

GOVT. COLLEGE FOR GIRLS, SEC-14, PANCHKULA



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GOVT. COLLEGE FOR GIRLS SEC-14 PANCHKULA.

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1. Schedule of Admission for the session 2009-10

1. FOR UNDER-GRADUATE (TDC-PART I) Courses:

- i) Normal admission without late fee : 1-7-2009 to 15-7-2009
- ii) Late admission with late fee of Rs. 50/- with the permission of the Principal : 16-07-2009 to 21-07-2009
- iii) Late admission with additional late fee of Rs. 50/- per day, subject to minimum of Rs. 100/- and maximum of Rs. 400/- : 22-07-2009 to 31-07-2009

Note:-

1. Students with 50% and above will be given admission to B.A.I for the first three days of the admission schedule.
2. Admission to BCA-I, B.COM. I ,BBA-I , B.Sc.I Home Science , shall be made on Merit. Last date of submission of Admission forms for these courses is 26th June 2009 up to 4-00 PM.
3. Fees will have to be deposited the same day, otherwise the candidature will be cancelled.
4. Compartment cases in all classes will be considered for admission on the last date. Subject to the availability of seats.
5. Regular teaching for all classes will start from July, 16,2009.

IMPORTANT

1. The counseling and Guidance Cell will be available in the respective colleges from 25-06-09 onwards. The students along with their parents can contact the Cell from 9 A.M. to 2.30 P.M. in the respective colleges.
2. There will be semester system of examination for 1st year of all undergraduate classes (except B.A.).
3. **Provisional Admission to IInd & IIIrd year of all undergraduate classes and IInd year of Postgraduate classes will be made from 8th July to 15th July 2009 even if the result is still awaited. Their classes will also start from 16-07-09**

COURSES OFFERED

1. Bachelor of Arts(B.A-I,II,III)
2. Bachelor of Commerce (B.Com-I,II,III)
3. Bachelor of Computer Application (BCA-I,II,III)
4. Bachelor of Home Science (B.Sc Home Sc.-I)
5. Bachelor of Tourism Management (B.T.M-I)
6. Bachelor of Business Administration (B.B.A-I)

Guidelines for Admission

In order to have optimum utilization of the resources and faculty, the following criterion will be adopted for enrolment of students.

i) Arts / Commerce faculty :- A minimum of 40 students to be admitted for starting /continuing a subject. However for the subject of Music , Fine Arts , number of minimum students will be 15 students. For Mathematics , Economics and Psychology a number of students will be 25.

DOCUMENTS TO BE ATTACHED

1. One passport size Photographs, to be pasted on the Admission Form.
2. Original character certificate.(For new students)
3. One copy of qualifying exam.
4. One copy of Matriculation Certificate/proof of age.(For new students)
5. Copies of certificates (caste/income/sports /SC/BC/BPL etc.) for claiming certain concessions/weightage etc..(For new students)
6. Original and one copy of Migration/Transfer Certificate, If a student has passed his/her qualifying exam from Board/University other than Board of School Education Haryana /Kurukshetra University. (For new students)
7. All original documents should be produced before Admission Committee at the time of interview.

6. FOR ATTENTION OF THE APPLICANTS

1. Admission to **BCA-I, B.Com. -I, BBA.I, BSC.I HOME SCIENCE** shall be made on merit basis. The admission forms complete in all respects should be deposited in the college by 26th June, 2009 by 4.00 PM. Applications received after this date shall not be considered.
2. Merit List will be displayed on the notice board and no separate intimation would be sent to the students.
3. The fees should be deposited within the stipulated time otherwise he/She shall forego his /her right to admission and in no case would be considered for the same again.
4. Failures will not be admitted in any class.
5. Foreign students will obtain eligibility certificate from the KUK prior to consideration of their cases for admission.
6. A fine of Rs. 150/- , Rs. 250/- will be charged as per KUK rules if the applicant does not attach the migration Certificate at the time of admission or within the stipulated time.
7. It is compulsory for the Candidates to mention the Subject Combination Number in the Admission form.
8. It is Compulsory for the candidates to mention the subject society and students club of which he / she want to be the member in the admission form.
9. In exceptional cases the change of subject may be considered by the college council but in no case after 31st July 2009.
10. **Ragging is banned in all the educational institutions as per instructions of the Supreme Court. Ragging in the institution is strictly banned and anyone indulging in ragging shall be punished. Punishment includes expulsion from the institution.**

NOTE:

- i. Candidates applying for admission in different faculties/courses must fill in separate forms.
- ii. Admission Form must be filled by the candidate in his/her own hand writing.

WARNING

1. Prospectus is meant for General Guidance of the students seeking admission and in no case a legal document
2. In the interest of the institution , Principal and the College Council reserves the right to change, modify or amend any rule/regulation, without giving prior notice. Also in case of interpretation of rules/conditions, mentioned in the prospectus, Principal's decision will be binding and final.
3. Any modification/change in the admission and other rules made by the University/State Govt./Principal at any point of time, will be put up on the notice board and this will supersede the existing one.

Attendance and Absence without leave

1. Every student shall attend his/her classes on all working days, unless she is granted leave of absence by the Principal of the College.
2. If the student remains absent from class for a continuous period of seven or more days without permission her name shall be struck off from the rolls of the college, irrespective of the fact that she has paid the dues. She may be allowed to get readmission on the payment of dues if the Principal is satisfied with the case of absence. This facility of re-admission can be availed only once within 10 working day after her name got struck off.
3. Leave must be applied in advance, Leave upto 4 to 10 days can be granted by group tutor and senior tutor respectively. Sick leave beyond 10 days will be granted by the Principal on the recommendation of Senior tutor on the production of Medical Certificate. All the applications after sanction will be handed over to Senior Tutor.
4. A student will be fined Rs. 1/- per day or part of a day if he/she is absent without leave. Leave granted by the Tutor/Sr. Tutor/Principal will not relax the conditions of 75% lectures, what ever may be the cause of leave.
5. A student must attend the tutorial group meeting and the absentees in the tutorial group meeting will be fined Rs. 5/- per absence.

Note : A candidate must attend atleast 75% lectures of full course (Theory and Practical Separately) in each subject, otherwise he/she will be detained as per K.U.K. rules.)

7. LATE ADMISSION

1. As the number of seats is limited, candidates applying late even having higher percentage will not be entertained. .However if the seats are vacant, their applications can be considered for admission, but he/she will not have the right to get the subjects of his/her choice.
2. The students whose result is declared late by Kurukshetra University and Board of School Education Haryana are entitled to seek admission within 15 working days from the dispatch of result card without late fee subject to the availability of seats and on merit. The lectures / attendance of such students will be counted from the date of admission. No admission shall be allowed after 31st October of the year.
3. If any student seeks late admission due to personal reasons with late fee, the lectures delivered shall be counted from the first working day of the college.

