

CONTENTS

1.	Important Information	2
2.	Government Colleges in Chandigarh: An Introduction	3
3.	Prospectus on Internet	5
4.	Noteworthy Practices Implemented by the Director of Higher Education, Chandigarh Admn.	6
5.	Academic Courses	7
6.	Instructions to Fill the Admission Form	10
7.	General Rules of Admission	11
8.	Policy regarding Admissions	12
	i) Important Instructions regarding Admission and General Conduct	12
	ii) Interviews	12
	iii) Eligibility	12
	iv) Reservation	13
	v) Guidelines for Admission to the Reserved Categories of Sports	16
	vi) Deficient Subjects	17
	vii) Late Admissions	17
	viii) Migration	17
	ix) Foreign Students	18
9.	Rules Pertaining to Academics	19
	i) Change of Subjects	19
	ii) Eligibility to Appear in the University Examination	19
	iii) House Examinations & Internal Assessment for TDC Classes	19
	iv) House Examinations & Internal Assessment for Post Graduate Classes	19
	v) Leave Rules	20
	vi) Libraries	20
	vii) Academic Prizes	21
	viii) Prizes for Annual Events	21
	ix) Concessions & Scholarships	22
	x) Code of Conduct and Discipline	23
	xi) Withdrawal of Admission and Refund of Fees	24
10.	Prospects for the Students opting for B.A. (Three Year Degree Course)	25
11.	Details of Courses in different Colleges	29
	i) Bachelor of Arts	29
	ii) Bachelor of Commerce	30
	iii) Bachelor of Science	31
	iv) Post-Graduate Courses	34
	v) Job Oriented Elective Subjects	35
	vi) Self Financing Courses	35
12.	Academic Calendar for the Session 2010-11	37
13.	List of Fake Universities	38
14.	Specimen Forms	
	i) Specimen of Character Certificate (For Private Candidates only)	38
	ii) Specimen of affidavit for Gap Year	39
	iii) Specimen of affidavit for Single Girl Child	39
	iv) Specimen form for Fee Concession/Scholarship	40
15.	Details of Individual Colleges	
	i) Post Graduate Govt. College, Sector 11, Chandigarh	41
	ii) Post Graduate Govt. College for Girls, Sector 11, Chandigarh	75
	iii) Post Graduate Govt. College for Girls, Sector 42, Chandigarh	99
	iv) Post Graduate Govt. College (Co-educational), Sector 46, Chandigarh	119
	v) Govt. College of Commerce & Business Administration (Co-educational), Sector 42, Chandigarh	137
	vi) Regional Institute of English	147
16.	Prospectus Committee	151
16.	Disclaimer	152

IMPORTANT INFORMATION

Fee Structure for All Government Colleges and Regional Institute of English Chandigarh for the Session 2010-11 will be displayed at the respective colleges / Institute at the time of Admission as per the latest Panjab University Instructions.

FOR ADMISSION SEEKERS TO B.COM-I, BBA-I, BCA-I

- 1. Panjab University will conduct centralized admission for B.Com-I as per its notification.**
- 2. Centralized admission for BBA-I and BCA-I. Advertisement in this regard will be placed.**

GOVERNMENT COLLEGES IN CHANDIGARH: AN INTRODUCTION

*'The aim of education should be to convert
the mind into living fountain & not a reservoir.....'*

John Mason

Chandigarh, the city beautiful has established itself as an educational hub in the region which has transformed young minds so that they spread the message of learning wherever they go. **The Chandigarh Administration is committed to providing top quality educational opportunities and facilities to the community.** Over the years, the administration has set up five government colleges; four of which have now been upgraded as postgraduate institutions.

- **Post Graduate Govt. College, Sector 11 (PGGC-11, Co-educational)**
- **Post Graduate Govt. College for Girls, Sector 11(PGGCG-11)**
- **Post Graduate Govt. College for Girls, Sector 42 (PGGCG-42)**
- **Post Graduate Govt. College, Sector 46 (PGGC-46, Co-educational)**
- **Govt. College of Commerce & Business Administration, Sector 42 (GCCBA, Co-educational)**

The colleges are affiliated to Panjab University, Chandigarh under the auspices of the Chandigarh Administration and directly monitored by the Director, Higher Education Chandigarh. These colleges cater to various professional skills, promote value based education, develop and enhance the potential of the students and ingrain in them the ideals of social equality and service, discipline and respect.

Infrastructure

Each college has an expansive modern campus with spacious, well lit lecture theatres, well-

equipped laboratories, auditoriums, and multi-media seminar rooms with hi-tech facilities. The colleges boast of state-of-the art language labs, computer labs with intranet and internet facilities and well stocked libraries. The administrative offices are modern and fully computerized.

Faculty

The teaching faculty is highly qualified, dedicated and committed to upgrading its professional acumen. The methods of teaching are innovative and are aimed at stimulating the individual thought processes and creativity of the students. Healthy interaction between the teachers and the students facilitates a very encouraging and motivating learning environment. To expose the students to the best brains in respective fields, extension lectures and seminars are organised wherein eminent educationists, subject experts and professionals are invited to deliver lectures and conduct workshops.

Support System

Each college boasts of a capable support system comprising a computer savvy administrative staff and an efficient fleet of non academic work force consisting of gardeners, cleaners, canteen and hostel mess staff.

Courses

The colleges provide a wide range of under graduate and post graduate courses in humanities, science and commerce and other related fields as well as specialized fields such as Biotechnology, Bio Informatics, Physical Education etc. Many add-on courses, soft skills and IT based programmes are also offered to the

students. Honors courses are available in almost all subjects.

Co-curricular, Cultural and Extra-curricular Activities

Each college ensures that academics is not confined to the classroom or straitjacketed within a prescribed syllabi; students are encouraged to move beyond the boundaries of the course contents and to explore various dimensions of knowledge. Each college publishes its own magazine which serves as a forum for creativity and self-expression, along with showcasing its activities and achievements. There are clubs and discussion forums to foster critical thinking, and to provide a platform for honing talent in debates, dramatics, public speaking, quizzes & fine arts.

Apart from regular intra and inter-college competitions and events, there is the Panjab University Annual Youth and Heritage Festival which attracts talent from all over the city and Punjab. Winners in this prestigious event move on to participate in the National level varsity competitions. Our students also actively participate in events such as Rose Festival, Chandigarh Carnival etc. which are annual features of the Chandigarh Administration.

Field trips, excursions, treks and tours are also organised for the students in order to support class room teaching.

Libraries

Each college has its own library equipped with the latest books, journals, magazines and newspapers. All the libraries are computerised and offer a host of facilities--open shelf displays, Photostat facility, clipping services, internet access, career and subject specific bulletins etc. Exhibitions, library-related competitions and readers' clubs help to encourage the reading habit among students and teachers. Spacious, well lit AC reading rooms are available for the academically inclined to spend time in reading, researching and writing.

Sports

Sound bodies and minds imbued with the sporting spirit are a necessity in today's world, for which each college has its own department of Physical Education and Sports wing, with trained coaches imparting training in a host of games ranging from athletics and basketball to wrestling and yoga. Playing fields and well equipped gymnasiums provide the students infrastructural resources, while encouragement to participate in Annual Sports Meet and competitions ranging from intra-college to national level, provides them the opportunities to become top-ranking professionals in the sports arena.

Hostel Accommodation

Affordable and comfortable hostel facilities are available on campus in PGGC-11, PGGCG-42 and PGGCG-11, with provision for stay in off-campus hostels for students of PGGC-46 and GCCBA-42. Provision has also been made for accommodation for girls in Govt. Hostel, Sector 24 Chandigarh. There is provision for the boys of GCGBA-42 in Govt. Hostel, Sector 24 for Girls and General Hostel P.G.G.C Sector 11 for Boys of GCCBA Sector 42. The college hostels, under the charge of wardens who live on campus, are equipped with modern amenities such as fans, geysers, water coolers, public telephones, etc. Fresh and hygienic food is served. Medical facilities of a doctor, nurse and dispensary, reading rooms with magazines and newspapers, and common rooms with cable TV and indoor games ensure a home away from home environment.

Towards Holistic Development

Zealously active NSS units of each college inspire students to reach out to the community, especially the underprivileged and deprived sections of the society through 'adoption' of villages/slums. To foster communal harmony and national integration, NSS camps are held in which students participate in a variety of activities. Blood donation camps, tree-plantation drives and marches in support of various

campaigns, whether to fight AIDS or female foeticide, are a regular feature. NCC wings of the army, navy and air-force train cadets for a disciplined way of life, apart from instilling patriotic fervour in them.

To sensitise the students towards key issues, the colleges encourage the formation of societal and environmental awareness clubs.

Placement Opportunities

A smooth entry into the world of work, in a job that offers exciting opportunities for climbing the

career ladder, is the aspiration of every student; to facilitate this, there is a pro-active Placement Cell in each college, which maintains links with business houses and potential employers, inviting leading corporates from diverse industries such as BPO, IT, ITES, banking and finance, pharmaceuticals, bio-technology, bio-informatics, science and technology, fashion and retail, etc. to interview student candidates.

It is to the credit of all the colleges, that many of their outgoing students have secured placements in top ranking organisations such as WIPRO, INFOSYS, HDFC bank, ICICI, TCS.

We welcome talented and committed students irrespective of where they come from. We aspire towards an educational system which teaches young people not how to make a living, but how to make a life. We aim to help develop the students as individuals who have the ability to differentiate between right and wrong, good and evil.

PROSPECTUS ON INTERNET

This Prospectus is also available on the website of Chandigarh Administration <http://chandigarh.nic.in>. The Prospectus and the Admission Form can be downloaded and submitted to the college where a student wants to seek admission. Apply on a separate Admission Form for each college and each course.

A Bank Draft of Rs. 80/- should be attached along with the Form, both in case of new and old students who download the Prospectus. It should be addressed to Principal, Govt. College _____, Sector _____, Chandigarh. The student should mention the name of the college as above on the bank draft.

The form may be sent through registered post or submitted at the counter of the college in which admission is being sought.

Date of Publication of Prospectus: 7-6-2010

Price : Rs. 80/-

Sd/-
Director Higher Education
Chandigarh Administration

NOTEWORTHY PRACTICES IMPLEMENTED BY THE DIRECTORATE OF HIGHER EDUCATION, CHANDIGARH ADMINISTRATION

The Directorate of Higher Education, Chandigarh Administration has initiated a number of measures geared towards sustained excellence in education. Some of these are:

- Meetings of Principals, Librarians and Placement Cell In-charges are held regularly with the DHE to discuss on-going programmes, and to propose and implement new ventures. Complete calendar of activities of each college and their Placement Cells is maintained.
- Weekly Study plans have been introduced.
- Regular introduction of new vocational subjects, Honours courses, and postgraduate programmes in each college, to keep pace with current needs.
- Personality Development classes are regularly held to groom the students and to hone their communication skills.
- E-content has been introduced through broadband internet connectivity to make education learner-centric in the colleges. The formation of Smart-Classrooms is directed towards the implementation of this project.
- Implementation of NAC-NASSCOM ASSESSMENT OF COMPETENCE –a test-based initiative to enhance employability of students.
- Anti-stress Help-desks in colleges for counselling students, especially during examinations.
- Women cells are operational in all the colleges to address the grievances of the girl students.
- Nutritional content of food in hostels monitored regularly.
- Regular upgrading of infrastructural resources, ranging from construction of classrooms, to providing furniture, computers, LCD projectors, etc.
- Provision of fire safety measures in college buildings.
- Road Safety and Safe Driving campaign in all colleges.
- All colleges made plastic-bag free, eco-friendly and no-smoking zones.
- There is an ongoing awareness campaign against female foeticide, rising levels of drugs, smoking and tobacco consumption amongst the youth.

