



Prospectus 2015-2016



KVA DAV COLLEGE FOR WOMEN KARNAL

(Directly Managed by DAV College Managing Committee, New Delhi)

Affiliated to Kurukshetra University, Kurukshetra

Affiliated with UGC 12(B) 2 (f)

Selected under "Star College" Scheme of Dept. of Biotechnology, Govt. of India

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Founders

Our Visionaries

DAV College Managing Committee, New Delhi



President
Dr. Punam Suri

Remembrance



Lala Makhan Lal Ji



Dr. Ganesh Das Atreja Ji



Principal Mela Ram Ji Barq



Principal
Kumari Vidyavati Anand



Alumna
Astronaut Late Dr. Kalpana Chawla

Vice Presidents



Dr. S.K. Sama



Sh. S.N. Munjal



Sh. T.N. Chaturvedi



Sh. T.R. Gupta



Sh. S.D. Omchery



Sh. P. Mahajan



Sh. Rajinder Nath



Sh. R.N. Sehgal



Dr. N.K. Oberoi



Sh. S.S. Khanna



Sh. Mohal Lal



Sh. M.L. Sekhri



Sh. S.P. Lohia



Sh. Joginder Singh



Sh. N.K. Sood (Retd.)



Justice Amarjit Singh
Chaudhry (Retd.)

General Secretary



Sh. R.S. Sharma

Secretaries



Sh. Ravinder Kumar



Sh. S.R. Arora



Sh. J.K. Kapur



Sh. Karan Khanna



Sh. Ravinder Talwar



Sh. R.K. Leekha



Sh. H.L. Bhatia



Sh. B. K. Mittal



Sh. Sat Pal Arya



Sh. Arvind Ghai

Hony. Treasurers



Sh. Mahesh Chopra



Sh. S.M. Gupta



Sh. R.K. Sethi



Sh. M.C. Sharma



Sh. J.K. Luthra



Sh. D.V. Sethi

Principal's Message ...



Congratulations dear students for selecting KVA DAV College for Women, Karnal as your destination for your higher studies. This college has made a niche for itself as an institution through imparting quality education. It is consistently committed to the empowerment of women.

This college was established by an eminent body of scholars from Karnal. Since 1986, this college runs under the direct control and aegis of DAV College Management committee, New Delhi, which is the largest and oldest non-governmental educational society, established by Arya Samaj in 1886. It governs about 780 institutions under its direct control at present.

Kumari Vidyavati Anand DAV College for Women, Karnal has come a long way since 1958. A few points of reference are provided to illuminate the parents and young entrants who aspire to gain knowledge in this college:-

- The college possesses a total area of 6 acres out of which the college is constructed on 2 acres; hostel in 1 acre and 3.5 acres constitutes our sports ground, about 8 km off the main campus.
- Last year the student strength was 2600. There are 95 teaching and 45 non teaching staff working in the college.
- An interactive Website of our college "kvadav.com" with all the essential information was upgraded and has all the information required by a student.
- Major renovation was conducted to expand the floor area of the Staff Room and the Hostel Mess. New five stories Science block and new hostel rooms are added. New Home Science block is being constructed.
- The college has purchased two 41 seated Buses and a 16 seater Van to provide transport facility to the students.
- The library contains above 65000 books, 20 journals, 29 magazines and complimentary reading material at present.
- There are eight well equipped computer labs with 200 TFT computers, wi-fi facility and internet access. UGC Resource Network and EDUSAT facility.
- All departmental labs have latest state of the art equipment with internet access. A Central Lab is provided for facilitation of interdisciplinary Research.
- We provide Smart-classroom facility for fruitful student-teacher ICT based interaction.
- An interdisciplinary Journal will soon be published by the college to provide a platform for sharing research information.
- In 2014-15 we have introduced three new courses - B.Voc in (1) Food Science and Quality Control (2) Fashion Technology (3) Community College (Evening) in Health Care.

- With B.Sc. Fashion Designing course 3 labs are added to the infrastructure.
- In 2015-16 we plan to introduce New B.Voc Courses (1) Office Management and Personality Development. (2) Software Management.

Scholastic Highlights:

- The College received a grant of Rs. 1.80 Cr. from UGC for starting B.Voc programmes in (Food Science and Quality Control and (ii) Fashion Technology. It also received Rs. 80 L for diploma in Healthcare.
- 16 students bagged positions in University merit list. The merit for many streams was not declared by the University.
- 45 students of the college were awarded high value Scholarships by University and private sponsors. This was over and above the regular state and Govt. sponsored class based scholarships to about 500 students.
- 1 International, 3 National Seminars, 5 Workshops and 26 Extension Lectures were organized during the year 2014-15 to provide apprised and updated knowledge to the students and faculty.
- The sports persons too, were not far behind in bagging many medals and trophies from All India Inter-Varsity, State and National level tournaments. The haul included 7 Gold Medals, 8 Silver Medals and 10 Bronze Medals.
- The achievers get 100% free ship, free boarding/ lodging in Hostel with a stipend in kind.

These, dear students were a few highlights of the amenities and facilities this college provides to the budding scholars. We encourage achievers and go all out to facilitate their aspirations.

KVA DAV sticks to its Motto 'WE' of 'Women Empowerment' and provide and environment which exudes the spirit 'For The Women, Of The Women And By The Women'!

ALL THE BEST FROM TEAM OF KVA DAV COLLEGE FOR WOMEN, KARNAL.

Thank You,


Reeta Sehgal
Principal

LIST OF MERITORIOUS STUDENTS



Sitting (L to R): Dr. Twinkle, Dr. Amanjot Kaur, Dr. (Mrs.) Reeta Sehgal, Dr. Manju Sharma, Ms. Sonika Baretta
Standing (L to R): Ms. Pooja Mann, (9th Position in University, M.Sc. II Biotechnology), Ms. Geeta, (15th in University, M.Sc. Biotechnology Sem. II), Ms. Neetu, (17th in University, M.Sc. Biotechnology Sem. II), Ms. Simran Malhotra (10th in University, M.Sc. Medical Sem. II)



Sitting (L to R): Dr. (Mrs) Ashima Gakkhar, Mrs. Renu Mehta, Dr. (Mrs.) Reeta Sehgal (Principal of the College), Mrs. Neelam Lamba, Mrs. Meenu Sharma, Dr. Manju Bala Sharma, Mrs Sakshi Atreja
Standing (L to R): Heena Bindlish, IInd in University, Kanika Bansal, 10th in University, Nisha, 7th in University



Sakshi Anand
 (M.A. Eng.)
 1st in University in IVth Sem.
 68%



Laxmi
 (M.A. Eng.)
 IIIrd in University in IVth Sem.
 67%



Priyanka
 (M.A. Eng.)
 XIth in University in IVth Sem.
 64%



Pooja Rani
 (M.Sc. Biotech)
 IXth in University in
 IInd Sem.



Heena Bindlish
 (B.Sc. II)
 IInd in University in
 IIIrd & IV Sem.



Shruti Kamboj
 (B.A. II)
 IInd in University in
 IVth Sem.



University Merit Holders (B.Sc. Fashion Designing)
 with Principal Dr. (Mrs.) Reeta Sehgal and Staff Members

HIGHLIGHTS INTERNATIONAL & NATIONAL SEMINARS



PRESIDENT'S VISIT



Dr. Punam Suri's visit to the college and inaugurating the New Science Block

CONTENTS

1.	KNOW YOUR COLLEGE	2
2.	INFRASTRUCTURE & FACILITIES	4
3.	CORE FACULTY 2014-15	5
4.	PROGRAMMES OF STUDY	7
5.	CAREER (JOB) ORIENTED COURSES	7
6.	ADMISSION DETAILS OF COURSES	8
7.	PROFESSIONAL COURSES	10
8.	POST-GRADUATE COURSES	11
9.	DUAL DEGREE PROGRAMMES	13
10.	RESERVATION OF SEATS	14
11.	MANDATORY RULES & REGULATIONS	17
12.	FOLLOW THE DECORUM	20
13.	GENERAL AWARENESS	20
14.	ADMINISTRATIVE COMMITTEES 2015-2016	22
15.	CLUBS AND SOCIETIES (2015-16)	23
16.	ACTIVITY CALENDAR (2015-2016)	25
17.	FEE STRUCTURE	27
18.	DOCUMENTS TO BE ATTACHED	28

