NAAC ACCREDITED
GRADE 'B' college

(CGPA 2.4)

MAHARANA PRATAP GOVERNMENT DEGREE COLLEGE, AMB
DISTT. UNA HIMACHAL PRADESH-177203

PROSPECTUS

2024-25

Department of Computer Science (BCA/PGDCA)
&
Department of management (BBA)
(under Self-Finance Scheme)

e-mail : govtcollegeamb@gmail.com   Website : www.mpgcamb.com
Ph : 01976-260032

Principal's Message

Dear Students,

Welcome to Government College Amb, a distinguished co-educational institution accredited with Grade "B" status and a commendable CGPA of 2.4 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 2059, comprising 735 boys and 1324 girls, our college places a strong emphasis on holistic student development. In addition to academic pursuits, we offer self-financed courses such as BCA, BBA, and PGDCA, governed by the Higher Education Institute Society (HEIS). Our facilities, including well-equipped science labs, Computer Labs, 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.

Wish you all the best

(Prof. Darshan Kumar)

Chairman-cum Principal
Higher Education Institute Society
MP 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 studies 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 in 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 a 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

Note 1. It's mandatory/compulsory for every student and his/her parent to submit an online undertaking every academic year on 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 .

INTRODUCTION

Maharana Pratap Govt. Degree College, Amb came into being on 18th, June 1997 when the Govt. of Himachal Pradesh took over the erstwhile National College, Amb 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 so as 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 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 APPLICATION (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	50
Non -Subsidized	10	10	10
Total Seats	60	60	60

MODE OF ADMISSION:

A) SUBSIDIZED SEATS

The admission to these courses will be made based on 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 the 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 NRIs, students will be admitted as per the 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 a proper proof:
   (a) Copy of Non-Resident card /Employment Card issued by the employers.
   (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 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-05, 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 also submit all relevant documents including final mark- sheet of qualifying examination at the time of counseling.

1. 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 01.07.2024. The Vice-Chancellor may permit age relaxation up to a maximum of six months.

B) FOR PGDCA

1. 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 01.07.2024. 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 reason 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 for admission only if they have secured the minimum prescribed percentage of marks in their qualifying examination and also submit all relevant documents including final mark- sheet of qualifying examination at the time of counseling.

The H.P. University 120 points roster will be followed for admission of BCA, BBA & PGDCA and reservation of various categories for the session 2024-25 shall be followed from 61 to 120

120 Points Roaster (1 to 60)

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

61 to 120 for Session 2024-2025

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 of time 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 the other University.

7. A candidate migrating from this college will have to obtain clearance from the college office, Library, NCC, NSS, sports, and other concerned departments.

FEE STRUCTURE FOR SUBSIDIZED SEATS BCA/BBA/PGDCA				BCA	BBA	PGDCA
A) GOVERNMENT FUND(ANNUAL)						
	1	ADMISSION FEE		Rs25	Rs25	Rs 25
	2	TUITION FEE (for 12 months)		600	600	600 **(I)**
B) UNIVERSITY FUND(ANNUAL)						
	1	UNIVERSITY DEVELOPMENT FUND (FOR IRDP RS. 100)	RS. 250		**Only for 1st Semester**	
	2	HPU SPORTS FEE	RS. 15			
	3	YOUTH WELFARE FUND	RS. 15			
	4	HOLIDAY HOME FEE	RS. 1	281	281	281 **(II)**
	5	CONTINUATION FEES **(FOR 3rd +5th Sem.)**	RS. 10	10	10	0 **(III)**
C) COLLEGE FUND(ANNUAL)						
	1	MEDICAL FEE	RS. 6			
	2	STUDENT AID FUND/ WELFARE FUND	RS. 2			
	3	LIBRARY IDENTITY CARD	RS. 10			
	4	COLLEGE MAGAZINE FUND	RS. 50			
	5	BOOK REPLACEMENT FUND	RS. 25			
	6	CAMPUS DEVELOPMENT FUND	RS. 10			
	7	ROVER AND RANGER FUND	RS. 60			
	8	NCC	RS. 10			
	9	HOUSE EXAMINATION FUND	RS. 40			
	10	A/F	RS. 300			
	11	CULUTRAL ACTIVITY FUND	RS. 20			
	12	BUILDING FUND	RS. 120			
	13	FURNITURE REPAIR /REPLACEMENT FUND	RS. 10			
	14	SPORTS FUND	RS. 240			
	15	COMPUTER AND INTERNET FACILITY	RS. 20	923	923	923 **(IV)**
D) BCA/BBA/PGDCA FEE						
	1	LIBRARY FEE		450	450	450 **(V)**
	2	FACULTY FEE/COMPUTER FEE		10500	9050	12000 **(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)**		14379	12929	
GRAND TOTAL (For BCA/BBA 1ST SEM IRDP STUDENTS)		**(I+II+IV+V+VI+VII+VIII)**		14229	12779	
GRAND TOTAL (PGDCA)						15879
GRAND TOTAL (PGDCA IRDP STUDENTS)						15729
FOR BCA/BBA IIIrd & Vth SEM		Less Rs. 1250(1000 Lib. Security & 250 Uni. Dev. Fund) + Add (Rs. 10 Cont. Fund)		13139	11689	
For Non-Subsidized RE-ADMISSION		For BCA & BBA 1st Year		**25000**	**20000**	**25000**
		FIRST TIME	RS. 100.00			
		SECOND TIME	RS. 200.00			