Face your past without regret
Handle your present with confidence
Prepare for the future without fear

ACADEMIC COURSES

Name of the College	Name of the Courses offered	Last Date for submission of Application Forms.
Post Graduate Government College Sec-11, Chandigarh Telefax: 0172-2740597 Website: www.gc11.com E-mail: gc_11chd@yahoo.com	B.A. (Only for Boys)	On the spot admission for B.A.I, B.Sc.I (Med & Non-Med.) as per merit
	B.Sc. (Medical & Non-Medical) (Co-educational)	
	B.Com.-I(Only for Boys)	Centralized Admission to be conducted by Panjab University, Chandigarh
	BCA -I(Only for Boys)	Centralized Admission to be Conducted at PGGC Sector-11, Chandigarh
	B.Sc. (Computer Science Elective)	25.6.2010
	B.Sc(Biotechnology Elective)	25.6.2010
	B.Sc(Microbiology Elective)	25.6.2010
	B.Sc(Bioinformatics Elective) (Co-educational)	25.6.2010
	B.B.A.-I(Co-educational)	Centralized Admission to be Conducted at PGGC Sector-11, Chandigarh
	B.SC Biotechnology (Honours) (Co-educational)	25.6.2010
	M.Sc. (IT), M.Sc. I (Chemistry)	25.6.2010
	M.A. English, M.A. Punjabi	25.6.2010
	& M.A. History (Co-educational)	25.6.2010
	M.Com-I (Subject to approval by PU, Chandigarh)	25.6.2010
	B.P.Ed I (4Year Course) (Co-ed)	7.7.2010
M.P.Ed I (Co-educational) (Recognized by NCTE).	30.6.2010	
Certificate course in Office Management for Girls	On the spot admission from 12.7.2010 onwards	

<p>Post Graduate Government College for Girls Sec-11, Chandigarh Tel. : 0172- 2740614 Website: www.gcg11.org E-mail: principal_gcg@yahoo.com</p>	<p>B.A.I, B.Sc.I (Med & Non-Med)</p> <p>B.Com-I</p> <p>B.Sc-I (Computer Science)</p> <p>B.C.A-I</p> <p>M.A. Music (I), M.A. Music (V) M.A. Dance, M.A. Economics M.A. Public Administration M.A. Sociology</p> <p>M.Sc Botany, M.Sc. Zoology M.Sc. Chemistry</p> <p>PGDCA</p> <p>B.A/B.Com/BCA/B.Sc C.Sc,Med&Non-Med-II &III</p> <p>M.A/M.Sc-II(All Subjects)</p> <p>Add on Courses:</p> <p>1. Guidance & Counselling *2. Disaster Management *3. Web Designing & Multimedia (* Subject to the approval by PU)</p>	<p>On the spot admission as per merit</p> <p>Centralized Admission by Panjab University</p> <p>25.6.2010</p> <p>Centralized Admission to be Conducted at PGGC-11 Chandigarh</p> <p>25.6.2010</p> <p>25.6.2010</p> <p>25.6.2010 (Only for vacant seats if any)</p> <p>25.6.2010 (Only for vacant seats if any)</p> <p>Notice to be put up on the College Notice Board after admissions</p>
<p>Post Graduate Government College for Girls Sector-42, Chandigarh Ph.: 0172- 2676005 Website: www.gcg42.org E-mail: gcg42chd@yahoo.com</p>	<p>B.A.-I B.Sc.-I (Med. & Non-Med.)</p> <p>B.Com.-I B.Com-II & III (New Seats if available)</p> <p>B.C.A.I</p> <p>B.Sc. Biotechnology (Honours)</p> <p>B.Sc. Comp. Science (Elective)</p>	<p>On the spot admission as per merit</p> <p>Centralized Admission by Panjab University 27.6.2010</p> <p>Centralized Admission to be Conducted at PGGC-11 Chandigarh.</p> <p>25.6.2010</p> <p>25.6.2010</p>

	B.Sc. Biotechnology (Elective)	25.6.2010
	B.Sc. Microbiology (Elective)	25.6.2010
	B.Sc. Bioinformatics (Elective)	25.6.2010
	PG Diploma in Computer Application *	25.6.2010
	PG Diploma in Translation	25.6.2010
	PG Diploma in Mass Comm.	25.6.2010
	B.P.Ed (1year Course after Graduation)	8.7.2010
	M.A. (English),	25.6.2010
	M.A. (Sociology)	25.6.2010
	M.A. (Public Administration)	25.6.2010
	M.A(Pol.Science) *	25.6.2010
	M.Sc.(Zoology)	25.6.2010
	Add on Courses Tourism & Travel Management Bioinformatics Environmental Auditing Diploma in Bioinformatics (* Subject to the approval by PU)	Notice to be put up on the College notice board after admission
Post Graduate Government College (Co-educational) Sector 46, Chandigarh Telefax: 0172-2678022 Website. www.gc46chandigarh.com E-mail: gc46chandigarh@gmail.com	B.A.-I . B.Com-I B.C.A-I M.Com. (Semester System) Add on Course Tourism and Travel Management	On the spot Admission as per merit Centralized Admission by PU Centralized Admission at PGGC-11, Chandigarh 25.6.2010
Government College of Commerce & Business Administration (Co-educational) Sector 42, Chandigarh Tel: 0172-2676670 E-mail: gccbachd@hotmail.com	B.Com.-I B.B.A.-I	Centralized Admission by PU Centralized Admission at PGGC-11, Chandigarh
Regional Institute of English Sector-32, Chandigarh Tel: 0172-2676008 www.rieni.org	M.A-I (English)	25.6.2010

OLD STUDENTS OF ALL COLLEGES CAN SEEK ADMISSION WITHIN 10 WORKING DAYS OF THE DECLARATION OF PANJAB UNIVERSITY RESULTS.

INSTRUCTIONS TO FILL THE ADMISSION FORM

Each prospectus contains two forms; a student can apply in any two colleges/two courses.

- Fill a separate form for each college and each course.
- Write in blue ink.
- Fill up all the columns neatly and carefully. Forms with overwriting shall not be accepted.
- Give the full form of the Board/University from which you have passed the last examination, eg Punjab School Education Board.
- Attach character certificate from the institution (recognized and affiliated) last attended. Private candidates should attach a character certificate issued by a gazetted officer. (specimen enclosed)
- Attach self attested copies of the following certificates:
 - i) Matriculation/Sr. Secondary certificate showing date of birth
 - ii) Board/University certificate showing the previous examination passed
 - iii) Certificates of merit/prizes won, if any
 - iv) Proof of your residence i.e. Ration Card / Driving License / Voter Identity Card (any one)
- **Tick mark Reservation, if any. If Reserved Category attach the required documents, the document should include the name of the candidate.**
- If you have been declared pass in +2 but have failed in one or more subjects, mention this fact clearly in the column of the previous class passed.
- Fill the details of the classes passed. You can also attach an extra sheet indicating the marks in individual subjects.
- Affix one copy of your passport size photograph on the specified column / place in the Admission Form.
- Application for admission must be submitted within the specified period as given by the colleges in their respective sections.
- **Applications incomplete in any respect or received in the office after the due date shall not be entertained.**
- Please collect the Acknowledgment Slip from the college in which you are applying for admission.

Important

1. Bring all original certificates and documents at the time of interview.
2. Parents/Guardians should sign the declaration and undertaking.

Note

Old students can purchase the Admission Form for Rs. 5/- each.

What we learn with pleasure, we never forget

GENERAL RULES OF ADMISSION

- Candidates and their parents/guardians are expected to read the Prospectus carefully before applying for admission.
- Candidates should consult the page of the relevant course and the college where they want to apply.
- Admission to the various classes is made strictly on Merit/First Come First Served Basis in accordance with the Panjab University and Chandigarh Administration rules.
- The merit shall be determined on the basis of marks obtained in all the subjects opted for by the candidates. In case the marks of two or more students are the same, the age factor would decide the merit-- the older is senior.
- The admission forms shall have separate columns for father's and mother's names. The mother's name along with the father's name shall be mentioned in all the records. However, in case a student does not wish to declare the name of either the mother or the father, they may not be forced to do so and no one be denied admission on this ground.
- For admission, fraction of marks less than the requisite percentage shall not be rounded off to the advantage of the candidates, i.e. 32.9%, 39.9% and 49.9% shall not be rounded off to 33%, 40% and 50% etc.
- Failed students from any other institution shall not be admitted to any of the colleges.
- It shall be the sole discretion of the Principal / Admission Committee to admit or not to admit the detained students of the college.
- Students disqualified by any University/Board shall not be admitted.
- **Candidates with a break in their studies will not be admitted to any college until the gap is explained to the satisfaction of the Principal of the concerned college by supplying an affidavit, as per specimen in the prospectus**
- The Principal's decision shall be final and binding regarding interpretation of rules for admission. Notwithstanding any rule incorporated in the Prospectus, the Principal of a college reserves the right for admission.
- In case the conduct of a student during the session is not satisfactory, the Principal has every right to cancel his / her admission.
- RLL with pass shall not be admitted to the higher classes.

Today's preparation determines
tomorrow's achievements.

POLICY REGARDING ADMISSION

Important Instructions Regarding Admission and General Conduct

1. All the admissions to these Institutions are provisional and subject to the approval of the Panjab University. The Institute will not be held responsible in case the university does not approve of the admission of a student i.e. for giving incomplete information, concealing necessary facts or attaching incomplete testimonials or choosing wrong combination of subjects, or delayed submission of certificates etc. The payment of any fine/penalty imposed by the P.U. for any default in this regard shall be the personal responsibility of the students.
2. Students are advised to keep a photocopy of the submitted (filled) Admission Form for future reference.
3. Students are advised to carefully read and follow the instructions in the notices displayed on the various notice boards.
4. Any instruction or rule received from the DHE, Chandigarh Administration/P.U., after the publication of this Prospectus will be binding on the students. A copy of this will be available with the Admission Committee / Office.
5. In case any student is found to have supplied false information or certificates etc., or is found to have withheld or concealed any information in the admission form, his/her name will be struck off the college rolls and all fees and other dues paid by him / her up to the date of such removal will be forfeited.
6. The College may take any further action

against the student and his / her parents /guardian it considers suitable as per rules.

7. A student who remains absent for more than seven days at a stretch without sanctioned leave is liable to have his/her name struck off from the college rolls.

Re-admission:

If a student's name is struck off the college rolls, he/she will be required to seek re-admission within 10 working days., failing which, his / her admission will stand cancelled.

Interviews

All candidates found eligible for admission shall be interviewed by the Admission Committee on the dates notified in the Prospectus. For seeking admission, a candidate must present herself/himself for interview before the Admission Committee. A candidate who does not attend the interview shall not be admitted.

Only a candidate for a hostel seat needs to be accompanied by his/her parents and guardian.

Certificates/testimonials must be produced in original at the time of interview.

Eligibility

1. Only those students who are not covered by the equivalence chart issued by the Panjab University are required to bring an eligibility certificate in original from Panjab University for new admission to any class.

They are advised to ascertain from Panjab university their eligibility to the class to which they seek admission. The college does not own responsibility in case the university does not approve of their admission.

Students from other Universities / Boards seeking admission to the colleges will be admitted on production of the following certificates at the time of interview:

- i) **The original certificate of examination passed**
 - ii) **Original inter-university migration certificate**
 - iii) **Detailed marks certificate**
 - iv) **Eligibility certificate where required**
2. **English for B.A. / B.Sc. (General) 1st Year Class:** Candidates who have passed +2 examination without English from any recognised Board / Body / Council / University, are eligible to join B.A. / B.Sc. Part-I if they fulfill other requirements for admission such as minimum percentage of marks, etc. However their admission will be provisional subject to their qualifying the deficient subject of English from the parent board in two consecutive chances.
 3. **Open School +2 Pass Candidates:** Students who have passed +2 exams. from recognized Open Schools are eligible for admission to the B.A./B.Sc. (General)/ B.Com. 1st year course only if their result is shown as "PASS" in their certificates issued by the said Open Schools and they have obtained the requisite percentage of marks prescribed under the University Regulations for admission to the concerned course. In case their result has not been shown as "PASS" in the relevant column of the said certificate, they will not be admitted.
 - 4 A booklet containing information regarding examinations of other Indian Universities / Boards / Bodies which are recognised by the Panjab University in a printed form can be obtained from the office of the Deputy Registrar (General) Panjab University, Chandigarh.

