

# Maharana Pratap Govt. Degree College Amb

Affiliated to Himachal Pradesh University Shimla

2025-26

## PROSPECTUS

Self-Finance Courses

BCA, BBA & PGDCA

AICTE APPROVED COLLEGE

NAAC ACCREDITED

GRADE 'B' COLLEGE

### CHOOSE US FOR:

Language Lab Facility

Industrial Visits

Summer/Winter Camps

Tech/ Management Fest

Internships / IIC



INSTITUTION'S  
INNOVATION  
COUNCIL  
(Ministry of Education Initiative)



### MORE INFORMATION

01976-260032



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



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



## Principal's Message

Dear Students,

Welcome to Government College Amb, a distinguished co-educational institution accredited with Grade "B" status by NAAC. BCA and BBA courses are AICTE-approved courses from the session 2024-25. Since its inception, our college has been a beacon of academic excellence, nurturing individuals who have excelled in diverse arenas such as Politics, Administration, and Business. At Government College Amb, our overarching mission is to deliver unparalleled quality education to our students. We offer a wide array of courses, including undergraduate programs under the RUSA scheme and postgraduate courses in English & Commerce. Our faculty, the cornerstone of any educational institution, comprises dedicated educators who tirelessly endeavor to facilitate the success of our students.



With a student body of 1780, comprising 623 boys and 1157 girls, our college places a strong emphasis on holistic student development. In addition to academic pursuits, we offer self-financed courses, including BCA, BBA, and PGDCA, which are governed by the Higher Education Institute Society (HEIS). Our facilities, which include well-equipped science labs, Computer Labs, a Girls' Common room, Smart Classrooms, a Virtual Conference room, and a comprehensive library, cater to the diverse needs of our students.

As we march forward, I am confident that Government College Amb will continue to distinguish itself as a leader in various fields, offering unparalleled educational opportunities to all.

I wish you all the best

**(Prof. Darshan Kumar)**

**Chairman-cum Principal  
Higher Education Institute Society  
Maharana Pratap Govt. Degree College Amb**

**RAGGING IS AN OFFENCE**

Ragging in and out of the college campus is strictly prohibited. If any student is found indulging in ragging directly or indirectly, the college authorities shall be under obligation under rule 22,17(a) (b) (c) (d) of the HP University ordinance, to expel the guilty students from the college. "Ragging includes any type of physical or mental torture inflicted by any individual or group by words or in conduct, which creates an apprehension in the mind of a person that he/she is unable to study free from any mental disturbance or torture created there by any person who aids or abets such action shall be guilty of such ragging".

All students who seek admission to the college shall submit an undertaking to this effect in their admission forms.

Any student found guilty of ragging shall have to face disciplinary action, and an FIR will be lodged.



Ragging is strictly prohibited. It is a Punishable offense leading to Fine, Rustication, and Imprisonment.

Anti-ragging Helpline No. 1800-180-5522

Email for Anti-ragging Help [helpline@antiantiragging.in](mailto:helpline@antiantiragging.in)

**Note**

1. It is mandatory/compulsory for every student and his/her parent to submit an Online undertaking every academic year on [www.antiragging.in](http://www.antiragging.in) and the reference No. of the Undertaking will be filled by the student in the given column of the Online Admission Form.
2. The student will file an online affidavit too. The student will receive an email with his/her registration number and the same email will be forwarded by the student on the email [nodalofficerantiragginggcamb@gmail.com](mailto:nodalofficerantiragginggcamb@gmail.com).

## **INTRODUCTION**

Maharana Pratap Govt. Degree College, Amb came into being on 18<sup>th</sup> June 1997 when the Govt. of Himachal Pradesh took over the erstwhile National College, Amb, was established in 1970. This College is situated in the center of Amb town, 32 Kilometers away from Una, the District headquarters, on the National Highway 503(extension) leading to the famous shrine of Goddess Maa Chintpurni. This college is imparting education in Science, Arts, and Commerce at the undergraduate level and courses in English and Commerce at the postgraduate level to the students, mostly from the rural & remote areas with an emphasis on moral values and personality development to make them ideal citizens and good human beings.

To fulfill the persistent demand of the people of the area adjoining Amb, Self-Financing courses BBA, BCA & PGDCA were introduced in the College from the academic session 2010-2011 with the permission and approval of H.P. Govt. and Himachal Pradesh University, respectively. These courses equip the students with technical skills and proficiency and open for them avenues of job opportunities in the public and private sectors.

The College has sufficient infrastructure in the form of a spacious campus, a well-equipped Central Library & a Departmental Library, Two IT Labs, One Language Lab, One Computer Hardware Lab, Smart classrooms, a multi-purpose hall, a separate girl's common room, a gymnasium, and lecture -theatres.

## **OBJECTIVE**

The main objective of introducing these courses is to provide quality education in computer applications and business management to the aspirants of the remote & rural areas of the district so that they can earn their livelihood anywhere in the country by competing with those who are pursuing such professional courses from other institutes.

## **DEPARTMENT OF MANAGEMENT & COMPUTER APPLICATION**

### **DETAIL OF COURSES UNDER THE DEPARTMENT**

#### **1. BACHELOR OF COMPUTER APPLICATIONS (BCA), BACHELOR OF BUSINESS ADMINISTRATION (BBA) and POST GRADUATE DIPLOMA IN COMPUTER APPLICATIONS (PGDCA)**

The duration of BBA & BCA courses is three years, spread over six semesters and for PGDCA duration of the course is one year, spread over two semesters. There shall be an examination at the end of each semester. The total number of seats in each course is 60, distributed as under:

Category/Department	BBA	BCA	PGDCA
Subsidized	50	50	30
Non-Subsidized	10	10	10
Total Seats	60	60	40

**MODE OF ADMISSION:****A) SUBSIDIZED SEATS**

The admission to these courses will be made based on the merit of their qualifying examination. As per H.P. University rules 75% of seats will be filled out by the candidates who have passed their 10+2 (for BBA & BCA) and Graduation (for PGDCA) examination from a school/college situated in Himachal Pradesh, irrespective of the Board/University. The remaining 25% of seats will be filled on an all-India basis. Other reservation rules of H.P. University shall be applicable.

**B) NON-SUBSIDIZED SEATS**

This applies only to NRIs and Management Quota categories. In the case of NRI students, admission will be based on merit in the last examination passed by the candidate.

**PROOF OF STATUS IN THE CASE OF NRIs:**

For this purpose, any of the following documents shall be considered as proper proof:

- (a) Copy of Non-Resident card / Employment Card issued by the employer.
- (b) Photocopy of the Immigration card / Employment VISA entry on the passport, along with details of the passport.
- (c) Certificate issued by the Indian Embassy/ High Commission in the country where the NRI is residing.
- (d) Photocopy of the latest assessment order of Income Tax Authorities either in India or the country of employment, filled in the status of NRIs.

In case of non-availability of NRIs/Management Quota, the seats under non-subsidized category will be filled as per the order of merit in the application. No reservation of any kind will be given under this category.

**TO RESOLVE A TIE: -**

- (a) In case of a tie, the candidate having higher aggregate marks in the qualifying examination shall be admitted first.
- (b) If the tie is still not resolved, the candidate older in age will be admitted first.

**ELIGIBILITY CONDITIONS:****A) FOR BBA & BCA**

1. Candidates who have passed the 10+2 examination from H.P. Board/CBSE/ICSE or any other examination considered equivalent to 10+2 by Himachal Pradesh University, Shimla, for BBA 45% Marks (40% marks for SC/ST) and for BCA with 50% Marks (45% marks for SC/ST category) shall be eligible.

Candidates who have appeared in the qualifying examination are also eligible to apply provisionally in this course, but they will be entitled to admission only if they have secured the minimum prescribed percentage of marks in their qualifying examination and submit all relevant documents, including final mark- sheet of qualifying examination at the time of counseling.

## 2. AGE LIMIT

The maximum age limit for admission to BBA & BCA 1st July is 23 years for the General category, 26 years for the SC/ST category, and 25 years for girl candidates, as on 1st July of the year concerned, i.e., on 01.07.2025. The Vice Chancellor may permit age relaxation up to a maximum of six months.

## B) FOR PGDCA

- Candidates who have passed the undergraduate examination from H.P. University or any other University recognized by UGC with 50% Marks (45% marks for SC/ST category) shall be eligible.

## 2. AGE LIMIT

The maximum age limit for the PGDCA course is 26 years (28 years for girls) as on 01.07.2025. However, in the case of candidates belonging to scheduled castes/scheduled tribes, there will be a relaxation of three years. The Vice Chancellor shall have the power to permit age relaxation for reasons to be recorded in writing up to a maximum of six months.

Candidates who have appeared in the qualifying examination are also eligible to apply for this course, but they will be entitled to admission only if they have secured the minimum prescribed percentage of marks in their qualifying examination and submit all relevant documents, including the final mark- sheet of qualifying examination at the time of counseling.