****** 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 shall deduct an amount not more than 10% of the aggregate fee as processing charges from the refundable amount.
* 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 teachers concerned and sanctioned by the Co-Ordinator. 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 student on the payment of the re-admission fee (which will be Rs. 100/- for the first time and Rs. 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 first to tenth positions in HPU Merit List.
2. Students securing first and second positions in Core subjects.

Sports/Cultural/NCC/NSS etc.

1. Participation in International Events, Gold/Silver/Bronze Medal in Inter-University/Inter-College Championships/Annual College Athletic meet.
2. Youth festival prizes.
3. NCC/NSS students participating in RD Parade, NCC cadets appointed as SUO and UO for the session and declared the best Cadet.
4. NSS overall best volunteer during the session.
5. CSCA Office bearers and members.
6. Blood donors, special prizes for extraordinary contribution in the college activities.

MINOR TEST AND LECTURE ATTENDANCE RULES

It is compulsory to fulfill 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 weightage of attendance:

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

SCHOLARSHIPS **

The following scholarships are available to eligible students in the college:

1. Merit Scholarship
2. SC/ST Scholarship
3. OBC Scholarship
4. Distt. Soldiers Board Scholarship
5. IRDP Scholarship
6. Balmiki Scholarship
7. Post Graduate Indira Gandhi Single Girl Child scholarship
8. Maulana Azad merit scholarship for minority students.
9. Inspire Programme scholarship (Department of Science & Technology).
10. Kalpana Chawla scholarship.
11. Swami Vivekanand Scholarship

**The eligible students have to produce their income certificate at the time of applying for the scholarship for first time. (Notification No. EDN. -H (10) B 2005-06 misc-dated 30 Jan. 2006). For further details contact the college office.

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 Rs. 50/-.
2. A book issued can be kept for a period of 15 days. Fine will be charged @ Rs. 1/- per day for any delay.
3. Text books and reference books will not be issued.
4. Students in all streams can borrow maximum 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: National Service Scheme (NSS) is currently having two units in this college with an enrolment 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 bonafide students of the college 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 upon 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 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 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 in 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 into the campus.
7. Tampering with electrical fittings, fans etc.
8. Misbehavior of any kind.
9. Use of cell phones in campus, classrooms, 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 1st to 6th 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 hours.

BBA First Year

Course Structure			Credits	Marks		
Course No.	Semester- I			CCA	ESE	Total
101	Environmental Science	Ability Enhancement Compulsory (AECC)-I				
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	CoreCourse	6(L5 +T1)	30 (Max.) 13 (Min)	70 (Max) 32(Min)	100 (Max) 45(Min)
203	Business Accounting	CoreCourse	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**	100 (Max) 45(Min)
Semester IV							
401	Business Research	Core Course	6(L5+T1)	30 (Max.) 13 (Min)	70(Max) 32(Min)		100 (Max) 45(Min)
402	Human Resource Management	Core Course	6(L5+T1)	30 (Max.) 13 (Min)	70(Max) 32(Min)		100 (Max) 45(Min)
403	Financial Management	Core Course	6(L5+T1)	30 (Max.) 13 (Min)	70(Max) 32(Min)		100 (Max) 45(Min)
404	Tax Planning	Generic Elective-IV	6(L4+T2)	30 (Max.) 13 (Min)	70(Max) 32(Min)		100 (Max) 45(Min)
405	IT Tools in Business	Skill Enhancem	6(L4+P2)	30 (Max.) 13 (Min)	**Theory** 50(Max.) 23(Min)	**Practical** 20(Max.) 9(Min.) **Internal**	100 (Max) 45(Min)

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	DSE **Note: Students can opt anyone**	6(L5+T1)	30 (Max.) 13 (Min)	70(Max) 32(Min)	100 (Max) 45(Min)
	Services **OR**	**of the specializationin Vth Semester and the same will continue in the VIthSemester.**				
	(DSE-II Marketing) Consumer Behaviour **OR**					
	(DSE-IIIHuman Resource)HRD: Systems and Strategies **OR**					
	(DSE-IV Managementof GlobalBusiness) International Trade: Policies and Strategies					
504	**(DSE-IFinance)** 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-IIIHuman Resource) Training and Management Development **OR**					
	(DSE-IV Managementof GlobalBusiness) Global Business Environment					

