



GOVERNMENT DEGREE COLLEGE MATOUR (KANGRA)

PROSPECTUS

2023-24



 gdcmatour.edu.in

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Principal's Message



Greetings to all !!

It gives me an immense pleasure to give you a warm welcome to as you explore our college prospectus for the new academic session 2023-24. The college aims at the harmonious development of the personality of student and provide conducive environment for learning. As you peruse this prospectus, you will discover an array of diverse programme and courses designed to cater yours individual interest and aspiration. Beyond academics we strive to cultivate a holistic educational journey by offering a wide range of extracurricular activities, club and societies. These opportunities allow you to explore your passions, nurture your talents and develop essential life skills such as leadership, teamwork and effective communication.

The best part of this college is excellent Human resources that chisel young generation into perfect gentleman. The dedication toward the novel worship of teaching is unfathomable.

I want to emphasize that our college is more than just a place of learning. It is a place where life learning, friendship is forged, memories are created and dreams are realized. As you embark on this exciting journey we are dedicated to providing guidance, support and resources to achieve your goals and unlock your full potential.

I encourage you to delve into this prospectus, explore the possibilities and envision yourself as an integral part of our college community. We eagerly await your arrival and contribution to our academic family.

Once again, I extend my heartfelt welcome and wish you all the best in your future endeavors.

.To conclude I would like to quote Ms. Malala Yousofzai (education activist and Nobel Peace Prize winner) perspective on education "One Child, One teacher, one book and one pen can change the world."

Jai Hind !!!

Note

As the year 2023 is declared by UN as International year of millets .It provides us with a unique opportunity to celebrate and acknowledge the immense potential of this humble grain. It is our duty to raise awareness about this year and actively participates in its objectives. I encourage each and every one of you to explore the benefits of millet and consider incorporate it into your diet. By incorpohrating millet into our meals, we can enhance our overall health and well- being. Let us join hands in embracing this unique opportunity to make a positive impact on our health, environment and society at large. Together, we can contribute to a more sustainable and food- secure world.

Introduction

Overlooking the bedazzling Dhauladhars in the backdrop and with the perennial Manooni Khad that flows nearby, Government Degree College Matour presents a breathtaking view. Appropriately located on the Mandi-Pathankot and Dharamshala-Hoshiarpur National Highway, the college caters to the needs of Higher Education of the students coming from rural and urban areas in the vicinity. Since its inception, the college has witnessed an encouraging and a steady growth as far as the strength of the students in the college is concerned.

With the pious blessings of Maa Brajeshwari, Government Degree College came into existence with the announcement made by the then Hon'ble Chief Minister of Himachal Pradesh Late Sh. Virbhadra Singh on 2nd of February, 2017 in a public gathering at Matour. A notification, on the opening of a new college at Matour was subsequently issued by The Government of Himachal Pradesh on 4th of May, 2017 vide letter No. EDN-A Ka(1)-32/2007-L. Government Degree College, Matour (Kangra) became fully operational from 16th of June, 2017 and the classes for the first batch (Arts & Commerce Stream) started from 1st of July, 2017 under the new system of education i.e. CBCS (RUSA). Presently this college is affiliated to Sardar Patel University, Mandi (H.P)

The college boasts of having an experienced and energetic faculty that is committed towards the all round development of the students in the college. The quality of teaching is excellent and the teaching faculty of the college is well versed with the new technological advancements as well that have been introduced in the teaching-learning process. The college is cognizant of the fundamental principles of NEP-20 that has been introduced by the Govt. of India and which will be implemented in the state soon.

At present, the college is being run in the Commerce Block of GSSS, Matour. It is heartening to share the fact that the process of construction of the college building is almost at the final stage.

Motto of the College

तमसो मा ज्योतिर्गमय is a Sanskrit verse taken from the "Pavana Mantra" from the great Brihadaranyaka Upanishad. The Pavana Mantra, also known as Pavamana Abhyaroha is a mantra that originated in ancient India from the key scripture of various schools of Hinduism, the Brihadaranyaka Upanishad.

It means to **lead me from darkness to light**. When the Vedas refer to darkness and light, they mean ignorance and knowledge, respectively. Ignorance, like darkness, conceals true understanding. And in the same way, as the only alternative for darkness is light, the only cure for ignorance is knowledge.

Vision

We, at Government Degree College Matour endeavour to give the best and facilitate students with knowledge and skills in their respective streams, instil values, tap hidden potential, provide possibilities for students to venture into new vistas and thus mould them into future talents ready for any of the fields. To inculcate human values in our young minds is our top priority.

Mission

With the best pool of teachers at Government Degree College Matour, the collective aim and mission is to strive in providing quality education for the students, foster critical thinking and free exchange of ideas, open inquiry, respect for mankind and a desire for lifelong learning to illuminate their minds by driving away ignorance, in keeping with the motto of the college, तमसो मा ज्योतिर्गमय

Objectives

Disseminate education of the sublime order through value based holistic teaching and learning by harmonising conventional and innovative practices.

Provide a platform for students for realising their inherent talents and utilising them in the right direction.

Make them aware of the importance of hard work and teach them to respect basic values of gender parity. We tell them to be aware of the responsibilities we have towards Mother Nature. The college prepares the students with the competencies needed to adjust themselves to the changing world scenario so that they are ready to avail numerous career opportunities.

Staff

At present there are 06 members in the teaching faculty against the sanctioned strength of 07. The post of Hindi is lying vacant. There are 10 posts in the Office Staff. Out of 05 sanctioned posts of class IV employees 01 is lying vacant.

PRINCIPAL

Prof. Dinesh Jamwal
(Officiating)

TEACHING STAFF

1. Faculty of Languages

English

Prof. Shivani Datta

Hindi

Prof. Sudesh Kumari

2. Faculty of Social Sciences**Political Science**

Vacant

Economics

Dr. Neetu Sinha

History

Prof. Ajay Kumar

Faculty of Commerce

Prof. Dinesh Jamwal

Dr. Parvesh Gill

Non-Teaching Staff**1. Library Staff**

Ms. Puja Saraswati (Assistant Librarian)

2. Ministerial Staff

- a. Ms. Simmi Kumari (Office Superintendent)
- b. Ms. Usha Kumari (Clerk)
- c. Senior Assistant (Vacant)
- d. Mr. Arvind Bains (JOA IT)

3. Class-IV

- a. Smt. Kiran Bala (Peon-cum-Chowkidar)
- b. Smt. Salochna Devi (Peon-cum-Chowkidar)
- c. Smt. Sureshna Devi (Peon-cum-Chowkidar)
- d. Smt. Kushalaya Devi (Peon-cum-Chowkidar)
- e. Smt. Shrestha Devi (Peon-cum-Chowkidar)