**The H.P. University 120 points roster will be followed for admission to BCA, BBA & PGDCA, and reservation for the session 2025-26 shall be followed from 1 to 60 points of the 120 Points Roaster.**

Sr. No	Category for which the Seats earmarked	Sr. No	Category for which the Seats earmarked
1	EWS	31	UR
2	UR	32	EWS
3	UR	33	SC
4	UR	34	UR
5	UR	35	UR
6	UR	36	UR
7	SC	37	UR
8	UR	38	CUL
9	UR	39	SC
10	UR	40	SP

11	EWS	41	ST
12	SC	42	PC
13	ST	43	EWS
14	UR	44	UR
15	UR	45	UR
16	UR	46	SC
17	UR	47	UR
18	SC	48	UR
19	SP	49	UR
20	CUL	50	UR
21	PC	51	UR
22	EWS	52	SC
23	UR	53	ST
24	UR	54	EWS

25	UR	55	UR
26	SC	56	UR
27	ST	57	UR

28	UR	58	UR
29	UR	59	SC
30	UR	60	SP

### Roaster (61 to 120)

Sr. NO	Category for which the Seats Earmarked	Sr. NO	Category for which the Seats Earmarked
61	CUL	91	SC
62	PC	92	UR
63	UR	93	ST
64	EWS	94	UR
65	SC	95	UR
66	UR	96	EWS
67	ST	97	SC
68	UR	98	CUL
69	UR	99	SP
70	UR	100	PC
71	UR	101	UR
72	SC	102	UR
73	UR	103	UR

74	UR	104	UR
75	EWS	105	EWS
76	UR	106	SC
77	UR	107	ST
78	SC	108	UR
79	SP	109	UR
80	ST	110	UR
81	CUL	111	UR
82	PC	112	UR
83	UR	113	SC
84	UR	114	UR
85	SC	115	EWS
86	UR	116	PC
87	UR	117	SP
88	EWS	118	CUL
89	UR	119	SC
90	UR	120	ST

## CONDITIONS FOR MIGRATION CASES

1. The Original Migration certificate of a Board/University from which the candidate migrates to this college will be submitted.
2. Migration from another college affiliated to HPU and vice versa is governed by HP University rules.
3. The migrating student must bring with him/her:
  - i) Lecture attendance statement
  - ii) Statement of marks obtained in the Minor Tests
  - iii) Character Certificate from the Head of the Institution last attended.
4. After the migration has been sanctioned and notified by the University, the student must join the new college within the given period i.e. by the date given by the University.
5. On joining the new college, the student will have to pay all the funds for a full year, whereas the tuition fee will be payable from the month of his joining.
6. No migration certificate can be issued unless the student is registered with another University.
7. A candidate migrating from this college will have to obtain clearance from the college office, the Library, NCC, NSS, sports, and other concerned departments.

FEE STRUCTURE FOR SUBSIDIZED SEATS BCA/BBA/PGDCA						
A) GOVERNMENT FUND(ANNUAL)				BCA	BBA	PGDCA
	1	ADMISSION FEE		₹ 25	₹ 25	₹ 25
	2	TUITION FEE (for 12 months)		₹ 600	₹ 600	₹ 600 (I)
B) UNIVERSITY FUND(ANNUAL)						
	1	UNIVERSITY DEVELOPMENT FUND (FOR IRDP ₹ 100)	₹ 250	Nil (Only for 1st Semester)		
	2	HPU SPORTS FEE	₹ 15			
	3	HPU YOUTH WELFARE FUND	₹ 15			
	4	HOLIDAY HOME FEE	₹ 1	₹ 281	₹ 281	₹ 281 (II)
	5	CONTINUATION FEES (FOR 3rd +5th Sem.)	₹ 10	₹ 10	₹ 10	Nil (III)
C) COLLEGE FUND(ANNUAL)						
	1	MEDICAL FEE	₹ 6			
	2	STUDENT AID FUND/ WELFARE FUND	₹ 2			
	3	LIBRARY IDENTITY CARD	₹ 10			
	4	COLLEGE MAGAZINE FUND	₹ 50			
	5	BOOK REPLACEMENT FUND	₹ 25			
	6	CAMPUS DEVELOPMENT FUND	₹ 10			
	7	ROVER AND RANGER FUND	₹ 60			
	8	NCC	₹ 10			
	9	HOUSE EXAMINATION FUND	₹ 40			
	10	A/F	₹ 300			
	11	CULUTURAL ACTIVITY FUND	₹ 20			
	12	BUILDING FUND	₹ 120			
	13	FURNITURE REPAIR /REPLACEMENT FUND	₹ 10			
	14	SPORTS FUND	₹ 240			
	15	COMPUTER AND INTERNET FACILITY	₹ 20	₹ 923	₹ 923	₹ 923 (IV)
D) BCA/BBA/PGDCA FEE						
	1	LIBRARY FEE		₹ 450	₹ 450	₹ 450 (V)
	2	FACULTY FEE/COMPUTER FEE		₹ 12000	₹ 10550	₹ 14000 (VI)
E) PTA FUND (ANNUAL)				₹ 600	₹ 600	₹ 600 (VII)
F) LIBRARY SECURITY(REFUNDABLE)				₹ 1000	₹ 1000	₹ 1000 (VIII)
GRAND TOTAL (For BCA/BBA 1ST SEM) (For Subsidized)		(I+II+IV+V+VI+VII+VIII)		₹ 15879	₹ 14429	
GRAND TOTAL (For BCA/BBA 1ST SEM IRDP STUDENTS)		(I+II+IV+V+VI+VII+VIII)		₹ 15729	₹ 14279	
GRAND TOTAL (PGDCA)						₹ 17879
GRAND TOTAL (PGDCA IRDP STUDENTS)						₹ 17729
FOR BCA/BBA IIIrd & Vth SEM		Less ₹ 1250(1000 Lib. Security & 250 Uni. Dev. Fund) + Add (₹ 10 Cont. Fund)		₹ 14639	₹ 13189	
For Non-Subsidized RE-ADMISSION		For BCA & BBA 1st Year FIRST TIME	₹ 100.00	₹ 25000	₹ 20000	₹ 25000
		SECOND TIME	₹ 200.00			

**Note: H.P.U. EXAMINATION FEE IS NOT INCLUDED IN TOTAL FEE OF BCA, BBA AND PGDCA**

## WITHDRAWAL OF ADMISSION BY THE CANDIDATE & REFUND OF FEE:

If a student chooses to withdraw from the program of study in which he /she is enrolled. The institution concerned shall follow the following five-tier system for the refund of fees remitted to students as per letter no 1-533/2016-HPU(Acad.) dated 13-12-2023 of Himachal Pradesh University and D.O.NO.F.2-71/2022(CPP-II) dated 03-07-2023 of UGC.

Sr. No	Percentage of Refund of Aggregate	Point of time when notice of withdrawal of admission is served to HEI (Higher Education Institution)
1	100% *	15 days or more before the formally notified last date of admission
2	90 %	Less than 15 days before the formally notified last date of admission
3	80% *	15 days or less after the formally notified last date of admission
4	50% *	30 days or less, more than 15 days after the formally notified last date of admission
5	00%	More than 30 days after the formally notified last date of admission

\*(Inclusive of course fee and Non tuition fee but exclusive of caution money and security deposit)

\* In case of (1.) In the table above, the HEI concerned may deduct an amount of not more than 10% of the aggregate fee as processing charges from the refundable amount.

\* The fee shall be refunded by all HEIs to an eligible student within 15 days from the date of receiving a written application from him/her in this regard.

## ABSENTEE & MISC. FINE

1. Absence Fine (Per Period)	₹ 1.00	3. Absence from House test (per paper)	₹ 100.00
2. Absence Fine (Per Practical)	₹ 3.00	4. Dress Fine	₹ 50.00

## LEAVE AND RE-ADMISSION RULES

1. Leave/duty leave will be applied on prescribed Performa available in the college office. Leave up to 3 days shall be recommended by the teachers concerned and sanctioned by the Co- Ordinators. For leave exceeding 3 days, the application duly recommended by the teachers must be submitted to the principal.
2. Leave of absence from the examination/tests and sports etc. shall be granted only by the principal.
3. The name of the student who remains absent for 10 days continuously from any class, shall be struck off from the college rolls. However, the Principal at his/her discretion and after the recommendation from the teacher concerned may re-admit such students on the payment of the re-admission fee (which will be ₹ 100/- for the first time and ₹ 200/- for the second time). Such students must get re-admitted within 15 days from the date on which his/her name is struck off.

**Note:** A candidate whose name is struck off three times will not be re-admitted in the college.

## ANNUAL PRIZE DISTRIBUTION FUNCTION

Annual prize distribution function will be held in Feb/March of every year and Prizes will be given to the students securing positions in the University, Academics, Sports, NCC, NSS and other Co-Curricular activities. The Prize money is decided by the college Advisory Committee.