SemesterVI

601	BusinessPolicy& Strategy	CoreCourse	6(L5+T1)	30 (Max.) 13 (Min)	70(Max) 32(Min)	100 (Max) 45(Min)
602	Financial Institutions& Markets	CoreCourse	6(L5+T1)	30 (Max.) 13 (Min)	70(Max) 32(Min)	100 (Max) 45(Min)

603	(DSE-I Finance) ProjectAppraisal&Analysis **OR**	DSE	6(L5+T1)	30 (Max.) 13(Min)	70(Max) 32(Min)	100 (Max) 45(Min)
	(DSE-IIMarketing) Distribution & Supply Chain Management **OR**					
	(DSE-III Human Resource) Performanceand Compensation Management **OR**					
	(DSE-IV Managementof GlobalBusiness) Multinational BusinessFinance					
604	(DSE-I Finance) ProjectReport **OR**	DSE	6			100 (Max) 45(Min) **(External Evaluation)**
	(DSE-IIMarketing) ProjectReport **OR**					
	(DSE-IIIHuman Resource) ProjectReport **OR**					
	(DSE-IV Managementof GlobalBusiness) ProjectReport					

Scheme of Examination for BCA 1st to 6th 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 academic and executive council of H.P. University, Shimla. The pass percentage in each subject is 45%.

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

First Year

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 Tools	4	70	30	100	3
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**	

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 System Lab-IV	3	35	15	50	3
Total					**600**	

Second Year

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 Programming with C++ Lab-V	3	35	15	50	3
BCA0305(P)	Desktop Publishing and Designing Lab-VI	3	35	15	50	3
Total					**600**	

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 Visual Basic	4	70	30	100	3
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**	

Third Year

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	

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	Max. Marks Theory	Internal Assess.	Exams. Duration (Hrs.)
DCS-101	**Fundamentals of Programming Using C**	**75**	**25**	**3**
DCS-102	**PC Software**	**75**	**25**	**3**
DCS-103	**Operating system**	**75**	**25**	**3**
DCS-104	**Computer Organization and Architecture**	**75**	**25**	**3**
DCS-105	**Practical-I (C Language)**	**75**	**25**	**3**
DCS-106	**Practical-I I (PC Software)**	**75**	**25**	**3**

SEMESTER –II

Course Code	Paper	Max. Marks Theory	Internal Assess.	Exams. Duration (Hrs.)
DCS-201	**Data and File Structure**	**75**	**25**	**3**
DCS-202	**System Analysis and Design**	**75**	**25**	**3**
DCS-203	**Object Oriented Programming & C ++**	**75**	**25**	**3**
DCS-204	**Data base Management system**	**75**	**25**	**3**
DCS-205	**Practical-III (DFS Using C ++**	**75**	**25**	**3**
DCS-206	**Practical-IV (Data base Management system)**	**75**	**25**	**3**
DCS-207	**Project Work**	**200**	**-**	**-**

The project should involve 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

LIBRARY

ELIGIBILITY FOR PROMOTION

A candidate should have passed at least 50% of papers of 1st year i.e. 1st & 2nd semester to get admission in the 3rd semester of 2nd year and all the papers of 1st year i.e. 1st & 2nd SEM. along with 50% of the papers of the 2nd year shall determine the eligibility for admission to the 5th semester of the 3rd 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 total 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 2023-2024.

1. A Placement Cell organized a placement Drive on 5th Oct. 2023 in collaboration with HCL Tech. Noida.

2. A lecture on "Career Counseling & guidance and awareness session regarding "Career Opportunities after graduation" on 27th December 2023 by Mr. Arun Kant (Bajaj Capital Ltd.).

3. A lecture on "Career Counseling & guidance and awareness session regarding "Career Opportunities at Global Level after graduation" on 21st Feb. 2024 by Mrs. Amandeep Kaur IDP Hoshiarpur).

4. A lecture on "Career Counseling & guidance and awareness session regarding "Competitive Exam" on 26th Feb. 2024 by Mr. Abhishek Hans Chanakya Academy Chandigarh).