आर्य समाज के नियम

1. सब सत्य विद्या आदि और जो पदार्थ विद्या से जाने जाते हैं उन सबका आदि मूल परमेश्वर है।
2. ईश्वर सच्चिदानन्द-स्वरूप, निराकार, सर्वशक्तिमान, न्यायकारी, दयालु, अजन्मा, निर्विकार, अनादि, अनुपम, सर्वाधार, सर्वेश्वर, सर्वव्यापक, सर्वान्तर्यामी, अजर, अमर, अभय, नित्य, पवित्र और सृष्टिकर्ता है। उसी की उपासना करने योग्य है।
3. वेद सब सत्य विद्याओं की पुस्तक है। वेद का पढ़ना-पढ़ाना, सुनना-सुनाना सब आर्यों का परम धर्म है।
4. सत्य को ग्रहण करने और असत्य को छोड़ने में सर्वदा उद्यत रहना चाहिए।
5. सब काम धर्मानुसार अर्थात् सत्य और असत्य का विचार करने के पश्चात् करने चाहिए।
6. संसार का उपकार करना इस समाज का मुख्य उद्देश्य है अर्थात् शारीरिक, आत्मिक और सामाजिक उन्नति करना।
7. सबसे प्रीतिपूर्वक, धर्मानुसार, यथायोग्य वर्तना चाहिए।
8. अविद्या का नाश और विद्या की वृद्धि करनी चाहिए।
9. प्रत्येक को अपनी उन्नति में संतुष्ट नहीं रहना चाहिए, किन्तु सबकी उन्नति में अपनी उन्नति समझनी चाहिए।
10. सब मनुष्यों को सामाजिक सर्व-हितकारी नियम पालने में परतन्त्र रहना चाहिए। प्रत्येक हितकारी नियम में सब स्वतन्त्र रहें।

नोट: इस महाविद्यालय की प्रत्येक छात्रा आर्य युवा समाज की सदस्या है।

KNOW YOUR COLLEGE

With the beginning of this new academic session, we welcome young budding females to our college, which stands fully equipped to meet the challenges of our changed times.

KVA DAV college for women, Kamal is a premier institution of Haryana with the distinction of being the first women's college in the state. Keeping in view of the ideal of Arya Samaj's leader Swami Dayanand Saraswati, we create leaders by imparting goal oriented & value added knowledge among our students. We believe in 'Punchmukhi Vikas' of our students so that they can realize their potential and abilities.

This College was established in 1958 (by a group of Arya Samajis led by Lala Makhan Lal Ji, Dr Ganesh Das ji and Principal Mela Ram Ji Barq) with only hundred students, 4 lecturers and 4 members of \ non-teaching. Now it has a strength of about 2600 students, 100 lecturers and 45 members of non-teaching staff. After 28 years of its inception, the old management of the College handed it over to DAV College Managing Committee, New Delhi which is the biggest non government educational society in India running about 700 institutes across all parts of India and abroad. The name of Kumari Vidyavati Anand was prefixed in 1997 to this institute in honour of her selfless and magnanimous service in the field of education. Over the years, the College has grown into a renowned and acknowledged institute of the area, serving the cause of value based higher education. It has been declared a "Model College" and "**Pace setting Women's College**" by National Institute of Education, Planning and Administration in 1992. It was also selected under "Star College" scheme of Department of Biotechnology, Govt. of India.

VISION:

Inspired by Swami Dayanand Saraswati's vision of the potential in women and the need to educate and empower them, this college envisions to provide a distinct environment of excellence in education with human values and social commitment to girls and to enable them to reach their full potential as human beings, individually and as members of the society. We also instill in our young students rational perspective, positive mind set, innovative thinking, integrated personality, self, esteem and sense of responsibility.

MISSION:

Education has a two-fold function to perform in the life of a person. The one is service to society and the other is to uphold our valuable culture. We enable women to become more efficient and achieve with increasing facility the legitimate goals of their life by adopting the quintessence of life. We also prepare and lead the young women towards swift, steadfast and effectual thinking, views and judgment.

MOTTO:

"WE" (acronym for) "Women Empowerment".

'WE' Instill Vedic Values

'WE' Ignite Latent Talents

'WE' Nurture Human Skills

'WE' Stir National Consciousness

'WE' Include Cosmic Vision

'WE' Sensitize Social and Environmental Concern

'WE' Infuse Global Outlook

'WE' Educate for life

'WE' Empower our WOMEN



"**Vidya Dadati Vinyam**" which aims at incorporating ethical qualities to be imbibed by our students.

AIMS:

- To have a positive connection between dreams and reality where hope meets truth and humanity, which evolves towards a better & brighter future by developing young girls into Technology trained and morally strong beings.
- To provide space to young girls to freely express their views so that they can respond effectively to the changing circumstances.
- To focus on academic excellence by using latest technologies - Computer based teaching, using internet and multimedia to produce new millennia learners and a technology savvy generation.

- To provide well established linkage with the academicians, professionals to cater the need of training, placement and career advancements.
- The college earnestly endeavours to enrich and empower all its beneficiaries through value-based, quality education and through participative, positive and fertile teaching learning environment based on the principles of caring and sharing.
- As such the institute is constantly engaged in the promotion and revival of Indian traditional culture, heritage and spiritual philosophy through co-curricular/cultural activities, learned discourses and awareness-raising programmes.

OBJECTIVES:

K.V.A. D.A.V. College for women, Karnal founded in the year 1958 & now advancing the aegis of D.A.V. managing committee New Delhi with the avowed aim of spreading the benefits of education to women, synchronizing tradition with modernity.

- Epitomizing the philosophy of 'Vidya Dadati Vinyam', the college is committed to perceive that all the learners grow up to be refined human beings and be able to assume positive and fulfilling role in nation building & promoting a culture of peace and prudence.
- Envisioning Education to lead to self realization and self emancipation through a holistic process of disciplined study of socio-cultural and recorded annals of human thought, logic, experiment and analysis for a gradual evolution towards a better humanity. Thus, we empower and groom young ladies to stand undeterred while walking over rough terrain during the journey of life. We envision the creation of excellent human resource through integration of multi-dimensional Personality Development Programmes with college curriculum.

LOCATIONS:

- The College is located in the heart of Karnal, catering to the needs of students from the urban and the adjoining rural areas. The campus

spreads over an area of 3.5 acres. The campus has spacious classrooms, well equipped labs, sprawling lawns, cafeteria, hostel, stunning, auditorium, massive modern library along with Arts Block, Science Block and commerce block.

CURRICULAR & CO-CURRICULAR

B.Voc courses, Fashion Designing, Computer Science, Computer Applications, Biotechnology, Office-Management and Secretarial practice, Psychology, Physical Education have been added at undergraduate level along with PG courses. The traditional Schemes of Basic Science, Commerce, Language and Social Science including Home-Science and Music have been strengthened. Moreover, quiz contest, group discussion, seminars, paper-reading contests, essay-writing competitions, field trips and visits to trade fair, book fair, tours, botanical institutes, zoological parks, fishery farms, tissue culture laboratories, forensic science laboratories etc. are organized from time to time.

There are numerous associations and societies at KVA DAV College that harness the potential of young girls. **NCC, NSS, N.S.O., Student's Council, Society of Youth Welfare and Cultural Affairs, Arya Yuvti Parishad, Literary Societies, Women Development Cell, Eco-Club, Quiz Club, Career Guidance and Placement cell, Red Ribbon Club, Red Cross Society, Legal literacy cell**- all are committed to nurturing the talents of young girls and making them responsible citizens of India.

The College also offers popular **Career Oriented Courses in Functional English; Cosmetology; Food Processing and Fashion Designing GIS & Remote Sensing; Animation Web designing & Multimedia**. Further the College is also introducing short term certificate courses to enhance the holistic personality of the students.

The College works within the framework of the system of affiliated Colleges of Kurukshetra University, where curriculum is designed by the University itself.

The academic performance is excellent with 100% pass percentage in the University Examination. Invariably a large number of students procure positions in academic merit lists of the University and in co-curricular activities, sports and cultural activities, setting examples worth emulating.