8.GAP YEAR CANDIDATES

Students who have passed their previous class in Sept/Oct 2008 (i.e. One year gap only) are allowed to take admission provided they present an affidavit on a stamp paper of Rs. 3/- attested by First Class Magistrate/Notary Public/Oath Commissioner. The affidavit will state the following facts:

1. I did not appear in any Board/University exam in 2008-09 except for compartment.
2. I have not been declared disqualified from any Board/University due to use of Unfair Means Case (UMC)
3. No Criminal case is pending against me.

Affidavit by the Candidate/ Parents in case of minor.

9. RELEXATION OF THE CONDITION OF ELIGIBILTY OF KASHMIRI MIGRANTS.

1. Extension in date of admission by about 30 days.
2. Relaxation in cut-off percentage up to 10% subject to minimum eligibility requirement .
3. Increase in intake capacity up to 5 % - course wise.
4. Reservation of at least one seat in merit quota in technical/professional institutions.
5. Waiving of domicile requirements.
6. Facilitation of migration in second and subsequent years.

10. ADMISSION CONCESSIONS FOR COLLEGES RECOGNISED BY THEKURUKSHETRA UNIVERSITY FOR UNDER-GRADUATE AND POST-GRADUATE COURSES

NOTE: Rules and guidelines mentioned below are subject to the latest instructions issued by the University/Government.

I) Additional Seats :

- i) There shall be two additional seats in P.G. Courses including Law and five additional seats in TDC Part.I-over and above the sanctioned seats for Outstanding Sports' Persons. For admission against sports seats the candidate will be required to submit the grading certificate of sports issued by the Director of Sports, Haryana, Chandigarh.
- ii) One additional seat shall be for NCC candidate who attended the R.D. Parade & Camp in all courses over and above the sanctioned seats.
- iii) One additional seat shall be for NSS Merit Certificate holder in all the courses over and above the sanctioned seats.
- iv) One additional seat in each course shall be for deserving Parsi Students.

II) Distribution/Reservation of Seats :

(A) Distribution of seats shall be as under:

- (1) All India Category including Haryana 15%
- (2) Bonafide Residents of Haryana 85%

50% of the seats earmarked for bonafide residents of Haryana will be reserved for the categories as mentioned at (B) below, as per State Govt. policy and remaining 50% seats will be filled from amongst Haryana General Category.

(B) Reservation of seats for Bonafide Residents of Haryana

The seats shall be reserved for the categories as under:

- | | | |
|-------|---|---|
| (i) | Scheduled Castes | 20% |
| ii) | Backward Classes
except Socially advanced
persons Sections (creamy layer) | 27% (16% for Block-A)

(11 % for Block-B) |
| (iii) | Physically Handicapped | (1 % Blind or low vision, 1% Hearing impairment, 1% Locomotor disability or cerebral palsy) |

If the seats reserved for Physically Handicapped persons remain vacant due to non-availability of suitable handicapped candidates. It may be offered to ex-servicemen and their wards (1%) and dependents of Freedom Fighters (1 %).

- i) 3% horizontal reservation will be given to Ex-servicemen/Freedom fighters and their dependents by providing reservation within reservation of 1% of general category, 1 % out of Scheduled Castes and 1% from backward classes category. As far as block allocation in Block A and Block B of scheduled castes and backward classes categories is concerned, yearwise rotational system will be adopted. For example, if blocks A of scheduled castes and backward classes are given seats in the academic year 2007, the next block i.e. B Block of categories of scheduled castes and backward classes will be given seats in the next academic year i.e. 2008 and so on. The College/Institute shall maintain the record for the purpose.

Note:- Under the above 3% horizontal reservation, seat will be allotted to ESM/DFP, wherever the number of seats in the respective category work out to be 0.5 or above.

Candidates who have passed their qualifying examination from a University in the State of Haryana will be deemed to be Residents of Haryana and will not be required to submit certificates of bonafide residents of Haryana.

NOTE:

1. The Reservation of seats is as per the Reservation' Policy of the Haryana Govt. and is subject to any change/amendment made by the State Govt. from time to time.
2. If the reserved seat(s) of SC Block 'A' remain vacant these will be filled up from SC Block 'B' and vice-versa. The same logic will apply to BC categories 'A' and 'B'. The vacant seat(s) of SC Block A & B category will not be converted.
3. Certificate of SC & BC Block A & B will have to be submitted by the candidates on the prescribed proforma alongwith the Admission Form. The BC candidates (Block A & B) for benefit of reservation shall also have to furnish an affidavit to the effect that he/she is not covered under the criteria of creamy layer. The said affidavit shall be furnished by both father and mother of the candidate issued during the current year.
4. Dependent of Freedom Fighters of Haryana are required to submit a certificate from the concerned Deputy Commissioner.
5. Only candidates having permanent disability of not less than 40% (being otherwise fit for admission to the course) will be considered for admission as physically handicapped. Disability certificate should be issued by the Chief Medical Officer of the concerned District.
6. Ex-servicemen and their wards of Haryana are required to submit the certificate from the concerned District Soldier Board.
7. All eligible candidates, whether from Haryana or from reserved categories may also compete for seats allocated under All India Category. The candidates of reserved categories should be considered first for Haryana General Category seats.

8. If the number of seats in any particular category is not a round figure, 0.5 or above will be taken as one and less than 0.5 shall be ignored.
9. The seats remaining vacant under various reserved categories other than the SC category shall be converted into General Category only if up to the day of display of final list no candidate belonging to reserved categories is available for admission.

Relaxation of the condition of eligibility

- i) Unless otherwise specially provided in the concerned Ordinance the eligibility condition for Scheduled Castes will be minimum pass marks in the qualifying Examination for admission to a course.
- (ii) 5% relaxation in minimum eligibility condition for admission to various courses will be given to the blind candidates.

Weightage for the purpose of merit subject to proviso below :-

The weightage of marks for the purpose of merit as mentioned, below, will be added to the percentage of aggregate and/or percentage of in the qualifying examination.

- | | | |
|----|--|---------|
| a) | Candidates who have passed the
qualifying examination from Universities in Haryana State. | 5 Marks |
| b) | Recipients of National Talent Award from the NCERT. | 5 Marks |
| c) | Candidates having consistently good academic record i.e.
through out First Class from First Public Examination to
qualifying exam. | 5 Marks |
| d) | For B.Com. Part-I Class Only
Students who have passed the 10+2
examination with Commerce. | 5 Marks |
| e) | Candidates who have passed Honours
in the subject concerned. | 5 Marks |
| f) | NCC Cadets who have passed the 'C'
or 'O-II' Certificate (No Weightage will be
given for Civil Defence Service). | 5 Marks |

OR

Students who have been recommended or commended (i.e. have obtained 1st, or 2nd position at the Inter-Zonal or Inter-University or Inter-State or State Level Youth Festival (s) or competition(s) either individually or as members or a team.

OR

For courses other than M.A. (physical Education), Sportsmen who have won 1st or 2nd or 3rd position at the University State Level Tournaments in individual Events or Team Games or have actually participated in the Inter University or National Level Competitions.

