

# GOVT. COLLEGE SERAJ AT LAMBATHACH

DISTT. MANDI H.P. (175048)



**NAAC Accredited**

**(Established in 2007)**



**Prospectus –Cum- Handbook of  
Information 2024-25**

Website : [gcseraj.ac.in](http://gcseraj.ac.in)  
E-mail: [gcseraj-hp@nic.in](mailto:gcseraj-hp@nic.in)

Phone No. 01907-292707

***“Education is the path to liberation and empowerment  
Education is the key that unlocks the doors  
of opportunity for every individual”***

***-Savitribai Phule***



*Dear Students,*

*It is with great pleasure that I welcome you to Government Utkrisht College Seraj, situated in Lambathach, Mandi. Established in 2007, the institution has embarked on a continuous journey towards academic excellence. The college is covered under section 2f of UGC Act, 1956. We have witnessed remarkable growth in recent years, culminating in our accreditation by the NAAC in 2019. Building upon our humble beginnings, the college received the prestigious designation of Utkrisht Mahavidyalaya in 2020. This distinction places us among the first nine colleges in the state selected for comprehensive development encompassing academics, skill development, sports and cultural activities, digitization, and infrastructural upgrades.*

*Recognizing our location within a rural setting, the college prioritizes fulfilling the need for higher education among students from surrounding villages. Currently, our student enrollment has risen to 538, with a commendable 64% comprising girl students. In a world characterized by intense competition, we equip them with knowledge and skills relevant to the contemporary global landscape, while simultaneously fostering a deep appreciation for their cultural heritage, language, and traditions. This integrated approach fosters a sense of national pride and cultivates well-rounded individuals. Our unwavering commitment to academic excellence is complemented by a dedication to providing a welcoming and supportive environment conducive to learning and personal growth.*

*As we embark on a new academic year, we extend our unwavering support to help you realize your full potential. We wholeheartedly encourage you to commit yourselves fully to the pursuit of your academic aspirations.*

*We extend our best wishes for your success in all your endeavours!*

***Jaya Kumari  
Principal***

## A Profile

Established in 2007, Government Utkrisht College Seraj at Lambathach fulfills a long-standing need of the local community. The college operates under Section 2f of the UGC Act, 1956, and holds accreditation from the National Assessment and Accreditation Council (NAAC). We are affiliated with Sardar Patel University, Mandi (HP). Nestled amidst breathtaking natural beauty, the college enjoys a panoramic vista created by the confluence of the Bakali and Chetali rivulets. Our location ensures convenient access for students from key feeder areas such as Janjehli, Cheuni, Bagachanogi, Thunag, and Bagsiad.

Encompassing approximately 20 bighas of land, the college boasts an optimally utilized infrastructure. This includes a well-equipped library housing 5,000 books, a versatile conference-cum-seminar hall, five smart classrooms, an ICT lab, a Language lab, a dedicated Career-counselling, guidance, training, and placement Cell, and a modern gymnasium.

Government Utkrisht College Seraj offers a diverse range of undergraduate programs in the humanities, commerce, and science streams. Furthermore, a dedicated career counselling, guidance, training, and placement cell equips students with the tools to navigate their chosen career paths. While infrastructure plays a crucial role, the college recognizes that the quality of its students is paramount. We are committed to fostering responsible citizens by cultivating well-rounded individuals with strong intellectual and emotional capabilities. Through a vibrant network of clubs and societies like the NSS, NCC, Rover and Rangers, Red Ribbon Club, Eco-club, Seraj Theatre Club, Natraj Kala Manch, and Road Safety Club, the college promotes a holistic development of student personalities. Students are actively encouraged to participate in numerous co-curricular activities at the inter-college and university level.

In collaboration with Himachal Kaushal Vikas Nigam (HPKVN), the Government of Himachal Pradesh, the college offers two valuable add-on courses: Merchandize (Technopak) and English, Entrepreneurship, and Employability (EEE). These programs equip students with the skills and knowledge necessary to thrive in an industry-driven environment. Government Utkrisht College Seraj is a dynamic institution on an upward trajectory. We are constantly expanding our infrastructure and strive to provide cutting-edge facilities that enhance the teaching-learning experience. Currently, the construction of a dedicated science block is underway, further solidifying our commitment to academic excellence.

## Vision and Mission



## Vision:

Government Utkrisht College Seraj aspires to cultivate a future generation of empowered individuals. These graduates will be equipped with a robust knowledge base, a global perspective, and a deep commitment to social responsibility. Through education, they will contribute to building a just, peaceful, and inclusive society.

## Mission:

To realize this vision, the college is dedicated to providing a comprehensive and transformative educational experience. This experience will encompass the following core elements:

- **Fostering Intellectual Growth:** We will cultivate intellectual curiosity, critical thinking skills, and a scientific temperament in our students.
- **Nurturing Responsible Citizens:** We are committed to instilling a profound understanding of cultural heritage and environmental responsibility in our students, empowering them to become responsible citizens.
- **Equipping for Success:** The college will equip students with essential life skills, leadership qualities, and career preparedness by providing them with dedicated resources and professional guidance.
- **Inclusive Learning Environment:** We will cultivate a welcoming and supportive learning environment that empowers students from all backgrounds to achieve their full potential.
- **Lifelong Learning:** The college fosters a lifelong love of learning by providing a well-equipped library, co-curricular activities, and opportunities for community engagement.

## Important Dates

1 <sup>st</sup> Year	Submission of Admission form	3 <sup>rd</sup> June 2024 to 15 <sup>th</sup> July 2024
	Pre-admission counseling of students	3 <sup>rd</sup> June 2024 to 15 <sup>th</sup> July 2024
	Display of 1 <sup>st</sup> Merit list	16 <sup>th</sup> July 2024 up to 01:00PM
	Fee to be deposited	16 <sup>th</sup> July 2024 to 19 <sup>th</sup> July 2024
	Orientation	22 <sup>nd</sup> July 2024
	Commencement of Classes	23 <sup>rd</sup> July 2024
2 <sup>nd</sup> & 3 <sup>rd</sup> Year	Admission on Roll on Basis	6 <sup>th</sup> June 2024 to 15 <sup>th</sup> July 2024
	Fee to be deposited	6 <sup>th</sup> June 2024 to 19 <sup>th</sup> July 2024

## Important Phone Numbers

Mr. Vijay Kumar (JOA)	8219571597, 8679316047
Mr. Mani Chand	8894591644
Mr. Chitranjan Kumar	9418292995, 8628092995

## Important links

<a href="https://gcseraj.ac.in/">https://gcseraj.ac.in/</a>	College website
<a href="https://admission.gcseraj.in/">https://admission.gcseraj.in/</a>	Admission Portal
<a href="https://antiragging.in/">https://antiragging.in/</a>	Antiaging undertaking
<a href="https://www.ilovepdf.com/">https://www.ilovepdf.com/</a>	To resize documents, make pdf, jpg etc.