Reservation

1. Reservation of seats in different categories viz, Scheduled Castes, Scheduled Tribes, Backward Classes, Dependents of Defence and Paramilitary Personnel, Freedom Fighters, Physically Challenged, and Sports will be made in accordance with the rules and instructions framed by the Chandigarh Administration and P.U. from time to time.
2. The student who applies in more than one reserved category will be considered in each reserved category in which he/ she applies for admission, maintaining his/ her inter se seniority in each reserved category on the basis of merit in each category. In such case, the student will get the benefit in one category of his/her choice. However, no further reservation shall be allowed within the reserved categories.
3. **As per letter No. 19/1/93/IH (3)5311 dated 18th March, 1999 from Home Secretary, Chandigarh Administration, the following policy shall be followed as regards reservation of seats:**

"In continuation of this Administration's circular letter No. 19/1/93/IH(3-99/11136) dated 9th June, 1999 on the above subject, which inter alia provides that 85% seats of the total sanctioned intake of an institution will be filled up from amongst the students who pass their qualifying examination from schools/colleges recognized by the Chandigarh Administration and situated in the Union Territory, Chandigarh, as regular students of the said school/college, subject to the condition that such students must have studied in Chandigarh and have passed one lower qualifying examination from these schools/ colleges which will be termed as U.T. POOL. The remaining 15% seats will be filled from amongst students, who pass their qualifying examinations from institutions other than those located in the Union Territory, Chandigarh or otherwise, which will be termed as 'GENERAL POOL'.

Note:

In the U.T. Pool, qualifying examination means +2 or equivalent examination from U.T., Chandigarh recognized schools. For Post-graduate classes, U.T. Pool means a Bachelor's degree or a Post-graduate degree from recognized Chandigarh colleges.

It is clarified that since in the General Pool quota, the students who have passed their qualifying examination otherwise are also eligible for admission, the students, whether belonging to reserved category or not, who have passed their qualifying examination from the institutions located in the Union Territory, Chandigarh but are not eligible for admission under the U.T. POOL quota, are eligible for admission in the GENERAL POOL quota.

A. Reservation of Seats (for all classes)

Note: The reservation is out of 85% seats of U.T. Pool and 15% seats of General Pool.

Category	U.T.Pool	GeneralPool
i) SC	14%	15%
ii) ST	----	5%
iii) Differently abled / Physically Challenged Persons	3%	3%
iv) Wards of Freedom Fighters	2%	2%
v) Wards of Defence Personnel*	5%	----
vi) Sports Categories	2%	2%

Note:

* According to the letter vide Home Dept., Chandigarh Administration order no. 19/1/3-IH (3)-2008/20352 dated 27/10/2008, endorsed by DHE vide no. 2778-dhe-ut-c5-26(i)92-II dated 26/11/2008, it has been decided to consider the wards of serving defence personnel / exservicemen i.e. sons / daughters, under 85% quota.

B. Reservation for the Dependents of Defence / Para-military Personnel etc. is on the following priority

- i) Sons/daughters/spouses of Defence personnel who are awardees of gallantry decorations of Paramvir/Mahavir/Vir Chakra in person or posthumously or

Sons/daughters/spouses of Defence personnel and Para-military personnel like CRPF, BSF etc who were killed or are totally incapacitated in action while in service and were wholly dependent on them.

- ii) Sons / daughters / spouses of ex-servicemen (Defence and Para-military personnel like CRPF, BSF etc.) who are wholly dependent on them.
- iii) Sons / daughters / spouses of serving persons (Defence and Para-military personnel like CRPF, BSF etc.) who are wholly dependent on them.

Punjab University Regulations

Refer to Punjab University Letter No. 7751-7780/Misc./A-6, dated 14-8-2003.

Policy regarding reservation of seats in admission to educational /technical /medical institutions under the control of Chandigarh Administration-amendment thereof:

“For the purpose of reservation to the category 'Paramilitary Forces', wherever applicable, this category shall include wards of personnel serving in the Intelligence Bureau, National Security Guards, and Special Services Bureau at par with the wards of employees of other Para Military Forces, in consonance with the circular issued by Government of India, Ministry of Home Affairs, No. 27011/9/98-PF-I dated 26-5-1998.”

C. Reservation for Differently Abled (Physically Challenged)

The physically challenged student will furnish a medical certificate issued by the Principal Medical Officer of his concerned district/Civil Surgeon of Chandigarh, indicating percentage of disability, whether he/she is otherwise able to pursue his/her studies, name of the disease/handicap, whether the handicap is temporary or permanent, and whether the handicap is progressively degenerative.

Students with a temporary handicap will not be considered against the reserved seats for physically challenged, where the certificate is issued by any authority other than the Principal Medical Officer of Chandigarh. The concerned Head of the institution shall refer the candidate to the Principal Medical Officer, Chandigarh and shall admit the candidate only after confirmation from the P.M.O., Chandigarh.

All candidates seeking admission except in the case of Chandigarh Medical College and Punjab Engineering College (where the existing practice shall continue) will furnish an undertaking as under along with their application form:

I certify that I have no such physical handicap/disability which would hinder the pursuit of studies in the course in which I am seeking admission. If at a later stage it is found that I have a physical handicap / disability which hinders the pursuit of studies in the course in which I am seeking admission then my admission will be liable to be cancelled.

In case of any doubt in interpretation of any clause of these instructions, the matter shall be referred to the Chandigarh Administration whose decision shall be final.

D. Reservation for Wards of Freedom Fighters

2% seats in each pool will be filled from the category of children and grand children of Freedom Fighters. A certificate issued by the D.C of the concerned district will have to be attached with the admission form.

E. Concession to the Wards of Kashmiri Displaced Persons

As per letter No. Misc/A-6/3855-4135 dated 2.5.2008 from Registrar, Panjab University, the following concessions are provided to the Kashmiri migrant students in the matter of their admission.

(i) 5% weightage be given and the merit be determined accordingly provided that the candidate fulfilled the minimum prescribed

qualifications (including Entrance Test), wherever applicable, for all courses including professional and technical courses of the University Teaching Depts. and the affiliated colleges. (ii) 5% increase intake subject to maximum of 3 seats (to be treated as additional seat(s) per course at the entry point be made in all courses at under graduate and post graduate level in all Arts and Science affiliated colleges and Panjab University Teaching Dept. wherever the reservation policy approved by the University was applicable.

F. Concession to the Direct Descendents of Kargil Martyrs

1% seats with minimum of 1 seat in the Departments and affiliated colleges except in partially financed / self-financing courses are reserved for the direct descendents of the Kargil Martyrs / permanently disabled (up to 80% leading to incapacitation) as per letter No. Misc./A-6/3501-3725, dated 18.4.2007 received from the Panjab University.

G. Reservation for Single Girl Child

As per decision of Panjab University contained in letter no. Misc/A-6/2807-3056 dated 9.4.2008 "An additional seat for the single girl child for admission to a given course in the Panjab University and its affiliated colleges provided she is otherwise eligible from all angles. This benefit is also extended to one of the girls of a couple having two girls only."

H. Cancer and AIDS patients

As per decision of Panjab University contained in letter no. Misc/A-6/2807-3056 dated 9.4.2008 "An additional seat for the cancer and AIDS patient for admission to a given course in the Panjab University and its affiliated colleges provided he / she is otherwise eligible."

I. NCC

As per letter No. DHE-UT-Ad.II-NCC-1(9) 98 dated 24.09.2008 weightage of marks to N.C.C. certificate holders for admission to affiliated colleges w.e.f. the academic session 2003-'04 shall be as under:

Certificate B: 1% Certificate C: 2%

J. NSS

As per letter No. 2894-DHE-UT-CH-NSS (6) 98 dated 29.12.2008 weightage of marks to N.S.S. certificate holders shall be 1%.

Note:

- The student belonging to the above categories will also be considered in the general category according to his/her merit. If admitted on the basis of his / her merit in the general category. He / she will not be counted towards the seats reserved for the categories concerned.
- Rules of Reservation policy existing at the time of admission will be applicable.
- Any change in the policy for reservation of seats etc. for admission to different categories, by the Chandigarh Administration will be available with the concerned committees.

Guidelines for Admission to the Reserved Categories of Sports

This will be as per rules and regulations of Sports Dept. of the Chandigarh Administration vide Home Secretary letter No. 8493, dated 5-5-2003. Implementation of the policy will be as under:

1. Two per cent of the total number of seats in each course shall be filled up by sportsmen/sportswomen. These two per cent seats shall be reserved in both Engineering/Non-Engineering courses in the institutions on the basis of total intake of each branch. Fraction of 0.5 or above shall be rounded off to the next higher number. This category shall not be divided into U.T. pool/General pool. The inter merit of the candidates seeking admission in any course in the reserved category of sports shall be determined only on the basis of their merit in sports as per grading criteria mentioned. In case any of the seats in the sports category in any branch remains unfilled, the same shall be thrown open to the candidates of general category. This policy is for the players of Chandigarh only.
2. Benefit of reservation under this category shall be available only to the following

category of students:

- i) Those who pass their qualifying examination from Schools/Colleges, recognised by the Chandigarh Administration in the Union Territory of Chandigarh as regular students and have applied for Gradation Certificate will be given admission subject to the condition that such students must represent Chandigarh State/Schools etc. in the National/ other recognised tournaments.
 - ii) Where the Chandigarh Administration has adopted the notification of other States/ U.Ts. on reciprocal basis, to give benefit of reservation in admission in sports category in Chandigarh, they will be graded as per the existing policy of the Chandigarh Administration.
 - iii) Countersigning of the Gradation Certificates shall only be admissible on reciprocal basis provided that countersigned certificates will be graded as per the policy of the Chandigarh Administration.
3. Students seeking admission to this category shall be considered only:
 - i) If his/her age falls within the age group which is eligible for participation in Inter-College/Inter University Tournaments.
 - ii) If his/her achievement in sports relates to his/her activity in any of the three years preceding the year of admission. (for example, for admission in the year 2008- 09, the achievements shall not be prior to April, 2005).
 - iii) Gradation Certificate will not be meant for employment purposes.
 4. The Director Sports, Chandigarh Administration, or his nominee, not below the rank of the Joint Director, Sports will

issue the certificate, and also have the authority to cancel any certificate at any time, if it is found to have been issued on false/incorrect/concealed information or record.

The merit of certificates shall be graded as 'A', 'B', 'C', 'D' in the descending order.

Details of these grades are available with the admission committees of all the colleges.

Deficient Subjects

Rules regarding deficient subject/subjects for candidates coming **from universities (other than Panjab University, Chandigarh) of Punjab State**, seeking admission in B.A. /B.Sc. Part II and III are as follows:

B.A/B.Sc. First year or Second year examination, under 10+2+3 system of education of Kurukshetra University (Kurukshetra) or Punjabi University (Patiala) or Guru Nanak Dev University (Amritsar) or Himachal Pradesh University (Shimla) or Maharshi Dayanand University (Rohtak) provided that he must offer the subjects taken up by him in the B.A/B.Sc. First year or Second year examination and these are available at the Panjab University. The marks obtained in the B.A/B.Sc. First year or Second year examination as the case may be, shall be counted towards his division. The marks obtained by a person in the examination concerned shall be normalised by increasing or decreasing the maximum marks in accordance with the maximum marks prescribed by the Panjab University.

In case there is some deficiency in subject/s he/she shall have to clear the deficient subject/s, if any at the next two consecutive examinations of this University. If he/she fails to clear the deficient subject/s his/her result of higher examination as the case may be, shall be cancelled.

Provided further that a person joining the B.Sc course must have obtained not less than 40% marks in the aggregate of the examination.

The Scrutiny Committee will clearly state against

the relevant column in the Admission Form whether a candidate has a deficient subject or not, and the Admission Committee will countersign it.

