will be available as provided by the rules. Students getting the benefit of any form of Merit, University, Govt. or Scheduled caste, scholarship in their previous college will continue to derive the same benefit after migrate to this college. Further details are available with the college office.

Note: Scholarships, stipends and fee concessions are for needy, poor and meritorious students, provided that the students will have to clear the conditions of examination as well as be regular in class.

Eligibility

I. ELIGIBILITY

Eligibility Conditions for University Examinations

- All the students are required to attend the classes regularly and punctually. They shall become eligible to appear in University examination only if they have attended the required number of lectures both in Theory and Practical classes. For University examination, a student is required to attend 75% of the delivered lectures.
- The students shall be awarded Internal Assessment on the basis of the Mid-semester tests. Any student who remains absent without the prior permission of the Principal shall be fined and shall be deemed to have scored zero in the subject(s) concerned. Any student found guilty of misconduct/using unfair means during the examination will be severely punished.
- A student appearing in the University examination shall have to secure at least 25% in the Mid-semester exams besides the requisite attendance in classes. End semester examination will be conducted by Panjab University, Chandigarh in December 2020 and May 2021. Admission form of a student shall be sent for University Examination if she fulfills the eligibility conditions.

Note:

- Name of the irregular students will be struck off after continued absence.
- Proper leave application should be submitted in the office.
- Students who participate in Co-curricular activities like NCC, NSS, Youth Festival etc. should be given exemption for those days which are utilized for rehearsals and functions.

3. PASS CRITERIA

- a. A student shall be deemed to have passed the examination if she gets at least 35% individually in two compulsory languages and three elective subjects.
- b. For subject involving practical work, a candidate must obtain at least 35% marks in theory and practical separately. Grading will consist of
 - i. First Division 60% or more of the aggregate marks.
 - ii. Second Division 50% or more but less than 60%.
 - iii. Third Division Below 50%.
- c. For P.G.D.C.A. to qualify
 - i. Minimum 40% marks Theory, Internal Assessment and Practical separately.

- ii. 50% marks in Project work and
- iii. 50% marks in aggregate.

ELIGIBILITY FOR COMPARTMENT

A candidate failing in any one compulsory language or an elective subject will be eligible for the compartment examination. She will be declared to have passed the examination on clearing the subject. Candidates will be allowed two consecutive chances to pass the compartment examination. A candidate who does not appear in one or such chances shall be considered to have failed and required to re-appear in all the subjects at any subsequent examination of the Board University as per the current syllabus and courses laid down.

STUDENT SUPPORT SERVICES

The College has a number of societies and clubs. Various activities are organised to explore their latent potential and to develop their multi-dimensional personalities throughout the year. The following societies and clubs are functioning at the college:

- English Literary Society
- Amrita Pritam Punjabi Sahit Society
- Hindi Sahitaya Parishad
- Planning Forum
- Mathematics Association
- Amrita Sher Gill Club
- Social Sciences Society
- Sports Club
- Home Science Club
- Paras Sangeet Club
- GCAM Tech Vision

CULTURAL ACTIVITIES

Various cultural activities and social welfare programmes are held from time to time by Youth Welfare Club to groom the budding artists and explore their talents. Talent Hunt Function, Cultural functions, outreach programmes specially related to women problems are organized.



PHYSICAL EDUCATION AND SPORTS

College students, Day scholars and Hostlers, are required to take part in games regularly. Sufficient facilities for various games and sports exist in the college campus.



YOGA

A 'Yoga' centre forms part of the Physical Education and Sports Department. Under Yogi Sukh Ram Ji, classes are held during the morning hours and our teams have excelled in various competitions.



NATIONAL CADET CORPS

N.C.C. is available in the college. Minimum 40 Parades are held on Sundays and holidays during an academic year. A student is required to attend minimum 80% parades. The NCC unit trains students for military service while preparing them for 'B' and 'C' certificates.



NATIONAL SERVICE SCHEME

As an alternative to N.C.C. the N.S.S. unit is also available where the students are granted opportunity to understand



the social and National problems by attending social service camps. They are made aware of their responsibility towards the society. The N.S.S. volunteer is required to put in 120 hrs of social service and attend at least one camp of approved duration.