## ACADEMIC PRIZES

1. Students securing positions from first to tenth in the Merit List of HPU.
2. Students standing first, 2nd, and 3rd in aggregate in Annual Examination
3. Students securing first and second positions in the Core Subject in the annual examination

### Sports/Cultural/NCC/NSS. etc.

1. Participation in the International Events, Gold/Silver/Bronze Medal in Inter-Varsity/Inter-College Championships/Annual College Athletic meet.

2. Youth festival prizes & the sports prizes.
3. NCC/NSS/R & R students participating in the RD Parade, NCC cadets appointed as SUO and UO for the session , and declared as the best Cadet.
4. NSS overall Best Volunteers during the session.
5. Two best Rovers & Best Rangers.
6. CSCA Office bearers and members
7. Blood donors, special prizes for extraordinary contributions towards the college activities.
8. Best Student among Boys and Girls.
9. Winners of the CSCA cultural function UMANG2026.
10. Winners of the Talent Hunt Competition organized in the college.
11. Gender Champions
12. Students showing exemplary honesty
13. Student Editors of the College Magazine Ambika
14. Winners of the various activities organized by different Clubs & Societies in the college.
15. Students participating as volunteers in the e-Suvidha Centre in the college

## MINOR TEST AND LECTURE ATTENDANCE RULES

It is compulsory to fulfill the following conditions:

1. Minimum 75% lecture attendance, 40% in CCA and 40% in end term Exam (35% in aggregate) in each semester of BBA & BCA, Degree course under CBCS System.

**Important Note:** In case a student fails to fulfill any of these conditions, he/she will not be allowed to appear in the End Semester Examination (ESE).

### A) CRITERIA FOR /CONTINUOUS COMPREHENSIVE ASSESSMENT(CCA)

#### 1. BBA&BCA

- (a) First/Second/ Third/Fourth/Fifth/Sixth Semester: CCA-30% THEORY-70%
- (b) In case of Practical papers: CCA-30%, Practical 20% & THEORY-50%

2. PGDCA (a) First/Second Semester: - Internal Assessment-25% THEORY-75%
- (b) In case of Practical papers: - Internal Assessment -25% THEORY-75%

### B) Criteria for weight age of attendance:

- |               |        |
|---------------|--------|
| ≥75% but <80% | 1marks |
| ≥80% but <85% | 2marks |
| ≥85% but <90% | 3marks |
| ≥90% but <95% | 4marks |
| ≥95%          | 5marks |

## SCHOLARSHIPS

Sr. No	Scholarship Scheme	Annual Income	Class	Scholarship
1.	Post Matric Scholarship for students with Disabilities (CSS)	2,50,000	UG BBA BCA	650pm 750pm & disability allowance
2.	Post Matric Scholarship for Minorities (CSS)	2,00,000	PG UG BBA BCA	6600 pa
3.	Central Sector Scheme of Scholarship for college & university students (PM USP CSSS) (CSS)	4,50,000	PG UG BBA BCA	20000 12000 12000
4.	Centrally Sponsored Post Matric Scholarship for SC students HP (SSS)	2,50,000	PG UG BBA BCA	300pm 300 pm 550pm

5.	Centrally Sponsored Post Matric Scholarship for ST students HP (SSS)	2,50,000	PG UG BBA BCA	300pm 300pm 550pm
6.	PM YASASVI Post Matric Scholarship for OBC/EBC/DNT students HP (SSS)	2,50,000	PG UG BBA BCA	8000pa 8000pa 13000 pa 13000 pa
7.	Maharishi Balmiki Chattravriti Yojna for girls HP (SSS)	-	PG UG BBA BCA	18000pa
8.	Mukhya Mantri Vidyarthi Kalyan Yojna HP for IRDP/BPL students (SSS)	-	PG UG BBA BCA	5000pa
9.	Kalpana Chawla Chattravriti Yojna for Meritorious girls HP (SSS)	No income ceiling	PG UG BBA BCA	18000pa
10.	Indira Gandhi Utkrisht Chattravriti Yojna HP (SSS)	No income ceiling	PG UG BBA BCA	18000pa

## IMPORTANT NOTE

1. The eligible students must produce their income certificate at the time of applying for the scholarship for the first time. (Notification No. EDN-H (10) B 2005-06 misc-dated 30 Jan. 2006). For further details contact the college office.
2. The meritorious students from the poor families are reimbursed full fee on production of BPL/IRDP certificate.
3. The students getting positions in HPU merit list, showing extraordinary achievement in Cultural activities or sports are given handsome amount of cash prizes from PTA fund and Self Finance fund.

## LIBRARY

The department has a library, and the library rules are given below:

1. There is provision for library card for the students who wish to avail themselves of library facilities. Duplicate card can be issued on payment of ₹50.00.
2. A book issued can be kept for a period of 15 days. Fine will be charged 1/- per day for any delay.
3. Textbooks and reference books will not be issued.
4. Students in all streams can borrow a maximum of 2 books for UG and 4 for PG classes at a time. The book must be handled carefully. Any loss or damages will have to be paid by the student with the permission of the principal.

## COLLEGE MAGAZINE “AMBIKA”

The college Magazine “Ambika” is brought out every year to provide a forum to the students for an expression of their creative talents in form of articles, poems and stories etc. It also includes photographs of students who have participated in different college activities/events and those who have excelled in academics during the session.

## COLLEGE STUDENTS’ CENTRAL ASSOCIATION (CSCA)

The CSCA of the college students is elected /nominated in the beginning of the new session as per the rules supplied by the university from time to time. The body helps the college authorities to maintain discipline in the college and facilitates the development activities. Election dates are notified by HPU after the admission process is over.

## CAREER GUIDANCE AND PLACEMENT CELL

With the objective of providing timely information to the students regarding various career opportunities, a career guidance cell is functioning in the college. A team of dedicated teachers collects the information from various sources and disseminates the same by displaying it on the Notice Board.

## NCC and NSS

**NCC:** The College has separate NCC units for boys and girls. NCC inculcates in students a sense of duty, discipline, and leadership.

**NSS:** The National Service Scheme (NSS) currently has two units in this college, with an enrollment of 100 volunteers each, under the guidance of programme officers. Enrollment to NSS is made soon after the admission process is over.

## SPORTS

The college provides adequate facilities for athletics and games like Volleyball, Kabaddi, Boxing, Football, Cricket, Basketball, Badminton, Table tennis, Chess etc.

## CODE OF CONDUCT

1. The principal has discretionary powers regarding admissions, appearing for the examination, Disciplinary action, remission of fines, special punishment etc.
2. The principal has the right to regulate the activities of all bona fide students of the college, both inside and outside the college campus. If the Principal is convinced that the conduct of a student is against the rules and regulations, he/she can be expelled and rusticated without assigning any reason.
3. No Students will be allowed to take part in any political and disruptive activity.
4. All the rules mentioned in the prospectus and notified from time to time are binding on all students. Defaulters can be punished monetarily or through disciplinary action depending on the seriousness of misconduct.
5. Willful absence from the classes will be viewed seriously, and the name will be struck off.
6. Entry into the college office without any specific reason is prohibited. The student can meet the principal only during visiting hours, as notified on the board.
7. The schedule for filling up all the forms of HP University, including examination forms, will be displayed prominently on the Notice Board. Any student not adhering to the displayed schedule will himself be responsible for any administrative delay and late fee.

## FOLLOWING ACTIVITIES WILL BE TREATED AS A BREACH OF DISCIPLINE:

1. Any disruptive activities or use of force.
2. Writing obscenities on walls, desks, and blackboards.
3. Making noise or raising slogans that disturb teaching on campus.
4. Smoking and entering the campus under the influence of drugs, Liquor etc.
5. Plucking flowers or damaging the plants in the college campus.
6. Bringing outsiders onto the campus.
7. Tampering with electrical fittings, fans, etc.
8. Misbehavior of any kind.
9. Use of cell phones on campus, in classrooms, in the library, and unauthorized use of loudspeakers and public address systems.
10. Coming to college without an identity card.

**NOTE:** The teaching staff is vested with all the rights to punish or recommend punishment for any Activity/activities that amount to a breach of discipline.

### Scheme of Examination for BBA 1<sup>st</sup> to 6<sup>th</sup> Semester

The detailed list of courses outlined for the BBA programme is given below, which is subject to any change by the board of studies approved by the academic and executive council of H.P. University, Shimla. The pass percentage in each subject is 45%. For regular students each paper will be of 100 marks (70 marks for the theory exam and 30 marks for the internal assessment) and the duration of each paper will be 3 hrs.