INFRASTRUCTURE & FACILITIES

- ▲ The College has 40 class rooms and 22 big spacious Labs with latest furniture, equipment and Smart boards.
- ▲ Air conditioned Computer labs with 200 latest TFT computers with Broadband & Wi-Fi connectivity.
- ▲ Well Equipped Laboratories with gadgets of Latest technology in Biotechnology, Physics, Chemistry, Botany, Zoology, Home Science, Food Processing, Fashion Designing, Cosmetology, Functional English, Geography, Psychology, Music (Instrumental & Vocal) and office management & Secretarial Practice.
- ▲ Central Lab facility for Research in life sciences.
- ▲ Well maintained Botanical garden with a huge and myriad variety of plants and herbs for Botanical study.
- ▲ Fully stocked Cyberonised library having about 50,000 books National/International Journals, big reading hall, book bank, internet and Photostat facility.
- ▲ Big Multipurpose auditorium with a seating capacity of 2000.
- ▲ A huge and well supplied hygienic canteen. A common room with indoor sports facilities'.
- ▲ Well designed, air conditioned seminar hall equipped with multimedia audio visual teaching aids like Interactive Boards and visualisers.
- ▲ College Campus with Wi-Fi.
- ▲ A well equipped Gym with latest machines/gadgets.
- ▲ Sports Ground at Daniaipur Village spreading over 3.5 acres of land with proposal to construct a Gymnasium, Swimming Pool, Badminton, Basketball, Volleyball, Kho Kho and Kabaddi Ground to groom budding sports women. Karnal stadium is procured on hire for practice of track events.
- ▲ Broadband connections facilitating internet facility for every teaching department, library and Hostel.
- ▲ EDUSAT system, based on latest technology, and 55" "LCD" is installed to impart Education as per Haryana Govt. instructions.
- ▲ A cheerful Hostel on campus with living capacity of 350 students, an adequate dining room, well regulated mess, hygienic toilets and ultramodern amenities like geysers, drinking water coolers with R.O. processors, A.C. rooms, TV, common room, guest room & Computer room with internet facilities in the Library.
- ▲ Extension counter of a nationalized bank.
- ▲ Gardens with beautiful lawns & flowers in College and Hostel.
- ▲ A Book cum Tuck-shop/chat corner/Beauty Parlour.
- ▲ New Science Building with LIFT is added last year.
- ▲ Students are provided with a secure environment, through security services, cameras etc.
- ▲ Transport facility of buses is available in the college. Student commuting from Karnal to Indri, Gharounda, Nilokheri can avail the facility of our buses, provided 50 students apply from the scheduled point.
- ▲ Smart board and projectors are regularly used for ICT based teaching.
- ▲ Cosmetology related and Fashion designing facility is available in the college.
- ▲ New Home Science Block and Arts / Commerce Block is under construction.
- ▲ Big water tank to cater the need of College & Hostel students.
- ▲ R.O. & water coolers are installed at all major points.
- ▲ New Seminar Room Audio Visual Room has been constructed in the Science-Block.
- ▲ New Girls Hostel Construction is in the pipeline.

CORE FACULTY 2014-15

PRINCIPAL

1. Dr. Reeta Sehgal (M.A., M.Phil, Ph.D.)

DEPARTMENT OF ENGLISH

1. Ms. Sujata Gupta, Asso. Prof. (M.A.), **(H.O.D.)**
2. Ms. Suneet Bhandari, Asso. Prof. (M.A., M.Phil)
3. Ms. Anju Narwal, Asstt. Prof. (M.A.)
4. Dr. Deepti Sharma, Asstt. Prof. (M.A., Ph.D.)
5. Ms. Isha, Asstt. Prof. (M.A.)
6. Ms. Shivangi, Asstt. Prof. (M.A.)
7. Vacant
8. *Dr. Anita Chaudhary (M.A., Ph.D.)
9. *Ms. Nitasha (M.A., M.Phil)
10. *Ms. Sakshi Anand (M.A. English)
11. *Ms. Amanjot (M.A, English, Ph.D.)
12. *Ms. Nisha (M.A. English)

DEPARTMENT OF HINDI

1. Dr.(Ms.) Sushma Thakur, Asso. Prof. (M.A., Ph.D.), **(H.O.D.)**
2. Dr.(Ms.) Sunita Salaria, Asstt. Prof. (M.A., Ph.D.)
3. Vacant

DEPARTMENT OF SANSKRIT

1. Dr. (Ms.) Sabira Sharma, Asstt. Prof. (M.A., Ph.D.)
2. Vacant

DEPARTMENT OF PUNJABI

1. Ms. Amarjeet Kaur, Asso. Prof. (M.A.)

DEPARTMENT OF HISTORY

1. Ms. Jyoti Khanduja, Asso. Prof. (M.A., M. Phil)
2. Ms. Renu Baliyan, Asstt. Prof. (M.A., M.Phil)

DEPARTMENT OF POLITICAL SCIENCE

1. Ms. Anuradha Nagia, Asstt. Prof. (M.A., M.Phil)

DEPARTMENT OF ECONOMICS

1. Dr. Punam Kundu, Asstt. Prof. (M.A., Ph.D.)
2. *Ms. Ambika (M.A. (Eco.)

DEPARTMENT OF HOME-SCIENCE

1. Ms. Lakhwinder, Asstt. Prof. (M.Sc., M.Phil), **(H.O.D.)**
2. Ms. Garima Saxena, Asstt. Prof. (M.Sc.)
3. *Ms. Manmeet (M.Sc.)

DEPARTMENT OF MATHEMATICS

1. Ms. Vijay Bhatia, Asso. Prof. (M.Sc., M.Phil), **(H.O.D.)**
2. Ms. Shweta Dhawan, Asstt. Prof. (M.A, MSc.)

3. Ms. Manju Sharma, Asstt. Prof. (M.A, MSc.)
4. *Ms. Vandana Gandhi (M.Sc., M. Phil)
5. *Ms. Monila Bansal (M.Sc., M. Phil)
6. *Ms. Nirmala (M.Sc.)
7. *Ms. Silky Puri (M.Sc.)
8. *Ms. Meenu Chhabra (M.Sc., M. Phil)
9. *Ms. Versha Chopra (M.Sc.)
10. *Ms. Kanika (M.Sc.)
11. *Ms. Sonia (M.Sc.)
12. *Ms. Diksha (M.Sc.)

DEPARTMENT OF GEOGRAPHY

1. Ms. Santosh Bisla, Asso. Prof. (M.Sc., M. Phil), **(H.O.D.)**
2. Ms. Kanwaljeet Viridi, Asstt. Prof. (M.A, MSc.)
3. *Ms. Preeti Atwal (M.Sc.)
4. *Mr. Gulab Singh (M.A, M.Tech., Ph.D.)
5. *Ms. Leena (M.Sc., M.Phil)

DEPARTMENT OF MUSIC (V)

1. Ms. Swati Sharma, Asstt. Prof. (M.A, M.Phil)

DEPARTMENT OF MUSIC (I)

1. Dr. (Ms.) Sangeeta Gauranga, Asso. Prof. (M.A., Ph.D.)

DEPARTMENT OF PSYCHOLOGY

1. *Ms. Neetu Sharma (M.Sc.)

DEPARTMENT OF PHYSICAL EDUCATION

1. Dr. Suman, Asstt. Prof. (M.A, Ph.D.)

DEPARTMENT OF PHYSICS

1. Ms. Renu Mehta, Asso. Prof. (M.Sc., M. Phil), **(H.O.D.)**
2. Ms. Meenu Sharma, Asso. Prof. (M.Sc., M.Phil)
3. *Ms. Kiran Rani (M.Sc. Physics)
4. *Ms. Meena Mann (M.Sc.)
5. *Ms. Meenu Rana (M.Sc. Physics)
6. *Ms. Meenu Battan (M.Sc. Physics)

DEPARTMENT OF COMMERCE

1. Ms. Sanjana Raheja, Asstt. Prof. (M.Com.), **(H.O.D.)**
2. *Ms. Meetu Chawla (M. Com., M. Phil)
3. *Ms. Jeewan Jyoti (M. Com.)
4. *Ms. Gaganpreet (M.Com., M. Phil, Ph.D.)
5. *Ms. Anshul Atreja (M. Phil)

6. *Ms. Madhu Arora (PGDCA, Dip in office Management)
7. *MS. Cheshta Rani (M. Com., M. Phil.)
8. *Ms. Manika Batra (MBA, M. Com., Ph.D.)
9. *Ms. Parneet (M.BA)
10. *Ms. Prabhjot (M.Com.)
11. *Ms. Loveneet (M.Com.)
12. *Ms. Harvinder (M.Com.)
13. *Ms. Seema Kashyap (M.Com., Ph.D.)