Late Admissions

1. The permission of the Vice-Chancellor is necessary for admission after the expiry of the last date. The Principal may forward the late admission approval forms of eligible students on 10th, 20th and 31 of August i.e. the last date of admission in three lots and draft of fee collectively on or before the last date prescribe.
2. **A student whose result of +2 examination conducted by a School Board is published late, but not later than 10th August of the year of admission, may be admitted without late fee within 15 working days of the declaration of the result, depending upon the availability of seats and the fact that the Admission Form has been deposited as 'Result Awaited Case' before the last date of submission of Admission Forms.**

The attendance of such a student shall be counted from the date of admission.

This would be applicable to an Open School also. After expiry of this period, the late admission approval from the Vice-Chancellor is required.

3. **In case of late declaration of result by the Panjab University, the normal admission will take place within 10 working days the declaration of result, subject to the availability of seats. This rule will not apply to a candidate who passes the lower examination from any other University/Board.**

Migration

1. Students from other colleges affiliated to the Panjab University may be allowed to migrate with the prior permission of the

- concerned Principals and the university. A certificate from the previous college giving details of dues paid and lectures delivered and attended must be produced at the time of admission.
2. No migration will be permitted to a student with a combination of subjects not provided in these colleges.
 3. A candidate seeking admission to any college after migration from universities other than the Panjab University shall clear deficient subjects, if any, as determined by the College/University.

Foreign Students

The Principals admit a limited number of foreign students to various classes in their colleges on the recommendation of respective Admission Committees as per the University/College rules.

Applications of foreign students for concessional Air Travel Ticket are forwarded once a year. A limited number of seats may be allowed to foreign students in the college hostels as per the college rules and regulations. However, admission to the hostel cannot be claimed as a matter of right.

The scholarship grant does not cover refundable securities which the foreign students are required to deposit at the time of admission.

They must, therefore, bring with them an additional sum of Rs. 10,000/- for the purpose.

They are required to pay Registration Fee as prescribed by P.U. at the time of admission.

Check list of Documents for Foreign Students.

1. An eligibility certificate from the Panjab University indicating the particular class to which they can be admitted.

2. A certificate of proficiency in English language as per the University rules.
3. A certificate of registration from the local police.
4. Original letters of scholarships in case of those who are Government of India scholars.
5. Residential permit.
6. Birth certificate showing date of birth and father's name.
7. Passport/Visa.
8. Original migration certificate.
9. Original as well as self attested copies of academic certificates.
10. Other testimonials, if any.

The respective college authorities have the right to reject any admission form and refuse admission if there is any discrepancy in the name, date of birth or even spellings of the names in passport, certificates, testimonials and birth certificate etc.

All the Foreign Students shall obtain an Eligibility Certificate from the Deputy Registrar (General), Panjab University, in all cases. Admission of foreign students to the college will be governed by the Guidelines issued by the Dean, Foreign Students, Panjab University, Chandigarh.

Important

- ☛ All policies / rules are subject to change as per university / government guidelines.
- ☛ Copy of latest rules will be available with individual colleges at the time of admission.

RULES PERTAINING TO ACADEMICS

Change Of Subjects B.A./B.Sc. I

Students seeking admission to B.A. I are advised to select subjects carefully after due consideration. Change of subjects will be allowed in B.A. / B.Sc. I only once and that too depending on the availability of seats in the particular subject. This option can be exercised by the students of B.A. / B.Sc. I within one month of the commencement of the academic session. Applications on the prescribed form for subject change must be routed through the concerned teachers and the Incharge, Change of Subjects.

Eligibility to Appear in the University Examination

Attendance Requirement

As per the University Regulations, a student is required to attend at least:

1. 75 per cent of the full course of lectures delivered to his/her class in each subject offered by him/her.
2. 75 per cent of the periods assigned to practical work in each concerned subject.
3. 75 per cent of the tutorials/Practical for B.Com. Classes in each of the subjects offered by him/her.

House Examinations & Internal Assessment for TDC Classes

As per the instructions of Panjab University, Chandigarh, internal assessment based upon September & December Tests is to be sent on the proforma provided by the Panjab University. The assessment is based on 3% marks in September Test and 5% in December Test in each paper of all the subjects of B.A. I, II, III; B.Sc. I, II, III; B. Com. I, II, III and B.C.A. I, II, III.

1. Weightage of 2 marks for attendance will be given as follows:
 - i) Attendance above 85% -2 marks.

ii) Attendance 75% to 85% - 1 mark.

2. In addition to this, for B.Com. I, II, III 10 marks in each paper are reserved for Practicals. However, there are no practicals in the subjects of Punjabi/HCP in B.Com. I
3. For B.B.A. I, II & III, the internal assessment is 20%.
4. Absence or exemption from the examination on any ground (even medical) is treated as failure with nil marks.
5. Students found guilty of using unfair means in the house examinations will abide by the decision of the UMC Committee as per rules.
6. A student attending NCC Camps/Sports / Cultural Activities will seek prior permission for absence in September/December Tests. He/she may be allowed to appear in a Special Test, if held at the discretion of the Principal.

A student is required to obtain:

1. A minimum of 25 per cent marks in the aggregate of all subjects in the house examinations to be eligible for the annual university examination.

House Examinations & Internal Assessment for Postgraduate Classes

House Examinations and Internal Assessment for all the Postgraduate Courses will be as per the Panjab University rules. The internal assessment will be as follows:

M.A. = 20%, M.Sc. (IT) = 25%, M.Sc. I
Zoology = 20% and M.Com. = 20%

For M.A. and M.Com. classes, the detail of assessment is as below as per the Panjab University letter No. 4251-4400/GM dated 05-04-2005 the internal assessment will be as under :

1. Terminal evaluation : 80%
 2. Continuous assessment : 20%
- i) Continuous assessment may include written assignments, snap tests, participation in discussions in the class, term papers, attendance etc.
 - ii) 20% continuous assessment has been qualified as a+b.:
- a. Three tests:
 - i. 25 marks
 - ii. 25 marks
 - iii. 25 marks

2 best tests from above= 50 marks
 - b.
 - i. Snap Tests: 15 Marks
 - ii. Participation in Class discussions: 10 Marks
 - iii. Term Papers: 15 Marks
 - iv. Attendance: 10 Marks

Total=50marks

Total of a+b: 100 marks reduced to 20 marks.

Those who offer practical subjects can not appear privately.

Leave Rules

1. Students should apply for leave on the leave application form available in the college office.
2. Prior sanction for leave must be taken.
3. In case of sickness or an emergency, the leave application must be submitted within a week.
4. Application for sick leave for more than five days will have to be supported by a Medical Certificate from a Government Dispensary/ Hospital.
5. Absence fine without leave is Re. 1/- per period and Rs. 4/- for the whole day.
6. **Leave on medical grounds or otherwise**

does not entitle a student to claim benefit of lectures or for appearing in the Special Test.

Libraries

All the five Government Colleges have got well stocked libraries and the latest books, journals, periodicals and newspapers are available to the students and the staff. There is an open shelf system in all the libraries. Computers are installed and reading material is also available in CDs and Audio Cassettes.

As soon as a student is admitted to the college, he/she will be issued an Identity Card/Library Card-cum-Reader's Ticket on production of the fee receipt. Four stamp size photographs are to be fixed one each on the identity card and membership card, and two on reader's tickets.

Every student shall keep his/her identity card on his/her person during his/her stay in the college. A student who fails to produce the identity card on demand may be refused entry in the classes/library and may become liable to disciplinary action.

Text Book Library

Under the University Grants Commission's schemes for Text Book Library, sets of standard text books are issued to the needy students for the entire session.

2. Issue of Books:

- (i) Books shall be issued for 14 days.
- (ii) Overdue fine @Rs. 1/- per book per day shall be charged.

Library Security

1. **Refund and Lapse of Security of Students leaving college:** All outgoing students must submit their Library Security Refund Form (available in the Office) to the dealing assistant of the office. Security will lapse if not claimed within one year of leaving the college.
2. **For Students leaving College Mid-Session:** Application for refund of security

must be made on the prescribed form immediately on leaving the college.

Academic Prizes

To encourage better performance in studies, prizes are awarded to the students on the basis of their results in the House examinations, subject to the following rules:

1. A student failing in the House examinations or seeking exemption on any ground, whatsoever, will not be eligible for the prize.
2. University prizes will be awarded strictly according to the position held by the students in the university examinations and notified in the Panjab University Gazettes.
3. The special examination, if held, will determine only the eligibility of the students for the University examination and not for the academic prizes. However, if a student misses an examination in one or more subjects due to participation in National / University competitions but secures a first / second / third position in the subject he / she has appeared for, he / she will be entitled to that prize.
4. Special prizes and certificates are awarded for distinction in co-curricular activities.

Roll of Honour

The Roll of Honour is awarded to outstanding students for distinction in academics/co-curricular activities/sports.

The record is maintained in the Roll of Honour Register.

College Colours and Merit Certificates

Academic prizes, College Colours and merit certificates are awarded to the students for their outstanding achievements in academics, sports and other co-curricular activities as per rules laid down by the college.

Prizes for Annual Events

The Administrator, Union Territory, Chandigarh has given approval to a series of Annual events

for the students studying in Colleges of Union Territory, Chandigarh, on themes linked to India's Freedom Struggle and the Vision of a Resurgent India as per details given below:

1. Inter College General Knowledge Quiz Contest (Team event)

1st Prize - Rs. 10, 000/-
2nd Prize - Rs. 7, 000/-

2. Essay Competition (The essay will be on a theme related to National Pride and Development- oriented issues (Individual events):

1st Prize - Rs. 5, 000/-
2nd Prize - Rs. 3, 000/-
3rd Prize - Rs. 2, 000/-
Upto 5 Special Mentions - Rs. 1,000/-
Upto 5 Consolation Prizes - Rs. 500/-

3. Best Play on a theme of Social Relevance:

1st Prize - Rs. 10, 000/-
2nd Prize - Rs. 7, 000/-
3rd Prize - Rs. 5, 000/-
3 Special Mentions - Rs. 1,000/-

4. Collage/ Poster -Making Competition on a theme of Social or National Relevance (Individual event):

1st Prize - Rs. 5, 000/-
2nd Prize - Rs. 3, 000/-
3rd Prize - Rs. 2, 000/-
Upto 5 Special Mentions - Rs. 1,000/-
Upto 5 Consolation Prizes - Rs. 500/-

The following prizes for academic/ cultural/ sports activities have also been instituted in each college under the banner, "The Administrator's Prize":

1. The Administrator's Prize for the best all round student in every College - Rs. 5000/-
2. The Administrator's Prize for the best sports person in every College - Rs. 3000/-
3. The Administrator's Prize for the best performance in cultural activities (2 prizes per college) - Rs. 3000/-

4. The Administrator's Prize for the best performance in literary activities (3 prizes per college - Rs. 2000/-
5. The Administrator's Prize for the best NSS Volunteer - Rs. 3000/-
6. The Administrator's Prize for Leadership - Rs. 3000/-
7. The Administrator's Prize for Book lovers - 5 Prizes of Rs. 1000/- each.

Concessions & Scholarships

The various concessions, scholarships and other facilities are as under :-

1. **General Students** : Concession in Fee; (Refer to Common Fee Concession Application Form given in the Prospectus).

Half Tuition Fee concession is given to 10% of admitted students whose family income from all sources per annum is upto Rs. 1Lakh.
2. **Half Fee Brother/Sister Concession:** A student whose elder brother/sister is paying full fee in any Govt. College of Chandigarh Administration, should apply for concession within 15 days after getting admission in his/her respective college/ same college.
3. **Blind Students' Concession:** All blind candidates shall be exempted from payment of tuition fees and admission fees in respect of all the classes.
4. **Concession for descendants of Kargil Martyrs / permanently disabled:** Concession in College Fee and Hostel Fee will be given to descendants of Kargil Martyrs / permanently disabled vide letter No. Misc./A-6/3501- 3725, dated 18.4.2007 received from the Panjab University.
5. **SC/ST Students:** All SC/ST students are eligible for free books and stationery.