OR

Holders of Bharat Scouts & Guides Certificate award by the President of India (for admission to under-graduate courses only)

OR

Holders of certificate of merit for NSS awarded by the University.

Criteria for award of University NSS merit certificates will be as under:

1. NSS Volunteer who has completed 240 hours of regular activities in the period of two years and attended two annual special camps of at least 10 days duration and
2. One who has donated blood at least twice.

OR

has made at least five illiterates literate. This shall have to be certified by the Principal alongwith the names and addresses of such literates.

OR

has shown exemplary act of courage of bravery by saving life in situations like drowning, fire, natural calamities or man made calamities and awarded at the National Level.

In case of NSS Volunteers from other Universities located out side Haryana, one has to become eligible by way of becoming at par with the conditions required under Sr. No.1 and 2 of the above criteria laid down for University Merit Certificate.

OR

For the students instructors of Colleges maintained recognized by the Kurukshetra University for running Adult Education Centre / engaged under the MPEL

(The above weightage under Adult Education Scheme will be given on the basis of the certificate issued jointly by the Principal of the college affiliated / maintained by Kurukshetra University and the Hony. Director, CACEE, K.U.K.

Provided that

- (1) The weightage for the purpose of merit under Clause-III(F) be given only if the candidate has obtained required certificates/distinction during the course i.e. B.A./B.Sc./B.Com. B.Sc.(Home Sc.) on the basis of which the candidate seeking admission in P.G. Courses.
- (2) The total weightage for the purpose of merit under Section III above shall not exceed 10 marks.
- (3) Weightage for sports will be given only in respect of tournaments in the following games/events arranged by the University / Inter-varsity Sports Board or by a State/National Organization recognized by the Indian Olympic Association other game or event which is not recognized by the Association or Indian Universities shall be considered.

GAMES

Atheletics including Cross Country, Badminton, Basket Ball, Cricket, Cycling, Gymnastics, Hockey, Kho-Kho, Shooting, Swimming including water Polo and Diving, Table Tennis, Volley Ball, Hand Ball, Kabbadi of National Style, Foot Ball, Chess, Boxing, Judo, Weight Lifting, Yoga, Best Physique, Wrestling and Power lifting.

Procedure for preparing the merit List

- i) Unless otherwise specifically prescribe for a course, merit list for admission to Under-graduate and Post –graduate courses shall be prepared strictly on the basis of marks of obtained in the qualifying examination plus admissible weightages as per rules.
- ii) For calculating the percentage of scores of B.A.I , the following procedure will be adopted.
 - a) Average of percentage of marks obtained in Prabhakar, Giani or an equivalent MIL examination in English and in one or more elective subject (if more than one subject has been cleared, the score in which he has got the highest marks would be taken into account) Prabhakar or Giani will be considered as one elective subject and reduce of maximum marks.
 - b) For candidates, who have received their B.A. degree after doing Shastri or an equivalent oriental titles examination, marks obtained in Shastri Examination will be considered as secured out of two subjects(elective) and calculated on the basis of maximum number of marks in two elective subject, after proportionately reducing them as in (a) above.
- iii) For calculating aggregate marks for admission to various course in the case of Candidates who have passed B.A., B.Sc. or B.Com.(Hons). examination the marks of the subject counted towards division will be taken into consideration.

Note: The weightages admissible under section-III shall be added to percentage of marks obtained in the qualifying examination for the preparation of the final merit list of the candidates.

General

1. There shall be no Rounding off percentage of marks from 0.5% and above to next higher number for determining the eligibility for admission to various courses.
2. In case two or more candidates in the merit list have equal percentage of marks the candidates senior in age will be considered first.
3. All Admission Applications should accompany all requisite documents/certificates for eligibility weightages, reservation and other concessions, failing which such applications for admission will not be considered and finally rejected.

Jurisdiction and Litigation

All legal disputes relating to examination/admission of the student will be subject to Kurukshetra University, vide letter No. R-1/91/12735-12805 dates June 25, 1991.

11. House Examination

As per the University instructions, two monthly tests and one three hours House Examination will be conducted by the college. Students are required to appear in all the tests and secure atleast 20% marks in aggregate and 15% marks in each subject, failing which he/she will not be allowed to appear in the Final University examination. On the basis of achievements in House-Examination, an internal assessment of 5% marks will be sent to the University for all the UG classes. These marks will be included in the final examination of the University.

Note : Re-examination on medical grounds of only those students will be held who submit medical certificate within a week of examination with the Registrar, House Examinations.

12. Eligibility to appear in University Examinations.

As per Kurukshetra University Rules, only those students will be allowed to appear in the Annual Examination who fulfill the following conditions.

1. A student must attend atleast 75% lectures in each subject both in theory and practicals separately. An internal assessment of 5% marks will be based on the attendance in each subject. These marks will be included in the final examination of the University.
2. A student must obtain atleast 15% marks in each subject and 20% marks in aggregate in the House Examination.
3. If a student has attended less then 20% of lectures up to Oct, 2009 then he/she will not be allowed to fill up the University Examination Form.

13.Change of Category (From Regular to Private student)

(For students not able to fulfill eligibility conditions for Annual University Exams)

As per University rule

The name of students of Humanities (Arts) who belong to the SC category or are females and have been debarred from appearing in the university examination because of lecture shortage and house examination can be recommended to the university to appear as private candidates. But in such cases, the students belonging to the Backward or General Category can take their examination through the Directorate of Correspondence courses of the University.

Note: The fee for category change will be charged as per university rules by the university. Besides, a late fee specified by the university will be charged. **The information about the last date of submitting the Application form to the University for Change of category will be notified.**

14. VARIOUS PRIZES AND AWARDS

The college honours its students with Prizes and Awards for their outstanding achievements in the field of Academics, Sports/NCC/NSS and cultural activities. They are awarded ROLL OF HONOUR, COLLEGE COLOURS, CERTIFICATE OF MERIT, ALL ROUND BEST STUDENT AWARD.

Note:- For the award of any prize the student is required to secure at least 20% marks in aggregate and 15% marks in each subject failing which he/she will not be considered for the award of any prize in co-curricular activities.

AWARDS IN ACADEMICS

a) Roll of Honour in Academics

A student who is placed in merit list of University Examination or he/she who gets first position in any honours subject in University examination with 75% in aggregate.

b) College Colours in Academics

Those who stand first in the college in University examination amongst the college students, provided they secure minimum 75% marks in aggregate.

c) Academic Prizes

1. Annual Exam toppers (college) securing minimum 60% marks in aggregate would be given prizes (Ist, IInd, IIIrd positions)

2. Prizes are given to students who excel in class test and House Examination held by the college as follows:-

i.) Number of prizes in aggregate in each class will be as under:

01 to 30 students	One Prize
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31 to 60 students	Two Prizes
above 60 students	Three prizes

- ii) Prizes will be awarded on the basis of total marks obtained in monthly tests and House examination. To be eligible for a prize a student must pass each and every subject and should not absent him/her self in any tests. If a student obtaining any position does not fulfill these conditions , the prize for that position will be given to the next students, provided he/she fulfills the required conditions.