COLLEGE DISCIPLINE

- Each student is issued an identity card bearing her photograph, name and roll number. All the students are required to carry their identity cards with them during their presence in the campus. If the identity card is lost, duplicate card can be issued on payment of Rs. 50/-. The identity card must be deposited back at the end of the academic session.
- Maintenance of academic atmosphere is expected from all.
- Students are not permitted to leave the college campus before 12.00 Hrs. Safety and security of the students outside the college campus is to be ensured by the parents.
- Moped/Scooter/Bicycles are to be parked at the stand. Defaulters will be fined.
- Vacant period should be spent in library.
- Knitting is not permitted.
- Visitors are allowed to meet their wards between 1200 hr to 1300 hr, only in urgency with the permission of the Principal.
- The college lays emphasis on the maintenance of discipline and proper decorum in and outside the class-rooms. Each student is expected to respect the rights of others, maintain the cleanliness and beauty of the physical surroundings and uphold the image of the college.
- Students must make it a habit to read the notices daily.
- Students are required to come to the college neatly and modestly dressed. Sleeveless & low necked, short tops, low waist jeans, half pants are strictly prohibited.
- Students should avoid making a noise in the classrooms, verandas and other places. Movements from one class room to another should be orderly, disciplined and dignified.

Hostel

Disciplinary action will be taken against those students found in the canteen or moving about while their classes are going on.

- l) Right of admission and entry to the college campus is reserved.
- m) A student who is guilty of misconduct in any way shall not be eligible for a prize, scholarship, fee concession, Sports Council or other important body in the college. Students found guilty will be heavily fined & can also be suspended/ expelled from the college.
- n) The name of the student absent for more than 7 days, without permission will be struck off from the college rolls.
- o) Any change in the address of the parents/ guardian must be reported to the college office without any loss of time. A student will be punished, rusticated or expelled from the college if she directly or indirectly takes part or induces others to do so in any activity in the college for any reason whatsoever, which in the opinion of the Principal is subversive of the college discipline.

LEAVE RULES

- a) Leave must be applied for in advance on the prescribed forms available in the office, duly countersigned by the father/guardian.
- b) Leave upto 3 days shall be granted by the tutor and for more than 3 days by the Principal. On days of special functions/ Celebration, leave will be granted by the Principal.
- c) In case of serious illness, the leave application must be submitted, at the earliest possible, along with the Medical Certificate by a competent medical authority.
- d) The maximum leave allowed to a student during an academic year will be for 15 days only. Extra leave shall be automatically cancelled and considered as absence.

LIBRARY RULES

- a) The college library has a valuable collection of books on topics of curriculum as well as general interest. It is open to all students.
- b) No student is permitted to enter the Library without the identity card.
- c) Two books are issued to a student for a period of 14 days only.
- d) The books can be re-issued for the specified period only if these are not in demand by other

students.

- e) Reference books, text books, periodicals etc. shall not be issued except for consultation in the library premises.
- f) Books issued from the library should be kept very carefully and in no case shall pages be underlined or disfigured. If the book is already damaged in any form, it should be brought to the notice of the issuing clerk or the librarian at the time of issue; otherwise the responsibility will be of the student herself
- g) The loss of books should be reported to the Librarian before the due date otherwise the usual fine will be charged till the information is given. The borrower will be required to replace it, otherwise she will have to pay double the price of the books that cannot be replaced. Second hand books will not be accepted.
- h) The students are required to observe silence in the library and not to disturb other in any way.

THE COLLEGE HOSTEL

- a) The college hostel is known as "Permishwari Bai Ahuja Hostel". It has 150 seats. The seats being limited, accommodation is available on first come first serve basis for one academic year only. All students, old and new, seeking hostel accommodation, are required to fill in the hostel admission form at the time of applying for admission to the college. Medical fitness certificate by a competent authority and a certificate of good behaviour from the head of the institution last attended should also be attached to the form.
- b) The Principal reserves the right to refuse admission to any student without giving any reason.
- c) The Parents/Guardians are required to submit to the hostel the name(s) and addresses(es) of local guardian(s), visitors and relatives of the ward with their full details along with photographs specifying that they are allowed to visit their ward, may take her out & she can stay with them for a holiday when permitted to do so.

GENERAL RULES

- a) It is compulsory for boarders to study during the study hours, play games in the games period and attend prayer meetings.
- b) The Principal/Hostel Warden reserves the right of censorship of the correspondence of the resident students.

Hostel

- c) Allotment of rooms is done by the Hostel Warden in consultation with the Principal.
- d) Furniture will be provided to the hostlers. Each girl has to return the furniture issued to her and she will be responsible for any breakage or damage to the furniture/hostel property. e) Resident students are not allowed to keep transistors, record player, hair dryer, electric iron and other electric appliance in their rooms. If any such article is found, it shall be confiscated. Parents are requested not to give such articles to their wards.
- f) Students are expected not to bring jewellery in the hostel and advised to keep their belongings under lock and key. College will not be responsible in case there is any loss.
- g) No resident can keep a guest over night in the hostel.
- h) The boarders will make entry in the Exit and Entrance Register every time they go out and return to the hostel. If more than two holidays fall consecutively in a month, they can go to their home following the laid down procedure.
- i) Any resident student who comes late from home after the vacation or holidays must bring a letter from her father/guardian explaining the reasons for delay; otherwise she will be heavily fined.
- j) Residents going for shopping with their guardians will have to return by 5.00 p.m. during winters and 6.00 p.m. during summers. Shopping permission with guardians is granted for Saturday only. Right of permission is restricted.
- k) Hostel students can go to their homes with their parents/guardians only whose names along with their photographs are mentioned in the Hostel Admission form.
- l) Boarders should see the warden during hours fixed for the purpose and notified from time to time.
- m) Residents shall not indulge in practices and amusement that disturbs others.
- n) Hostel Rules/dues are subject to change by the college and such alterations shall be binding on all students.