#### BBA First Year

Course Structure			Credits	Marks		
Course No.	Semester- I			CCA	ESE	Total
101	Environmental Science	Ability Enhancement Compulsory (AECC)-I	Common with B.A./B.Sc./B.Com.			
102	Fundamental of Management & Organizational Behaviour	Core Course	6(L5 +T1)	30 (Max.) 13 (Min)	70 (Max) 32(Min)	100 (Max) 45(Min)
103	Statistics of Business Decisions	Core Course	6(L5 +T1)	30 (Max.) 13 (Min)	70 (Max) 32(Min)	100 (Max) 45(Min)
104	Entrepreneurship Development	Generic Elective (GE)-I	6(L4 +T2)	30 (Max.) 13 (Min)	70 (Max) 32(Min)	100 (Max) 45(Min)
Semester-II						
201	Business Communication (Language: English/ MIL)	Ability Enhancement Compulsory (AECC)-II	Common with B.Com. Hon's			
202	Managerial Economics	Core Course	6(L5 +T1)	30 (Max.) 13 (Min)	70 (Max) 32(Min)	100 (Max) 45(Min)
203	Business Accounting	Core Course	6(L5 +T1)	30 (Max.) 13 (Min)	70 (Max) 32(Min)	100 (Max) 45(Min)
204	Ethics &Corporate Social Responsibility	Generic Elective (GE)- II	6(L4 +T2)	30 (Max.) 13 (Min)	70 (Max) 32(Min)	100 (Max) 45(Min)

**BBA Second Year**

Course Structure			Credits	Marks		
Course No.	Semester III			CCA	ESE	Total
301	Macroeconomics	Core Course	6(L5+T1)	30 (Max.) 13 (Min)	70(Max) 32(Min)	100 (Max) 45(Min)
302	Principles of Marketing	Core Course	6(L5+T1)	30 (Max.) 13 (Min)	70(Max) 32(Min)	100 (Max) 45(Min)
303	Management Accounting	Core Course	6(L5+T1)	30 (Max.) 13 (Min)	70(Max) 32(Min)	100 (Max) 45(Min)
304	India’s Diversity& Business	Generic Elective-III	6(L4+T2)	30 (Max.) 13 (Min)	70(Max) 32(Min)	100 (Max) 45(Min)
305	Personality Development &Communication Skills	Skill Enhancement Course-I	6(L4+P2)	30 (Max.) 13 (Min)	Theory 50(Max.) 23(Min)	Practical 20(Max.) 9(Min.) Internal
Semester IV						
401	Business Research	Core Course	6(L5+T1)	30 (Max.) 13 (Min)	70(Max) 32(Min)	
402	Human Resource Management	Core Course	6(L5+T1)	30 (Max.) 13 (Min)	70(Max) 32(Min)	
403	Financial Management	Core Course	6(L5+T1)	30 (Max.) 13 (Min)	70(Max) 32(Min)	
404	Tax Planning	Generic Elective-IV	6(L4+T2)	30 (Max.) 13 (Min)	70(Max) 32(Min)	
405	IT Tools in Business	Skill Enhancement Course-II	6(L4+P2)	30 (Max.) 13 (Min)	Theory 50(Max.) 23(Min)	Practical 20(Max.) 9(Min.) Internal

**BBA Third Year Semester V**

501	Quantitative Techniques for Management	Core Course	6(L5+T1)	30 (Max.) 13 (Min)	70(Max) 32(Min)	100 (Max) 45(Min)
502	Legal Aspects of Business	Core Course	6(L5+T1)	30 (Max.) 13 (Min)	70(Max) 32(Min)	100 (Max) 45(Min)
503	(DSE-I Finance) Investment Banking & Financial Services OR	DSE Note: Students can opt anyone of the specialization in Vth Semester and the same will continue in the VIth Semester.	6(L5+T1)	30 (Max.) 13 (Min)	70(Max) 32(Min)	100 (Max) 45(Min)

	(DSE-II Marketing) Consumer Behavior OR					
	(DSE-III Human Resource) HRD: Systems and Strategies OR					
	(DSE-IV Management of Global Business) International Trade: Policies and Strategies					
504	(DSE-I Finance) Investment Analysis & Portfolio Management OR	DSE	6(L5+T1)	30 (Max.) 13 (Min)	70(Max) 32(Min)	100 (Max) 45(Min)
	(DSE-II Marketing) Retail Management OR					
	(DSE-III Human Resource) Training and Management Development OR					
	(DSE-IV Management of Global Business) Global Business Environment					

### Semester VI

601	Business Policy & Strategy	Core Course	6(L5+T1)	30 (Max.) 13 (Min)	70(Max) 32(Min)	100 (Max) 45(Min)
602	Financial Institutions & Markets	Core Course	6(L5+T1)	30 (Max.) 13 (Min)	70(Max) 32(Min)	100 (Max) 45(Min)
603	(DSE-I Finance) Project Appraisal & Analysis OR	DSE	6(L5+T1)	30 (Max.) 13(Min)	70(Max) 32(Min)	100 (Max) 45(Min)
	(DSE-II Marketing) Distribution & Supply Chain Management OR					

	(DSE-III Human Resource) Performance and Compensation Management OR					
	(DSE-IV Management of Global Business) Multinational Business Finance					
604	(DSE-I Finance) Project Report OR (DSE-II Marketing) Project Report OR (DSE-III Human Resource) Project Report OR (DSE-IV Management of Global Business) Project Report	DSE	6			100 (Max) 45(Min) (External Evaluation)

### Scheme of Examination for BCA 1<sup>st</sup> to 6<sup>th</sup> Semester

The detailed list of courses outlined for BCA programme is given below, which is subject to any change by the board of studies approved by the academic and executive council of H.P. University, Shimla. The pass percentage in each subject is 45%.

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

#### Semester-I

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

#### Semester-II

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

	System Lab-IV					
Total					600	

**Semester-III**

Paper Code	Paper Title	Credit	ESE	CCA	Max. Marks	Exam Duration Hours
BCA0301	Mathematics-III	4	70	30	100	3
BCA0302	Business Practices and Management	4	70	30	100	3
BCA0303	Computer Organization	4	70	30	100	3
BCA0304	Object Oriented Programming with C++	4	70	30	100	3
BCA0305	Desktop Publishing and Designing	4	70	30	100	3
BCA0304(P)	Object Oriented	3	35	15	50	3
	Programming with C++ Lab-V					
BCA0305(P)	Desktop Publishing and Designing Lab-VI	3	35	15	50	3
Total					600	

**Semester-IV**

Paper Code	Paper Title	Credit	ESE	CCA	Max. Marks	Exam Duration Hours
BCA0401	Personnel Management	4	70	30	100	3
BCA0402	Accounting	4	70	30	100	3
BCA0403	System Analysis and Design	4	70	30	100	3
BCA0404	Internet Technology & Web Page Design	4	70	30	100	3
BCA0405	Programming in	4	70	30	100	3

	Visual Basic					
BCA0404(P)	Internet Technology & Web Page Design Lab-VII	3	35	15	50	3
BCA0405(P)	Programming in Visual Basic Lab-VIII	3	35	15	50	3
Total					600	

**Semester-V**

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

**Semester-VI**

Paper Code	Paper Title	Credit	ESE	CCA	Max. Marks	Exam Duration Hours
BCA0601	Computer Networks	4	70	30	100	3
BCA0602	Numerical Methods	4	70	30	100	3

BCA0603	Multimedia Technology	4	70	30	100	3
BCA0604	Computer Graphics	4	70	30	100	3
BCA0605	Software Engineering	4	70	30	100	3
BCA0604(P)	Computer Graphics Lab-XI	3	35	15	50	3
BCA0606	Major Project	3	35	15	50	
Total					600	

### DETAILED COURSE OUTLINE FOR PGDCA

The detailed list of courses outlined for PGDCA programme as prescribed by H.P. University is given below, which is subject to any change by the Board of studies approved by Academic Council and the Executive Council of H.P. University, Shimla.

#### SEMESTER –I

Course Code	Paper	Credits	Univ. Exam Marks	Internal Assessment	Total Marks
DCS-101	Fundamentals of Programming Using C	4	75	25	100
DCS-102	Office Automation Tools	4	75	25	100
DCS-103	Computer Organization	4	75	25	100
DCS-104	Elective - 1	4	75	25	100
DCS-105	Practical-I (C Language)	3	75	25	100
DCS-106	Practical-II (Office Automation Tools)	3	75	25	100
Total		22			600

Elective-1	
Course Code	Paper
DCS-104 (i)	Operating System
DCS-104 (ii)	Software Engineering
DCS-104 (iii)	Multimedia Technology

#### SEMESTER –II

Course Code	Paper	Credits	Univ. Exam Marks	Internal Assessment	Total Marks
DCS-201	Data and File Structure	4	75	25	100
DCS-202	Web Technology and Designing	4	75	25	100

DCS-203	Database Management system	4	75	25	100
DCS-204	Elective - 2	4	75	25	100
DCS-205	Practical-III (Web Technology and Designing)	3	75	25	100
DCS-206	Practical-IV (DBMS)	3	75	25	100
<b>Total</b>		<b>22</b>			<b>600</b>

<b>Elective-2</b>	
<b>Course Code</b>	<b>Paper</b>
DCS-204 (i)	Data Communication and Networks
DCS-204 (ii)	Object-oriented programming using JAVA
DCS-204 (iii)	Artificial Intelligence

The project should involve the development of application software for some industry/ Institute

## DRESS CODE

‘Apparel makes the man’ said the Bard of Avon, long ago. It holds even today. So, the following formal dress code is prescribed to make our students look smart, confident and impressive.