A student , absenting himself/herself on medical ground during monthly tests will not be eligible for any academic award.

- iii) First prize in the subject as well as in the aggregate will be awarded on securing at least 65% marks, second prize and third prize will be awarded on securing minimum 60% marks in the subject as well as in aggregate.

AWARDS IN CO-CURRICULAR ACTIVITIES

Roll of Honour in Sports

A member of winning team/Individual position holder (I, II, III) in all India inter-Varsity level/ National level sports meet.

College colours in Sports

1. Member of the winning team (1st prize) in Inter-Zonal tournament team of the University.
2. 1st position holder in Individual Event at Inter-Zonal Level.
3. 1st position in State Championship graded by Sports Deptt. Haryana.

Roll of Honour in N.C.C.

Those who represent at Republic Day Camp/Parade, New Delhi.

College colours in N.C.C.

Any NCC Cadet who has attended at least two camps at All India Level in the current Academic Session.

Roll of Honour in Cultural/ Youth Welfare Activities / Extra curricular Activities

Individual position holder at University level in more than one activity.

College Colours in Cultural/ Youth Welfare Activities

1. Member of the Winning team / individual event (I, II) at Inter-Zonal level Youth Festival.

Special Prize for extra curricular Activities

1. Member of Winning team (First position) at Zonal level.
2. Individual (first position holder) at Zonal level.

Note :- Roll Honour and college colours can be awarded for special achievement at National Level / State Level, even if it is not covered in above criteria , subject to the recommendation of the college council.

ALL ROUND BEST STUDENT

Separate awards are given to Boys and Girls who are awarded at least one Roll of Honour, one college colours in any three of the four categories given below. Also, he/she must score at least 60% of the total score.

:

1. Academics:

- | | |
|--|--------|
| a. 1 st in College in University Exam | : 10 P |
| b. 2 nd in College in University Exam | : 7 P |
| c. 3 rd in College in University Exam : | : 5 P |
| d. Upto 3 rd position in University Merit List | : 20 P |
| e. Upto 6 th position in University merit List | : 15 P |
| f. Upto 10 th position in University merit List | : 12 P |

2. Sports:

- | | |
|--|-----|
| a. 1 st in all India Inter Varsity/ National Tournament | 20P |
| b. 2 nd in all India Inter Varsity/ National Tournament | 15P |
| c. 3 rd in all India Inter Varsity/ National Tournament | 12P |
| d. 1 st in Inter Varsity/ State Level Tournament | 10P |
| e. 2 nd in Inter Varsity/ State Level Tournament | 07P |
| f. 3 rd in Inter Varsity/ State Level Tournament | 05P |

3. N.S.S./N.C.C.

- | | |
|---|-----|
| a. Republic Day Camp : | 20P |
| b. Any NCC Cadet who is a position holder
(1 st or IIInd) in at least two Camps either at

All Indian level or at Division Level | 15P |

4. Cultural/Youth Welfare Activities:

- | | |
|--|------|
| a. A student who is a position holder (1 st /IIInd) at Harayana
Day celebration at State Level | 15P |
| b. A student who is a position holder (1 st /IIInd) at

State Level Science Exhibition | 15P |
| c. 1 st in Inter Zonal Competition: | 10 P |
| d. 2 nd in Inter Zonal Competition : | 07 P |
| e. 1 st in Zonal level Competition: | 05 P |
| f. 2 st in Zonal level Competition: | 03 P |

NOTE: Besides the above condition, he/she will be eligible for this award only if he/she gets at least 65% marks in the last University exam.

15. Scholarships and Financial Assistance

16. COLLEGE FEES AND FUNDS

NOTE: Income certificate issued by competent authority is required for Fee Concession/ Scholarship.

The following is the details of dues payable to the college :

a) Fees (To be paid at the time of admission)

i) Admission Fees	Rs. 10.00
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University Charges

ii) Admission Registration Fee	Rs.100.00
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For those students who are not already registered with KUK

iii) Continuation Fee	Rs. 40.00
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	(For those students who are already registered with KUK)	
iv)	University Sports Fee	Rs. 80.00
v)	Migration Fee	Rs. 100.00
	(For Those students coming from other University/Board)	
vi)	Eligibility Fee	Rs. 50.00
vii)	Youth Welfare Activities Fee	Rs. 40.00
viii)	N.S.S. Fee	Rs. 6.00
ix)	Holiday Home Fee	Rs. 10.00
x	Examination fee Rs. 200/- for non practical subjects and Rs. 250/- for practical subjects including B.Com-I	
b)	Library Security	Rs. 100.00
	(Refundable to be charged from new students only)	
i)	Dr. Radha Krishnan Foundation Fund	Rs. 70.00
	(To be paid at the time of admission only)	
ii)	College Magazine Fund	Rs. 16.00
iii)	Health Fund	Rs. 10.00
iv)	Red Cross Fund (Subject to change)	Rs. 12.00
vi)	House Examination Fund	Rs. 15.00
vii)	College Building Fund	Rs. 20.00
viii)	Student Aid Fund	Rs. 5.00
ix)	Student Union Fund	Rs. 3.00
x)	Identity Card	Rs. 5.00
c)	Monthly Charges (To be charged Term wise)	
i)	Tuition Fee (Exempted for Girls students upto graduation	
	i) U.G.	Rs. 30.00
	ii) P.G.	Rs. 35.00
2.	Amalgamated Fund	Rs. 17.00
3.	Physics Fund	Rs. 6.00
4.	Chemistry Fund	Rs. 7.00
5.	Botany Fund	Rs. 6.00
6.	Zoology Fund	Rs. 6.00
7.	Commerce Fund	Rs. 6.00
8.	Psychology Fund	Rs. 5.00
9.	Home Science Fund	Rs. 6.00

10.	Music Fund	Rs. 4.50
11.	Fine Arts Fund	Rs. 6.00
12.	Geography Fund	Rs. 5.00
13.	Industrial Chemistry Fund	Rs. 7.00
14.	Geology Fund	Rs. 5.00
15.	Electricity Fund	Rs. 10.00
16.	Cycle Fund	Rs. 3.00
17.	Scooter/M.Cycle Fund	Rs. 10.00
18.	Computer Fund (for Computer Student only)	Rs. 75.00
19.	Bio-Technology Fund	Rs. 75.00
20.	Eligibility fee (For foreign students)	Rs. 500.00
21.	Alumni Association fund	Rs. 100-00
22.	Dilapidation fund	Rs. 05.00

Schedule for payment of college dues.

i) July and August at the time of admission for the month from May to October
plus annul charges

ii) In October /November For the months of Nov,Dec. and
Jan. to April

iii) The above dues (Monthly and Annual) are subject to change as per the directions of Haryana Govt./KUK

iv) Any revision in the pattern of fee by Government/University shall be binding on all students.

vi) Any special fine imposed by the College authorities (under rules) shall have to be deposited within stipulated period.