## College Faculty

### Faculty of Humanities



**Ms. Amita**

Assistant Professor  
Department of Economics



**Vacant**

Assistant Professor  
Department of English



**Vacant**

Assistant Professor  
Department of English



**Vacant**

Assistant Professor  
Department of Geography



**Mr. Kushal Singh**

Assistant Professor  
Department of Hindi



**Ms. Jaya Kumari**

Associate Professor  
Department of History

## Faculty of Humanities



### **Vacant**

*Assistant Professor  
Department of Music*



### **Vacant**

*Assistant Professor  
Department of Physical Education*



### **Mr. Omkar Sharan Vareshwar Singh**

*Assistant Professor  
Department of Political Science*



### **Mr. Naval Kishor**

*Assistant Professor  
Department of Sanskrit*



### **Ms. Yaminie Sharma**

*Assistant Professor  
Department of Sociology*

## Faculty of Commerce



**Mr. Bodh Raj**  
Assistant Professor  
Department of Commerce



**Vacant**  
Assistant Professor  
Department of Commerce



**Dr. Ellu Ram**  
Assistant Professor  
Department of Botany



**Vacant**  
Assistant Professor  
Department of Chemistry



**Vacant**  
Assistant Professor  
Department of Mathematics



**Dr. Dalip Singh**  
Assistant Professor  
Department of Physics



**Mr. Ramesh Chand Kataria**  
Associate Professor  
Department of Zoology

## Faculty of Science

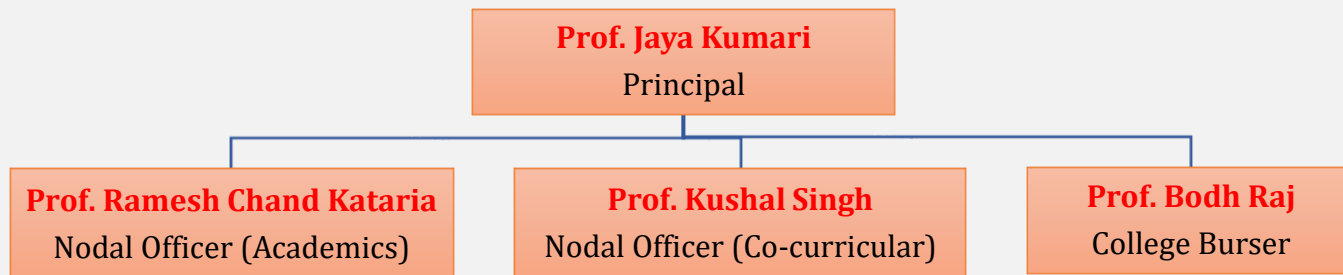


## College Non- Teaching Staff

ADMINISTRATIVE STAFF	LIBRARY	LABORATORY STAFF
Superintendent (Grade I) <i>Vacant</i>	Librarian <i>Vacant</i>	SLA <i>Mr. Ramesh Kumar</i>
Superintendent (Grade II) <i>Mr. Sita Ram</i>	Assistant Librarian <i>Ms. Dharmi Devi &amp; Mr. Rakesh Kumar</i>	JLA <i>Mr. Devki Nandan</i> <i>Vacant</i>
Senior Assistant <i>Mr. Jagdish Kumar</i>	Store Keeper <i>Vacant</i>	LA <i>Smt. Ruma Devi</i>
Clerk <i>Mr. Vijay Kumar (JOA)</i> <i>Mr. Mani Chand</i> <i>Vacant</i> <i>Mr. Chitranjan Kumar</i> <i>(Computer Operator)</i>	CLASS IV STAFF <i>Mr. Lal Singh</i> <i>Smt. Hima Devi</i> <i>Mr. Hem Raj</i> <i>Smt. Leela Devi</i> <i>Smt. Tara Devi</i> <i>Smt. Meera Devi</i>	<i>Smt. Kalavatti</i> <i>Smt. Shakuntla Devi</i> <i>Mr. Jai Singh</i> <i>Mr. Duni Chand</i>  <i>Tabla Instructor</i> <i>Vacant</i>

## Admission Committee

Convener: Mr. Ramesh Chand Kataria		
Sr. No.	Committee Members	Screening Committee
1.	Mr. Omkar Sharan	Dr. Dalip Singh Mr. Kushal Singh
2.	Mr. Bodh Raj	
3.	Ms. Amita	
4.	Mr. Naval Kishor	
5.	Ms. Yaminie Sharma	
6.	Dr. Ellu Ram	



## College Committees

Sr. No.	Committee / Activity / Club / Society	In-charge / Convener / Nodal Officer	Members
<b>Administrative Committees</b>			
1.	RUSA Co-ordinator	Dr. Dalip Singh	
2.	AISHE	Prof. Ramesh Chand Kataria	Mr. Chitranjan Kumar
3.	College Staff Secretary	Prof. Omkar Sharan Vareshwar Singh	
4.	IQAC (Internal Quality Assurance Cell)	Prof. Ramesh Chand Kataria	Dr. U D Sankhian (External Expert) Dr. Dalip Singh Prof. Kushal Singh Prof. Omkar S V Singh Prof. Bodh Raj President PTA President CSCA Pradhan Nihari Sunah Members (Local Representative)
5.	Discipline / Anti- Ragging Committee	Prof. Omkar Sharan Vareshwar Singh	Prof. Bodh Raj Prof. Amita Prof. Naval Kishor Dr. Ellu Ram
6.	Anti- Drug Abuse Committee	Prof. Ramesh Chand Kataria	Prof. Bodh Raj Prof. Naval Kishor Prof. Yaminie Sharma Dr. Ellu Ram
7.	Grievances & Redressal Cell	Dr. Dalip Singh	Prof. Kushal Singh Prof. Bodh Raj Prof. Yaminie Sharma
8.	SPARSH (Sensitization, Prevention, and Redressal of Sexual Harassment)	Prof. Amita	Prof. Yaminie Sharma Smt. Kala Devi (LA) Smt. Shankutla Devi (LA) Smt. Ruma Devi (LA)
9.	College Development and Maintenance Committee	Prof. Kushal Singh	Prof. Bodh Raj Prof. Naval Kishor