Gymnasium

CHAIRMAN

Sh. Darshan Kumar   **Principal**

CO-ORDINATORS

1. Mr. Amit Kumar Sharma (Assistant Professor in Physics)   Co-Ordinator BBA
2. Mr. Ajay Kumar (Assistant Professor in Mathematics)   Co-Ordinator BCA & PGDCA

ADVISORY COMMITTEE

1. Mrs. Rekha Sharma   (Assistant Professor in Physics)
2. Dr. Sat pal Singh   (Assistant Professor in Mass Communication and Journalism)
3. Dr. Krishna Sharma   (Assistant Professor in Chemistry)
4. Mr. Amit Kumar Sharma   (Assistant Professor in Physics)
5. Mr. Ajay Kumar   (Assistant Professor in
6. Mr. Jameet Kumar   (Assistant Professor in Commerce)
7. Mr. Anil Verma   (Assistant Professor in Computer Applications)
8. Mr. Jeet Kumar   (Superintendent Grade-1)
9. Mr. Ravinder Verma   (Superintendent Grade-II)

TEACHING FACULTY

Sr. No.	DEPARTMENT OF BCA	DEPARTMENT OF BBA
1	**Miss Monika Jaswal** M.Sc. (IT), M.Phil. English. Designation: Assistant Professor	**Dr. Vijainder Singh** Ph.D. (Business Management) Designation: Assistant Professor
2	**Mrs. Renu Bala** M.Sc. (Mathematics), PGDCA Designation: Assistant Professor	**Mrs. Neha** (M. Com, M.Phil., SET Qualified Designation: Assistant Professor
3	**Dr. Harjeet Singh** Ph.D. (Computer Application) Designation: Assistant Professor	**Mrs. Rekha Jaswal** M. Com, SET Qualified Designation: Assistant Professor
4	**Mr. Ashutosh** MCA Designation: Assistant Professor	

Non-Teaching STAFF

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

Statutory Cells

1. SC/ST and Minority Cell		2. Internal Compliance Committee	
Sr. No.	Name Sh./Smt./Ms./Dr.	Sr. No.	Name Sh./Smt./Ms./Dr.
1	**Sukh Dev**	1	**Darshan Kumar (Chairman)**
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	Ravinder Verma(Supdt. Gr II)
		8	PTA President
3. OBC Cell		**4. Student Grievances Redressal Committee**	
Sr. No.	Name Sh./Smt./Ms./Dr.	Sr. No.	Name Sh./Smt./Ms./Dr.
1	**Ajay Kumar**	1	**Rekha Sharma**
2	Satpal	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' Grievances Redressal/Gender Equity Cell	
Sr. No.	Name Sh./Smt./Ms./Dr.	Sr. No.	Name Sh./Smt./Ms./Dr.
1	**Sukh Dev (NSS)**	1	**Darshan Kumar, Principal (Chairman)**
2	Kumari Sujata (NSS)	2	**Rekha Sharma (Convener)**
3	Sureta (Rover and Ranger)	3	Satpal Singh(Senior most male Faculty Member)
4	Pawan Patial	4	Suruchi Sharma (Female Member I)
5	Rajesh Thakur (Rover and Ranger)	5	Krishna Sharma (Female Member II)
6	Anil Verma (NCC)	6	Amit Kumar Sharma (IQAC Coordinator)
		7	Sureta (Female Member III)
		8	Kumari Sujata (Female NSS-Programme Officer)
		9	Anil Verma (NCC-Care Taker Officer)
		10	Rachna Sharma (Female-Member-IV)

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

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.

Sr. No.	Name	Sr. No.	Name
1	Satpal Singh	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	Amit Kumar Sharma

7. NEP 2020 Nodal Officer/Coodinator		**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	Satpal Singh

9. NSS Programme Officers		**10.NCC Caretaker Officer**	
Sr. No.	Name Sh./Smt./Ms./Dr.	Sr. No.	Name Sh./Smt./Ms./Dr.
1	Sukh Dev	1	Anil Verma
2	Kumari Sujata		

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	Sureta	1	Amit Kumar Sharma, BBA
2	Rajesh Thakur	2	Ajay Kumar (BCA & PGDCA)

13.Advisory Committee		**14.Discipline Committee**	
Sr. No.	Name Sh./Smt./Ms./Dr.	Sr. No.	Name Sh./Smt./Ms./Dr.
1	**Rekha Sharma**	1	**Rekha Sharma**
2	Satpal Singh	2	Satpal Singh
3	Krishna Sharma	3	Sukh Dev (PO NSS)
4	Amit Kumar Sharma	4	Suruchi Sharma
5	Ajay Kumar	5	Amit Kumar Sharma
6	Jameet Kumar	6	Nitin Kumar Sharma
7	Anil Verma	7	Pawan Patial
8	Jeet Kumar (Supdt. Grade-I)	8	Anil Verma (CTO NCC)
9	Ravinder Verma (Office Supdt.)	9	Suryaman