Instruction regarding college Fees and Funds.

Fee is charged term-wise in order to avoid inconvenience to the students and to facilitate the consolidation of account in the office.

Note : Students who fail to pay their dues as per schedule will have to pay a fine of Rs. 2/- per day. Names of the students who do not pay their college dues upto the last working day of the month in which the schedule is notified will be struck off from the college rolls. Such students can be readmitted on payment of Rs. 5/- along with fine with prior permission of the Principal.

BUS PASS

Bus pass will be issued for 3 Quarters from July 2009 to 7th April, 2010, only.

GOVT. COLLEGE FOR GIRLS SEC-14 PANCHKULA

1. COLLEGE PROFILE

Keeping in view the growing urge for educational and professional avenues of contemporary young girls from Panchkula and its surrounding areas, Govt of Haryana opened a college exclusively for girls at Panchkula in the year 2007. The college is spread over an area of 13 acres amidst serene and lush-green surroundings in the heart of beautiful city of Panchkula in Sector-14. It imparts education at the under graduate level in Humanities, Commerce and Bachelor of Computer Application. New courses, such as, B.B.A., B.T.M. and B.Sc. (Home Science) shall be offered from academic session 2009-10.

It is our earnest endeavour to promote higher education and make our students confident, self reliant and disciplined. Sincere efforts are made to bridge the gap between imagination and reality, words and deeds, promises and performance. We emphasise on the overall personality development of the students and prepare them to be mentally and physically mature enough to face the vicissitudes of life with optimism, courage and fortitude. Our motto is "Aaroh Tamso Jyoti" which means "May We Ascend From Darkness to Light, Ignorance to Knowledge.

The college building is an exquisite piece of architecture. It is a unique synthesis of modern and traditional architecture with all modern amenities. The college has spacious classrooms, lecture theatres, conference hall, seminar room and a magnificent multipurpose auditorium. It has well equipped laboratories and computer rooms. Library is well stocked and presents a pleasant ambience. In addition to all this, the college has beautifully furnished girls' common room, modern gymnasium, canteen and a spacious play ground. The college will provide hostel facilities with effect from the current academic session.

The college faculty comprises of well qualified, competent and experienced staff who regularly update their knowledge and skills by attending seminars and orientation courses. Every effort is made to create a vibrant learning environment. Eminent persons are invited for extension lectures. The college provides platform for honing talent in debates, dramatics, dances and public speaking etc.

State sponsored scholarships under different categories are available for meritorious, deserving and needy students. The "Guidance and Counselling Cell" provides career oriented information to students. Spirit of social services "Not Me but You" and discipline is developed through NSS and NCC. Students are encouraged to initiate a number of activities through formation of "Subject Societies" and clubs. "Woman Cell" creates awareness among students regarding legal rights and gender-based issues.

The journey of this college, to impart value based knowledge that combines professionalism with humanism, to inspire young minds into becoming sensitive and caring human beings and to create curiosity in the minds of the students, has just begun. We are determined to pursue this goal.

2.

Faculty and other staff

Session 2009-10

Principal – Mrs. Lily Rishi (M.A. (English), H.E.S.I)

ARTS FACULTY

Department of English

- | | |
|-------------------------|--------------|
| 1) Mrs. Poonam Panwar | M.A., M.Phil |
| 2) Dr. Sarvjeet Kaur | M.A., Ph.D |
| 3) Dr. Sunita Chaudhary | M.A., Ph.D |

Department of Hindi

- | | |
|-----------------------|--------------------|
| 1) Dr. Kamlesh Kumari | M.A., M.Phil, Ph.D |
|-----------------------|--------------------|

Department of Sanskrit

- | | |
|------------------------|--------------|
| 1) Mrs. Kamlesh Kumari | M.A., M.Phil |
|------------------------|--------------|

Department of Mathematics

- | | |
|----------------------|--------------|
| 1) Mrs. Kanchan Bala | M.A., M.Phil |
|----------------------|--------------|

Department of Geography

- | | |
|-------------------|------------|
| 1) Mr. R.S.Sanga | M.A. |
| 2) Dr.Vinay Yadav | M.A., Ph.D |

Department of History

- | | |
|---------------------------------|--------------|
| 1) Mrs.Yogiyata (CollegeBursar) | M.A., M.Phil |
|---------------------------------|--------------|

Department of Philosophy

- | | |
|------------------|------------|
| 1) Dr. P.V.Arora | M.A., Ph.D |
|------------------|------------|

Department of Psychology

- | | |
|---------------------|------------|
| 1) Dr. Anjali Malik | M.A., Ph.D |
|---------------------|------------|

Department of Home Science

- | | |
|---------------------|-------------|
| 1) Dr. Suman Bhambu | M.Sc., Ph.D |
| 2) Mrs. Mani Malik | M.Sc |

Department of Music (V)

- | | |
|--------------|--------------------|
| 1) Dr.Tarana | M.A., M.Phil, Ph.D |
|--------------|--------------------|

Department of Political Science

- | | |
|-----------------------|------|
| 1) Mrs. Vandana Goyat | M.A. |
|-----------------------|------|

SCIENCE FACULTY

Department of Chemistry

1) Dr. Rukmani Parmar M.Sc., M.Phil, Ph.D

Department of Botany

1)Mrs. Archana Bajaj M.Sc., M.Phil

Department of Physics

1) Mrs. Alka M.Sc.

Department of Zoology

1)Dr. Adarsh Deep M.Sc., M.Phil, Ph.D

COMMERCE FACULTY

1) Mrs. Sushila Rani M.Com., M.Phil.

2) Ms. Bharti Brar M.Com., B.Ed.

Library

Mrs. Sushila Chaudhary Jr.Librarian

Office Staff

1) Mr.J.S.Gill Assistant

2) Mrs.Monika Sr. Clerk

Lab Staff

1)Mr. Santarpal S.L.A.

2)Mrs. Daljit S.L.A.

3. BACHELOR OF ARTS

I) For B.A. I (No.of seats – 240)

A) Compulsory subjects:

- 1) English
- 2) Hindi/ Sanskrit
- 3) Environment Studies

B) Any two of the elective subjects given in the list of combinations

Note: No cutting or overwriting is allowed while filling the subjects. Kindly fill fresh form in case of cutting/overwriting. The students are advised to fill their subjects carefully as no change of subject will be allowed later on.