			Sh. Jagdish Kumar (Sr. Assistant)
10.	Purchase Committee	Dr. Dalip Singh	Prof. Amita Dr. Ellu Ram Mr. Rakesh Kumar (Asst. Lib.) Mr. Mani Chand (Clerk)
11.	Scholarship Committee	Dr. Dalip Singh	Prof. Kushal Singh Prof. Bodh Raj Mr. Chitranjan Kumar
12.	UGC Affairs Committee	Prof. Ramesh Chand Kataria	Prof. Omkar Sharan Vareshwar Singh Mr. Vijay Kumar
13.	Legal Cell	Dr. Dalip Singh	Mr. Jagdish Kumar
<b>Academic Committees</b>			
1.	Time-Table Committee	Prof. Ramesh Chand Kataria	Prof. Kushal Singh Prof. Bodh Raj Mr. Chitranjan Kumar
2.	Prospectus & Identity Card Committee	Prof. Omkar Sharan Vareshwar Singh	Prof. Yaminie Sharma Ms. Dharmi Devi (Asst. Lib.) Mr. Chitranjan Kumar
3.	House Examination Committee	Prof. Kushal Singh	Dr. Ellu Ram Mr. Vijay Kumar Mr. Devki Nandan Mr. Hem Raj (Peon) Ms. Tara Devi (Peon)
4.	Library Committee	Prof. Kushal Singh	Prof. Omkar Sharan Prof. Naval Kishor Ms. Dharmi Devi (Asst. Lib.) Mr. Rakesh Kumar (Asst. Lib.) Smt. Kala Vatti
5.	College Magazine Committee	Prof. Ramesh Chand Kataria (Chief Editor)	English Section Prof. Yaminie Sharma Sanskrit Section Prof. Naval Kishor Hindi Section Prof. Kushal Singh Planning Section Prof. Amita Commerce Section Prof. Bodh Raj Pahari Section Dr. Ellu Ram Science Section Dr. Dalip Singh

6.	Tutorial Group/Mentor: Mentee Committee	Prof. Bodh Raj	Prof. Omkar Singh
7.	Career Counseling Guidance, Training and Placement Cell	Prof. Ramesh Chand Kataria	Prof. Omkar Sharan Vareshwar Singh Prof. Bodh Raj
8.	Website Development Committee	Dr. Dalip Singh	Mr. Chitranjan Kumar
9.	HPKVN Skill Programme	Prof. Kushal Singh	
<b>Co-curricular Committees</b>			
1.	CSCA Advisory Committee	Prof. Ramesh Chand Kataria	Dr. Dalip Singh Prof. Kushal Singh Prof. Omkar S V Singh Mr. Rakesh Kumar (Asst. Lib.)
2.	Sports Committee	Mr. Rakesh Kumar (Asst. Lib.)	Mr. Jagdish Kumar (Asst. Lib.) Mr. Mani Chand (Clerk) Mr. Ramesh Singh (SLA) Mr. Jai Singh (LA)
3.	Cultural Committee	Prof. Omkar Sharan Vareshwar Singh	Prof. Bodh Raj Prof. Amita Prof. Yaminie Sharma
4.	Youth Festival, Group - I (Creativity)	Dr. Dalip Singh	Prof. Amita Dr. Ellu Ram
5.	Youth Festival, Group - II & III (Music & Dance)	Prof. Omkar Sharan Vareshwar Singh	Prof. Bodh Raj Prof. Amita
6.	Youth Festival, Group - IV (Theatre)	Prof. Kushal Singh	Prof. Yaminie Sharma Prof. Naval Kishor
7.	Campus Beautification Committee	Prof. Omkar Sharan Vareshwar Singh	Prof. Bodh Raj Prof. Amita Dr. Ellu Ram
8.	Disaster Management Cell	Prof. Ramesh Chand Kataria	Prof. Omkar Sharan Vareshwar Singh Prof. Bodh Raj
9.	Value Education and Spiritual Awakening Committee	Prof. Ramesh Chand Kataria	Dr. Dalip Singh Prof. Naval Kishor
10.	Bus Pass Committee	Prof. Omkar Sharan Vareshwar Singh	Prof. Bodh Raj Prof. Naval Kishor
11.	Press & Media Committee:	Prof. Kushal Singh	Prof. Bodh Raj
12.	First Aid/ Sanitation Committee	Prof. Ramesh Chand Kataria	Prof. Yaminie Sharma Mr. Devki Nandan (JLA) Ms. Ruma Devi (LA) Ms. Shankutla (LA)
13.	Research Cell/IT Incharge Committee	Dr. Dalip Singh	Dr. Ellu Ram
14.	Road Safety Club	Prof. Kushal Singh	

15.	Rovers and Rangers	Prof. Naval Kishor	Prof. Amita
16.	National Cadet Corps NCC	Dr. Ellu Ram	
17.	National Service Scheme (NSS)	Prof. Bodh Raj	Prof. Yaminie Sharma
18.	Red Cross, Red Ribbon Club & Rhododendron Eco Club	Prof. Ramesh Chand Kataria	
19.	Seraj Theatre Club/ Natraj	Prof. Omkar S V Singh	Prof. Yaminie Sharma

## Academic Calendar 2024-25

World Environment Day	June 05, 2024
International Yoga Day	June 21, 2024
Independence Day	August 15, 2024
PTA General House	Last week of August, 2024
National Sports Day	August 29, 2024
Filling of University Registration Form	As per University Schedule
OSA General House	First Week of September, 2024
Club & Societies Enrolment	First Week of September, 2024
College Athletic Meet	First Week of September, 2024
Teachers' Day	September 05, 2024
Hindi Divas	September 14, 2024
CSCA Election	As per University Schedule
Inter-University Sports & Youth Festivals	As per University Schedule
NSS Day Celebration	September 24, 2024
Gandhi Jayanti	October 02, 2024
Diwali Break	October 29, 2024 to November 2, 2024
Educational Tour	October/November 2024
NSS Special Activity Camp	2 <sup>nd</sup> week of November, 2024
Constitution Day	November 26, 2024
NCC Day	Fourth Sunday of November, 2024
World AIDS Day	December 1, 2024
Mid-Term Examinations	Second week of December, 2024
Winter Vacation	January 01, 2025 – February 04, 2025
Republic Day	January 26, 2025
Science Day	February 28, 2025
International Women's Day	March 08, 2025
Annual Prize Distribution Function	Last week of March 2025
SPU UG Annual Examinations	April-May, 2025



## Admission Criteria

### Academic Qualification:

*A student should have passed 10+2 (senior secondary) examination or any other equivalent examination from the Himachal Pradesh Board of School Education (HPBoSE) or any other Education Board recognized by Himachal Pradesh University Shimla /Sardar Patel University Mandi.*

### Age Limit:

- For Under-Graduate classes students, up to the age of 23 Years for boys and 25 years for girls as on 1<sup>st</sup> July, 2024, are eligible for college application.
- Three Years relaxation in age for SC/ST students (both girls and boys).
- The Vice-Chancellor, at his discretion, further a six months relaxation may be awarded to a
- deserving and otherwise eligible student.