Under this scheme, the Education Department, Chandigarh Administration provides free books and stationery to each

SC/ST student as under :

1. Arts - Rs.250/-
2. Commerce - Rs. 250/-.
3. Science - Rs. 350/-.

6. **Non Hindi Speaking Scholarships:** To encourage the study of Hindi in Non-Hindi speaking States. To make available to the Governments of these States, suitable personnel for teaching and other posts where knowledge of Hindi is essential, scholarships are sanctioned under the Govt. of India scheme to students from Non Hindi speaking States for Post-Matric Studies in Hindi.

Five scholarships are given by the Chandigarh Administration as follows :
Rs.500/- p.m. for B.A./B.Sc./B.Com. (Pass & Honours) I, II, III
Rs. 1000/- p.m. for M.A. I, II

7. **Meritorious Students Scholarship** Under the Govt. of India National Scholarship Scheme and UT State Merit Scholarship Scheme meritorious students are given scholarship @ Rs. 100 p.m., of which 86 scholarships are given under the Govt. National Scholarship Scheme and 21 scholarships are given under the UT Merit Scholarship Scheme.
8. **Economically Weaker Students** (If the income of their parents is less than Rs. one lakh per annum) are given financial aid out of Students' Aid Fund & Red Cross Fund.

Note

These concessions are not applicable to self-financing courses.

Other Scholarships / Stipends

The cases of all eligible students are recommended for grant of the following scholarships / stipends / awards:

1. Indian Council for Cultural Relations Scholarship.

2. Post-Matric Scholarship for SC/ST students.
3. Scholarship to the disabled students pursuing studies from Class IX onwards.
4. Handicapped Students' Scholarship.
5. Award of Scholarship out of P.U. Students' Relief Fund.
6. Sanskrit Scholarships: Meritorious students who had taken up Sanskrit in 10+2 exam and opt for Sanskrit as an elective subject in B.A. I are eligible to apply for Sanskrit Scholarships in B.A. I, II & III of Rs.4000/- per annum as and when granted by Rashtriya Sanskrit Sansthan, New Delhi.
7. Award of P.U. Sports Stipend.
8. Scholarship is also given to students whose earning parent dies and the family income therefore falls within the prescribed income limit as given in the centrally sponsored scheme of Post-Matric Scholarship for SC/ST students.
9. Award of Chandigarh (UT) Govt. Merit Scholarship (Eligibility to be determined on the basis of result of B.A./B.Sc. Final Examination).
10. National Merit Scholarship DPI© Punjab.
11. State Merit Scholarship DPI© Punjab.

Note : Scholarships at No. 10 & 11 are available to students who are domicile of Punjab.

12. Post-Matric Studies in Hindi DHE, Chandigarh Administration
13. Students' Aid Fund.

Code of Conduct and Discipline

1. Students are expected to maintain proper discipline in and outside the class rooms/college campus.

2. Students must be punctual and regular in the classes and House Examinations.
3. **Parents are requested to remain in touch with the faculty members to keep track of their ward's academic performance/ conduct.**
4. Students are expected to be courteous and respectful towards all the staff members.
5. **Use of Mobile Phones in the classrooms and library is strictly prohibited.**
6. Smoking, drinking and playing cards on the college campus is strictly prohibited.
7. Disciplinary action will be taken against those who are found guilty of causing damage to the college property.
8. Students must make it a point to read the Notice Board daily. Ignorance of orders/notices duly displayed on the Notice Board shall not be accepted as an excuse for non-compliance.
9. Students violating rules and resorting to indiscipline are liable to be punished in the form of heavy fine, withdrawal of concession or stipends and even expulsion from the college in extreme cases.
10. **Students who are under-age and do not have a valid driving licence for a two wheeler or a four wheeler are not allowed to drive as per the directions of the Hon'ble Punjab and Haryana High Court. They are advised not to bring their vehicles to the college.**
11. Students must park their vehicles at the cycle/scooter stand. Plying of vehicles on the college campus is not allowed.
12. It is imperative that students be well-behaved and respectful towards other students, especially girls. Anyone indulging in or abetting gang fights or eve-teasing will be dealt with very sternly and may be rusticated.

Withdrawal of Admission and Refund of Fee

In pursuance of instructions of the Panjab University, Chandigarh, the Education Department, Chandigarh Administration, vide order No. DHE-UTC5 12(6)95, dated 30.3.2007, has accorded the approval, keeping in view the interests of the students, for the refund of Tuition Fee to the students of all Government Colleges on the following rates w.e.f. the session 2006-07:

Withdrawal of Admission: A student should apply for withdrawal of his or her name, failing which he / she is liable to pay all college dues.

Until the name is formally withdrawn, the student is liable to pay all college dues and fines.

College Fee / Annual Charges once paid are non-refundable.

A separate application will have to be submitted for withdrawal of name from the hostel.

Category —A

All regular courses of degree classes like B.A., B.Com, B.Sc, (Med. And Non-Med.) and Post-Graduation MA, M.Com and M.Sc. shall be allowed the refund of Tuition Fees as under:

1. Students requesting for refund after admission where no class has been attended and intimation about the cancellation of their candidature was received by the concerned College prior to the close of Admissions.

90% of the Tuition Fee to be refunded. Other funds are non-refundable.

2. Students requesting for refund after admission where some classes were attended.

He/she will be entitled to refund of Tuition Fee in proportion to number of months he / she did not remain on the rolls of the class.

Category —B

All Self-Financed Courses BBA, BCA, M.Sc. IT etc. shall be allowed refund of Tuition Fees as under:

1. Students requesting for refund after admission where no class has been attended and an intimation about the cancellation of their candidature was received by the concerned College prior to the close of Admissions.

75% of the Fee prescribed by the University for the Course in question.

2. Students requesting for refund after admission where some classes were attended will not get any refund.

The refund of Tuition Fee is further subject to the condition that the seat(s) vacated by the outgoing student(s) is /are filled immediately by the next student(s) on merit. The Principals of the respective institution will ensure that the seat(s) for which the Tuition Fee is being refunded is / are not left vacant.

NOTE

Notwithstanding anything contained in this document to the contrary, the "Instructions for Admission to Various Courses" of Panjab University, Chandigarh, issued on 10-6-2009 or any subsequent instructions to be issued for the session 2010-11 shall apply.

Knowledge is a tangible asset,
quite often the most important tool
in your work.

PROSPECTS FOR THE STUDENTS OPTING FOR B.A. (THREE YEAR DEGREE COURSE)

The students may note that after completing their graduation, they have a choice to either apply for jobs or be entrepreneurs and start their own work. They may also opt to continue with their studies towards post graduation in the subject of their choice. After graduation they can appear for B.Ed / MBA/PO/IAS entrance exam as well. There are many more options available; depending upon the subjects they choose to study.

Dance: The student will learn the different Mudras of Kathak & the intricacies of varied folk dances of India. Career options include college/university teaching after post graduation, choreography or self employment as a fitness/ aerobics expert in one's own dance academy.

Defence & Strategic Studies: The subject touches on important questions of International Law, Economy, International Relations, Geopolitics & Military Geography, Science & Technology, Area Studies, Nuclear Policies, Conflict Management & Resolution etc. After doing PG in DSS the students can join teaching, research, civil services, armed forces & journalism.

Economics: The students are taught Indian Economy, Money & Banking, Micro, Macro, and Development & Agricultural Economics & International Trade. Career opportunities exist in Banks, Stastical Institutes, RBI, IMF, World Bank, MNCs as Financial & Market Analysts. Competing for Indian Economic

Services & Civil Services are the other options available.

English is taught as a compulsory subject at undergraduate level. It acquaints the students with the intricacies of English language with an introduction to English Literature.

English Elective: In the Elective option, the students study literature (poetry, plays, fiction, short stories and prose) & learn the analytical skills to appreciate literary texts along with applied grammar and composition. The opportunities for the students are employment in Multinational Companies, Aviation Industry & Administrative services.

Fine Arts: The students are taught all kinds of painting, poster making, ad designing & clay modelling. Job opportunities exist in the fields of Interior Design & Decoration, Event Management, Media Industry & Graphics. One can be self employed as a freelancer, open one's own studio & organise workshops.

French: Knowledge of a foreign language makes the students eligible for careers not only in India but in foreign countries also. The students can take up teaching jobs in schools, colleges, MNCs & Aviation Industry. They can work as translators and interpreters in French and Canadian Embassies. The students with the knowledge of French get an edge while

getting admissions in France, Canada, and francophone countries.

Functional English acquaints the students with different fields of journalism (Radio, T V, Print & Business Communication) along with enhancing their phonetic, written & communication skills.

Job opportunities exist in Media Industry, Medical Transcription, Call Centres or self employment as experts in Communicative English.

Functional Hindi: Keeping in view the increasing demand of Hindi in Media & Communication Industry, the students are trained in the fields of journalism (Print, T V, Radio & Business communication). This course is offered only by PGGCG, Sector 42, Chandigarh.

After Graduation, students can join teaching, Media Industry or seek employment as Translators & Linguists.

Geography: The syllabus consists of Physical Geography, Resource & Environmental Geography, Indian & World Geography. The practical training includes Cartography (study of Maps, diagrams, graphs etc.).

Career options include **competitive exams for civil services where Geography covers major part of General Awareness questions**. After post graduation, jobs are available in Depts. Of Town & Country Planning, Statistical Analysis, Meteorology, Oceanography, Seismology, Survey of India, Cartography, Travel & Tourism, Landscape Architecture & Teaching.

Hindi: Students are acquainted with poetry, fiction, drama & grammar of the Hindi language from the Ancient to the Modern era.

Job opportunities include teaching & as translators & interpreters.

History: The students are taught Ancient, Medieval & Modern Indian History & World History.

Graduates are fully equipped to join Depts. of Archaeology, Museums & appear for Subordinate, State, Central & Civil Service competitive examinations.

History & Culture of Panjab acquaints the students with cultural history of Panjab from Ancient to the Modern times with special focus on Sikh History.

Job opportunities include TGT in schools & as experts in Sikh History Museums.

Home Science: Areas dealt with include Foods & Nutrition, Clothing & Textiles, Family Resource Management, Human Development, Education & Extension.

Career opportunities include Teaching, Institutional Management, Community work, Business & Industrial concerns, Communication & Guidance Services & Self Employment (cookery classes, catering, child care, interior decoration, social work, boutiques & handicrafts.)

Post Graduate Diploma in Mass Communication: Gives the students glimpses into Mass Communication, print, Radio & TV Journalism.

Career opportunities are available as News Reader, Script Writer, Announcer, Commentator, Comper in Radio, T V & print media. After further studies, a student can follow the teaching profession.

Principles & Practices of Insurance: The course covers all types of insurance & Retirement Benefit schemes.

Career prospects include appointment as A.Os & A.A.Os after written test & interview, Development Officers, Insurance agents & Composite agents.

Mathematics: Mathematics is mother of sciences. Arithmetic, Algebra, Geometry, Trigonometry and Calculus have essential application in all branches of science.

Maths oriented careers are: Accountancy, Architecture, Astronomy, Computer Programming, Engineering, Geology, Meteorology, Army, Trade etc.

Music (instrumental): It provides knowledge of different classical & folk instruments along with history of Indian Instrumental music from ancient to modern times.

An instrumentalist is free to perform in any country in the world which promotes our cultural heritage abroad. Career options include teaching in schools, colleges & academies; performer on radio & T V; as music critic & therapist.

Music (Vocal): Students are taught the finer nuances of classical music as also other forms of music like geet, gazal, religious music. They are also encouraged to

participate in National & International Music competitions to hone their talent & confidence.

According to ability, students can become professional singers, composers, music directors & arrangers. After further studies, they can adopt the teaching profession or freelance by opening their own private institutions.

Philosophy imparts such general & soft skills as critical, logical & analytical thinking which is helpful in understanding oneself & the world around us.