Special Counselling Cell for Girls

- a. Prof. Shivani Datta (Convenor)
- b. Ms. Puja Saraswati

Discipline Committee

- a. Dr. Parvesh Gill (Convenor)
- b. Prof. Ajay Kumar
- c. Dr. Neetu Sinha

UGC Affairs/IQASC

- a. Dr. Parvesh Gill (Convenor)
- b. Prof. Shivani Datta
- c. Prof. Ajay Kumar
- d. Dr. Neetu Sinha

Press & Media

- a. Prof. Sudesh Kumari (Convenor)
- b. Ms. Puja Saraswati

Seating Arrangement Committee

- a. Dr. Neetu Sinha (Convenor)
- b. Sh. Arvind Bains

Career Guidance & Counselling Cell

- a. Dr. Parvesh Gill (Convenor)
- b. Prof. Shivani Datta

Campus Beautification

- a. Prof. Sudesh Kumari (Convenor)
- b. Ms. Puja Saraswati

CSCA Advisory

- a. Dr. Parvesh Gill (Convenor)
- b. Prof. Shivani Datta
- c. Prof. Ajay Kumar

College Prospectus Committee

- a. Dr. Parvesh Gill (Convenor)
- b. Prof. Ajay Kumar
- c. Dr. Neetu Sinha

Building Fund Committee

- | | | |
|----|-----------------------------------|-------------|
| 1. | Prof. Dinesh Jamwa | (Principal) |
| 2. | Junior Engineer PWD | (Member) |
| 3. | Dr. Pardeep Makkar | (Donor) |
| 4. | Pradhan, Gram Panchayat Matour | (Member) |
| 5. | President PTA | (Member) |
| 6. | Dr. Parvesh Gill (Senior Teacher) | (Member) |
| 7. | President CSCA | (Member) |

Library Committee

- Prof. Ajay Kumar (Convenor)
- Dr. Neetu Sinha
- Ms. Puja Saraswati (Assistant Librarian)

Sports Committee

- Dr. Parvesh Gill (Convenor)
- Dr. Neetu Sinha

Repair, Maintenance, Electricity and Water Committee

- Dr. Neetu Sinha (Convenor)
- Mr. Arvind Bains

College Bursar

Dr. Parvesh Gill

PTA Secretary

Dr. Parvesh Gill

AISHE Nodal Officer

Prof. Dinesh Jamwal

GeM Incharge

Prof. Dinesh Jamwal

CO-CURRICULAR ACTIVITIES

Cultural Committee

(Dance, Drama, One-Act Play, Mime, Painting, Poster-Making, Cartooning, Rangoli, Collage, Quiz, Debate, Declamation...)

Prof. Shivani Datta

Dr. Neetu Sinha

Ms. Puja Sarswati

Editors: College Magazine (Brajeshwari)

Dr. Parvesh Gill

Prof. Shivani Datta

Prof. Ajay Kumar

Prof. Sudesh Kumari

Dr. Neetu Sinha

Chief Editor & Commerce Section

English Section Section

Pahari Section

Hindi Section

Planning Forum

Societies & Clubs

a. Commerce Society

Prof. Dinesh Jamwal

Dr. Parvesh Gill

b. Tagore Literary Society

Prof. Shivani Datta

c. Social Sciences Society

Mr. Ajay Kumar

Dr. Neetu Sinha

d. Disaster Management Club

Prof. Ajay Kumar (Convenor)

Dr. Neetu Sinha

e. Red Ribbon Club

Prof. Ajay Kumar

Dr. Neetu Sinha

f. Eco Club

Dr. Parvesh Gill (Convenor)

Prof. Sudesh Kumari

g. Rovers & Rangers

Mr. Ajay Kumar

Prof. Sudesh Kumari

- h. Electoral Literacy Club**
Prof. Ajay Kumar
- i. Road Safety Club**
Prof. Shivani Datta (Convenor)
Dr. Neetu Sinha
- j. Cyber Crime Awareness and Security Cell**
 - a. Dr. Parvesh Gill
 - b. Mr. Ajay Kumar
- k. Anti-Drug Abuse Cell**
Dr. Parvesh Gill
Prof. Shivani Datta

RULES OF ADMISSION AND MIGRATION

1. Admission will be strictly on fulfillment of eligibility conditions.
2. Any gap in the academic career of an applicant must be supported by documentary evidence.
3. Applicants who have passed Prabhakar are not eligible for admission.
4. Failed or Compartment candidates from other colleges will not be admitted.
5. Application form must be filled properly, complete in all respects and submitted along with the following documents:
 - a) Original Character Certificate from the institution last attended. In case of gap, an affidavit from Tehsildar for gap year must be produced and character certificate should be issued either by Village Pradhan or Gazetted Officer. The validity of a Character Certificate is six months only.
 - b) Attested Copy of detailed marks card of the previous examination last attended i.e. +2.
 - c) Attested copy of Matriculation Examination / date of birth certificate.
 - d) Three Passport size photographs (one pasted on Bio-Data Card, one pasted on the admission form and one to be used for library card later) and one stamp size photograph for laminated Identity Card.
 - e) A passport size photograph of the parents/guardian to be affixed on PTA membership form. (Guardian means only blood relation but not a student of this college). Only parents can be the members/office bearers of PTA Executive.
 - f) Documentary proof must be attached for SC/ST/Physically Challenged, Sports Person or Cultural activities.
 - g) Himachali Girl Students seeking admission in any class must bring an attested copy of H.P. Bonafide Certificate to avail themselves of fee-concession (Tuition Fee only).

- h) Candidates coming from School of Education Boards / Universities other than HP Board of School Education/ SPU Mandi must produce migration certificate in original.
- i) Copy of Photo Voter Card ID (if any)
6. A student must produce original certificates at the time of admission.
 7. Students seeking exemption from tuition fee for disability must attach an attested copy of 40% disability certificate.
 8. Admission of a student is liable to be cancelled if he/she furnishes incomplete / wrong / false information or in case of concealment of facts. Disciplinary action will also be taken against such candidates.
 9. Notwithstanding eligibility for admission, the Principal can refuse admission if the conduct of a student has not been upto the mark during past years.
 10. The Principal reserves the right to disallow or cancel any admission.
 11. Rules for admission are subject to change as per the SPU/HPU notifications from time to time.
 12. Initially, all admissions will be provisional (i.e. subject to the approval of Sardar Patel University)
 13. A student can migrate from one college to another only after completing one year and within 10 days of starting of next year in accordance with the rules laid down by the Sardar Patel University. However, students migrating from other colleges must obtain the approval of the concerned Admission Committee.
 14. Students who migrate either from this college to any other or vice-versa must ensure that the college name is changed on university online rolls with the RUSA co-ordinator and concerned clerk.
 15. Inter-Institutional migration (i.e. from one college to another as well as from a college to ICDEOL and vice-versa) of students will be allowed when no-objection is obtained from both the relieving and receiving institutions, duly signed by both the Principals/Director to ascertain that the Core I /Core II subjects being studied by the students are available in the receiving institution. The credits and grades earned will be carried over.