### Online Admission:

- The candidates have to apply online on the college website:  
<https://gcseraj.ac.in/>  
<https://admission.gcseraj.in/>
- Before filling the admission form, applicant is advised to download and read the information provided in the college prospectus/handbook information.
- During the application process, applicant will be asked to upload scanned copies of the following documents:
  1. Class 10<sup>th</sup> certificate.
  2. Class 12<sup>th</sup> certificate.
  3. Character certificate issued by the institution last attended.
  4. Relevant reservation certificate issued by competent authority.
  5. Bonafide Himachal certificate (For HP female candidates).
  6. Gap year certificate/undertaking (if applicable)
  7. Anti-ragging undertaking uploaded on UGC website:  
[www.ugc.ac.in](http://www.ugc.ac.in)  
<https://antiragging.in/>

- Click on the admission link <https://admission.gcseraj.in/> for the session 2024-2025 to register yourself.
- Completed online form should be submitted on or before the dates decided by the SPU.
- The admission will purely be provisional and can be cancelled at any stage, if provided details of the student is found incorrect.
- The provisional admission will be finalized only after the physical verification of original documents and the approval of admission form by the admission committee of the college.
- List of documents to be produced at the time of physical verification:
  1. Print of the filled application form.
  2. All original certificates/documents.
  3. Photocopies of all original certificates/documents.
  4. Gap year certificate/undertaking, if applicable.
- After the approval of admission form by the admission committee, the selected candidates will have to submit the fee and others dues online within specified dates. Non-payment by the deadline will result in automatic cancellation of admission.
- There is no provision of offline admission for any applicant.

## Admission Rules:

- Application forms can be filled up via online mode from anywhere. The link for the online admission is available on the college website i.e. [www.gcseraj.edu.in](http://www.gcseraj.edu.in) Application forms can also be filled up from the college (For admission: <https://admission.gcseraj.in/>).
- Admission to various classes will be made purely on merit basis and on the recommendation of the admission committee.
- Attach your latest passport size photograph, signature, Matric, 10+2, latest Character Certificate and SC/ST/OBC/Single girl child and other relevant documents.
- Before submitting the filled form, kindly check the details thoroughly. Any discrepancy, if found later results in the rejection of admission.
- A gap of one year or more in the academic career of an applicant must be supported by documentary evidence/ declaration as the proof of his/her activities during the declared gap period.

- Applicants must produce all original certificates/documents for verification whenever called by the college office.
- The candidates who have been placed under compartment in the 10+2 examination will not be admitted to the college.
- Applicants coming from Boards/ Universities other than the H.P. Board of School Education/H.P. University/Sardar Patel University must submit original migration certificate.
- Specially-abled applicants seeking fee concession must furnish their status certificate from the Medical Board having disability greater than 40%.
- Admission is also open to an applicant who has equivalent qualification from foreign University/Board /College which is recognized by Association of Indian Universities/ or the H.P. University.
- The college reserves the right to grant admission subject to the number of seats available and reservation as per University rules/roster.
- In case of any difficulty or doubts, contact the Principal or any teacher for guidance.

## Refusal of admission

- A student placed under compartment in 10+2 examination from any board will not be eligible for admission.
- A student can be refused admission if his/her conduct during or previous stay in the college has been unsatisfactory. Such student however has the right to appeal to the Vice Chancellor whose decision shall be final.
- A student result declared fail by any other institution will not be admitted to the college. The student who has been expelled by any college/university will not be given admission.
- The students who have passed OT/MIL examination and avail concession in the concerned subject are not eligible for the admission in the college.
- Students with the record of misconduct/ragging-related case in previous year will not be given admission in the current session.
- Admission is not a right it depends upon the satisfaction of Principal/Admission Committee.

## UG DEGREE PROGRAMME UNDER CBCS (RUSA) For the Degree:

- A regular candidate shall have to undergo the prescribed courses of study in a college affiliated to H.P. University/ Sardar Patel University for a period not less than three academic years (and not more than five academic years), passed the examinations prescribed and fulfilled such conditions as have been prescribed therein.
- For the degree (B.A./B.Com./B.Sc. programme) the student will have to cumulate a minimum successful credit hours of course work over in minimum of three and a maximum of five years from the date of admission.
- Provided that not more than three attempts will be allowed to pass a course.
- The overall pass percentage is 40% under CBCS annual System.
- There is no roll-on system in the admission under annual system. However, the students shall be placed under compartment if they do not qualify 75% of the total number of courses in that year and the university shall give two chances for clearing the compartment papers.
- Although students are allowed to have admission in the next class (e.g. 2<sup>nd</sup> year) before the declaration of 1<sup>st</sup> year result, but if anyone fails in three or more than three subjects, he/she will have to appear in the previous class i.e. 1<sup>st</sup> year.

## DURATION (TIME FRAME):

The UG (TDC) programme for a regular student shall be for a minimum period of three years and a maximum of five years from the date of admission of the candidate. The candidates are advised to opt subjects after careful and thorough consultation with parents/guardians and teachers so as to avoid changes in the subjects later on.

The subjects once opted in BA 1<sup>st</sup> year shall not be changed in the next year. The selected candidates shall have to deposit the fee within specified period, if he/she fails, his/her seat will be allotted to the next candidate standing in the merit list.

The detailed outline of undergraduate programme of B.A./B.Com./B.Sc. for the session 2024-25 under annual Choice Based Credit System(CBCS) available, keeping in view the faculty and infrastructure of the college is given below:

## **DEFINITIONS OF KEY WORDS:**

**Core Course (CC):** The purpose of fixing core papers is to ensure that all the institutions follow a minimum common curriculum so that each institution/university adheres to a common minimum standard. Also, the course designed for papers under this category aim to cover the basics that a student is expected to imbibe in that particular discipline. A course, which should compulsorily be studied by a candidate as a core requirement is termed as a Core course.

**Discipline Specific Elective (DSE) Course 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 other discipline/subject/domain or nurtures the candidate's proficiency/skill is called an Elective Course.

**Ability Enhancement Compulsory Courses (AECC):** These courses are based upon the content that leads to Knowledge enhancement; i.e. Environmental Science and English/Hindi/MIL Communication. These are mandatory for all students.

**Skill Enhancement Courses (SEC):** 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 hands-on training so as to enhance their life-skills and employability.

**Generic Elective (GE) 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 an opportunity to explore disciplines of interest that lie beyond their selected Core and Discipline Specific Elective papers.



**Choice Based Credit System (CBCS):** The CBCS provides choice for students to select from the prescribed courses (core, elective or minor or soft skill courses).

**Course:** Usually referred to as 'papers' is a component of a programme. All courses need not carry the same weight. The courses should define learning objectives and learning outcomes. A course may be designed to comprise lectures/ tutorials/laboratory work/ field work/ outreach activities/ project work/ vocational training/viva/ seminars/ term papers/assignments/ presentations/ self-study etc. or a combination of some of these.