For winter (November to February) (Both Boys and Girls)

1. **White shirt** (for both BCA & BBA)
2. **Navy Blue pants** for BCA & **Black pants** for BBA
3. **Black Lace –ups (Shoes)** (for both BCA & BBA)
4. **Navy Blue Tie** for BCA & **Maroon tie** for BBA
5. **Navy Blue Sweater** for BCA & **Black Sweater** for BBA
6. **Navy Blue Blazer** for BCA & **Black Blazer** for BBA

During summer (March to October), the dress code will be the same except for coat & sweater





## ELIGIBILITY FOR PROMOTION

A candidate should have passed at least 50% of papers of 1<sup>st</sup> year i.e., 1<sup>st</sup> & 2<sup>nd</sup> semester to get admission in the 3<sup>rd</sup> semester of 2<sup>nd</sup> year and all the papers of 1<sup>st</sup> year i.e. 1<sup>st</sup> & 2<sup>nd</sup> semester. along with 50% of the papers of the 2<sup>nd</sup> year shall determine the eligibility for admission to the 5<sup>th</sup> semester of the 3<sup>rd</sup> year as:

- a) The pass marks in each subject shall be 45% while appearing in the examination within two available chances. The candidate placed in the compartment may be exempted from appearing in the paper in which he/she has already obtained the required pass marks.
- b) The aggregate marks obtained by the candidate in the BBA examination shall be the sum of the marks obtained by him in which he/she has passed

## CAREER GUIDANCE & PLACEMENT CELL

Career Guidance & Placement Cell of this College organizes lectures, seminars, and workshops on career-related issues for the welfare of BBA, BCA & PGDCA students from time to time. Various lectures and workshops on career guidance were conducted during the session 2024-2025.

1. A lecture was delivered by SHO Una, Sh. Anil Dhiman on “Road safety”. On 19-03-2025.
2. Two two-day workshops were organized by the Placement Cell, the First day session was conducted by PL-Soft Info. Pvt. Ltd. Regarding “Python Machine Learning and Digital Marketing” and the Second day session was organized by Him Gyan Sagar Academy, Chandigarh, and Sunil Patodia Welfare Foundation on Career Counseling.
3. A Career guidance workshop was organized by Career Guidance & Placement Cell, Taxila Lab Mohali made the student aware about “Career related

- employment opportunity” on dated 28-12.2024.
4. Placement Drive by Time of India organized by Career Counseling & Placement Cell on 20-12-2024.
  5. A Career guidance session on Agni veer and Armed Forces organized by Career Counseling & Placement Cell on 11-12-2024.
  6. A Career counseling session and MOU signed with Baddi University of Emerging Sciences on 16-10-2024.
  7. A Spiritual seminar on Shrimad Bhagwat Geeta was organized by Career Counseling & Placement Cell on 18-03-2024, the speaker of which was Sh. PBK Amol Bhai (Adv. Of Supreme Court of India).
  8. Orientation Program for first-year students was organized by Career Counseling & Placement Cell on 9-08-2024.
  9. On campus Placement drives, in association with Competent Automobile Co Ltd., H.P. from 15-07-2024 to 20-07-2024.
  10. A 10-day Summer Camp was organized by the Career Counseling & Placement Cell on 16-06-2024.
  11. A recruitment drive was conducted for the post of Relationship Manager by ICICI Bank on 14/06/2024 by Mr. Himanshu Dwivedi and Mr. Love Preet.
  12. Post Orientation program was conducted by Career Counseling & Placement Cell on 08-05-2024.
  13. MOU was signed Career Counseling & Placement Cell with IDP International Education Specialist, Hoshiarpur on 07-05-2024.
  14. One-day workshop on “Role of information technology” conducted by Career Counseling & Placement Cell on 24-04-2024.



**Gymnasium**

### CHAIRMAN

**Sh. Darshan Kumar Principal**

### CO-ORDINATORS

- |  |                          |
|--|--------------------------|
| 1. Mr. Jameet Kumar (Assistant Professor in Commerce)            | Co-Ordinator BBA         |
| 2. Mr. Anil Verma (Assistant Professor in Computer Applications) | Co-Ordinator BCA & PGDCA |

### EXECUTIVE – CUM - ADVISORY COMMITTEE

- |                          |   |
|--------------------------|---|
| 1. Mrs. Rekha Sharma     | (Assistant Professor in Physics)  |
| 2. Dr. Nitin Sharma      | (Assistant Professor in Botany)   |
| 3. Dr. Krishna Sharma    | (Assistant Professor in Chemistry)                                      |
| 4. Mr. Amit Kumar Sharma | (Assistant Professor in Physics)  |
| 5. Mr. Jameet Kumar      | (Assistant Professor in Commerce, Coordinator BBA)                      |
| 6. Mr. Ani IVerma        | (Assistant Professor in Computer Applications, Coordinator BCA & PGDCA) |
| 7. Mr. Ram Lal           | (Superintendent Grade-1)  |

## TEACHING FACULTY

Sr. No.	DEPARTMENT OF BCA	DEPARTMENT OF BBA
1	<b>Miss Monika Jaswal</b> M.Sc. (IT), M. Phil. English (NET Qualified). Designation: Assistant Professor	<b>Dr. Vijinder Singh</b> Ph.D. (Business Management) Designation: Assistant Professor
2	<b>Dr. Renu Bala</b> Ph.D. (Mathematics) Designation: Assistant Professor	<b>Ms. Neha</b> (M. Com, M.Phil., SET Qualified) Designation: Assistant Professor
3	<b>Dr. Harjeet Singh</b> Ph.D. (Computer Applications) Designation: Assistant Professor	<b>Ms. Rekha Jaswal</b> M. Com, SET Qualified Designation: Assistant Professor
4	<b>Dr. Ashutosh</b> Ph.D. (Computer Applications) Designation: Assistant Professor	

## Non-Teaching STAFF

Sr. No.	Name	Designation
1	Mr. Ram Lal	Supdt. G-I
2	Mrs. Sapna Sood	Clerk (Self-Finance Courses)
3	Ms. Poonam Sharma	Asst. Librarian
4	Mr. Sandeep	Lab Attendant
5	Mr. Balbinder Pal	Peon
6	Mr. Shashi Kumar	Gate Keeper
7	Mr. Parmjeet	Sweeper

## Admission Committees

### Scrutiny Committee

1. Prof. Jameet Kumar (BBA)
2. Prof. Anil Verma (BCA/PGDCA)

### BCA/PGDCA

1. Miss Monika Jaswal
2. Dr. Renu Bala
3. Dr. Harjeet Singh
4. Dr. Ashutosh

### BBA

1. Dr. Vijinder Singh
2. Mrs. Neha
3. Mrs. Rekha Jaswal



**Teaching Staff & Non-Teaching Staff**





**Glimpses of Annual Function**





**Computer Lab**

## Our Department Meritorious Students



Shifali Gautam (BCA)  
1<sup>st</sup> Position in College  
With CGPA 8.40  
Session 2021-2024



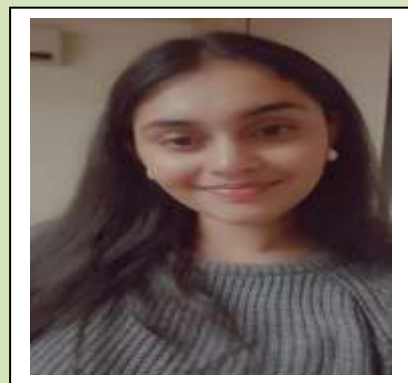
Priyanka (BCA)  
2<sup>nd</sup> Position in College  
With CGPA 8.37  
Session 2021-2024



Rimzzim (BCA)  
3<sup>rd</sup> Position in College  
With CGPA 8.35  
Session 2021-2024



Partyaksh (BBA)  
1<sup>st</sup> Position in College  
With CGPA 8.16  
Session 2021-2024



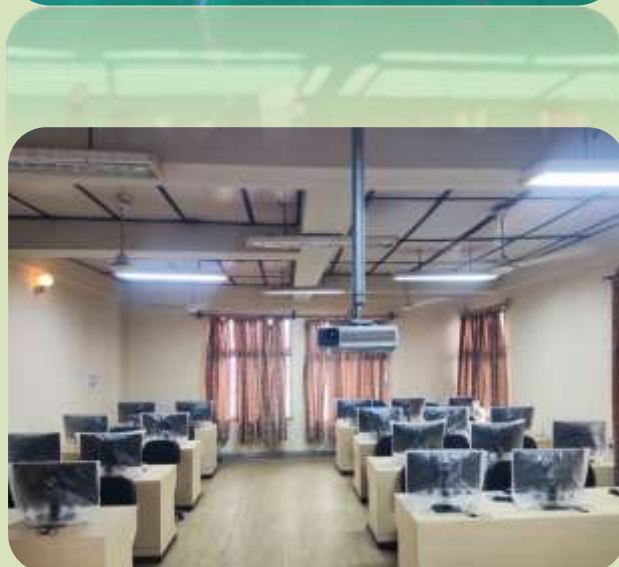
Anushka (BBA)  
2<sup>nd</sup> Position in College  
With CGPA 8.10  
Session 2021-2024