ELIGIBILITY FOR ADMISSION

- a) Students who have passed in the Senior Secondary (+2) Examination (Academic Stream) conducted by the H.P. Board of School Education or an examination accepted as equivalent by the various bodies approved by the S.P.U Mandi.
 - i) Provided that the candidates who have passed the qualifying examination with commerce stream shall be given preference in admission to B.Com. Programme.
 - ii) Provided that the candidates who have passed Mathematics as one of the subjects at 10+2 level are eligible to take the B.Com programme.
- b) An applicant must not be more than 23 years (25 years for girls) of age as on 1.07.2023 and

must have not been born earlier than 01.07.2000. In case of Scheduled Caste / Scheduled Tribe, student's relaxation in age upto three years is allowed as per rules.

- c) The Vice Chancellor HPU may, in exceptional cases/Circumstances, (to be recorded in writing), give relaxation in age upto a maximum of six months to any candidate. All such cases of age relaxation of upto six months may be granted admission provisionally by the Principal and consolidated list - of all such cases will be sent for approval of the Vice-Chancellor by 31st October of every academic year.
- d) An applicant failing in all subjects or having a compartment in 10+2 will not be admitted.
- e) The admission will be on the basis of merit, as the seats are limited in all faculties.
- f) The reservation of seats will be according to the Sardar Patel University "120 points" roster given ahead.

PROCEDURE OF ADMISSION

1. Students are advised to consult the Guidance Committee of teachers to choose subjects, in case of any apprehensions.
2. The student will first appear before the Admission Committee after filling up the admission and other forms attached with the prospectus.
3. After the forms are processed and signed by the concerned Admission Committee, the student will take admission from the Principal. Thereafter, the student will be directed to go to the Fee-Counter to deposit his/her dues and other funds where he/she will be issued a receipt for fee, PTA fund and his/her Roll No. Later on, the student's Library cum Identity card will be issued from the college office on the production of receipt and passport size photograph which has to be attested by the concerned tutors, Senior Tutor, Librarian and Principal.

RESERVATION OF SEATS

Our institution follows the reservation policy of H.P. Government and SPU Mandi University in admissions.

CHOICE BASED CREDIT SYSTEM (CBCS)

SESSION 2023-24 for B.A./B.Com.I

RULES FOR ADMISSION IN FIRST YEAR OF BACHELOR'S DEGREE COURSE

Admission to the first year of bachelor's degree (B.A./ B.Sc./ B.Com.I) will be according to the choice based credit system. The main feature of the choice based credit system (CBCS) is to make Undergraduate courses student centric rather than system centric or teacher centric. For achieving these objectives the CBCS strives to create a holistic syllabus. Thus, in addition to focusing on a discipline through core papers in the general curriculum, elective papers have been introduced that will provide students the freedom to choose the allied/applied/broad areas of their discipline. Further, in keeping with the vision of the Government, special emphasis has been given to ability enhancement and skill development of students through elective courses under these domains which every student is required to study. However, in keeping with the spirit of CBCS the students will have complete freedom to choose these courses from a pool suggested by the UGC/ University. The CBCS provides an opportunity for the students to choose courses from the prescribed courses comprising core, elective and skill based courses. These courses can be evaluated following the grading system. This will benefit the students to move across institutions both within India and across countries. In order to bring uniformity in the evaluation system the computation of the Cumulative Grade Point Average (CGPA) is based on a student's performance in examinations as per the UGC formulated guidelines.

Courses in Programme under CBCS

- 1) B.A. (Arts / Humanities / Languages)
 - a) Language Group: English, Hindi.
 - b) Social Science / Humanities Group: Economics, Political Science, History
- 2) B.Com. : Commerce.

COURSES IN PROGRAMMES

The UG (CBCS) programme in the college affiliated to the SPU will comprise the following categories of courses :

- a. Core Courses
- b. Elective Courses
- c. Ability and Skill Enhancement Courses

Core Course : A course which should compulsorily be studied by a student as a core requirement is termed as Core Course. Number of Core Papers for a General Programme in Arts (B.A.) & Commerce (B.Com.) will be 12 Core Courses each. Besides, there will be 2 papers each of English and Hindi/MIL

in B.A./B.Com) as Compulsory Courses. The course designed for papers under this category aims to cover the basics that a student is expected to imbibe in that particular discipline.

1. **Elective Course:** Generally a course which can be chosen from a pool of courses and which may be very specific or specialized or advanced or supportive to the discipline/ subject of study or which provides an extended scope or which enables an exposure to some discipline/subject/domain or nurtures the candidate's proficiency/skill is called an Elective Course.
 - a. **Discipline Specific Elective (DSE) Course:** (2 each for regular courses): Elective courses offered under the main discipline/subject of study are referred to as Discipline Specific Elective.
 - b. **Generic Elective (GE) Course:** (2 courses each for B.A./B.Com. regular courses): An elective course chosen from an unrelated discipline/subject, with an intention to seek exposure beyond discipline/s of choice is called a Generic Elective. The purpose of this category of papers is to offer the students the option to explore disciplines of interest beyond the choices they make in Core and Discipline Specific Elective papers.
3. **Ability Enhancement Compulsory Courses (AECCs):** "AECC" courses are the courses based upon the content that leads to Knowledge enhancement. These are: Environmental Science, English Communication/Hindi Communication/MIL Communication. These are mandatory for all disciplines.
4. **Skill Enhancement Courses (SEC):** (4 for regular courses): SEC courses are value-based and/or skill-based and are aimed at providing hands-on-training, competencies, skills, etc. These courses may be chosen from a pool of courses designed to provide value-based and/or skill based knowledge and should contain both theory and lab/hands-on/training/field work. The main purpose of these courses is to provide students life-skills in hands-on mode so as to increase their employability.
5. **An Undergraduate Degree** in Humanities/ Social Sciences/ Commerce may be awarded if a student completes 4 core papers each in two disciplines of choice, 2 compulsory core papers each in English and Hindi/MIL, respectively, 2 Ability Enhancement Compulsory Courses (AECC), minimum 4 Skill Enhancement Courses (SEC), 2 papers each from a list of Discipline Specific Elective papers based on the two disciplines of choice selected above, respectively, and two papers from the list of Generic Electives papers.