**Credit Point:** It is the product of grade point and number of credits for a course.

**Credit:** A unit by which the course work is measured. It determines the number of hours of instructions required per week. One credit is equivalent to one hour of teaching (lecture or tutorial) or two hours of practical work/field work per week.

**Cumulative Grade Point Average (CGPA):** It is a measure of overall cumulative performance of a student enrollment years. The CGPA is the ratio of total credit points secured by a student in various courses covered and the sum of the total credits of all courses covered during the period of study, i.e three years minimum for undergraduate courses. It is expressed up to two decimal places.

**Grade Point:** It is a numerical weight allotted to each letter grade on a 10-point scale.

**Grade Point Average (GPA):** It is a measure of performance of work done in one academic year. It is ratio of total credit points secured by a student in various courses registered and the total course credits taken during that year. It shall be expressed up to two decimal places.

**Transcript or Grade Card or Certificate:** Based on the grades earned, a grade certificate shall be issued to all the registered students after every year. The grade certificate will display the course details (code, title, number of credits, grade secured) along with GPA of that year and CGPA earned till that year.

## ARTS STREAM

Years	Core Courses (CC)	Ability Enhancement Comp. Course (AECC)	Skill Enhancement Course (SEC)	Discipline Specific Elective (DSE)	Elective (GE)	Credits
<b>BA I</b>	DSC1A =6 Credit DSC1B =6 Credit DSC2A =6 Credit	EVS= 4 Credit Eng.= 4 Credit	NIL	NIL	NIL	44
<b>BA II</b>	DSC1A =6 Credit DSC1B =6 Credit DSC2A =6 Credit DSC2B =6 Credit Com. Eng. =6 Credit Com. Hindi=6 Credit Credits =36	NIL	SEC 1 =4 Credit SEC 1 =4 Credit  Credits=8	NIL	NIL	44
<b>BA III</b>	NIL	NIL	SEC 3 = 4 Credit SEC 4 = 4 Credit  Credits=8	DSE 1A =6 Credit DSE 1B =6 Credit DSE 2A =6 Credit DSE 2B =6 Credit Credits=24	GE 1 = 6Credit GE 2 = 6Credit  Credits =12	44
Total Credit in B.A. Courses 44x3						132

### Subject Offered for B.A.

A candidate can opt for **TWO** elective subjects out of the following three groups, choosing only one subject from a given group after proper counseling by the admission committee:

Sr. No.	Group	Subject Combination
1	Group-I	Economics / History
2	Group-II	Hindi / Sanskrit /Sociology
3	Group-III	Political Science

## COMMERCE STREAM

Years	Core Courses (CC)	Ability Enhancement t Comp. Course (AECC)	Skill Enhancement Course (SEC)	Discipline Specific Elective (DSE)	Elective (GE)	Credits
<b>B Com I</b>	C-1 =6Credit C-2 =6 Credit C-3 =6 Credit C-4 =6 Credit Com. Eng. =6 Credit Com. Hindi=6 Credit Credits =36	EVS =4 Credit Eng.= 4 Credit  Credit = 8	NIL	NIL	NIL	<b>44</b>
<b>B Com II</b>	C-5 = 6 Credit C-6 = 6 Credit C-7 = 6 Credit C-8 = 6 Credit Com.Eng. = 6 Credit Com.Hindi = 6 Credit Credits =36	NIL	SEC 1 =4 Credit SEC 1 =4 Credit  Credits=8	NIL	NIL	<b>44</b>
<b>B Com III</b>	NIL	NIL	SEC 3 = 4 Credit SEC 4 = 4 Credit  Credits=8	DSE 1A =6 Credit DSE 1B =6 Credit DSE 2A =6 Credit DSE 2B =6 Credit Credits=24	GE 1 = 6 Credit GE 2 = 6 Credit Credits =12	<b>44</b>
<b>Total Credit in B.Com. Courses      44x3=132</b>						

## SCIENCE STREAM

Years	Core Courses (CC)	Ability Enhancement Comp. Course (AECC)	Skill Enhancement Course (SEC)	Discipline Specific Elective (DSE)	Credit
<b>B Sc I</b>	DSC 1A =6 Credit DSC 1B =6 Credit DSC 2A =6 Credit DSC 2B =6 Credit DSC 3A =6 Credit DSC 3B =6 Credit Credits =36	EVS= 4 Credit Eng.= 4 Credit  Credits=8	NIL	NIL	<b>44</b>
<b>B Sc II</b>	DSC 1C =6 Credit DSC 1D =6Credit DSC 2C =6Credit DSC 2D =6Credit DSC 3C =6Credit DSC 3D =6Credit Credit = 36		Credits=8	NIL	<b>44</b>
<b>B Sc III</b>	NIL	NIL	SEC3= 4Credit SEC4=4 Credit  Credits=8	DSE 1A =6 Credit DSE 1B =6 Credit DSE 2A =6 Credit DSE 2B =6 Credit DSE 3A =6 Credit DSE 3B =6 Credit Credits=36	<b>44</b>
<b>Total Credit in B.Sc. Courses 44x3</b>					<b>132</b>

### Subject Offered for B. Sc.

Sr. No.	Course Code	Subject Combination (opt any one)
1	BSc Medical	Chemistry, Botany, Zoology
2	BSc Non-Medical	Chemistry, Physics, Mathematics

### Fee Structure

S.N.	Fee & Fund	Amount
<b>Govt. Fund</b>		
1.	Admission fee	25.00
2.	Tuition Fee (Boys)	600.00
3.	Re-admission 1 <sup>st</sup> Time	100.00
4.	Re-admission 2 <sup>nd</sup> Time	200.00
5.	Late admission fee (per day)	10.00
<b>University Charges</b>		
1.	Registration Fee	200.00 (HP Board) 400.00 (Other Board)
2.	Development Fund (Only for 1 <sup>st</sup> Year)	250.00/- (100.00 for IRDP)
3.	Continuation Fee (Only for 2 <sup>nd</sup> & 3 <sup>rd</sup> Year)	10.00
4.	Sports Fee	15.00
5.	Youth Welfare Fund	15.00
6.	Holiday Home Fee	1.00
<b>Practical Fee</b>		
1.	Geography	180.00
2.	Physical Education	180.00
3.	Music	180.00
4.	Botany	240.00
5.	Chemistry	240.00
6.	Physics	240.00
7.	Zoology	240.00

S.N.	Fee & Fund	Amount
<b>College Fund</b>		
1.	Library Security (refundable) Only for 1 <sup>st</sup> year	100.00
2.	Mid Term Exam Fund	80.00
3.	Building Fund	120.00
4.	Campus Development beautification fund	10.00
5.	Book replacement fund	25.00
6.	Identity Card	10.00
7.	Duplicate I Card	20.00
8.	Magazine fund	50.00
9.	Furniture repair & replace fund	10.00
10.	Student aid fund	2.00
11.	NCC fund	10.00
12.	Culture activity fund	20.00
13.	Computer & Internet fund	20.00
14.	Amalgamated fund	300.00
15.	Sports fund	240.00
16.	Scout & Guide fund	60.00
17.	Youth Red Cross fund	40.00
18.	Medical fund	6.00
<b>Fine</b>		
1.	Absence Fine (per period)	1.00
2.	Absence Fine (per practical)	3.00
3.	Absence (Mid Term Exam)	10.00
4.	Late return of Library book (per day)	1.00

**Note:**

- PTA Fund @1000.00 will be collected.