Jobs are available in the teaching profession in colleges & universities, IISERs, IITs, Management & Law schools. **Philosophy is also gaining popularity as an optional subject in union & state civil service exams because of its small syllabus & comparatively high scores.**

Physical Education prepares sound background for joining the profession of teaching, training & coaching. It offers technical knowledge to become qualified umpires, referees, technical delegates & professional players.

Job opportunities are available in teaching, training, coaching, umpiring & refereeing. It offers self employment in the field of health, fitness, gym management, personal trainers, sports physiotherapy, sports journalism, yoga & meditation. Corporate sports, Lifeguards, Army and state police services are other options available.

Political Science provides comprehensive view of Indian and International politics along

with linking politics from theory to contemporary issues.

It prepares students for administrative services at Centre, State and Provincial levels. Teaching at school, college and university is another important career option.

Psychology imparts knowledge about basic developmental and statistical concepts, psycho- physics, behavioural psychology and psychotherapy to treat abnormal behaviour.

Career opportunities are as teachers in schools, colleges and universities; clinical psychologists, counsellors in academic institutions, industrial organizations and hospitals; career guidance, sports psychologists, forensic and Para psychologists in criminal detection.

Public Administration is a study of 'what', 'why' and 'how' of the government, its organizations and employees. The students learn various skills of administration and management. Career options are: Research work in various aspects of Government machinery & appearing in competitive exams to join administrative services at any level of government hierarchy.

Punjabi is taught as a compulsory subject at under- graduate level. This compulsory course enables the students to learn Punjabi language and culture through Punjabi Literature.

Punjabi Elective is an optional subject in which Punjabi history, literature & grammar is taught. Job opportunities are research,

teaching, translation work, announcing on TV and Radio. Apart from Teaching in schools, colleges & universities, Freelancing & writing as a critic for Punjabi Newspapers and Magazines is another option.

Sanskrit: The students are familiarised with Sanskrit literature, language, philosophy & culture. Sanskrit scholars can work as translators, decipherers in museums or archaeological depts., & as language officers in banks. **Sanskrit can be opted for to secure higher %age in undergraduate & competitive exams to broaden career opportunities.**

Sociology is a study of human behaviour & relationships within an organisational or social structure & community.

Career options range from administrative jobs, business & HR management, market research, counselling, Town & Country Planning, Community Development, Education, Social Work & Housing Management. A trained sociologist can secure jobs in social impact assessment of displaced population, Rural Development, as Panchayat officer, child counsellor & in NGOs.

Statistics is a key subject which has application in almost all the fields

A Statistics student can compete for ISS exam (at par with IAS). Other career options include Bio Statistics and Sports Statistics. Statisticians are also required for the compilation and analysis of any collected data.

DETAILS OF COURSES IN DIFFERENT COLLEGES/ INSTITUTE

Bachelor of Arts

Name of the College	No. of Seats
PG Govt. College, Sector 11, Chandigarh	800
PG Govt. College for Girls, Sector 11, Chandigarh	850
PG Govt. College for Girls, Sector 42, Chandigarh	850
PG Govt. College (Co-ed), Sector 46, Chandigarh	700

Eligibility for B.A. I under 10+2+3 System

A candidate, who has passed 10+2 class examination from Punjab School Education Board or other recognized Board/ University, shall be eligible to seek admission to B.A.-I. The admission to this class shall be made according to the Panjab University and Chandigarh Administration rules. The colleges offer limited number of seats in various vocational subjects. The admission to these subjects will be made on the basis of merit.

Eligibility for Compartment Candidates of +2 Examinations for Admission to B.A./ B.Sc./ B.Com. I (General)-Ist Year Class Only A candidate who has been placed under compartment in the +2 examination conducted by Board / Body / Council / University in India shall be eligible for admission to the 1st year of B.A./B.Sc./B.Com. (General) course under 10+2+3 system of education provided he / she fulfils the following conditions:

1. His/her name figures in the list of eligible students.
2. He/she should have been placed in compartment in one subject only;
3. "That a candidate who has been placed under compartment / re-appear in one subject only with at least 20% marks in the subject in which he/she has been placed in compartment in the +2 examination conducted by the Open School Board in India shall be eligible to seek admission to the 1st year of B.A./B.Sc. (General) B.Com/B.B.A/B.C.A course under 10+2+3 system of education. If otherwise eligible, provided he/she passed all the subjects in one attempt except the one in which he/ she was placed under

compartment/ re-appear and also he/she fulfils the conditions as are applicable in the case of students who have been placed under compartment in the +2 examination conducted by a Board/ Body/Council/ University in India. This be given effect to with effect from the academic session 2009-2010.(Vide Syndicate Para-10 dated 18.4.2009)." 20% implies theory and practical taken together.

4. He/she should have obtained the requisite percentage of marks in the aggregate of the examination as laid down in the relevant regulations.

Provided that a candidate joining the B.A.-1st year class should have obtained at least 33% marks in the aggregate of all the subjects (including the marks obtained by him/her in the subject of compartment, theory and practical/s taken together) taken up by him/her at the +2 examination.

Subjects

1. English
2. Punjabi/History and Culture of Punjab
3. Environment Education

Besides the above compulsory subjects, a student is required to take up three Elective subjects.

Eligibility for B.A. II and B.A. III

Those who have passed B.A.-I from Panjab University shall be eligible to seek admission in B.A. II and those who have passed B.A. II shall be eligible for admission in B.A. III. The change of subjects is not allowed. However, students from other colleges affiliated to P.U. may be given admission in the above said classes subject to the availability of seats & the subject combinations offered by them in these colleges.

Eligibility for B.A. (Honours) Course

1. Students having secured at least 50 percent marks in the concerned elective subject in B.A.I can take up Honours Course in B.A. II.
2. Classes in Honours will be started only if the number of students opting for Honours in a particular subject is at least ten. The students who take up Honours Course will have to appear in four papers (Two along with Part II examination and two along with Part III examination)

Bachelor of Commerce

Name of the College	No. of Seats
PG Govt. College, Sector 11, Chandigarh	140
PG Govt. College for Girls, Sector 11, Chandigarh	140
PG Govt. College for Girls, Sector 42, Chandigarh	140
PG Govt. College (Co-ed), Sector 46, Chandigarh	140
Government College of Commerce & Business Administration (Co-educational) Sector 42, Chandigarh.	140

Eligibility for B.Com. I (Under 10+2+3 system)

Qualifying Examination	Percentage
10+2(Commerce)	40%
or	
10+2(Arts) with at least two subjects from the list below	45%
or	
10+2(Arts) without any subject from the list below	50%
or	
10+2(Science) without any subject from the list below	50%

or

Any +2 Examination under vocational stream from commerce discipline having weightage of three papers

or

Any other Examination recognized by the University as Equivalent to a) b) c) or d) as above, with requisite percentage of marks given under each Clause.

Subjects

1. Commerce or Theory of Commerce or Foundation course in Commerce.
2. Accountancy or Book Keeping and Accountancy
3. Business Organization and Management or Business Management or Theory and

Practice of Management

4. Insurance or General Insurance or Life Insurance
5. Banking and Trade
6. Commercial Geography
7. Office Management and Secretarial Practice or Office Organization and Management
8. Mercantile Law or any Company Law
9. Auditing
10. Typewriting and Stenography/Computers (for Typewriting)

Conditions

1. A candidate seeking admission to first year of B.Com Examination should have passed in the subject of English at +2 examination level. In cases where passing in the subject is not necessary according to the regulations of certain boards/ bodies/councils/universities in India, the admission of the candidate shall be provisional and will be confirmed only after he/she has cleared the subject of English as the deficient subject from the parent board/body/council/university in two consecutive chances subsequent to his/her admission failing which his/her admission will stand cancelled failing which the admission will stand cancelled.
2. A candidate who has been placed under compartment in the +2 examination conducted by board/ body/council/university in India shall be eligible to seek admission in the first year of B.Com Course provided he fulfils the following conditions:
 - i) He/she should have been placed in compartment in one subject only.
 - ii) He/she should have obtained at least 20% marks in the subject in which he has been placed in compartment and he should have obtained the requisite percentage of marks in the aggregate in the examination, as laid down in the relevant regulations.
 - iii) The students who have compartment in the +2 class with less than 20% marks shall also be allowed to be admitted, provided they had obtained 20% or above marks in the supplementary

examination upto the last date of admission. They shall be considered for admission to the next higher class provided they are eligible, and subject to the availability of seats.

Subjects

1. English (Communication Skills)
2. Punjabi / History and Culture of Punjab
3. Commercial & Labour Laws
4. Financial Accounting
5. Business Organization and Mgt.
6. Business Maths and Statistics
7. Environment Education

Eligibility for B.Com. II

A student who has passed B.Com.-I examination of Panjab University is eligible for admission to B.Com. II.

Subjects

1. Business Laws: Company Law & Auditing
2. Corporate Accounting
3. Cost Accounting
4. Business Economics
5. Banking & Insurance
6. Indirect Tax Laws

B.Com. II (Honours)

Honours in Business Finance & Accounting / E-Commerce / Business Economics / Marketing Management.

Eligibility

A student having secured atleast 50% marks in aggregate.

Eligibility for B.Com. III

A student who has passed B.Com. II examination of Panjab University is eligible to seek admission to B.Com.III.

Subjects

1. Functional Management
2. Management Accounting & Business Finance
3. Direct Tax Laws
4. Indian Economy
5. Entrepreneurship & Small Business
6. One option of the following:
 - i) Computer Application in Business
 - ii) Operational Research
 - iii) Organisation Behaviour

B.Com. III (Honours)

Honours in Business Finance & Accounting / E-Commerce / Business Economics / Marketing Management.

Bachelor of Science

<i>Name of the College</i>	<i>No. of Seats</i>
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B.Sc. I (NON MEDICAL)

PG Govt. College, Sector 11, Chandigarh	200
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PG Govt. College for Girls, Sector 11, Chandigarh	140
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PG Govt. College for Girls, Sector 42, Chandigarh	160
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B.Sc. I (MEDICAL)

PG Govt. College, Sector 11, Chandigarh	100
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PG Govt. College for Girls, Sector 11, Chandigarh	180
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PG Govt. College for Girls, Sector 42, Chandigarh	120
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B.Sc.I MICROBIOLOGY (ELECTIVE)

PG Govt. College, Sector 11, Chandigarh	30
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PG Govt. College for Girls, Sector 42, Chandigarh	30
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B.Sc. I BIOTECHNOLOGY (ELECTIVE)

PG Govt. College, Sector 11, Chandigarh	30
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PG Govt. College for Girls, Sector 42, Chandigarh	40
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B.Sc. BIOTECHNOLOGY (Hons.)

PG Govt. College, Sector 11, Chandigarh	30
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PG Govt. College for Girls, Sector 42, Chandigarh	30
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B.Sc. BIOINFORMATICS (ELECTIVE)

PG Govt. College, Sector 11, Chandigarh	30
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PG Govt. College for Girls, Sector 42, Chandigarh	30
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B.Sc. I COMPUTER SCIENCE (ELECTIVE)

PG Govt. College, Sector 11, Chandigarh	60
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PG Govt. College for Girls, Sector 11, Chandigarh	60
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PG Govt. College for Girls, Sector 42, Chandigarh	40
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NOTE

Extra Practical Funds as prescribed by Panjab University / Chandigarh Administration will be charged from the students

Eligibility

Applicants seeking admission to B.Sc. I (Medical & Biotechnology Elective and Microbiology) should have passed Class XII (Medical Group), and for B.Sc. I (Non-Medical & Computer Science) the candidate must have passed Class XII (Non-Medical) examination of Panjab School Education Board/C.B.S.E. or any other equivalent examination recognised by the Panjab University.

A candidate joining the B.Sc.(General)-1st year class should have obtained at least 40% marks in the aggregate of all the subjects (including the marks obtained by him/her in the subject of compartment/ Theory and Practical/s taken together) taken up by him/her at the +2 exam.