LIST OF COMBINATIONS:

- | | |
|-----------------------|-----------------------|
| 1. Economics | Political Science |
| 2. Economics | Geography |
| 3. Economics | Mathematics |
| 4. Economics | Philosophy |
| 5. Economics | History |
| 6. Economics | Psychology |
| 7. Economics | Public Administration |
| 8. Economics | Sociology |
| 9. Geography | Sanskrit (E) |
| 10. Geography | History |
| 11. Geography | Political Science |
| 12. Geography | Psychology |
| 13. Psychology | Public Administration |
| 14. Psychology | History |
| 15. Psychology | Music (V) |
| 16. Psychology | Political Science |
| 17. Psychology | Sanskrit (E) |
| 18. History | Music (V) |
| 19. History | Philosophy |
| 20. History | Sociology |
| 21. Philosophy | Political Science |
| 22. Philosophy | Music (V) |
| 23. Philosophy | Geography |
| 24. Political Science | Music (V) |
| 25. Political Science | Public Administration |
| 26. Political Science | Sociology |
| 27. Sanskrit (E) | Music (V) |
| 28. Sanskrit (E) | Sociology |
| 29. Sanskrit (E) | Public Administration |
| 30. History | Political Science |

II) **For B.A. II and III**

Compulsory and elective subjects chosen in B.A. I and II.

4. BACHLEOR OF COMMERCE

I) For B.Com I (All are Compulsory Subjects) (No.of seats – 120)

- | | |
|---------------------------|-------------------------|
| 1) Business Communication | 2) Financial Accounting |
| 3) Business Mathematics | 4) Business Economics |
| 5) Business Management | 6) Basics of Computer |
| 7) Environmental Studies | |

II) For B.Com II (Compulsory Subjects)

- | | |
|----------------------------------|-----------------------------|
| 1) Business Regulatory Framework | 2) Corporate Accounting |
| 3) Business Statistics | 4) Company Law and Auditing |
| 5) Principles of Marketing | |

Optional Paper: Human Resource Management

II) For B.Com III (Compulsory Subjects)

- | | |
|--|-------------------------|
| 1) Cost Accounting | 2) Income Tax |
| 3) Management and Financial Accounting | 4) Business Environment |

Optional Paper: Advertising and Sales Management

International Marketing

Eligibility for Admission:

B.Com.I	Minimum 40% marks in aggregate in 10+2 in Commerce Group or 50% marks in aggregate in 10+2 in Non Commerce Group. Admission will be on merit basis.
B.Com.II	Pass in B.Com.I
B.Com.III	Pass in B.Com II

5. Bachelor of Computer Applications (B.C.A) (No.of seats – 60)

i) B.C.A. I

- 1) 101- Communication Skill (English)
- 2) 102- Computer Fundamentals and Programming
- 3) 103- Mathematical Foundations of Computer Science-I
- 4) 104- Computer Oriented Numerical and Statistical Methods

- 5) 105- Digital Electronics
- 6) 106- Accounting and Financial Management
- 7) 107- Software Lab I Practical (MS-DOS, WINDOWS, WORD, EXCEL,POWERPOINT)
- 8) 108- Software Lab II Practical (FORTRAN & PASCAL)
- 9) Environmental Studies

ii) B.C.A.II

- 1) 201- Computer System and Architecture
- 2) 202- Data and File Structure
- 3) 203- Business Practice and Cobol Programming
- 4) 204- Data Base Management System
- 5) 205- Mathematical Foundations of Computer Science-II
- 6) 206- Real Analysis

iii) B.C.A.III

- 1) 301- System Analysis and Design
- 2) 302- Operating System Organization and UNIX
- 3) 303- C++ with Introduction to Object oriented programming
- 4) 304- General Applications
- 5) 305- Elective I
- 6) 306- Elective II
- 7) 307- Software Laboratory- V (C++ and Oracle)
- 8) 308- Project Work and Viva Voce

List of Elective Papers (Any 2 of the following)

- 1) 316- Software Engineering
- 2) 326- Internet Technologies and Multimedia
- 3) 336- Management Information System
- 4) 346- Data Communications and Network

Eligibility for Admission:

B.CA.I	Minimum 50% marks in aggregate in 10+2 or any other examination recognized as equivalent with Mathematics as one of the subjects. Admission will be on merit basis.
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6. BACHLEOR OF HOME SCIENCE (No.of seats - 40)

(Girls who have passed 10+2 with Arts/Science/Commerce Group)

For B.Sc. I (Home Science)

Introduction to Resource Management

- 1) Introduction to Human Development and Family Dynamics
- 2) Textile and Clothing
- 3) Community Development and Ext. Education
- 4) Fundamental of Food and Nutrition

5) Applied and Clinical Human Psychology

6) Bio-Chemistry

Eligibility for Admission:

B.Sc. I (Home Science)	Minimum 40% marks in aggregate with English as one of the compulsory subject. (Pass marks for SC/ST). Admission will be on merit basis.
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6. Bachelor of Tourism Management (B.T.M. I) (No.of seats - 40)

- 1) 101- English Compulsory (PAPER A & B)
- 2) 102- Hindi Compulsory
- 3) 103- Indian Culture Heritage and Tourism
- 4) 104- Tourism Business
- 5) 105- Tourism Products
- 6) 106- Communication Skills and Personality Development
- 7) Environmental Studies

Eligibility for Admission:

B.T.M.I	Minimum 50% marks in aggregate in 10+2 with English as one of the compulsory subject. Admission will be on merit basis.
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7. Bachelor of Business Administration (B.B.A. I) (No.of seats - 40)

- 1) 101-
- 2) 102-
- 3) 103-
- 4) 104-
- 5) 105-
- 6) 106-
- 7) Environmental Studies

Eligibility for Admission:

B.B.A.I	Minimum 50% marks in aggregate in 10+2 with English as one of the compulsory subject. Admission will be on merit basis.
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Special Note:

Kurukshetra University has introduced Semester system at Under Graduate level for Science and Commerce group from this session 2009-10. Therefore, the syllabus and examination schedule for the same will be notified later on as per university's guidelines.

8. Facilities and various activities in the college for the Students

i) Library and Reading Room

The newly established college has a well furnished and spacious library with a stock 2010 books. Major National dailies, magazines are also subscribed to and made available to the students. A 'Best-user of the library' prize is also awarded every year.

Library Rules:

1. The books are issued for 14 days. At the expiry of this period the books should either be returned or got reissued falling which a fine @ of Rs.1 per book per day will be charged.
2. Each student/person will be responsible for the safety and maintenance of the books she borrows. Therefore, books should be carefully examined before borrowing them. If any damage or defect is noticed in a book, the same should be immediately reported to the librarian.
3. The borrower will have to compensate for any damage caused to the book during her custody. For a lost book, its original price plus 10% of the price will be charged. If a reference book is lost, the amount to be charged will be twice its original price.
4. A student can borrow maximum 2 books.
5. Newspaper, magazines and reference books are not issued. If a student is found guilty of taking them out of the reading room, she will be fined.
6. Students are expected to observe perfect silence in the library. No outsider is allowed to sit in the library without the permission of the librarian or Principal.
7. The library cum identity card is not transferable. Students will not be issued any books if they fail to produce their identity cards.