- The above-mentioned fee and fund are subject to change as per SPU/ Govt. instruction.
- The Library Security will lapse if it is not claimed within one year after the completion of the course.
- Students with special abilities (with a minimum disability of 40%) will be exempt from fees and funds.

*Fees and funds once paid will be refunded according to provisions of UGC Fee refund Policy 2023-2024.*

## **Migration:**

- Migration from another college and vice versa is governed by H.P. University/ SPU rules.
- Migrating student must bring with him/her:
  - ❖ Lecture attendance statement.
  - ❖ Statement of Marks obtained in Mid-Term Tests.
  - ❖ Character Certificate from the Principal of the college last attended.
- Provisional admission to the college in such cases is not permissible.
- After migration has been granted and notified by the University, the student must join the second college within the period/date given by the university.
- The first college is entitled to the tuition fee for the month in which the University sanctioned the migration.
- No migration certificate can be issued unless the student is registered with the University.
- The admission of a student migrating from another University or migrating from the same course to the affiliated college shall be governed by the regulations formed by the Executive Council on this behalf from time to time.
- The admission of a student migrating from another University shall be treated as provisional and shall be confirmed when he/she produces original migration certificate and a certificate of good conduct from the Head of the Institution last attended provided however that a student disqualified by any other University shall not be given admission during the period of disqualification.

## Sports and Gymnasium:

The college provides optimum facilities for various games viz. athletics, Kho-Kho, kabaddi, badminton, table-tennis, and volley ball, cricket etc. Besides, the college provides gym facilities to maintain physical and mental fitness of the students. The students are encouraged to actively participate in all the groups of the H.P.U./S.P.U. Youth Festival and inter-college sports competitions.

## Cultural activities:

Keeping in view the rich cultural heritage of the valley, the college facilitates the students with a variety of musical instruments under the abled guidance of the efficient mentor. The students participate in the H.P.U./S.P.U. Youth Festival and inter-college culture activities.

## Library:

The College is functioning since 2007 and has developed a fully equipped library for those who love to read books, newspapers and periodicals. Besides having a collection of useful books, the college has also applied for connectivity to the e- library by which the students can have an access to larger number of books through internet. A library card is issued to enrolled students. In addition to this there are certain rules and regulation which are to be followed while issuing and returning of books in the library as appended below:

- Always keep your Identity-cum-library card with you.
- Reference books will not be issued.
- Books should not be spoiled by underlining, marking or writing on it.
- In case of a loss of a book or any damage, the borrower has to replace the book with a new copy.
- After due date, the fine Rs. 1/- per day will be charged.
- In case of loss of a book, the student will have to replace the book or pay fine in addition to pay present price of the book with the special permission of the Principal.
- For Detail: <https://campus.gcseraj.in//>

## **Parent Teacher Association:**

The college has a very active Parent Teacher Association (PTA). All parents are members of the association. The PTA meetings are organized at regular intervals as decided by the PTA Body. The executive body of PTA is formed by electing the members from amongst the parents in General House at the beginning of session. The date of the General House has been mentioned in the college calendar and no separate notice will be given for the same. The parents are requested to attend meeting on the date mentioned in the prospectus.

## **Old Students' Association (OSA):**

Old Students' Association (OSA) is the back bone of any institution. The college has an Old Students' Association which was formed on 8th April, 2019 and successfully registered in 2024 under The Himachal Pradesh Societies Registration Act, 2006. The aim of the organization is to give a platform to the Alumni to stay in connected and contribute in the development of the institution in all possible way. The members of OSA give objective feedback on various aspects of the college for its betterment. They are a source of inspiration for the students as they remain consistently concerned for the improvement, and advancement of the institution.

## **Tutorial Groups:**

In order to build a healthy student-teacher relationship and to address specific problems of students, the college has made different tutorial groups. The group meets once a week. The group organizes academic and co-curricular activities. It is an opportunity to revise covered syllabus.

## **Career Counseling Guidance, Training, and Placement Cell:**

To compete in today's world, to ensure readiness and employability, share learning and job opportunities with the students a Career- Guidance Cell has been constituted in the college campus. The Cell is very active and organizes various job-oriented seminars and also provides coaching free of cost.

## College Student Central Association (CSCA):

Students occupy the preeminent position within any educational system or institution. Their active engagement in institutional activities is unquestionably indispensable to the fulfilment of the institution's mission statement. To achieve this, a student body known as the College Students' Council Association (CSCA) is elected in accordance with the established norms and directives set forth by H.P.U./S.P.U., adhering to the recommendations outlined by the Lyngdoh Committee. The CSCA collaborates with the college administration to ensure the smooth operation of a multitude of activities.

Key Functions of the CSCA are as follows:

- Preservation of Academic environment in the college
- Character Development and Student Leadership
- Inter-Committee Coordination and Integration
- Event Organization and Support
- Bridging the gap between Administration and Students

## National Service Scheme (NSS):

The NSS Unit of the college boasts off the presence and functioning of a full-unit with 100 volunteer students. The NSS actively participates in social service works with the motto, “Not Me but You”. The NSS unit of college performs periodic sanitation drives and awareness activities in the campus and nearby villages and a one-week special camp is organized every year to develop moral and social values among students. They also learn team-work and discipline and value of taking active action. The students who attend 240 hours of social service and attend 7 days special camp are given a special benefit of 2% marks at the time of admission in Post Graduate courses by H.P. University.

## National Cadet Corps (NCC):

The NCC aims at character development, spirit of camaraderie, discipline, a secular outlook, spirit of adventure and ideals of selfless service amongst young citizens. Further, it aims at creating a pool of organized, trained, and motivated youth with leadership qualities in all walks of life, who will serve the Nation regardless of which career they choose. Needless to say, the NCC also provides an environment conducive to motivating young Indians to join the armed forces. The college has total 54 seats for the boys and girl cadets. They are fully committed to their motto “Unity and Discipline”. If

the NCC Cadet chooses to appear for certificate examination, they will have to ensure 80% attendance in the Training programmes and the Camps.