DEPARTMENT OF CHEMISTRY

1. Ms. Neelam Lamba, Asso. Prof. (M.Sc.), **(H.O.D.)**
2. Ms. Manju Singh, Asso. Prof. (M.Sc., M.Phil)
3. *Ms. Reeru Rani (M.Sc.)
4. *Ms. Adarsh (M.Sc.)
5. *Ms. Shikha (M.Sc.)
6. *Ms. Seema (M.Sc.)
7. *Ms. Vandana (M.Sc.)

DEPARTMENT OF ZOOLOGY

1. Dr. (Ms.) Manju Bala Sharma, Asso. Prof. (M.Sc., Ph.D.)
2. *Ms. Pragati (M.Sc.)
3. *Ms. Reeta Pannu (M.Sc.)

DEPARTMENT OF BOTANY

1. Dr. (Ms.) Ashima Gakhar, Asso. Prof. (M.Sc., M. Phil)
2. Ms. Nadia Chowhan, Asstt. Prof. (M.Sc., Ph.D.)
3. *Ms. Seema Sharma (M.Sc., M.Phil, Ph.D.)

DEPARTMENT OF COMPUTER SCIENCE

1. Ms. Sakshi Aneja, Asstt. Prof. (MCA), **(H.O.D.)**
2. *Ms. Vanita Sahni (MCA, M. Phil)
3. *Ms. Divya Viz (MCA)
4. *Ms. Mamta Atreja (MCA)
5. *Ms. Manpreet (MCA)
6. *Ms. Shivani (M.Sc. (CS))
7. *Ms. Aastha (M.Tech. (CE))
8. *Ms. Rakhi (MCA)
9. *Ms. Ashu (MCA (CS))
10. *Ms. Gagandeep (MCA)
11. *Ms. Megha (M.Sc. (CS))
12. *Ms. Pooja (M.Sc. (CS))
13. *Ms. Anita Rathore (MCA)
14. *Ms. Mandeep (M.Sc. (CS), MCA, M.Tech (CS))
15. *Ms. Sunita (MCA)

DEPARTMENT OF BIOTECHNOLOGY

1. *Ms. Amanjot Bio-Tech. (M.Sc., Ph.D.)
2. *Dr. Amit Goel (M.Sc., Ph.D.)
3. *Ms. Sonika Baretta (M.Sc.)
4. *Ms. Twinkle (M.Sc., Ph.D.)

ADD-ON-COURSES

DEPARTMENT OF COSMETOLOGY

Convener – Dr. Reeta Sehgal

1. *Ms. Astha (B.A. Dip./Fashion (ad))

DEPARTMENT OF FASHION DESIGNING

Convener – Ms. Lakhwinder Kaur (H.O.D.)

1. *Ms. Simran (M.Sc. (F.T.))
2. *Ms. Kanchan (MBA (Fashion Management))
3. *Ms. Naveen (M.Sc. (F.T.))
4. *Ms. Mannat Uppal (M.Sc. Pursuing)
5. *Ms. Astha (B.A. Dip./Fashion (ad))
6. *Ms. Deepti (M.Sc. Bio-Technology)

DEPARTMENT OF FUNCTIONAL ENGLISH

Convener – Ms. Sujata Gupta (H.O.D.)

1. *Ms. Sakshi Anand (M.A.)
2. *Ms. Nisha (M.A.)

DEPARTMENT OF FOOD TECHNOLOGY

Convener – Ms. Garima Saxena (M.Sc.)

1. *Dr. Amit Goel (M.Sc., Ph.D.)
2. *Ms. Manmeet (M.Sc., B.Ed.)
3. *Ms. Deepti Sharma, Asstt. Prof. (M.A., Ph.D.)

ADMINISTRATIVE STAFF

1. Mr. R.K. Nagpal (Head Clerk & Accountant)
2. Sh. R. K. Kamboj (Clerk)
1. Mr. Paramjeet Singh (Clerk)
2. Mrs. Madhu Mehta (Clerk)
3. Mr. Suresh (Clerk)
4. Mrs. Manjeet (Clerk)

LIBRARY STAFF

1. Ms. Monica Saini (Librarian)
2. Ms. Chand Batra (Asst. Librarian)
3. *Ms. Rupa (Restorer)

HOSTEL

1. Ms. Rekha Kapoor (Warden)

Note : * The faculty on contractual basis.

PROGRAMMES OF STUDY

Allocation of Seats

Under Graduate Streams		Aided Seats	Self Finance Seats
Arts:	B.A. (General) I, II, III	450	-
B.Voc.:	2. Food Science and Quality Control (FSQC)		50
	3. Fashion Technology (FT)		50
Science:	1. B.Sc General (Medical)	30	--
	2. B.Sc General (Non-Medical)	30	60
	3. B.Sc Computer Application	--	60
	4. B.Sc Computer Science	--	60
	5. B.Sc Biotech	--	30
B.Com	1. General (Gen)	--	160
	2. Office Management and Secretarial Practice (OSMP)	--	30
	3. Advertising, Sales Promotion and Sales Management (ASPSM)	--	60
	4. B.Com - Computer Application (Voc. CA)	--	60
B.B.A.	Bachelor of Business Administration (BBA)	--	80
PROFESSIONAL COURSES			
B.C.A. -	Bachelor of Computer Application (BCA)	--	60
B.Sc.	Fashion Designing (FD)	--	40
POST GRADUATE COURSES			
Arts	M.A English	--	70
	M.Sc. Geography	--	20
Science	M.Sc. Maths	--	60
	M.Sc Biotechnology	--	20
	M.Sc. Computer Science	--	30
Commerce	M.Com	--	60
PGDCA	(Post Graduate Dip. in Computer App.)	--	60
Health Care Management (Diploma)		--	50

CAREER (JOB) ORIENTED COURSES

(UNDER DUAL DEGREE PROGRAMME)

Certificate Course/Diploma/Advanced Diploma Along with B.A./B.Sc/ BBA/B.Com/I/II/III, P.G., respectively

1.	Functional/Spoken English (Compulsory for M.A. English I)	Max. 100 Seats
2.	Fashion Designing	- do -
3.	Beauty Culture and Cosmetology	- do -
4.	Food Processing and Preservation	- do -
5.	GIS and Remote Sensing (Compulsory for Geog. students)	- do -
6.	Animation Compulsory for Computer Students	- do -
7.	Web Designing Compulsory for Computer Students	- do -
8.	Multimedia Compulsory for Computer Students	- do -

Note:

It is mandatory for BA 1st year students to choose anyone of these Career Oriented Course for B.A. from the above courses.

ADMISSION DETAILS OF COURSES

FACULTY OF ARTS B.A. (Bachelor of Arts)

ELIGIBILITY FOR ADMISSION

- i) A person shall be eligible to join the first year (Part-I) of B.A.(General) if she has passed one of the following examinations with English as one of the subjects & has also obtained at least 33% marks in aggregate.
- ii) Senior Secondary Certificate Examination (10+2 Standard of Board of School Education, Haryana).

OR

Any other examination recognized by the Academic Council as equivalent to (ii) above, with English as one of the subjects and with the prescribed percentage of marks.

A candidate for B.A. (General) Examination shall be required to take up two elective subjects in Part - I from the following elective subjects and same will continue in Part-II and III of the course.

(a) COMPULSORY SUBJECTS

1. English
2. Hindi
3. Computer Awareness in B.A. I
4. Environmental Studies in B.A. II
5. One Career Oriented Course

(b) Elective subjects any two out of the given subjects offered in programmes of study. (Select one subject)

Group I	Group II	Group III	Group IV	Group V
Sanskrit,	Mathematics,	Political	Home Science,	Psychology,
Punjabi,	Music (Vocal),	Science,		History
Computer	Music (Instrumental),		Economics	
Science	Health & Physical			
Geography	Education			

Note:

- Maths is only allowed with Economics/ Skt./ Computer Science. Students opting Maths should have at least 50% marks in Maths in XII class.
- Computer is only allowed with Eco/ Maths and have at least 50% marks at XII level.