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	**Amit Kumar Sharma (Co-ordinator)**	1	**Rekha Sharma**
2	**Krishna Sharma (Assistant Co-ordinator)**	2	Amit Kumar Sharma
3	Nitin Kumar Sharma	3	Anil Verma
4	Ajay Kumar	4	Jeet Kumar (Supdt. Grade-I)
5	Anay Kumar	5	Ravinder Verma (Supdt. Grade-II)
6	Vandna Kaundal		
7	Anil Verma		
8	Shruti		
9	Anita Sharma (Librarian)		
10	Jeet Kumar (Supdt. Grade-I)		
11	Ravinder Verma (Supdt. Grade II)		

17.Library committee		**18.Time Table Committee**	
Sr. No.	Name Sh./Smt./Ms./Dr.	Sr. No.	Name Sh./Smt./Ms./Dr.
1	**Anita Sharma (Librarian)**	1	**Ajay Kumar**
2	Krishna Sharma	2	Jameet Kumar

Sr. No.	Name	Sr. No.	Name
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)		

19.House Exam / CCA Committee		**20.UGC Affairs / Rusa Committee**	
Sr. No.	Name Sh./Smt./Ms./Dr.	Sr. No.	Name Sh./Smt./Ms./Dr.
1	**Rekha Sharma**	1	**Amit Sharma**
2	Suruchi Sharma	2	Anil Verma
3	Nitin Kumar Sharma	3	Om Prakash AP
4	Anay Kumar	4	Ambrish Dogra (Sr. Assistant)
5	Jameet Kumar		
6	Rajneesh Kumar		
7	Om Prakash AP		
8	Ajay Sharma		

21. Electricity Restoration (Genset Maintenance) Committee		**22.Scholarship/Fee Concession Committee**	
Sr. No.	Name Sh./Smt./Ms./Dr.	Sr. No.	Name Sh./Smt./Ms./Dr.
1	**Satpal Singh**	1	**Krishna Sharma**
2	Anay Kumar	2	Ajay Kumar (Nodal Officer)
3	Rajneesh Kumar	3	Anay Kumar
4	Jeet Kumar (Supdt. Grade-I)	4	Sureta
5	Vinod Kumar LA	5	Jameet Kumar
		6	Ashish Kumar
		7	Ankush Kumar
		8	Vijainder Singh (Self Finance)
		9	Harjeet Singh

23.Girls Common Room Committee (Maintenance & Supervision)		**24.Canteen Maintenance/Refreshment Committee**	
Sr. No.	Name Sh./Smt./Ms./Dr.	Sr. No.	Name Sh./Smt./Ms./Dr.
1	**Vandna Kaundal**	1	**Ajay Kumar**
2	Rachna Sharma	2	Sureta
3	Pariksha Thakur	3	Vandna Kaundal
4	Aruna Devi	4	Rachna Sharma
5	Rekha Jaswal	5	Pariksha
		6	Ajay Sharma
		7	Kamla Devi
		8	Bindu Bala

25. Digital Display Board Committee (Operation & Maintenance)		**26.Furniture & Black Board etc. Purchase & Repair Committee**	
Sr. No.	Name Sh./Smt./Ms./Dr.	Sr. No.	Name Sh./Smt./Ms./Dr.
1	**Rajneesh Kumar**	1	**Suruchi Sharma**

Sr. No.	Name	Sr. No.	Name
2	Sureta	2	Jameet Kumar
3	Ashutosh	3	Arun Kumar
4	Suryaman	4	Ashish Kumar
5	Renu Kumari	5	Jeet Kumar(Sudt. Grade I)
6	Vinod Kumar(LA)	6	Rekha Jaswal

27.Rusa Result Discrepancy Committee / **28.Press & Photography Committee**

Sr. No.	Name Sh./Smt./Ms./Dr.	Sr. No.	Name Sh./Smt./Ms./Dr.
1	**Nitin Kumar Sharma**	1	**Satpal**
2	Vandna Kaundal	2	Suruchi Sharma
3	Rajesh Thakur	3	Ajay Sharma
4	Om Prakash AP	4	Om Prakash (JOA-IT)
5	Ankush Kumar		
6	Monika Jaswal		

29.College Land & Property Committee / **30. Social Media & Website Handling/Updation Committee**

Sr. No.	Name Sh./Smt./Ms./Dr.	Sr. No.	Name Sh./Smt./Ms./Dr.
1	**Anay Kumar**	1	**Anil Verma**
2	Pawan Patial	2	Kumari Sujata
3	Rajesh Thakur	3	Rajesh Thakur
4	Arun Kumar	4	Shruti (Facebook)
5	Ambrish Dogra(Sr. Asstt.)	5	Vandna Kaundal (Official Website Content Writer)
6		6	Harjeet Singh
		7	Naini Pal (Assistant Librarian)