Vacancies reserved for commission in Defence Forces for NCC 'C' Certificate holders:

- (a) Army: IMA Dehradun: 25 Vacancies per course through UPSC and SSB interview. OTA Chennai: 50 Vacancies per course for short service commission Non-Tech. UPSC exam, only SSB interview. 20% Vacancies reserved for girls.
- (b) Navy: In Indian Navy, there are six vacancies per course. No UPSC exam, only SSB Interview. Two years age relaxation for NCC 'C' certificate holders.
- (c) Air Force: in Indian Air Force, there are 10% vacancies in all courses including flying training courses. No AFCAT/UPSC exam, only SSB interview.
- (d) For other Ranks- 5 to 10 bonus marks awarded for recruitment.
- (e) Sailors & Airmen- 2 to 6 marks as additional credit points.

## **Rovers and Rangers:**

To inculcate the spirit of adventure and good values in the students, Bharat Scouts and Guides unit has been introduced in the college. Students are registered as Rovers (Boys) and Rangers (Girls) and are being benefited through this participation. College have Rovers and Rangers unit to perform social activities in various sectors and inculcate social, and ethical values among students. Rover and Rangers also trains their students to undertake hikes/treks, adventure trips and camps to inculcate spirit of exploration and confidence.

## **Red Ribbon Club**

Red Ribbon Club under the sponsorship of Indian Red Cross Society, the Government of India has undertaken the initiative in schools and colleges to encourage students in spreading awareness over HIV/AIDS. It envisages to instill charity and spirit of social service mind among all the students to extend their able help towards developing healthy life styles, donating blood to all the needy by promotion of regular voluntary blood donation. In this spirit, the Red Ribbon club organizes blood donation camps and conducts awareness sessions on first-aid, vaccinations, etc. in the college.



## **Road Safety Club:**

A Road Safety Club is instituted to promote awareness and education about road safety among the youth and the community at large. The club aims at contributing in reduction of accidents due to negligence and over-speeding, fostering a culture of responsible road behaviour, and creating a safer environment for all.

## **Eco Club:**

The college Eco club is known as Rhododendron Eco Club and it contributes in creating a sense of love and care for not just humanity but all life and surroundings. The club organizes various activities in the campus including tree-plantation drives, seminars and intra-college competitions to raise awareness on environmental issues.

## **Seraj Theatre Club:**

Seraj Theatre Club provides a platform to the young talented actors and hones their creative talent. The club organizes a One-Month Theatre Workshop where the students participate to learn about the basic nuances of theatrical skills. These tips in turn boost their morale and instills confidence in them. The young actors also get an opportunity to represent the college in Youth Festival, Group-IV (Theatre).

## **Natraj Kala Manch:**

The college has Natraj Kala Manch where the students learn Kathak and One Month Workshop is also conducted for them to learn this dance form. The students also get a chance to participate in the Inter-College competition- Youth Festival, Group-III (Dance).

## **College Magazine 'Serajika':**

To nourish the creative needs of the students, to provide a platform to them and to give voice to their dreams and aspirations, the college regularly publishes its magazine 'SERAJIKA' annually. A student editor in each of the six sections namely Hindi, English, Commerce, Science, Sanskrit, Pahari, and Planning forum works under the guidance of a staff editor. The response of the students is tremendous which is evident from the number of contributions to all the sections. From this academic session the college aims to “Go-Green” and therefore, SERAJIKA will also be published online.

## Scholarships:

Scholarships (For Detail: <https://scholarships.gov.in/>)

- *Dr. Ambedkar Post Matric Scholarship Scheme for the economically backward class students.*
- *Integrated Rural Development Programme (IRDP).*
- *Kalpana Chawla Chatravriti Yojana.*
- *Centrally Sponsored Post matric scholarship scheme to OBC students.*
- *Centrally Sponsored Post Matric scholarship scheme for SC students.*
- *Centrally Sponsored Post Matric scholarship scheme for ST students.*

## Financial support:

- *Brother/ Sister concession as per the rules applicable.*
- *BPL/IRDP/needful students will be given 100 percent fee relaxation, on case-by-case basis.*
- *Book bank facility is provided to the needy students.*

## Prizes and Awards:

The students who excel in academics, sports, cultural and other co-curricular activities are suitably honoured and awarded for their achievements. These awards/ prizes are given to them in the Annual Prize Distribution Function of the college held in the month of February/ March every year.

## Examination:

For the students of B.A./B.Sc./B.Com.1st and CBSC (Annual System RUSA) pattern Mid-Term test will be held on month of November/December. There after End-Term examination shall be conducted by H.P.U./S.P.U. by the end of each year during the months of April/May.

As the case of Continuous Comprehensive Evaluation (CCE) which have the following two components:

- Continuous comprehensive Assessment (CCA) accounting for 30% of the final grade, a student gets in a course B.A./B.Com./B.Sc. 1<sup>st</sup>, 2<sup>nd</sup> & 3<sup>rd</sup> Year.
- End-Term Examination accounting for the remaining 70% of the final grade that the student gets in a course of B.A./B.Com./B.Sc.1<sup>st</sup>, 2<sup>nd</sup> & 3<sup>rd</sup> Year.
- There will be one mid-term test for all streams after covering the 2/3 syllabus or covered so far in all the classes, Maximum Marks will be as follow:  
10/ 15 marks for the students of BA/ B Com & B Sc 1<sup>st</sup>, 2<sup>nd</sup> & 3<sup>rd</sup> Year.

## Seminar/Assignment/Class Test/Presentation:

- The remaining 15/10 marks of B.A./B.Sc. /B.Com. 1<sup>st</sup>, 2<sup>nd</sup> & 3<sup>rd</sup> year will be awarded as class test and on basis of seminar/assignment.

## Classroom Attendance:

5 marks of B.A./B.Sc. /B.Com. 1<sup>st</sup>, 2<sup>nd</sup> & 3<sup>rd</sup> year will be awarded as class 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 End-Semester Examination (ESE).

- Provided that 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.
- Provided that those having between 64% and 50% attendance will apply for exemption in a prescribed form accompanied by a Medical Certificate.
- Provided that exemption from 75% attendance criterion will be given to those who participated 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 these cases). However, the claim for this exemption should be supported by authenticated certificate from the concerned college authorities.
- Provided further that those getting the exemptions, excluding exemptions for co- curricular activities, will not be entitled for getting the CCA marks for class-room attendance.

## Classroom Attendance Incentive:

Those having below than 75% attendance (for those participating in Co-curricular activities, 25% will be added to per cent attendance) will be added to per cent attendance will be awarded CCA marks as follows:

75% - 80%	= 1 Marks
80% - 85%	= 2 Marks
86% - 90%	= 3 Marks
91 % - 95%	= 4 Marks
> 95 %	= 5 Marks

- 75% lecture attendance is compulsory for appearing in the University Examination.
- A student who remains absent continuously for 10 days, his/her name will be struck- off from the college rolls. If the name of a student is struck off twice then he/she will not be re-admitted in the college.
- A student is liable to pay all dues & fines as long as his/ her name remains on the college rolls.
- The principal reserves the right of expulsion of any student.