B. VOC. (Bachelor in Vocation)

The college is offering the following job oriented courses from session 2014-15.

- 1) B. Voc. (Bachelor in Vocation) in Food Science and Quality Control. (FSQC)
- 2) B. Voc. (Bachelor in Vocation) in Fashion Technology. (FT).

Both the courses are approved by University Grants Commission, Govt. of India, New Delhi, under the scheme of National Skills Qualifications Framework (NSQF). Candidate may choose one year **diploma**, two years **advance diploma**, or three year **B.VOC. Degree** in any of the 2 courses offered.

Scope and future of B.VOC :

Both the courses provide an effective and opportune platform for candidates to study basically all about the recent patterns and schemes in the related industry of the subject. This would enable the graduates completing B.Voc. to make a meaningful participation in accelerating India's economy by gaining appropriate employment, becoming entrepreneurs and creating appropriate knowledge. Other than well-paid jobs, Self-employment through establishing start up projects is an important mode of occupation for the graduates of these courses. These are several government and developmental schemes for establishing small and medium enterprises by passing out as food technologists/ fashion technologists. As qualified technologists, students can find optimum opportunities in multinational and national companies, research and development organizations, Government bodies and academic institutions the world over.

Its objectives are:

- 1) To provide judicious mix of skills relating and appropriate content of General Education.
- 2) To ensure that the students have adequate knowledge and skills, so that they are work ready at each exit point of the programme.
- 3) To provide flexibility to the students by means of pre defined entry and multiple exit points.
- 4) To integrate NQSF within the undergraduate level of higher education in order to enhance employability of the graduates and meet industry requirements. Such graduates apart from meeting the needs of local and national industry are also expected to be equipped to become part of the global workforce.

Total seats: 50 in each course.

Eligibility for admission in B.Voc.

The eligibility condition for admission to B.Voc programme shall be 10+2 or equivalent, in any stream, in 'Food Science & Quality Control' preference will be given to students having passed HSC/equivalent level with Science.

Level of Awards- The certification levels will lead to Diploma/Advanced Diploma/B.Voc. Degree in vocational areas and will be offered under the aegis of the University.

Each of the awards shall specify within parenthesis, the Skill(s) specialization for example:

B.Voc. (Food Science and Quality Control) / B.Voc. (Fashion Technology)

Advanced Diploma (Food Science and Quality Control) / Advanced Diploma (Fashion Technology)

Diploma (Food Science and Quality Control)/ Diploma (Fashion Technology)

The credits for each of the years are as follows:

NSOF Level	Skill Component Credits	General Education Credits	Normal Calender Duration	Exit Point Awards
Year 3 (level 7)	36	24	Six Semesters	B.Voc.
Year 2 (level 6)	36	24	Four Semesters	Advanced Diploma
Year 1 (level 5)	36	24	Two Semesters	Diploma
Total	108	72		

One credit would mean equivalent of 15 periods of 60 minutes each, for theory, workshop/ labs and tutorials.

Curriculum

A candidate for the B.Voc. examination shall be required to take up the following subjects in each of the Part-I and Part-II:

(a) Compulsory Subjects:

- English along with papers of B.Voc. Part-I
- Hindi/Sanskrit (along with the papers of B.Voc. Part-II)
- Computer Education for students of B.Voc. (Qualifying Paper in B.Voc.-I)
- Environment Studies (Qualifying Paper in B.Voc.-I)

Note: A candidate coming from a non-Hindi area or a candidate covered under clause 10[111] of ordinance, General Rules for Examinations, shall, if she did not offer Hindi in qualifying examination for admission to B.Voc. can offer (in lieu of compulsory Hindi/Sanskrit as the subject) Additional English, which shall carry the same marks as for Hindi/Sanskrit.

S.No.	B.Voc. in 'Food Science & Quality Control	B.Voc. in 'Fashion Technology	Credits
1	Basic and applied food Chemistry-1	Basic of Design & illustration with CAD-1	6
2	Principle of food microbiology-1	Basics of Sewing -1	6
3	Basic Principle of food processing & preservation -1	Fabric construction	6
4	Food Safety & Quality Control-1	Apparel Manufacturing technology	6
5	Lab work/workshop	Lab work/workshop	6

FACULTY OF SCIENCE B.Sc. (General) (Bachelor of Science)

ELIGIBILITY FOR ADMISSION

- A person shall be eligible to join the First Year (Part-I) class of the B.Sc. (General) if she has passed one of the following examinations with English as one of the subject & has also obtained at least 40% Marks in the aggregate.
- Senior Secondary Certificate Examination (10+2 standard) of the Board School Education, Haryana.

OR

- Any other Examination recognized by the Academic Council as equivalent (ii) above with English as one of the subjects and with prescribed percentage of marks.
- A candidate must have studied in the medical/non-medical stream at the XII level.

A candidate for the B.Sc. Examination shall be required to take up the following subjects in each of the Part-I and Part-II:

(a) Compulsory Subjects:

- English along with the papers of B.Sc. Part-I
- Hindi/Sanskrit (along with the papers of B.Sc. Part-II)
- Computer Education for students of B.Sc. (Med), (Non Med.), & (Biotech) (Qualifying Paper in B.Sc.-I)
- Environmental Studies (Qualifying Paper in B.Sc. I)

Note: A candidate coming from a non-Hindi area or a candidate covered under clause 10[111] of ordinance, General Rules for Examinations, shall, if she did not offer Hindi in qualifying examination for admission to B.Sc. can offer (in lieu of compulsory , Hindi/Sanskrit as the subject) Additional English, which shall carry , the same marks as for Hindi/Sanskrit.

SUBJECT COMBINATIONS AT A GLANCE - B.Sc I/II/III

Non- Medical			
1	2	3	4
Physics	Physics	Physics	Physics
Mathematics	Mathematics	Mathematics	Mathematics
Computer Application	Computer Science	Chemistry	Geography
Medical			
1	2		
Botany	Botany/ Zoology	-	-
Zoology	Chemistry	-	-
Chemistry	Biotechnology	-	-

FACULTY OF COMMERCE B. Com (Bachelor of Commerce)

ELIGIBILITY FOR ADMISSION

- A person who has passed anyone of the following examination with English as one of the subjects shall be eligible to join the First Year (Part-I) class of Bachelor of Commerce Course.
- Senior Secondary Certificate Examination (10+2) of the Board School Education, Haryana or an examination recognized by the Academic Council as equivalent thereto with at least 40% marks in the Commerce Group or 50% marks in the Non Commerce (Humanities/ Science).

OR

Any other Examination recognized by the Academic Council as equivalent (ii) above with English as one of the subjects and with prescribed percentage of marks as above.

- B.Com : General
- B.Com : Office Management & Secretarial Practice
- B.Com : Advertising, Sales Promotion and Sales Mgt.
- B.Com : Computer Applications Course of Study :

(GENERAL) Semester - I	(CA) Semester - I
Business Communication	Business Communication
Business Mathematics	Business Mathematics
Financial Accounting	Financial Accounting
Business Management	Business Management
Business Economics	Compo Funda. & logical org.
Basics of computer	Business Data Proce. & PC Software

(OM & SP) Semester - I	(Advt. SP & SM) Semester - I
Business Communication	Business Communication
Business Mathematics	Business Mathematics
Financial Accounting	Financial Accounting
Business Management	Business Management
Compo fund. & Bus. Data Proce.	Marketing Communication
Computer Practical	Advertising

NOTE:

1. Compartment Candidates (Admission In 1st Sem.)

- A candidate who has cleared or has been allowed to re-appear in one subject only in the 10+2 examination of the Board of School Education, Haryana or any equivalent examination, thereto, may be allowed to admit provisionally at their own risk & responsibility for part-I of B.A. / B.SC / B.COM. If such a candidate fails to qualify the compartment/re-appear subject of supplementary examination or the Annual Examination by 1st Semester, her provisional admission to the course shall be treated as cancelled ab-initio.

- Compartment candidates will be allowed provisional admission only on merit.

2. Change of the Subject (TDC-I)

If the seats are available in the Subject

Change of Subject will be allowed up to 31st July with fee of Rs. 100/- per subject. No change of Subject will be allowed after that or after late admission as per combinations allowed in the rules as mentioned above.