31. CSCA Advisory Committee / **32. Magazine Editorial Board**

Sr. No.	Name Sh./Smt./Ms./Dr.	Sr. No.	Name Sh./Smt./Ms./Dr.
1	**Satpal**	1	**Sukh Dev (Chief Editor)**
2	Sukh Dev	2	Vandna Kaundal (Editor-English Section)
3	Amit Kumar Sharma	3	Kumari Sujata (Editor-Hindi Section)
4	Krishna Sharma	4	Jameet Kumar (Editor-Planning Forum)
5	Pawan Patial	5	Shruti (Editor-Science Section)
6	Shruti	6	Anil Verma (Editor-IT Section)
7	Anil Verma	7	Rekha Jaswal (Management Section)

33. House Allotment Committee / **34. Water Supply Restoration Committee**

Sr. No.	Name Sh./Smt./Ms./Dr.	Sr. No.	Name Sh./Smt./Ms./Dr.
1	**Rekha Sharma**	1	**Pawan Patial**
2	Amit Kumar Sharma	2	Arun Kumar
3	Anil Verma	3	Ashish Kumar
4	Ravinder Verma	4	Om Prakash (AP)
		5	Jeet Kumar Supdt. Grade1

35. Career Guidance/Placement Cell / **36. E-Resources Committee**

Sr. No.	Name Sh./Smt./Ms./Dr.	Sr. No.	Name Sh./Smt./Ms./Dr.
1	**Anil Verma (Placement Officer)**	1	**Shruti**

2	Shruti (Assistant Placement Officer)		2	Anil Verma
3	Sureta (Placement Officer-Science)		3	Vandana Kaundal
4	Rajesh Thakur (Placement Officer-Commerce)		4	Suryaman
5	Vandna Kaundal (Placement Officer-Arts)		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)

37. Virtual Classroom (Operation & Maintenance) Committee		38. Invitation Committee	
Sr. No.	Name Sh./Smt./Ms./Dr.	Sr. No.	Name Sh./Smt./Ms./Dr.
1	**Anil Verma**	1	**Amit Kumar Sharma**
2	Shruti	2	Sureta
3	Ashish Kumar	3	Ajay Sharma
4	Ajay Sharma	4	Richu Kalia (PTA)
5	Ankush Kumar	5	Vijainder Singh (Self-Finance)
6	Sandeep Kumar	6	Pardeep (PTA)
7		7	Shashi Kumar (Self-Finance)

39. Stage Decoration Committee		40. Tent and Sitting arrangement Committee	
Sr. No.	Name Sh./Smt./Ms./Dr.	Sr. No.	Name Sh./Smt./Ms./Dr.
1	**Suruchi Sharma**	1	**Ajay Kumar**
2	Sureta	2	Pawan Kumar Patial
3	Pariksha Thakur	3	Rajneesh Kumar
4	Poonam Sharma (PTA)	4	Ashish Kumar
5	Aruna Rani (PTA)	5	Suryaman
6	Richu Kalia (PTA)	6	Harjeet Singh (Self-Finance)
7	Neha Thakur (Self-Finance)	7	Tarsem Pal (LA)
8	Balvinder Kumar (Self-Finance)	8	Pardeep (PTA)
9	Santosh Kumari (PTA)		Shashi Kumar (Self-Finance)

41. Prospectus Committee (General)		42. Prospectus committee (Self Finance)	
Sr. No.	Name Sh./Smt./Ms./Dr.	Sr. No.	Name Sh./Smt./Ms./Dr.
1	**Sukh Dev**	1	**Amit Kumar Sharma**
2	Nitin Kumar Sharma	2	Ajay Kumar
3	Jameet Kumar	3	Vijainder Singh (Self-Finance)
4	Anil Verma	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	Sureta	2	Jameet Kumar
3	Ashish Kumar	3	Arun Kumar
4	Pariksha Thakur	4	Harjeet Singh (Self Finance)

Sr. No.	Name Sh./Smt./Ms./Dr.	Sr. No.	Name Sh./Smt./Ms./Dr.
5	Poonam Sharma (PTA)	5	Sandeep Kumar (Self Finance)
6	Sapna Sood (Self-Finance)		
7	Poonam (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	Satpal Singh
3	Rajesh Thakur	3	Nitin Kumar Sharma
4	Om Prakash AP	4	Rekha Thakur
5	Vijainder 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)		
11	Santosh Kumari(PTA)		
12	Priya Goswami (PTA)		

	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	Ajay Sharma	2	Ajay Kumar
3	Richu Kalia (PTA)	3	Kumari Sujata
4	Naini Pal (Assistant Librarian)	4	Anay Kumar
5	Vinod Kumar (LA)	5	Suryaman
6	Sandeep Kumar (Self-Finance)	6	Jeet Kumar (Supdt. Grade-I)
7	Balvinder Kumar (Self-Finance)	7	Ravinder Verma (Supdt. Grade II)