Ritu Sharma (BBA)  
3<sup>rd</sup> Position in College  
With CGPA 7.75  
Session 2021-2024

## Prize Winners





## ADMINISTRATIVE COMMITTEES

1. Chief Tutor		2. Dean of Student Welfare (DSW)	
Sr. No.	Name Sh./Smt./Ms./Dr.	Sr. No.	Name Sh./Smt./Ms./Dr.
1	Darshan Kumar (Principal)	1	Rekha Sharma
3. Senior Tutor Arts		4. Senior Tutor Science	
Sr. No.	Name Sh./Smt./Ms./Dr.	Sr. No.	Name Sh./Smt./Ms./Dr.
1	Kaushal Kumar Pandey	1	Amit Kumar Sharma
5. Senior Tutor Commerce		6. Bursar	
Sr. No.	Name Sh./Smt./Ms./Dr.	Sr. No.	Name Sh./Smt./Ms./Dr.
1	Jameet Kumar	1	Ajay Kumar
7. NEP 2020 Nodal Officer/Coordinator		8. Academic Bank of Credits (ABC) Nodal Officer	
Sr. No.	Name Sh./Smt./Ms./Dr.	Sr. No.	Name Sh./Smt./Ms./Dr.
1	Krishna Sharma	1	Pawan Patial
9. NSS Programme Officers		10. Associate NCC Officer	
Sr. No.	Name Sh./Smt./Ms./Dr.	Sr. No.	Name Sh./Smt./Ms./Dr.
1	Sureta	1	Lt. Anil Verma
2	Ajay Sharma		
11. Rovers and Rangers Programme Officers		12. Co-Ordinators Self Finance Courses	
Sr. No.	Name Sh./Smt./Ms./Dr.	Sr. No.	Name Sh./Smt./Ms./Dr.
1	Rajesh Thakur	1	Jameet Kumar (BBA)
2	Suryaman Chauhan	2	Anil Verma (BCA & PGDCA)
13. Advisory Committee		14. Discipline Committee	
Sr. No.	Name Sh./Smt./Ms./Dr.	Sr. No.	Name Sh./Smt./Ms./Dr.
1	<b>Rekha Sharma</b>	1	<b>Rekha Sharma</b>
2	Kaushal Kumar Pandey	2	Kaushal Kumar Pandey
3	Sukh Dev	3	Sukh Dev
4	Suruchi Sharma	4	Suruchi Sharma
5	Amit Kumar Sharma	5	Amit Kumar Sharma
6	Nitin Kumar Sharma	6	Nitin Kumar Sharma
7	Krishna Sharma	7	Sureta (PO NSS)
8	Ajay Kumar	8	Pawan Patial
9	Pawan Patial	9	Lt Anil Verma (ANO NCC)
10	Anil Verma	10	Suryaman Chauhan
11	Ram Lal (Grade 1 Supdt.)		
15. IQAC (Internal Quality Assurance Cell)		16. College purchase/Gem Committee	
Sr. No.	Name Sh./Smt./Ms./Dr.	Sr. No.	Name Sh./Smt./Ms./Dr.
1	<b>Amit Kumar Sharma (Co-Ordinator)</b>	1	<b>Rekha Sharma</b>
2	<b>Krishna Sharma (Assistant Co-Ordinator)</b>	2	Sukh Dev
3	Nitin Kumar Sharma	3	Krishna Sharma
4	Ajay Kumar	4	Anay Kumar
5	Anay Kumar	5	Anil Verma
6	Vandna Kaundal	6	Ram Lal (Supdt. Grade-I)

7	Anil Verma		
8	Shruti		
9	Anita Sharma (Librarian)		
10	Ram Lal (Supdt. Grade-I)		
<b>17. Library committee</b>		<b>18. Time Table Committee</b>	
<b>Sr. No.</b>	<b>Name Sh./Smt./Ms./Dr.</b>	<b>Sr. No.</b>	<b>Name Sh./Smt./Ms./Dr.</b>
1	Anita Sharma (Librarian)	1	Ajay Kumar
2	Krishna Sharma	2	Jameet Kumar
3	Anay Kumar	3	Vandna Kaundal
4	Kumari Sujata	4	Rajneesh Kumar
5	Anil Verma	5	Ashish Kumar
6	Shruti	6	Ashutosh
7	Pariksha Thakur	7	Neha Parmar
8	Naini Pal (Assistant Librarian)		
9	Swati Prashar (Asstt. Librarian)		
10	Poonam Sharma (Librarian SF)		
<b>19. House Exam / CCA Committee</b>		<b>20. UGC Affairs / Rusa Committee</b>	
<b>Sr. No.</b>	<b>Name Sh./Smt./Ms./Dr.</b>	<b>Sr. No.</b>	<b>Name Sh./Smt./Ms./Dr.</b>
1	Rekha Sharma	1	Amit Sharma
2	Suruchi Sharma	2	Ajay Kumar
3	Nitin Kumar Sharma	3	Om Prakash AP
4	Ajay Kumar	4	Ambrish Dogra (Sr. Assistant)
5	Jameet Kumar		
6	Rajneesh Kumar		
7	Om Prakash AP		
8	Ajay Sharma		
<b>21. Electricity Restoration (Genset Maintenance) Committee</b>		<b>22. Scholarship/Fee Concession Committee</b>	
<b>Sr. No.</b>	<b>Name Sh./Smt./Ms./Dr.</b>	<b>Sr. No.</b>	<b>Name Sh./Smt./Ms./Dr.</b>
1	Kausahl Kumar Pandey	1	Krishna Sharma
2	Anay Kumar	2	Ajay Kumar (Nodal Officer)
3	Rajneesh Kumar	3	Anay Kumar
4	Rachna Sharma	4	Sureta
5	Ram Lal (Supdt. Grade-I)	5	Jameet Kumar
6	Vinod Kumar LA	6	Ashish Kumar
		7	Ankush Kumar
		8	Vijinder Singh
		9	Harjeet Singh
<b>23. Girls Common Room Committee (Maintenance &amp; Supervision)</b>		<b>24. Canteen Maintenance</b>	
<b>Sr. No.</b>	<b>Name Sh./Smt./Ms./Dr.</b>	<b>Sr. No.</b>	<b>Name Sh./Smt./Ms./Dr.</b>
1	Vandna Kaundal	1	Sukh Dev
2	Rachna Sharma	2	Kumari Sujata
3	Pariksha Thakur	3	Vandna Kaundal
4	Rekha Jaswal	4	Arun Kumar
		5	Rachna Sharma