LIST OF COURSES

FACULTY OF ARTS, COMMERCE (1st YEAR)

Subject	Subject Title	Course Code	Course Type (CC/AECC/SEC/ DSE or DSC /GE-I or GE-II)
B.Com	Financial Accounting	BC 1.1	DSC
	Business Organisation & Management	BC 1.2	DSC
	Business Law	BC 1.3	DSC
	Business Statistics & Mathematics	BC 1.4	DSC
Economics	Principles of Microeconomics-I	ECON A101	DSC
	Principles of Microeconomics-II	ECON A102	DSC
English	English-I Core ENGLISH	ENG CE 101	CC
	English Literature- 1 (Essays, Stories & Poems)	ENGDSC 102	DSC
	English Literature- 2 (Poems, Short Stories & Essays)	ENG DSC103	DSC
	English (Writing Skills)	ENGAECC104	AECC
Hindi	हिंदी साहित्य का इतिहास	HIND102	DSC
	मध्यकालीन हिंदी कविता	HIND103	DSC
	प्रयोजनमूलक हिंदी	HIND101	CC
History	History of India from The Earliest times upto 300 CE	HIST(A)101	DSC
	History of India from 300 to 1206	HIST(A)102	DSC
Political Science	Introduction to Political Theory	POLS101	DSC
	Indian Government and Politics	POLS102	DSC

FACULTY OF ARTS, COMMERCE (2nd YEAR)

Subject	Subject Title	Course Code	Course Type (CC/AECC/SEC/ DSE or DSC /GE-I or GE-II)
B.Com	<ol style="list-style-type: none"> 1. Company Law 2. Income Tax Law and Practice 3. Computer Application in Business 4. Corporate Accounting 5. Cost Accounting 6. E-Commerce 	BC2.1 BC2.2 BC2.3 BC2.4 BC2.5 BC2.6	DSC DSC SEC DSC DSC SEC
Economics	<ol style="list-style-type: none"> 1 Principles of Macroeconomics-I 2. Principles of Macroeconomics-II (One out of the following) 3. Statistical Method-I 4. Economics of Rural Development One out of the following 5. Statistical Methods-II 6. Demography 	ECONA201 ECONA202 ECONA203 ECONA204 ECONA205 ECONA206	DSC DSC SEC SEC SEC SEC
English	<ol style="list-style-type: none"> 1. English-2 Core English 2. British Literature 3. Literary Cross Currents 4. AECC/SEC-1: Creative Writing Book and Media Reviews 5. AECC/SEC-2, (Translation studies and Principles of Translation) 	ENGCE-201 ENGDSC-202 ENGDSC-203 ENGAEEC-SEC204 ENGAEEC- SEC205	CC DSC DSC AECC/SEC AECC/SEC
Hindi	अनिवार्य हिंदी 'रचना पुंज' आधुनिक हिंदी कविता हिंदी गद्य: साहित्य कार्यालयी हिंदी अनुवाद विज्ञान	HIND 201 HIND 202 HIND 203 HIND 204 HIND 206	CC DSC DSC SEC SEC
History	<ol style="list-style-type: none"> 1. History of India from 1206-1707 2. History of India from 1707-1950 3. Historical Tourism: Theory and Practice 4. An Introduction to Archeology 	HIST203 HIST204 HIST217 HIST215	DSC DSC SEC SEC
Political Science	<ol style="list-style-type: none"> 1. Comparative Govt. & Politics 2. Introduction to International Relations 3. Legislative Support 4. Public opinion and survey Research 	POLS201 POLS202 POLS203 POLS204	DSC DSC SEC SEC

FACULTY OF ARTS, COMMERCE (3rd YEAR)

Subject	Subject Title	Course Code	Course Type (CC/AECC/SEC/ DSE or DSC /GE-I or GE-II)
B.Com	<ol style="list-style-type: none"> 1. Corporate Governance & Auditing 2. Fundamentals of Financial Management 3. Management Accounting 4. International Business 5. Entrepreneurship 6. Personal Selling & Salesmanship 7. Economy of Himachal Pradesh 8. Indian Economy 	BC3.2A BC3.1C BC3.5C BC3.6A BC3.3 BC3.7 ECONA313 ECONA314	DSE DSE DSE DSE SEC SEC GE GE
Economics	<ol style="list-style-type: none"> 1. Public Finance 2. Money and Banking 3. Development Economics 4. International Economics 5. Indian Economy 6. Economic History of India 1857-1947 7. Indian Economy 8. Economy of Himachal Pradesh Indian Economy 	ECONA310 ECONA311 ECONA305 ECONA306 ECONA301 ECONA302 ECONA314 ECONA313	SEC SEC DSE DSE DSE DSE GE GE
English	<ol style="list-style-type: none"> 1. Soft Skills 2. Academic Writing and Composition 3. Technical writing 4. Business Communication 5. Literature from Himachal 6. Contemporary India: Women and Empowerment 	ENG 303 ENG 304 ENG 301 ENG 302 ENG 305 ENG 306	DSE DSE AECC/ SEC AECC/ SEC GE GE
Hindi	रंग आलेख एवं रंगमंच लोक साहित्य समाचार संकलन और लेखन छायावादोत्तर हिंदी कविता आधुनिक भारतीय साहित्य	HIND 301 HIND 305 HIND 304 HIND 306 HIND 307 HIND 308	SEC SEC DSE DSE GE GE
History	<ol style="list-style-type: none"> 1. Modern and contemporary world History-I 1871-1919 2. Modern and contemporary world History-II 1919-1992 3. History of Himachal Pradesh 1815-1972 4. Socio Religious reform movements in India (19th and 20th centuries) 5. Indian History and culture 6. Introduction to Indian Art 	HIST305 HIST307 HIST312 HIST310 HIST317 HIST319	DSE DSE GE GE SEC SEC
Political Science	<ol style="list-style-type: none"> 1. Themes in Comp. Pol. Theory 2. Democracy & Governance 3. Democratic Awareness with Legal Literacy 4. Conflict & Peace building 5. Society, Economy, Politics in H.P Human Rights & Gender Environment 	POLS301 POLS302 POLS303 POLS304 POLS305 POLS306	DSE DSE SEC SEC GE GE

STUDENT'S COURSE WISE CONTINUOUS COMPREHENSIVE ASSESSMENT (CCA) AND EVALUATION

All courses (Core, DSE, AECC & SEC) involve an evaluation system of students that has the following two components:

- a) **Continuous Comprehensive Assessment (CCA)** accounting for 30% of the final grade that a student gets in a course; and
- b) **Annual Examination** accounting for the remaining 70% of the final grade that the student gets in a course.

Note: A student will have to pass both the components i.e. CCA and TEE separately to become eligible to be declared successful in a course. The pass percentage is 40%.

a) **CONTINUOUS, COMPREHENSIVE ASSESSMENT:** This would have the following components:

(i) **Classroom Attendance:**

Each student will have to attend a minimum of 75% Lectures / Tutorials / Practicals.