PROFESSIONAL COURSES

B.SC. FASHION DESIGNING

Eligibility

- A person who has passed 10+2 examination of Board Education, Haryana or any other examination recognized as equivalent thereto, with 45% marks in the aggregate, shall be eligible for the course.

Subjects: -1st Semester

- Basic of Design & Illustration
- Basics of Sewing (Th.)
- Traditional Textile (Th.)
- Basics of Computer (Th.)
- English
- Practical

BCA BACHELOR OF COMPUTER APPLICATIONS

Eligibility

A person who has passed 10+2 examination of Board Education, Haryana or any other examination recognized as equivalent thereto with English and Mathematics as the subjects and obtaining at least 50% marks in the aggregate, shall be eligible for the course.

Subjects: 1st Sem.

1. Computer & Programming Fundamentals
2. PC Software
3. Computer-Oriented Numerical Methods
4. Logical Organisation of Computer-I
5. Mathematical Foundations-I
6. Communication Skills
7. Lab-I Windows, and Power Points
8. Lab-II Word and Excel

BBA BACHELOR OF BUSINESS ADMINISTRATION

ELIGIBILITY FOR ADMISSION

- i) A person who has passed anyone of the following examination with English as one of the subjects shall be eligible to join the First Year (Part-I) class of Bachelor of Commerce Course.

- ii) Senior Secondary Certificate Examination (10+2) of the Board School Education, Haryana or an examination recognized by the Academic Council as equivalent thereto with at least 40% marks in the Commerce Group or 50% marks in the Non Commerce (Humanities/ Science).

OR

Any other Examination recognized by the Academic Council as equivalent (ii) above with English as one of the subjects and with prescribed percentage of marks as above.

Subjects: 1st Sem.

1. Business Organisation
2. Business Accounting
3. Managerial Economics I
4. Business Mathematics I
5. Hindi & Business Communication
6. Computer Fundamentals
7. Seminar

POST-GRADUATE COURSES

NOTE: – Admission will be made as per University rules in all courses

M.SC. MATHEMATICS

Eligibility

- i) Students seeking admission in M.Sc.(Math) should have passed BA/B.Sc.-III with mathematics as one of elective subject with at least 50% marks.

Subjects:

M.Sc. (Previous) (Sem.-I) (Mathematics)

1. Advanced Abstract Algebra-1
2. Real Analysis-I
3. Topology
4. Complex Analysis -I
5. Differential Equations-I
6. Computer Practical

M.SC. BIOTECHNOLOGY

Eligibility

- i) Students seeking admission in M.Sc. Biotechnology should have passed Bachelor Degree with Bot/Zoo/Biochem/ Genetics/Micrbio/ Biotech as one of the main subject with 50% marks.

Subjects: M.Sc. 1st Biotechnology (Semester-1)

1. Nomenclature of papers
2. Biomolecules
3. Microbiology
4. Molecular Cell Biology
5. Biotechniques
6. Lab. Course based on Biomolecules and Biotechniques
7. Lab. Course based on Molecular Cell Biology and Microbiology

M.SC. (GEOGRAPHY)

Master of Science in Geography

Eligibility

- i) Graduation in B.A./B.Sc./Hons. with Geography as one of the elective subject with at least 50% marks in aggregate.

Subjects: Semester-I

1. Climatology
2. Geography of India
3. Economic Geography
4. Statistical Methods in Geography
5. Cartographic Methods in Geography
6. GIS & Remote Sensing (Add on course UGC Sponsored)

M.SC. COMPUTER SCIENCE (SOFTWARE)

Eligibility

- i) B.Sc./B.Com./BCA/BSC(IT)/BIS/BSIS with Computer Science or Computer Applications (Vocational) as one of the subjects with at least 50% marks in the aggregate or B.A. with C.S. with at Least 50% marks in aggregate and having Mathematics as one of the subjects at graduation level.

Post B.Sc. Diploma in Computer Science & Application/PGDCA/PGDCS with atleast 50% marks in the aggregate. Provided that those students who have passed the One Year Diploma courses must have passed B.Sc. (Non Medical) at their graduation.

Subjects:

1. Discrete Mathematical Structures for Computer Science
2. Computer System Architecture and Parallel Processing
3. Operating System
4. Object Oriented System and C++ Programming
5. Computer Oriented Optimization Technique
6. Software Lab-I
7. Unix and SHELL Programming
8. Software Lab-II
9. C++ Programming
10. Internal Assessment Based on Software Lab -I & Lab -II Seminar
(ii) Animation/ Web-designing/ Multi media (Add on Course UGC sponsored) anyone.

M.A. (ENGLISH)

Eligibility

- i) Passed B.A./B.Sc./B.Com./L.L.B. with 50% marks in aggregate or 45% marks in English subject in B.A./Hons. 45%.

Subjects:

1. Course-I: Literature in English : 1550-1660
2. Course-II: Literature in English : 1660-1798
3. Course-III: Literature in English : 1798-1914
4. Course-IV: Literature in English : 1914-2000
5. Course-V: Study of Genre\
6. Compulsory- Functional English (Add on Course, UGC Sponsored)

M.COM

Eligibility

- i) Passed B.Com/BBA/BTM/BIM/B.A./B.Sc. with economic and Maths as elective subjects, securing at least 45% marks in aggregate.

Subjects:

1. Business Environment
2. Advanced Statistics
3. Accounting & Managerial Decision
4. Organisational Behaviour Marketing Management Managerial Economics

PGDCA (Annual System)

POST GRADUATE DIPLOMA IN COMPUTER APPLICATION

Eligibility

- i) Candidate seeking admission to PGDCA should have passed three years Bachelor Degree in any discipline or degree equivalent thereto from a recognized University. The minimum percentage of marks fixed by the University is 50% along with Maths at 10+2 level.

Subjects:

1. Computer Fundamentals and Programming in C
2. Software Engineering
3. Computer Organization
4. Data Structure
5. PC - Software
6. Computer Networks
7. Software Lab -I Programming using C
8. Software Lab -II PC-Software
9. Animation web-designing & Multimedia (Add-on-course UGC sponsored)

Note: Syllabi, Duration & Examination of the courses above will be followed according to KUK. Syllabi and Examination Schemes for all the subjects are available in the library.

DUAL DEGREE PROGRAMMES

UGC SPONSORED - CAREER ORIENTED CERTIFICATE, DIPLOMA & ADVANCE DIPLOMA COURSES

ELIGIBILITY

A person who has passed Higher Secondary/10+2 examination from the Board of School Education, Haryana or an examination recognized as equivalent there to, shall be eligible to join any of these Certificate courses. After completion of Certificate Course a student can join Diploma course & Advance Diploma Course in continuation.

NEED: As the name suggests a Career Oriented Course has an intensive, work based curriculum which braces the students for gaining practical skills which they may not get in an integrated programme. It is a type of part-time course which can be pursued with any regular course of study. The choice of subject can be from any stream.

STAFF: Professionally Qualified Staff

INFRASTRUCTURE - Specially designed Labs.

SPECIAL FOCUS: Career and marked oriented Skills.

COST: Nominal Cost- Rs. 250/- (Certificate) p.m.
Rs. 300/- (Diploma) p.m.
Rs. 400/- (Advance Diploma) p.m.

Note: 1. No refund of fee after joining the course.

2. Minimum 15 students are required to run Diploma & Advance Diploma.

It is advised that all the students opt for at least one add-on course to take advantage of hands-on training and developing skills which is the need of the hour in this world of globalization and competition.

1. FUNCTIONAL ENGLISH (Compulsory for M.A. English-I)

Functional English aims at developing the confident & independent personality of the student by enabling her to be the language expert, by endowing her with the fluency in spoken & written English which is essential for interaction in corporate sectors & day today life in the present times of globalization.

2. BEAUTY CULTURE & COSMETOLOGY

"A thing of Beauty is joy for ever." The art of Beauty culture is, very old and all through the ages, beauties have influenced the minds of poets and other important people. There is a huge demand for qualified cosmetology. One can learn a competitive trade that gives endless potential.

3. FASHION DESIGNING

Fashion is a way of life and it reflects the image of the society. Design is an individual's creative expression. Designing apparel is an exciting demanding profession, one that requires special skills and abilities. Creativity and art play an important role in, fashion, this rapidly expanding industry demands increasing professionalism. The students get exposed to the entire gamut of activity involving development of a garment from conceptualization to the finished product involving varied technical inputs and presentation.