B.Sc. I Medical and Non-Medical

Three Elective subjects are offered in B.Sc. I apart from compulsory Punjabi/ HCP.

Medical Group

Punjabi / History and Culture of Punjab
Environmental Education

&

Chemistry, Botany, Zoology
(PGGC-11, PGGCG-11, PGGCG-42)

Non-Medical Group

Punjabi/History and Culture of Punjab
Environmental Education

&

Chemistry, Physics, Maths
(PGGC-11, PGGCG-11, PGGCG-42)

OR

Statistics, Physics, Maths. (Only at PGGC-11)
B.Sc. I Computer Science (ELECTIVE)
PGGC-11, PGGCG-11 & PGGCG-42

Three Elective subjects are offered in B.Sc. I apart from compulsory English.

Punjabi / HCP, Environment Education & Mathematics, Physics, Computer Science

B.Sc. I Biotechnology (ELECTIVE)

PGGC-11, PGGCG-42

Punjabi / HCP, Environment Education
Chemistry, Biotechnology, Botany OR
Chemistry, Biotechnology, Zoology

Combinations may be added which are prescribed from time to time by P.U. Chandigarh.

B.Sc. II Medical and Non-Medical

PGGC-11, PGGCG-11, PGGCG-42

Admission to B.Sc. II is limited to students who have passed B.Sc. I from these colleges or from other colleges which qualify for equivalence and eligibility as per Panjab University norms.

Three Elective subjects are offered in B.Sc. II apart from compulsory English.

B.Sc. II Computer Science (ELECTIVE)

PGGC-11, PGGCG-11 & PGGCG-42

Admission to B.Sc. II (Computer Science) is limited to the students who have passed B.Sc. I (Computer Science) from these colleges or from other colleges which qualify for equivalence and eligibility as per Panjab University norms.

B.Sc. II Biotechnology (ELECTIVE)

PGGC-11, PGGCG-42

Admission to B.Sc. II Biotechnology (Elective) is limited to the students who have passed B.Sc. I (Biotechnology) from Panjab University as an elective subject.

B.Sc. III (Medical and Non-Medical)

PGGC-11, PGGCG-11, PGGCG-42

Admission to B.Sc. III is limited to students who have passed B.Sc. II from these colleges or from other colleges which qualify for equivalence and eligibility as per Panjab University norms

Three elective subjects taken up earlier in B.Sc. I and B.Sc. II. PGGC 11, PGGCG-11, PGGCG-42.

B.Sc. III Computer Science (ELECTIVE)

PGGC-11, PGGCG-11, PGGCG-42

Admission to B.Sc.III (Computer Science) is limited to the students who have passed B.Sc.II (Computer Science) from these colleges or from other colleges which qualify for equivalence and eligibility as per Panjab University norms

B.Sc. III Biotechnology (Elective)

PGGC-11, PGGCG-42

Admission to B.Sc. III Biotechnology Elective is limited to the students who have passed B.Sc. II (Biotechnology) from Panjab University as an elective subject.

Chemistry, Biotechnology, Botany

Or **Chemistry, Biotechnology, Zoology.**

The following combination is only for PGGC-11 in the subject of Zoology.

Paper A: Section I - Chordate Embryology
Section II - Genetics & Evolution

Paper B: Applied Zoology

Option I: Medical Zoology

Option II: Economic Entomology

B.Sc. I Biotechnology (Hons.)

PGGC-11 and PGGCG-42

Biotechnology is the product of interaction between the science of Biology and Technology. Because of the complex relation between Science & Technology and its major impact on human welfare, Biotechnology offers great scope for study and employment. The products of Biotechnology are playing a very important role in employment, productivity, trade, economics and the quality of human life throughout the world. Biotechnology as a business segment for India has the potential of generating revenues of \$ 5 billion and one million skilled jobs over the next five years.

Eligibility

Minimum 50% marks in 10+2 examination with either Medical or Non-Medical subjects.

Admission will be done strictly on merit.

Subjects For Study

1. English
2. Life Science or Mathematics
3. Chemistry
4. Mathematics & Computer Fundamentals
5. Physics (Basic & Applied)

6. Microbiology
7. Biochemistry
8. Punjabi/History & Culture of Punjab

B.Sc. II Biotechnology (Hons.)

Admission to B.Sc. II (Biotechnology) is limited to the students who have passed B.Sc. I (Hons.) (Biotechnology).

Subjects for Study

1. Environmental Science
2. Physical Chemistry
3. Advanced Life Sciences
4. Biochemistry
5. Cell Biology
6. Immunology
7. Molecular Biology & Genetics
8. Agro & Industrial Applications of Microbes
9. On the Job Training
10. Hons. Paper I - Bio analytical Techniques
11. Hons. Paper II - Introduction to Bio-Informatics

B.Sc. III Biotechnology (Hons.)

Admission to B.Sc. III (Biotechnology) is limited to the students who have passed B.Sc. II(Hons.) (Biotechnology).

Subjects for Study

1. DNA Technology
2. Plant Tissue Culture and Plant Biotechnology
3. Animal Tissue Culture and Animal Biotechnology
4. Patent Laws in Biotechnology and Entrepreneurship
5. Bioprocess Engineering
6. Project Work
7. Advances in Bio Informatics
8. Hons. Paper III : Food Biotechnology / Nanotechnology
9. Hons. Paper IV : Environmental Biotechnology

Certificate Course in Office Management (for Girls only)

PG Govt. College, Sector 11, Chandigarh

Total Seats 40

Time duration of the course (Sept. to Nov.)

No. of Lectures : 130

Five days a week

Time 2:30 - 4:30 p.m.

Fees 1500/-

Post Graduate Courses

Post-Graduate studies are offered in different colleges and disciplines are as detailed below:

Name of the College	No. of Seats
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PG Govt. College, Sector 11, Chandigarh

M.Sc. I.T.	30
M.Sc. I Chemistry	25
M.A. I English	60
M.A. I History	35
M.A. I Punjabi	25
M.Com-I (subject to approval)	30
M.PED	30
B.PED (Four year course)	50

PG Govt. College for Girls, Sector 11, Chandigarh

M.A. Music (I)	30
M.A. Music (V)	30
M.A. Dance	30
M.A. Economics	30
M.A. Public Administration	30
M.A. Sociology	30
M.Sc. Botany	20
M.Sc. Zoology	20
M.Sc. Chemistry	20
PGDCA	40

NOTE

Any of the courses listed above can be denied if the number of students in a particular subject is less than 10.

PG Govt. College for Girls, Sector 42, Chandigarh

M.A. I English	40
M.A. I Sociology	30
M.A. I Public Administration	30
M.A I Political Science *	30
M.Sc. I Zoology	20
B. P. Ed (1 Year course after Graduation)	30
Post Graduate Diploma in Mass communication	30
Post Graduate Diploma in Translation	30
Post Graduate Diploma in Computer	

Application* 30

(* subject to approval by PU)

PG Govt. College (Co-ed), Sector 46, Chandigarh

M. Com. Ist Semester 30

Regional Institute of English, Sector-32, Chandigarh

M.A-I (English) (Co-ed) 20

Admission to M.A. Part I in Arts And Languages

As per the Panjab University 'General Guidelines for Admission' booklet, the following procedure would be adopted for admissions to these courses:

1. In every College / Teaching Department of the Faculties of Arts and Language which does not hold a separate entrance test for admission to M.A. / Semester-I there should be two merit lists : first merit list consisting of those candidates who did their B.A. with the subject of M.A. and the second of those who did not study the subject of M.A. for their B.A. examination. The first merit list should be taken up first and the second merit list when the first merit list is exhausted.

In the case of M.A. English, students with Elective English should have secured at least 45% marks in the combined total of B.A. I, II and III. Students having General English should have secured 50% marks in B.A. degree.

2. Marks of other universities will be normalised to 2400 marks which are 3 years aggregate marks of B.A./B.Sc. (Gen.) of Panjab University. Similarly marks obtained by the candidates in the relevant subject will be normalised to 600 marks which is the total of 3 years aggregate marks of B.A./B.Sc. (Gen.) of elective subjects of Panjab University.

M.Sc. ZOOLOGY PART-I

No. of seats - 20

Academic Need of the Course

Potential of this course cannot be ignored. Students are increasingly opting to specialise in this stream. Keeping in view the potential of generating revenues and skilled jobs, our college introduced M.Sc. Zoology. This course will open new job avenues for the students.

Eligibility

Students who have completed B.Sc.-Medical from the Panjab University or any other recognized university are eligible for admission as per rules and

regulations of the Panjab University. Admission will be made on the basis of merit of OCET.

Course Contents

Paper I: Structure and Functions of Vertebrates

Paper II: Lower chordates and comparative Anatomy of Vertebrates

Paper III: Biosystematics and Evolution

Paper IV: Cell and Molecular Biology

Paper V: Developmental Biology

M.Sc. ZOOLOGY PART-II

Course Contents

Paper-VI: Comparative Animal Physiology & Endocrinology

Paper-VII: Immunology and Parasitology

Paper-VIII: Ecology, Environmental Biology & Wild life

Paper-IX: Applied Zoology : Entomology and Fish & Fisheries

Paper-X: Biochemistry, Methodology and Instrumentation

For students of M.A. / M.Sc., it is compulsory to appear in September and December Examinations of the college and also to attend 75% of the lectures delivered in each paper/practicals.

Post Graduate Diploma in Computer Applications (PGDCA)

PGGCG-11 and PGGCG-42

Number of Seats - 30 seats

Eligibility PGDCA

- (i) Graduate (B.Sc / B.A. / B.Com. or equivalent under 10+2+3 system of examinations) with minimum of 50% marks.
- (ii) B.Tech / B.E.
- (iii) Any other examination recognized by the Panjab University as equivalent to (i) and (ii).
- (iv) The admission will be as per norms laid down by the Panjab University.
- (v) Students from universities other than the Panjab University must attach a No-Objection Certificate granting permission to pursue the course with the Panjab University.

NOTE : For admission to M.Sc. I.T. Ist Semester; M.Com. I; M.Sc. Zoology Ist Semester; Post Graduate Diploma in Translation (English to Hindi); Post Graduate Diploma in Mass Communication; Post Graduate Diploma in Computer Applications; please refer to the pages of the respective Colleges.

Job Oriented Elective Subjects

Functional English

PGGC-11, PGGCG-11, PGGCG-42 & PGGC-46
30 seats for each college

Functional Hindi

PGGCG-42
30 seats

For details see section on PG Government College for Girls, Sector 42, Chandigarh.

Principles & Practices of Insurance

PGGCG- 42
30 seats

Advertising, Sales Promotion and Sales Management

PGGC-46
50 Seats

Note

The above subjects can be taken up by a student as one of the elective subjects.

Self Financing Courses

M.Sc. IT (I, II), B.C.A. (I, II, III) and B.B.A.

Please refer to the page on detailed fee structure for the above courses.

Name of the College	No. of Seats
PG Govt. College, Sector 11, Chandigarh	
M.Sc. I.T. (Ist Semester)	30
B.C.A. I & II (Only for Boys)	80
B.C.A. III (Only for Boys)	40
B.B.A. I, II (co-educational)	80
B.B.A. III	40

PG Govt. College for Girls, Sector 11, Chandigarh

B.C.A. I, II, III 80 each

PG Govt. College for Girls, Sector 42, Chandigarh

B.C.A. I, II, III 40 each

PG Govt. College (Co-ed), Sector 46, Chandigarh

B.C.A. I, II, III 40 each

Govt. College of Commerce & Business Administration (Co-ed), Sector 42, Chandigarh

B.B.A. I, II, III 40 each

M.Sc. IT (Ist Semester)

B.C.A. examination from the Panjab University or any other University recognised by the Syndicate as equivalent thereto.

OR

B.E./B.Tech. in Computer Science examination of any other University recognised by the Syndicate as equivalent thereto.

1st Semester Subjects for Study as per the Panjab University guidelines.