A student having less than 75% attendance will not be allowed to appear in the annual Examination.

Those having between 74% and 65% attendance will apply for exemption in a prescribed form accompanied by clear reason(s) for absence to the authorized functionaries.

Those having between 64% and 50% attendance will apply for exemption in a prescribed form accompanied by a Medical Certificate from a Government Hospital.

The exemption from 75% attendance will be given to those participating in prescribed co curricular activities (e.g. NCC, NSS, Youth Festivals, Sports, etc.) to the extent of 25% (making the necessary attendance as 50% in the annual examination cases). However, the claim for this exemption should be supported by an authenticated certificate from the concerned college authorities.

Candidates who are getting the exemptions, except for those getting exemptions for co curricular activities, will not be entitled for getting the CCA marks for classroom attendance as given below.

(ii) **Classroom Attendance Incentive:**

Those having greater than 75% attendance (for those participating in Co-curricular activities, 25% will be added to percent attendance) will be awarded CCA marks as follows (out of 5):-

- i) 75% to 79% - 1 mark ii) 80% to 84% - 2 marks iii) 85% to 89% - 3marks iv) 90% to 95% - 4 marks v) 95% above - 5 marks

(i) House Examination

There will be one House Examination, to be conducted when approx. 2/3 of the syllabus has been covered. This examination will be for 15 marks and will be conducted by the college in consultation with the teachers. In laboratory courses (having only practical (P) component), the students will be tested on the basis of laboratory exercises given by the course teacher concerned. Rest of the procedure will remain the same as above. The remaining 10 marks of the CCA will be awarded on the basis of seminar / assignment / term paper etc. that the course teacher might give to the students.

a) ANNUAL EXAMINATION

The remaining 70% of the final grade of the student in a course will be on the basis of an annual examination that will be for three hours duration and will be covering the whole syllabus of the course.

Note: I) Only those students will be allowed to appear in the annual examination who have been successful in the CCA (Internal Assessment)

- a. A candidate who does not pass the annual examination in any course(s) (or due to some reason is not able to appear in this examination, other conditions being fulfilled, and so is considered as 'Fail', shall be permitted to appear in such failed course(s) in the subsequent supplementary/annual examination as per the instructions issued by H.P University Shimla time to time.
- b. The registration for the annual examination will be done at the time of the enrolment for the course at the beginning of the session. The fee for the annual examination will also be collected at that time as decided by the university from time to time.
- c. A student, who fulfills all the requirements for appearing in annual examination, is unable to appear in the examination or to complete it on account of his/her own serious illness, accident, or on account of the death of near relative (mother, father, brother and sister), or the dates of state or national level examinations falls on dates of the annual examination may be allowed to appear in the annual examination in the next academic year. Permission to sit in the examination will be permitted by the college Principal on the production of a valid certificate/document from the competent authority. The college will send the name of the student to the Registration and Migration Cell for information.

FEES/FUNDS/FINES

- (a) Every student must pay his/her dues on the dates notified from time to time.
 - (b) A student will have to pay complete dues for the academic year 2023-24 in one installment at the time of due date of the deposit of fee as notified by the Govt.
 - (c) Failure to pay dues on the due date will entail a fine of Re. 1/- per day.
 - (d) In case of non-payment of dues in advance, the name of the student will be struck off from the college rolls at the end of that month.
 - (e) Registration fee will not be charged from a student migrating from another college if he/she is already registered with SP University. Other dues will be charged accordingly as per rules
2. The name of the student will be struck off from the rolls of the college if he/she remains absent without leave continuously for 6 days in any class/subject (Theory/Practical).
 3. In case the name of the student is struck off, re-admission is permissible within the first 10 days with a first re-admission fee of Rs 100/- on a prescribed proforma. If a student fails to seek readmission within the first 10 days, then his/her name will be struck-off second time and he/she should seek readmission upto 15 days, on payment of Rs. 200/- as second readmission fee on the personal presence of parent/guardian. After 15 days from the time his/her name is struck off there shall be no readmission in any case.
 4. Every student will have to procure a No Dues Certificate from the Library, Rangers & Rovers, Sports, College, Fee Clerk etc. if he/she wants to leave the college.
 5. The Principal can expel a student from the College if he/she is found guilty of misconduct/ Indiscipline /ragging.
 6. The security deposit will lapse if a student does not apply for refund of security within one year of leaving the college.
 7. The fine for absence has to be paid along with dues, while the fine imposed otherwise has to be deposited by the date announced in the college office/fee counter.
 8. Contribution towards PTA funds Rs. 500/- per student (to be paid at the time of admission)
 9. No tuition fee is charged from the Bonafide Himachali girls students, subject to production of H.P. Bonafide Certificate at the time of admission.

DETAILS OF FEE / FUNDS STRUCTURE FOR B.A. / B.COM

Note: The rates of fees/ funds are subject to change as per the instructions of H.P. Govt./ Sardar Patel University from time to time. Errors & omissions, if any, in this chart are subject to correction.

Admission Fee	25.00	Amalgamated Fund	300.00
Continuation Fee (For 2nd & 3rd Year)	10.00	Sports Fund	240.00
Tuition Fees (Per Month)	50.00	Building Fund	120.00
Library Security (Refundable)	100.00	Scouts & Guide	60.00
House Examination	80.00	Music	180.00
Health Fund	12.00	Campus Development	10.00
Book Replacement	25.00	Duplicate Identity Card	20.00
Furniture Repair	10.00	Commerce Practical	180.00 Per paper
Identity Card	10.00	Magazine Fund	50.00
Youth Welfare Fund	15.00	N.C.C.	10.00
University Reg. Fee		Student Aid Fund	2.00
University Sports Fee	15.00	Cultural Activity Fund	20.00
University Holidays Home Fee	1.00	Computer & Internet Facility	20.00
		University Reg. Fee (HPBOSE)	200.00
		Other Boards	400.00
University Development Fund			
a. BPL/IRDP	100.00		
b. Other	250.00		
	(For 1st Year only)		

FEE STRUCTURE (2023-24)

B.Com-1st Year

BOYS				GIRLS			
Category	Fees	PTA	Total	Category	Fees	PTA	Total
General	2155/-	500/-	2655/-	General	1555/-	500/-	2055/-
IRDP	2005/-	500/-	2505/-	IRDP	1405/-	500/-	1905/-

B.A.-1st Year

BOYS				GIRLS			
Category	Fees	PTA	Total	Category	Fees	PTA	Total
General	1975/-	500/-	2475/-	General	1325/-	500/-	1875/-
IRDP	1825/-	500/-	2325/-	IRDP	1225/-	500/-	1725/-