4. FOOD PROCESSING AND PRESERVATION

The Home Science Department introduced Career Oriented Course in Food Processing. The students learn various technologies of Food Processing which enable them to start the small industry & also prepare them for various jobs in Fast Food Processing Industry.

5. GIS and Remote Sensing (Compulsory for M.Sc. Geog. Students)

This course will help the students for Higher education in different institutes in India or Abroad for M.Sc. GIS & Remote Sensing/MBA/MCA/M.Tech/Ph.D in IIT (Kanpur etc.). It will also help the student to get good placement in Govt. of India, private sector jobs like Indian forces, GIS Remote Sensing Departments, Survey Department of India, Planning Department of India, GIS Consortium, Infotech, Adriotech, SGS Infotech, Frontier Technologies.

6. Animation! Web-Designing and Multimedia 1 course compulsory for M.Sc. (Comp. &) PGDCA

Animation means Magic, Entertainment, Fun and lots of Creativity. People are always looking for new ways to educate their children. If they are having fun they learn better. Computer animation can be used to make very exciting and fun animations with which education and training can easily be incorporated. It is much more interesting to learn math for example when the letters look nice and colorful and flying around your TV screen instead of solving problems on plain black and white paper. Other subjects can also be taught by using computer animation. Animation, Web designing and Multi-media have a huge demand in National as well as International Market. These career courses entail intensive career training for the job requirement in the field of Computers.

These courses facilitate Industrial Training which helps the students to polish their creativity and get the job in any Company easily. They can further do some specializations in 2D or 3D Pre-Production, Sound-Engineering, Modelling etc.

These courses also help the students to earn their income from home by creating Websites, Advertisements and Pamphlets etc.

RESERVATION OF SEATS

KURUKSHETRA UNIVERSITY KURUKSHETRA
(Established by the State Legislature Act XII of 1956)
("A" Grade, NAAC Accredited)

ADMISSION CONCESSIONS FOR COLLEGES MAINTAINED/AFFILIATED WITH THE KURUKSHETRA UNIVERSITY FOR UNDER-GRADUATE AND POST-GRADUATE COURSES FOR THE SESSION 2014-15

I. Additional Seats:

- (i) There shall be two additional seats in P.G. courses including Law and five additional seats in TDC Part-I/over and above the sanctioned seats for Outstanding Sports Persons. For admission against sports seats the candidate will be required to submit the grading certificate of sports issued by the Director of Sports and Youth Welfare, Govt. of Haryana, Chandigarh.

Norms for Outstanding Sports Persons:

For P.G. Course: Outstanding sports persons means a person who has at least represented the University/State in the Inter-University/ National Level (National Championship, Federation Cup, Inter-State, National Games, National League etc.) Tournaments recognized by Association of Indian Universities/Concerned National Federation/ Indian Olympic Association in the games in which Inter-University Tournaments are organized by the Association of Indian Universities while pursuing the Under-graduate Studies. **Such candidates will have to submit a Gradation Certificate issued by the Directorate of Sports and Youth Welfare, Govt. of Haryana, Chandigarh.** No lower sports achievements as prescribed above will be considered for admission for outstanding sports persons category, even if the seats remain vacant.

For B.A./Sc./B.Com. Part-I/1st Semester: A sports person means who has won at least 1st or 2nd or 3rd position in team game or individual events or individual events in Junior/Senior District Championships, State Championships, Inter-School District or State Schools Championship or have participated in National School Games or above Tournaments recognized by District/State/National Federations or by School Games Federation of India or Indian Olympic Association in the games in which Inter-University Tournaments are organized by Association of Indian Universities. Achievements of previous three years will be considered for admission. Such candidates will have to submit a Gradation Certificate issued by the Directorate of Sports and Youth welfare, Govt. of Haryana, Chandigarh. No lower sports achievements as mentioned above will be considered for admission for outstanding sports persons category, even if the seats remain vacant.

- (ii) One additional seat shall be for NCC candidate who attended the R.D. Parade & Camp in all courses over and above the sanctioned seats.
- (iii) One additional seat shall be for NSS merit certificate holder who attended the R.D. Parade Camp in all the courses over and above the sanctioned seats.

- (iv) One additional seat in each course shall be for deserving Parsi Students.

II. Distribution and Reservation of Seats

(A) Distribution of seats

The seats shall be distributed as under:

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

(70% of the seats earmarked for bonafide residents of Haryana will be reserved for the categories as mentioned at (B) below, as per State Govt. policy and remaining 30% seats will be filled from among Haryana General Category)

(B) Reservation of seats for Bonafide Residents of Haryana

The seats shall be reserved for the categories as under:

- (i) Scheduled Castes : 20%
(ii) Backward Classes of Haryana (except Socially advanced persons/ Sections (creamy layer) : 27%(16% for Block-A),(11 % for Block-B)
(iii) Special Backward Classes (except Socially advanced persons/ Sections (creamy layer) : 10%
(iv) Economically Backward Persons in the General Category : 10%
(v) Differently Abled Persons : 03%

In the event of quota reserved for differently abled persons remain unutilized due to non-availability for suitable category of differently abled persons, it may be offered to the Ex-servicemen and their wards (1%) and the dependents of Freedom Fighters (1%).

- (vi) Further 3% horizontal reservation is also provided to Ex-servicemen/ Freedom Fighters and their dependents by providing reservation within reservation of 1% of General category, 1% out of Scheduled Castes and 1% from Backward Classes category for admissions to the various educational institutions of the Govt. and Govt. aided/institutes located in Haryana. As far as block allocation in Block A and Block B of

Backward Classes category is concerned, year wise rotational system will be adopted. For example, if Block A of Backward Classes are given seats in the Academic Year 2014, the next Block i.e. B Block of category of Backward Classes will be given seats in the next academic year i.e. 2015 and so on. The concerned Principal of the College shall maintain a roster register for horizontal reservation of Ex- servicemen/Freedom Fighter & their dependents and carry forward all fractions till one seat is accumulated through different fractions over the AI year. As and when the total comes to one, a seat will be provided to the concerned category.

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

(C) Guidelines for Reservation:

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

9. If the number of seats in any particular category is not a round figure 0.5 above will be taken as one and less than 0.5 shall be ignored.
10. Under physically handicapped category at least one candidate will be admitted, even if, the share is less than 0.5 seat.
11. The seats remaining vacant under various reserved categories other than the SC category shall be converted into General category only if upto the day of display of final list no candidate belonging to reserved categories is available for admission.
12. The person who claims benefit of reservation under other categories shall not be entitled to claim benefit of reservation in the category of Economically Backward Person in the General Castes category.

III. Relaxation of the condition of eligibility:

- (i) Unless otherwise specifically provided in the concerned Ordinance, the eligibility condition for Scheduled Castes will be minimum pass marks in the qualifying examinations for admission to a course.
- (ii) 5% relaxation in minimum eligibility condition for admission to various courses will be given to blind/visually and Differently Abled candidates. However this relaxation is not applicable for LL.B. Professional 3 Yr. and B.A. LL.B (Hons.)-5 Yr.

IV. Weightage for the purpose of merit (subject to proviso below):

The weightage of marks for the purpose of merit as mentioned below will be added to the percentage of aggregate and/or percentage of the qualifying Examinations :

- | | |
|---|--------------------|
| (A) Candidates who have passed the qualifying examination from Universities in Haryana State. | 5 marks |
| (B) Recipients of National Talent Award from the NCERT | 5 marks |
| (C) Candidates who have secured 60% marks/CGPA 6.0 on 10 point scale from First Public Examination to Qualifying Examination. | 5 marks |
| (D) For B.Com. 1 st Semester Students who have passed the 10+2 examination with Commerce. | 5 marks |
| (E) Candidates who have passed Honours examination in the subject concerned. | 5 marks |
| (F) N.C.C. Cadets who have passed 'B' Certificate and;
N.C.C. Cadets who have passed 'C' or "G-II" Certificate (No weightage will be given for Civil Defence Service). | 3 marks
5 marks |

Note: If a NCC Cadet have 'B' & 'C' Certificates maximum weightage of 5 marks will be given.

OR

Students who have been recommended or commended (i.e. have obtained 1st or 2nd position) at the Inter-Zonal or Inter-University or Inter-State or

State Level Youth Festival(s) or competition(s) either individually or as members of a team.