	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	Anay Kumar
3	Anil Verma	3	Jameet Kumar
4	Ankush Kumar	4	Vandna Kaundal
		5	Suryaman
			Harjeet Singh (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 Courses)	2	**Anil Verma (Nodal Officer)**

3	Anil Verma (Nodal Officer Spoken Tutorial Programme)	3	Sh. Om Prakash JOA (General Courses)
4	Ajay Sharma (PO-Arts)		Smt. Sapna Sood (Self-Finance Courses)
5	Suryaman (PO-Commerce)		
6	Ashish Kumar (PO-Science)		

Admission Committees

Scrutiny Committee
1. **Prof. Amit Kumar Sharma (BBA)**
2. **Prof. Ajay Kumar (BCA/PGDCA)**

BCA/PGDCA
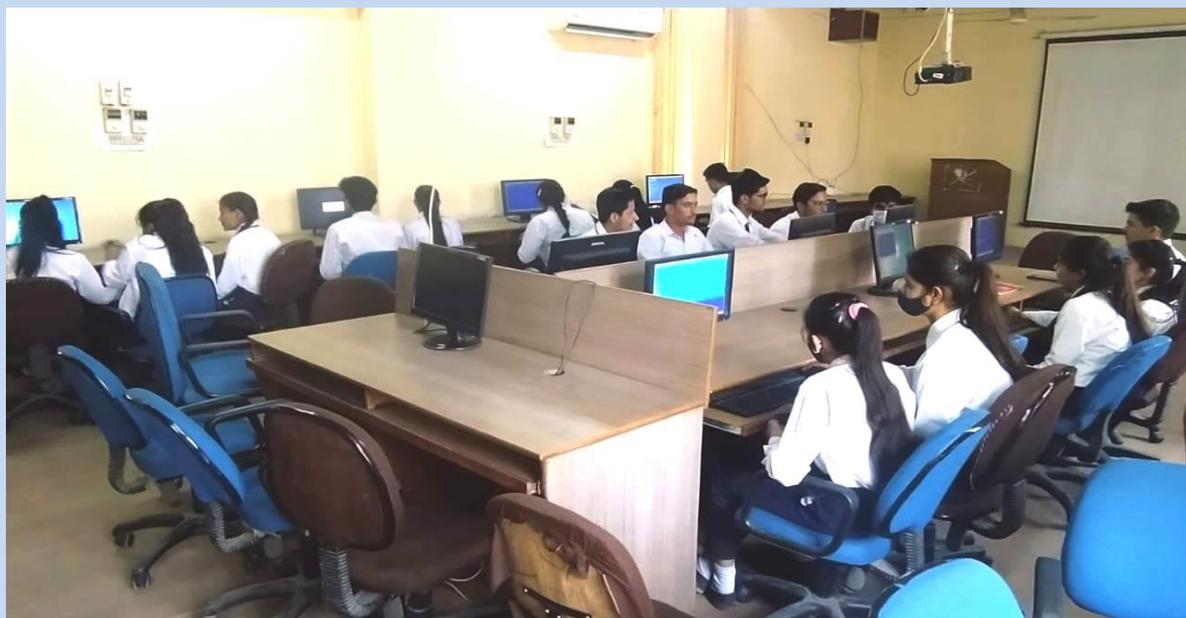1. **Miss Monika Jaswal**
2. Mrs. Renu Bala
3. Dr. Harjeet Singh
4. Mr. Ashutosh