B.Com-2nd Year

BOYS				GIRLS			
Category	Fees	PTA	Total	Category	Fees	PTA	Total
General	2425/-	500/-	2925/-	General	1825/-	500/-	2325/-
IRDP	2425/-	500/-	2925/-	IRDP	1825/-	500/-	2325/-

B.A.-2nd/3rd Year and B.COM 3rd Year

BOYS				GIRLS			
Category	Fees	PTA	Total	Category	Fees	PTA	Total
General	1885/-	500/-	2385/-	General	1285/-	500/-	1785/-
IRDP	1885/-	500/-	2385/-	IRDP	1285/-	500/-	1785/-

FINE

- a) Absence for one period Re. 1/-
- b) Absence from a practical Rs. 3/-
- c) Absence from House Examination Rs. 10/- per paper.
- d) Late deposit of Library Books Re. 1/- per day.
- e) Mobile Fine: Rs. 100/-

NOTE:

1. The fee/ fund structure is as approved by the Govt. / University and is subject to changes as per notification issued by Govt. / University from time to time.
2. Fees once paid will not be refunded.
3. Students having more than 40% disability are also exempted from tuition fees.
4. With reference to the letter of HPU Shimla, RME section dated 28-11-2019, the Registration Fee of Rs 200/- (HPBoSE)/ Rs. 400/- (other Boards) will have to be deposited online by the candidate on the university portal at the time of registration.
5. Tuition fees is exempted to Himachal Bonafide Girls.
6. All dues will be paid by student in one installment only.

LEAVE RULES

1. General Rules

- a. A student can proceed on leave with prior permission. For this he/she should fill in the leave forms to be supplied to the student@Rs. 5/- per booklet at the time of admission.
- b. A tutor can recommend leave upto 6 days; for longer duration i.e. upto 10 days, a student must get the application signed by the Senior Tutor. In case a Senior Tutor is on leave, the application may be signed by the Tutor-in Chief/ Principal.
- c. Leave during House Examination can only be sanctioned by the Principal.
- d. Long leave for sickness must be accompanied by a medical certificate.

2. Duty Leave Rules

Participation by the students in Sports/Cultural/NSS/NCC/Co-Curricular activities, Inter College / University Competitions shall be considered as duty leave for the period of respective competition(s). Duty Leave, however, shall only be allowed if recommended by the concerned activity In-charge, prior to the proceeding of the event.

SCHOLARSHIPS AND AWARDS

The College offers various scholarships and awards to the students regulated by the detailed rules available in the college office. Application for these scholarships/awards should be submitted in the College office after the recommendation of the concerned tutor. The application for any of the scholarships will be accepted only if the candidate attaches a copy of Aadhar Card and photocopy of the bank a/c passbook with IFSC Code. The college offers various scholarships. They are as under:

1. Post Matric Scholarship to OBC
2. Post Matric Scholarship to ST
3. IRDP
4. Dr. Ambedkar Post Matric Scholarship for Economically Backward Students
5. Kalpana Chawala Chatrvriti Yojna

Besides, the college also offers 3 Sponsored Scholarships by local residents/ clubs/ unions, alongwith 2 sponsored out of PTA Fund (started w.e.f. 2019-20) for outstanding students and those who have excelled academically and belong to economically weaker sections of the society.

ANNUAL PRIZE DISTRIBUTION FUNCTION

Prize distribution is one of the most important functions of an educational institution. It marks the end of the academic session. It is held every year to acknowledge and appreciate the exceptional and outstanding performance of the students. The students achieving distinction in the House Exams, University Exams or those excelling in cultural, sports or other co-curricular activities are awarded in the Annual Prize Distribution Function.

TUTORIAL GROUPS

Tutorial groups are formed for the convenience of students to approach their respective teachers to get their problems solved. The students can discuss their academic or management related problems with concerned teachers during the meeting of the tutorial groups once every month. The students will also get their I-Cards and leave slips signed by their tutors.

RED RIBBON CLUB

In order to increase awareness among students and the public regarding AIDS, HIV and Blood Donation, the college has a Red Ribbon Club. The club organizes an on-campus interaction programme and conducts certain activities/ lectures in association with the government departments and various NGOs of the area to educate and sensitize the college youth. Any student can get registered as a volunteer of this club.

COLLEGE MAGAZINE - Brajeshwari

The college magazine is named *Brajeshwari*. A magazine reflects the identity of the educational institution through the writings of its students and teachers as well. It is an integral part of the education system. *Brajeshwari* plays a very important role as it channels the budding talented writers and helps in encouraging their writing skills by appraisal which inspires and motivates them to read and write much more. Moreover, it helps them to improve their reading and writing skills to a great extent. It even helps them in providing possible opportunities to improve their creative and imaginary writings. The magazine is edited by the Chief Editor and has four sections; each section is edited by a member of the staff and assisted by a student editor.

CAREER COUNSELING & GUIDANCE CELL

The Career Counseling and Guidance Cell in the college has been formulated to address the diverse socio-economic challenges and geographic backgrounds of the heterogeneous population of students coming to the Colleges vis-à-vis equity of access and placement opportunities through availability of appropriate institutional support information. Keeping in mind the career of

students, the college runs a dynamic and vibrant Career Counseling & Guidance Cell. The students are made aware of various career opportunities available to them. They are also advised about the preparation for various competitive examinations. In order to enhance communication skills and soft skills of the students, various activities are organized to make students confident enough to face interviews/group discussions.

CULTURAL/CO-CURRICULAR ACTIVITIES

The college provides opportunities to students to take part in cultural and co-curricular activities such as Music (Vocal), Music (Instrumental), Debate & Declamation, Drama, Skit, Mime, Collage, Poster-making, Rangoli, Quiz, etc. A number of inter and intra college activities are organized the year around in which students harness and showcase their talents. Prize winners of HPU Youth Festival get the certificates which carry an additional weightage at the time of admission to higher classes.

CLUBS & SOCIETIES

Students studying in the college can become a member of any of the clubs/societies of their interest. The college has the following clubs/ societies:

Eco Club	Environment & Disaster Management Club
Tagore Literary Society	Mountaineering, Hiking & Trekking Club
Commerce Society	Red Ribbon Club
Rovers & Rangers	Social Sciences Society
Road Safety Club	Anti-Drug Abuse
Cyber Security and Awareness Cell	Electoral Literacy Club, Energy Club

PARENT TEACHER ASSOCIATION (PTA)

PTA plays a very vital role in the development and smooth functioning of the institution. There is a Parent Teacher Association which plans and undertakes developmental work in the college. The association is run by the Executive Committee which takes all decisions. The parents/ guardians of the students contribute towards the PTA fund at the time of admission.