MESS RULES

- a) Vegetarian food at reasonable rates is served in the college hostel. Students are required to dine in the Dining hall.

- b) The meals will not be served before/after the fixed hours. Meals will not be served in the rooms except in cases of illness and that too only with the permission of the warden. The residents as well as the mess servants will be penalized for violating the rule.
- c) Mess charges are to be paid by the 5th of every month.
- d) Mess money deposited will not be refundable. However if there are any holidays or closure of the college due to some other reasons, the balance will be adjusted in the next month.

VISITORS

- a) At the time of admission of a student to the hostel her father/guardian is required to submit a list of visitors who may be permitted to visit his ward in the hostel.
- b) Visitors whose name does not appear in the list and whose specimen signature and photographs are not given shall not be allowed.
- c) No Boarder is allowed to meet a visitor without permission of the warden.
- d) Boarders must get three passport size photographs of their own in addition to those to be pasted on the admission form. Boarders are also required to get two passport size photographs of each relative vide(a) above. e) The visitors (including ladies) will meet their wards in the visitor's room. No visitor is permitted to go to the student's room.
- f) Visitors shall observe the following schedule.
 - i) Saturday 4.00 p.m. to 6.00 p.m.
 - ii) Sunday 10.00 a.m. to 6.00 p.m.
 No boarder should invite/allow a day scholar to come in to her room.

FACILITIES

- a) Special facilities like T.V., Washer man, water cooler, Common room, Canteen and the Telephones are available for the convenience of the Hostel Residents. Lady Doctors visit the hostel for consultation. Services of Eye Specialist are also available. Uninterrupted electricity and water supply is available in the hostel.
- b) An atmosphere of mutual consideration and friendly co-operation makes the hostel an enjoyable place to live, study and relax. Proper arrangements are made to ensure that the residents are comfortable and utilize their time for studies.

Hostel Charges

HOSTEL CHARGES

a)	Hostel Security (Refundable)	500.00
b)	Mess Security (Refundable)	2800.00
c)	Admission Fee	350.00
d)	Annual Charges	2600.00
e)	Monthly Charges	1750.00
f)	Mess Charges (Monthly) (for 10 months)	2800.00

PAYMENTS OF DUES

- The payment of the hostel dues will have to be made at the time of admission for the full session.
- Fee once paid will not be refunded.
- Mess dues must be paid by the specified date, failing which heavy fine will be charged.
- The student who is present in the hostel but remains absent from her classes will be fined heavily.
- The Principal will be the final authority in all the matters pertaining to the hostel. Her decisions shall be final and binding on all concerned.
- The parents are requested to read the hostel rules and co-operate with the hostel authorities in the best interests of their ward and also to help the administration.

FEE DETAILS 2020-21

DETAILS OF FEES FOR THE PERIOD FROM JULY 2020 TO APRIL 2021(ANNUALLY)

Class	admn Fee	Tuition Fee	Security (Refundable)	Annual Charges	A.F. Charges	Univ. Charges	Total
B.A.-I	170	790	250	4710	5720	1905	13545
B.A.-II	170	790	0	4430	5720	1705	12815
B.A.-III	170	790	0	4430	5720	1705	12815
B.COM-I	170	790	250	4710	15350	1905	23175
B.COM-II	170	790	0	4430	15350	1705	22445
B.COM-III	170	790	0	4430	15350	1705	22445
BCA-I	0	0	0	4070	30460	665	35195
BCA-II	0	0	0	3790	30460	465	34715
BCA-III	0	0	0	3790	30460	465	34715
PGDCA	0	0	0	3790	17550	465	21805
M.A.-I	180	880	250	4430	10670	1705	18115
M.A.-II	180	880	0	4430	10670	1705	17865
M.COM.-I	180	1310	250	4430	15550	6645	28365
M.COM.-II	180	1310	0	4430	15550	6645	28115

Note:

College fees will be revised as per latest instructions from Panjab University & Punjab Govt.