		6	Pariksha
		7	Kamla Devi
		8	Bindu Bala
<b>25. Digital Display Board Committee (Operation &amp; Maintenance)</b>		<b>26. Furniture &amp; Black Board etc. Purchase &amp; Repair Committee</b>	
<b>Sr. No.</b>	<b>Name Sh./Smt./Ms./Dr.</b>	<b>Sr. No.</b>	<b>Name Sh./Smt./Ms./Dr.</b>
<b>1</b>	<b>Rajneesh Kumar</b>	<b>1</b>	<b>Suruchi Sharma</b>
<b>2</b>	Sureta	<b>2</b>	Jameet Kumar
<b>3</b>	Ashutosh	<b>3</b>	Arun Kumar
<b>4</b>	Suryaman Chauhan	<b>4</b>	Ashish Kumar
<b>5</b>	Renu Kumari	<b>5</b>	Ambrish Dogra (Sen. Assistant)
<b>6</b>	Vinod Kumar (LA)	<b>6</b>	Rekha Jaswal
<b>27. Rusa Result Discrepancy Committee</b>		<b>28. Press &amp; Photography Committee</b>	
<b>Sr. No.</b>	<b>Name Sh./Smt./Ms./Dr.</b>	<b>Sr. No.</b>	<b>Name Sh./Smt./Ms./Dr.</b>
<b>1</b>	<b>Nitin Kumar Sharma</b>	<b>1</b>	Sukh Dev
<b>2</b>	Vandna Kaundal	<b>2</b>	Kumari Sujata
<b>3</b>	Rajesh Thakur	<b>3</b>	Ajay Sharma
<b>4</b>	Om Prakash AP	<b>4</b>	Om Prakash (JOA-IT)
<b>5</b>	Ankush Kumar		
<b>6</b>	Monika Jaswal		
<b>29. College Land &amp; Property Committee</b>		<b>30. Social Media &amp; Website Handling/Updation Committee</b>	
<b>Sr. No.</b>	<b>Name Sh./Smt./Ms./Dr.</b>	<b>Sr. No.</b>	<b>Name Sh./Smt./Ms./Dr.</b>
<b>1</b>	<b>Anay Kumar</b>	<b>1</b>	<b>Anil Verma</b>
<b>2</b>	Pawan Patial	<b>2</b>	Kumari Sujata
<b>3</b>	Rajesh Thakur	<b>3</b>	Rajesh Thakur
<b>4</b>	Arun Kumar	<b>4</b>	Shruti (Facebook)
<b>5</b>	Ram Lal Grad1 Supdt	<b>5</b>	Vandna Kaundal (Official Website Content Writer)
		<b>6</b>	Harjeet Singh
		<b>7</b>	Naini Pal (Assistant Librarian)
<b>31. CSCA Advisory Committee</b>		<b>32. Magazine Editorial Board</b>	
<b>Sr. No.</b>	<b>Name Sh./Smt./Ms./Dr.</b>	<b>Sr. No.</b>	<b>Name Sh./Smt./Ms./Dr.</b>
<b>1</b>	<b>Kaushal Kumar Pandey</b>	<b>1</b>	<b>Sukh Dev (Chief Editor)</b>
<b>2</b>	Sukh Dev	<b>2</b>	Vandna Kaundal (Editor-English Section)
<b>3</b>	Suruchi Sharma	<b>3</b>	Kumari Sujata (Editor-Hindi Section)
<b>4</b>	Amit Kumar Sharma	<b>4</b>	Jameet Kumar (Editor-Planning Forum)
<b>5</b>	Krishna Sharma	<b>5</b>	Shruti (Editor-Science Section)
<b>6</b>	Pawan Patial	<b>6</b>	Anil Verma (Editor-IT Section)
<b>7</b>	Shruti	<b>7</b>	Rekha Jaswal (Management Section)
<b>33. House Allotment Committee</b>		<b>Anil Verma</b>	
<b>Sr. No.</b>	<b>Name Sh./Smt./Ms./Dr.</b>	<b>Sr. No.</b>	<b>Name Sh./Smt./Ms./Dr.</b>
<b>1</b>	<b>Rekha Sharma</b>	<b>1</b>	<b>Pawan Patial</b>
<b>2</b>	Sukh Dev	<b>2</b>	Arun Kumar

3	Amit Kumar Sharma	3	Ashish Kumar
4	Ram Lal (Supdt. Grade 1)	4	Om Prakash (AP)
		5	Rachna Sharma
		6	Om Prakash (JOA IT)
<b>35. Career Guidance/Placement Cell</b>		<b>36. E-Resources Committee</b>	
<b>Sr. No.</b>	<b>Name Sh./Smt./Ms./Dr.</b>	<b>Sr. No.</b>	<b>Name Sh./Smt./Ms./Dr.</b>
1	<b>Anil Verma (Placement Officer)</b>	1	<b>Shruti</b>
2	Shruti (Assistant Placement Officer)	2	Anil Verma
3	Sureta (Placement Officer-Science)	3	Vandana Kaundal
4	Vandna Kaundal (Placement Officer-Arts)	4	Suryaman Chauhan
5	Suryaman Chauhan (Placement Officer-Commerce)	5	Harjeet Singh
6	Ashutosh (Placement Officer BCA/PGDCA)	6	Anita Sharma (Librarian)
7	Vijainder Singh (Placement Officer BBA)	7	Naini Pal (Asstt. Librarian)
		8	Swati Prashar (Asstt. Librarian)
		9	Poonam Sharma (Librarian SF)
<b>37. Virtual Classroom (Operation &amp; Maintenance) Committee</b>		<b>38. Invitation Committee</b>	
<b>Sr. No.</b>	<b>Name Sh./Smt./Ms./Dr.</b>	<b>Sr. No.</b>	<b>Name Sh./Smt./Ms./Dr.</b>
1	<b>Anil Verma</b>	1	<b>Amit Kumar Sharma</b>
2	Shruti	2	Sureta
3	Ashish Kumar	3	Ajay Sharma
4	Ajay Sharma	4	Richu Kalia
5	Ankush Kumar	5	Vijainder Singh
6	Sandeep Kumar	6	Shashi Kumar
		7	
<b>39. Stage Decoration Committee</b>		<b>40. Tent and Sitting Arrangement Committee</b>	
<b>Sr. No.</b>	<b>Name Sh./Smt./Ms./Dr.</b>	<b>Sr. No.</b>	<b>Name Sh./Smt./Ms./Dr.</b>
1	<b>Suruchi Sharma</b>	1	<b>Anay Kumar</b>
2	Sureta	2	Pawan Kumar Patial
3	Pariksha Thakur	3	Rajneesh Kumar
4	Poonam Sharma(Self Finance)	4	Ashish Kumar
5	Richu Kalia	5	Harjeet Singh
6	Neha Thakur (Self-Finance)	6	Tarsem Pal (LA)
7	Balvinder Kumar (Self-Finance)	7	Shashi Kumar (Self-Finance)
<b>41. Prospectus Committee (General)</b>		<b>42. Prospectus committee (Self Finance)</b>	
<b>Sr. No.</b>	<b>Name Sh./Smt./Ms./Dr.</b>	<b>Sr. No.</b>	<b>Name Sh./Smt./Ms./Dr.</b>
1	<b>Sukh Dev</b>	1	<b>Jameet Kumar</b>
2	Krishna Sharma	2	Anil Verma
3	Rajesh Thakur	3	Vijainder Singh (Self-Finance)
4	Ankush Kumar	4	Harjeet Singh (Self-Finance)

43. General Refreshment Committee (For staff meetings)		44. CCTV Cameras (Working and Maintenance)	
Sr. No.	Name Sh./Smt./Ms./Dr.	Sr. No.	Name Sh./Smt./Ms./Dr.
1	Suruchi Sharma	1	Amit Kumar Sharma
2	Kumari Sujata	2	Jameet Kumar
3	Ashish Kumar	3	Suryaman Chauhan
4	Pariksha Thakur	4	Pariksha
5	Sapna Sood	5	Balwinder Pal
6	Poonam Sharma (Self-Finance)		
45. Cleanliness and Beautification Committee		46. Reception Committee	
Sr. No.	Name Sh./Smt./Ms./Dr.	Sr. No.	Name Sh./Smt./Ms./Dr.
1	Nitin Kumar	1	Rekha Sharma
2	Rajneesh Kumar	2	Suruchi Sharma
3	Rajesh Thakur	3	Nitin Kumar Sharma
4	Om Prakash AP	4	Rajesh Thakur
5	Vijaiender Singh (Self-Finance)	5	Pawan Kumar Patial
6	Poonam Sharma (Self-Finance)	6	Shruti Kumari
7	Sapna Sood (Self-Finance)	7	Anil Verma
8	Rakesh Kumar (LA)	8	Ajay Sharma
9	Shashi Kumar (Self-Finance)	9	Monika Jaswal (Self-Finance)
10	Paramjit (Self Finance)		
47. Public Address System, Mic, and Sound Committee		48. Building/Campus Development Committee	
Sr. No.	Name Sh./Smt./Ms./Dr.	Sr. No.	Name Sh./Smt./Ms./Dr.
1	Rajneesh Kumar	1	Nitin Sharma
2	Arun Kumar	2	Kumari Sujata
3	Richu Kalia	3	Anay Kumar
4	Naini Pal (Assistant Librarian)	4	Jameet Kumar
5	Vinod Kumar (LA)	5	Pawan Patial
6	Sandeep Kumar (Self-Finance)	6	Suryaman Chauhan
7	Balvinder Kumar (Self-Finance)	7	Ram Lal (Supdt. Grade-I)
49. Feedback and Surveys Cell		50. Mentor Mentee Cell	
Sr. No.	Name Sh./Smt./Ms./Dr.	Sr. No.	Name Sh./Smt./Ms./Dr.
1	Krishna Sharma	1	Nitin Kumar Sharma
2	Kumari Sujata	2	Ajay Kumar
3	Anil Verma	3	Vandna Kaundal
4	Shruti	4	Suryaman Chauhan
5	Ankush Kumar	5	Ankush Kumar
		6	Ashutosh (Self Finance)
51. MOOCS/Spoken Tutorial Courses Committee		52. Admission Portal Handling Committee	
Sr. No.	Name Sh./Smt./Ms./Dr.	Sr. No.	Name Sh./Smt./Ms./Dr.
1	Krishna Sharma	1	Amit Kumar Sharma
2	Shruti (Nodal Officer MOOCS/Swayam)	2	Anil Verma (Nodal Officer)