CSCA

The College Students Central Association provides students an opportunity to develop leadership by organizing and carrying out college activities. In addition to planning events that contribute to college spirit and community welfare, the student council is the voice of the student body. It is elected as per the norms and directions of H.P. University. The CSCA extends helping hand to the college administration in the smooth functioning of all activities. It follows the recommendations of the Lyngdoh Committee.

- 7) Students must help the college administration in keeping the college campus clean and beautiful by making use of dustbins installed in the campus.
- 8) Students must not cause any damage to the college property. In case any damage is noticed, it will be recovered from the students.
- 9) Use of Chewing - Gum, Gutka or any tobacco products in college campus is strictly prohibited.
- 10) Spitting in public places is strictly prohibited.
- 11) Impersonation during roll call or exams is an offence and shall be dealt very strictly.
- 12) Students coming with their own vehicles should possess a valid driving license and are not allowed to park their vehicles inside the campus. Violators will be dealt very strictly.
- 13) Students must abide by all the rules and regulations set by college from time to time.
- 14) Participation of students in any kind of demonstration/protest is strictly prohibited in the campus.
- 15) It is mandatory for all the students to follow SOP's related to COVID-19 and all other advisory issued from time to time.

Institutional Calendar (2023-24) *

Sr.No	Particulars	Period
1.	Submission of Admission form	30-06-2023 to 08-07-2023
2.	Display of First Merit List	08-07-2023 at 5:00 PM
3.	Fee to be deposited	10-07-2023 to 12-07-2023
4.	Display of 2 nd Merit List	12-07-2023 at 5:00 P.M
5.	Fee to be deposited	13-07-2023 to 14-07-2023
6.	Orientation of 1 st Year Students	15-07-2023 to 17-07-2023
7.	Regular Teaching Work	18-07-2023 onwards
8.	Independence Day	15-08-2023
9.	Teacher's Day	05-09-2023
10.	Hindi Diwas	14-09-2023
11.	PTA Election	September 2023
12.	CSCA Formation	As notified by University
13.	CSCA Oath taking Ceremony	Date to be notified later
14.	CSCA Cultural Function "Sambodhan	October 2023
15.	Gandhi Jayanti	02-10-2023
16.	Diwali break	11-11-2023 to 15-11-2023
17.	Constitution Day	26-11-2023
18.	World AIDS Day	01-12-2023
19.	Filling of Registration form and University Examination forms	Date to be notified by University
20.	Mid Term Examination	December 2023
21.	Winter Break	01-01-2024 to 04-02-2024
22.	Annual Athletic Meet	February 2024
23.	International Women's Day	07-03-2024
24.	Annual Prize Distribution Function	April 2024
25.	Annual Exam	01-04-2024 to 23-05-2024
26.	Summer Break	Date to be notified by department in May 2024

* Above dates are Tentative (Subject to changes)

DEGREE COLLEGE, MATOUR

[KANGRA]



Principal with Teaching Staff



Principal with Non-Teaching Staff



कृषि एवं किसान कल्याण विभाग
 MINISTRY OF AGRICULTURE AND FARMERS WELFARE

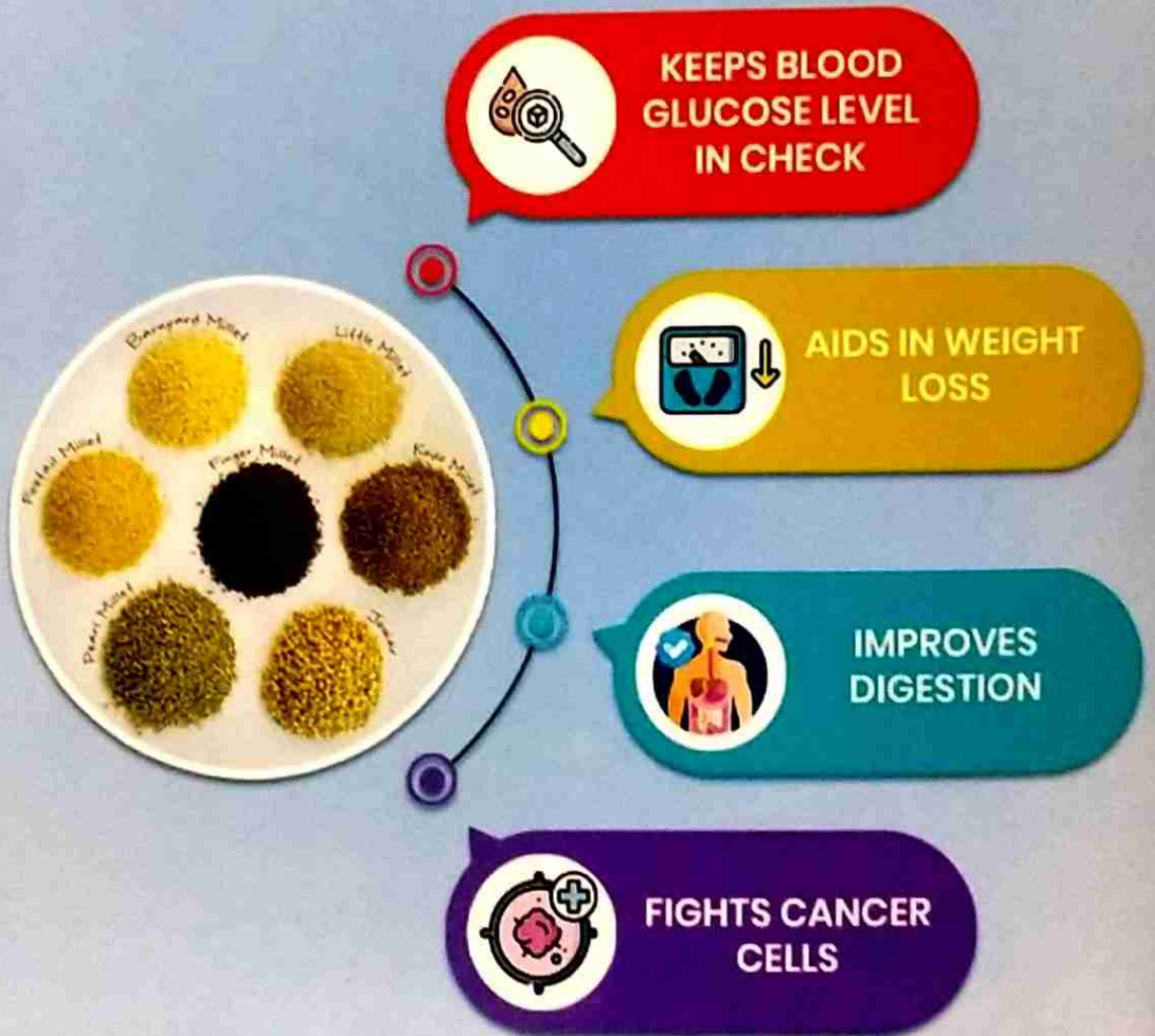


INTERNATIONAL YEAR OF MILLETS 2023



75 Azadi Ka Amrit Mahotsav

MILLETS: A VALUABLE GRAIN FOR HEALTHY LIFE



GET SET FOR CULTIVATING JUSTICE, RESILIENCE, HEALTH AND ZERO HUNGER

"Healthy Diet Healthy Life"

AADHAR No.