## Leave Rules:

### General Leave Rules:

- Students can proceed on leave with prior permission. For this, they should fill in the leave forms to be supplied to the students (@ Rs. 5/- per booklet) at the time of admission.
- A tutor can recommend leave up to 6 days; for longer duration i.e. up to 10 days, a student must get the application signed by the Senior Tutor. In case Senior tutor is on leave, student must get leave sanctioned by the Tutorin-Chief (Principal)
- Leave during House Examination/Class Test will be sanctioned only by the Principal on the recommendation of the Senior Tutor. 4. Leave for sickness must be accompanied by a medical certificate.

### 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.

## Identity Card:

- Every student will be issued an Identity card. Since I-Card is the only way to identify/differentiate a Bonafide college student from an outsider, every student must always keep/carry it with him/her and must produce whenever required otherwise, he/she will be considered an outsider and will be punished accordingly.
- In case if the I-Card is lost, a duplicate card will be issued only after an FIR registered with the nearest Police Station.

## General Conduct and Discipline Rules:

Any of the following activities will be considered a breach of discipline, any student held under these charges; the Principal may impose a fine, suspension or even rustication in that case:

- Writing obscene/dirty words on black boards, wall, toilets, furniture and banging doors etc.
- Damaging the college property in any form.
- Loitering about the corridors and causing disturbance to the classes.
- Possessing any form of drugs and smoking in the campus.
- Bringing outsiders/miscreants/anti-social elements to the college.
- Sticking any kind of bills/notices on the notice board without the prior permission of the Principal.
- Creating any kind of violence in the campus.
- Ragging in any form.
- Holding of any kind of meeting in the campus without prior permission.
- Use of mobile phones by the students in and around the class room



## **Ragging:**

All students must note that Ragging inside/outside the college is a punishable offence. “Ragging means any conduct whether by words spoken or written or by any act which has the effect of teasing, treating or handling with rudeness any other student, indulging in rowdy or indiscipline activities which cause or is likely to cause annoyance, hardship or psychological harm or to raise fear or apprehension thereof in a fresher or a junior student will not in the ordinary course and which has the effect of causing or generating a sense of shame or embarrassment so as to adversely affect the physique or psyche of a fresher or a junior student.” Students are informed that under the orders of Hon'ble Supreme Court of India vide its judgment/order dated 4 May 2001, 16 May 2007 and 11 Feb. 2009 has outlined various steps which must be taken by Education Institutions so as to eliminate ragging from the Education System. If any student found indulging in ragging directly or indirectly, the college shall be obliged under the rule 22, 17 (a) (b) (c) (d) of H.P. University ordinance to expel the guilty student from the College/Hostel. Punishment includes imprisonment, fine or both expulsion from the institution, suspension from the institution or classes for a period or with a public apology.

## **Punishable Factors of ragging**

- Withholding scholarship or other benefits.
- Debarring from representation in events.
- Withholding of result.
- Legal proceedings under criminal law by lodging FIR.

## **Abetment to ragging:**

- Criminal conspiracy to rag.
- Unlawful assembly and rioting while ragging.
- Assembling of people during ragging.
- Violation of decency and morals through ragging.
- Injury to body causing hurt or grievous hurt.
- Wrongful restraint.
- Wrongful confinement.
- Use of criminal force.

- Extortion.
- Criminal trespass.
  - ❖ Offence against property.
  - ❖ Criminal intimidation.
  - ❖ Physical or mental torture
  - ❖ Attempts to commit any or all of the above-mentioned offences against the victim(s).

### ***Anti-Ragging Committee & Squad:***

<b><i>Sr. No.</i></b>	<b><i>Name Of Members</i></b>	<b><i>Contact Number:</i></b>
1	Mr. Ramesh Chand Kataria [Convenor]	82190-32415
2	Mr. Bodh Raj	98056-65260
3	Mr. Naval Kishor	79065-78334
4	Ms. Yaminie Sharma	79829-06724
5	Dr. Ellu Ram	98782-79509

#### **Zero Tolerance to Ragging**

In accordance with the order of the hon'ble Supreme Court of India, if any incident of ragging comes to the notice of the college authorities, the student, concerned shall be given liberty to explain; if his/ her explanation is not found satisfactory, he/she would be expelled from the institution.

***Helpline number: 01907-292707***

#### **Anti-Smoking/ Anti-Tobacco**

Smoking and the use of any tobacco products in the campus is strictly prohibited. Anyone found smoking or using products will have to pay a fine of 200 rupees. In addition, it may also lead to the suspension or an expulsion from the college of the student.

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***Toll Free 24x7 Helpline Number: 1800-180-5522***

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## Emergency Contacts:

➤	National Emergency number	112
➤	Police	100
➤	Fire	101
➤	Ambulance	102/108
➤	Disaster Management Services	108
➤	Women Helpline	1091
➤	Women Helpline (Sexual Violence and Domestic Abuse)	181
➤	Gudiya Helpline	1515
➤	AIDS Helpline	1097/1066
➤	Disaster Management (N.D.M.A)	1078, 0177-2929688
➤	Road Accident Emergency Service	1073
➤	Road Accident Emergency Service on National Highway	1033
➤	LPG Leak Helpline	1906
➤	Cyber Crime Helpline	1930, 0177-2620331
➤	Anti-ragging Tollfree Helpline	1800-180-5522
➤	KIRAN, India's first national mental health helpline	1800-599-0019
➤	Report Against Corruption	0177-2629893

## Important Instructions:

- Admission to the college is strictly via ONLINE mode.
- Register yourself and fill up the online admission form in admission portal for the session 2024-25 on the college website admission link: <https://admission.gcseraj.in//>
- It is compulsory for students also need to fill up the anti-ragging form on the website: [https://antiragging.in/Site/Affidavits\\_Registration.aspx//](https://antiragging.in/Site/Affidavits_Registration.aspx//)
- They are further directed to submit the hard copy of it in the college office along with the hard copy of admission form.
- The student will have to check his/her name in the subject wise merit list on the website/notice board of the college.
- Once the Principal has granted approval for admission, the student will proceed for the deposit of admission fee in online mode on college website.
- Get the amount of admission fee marked from fee clerk and then deposit fee online.
- After depositing the fee, the students must submit the fee receipt in the office of the college personally or by post.



Motto: विद्या देवलोकः

Knowledge is the way to higher self

*"The Value of an education in a liberal arts college is not the learning of many facts but the training of the mind to think something that cannot be learned from textbooks"*

-Albert Einstein

*"You got educated doesn't mean everything is done.  
There is no doubt in the importance of education,  
But along with education, morality should also improve..  
Without morality, the value of education is zero"*

-Dr. Bhim Rao Ambedkar

*"Let a hundred flowers blossom and a hundred thoughts contend"*

-Mao Zedong