	Courses)		
3	Anil Verma (Nodal Officer Spoken Tutorial Programme)	3	Shruti
4	Ajay Sharma (PO-Arts)	4	Sh. Om Prakash JOA (General Courses)
5	Suryaman Chauhan (PO-Commerce)	5	Smt. Sapna Sood (Self-Finance Courses)
6	Ashish Kumar (PO-Science)		
<b>53. Cultural Committee</b>		<b>54. Student Personal Counselling Committee</b>	
<b>Sr. No.</b>	<b>Name Sh./Smt./Ms./Dr.</b>	<b>Sr. No.</b>	<b>Name Sh./Smt./Ms./Dr.</b>
1	Suruchi Sharma	1	Jameet Kumar (Coordinator BBA)
2	Sureta	2	Anil Verma (Coordinator BCA/PGDCA)
3	Rajesh Kumar	3	Shruti (Student Counsellor-Science)
4	Rachna Sharma	4	Ajay Sharma (Student Counsellor-Arts)
5	Suryaman Chauhan	5	Suryaman Chauhan (Student Counsellor, Commerce)
6	Richu Kalia	6	Renu Bala (Student Counsellor Self-Finance)
7	Renu Bala		
<b>55.</b>	<b>Sports Committee</b>	<b>56.</b>	<b>Bus Pass Attestation Committee</b>
<b>Sr. No.</b>	<b>Name Sh./Smt./Ms./Dr.</b>	<b>Sr. No.</b>	<b>Name Sh./Smt./Ms./Dr.</b>
1	Pawan Patial	1	Suruchi Sharma (Arts)
2	Rajneesh Kumar	2	Rachna Sharma (Arts)
3	Rajesh Thakur	3	Arun Kumar (Science)
4	Arun Kumar	4	Om Prakash (Science)
5	Ajay Sharma	5	Rajesh Thakur (Commerce)
6	Pariksha	6	Ankush Kumar (Commerce)
		7	Jameet Kumar (BBA)
		8	Anil Verma (BCA/PGDCA)
<b>57.</b>	<b>Dean Academics</b>	<b>58.</b>	<b>Sports Officer</b>
<b>Sr. No.</b>	<b>Name Sh./Smt./Ms./Dr.</b>	<b>Sr. No.</b>	<b>Name Sh./Smt./Ms./Dr.</b>
1	Krishna Sharma	1	Pawan Patial

## STATUTORY CELLS

1. SC/ST and Minority Cell		2. Internal Compliance Committee	
S.No.	Name Sh./Smt./Ms./Dr.	S.No.	Name Sh./Smt./Ms./Dr.
1	<b>Sukh Dev</b>	1	<b>Darshan Kumar (Chairman)</b>
2	Suruchi Sharma	2	Rekha Sharma
3	Nitin Sharma	3	Suruchi Sharma
4	Vandana Kaundal	4	Amit Kumar Sharma
5	Jameet Kumar	5	Jameet Kumar
6	Om Prakash	6	Anil Verma
		7	Ram Lal (Supdt. Gr I)
		8	PTA President

3. OBC Cell		4. Student Grievances Redressal Committee	
S.No.	Name Sh./Smt./Ms./Dr.	S.No.	Name Sh./Smt./Ms./Dr.
1	<b>Ajay Kumar</b>	1	<b>Rekha Sharma</b>
2	Kaushal Kumar Pandey	2	Amit Kumar Sharma
3	Anay Kumar	3	Krishna Sharma
4	Kumari Sujata	4	Jameet Kumar
5	Sureta	5	Priksha
6	Pawan Patial	6	Monika Jaswal
		7	Vijainder Singh

5. Anti-Ragging Cell		6. POSH, Women's Grievances Redressal/Gender Equity Cell	
S.No.	Name Sh./Smt./Ms./Dr.	S.No.	Name Sh./Smt./Ms./Dr.
1	<b>Sukh Dev</b>	1	<b>Darshan Kumar, Principal (Chairman)</b>
2	Kumari Sujata	2	<b>Rekha Sharma (Convener)</b>
3	Sureta (NSS)	3	Kaushal Kumar Pandey (Senior-most Male Faculty Member)

4	Pawan Patial	4	Suruchi Sharma (Female Member I)
5	Rajneesh Kumar	5	Krishna Sharma (Female Member II)
6	Rajesh Thakur (Rover and Ranger)	6	Amit Kumar Sharma (IQAC Coordinator)
7	Lt Anil Verma (ANO NCC)	7	Sureta (Female NSS-Programme Officer)
		8	Kumari Sujata (Female Member III)
		9	Lt Anil Verma (ANO NCC)
		10	Rachna Sharma (Female-Member-IV)

7. Students' Services Centre (SSC)		8. Anti-Drugs Campaign Cell (Prahari Club)	
S.No.	Name Sh./Smt./Ms./Dr.	S.No.	Name Sh./Smt./Ms./Dr.
1	<b>Rekha Sharma</b>	1	<b>Nitin Kumar Sharma(Nodal Officer)</b>
2	Kaushal Kumar Pandey	2	Kumari Sujata
3	Suruchi Sharma	3	Sureta
4	Vandana Kaundal	4	Rajesh Thakur
5	Pawan Patial	5	Pariksha
6	Anil Verma	6	Renu Bala
7	Shruti	7	Harzeet Singh
8	Rachna Sharma	8	Rekha Jaswal
9	Ambrish Dogra (Sr. Asstt.)		
10	Psychiatrist/Mental Health Professional from Civil Hospital		

## IMPORTANT DATES

- The last date for submission of Admission Forms BCA/BBA: is **19<sup>th</sup> June 2025 at 5:00 p.m.**
- Display of 1<sup>st</sup> Merit List BBA. 1<sup>st</sup> Sem and B.C.A 1<sup>st</sup> Sem: **20<sup>th</sup> June 2025 at 5:00 p.m.**
- Fee deposit for admission to BBA & BCA 1<sup>st</sup> Sems: **21<sup>st</sup> June 2025 to 23<sup>rd</sup> June 2025 up to 5.00 PM.**
- Display of 2<sup>nd</sup> Merit List BBA & BCA 1<sup>st</sup> Sems: **24<sup>th</sup> June 2025 at 3:00 p.m.**
- Fee deposit for admission to BBA & BCA 1<sup>st</sup> Sems (2<sup>nd</sup> Merit List): **25<sup>th</sup> June 2025 to 27<sup>th</sup> June 2025 up to 5.00 PM.**
- Orientation of 1<sup>st</sup> Year Students: **28<sup>th</sup> June 2025 to 30<sup>th</sup> June 2025.**
- Post Admission Counselling/Online submission of scholarship forms/Student Feedback: **wef 24<sup>th</sup> June to 30<sup>th</sup> June 2025**
- Regular Classes of all courses: **w.e.f 1<sup>st</sup> July 2025**
- Roll on Admission of BBA/BCA 3<sup>rd</sup> & 5<sup>th</sup> Sems: **1<sup>st</sup> June 2025 to 19<sup>th</sup> June 2025**
- Fee to be deposited for BBA/BCA 4<sup>th</sup> & 6<sup>th</sup> Sems: **13<sup>th</sup> June to 23<sup>rd</sup> June 2025**

**\*Note:**

- 1. 2<sup>nd</sup> Merit List for BCA & BBA 1<sup>st</sup> Sem will only be displayed if any seat remains vacant in the respective class on 24<sup>th</sup> June 2025 at 3:00 p.m.**
- 2. Admission to BCA/BBA 3<sup>rd</sup> and 5<sup>th</sup> semesters will be on a roll on basis**

**All interested students can apply through the online admission portal.**

**The online admission link is present on our college website [www.mpgcamb.com](http://www.mpgcamb.com) .**

### Important links for Admission 2025-26

- ➔ **Maharana Pratap Govt.College,AmbWebsite:**[www.mpgcamb.com](http://www.mpgcamb.com)
- ➔ **Online Registration Link:** <https://admission.mpgcamb.com>
- ➔ **User Manual for Registration/Admission Process:**  
<https://admission.mpgcamb.com/media/documents/Important Instructions for Filling the Form 2.pdf>

## Emergency Helpline Numbers

1. National Emergency No.	-112
2. National Disaster Management Authority	-011 1078
3. Himachal Pradesh State Disaster Management Authority	- 1070
4. District Disaster Management	- 1077
5. Police	- 100
6. Fire	- 101
7. Ambulance	- 108, 102
8. Gudiya Helpline Number	- 1515
9. Hoshiyar Singh Helpline Number	- 1090
10. All India Anti-Ragging Helpline	- 1800-180-5522, 15522
11. Cyber Crime Cell	- 1930, 0177-2620331
12. Child Helpline	-1098
13. Women Helpline	-1091
14. Report against Corruption	-0177-2629813

**Note:** It is advised that the National Education Policy (NEP) 2020 is anticipated to be enforced starting from the academic session 2024-25. Consequently, any forthcoming instructions pertaining to this matter shall be applicable to the relevant courses, and requisite adjustments will be made to the prospectus accordingly. It is further notified that the stipulations outlined within the NEP 2020 shall be binding upon all candidates, including those who have been admitted, in its absence.



**"Intelligence plus character—that is the goal of true education."**  
Martin Luther King Jr