1. Univ. Migration fee 400/- will be charged extra. (for those candidates who have passed the lower examination from another University/course/councils)
2. Pupin No. includes (Reg. Fee+Enrolment fee) Rs. 400/- will be charged extra. (for those candidates who have passed the lower examination from another University.)
3. Practical subject fee Rs. 100/- p.m. will be charged extra.
4. Computer Science subject fee Rs. 125/- p.m. will be charged extra.
5. Honours subject fee Rs. 700/- will be charged extra.
6. Examination fee will be charged extra as per latest instructions from Panjab University for both Semester.
7. Moped fee Rs. 680/- will be charged extra.

Commendable Contributors -A Glance

B.A. 1ST SEMESTER



Ritika Gagneja
84.50%,
1st in College



Sheenu Bala
83.25%,
2nd in College



Vanshika
82.75%,
3rd in College



Diksha Verma
84.75%,
1st in College



Navreet Kaur
84.75%,
1st in College



Chandan Monga
83.75%,
2nd in College



Kiran Bala
83.50%,
3rd in College

B.A. 5TH SEMESTER



Simran Kumari
85%,
1st in College



Rimpay
84.25%,
2nd in College



Samta Rawat
82.75%,
3rd in College



Ishika Rani
83.50%,
1st in College



Mansi
76%,
2nd in College



Kamaljeet Kaur
72.75%,
3rd in College

BCA 1ST SEMESTER

BCA 3RD SEMESTER



Ramandeep Kaur
81%,
1st in College



Shallu Rani
74.9%,
2nd in College



Ramandeep Kaur
74.6%,
3rd in College



Shilvi
81%,
1st in College



Ritika Gilhotra
63.25%,
2nd in College



Saira Kapoor
60.50%,
3rd in College

BCA 5TH SEMESTER

B.COM 1ST SEMESTER



Jyoti Kamboj
75.46%,
1st in College



Rekha
74.68%,
2nd in College



Jyoti
73.90%,
3rd in College

B.COM 3RD SEMESTER



Aarzoo
83.67%,
1st in College



Mamta
83.50%,
2nd in College



Amandeep Kaur
82.17%,
3rd in College

B.COM 5TH SEMESTER



Arpita
80%,
1st in College



Aditi Ahuja
79%,
2nd in College



Sonu Rani
78.83%,
3rd in College

PGDCA 1ST SEMESTER



Nisha Rani
80.22%,
1st in College



Nagma Verma
79.73%,
2nd in College



Harman Kaur
77.56%,
3rd in College

Commendable Contributors -A Glance

MA ENGLISH 1ST SEMESTER



Sakshi
65%,
1st in College



Ushaminder
65%,
1st in College



Raman Rani
62.25%,
2nd in College



Rajni
62%,
3rd in College

MA ENGLISH 3RD SEMESTER



Kulpreet Kaur
68%,
1st in College



Komal
67.75%,
2nd in College



Aarsheen
66%,
3rd in College

MA PUNJABI 1ST SEMESTER



Harmanpreet Kaur
77.50%,
1st in College



Manveer Kaur
75.50%,
2nd in College



Amandeep Kaur
75.25%,
3rd in College

MA PUNJABI 3RD SEMESTER



Sheena Rani
74.75%,
1st in College



Jasvir Kaur
71.75%,
2nd in College



Ramandeep Kaur
69.75%,
3rd in College

MA ECONOMICS 1ST SEMESTER



Amandeep Kaur
76.75%,
1st in College



Geeta
74.50%,
2nd in College



Aastha
74%,
3rd in College

MA ECONOMICS 3RD SEMESTER



Ekta
77%,
1st in College



Reenu Kumari
75.75%,
2nd in College



Sakshi Sharma
75.75%,
2nd in College



Jashandeep Kaur
74.75%,
3rd in College

M.COM 1ST SEMESTER



Ankita
76.14%,
1st in College



Sanjana
74.85%,
2nd in College



Unnty Bishnoi
73.42%,
3rd in College

M.COM 3RD SEMESTER



Amita
76.23%,
1st in College



Navreet Kaur
75.80%,
2nd in College



Deepika Suthar
75.47%,
3rd in College



Sakshi
65%, 2nd in PU,
M.A English Ist Sem



Ushaminder
65% 2nd in PU,
M.A English Ist Sem



Aarzoo
83.67%, 8th in PU,
B.COM 3rd Sem



Mamta
83.50%, 9th in PU,
B.COM 3rd Sem



Harmanpreet Kaur
77.50%, 9th in PU,
M.A Punjabi Ist Sem



Raman Rani
62.25%, 10th in PU,
M.A English Ist Sem

NOTABLE ACHIEVERS



SUO Dimple
B.A 3rd year
RDC-2020, New Delhi



SUO Kumari Roshini
B.A 3rd year
RDC-2020, New Delhi