VOTER ID No.

GEN SC ST OBC BPL/EWS

Sr. No... 51

GOVERNMENT DEGREE COLLEGE MATOUR (H.P.) ADMISSION FORM

(To be filled by the Candidate in his/her own handwriting otherwise stands rejected)

PROVISIONAL ADMISSION 2023-24

1. Roll No.....(Alloted by college)
2. Class.....(Arts/Commerce)
3. Subject For B.A./B.Com, (.....)
DSC-I (MAJOR)..... DSC-II (MINOR).....
(iii) GENERIC ELECTIVE(for 3rd Year Only).....
4. Name.(in Capital Letter)
5. Date of Birth (Attach Proof)
Days Month Year
6. Gender :
Male Female Transgender
8. (a) Father's Name Sh..... (b) Mother's Name Smt.....
9. (a) Permanent Address:- Vill..... P.O. Teh:-
Distt:-..... State PIN
- (b) Mob. No. (Father's)..... (c) WhatsApp No.(Applicant).....
(d) Email: (e) Nationality..... (f) Blood Group).....
10. (a) Are you single girl child ? Yes / No
(b) Are you Physically handicapped Yes / No (Attach proof of more than 40% disability)
(c) Do you belong to State of Himachal Pradesh Yes / No
11. (a) University Registration Number (if allotted)
- (b) Last year's Class Roll No. (for old Student)..... Uni. Roll No.....
(c) Name, Class & Roll. No. Of Brother / Sister
currently studying in the College.....

12. Academic Record (Attach self attested copies of Certificates)

Exam Passed	Year and Month of Passing	Roll No.	Marks Obtained	Maximum Marks	% age of Marks	Board/ University	Subject Studied
Matriculation							
10+2							
B.A/B.Com 1 st Year							
B.A/B.Com 2 nd Year							

13. UNDERTAKING BY THE APPLICANT

- (i) I am applying for admission with the approval of my Parents / Guardian.
- (ii) I am aware of the changed pattern of exams under RUSA-CBCS.
- (iii) I will abide by the University / College rules and regulations. I have gone through the rules and regulations regarding ragging and discipline of the University/College (given in the college Prospectus) and hereby solemnly affirm that I will not indulge in any act of ragging/indiscipline and that if I am found guilty of such offences as are covered under these rules, the decision of the college authorities will be binding on me.
- (iv) All payments dues will be made in time.
- (v) I will be regular in my classes and will complete 75% of the lectures delivered, failing which I will not be entitled to take University Examination
- (vi) I am aware of the institutions approach towards ragging and will be liable to punishment if found guilty of ragging.
- (vii) I hereby promise not to take part in political activity of any kind as a student.
- (viii) My admission will be provisional till approval by the University.

Signature of Father/Mother

Signature of Applicant

Certificates to be attached (Check list of Documents):

Serial Number	Required Document	Attached (YES / NO)
1.	Matriculation Certificate (Attested Copy)	
2.	10+2 Certificate (Attested Copy)	
3.	Bonafide Himachali Certificate (Attested Copy)	
4.	Category Certificate (Attested Copy)	
5.	Character Certificate (Original)	
6.	Aadhar Card and Voter ID Card (Attested Copy)	
7.	Original Migration Certificate (If applicable)	
8.	Gap Period affidavit (If applicable)	
9.	Single Girl Child Certificate (If applicable)	

(For the use of Admission Committee)

Certified that all the particulars mentioned in the form and other documents have been carefully checked from original certificates and found in order, that applicant has signed before me and that the applicant is RECOMMENDED/NOT - RECOMMENDED FOR ADMISSION.

Member 1

Member 2

Member 3

Signature of Convener
(Admission Committee)

Signature of Principal

(For Office Use Only)

Fee received vide

Receipt No.....

Signature of Fee Clerk

Date.....

ANTI-RAGGING AFFIDAVIT

Vide H.P. University Notification No. 4-39/2009-HPU (Acad) dated 25th May, 2010, regarding curbing menace of ragging in Education Institutions, the parent of the students are required to submit the affidavit at the time of admission containing undertaking as mentioned below:

I _____ Father/Mother/Guardian of
_____ seeking admission to the
Class _____ ensure you that my son/daughter/ward will not indulge in any
act of ragging or indiscipline in the college campus/hostel/anywhere outside the college
campus. In case of any such violation, strict disciplinary action may be taken against
him/her as per the Ordinance issued by H.P. Govt. and I will not interfere in any way in the
action taken against my son / daughter / ward
Address _____

Phone/Mobile No _____

Signature of Parent / Guardian
with Complete Address and
Phone / Mobile Number

ANTI-RAGGING PLEDGE

I a student of class of
Govt. Degree College, Matour, voluntarily pledge :

- * That I will not indulge in Ragging in any form.
- * That I will not tolerate Ragging in any form.
- * That I will report any and every act of Ragging that comes to my notice directly or indirectly to the Anti-Ragging Committee forthwith.
- * That my objective is to make Govt. Degree College Matour, a **Zero Ragging Campus.**
- * That I solemnly commit myself to this pledge on this day.....

.....
Signature of the Student

Name:

Father's Name:

Class:

PARENT TEACHER ASSOCIATION

GOVT. DEGREE COLLEGE MATOUR

Membership Form (2023-24)



1. Name of Student : _____
(in Block Letter)
2. Class : _____
3. Roll No. : _____
4. Father's/Guardian's Name : _____
5. Guardian's Relation with the Student : _____
6. Permanent Home Address : _____
with Telephone No. (if any) : _____
7. Present Address of Father/
Guardian with Mob. No. (if any) : _____
8. Father's/Guardian's Occupation : _____
9. Name of Brother/Sister Studying : _____
in the College (with class & Roll No.) : _____

UNDERTAKING :

Kindly enroll me as a member of the Present Teacher Association for the session 2022-23. I promise to abide by the rules and regulations of the Association as applicable from time to time. I also promise to attend all the meetings of PTA convened by the college authorities. My donations to PTA are voluntary.

.....
Signature of Student

.....
Signature of Parent / Guardian