Note: 1. Students found violating the library rules will be fined or temporarily debarred from the use of library.

2. The use of library is mandatory for all students.

Library cum Identity Card:

This card is issued to every student admitted to the college. Students are directed to fill in the required information in it and get signed by the librarian within a week of their admission. This card cannot be lent to other students. Books cannot be borrowed from or returned to the library without the card. A student will be responsible for the books entered in her card.

Students are directed to always be in possession of their identity cards. The college administration will check from time to time in order to maintain discipline in the institution. In the event of the loss of the card a duplicate card can be issued with the permission of the Principal and on a payment of Rs.40/-

ii) Women Cell

Women cell is functioning in the college with the purpose of promoting women empowerment. The cell aims at imparting education to the girl students for all round development of their personality. Seminars/ Talks/ Discussions/ Workshops on women related issues are organized from time to time.

iii) Dispensary

A dispensary functions in the college to provide free medical aid to the students in need. Besides general health awareness camps are organized from time to time.

iv) N.C.C.

There is a provision for training students in N.C.C. in the college. N.C.C. training helps in developing sense of discipline, patriotism and character building in the students. It prepares the students for N.C.C. 'B' and 'C' certificate examinations Haryana Girl Bn. N.C.C. wing trains girls for army and air wing.

v) N.S.S.

There is also a provision of N.S.S. unit for the community development programmes in the surrounding areas. Activities like tree plantation, blood donation, AIDS awareness programmes etc. are carried out from time to time.

Important note: One cannot enroll in both N.C.C. and N.S.S. In case a student is caught having her enrolment in N.C.C. and N.S.S. at the same time, her name will be struck off from both.

vi) Sports/ Gym

College provides facilities for various games like volleyball, table tennis, handball, badminton, basketball, kho-kho and athletics. A well equipped gym is also available for the students. Annual athletic meet is held every year.

vii) EDUSAT

EDUSAT which stands for Education through satellite is the latest technique of imparting quality education from a centralized location to a widespread area. Haryana Govt. introduced this scheme in the year 2006-07. This facility is going to be introduced in the college from this academic session.

viii) Girls Hostel

The college also has a hostel facility which can accommodate 90 girls. Admission to the hostel would be on merit basis only.

ix) Cultural Activities

The college sends teams to participate in cultural events and also organizes varied cultural activities at different levels round the year.

x) Tutorial Groups

The college divides all the regular students into tutorial groups. Each group has a lecturer-in charge who provides all kinds of guidance to the group members and thus, establishes a personal rapport with them.

Note: - Tutor's recommendation is a must for all the requests made to the Principal or to the Senior-Tutor.

xi) College Magazine

College proposes to bring out college magazine to enable the students to express their original thoughts and experiences. It would have Hindi, English, Sanskrit, Punjabi and General Sections. The principal nominates the lecturer-editors and the editor-in-chief.

xii) Wall Magazine

To tap the creative energy of its students, the college has started a Wall-Magazine. It is used by the students to share novel and useful information and to exhibit original creations.

xiii) Educational Tour

Educational tours are organized by the college from time to time. **For such tours, prior-permission of the principal and the lecturer in charge is mandatory.** Strict disciplinary action leading even to rustication from the college will be taken against the organizers and participants of all types of unauthorized tours/picnics.

xiv) Placement and Guidance Cell:

It was felt that the students need to be guided by experienced persons to solve their personal problems and to choose vocations and courses of their choice. For the

achievement of these goals the college has created a Guidance and Placement Cell which is managed by the Department of Psychology.

xv) Earn While You Learn:

Under the scheme of 'Earn While You Learn' run by Haryana Govt. hard working meritorious and poor students are selected from various streams to provide their services in Labs, Library and office for which they are paid accordingly at an hourly rate.

xvi) Parent Teacher Contact

For complete development of the students it is necessary to keep a complete record of each student. Timely steps ought to be taken by the parents and teachers to solve their problems - personal academic, social, domestic or disciplinary. Parents/guardians are requested to keep in touch with the college authorities. Lecturers will be available and will help in providing necessary information to the parents/guardians who are welcome to visit the college on certain specified days and time.

xvii) Bus Pass

1. Bus passes will be issued to only those students who fill in the required details in the Admission form.
2. Students will be required to fill in their particulars in a form meant for it and to attach three photos attested by the Principal/Lecturer in charge. It is important to note that the duration of a bus pass is generally 3 months (A sample form is included in the prospectus).
3. The holder student will be responsible for any type of tampering in the bus pass or its misuse.
4. For any information about bus pass or in case of any problem the students are advised to see the lecturer in- charge and also to read the notice board regularly.
5. The bus pass is not transferable. If it is lost or stolen a written information to this effect should be given to the office.

xviii) Other Facilities

Apart from the above mentioned facilities, the college runs a well equipped canteen, well furnished common room and a book shop catering to the needs of the students.

XIX) Subject Societies and Clubs.

Subject societies have been set up in all the subjects. For an all round development of the students, various programmes are organized by the subject societies and clubs these societies.

Students are advised to participate in a big way in the activities of these societies and clubs.

A. Subject Societies: (Compulsory for all students)

B. Student Clubs: (Choose any Two)

1. Cultural Club
2. Literary Club
3. Hobby Clubs
4. Young Speakers Club
5. National Integration Club
6. Go Green Club
7. Informal Discussion Club
8. Cine Club
9. Music Club
10. Philosophical Society
11. Social Service League
12. Shashwati-Women Empowerment Club
13. Arts appreciation Society (Photographic Society)
14. Dance Club

9. Discipline in the College Campus

1. Every student is required to keep her identity card in the college premises. Any student who fails to produce her identity card on demand shall be punished and fined by the college authorities.
2. Student must behave politely with their teachers, other employees of the college and fellow students.
3. A student found guilty of misconduct, making noise in the corridors, damaging college property shall be severely punished including expulsion from the college.
4. Students are expected to keep the college neat and clean. Plucking of flowers is strictly prohibited. Guilty students shall be fined.
5. Students should not roam about in their free time. They should make proper use of the library/reading room when they are free.
6. **Use of mobile phones in the college campus/classroom is strictly prohibited.**
7. Every student is supposed to read the Notice Board daily. In case the student **misses some information she herself will be responsible for the loss and no** excuse in this respect will be entertained.
8. Students must be punctual and regular in attending their classes.
9. No meeting of the students can be held in college premises without permission of the Principal.
10. **Outsiders are not allowed inside the college without the permission of the Principal.** Those who bring outsiders with them will be punished. Ex students/parents can see the Principal /Staff between 1:30 p.m. to 2:00 p.m. for any enquiry etc.
11. Students must attend and observe discipline in all the functions/programmes organized in the college.
12. No student is allowed to arrange tours or trips on their own, without the permission of the Principal.
13. Any student caught tampering with electric appliances (fans, switch boards, meters etc.) or **writing on the benches/blackboards/walls** will be heavily fined including expulsion from the college.
14. Students are required to park their cycles/scooters in cycle/scooter stand. Students are not allowed to bring four wheelers in the college. Students found guilty will be severely dealt with.
15. A student who takes part in any sort of strike or resorts to any indiscipline shall be fined Rs. 50 for the first time, Rs. 100 for the second time and after this fine of Rs. 200 will be imposed. Subsequently they shall be warned and their parents will be called. The name of twice warned and suspended student shall be struck off from the college rolls and shall in no case be readmitted.
16. Students are supposed to wear decent clothes in the college premises.
17. Students will not be allowed to leave the college before 12:45 p.m. Under special circumstances leave permission has to be taken from the tutors.
18. In all matters not covered under the rules given in the prospectus the decision of the Principal shall be final and binding on all the students.
19. Principal reserves the right to change any of the college rules without prior notice.