3rd Semester Subjects for Study

MS - 10	Electronic Commerce
MS - 11	Software Engineering
MS - 12	Visual C++ Programming
MS - 13	LINUX Administration
MS - 14	System Approach to Management and Optimisation Technique

B.C.A.-I

A candidate who has passed the following examinations shall be eligible to join the first year class of B.C.A. Course:

1. i) +2 examination in any discipline with at least 50% marks.
ii) Matriculation examination having passed with Mathematics as one of the subjects.
2. Any other examination recognized by the Syndicate as equivalent to (1.) (i) above.

A candidate who has been placed under compartment in the +2 examination is not eligible for seeking admission to this course.

Compulsory Subjects for Study

1. English
2. Punjabi/History and Culture of Punjab
3. Environment Education

Other Subjects

B.C.A. 03	Mathematics
B.C.A. 04	Personal Computing Software
B.C.A. 05	Computer Organisation & System Maintenance
B.C.A. 06	Computer Programming & Problem Solving through C
B.C.A.07 & 08	LABS

B.C.A.-II

A candidate who has passed B.C.A.I examination of Panjab University is eligible to seek admission to B.C.A.II.

Subjects

B.C.A. 09	Project Management & Technical Report Writing
B.C.A. 10	Computer based Numerical & Statistical Methods (using Fortran)

B.C.A. 11	Data Processing Systems
B.C.A. 12	Client Server Computing (using ORACLE)
B.C.A. 13	Object Oriented Programming (using C++)
B.C.A. 14	Unix Operating System
B.C.A.15 & 16	LABS

B.C.A.-III

A candidate who has passed B.C.A. II examination of Panjab University is eligible to seek admission to B.C.A.III.

Subjects

B.C.A.-17	Entrepreneurship Development Programme
B.C.A.-18	Data Communication & Networks
B.C.A.-19	Computer Graphics & Multimedia Applications
B.C.A.-20	Internet Programming
B.C.A.-21	Project
B.C.A.-22	Seminar
B.C.A.23 & 24	LABS

B.B.A. I

Admission to B.B.A. I will be made on merit of the qualifying examination i.e. 10+2 in any discipline.

Subjects

1. English & Business Communication Skills
2. Punjabi/History & Culture of Punjab
3. Organisation & Management
4. Quantitative Techniques
5. Business Law - I
6. Business Economics
7. Basic Accounting
8. Computers (Fundamentals of Information Technology)
9. Environment Education

On the job training during summer vacation (4 to 6 weeks)

B.B.A. II

A candidate who has passed BBA I from P.U. is eligible to seek admission to B.B.A. II.

Subjects

1. Business Law-II
2. Business Environment
3. Marketing Management
4. Human Resources Management
5. Financial Management

6. Production and Operation Management
7. Computers On the job training during summer vacation (4 to 6 weeks).

B.B.A. III

A candidate who has passed BBA II from P.U. is eligible to seek admission to B.B.A. III.

Subjects

1. Entrepreneurship Development
2. Computer Based Information System
3. Project Report and Viva.

Any two groups of the following :

Group A

1. Insurance Management
2. Banking Law and Management

Group B

1. Organizational Behaviour
2. Industrial Relations & Labour Legislation.

Group C

1. International Marketing
2. Sales and Distribution.

NOTE

Not with standing any provision to the contrary in any part of this document, the following shall apply:

- (a) In view of the UGC circular, the PU Syndicate vide Para 23 of its meeting dated 22nd April, 1996 resolved as under :

"That a compulsory qualifying paper of 50 marks of 'Environment Education' be prescribed in all the T.D.C. I courses with effect from the admission of 1996 to be taught only in the first year which the candidates be required to qualify either in the first attempt or two more subsequent attempts. The examination on 'Environment Education' would be conducted by the university."

- (b) The following category of students may take up History and Culture of Punjab in place of Punjabi (compulsory) - vide the Panjab University letter No. 7520/-GM, dated 10 June, 1996. (Also applicable for B.Com. I, B.C.A. I, B.B.A. I, B.Sc. I (Medical & Non-Medical), B.Sc. Biotechnology I, B.Sc. Computer Science and B.P.Ed. I).

1. Students who are not domicile of Punjab and have not studied Punjabi up to class 10th.
2. Wards of Defence Personnel and Central Government Employees who are transferable on all India basis.
3. Foreigners.

ACADEMIC CALENDAR 2010-11

Schedule for the Academic Calendar for the Panjab University affiliated colleges (Arts, Science & commerce) having annual /semester system of Examination for the session 2010-2011:

ACADEMIC CALENDAR 2010-11

Summer Vacation	24.5.2010 (Monday)	to	01.7.2010 (Thursday)	39 days
Academic Calendar Colleges open on Admission Schedule	02.7.2010 (Friday)			
i. Normal admission for on going and New classes.	05.7.2010 (Monday)	to	15.7.2010 (Thursday)	
ii. Late Admission (for on going and new Classes) to be allowed by the Principal Of the College with late fee of Rs.300/-	16.7.2010 (Friday)	to	29.7.2010 (Thursday)	
iii. Teaching Starts				
a) 02-07-10 Friday	Counselling for students of on going classes for new admission classes			
b) 05-07-10 Monday				
iv. Late admission in the Colleges to be allowed by the Vice-Chancellor with late fee of Rs.1500/- per student.	30.07.2010 (Friday)	to	31.8.2010 (Tuesday)	
*(Common for on going and new admissions)				
Academic Term- I	02-07-2010(Friday)	to	01.10.2010 (Friday)	77 days
Autumn Break	04.10.2010 (Monday)	to	07.10.2010 (Thursday)	4 days
Academic Term- II	11.10.2010 (Monday)	to	21.12.2010 (Tuesday)	55 Working days
Winter Break	22.12.2010 (Wed)	to	14.1.2011 (Fri)	24 days
Academic Term- III	17.1.2011 (Mon)	to	17.03.2011(Thu)	48 working Days
Preparatory holidays	18.3.2011 (Fri)	to	03.04.2011(Sun)	17days
Annual Examinations starts from	04.04.2011 (Monday)	onwards		
Summer Vacation	31.5.2011 (Tuesday)	to	08.7.2011(Fri)	39 days
Total Working days of academic term I, II & III 77+55+48 = 180 days				
Total working days of academic terms I, II & III = 250				
Holidays (all Sunday, Gazetted holidays, summer 115+250 = 365 & winter Vacation & Preparatory				

LIST OF FAKE UNIVERSITIES

As per the UGC website the list of fake Universities as on 18th January, 2009 is as follows:-

1. Maithili University/Vishwavidyalaya, Darbhanga, Bihar.
2. Mahila Gram Vidyapith / Vishwavidyalaya (Women's University), Prayag, Allahabad, Uttar Pradesh.
3. Varanaseya Sanskrit Vishwavidyalaya, Varanasi (UP) Jagatpuri, Delhi.
4. Commercial University Ltd., Daryaganj, Delhi.
5. Indian Education Council of U.P., Lucknow, Uttar Pradesh.
6. Gandhi Hindi Vidyapith, Prayag, Allahabad, Uttar Pradesh.
7. National University of Electro Complex, Homeopathy, Kanpur, Uttar Pradesh.
8. Netaji Subhash Chandra Bose University (Open University), Achaltal, Aligarh, Uttar Pradesh.
9. D.D.B. Sanskrit University, Putur, Trichi, Tamil Nadu.
10. St. John's University, Kishanattam, Kerala.
11. United Nations University, Delhi.
12. Vocational University, Delhi.
13. Uttar Pradesh Vishwavidyalaya, Kosi Kalan, Mathura, Uttar Pradesh.
14. Maharana Partap Shiksha Niketan Vishwavidyalaya, Partapgarh (U.P)
15. Raja Arabic University, Nagpur, Maharashtra.
16. Kesarwani Vidyapith, Jabalpur, Madhya Pradesh.
17. Badaganvi Sarkar World Open University Education Society, Gokak, Belgaoum (Karnataka)
18. ADR-Centric Juridical University, ADR House, 8J Gopala Tower, 25 Rajendra Palace, New Delhi – 110008.
19. Gurukul Vishwavidyala, Vridanvan, Uttar Pradesh.

SPECIMEN OF CHARACTER CERTIFICATE (FOR PRIVATE CANDIDATES ONLY)

Certified that Miss/Mr. _____ D/ S of _____

R/o _____ has been known to me for the last three years. He/ She bears a good moral character.

Sd.
Gazetted officer

SPECIMEN OF AFFIDAVIT FOR GAP YEAR

I, _____, S/o/ D/o Shri _____,
R/o _____, do hereby
solemnly affirm and declare as under :-

1. That I am seeking admission in _____,
Chandigarh.
2. That I passed my _____ examination during 200_____.
3. That during my gap period from _____ I did not take part in any political activity.
4. That during my gap period from _____ there is no criminal case
lying pending against me in a Court or Police Station.
5. That due to _____,
I had to drop my regular studies for _____ year / years.
6. That I bear a good moral character.

Place :

Dated :

DEPONENT

VERIFICATION

Verified that the contents of above affidavit are true and correct and that nothing has been concealed therein.

Place :

Dated :

DEPONENT

(To be submitted in Duplicate)

SPECIMEN OF AFFIDAVIT FOR SINGLE GIRL CHILD

(On non-Judicial Paper of Rs. 20/- duly attested by 1st Class magistrate)

I, _____ (name), father/mother of Miss _____ (full address to be given) resident of
_____ do hereby, solemnly declare and affirm as under:-

1. That I am a citizen of India.
2. That Miss _____ born on _____ is girl child of the deponent.
3. That the deponent has no male child.
4. That the deponent has the following children and none else:
i) Name iii) Sex iii) Date of Birth
5. That neither the deponent nor the a forenamed girl child of the deponent have obtained/availed the benefit
granted under this category, in this University/Institute including its affiliated colleges.

Place:

Dated:

DEPONENT

VERIFICATION

Verified that the contents of above affidavit are true and correct and that nothing has been concealed therein.

Place:

Dated:

DEPONENT

SPECIMEN APPLICATION FORM FOR FEE CONCESSION / SCHOLARSHIP

Name _____ Roll No. _____ Class _____

1. Father's/ Guardian's Name _____
2. Designation / Organization / Occupation _____
3. Address _____
4. Permanent Address _____
5. Particulars of previous class _____ Roll No. _____ Session _____
Concession No. _____ Concession availed.

Sr. No.	Category of the student	Category of the Concession	Requirements To Avail the Concession	Tick the Relevant columns
1	General	Half fee concession (Tuition Fee)	Income of parents from all sources per annum up to Rs. 1 lakh	
2	Students whose elder brother / sister is paying full fee in any Govt. College of Chandigarh.	Half fee concession (Tuition Fee)	Certificate / Receipt of payment of fee	
3	Blind students	Full fee concession (Tuition & Admission Fee)	Medical Certificate from a competent authority.	
4	Descendents of Kargil Martyrs	Fee Concession Hostel Fee Concession	Valid Certificate from the Ministry of Defence	
5	SC/ST	Fee concession		
6	SC/ ST	Free books & Stationery Rs. 250/- Arts / Com, & Rs. 350/- Science	SC/ST Certificate All SC/ST students are eligible.	
7	Students from Non -Hindi Speaking States for Post Matric Studies in Hindi	Scholarship of Rs. 500/-pm, for B.A./B.Sc./B/Com. (Pass & Honours) I, II, III For M.A. I, II Rs. 1000/-	Certificate of Non -Hindi speaking State	
8	Meritorious Students	21 Merit scholarships under Merit Certificate U.T. Merit Scholarship Scheme and 86 under GOI National Scholarship Scheme	Merit Certificate	
9.	Poor / Needy students	Financial aid out of Students' Aid Fund & Red Cross Fund	Income Certificate / Affidavit	

- Note: i) Attach documentary evidence in support of your claim.
ii) For details refer to relevant section on Concessions, Scholarships and Prizes in the Prospectus.

Signature of the Applicant

For office use only

Signature of the Concession In-Charge

Signature of the Principal