BBA
1. **Dr. Vijainder Singh**
2. Mrs. Neha
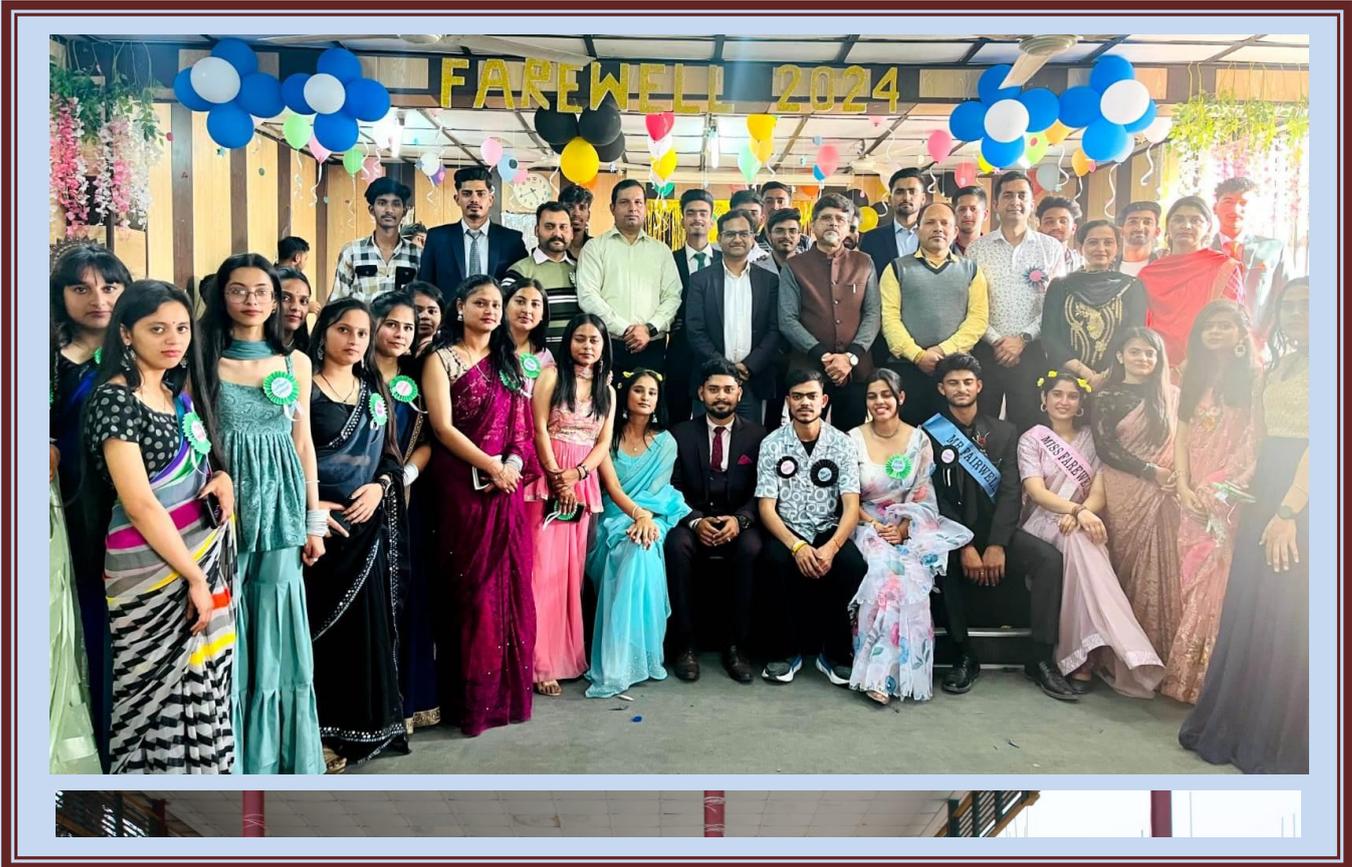3. Mrs. Rekha Jaswal

Teaching Staff

Non-Teaching Staff

Computer Lab

Our Department Meritorious Students

Palak Goswami (BCA)
6th Position in HPU
Session 2019-2022

Kanav Bhardwaj (BCA)
24th Position in HPU
Session 2021-2023

Muskan Chouhan (BCA)
2nd Position in HPU
Session 2019-2022

Anju Bala (BBA)
6th Position in HPU
Session 2021-2023

Anchal (BBA)
18th Position in HPU
Session 2021-2023

Anju Bala (BBA)
11th Position in HPU
Session 2019-2022

Akanksha (BCA)
9th Position in HPU
Session 2019-2022

IMPORTANT DATES

➢ **Submission of Admission Forms BCA/BBA:** **30ᵗʰ May 2024 to 10ᵗʰ June 2024**

➢ **Last date for submission of Admission Forms BCA/BBA:** **10ᵗʰ June 2024 at 5:00 p.m.**

➢ **Display of 1ˢᵗ Merit List BBA. 1ˢᵗ Sem and B.C.A 1ˢᵗ Sem:** **13ᵗʰJune 2024 at 11:00 a.m.**

➢ **Fee deposit for admission to BBA & BCA 1ˢᵗ Sems:** **13ᵗʰ June 2024 to 15ᵗʰ June 2024 up to 3.00 p.m.**

➢ **Display of 2ⁿᵈ Merit List BBA & BCA 1ˢᵗ Sems:** **16ᵗʰJune 2024 at 11:00 a.m.**

➢ **Fee deposit for admission:** **16ᵗʰJune 2024 to 17ᵗʰ June 2024 up to 3.00 p.m.**

➢ **Roll on Admission of BBA & BCA 3ʳᵈ & 5ᵗʰ Sems:** **6ᵗʰ June 2024 to 17ᵗʰ June 2024**

Important Links

➔ **Maharana Pratap Govt. College, Amb Website: www.mpgcamb.com**
➔ **Online Registration Link: https://admission.mpgcamb.com**

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, 01702-222522
6. Fire	- 101, 01702-222500
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.