i. Any other Certificate (Specify)

ATTENTION PLEASE : In case the number of students in a particular subject is less than the prescribed norms, (given in prospectus) then that subject has to be discontinued and the students will have to change the subject.

DECLARATION AND PLEDGE

1. I solemnly declare that the information detailed by me in the Admission Form is correct to the best of my knowledge and belief and nothing has been concealed therein. I also do undertake to abide by all the rules, regulations and instructions of the college and also of University. I am taking admission in the College provisionally at my own risk and responsibility subject to the confirmation of my admission by the college/University. If, at any stage, I am declared ineligible and my admission is cancelled by the University abinitio, I will abide by the orders of the University and forego every right to claim for it.
2. I certify that I have not been disqualified by any Board/University for misconduct or for using unfair means or any other reasons.
3. I declare that no criminal case is pending /lodging against me.
4. I will not seek change of subject. However if any subject is discontinued due to deficient strength as per prescribed norms given in the prospectus , I undertake to opt my subject out of the remaining subjects.

Full Signature of the Applicant

UNDERTAKING/PLEDGE BY THE PARENTS/GUARDIAN

1. In case the said applicant is admitted, I parent/guardian of the applicant, do agree to bear responsibilities of the dues and prompt payment of the college fees and all other dues to indemnify the Government and this college to which the applicant in respect of all losses or expenses resulting from delay and failure to make any such payment or as the result of the particulars given above proving incorrect at a later stage.
2. I shall be responsible for the good conduct of my ward and also undertake that my ward will not take part in any activity which will not be in the interest of the college.
3. I am aware of the conditions for appearing in the University examination that my ward has to complete as per the University norms.

Date _____

Full signature of the Parents/Guardian

ADMISSION COMMITTEE

ADMITTED PROVISIONALLY

Checked and Verified by

1.

Convener/Principal

2.

Date _____

Date _____



.....

RECEIPT

Received application form from Mr./Ms.....Class.....

Date

Signature of Receiver

Annexure -I

Application form for consolidated stipend scheme for Scheduled Caste.

1. Name in full _____

(in block letters)

2. Father's Name _____

3. Nationality _____

4. Caste/Tribe/Sub caste _____

5. Permanent Address _____

6. Bank Account No. _____

7. Examination passed _____

(a) <u>Name of exam.</u>	<u>Year of passing</u>	<u>Univ/Board</u>	<u>% Marks</u>	<u>Remarks</u>
--------------------------	------------------------	-------------------	----------------	----------------

Course of study for which stipend is now desired

(i) Class

(ii) R.No

Parent Signature

Student Signature

8. Subject Taught

<u>Subject Name</u>	<u>Name of teacher</u>	<u>Lecturer attended</u>	<u>%attendance.</u>	<u>Sign.of lecturer</u>
---------------------	------------------------	--------------------------	---------------------	-------------------------

1.

2.

3.

4.

5.

Nodal Officer

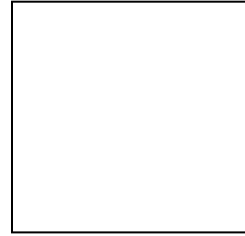
Principal

Annexure -II

Application form for Scheme for the welfare of B.P.L students 2008-09.

1. Name in full _____

(in block letters)



6. Father's Name _____

7. Nationality _____

8. Caste/Tribe/Sub caste _____

9. Permanent Address _____

6. Bank Account No. _____

8. Examination passed _____

(a) Name of exam. Year of passing Univ/Board % Marks Remarks

Course of study for which stipend is now desired

(iii) Class

(iv) R.No

Parent Signature

Student Signature

8. Subject Taught

Subject Name Name of teacher Lecturer attended %attendance. Sign.of lecturer

1.

2.

3.

4.

5.

Nodal Officer

Principal

Govt.College, P anchkula.

Vision

“To create and sustain an institute par excellence dedicated to value based education that juxtaposes professionalism with humanism and to pursue unending quest for ever expanding landscape of knowledge.”

Mission

Our mission is to:-

Empower youth to transform challenges into opportunities.

Shape their aspirations and long cherished dreams.

Promote development of balanced, harmonious, law abiding and concerned citizens.

Enhance quality education and encourage creative exploration.

Inculcate habit of thinking analytically and critically.

Admission Committee for the Session 2009-10

- | | |
|---|--|
| 1. Overall Incharge: | Mr. R.S.Sanga |
| 2. Eligibility Committee
Room No-119 | Mrs. Kamlesh Sharma
Dr. Sunita Chaudhary
Dr. Tarana |
| 3. B.A-I, B.A-II & B.A-II
Room No-123 | Dr. Kamlesh Kumari (Convenor)
Dr. Anjali Malik
Mrs. Vandana Goyat
Dr. Vinay Yadav
Mrs. Mani Malik
Mrs. Daljeet Kaur (Fee Clerk) |
| 4. B.Com-I, B.Com-II & B.Com-III
Room No-113 | Mrs. Sushila Rani (Convenor)
Ms Bharti Brar
Mrs. Kusum Lata
Mrs. Monika (Fee Clerk) |
| 5. B.C.A-I, B.C.A-II & B.C.A-III
Room No-116 | Mrs. Kanchan Bala (Convenor)
Mrs. Ritu
Mr. Santer Pal (Fee Clerk) |
| 6. B.Sc Home Sci.-I
B.T.M-I
B.B.A-I
Room No-115 | Dr. Suman Bhambu
Mrs. Yogiyata
Mrs. Anita Soni
Mr. Santer Pal (Fee Clerk) |
| 7. Preparation of University
Return & monitoring of day
to day admissions | Mrs. Poonam Panwar
Dr. P.V. Arora |

Counselling Committee Session-2009-10

1. Mr. R.S.Sanga
2. Dr. Rukmani Parmar
3. Mrs. Poonam Panwar
4. Mrs. Kamlesh Kumari
5. Dr. Anjali Malik
6. Mrs. Sushila Rani
7. Dr. Suman Bhambu
8. Mrs. Ritu
9. Mrs. Anita Soni
10. Mrs. Kusum Lata