OR

Sports persons who have won 1st or 2nd or 3rd position at the University/ State level Tournaments organized by the State Govt./Haryana Olympic Association/ University in individuals events or Team games or have actually participated in Inter-University or National level duly recognized by Association of Indian Universities/concerned National Federation/Indian Olympic Association in the games in which Inter-University Tournaments are organized by Association of Indian Universities.

OR

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

OR

Holder of Cert. of Merit for N.S.S. awarded by the University.

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

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

OR

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

OR

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

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

Provided that:

1. The weightage for the purpose of merit under clause-IV(F) be given only if the candidate has obtained required certificates/distinction during the course i.e. B.A./ B.Sc./ B.Com./B.Sc. (Home Se.) on the basis of which the candidate seeking admission in P.G. Courses.
2. The total weightage for the purpose of merit under Section IV above shall not exceed 10 marks except B.P.Ed. & M.P.Ed. course.
3. For admission to M.P.Ed. and B.P.Ed. the candidates will have to submit gradation certificate issued by the Directorate of Sports and Youth

Welfare, Govt. of Haryana. Weightage for Sports will be given only in respect of tournaments in the following games/events arranged by the University/Inter-University Sports Board or by a State/National Organisation recognized by the Indian Olympic Association:

Games for Men and Women:

Archery; Athletic; Ball Badminton; Baseball; Boxing; Canoeing and Kayaking; Cross-Country Races; Cycling; Gymnastics; Rhythmic Gymnastics (Women); Malkhamb; Judo, Net ball; Pistol Shooting & 0.177 Air Rifle Peep Sight (MW); Clay Pigeon Shooting Trap: Double Trap and Skeet (MW), Power Lifting; Weight-lifting; Best-Physique (Men); Rowing; Soft-ball; Squash Rackets (Men); Swimming & Diving; Water-Polo (Men); Taekwondo; Wrestling; Yachting; Basket-Ball; Chess; Cricket; Football; Hand-ball; Hockey; Kabaddi Circle Style (Men); National Style Kabaddi; Kho-Kho; lawn Tennis; Volleyball; Badminton; Table Tennis, Yoga (MW). No other game or event which is not recognized by the Association of Indian Universities shall be considered:

In case any State does not issue the gradation certificate, the following criteria will be adopted for accepting the sports certificate for admission to M.P.Ed., B.P.Ed., B.Sc. (Physical Education, Health Education & Sports) and C.P.Ed.:

- (i) In case of Distt. Position holder, a certificate of authenticity from the concerned Distt. Association/Federation duly countersigned by the Distt. Sports Officer will be accepted.
- (ii) In case of State Position holder, National Participation, National Position or International Position Holder level a certificate of authenticity from concerned State Association/Federation duly countersigned by the Director Sports of the State will be accepted.
- (iii) In case of Inter Collegiate and All India Inter-Varsity position holders the certificate should be verified from the Director of Sports of the concerned State Govt., University.
- (iv) At the time of admission Principal of concerned College will ensure authenticity of the Sports Certificate.

V. Procedure for preparing the merit list

- (i) Unless otherwise specifically prescribed for a course, merit list for II' admission to Under-graduate and Post-graduate courses shall be prepared strictly on the basis of marks obtained in the qualifying examination plus admissible weight ages as per rules.
- (ii) For calculating the percentage of scores of B.A. by parts, the following procedure will be adopted:
 - (a) Average of percentage of marks obtained in Prabhakar, Giani or an equivalent Mil examination, in English and in one or more elective subject (if more than one subject has been cleared, the score in which he has got the highest marks would be taken into account). Prabhakar or Giani will be considered as one elective subject and reduced in respect of maximum marks.

- (b) For candidates, who have received their B.A. Degree after doing 4 Shastri or an equivalent oriental titles examination, marks obtained in Shastri Examination will be considered as secured out of two subjects (elective) and calculated on the basis of the maximum number of marks in two elective subjects, after proportionately reducing them as in (a) above. (iii) For calculating aggregate marks for admission to various courses in the case of candidates who have passed B.A., B.Sc. or B.Com. (Hons.) examination, the marks of the subject counted towards division will be taken into consideration.

Note: The weightage admissible under Section IV shall be added to the percentage of marks obtained in the qualifying examination for the preparation of the final merit list of the candidates.

VI. General

- There shall be no rounding-of percentage of marks from 0.5% and above to next higher number for determining the eligibility for admission to various courses.

- In case two or more candidates in the merit list have equal percentage of marks, the candidates senior in age will be considered first.
- Candidate having compartment/re-appear in B.A./B.Sc./B.Com. etc. shall not be allowed admission in Post-graduate courses.
- All admission applications should accompany with all requisite documents/ certificates for eligibility weightages, reservation and other concession, failing which such applications for admission will not be considered and finally rejected.
- Candidates seeking admission in educational institutions (including medical and technical institutions) located in Haryana, may not be required to produce Resident Certificate, if they have passed the examination from a school/college situated in Haryana. For this purpose, a certificate of the Principal/ Headmaster from concerned institution where the children/wards studied last should be considered sufficient. The Principal/Headmaster of the institution shall be competent to issue such certificate, which should be sufficient.

MANDATORY RULES & REGULATIONS

I) GENERAL RULES

- All the notices of the college will be uploaded on the **College Website**. It is mandatory for the students to check it regularly.
- Students from **III Semester** will not get admission in any stream without having Registration No. from KUK.

II) EXAMINATION RULES

Examinations are conducted as per Kurukshetra University rules & regulations. Students are suggested to see the Examination Notice Board from time to time.

INTERNAL ASSESSMENT

- For Under-graduate courses & P.G. courses of Arts/Science/ Commerce. Internal assessment in all UG course will be 20% in each theory paper based on the following criteria:

(i)	Two Handwritten Assignments (1st Assignment after one month & II nd Assignment after two months)		10%
(ii)	One sessional/Test	:	5%
(iii)	Attendance		

Marks for Attendance will be given as under:

- 91% onwards : 5 marks
- 81% to 90% : 4 marks

- 75% to 80% : 3 marks
- 70% to 74% : 2 Marks*
- 65% to 69% : 1 Mark*

* Exemption For students engaged in sports/co-curricular activities for the college or authenticated medical grounds duly approved by the Principal.

- 75% attendance is compulsory for eligibility for appearing in exams.
- The students will not be promoted to 5th Semester class of the following Under-graduate courses unless they have passed all the papers of 1st Semester of these courses. The rule has been imposed from 2014-2015 session for students who took admission in 1st years (2014-2015).**

M.Sc. Examination Rules

- Theory Papers:- One Test / Seminar for each paper 75% marks attendance 25% marks.
- Practical Exam:- One Seminar/ Test/ Viva/ Sessional for each practical 75% , attendance 25% marks.

MIGRATION RULES

Students should bring Migration Certificate and submit it to the Kurukshetra University/Authority concerned. **Provisional admission may be granted till eligibility is granted by the University & Registration No. is issued by the University.**

MIGRATION FROM OTHER UNIVERSITIES/BOARDS

Such students will be admitted only on the written undertakings that they will obtain eligibility certificate from the Asstt. Registrar (Registration), Kurukshetra University, Kurukshetra immediately but not later than **15-09-2015 in any case for submission to the Principal, failing which their provisional admission will be cancelled** and the students shall not be allowed to attend the class & they shall themselves be responsible for the consequences thereof.

SPECIAL NOTE

If admission of any student is declared invalid by the University for any reason, the student or her parents will solely be responsible. College shall not be responsible under any condition.

UNIVERSITY MIGRATION FEES & DATES

Last Date for submission of original Migration Certificate	: 21-12-2015
22-12-2015 to 28th February, 2016 (late Fee)	: Rs. 300.00
From 1st March, 2016 till the declaration of result (late fee)	: Rs. 500.00
After declaration of annual result to (up to one year) (late Fee)	: Rs. 1,000.00 to : Rs. 5,000.00

Note: Local Migration shall not be allowed.

ATTENDANCE AND LEAVE RULES

- 75% attendance is compulsory **No notification will be sent at home.**
- Only 25% of total attendance will be granted as medical Leave to the student during the Academic Year.
- If a student fails to attend his/her classes continuously for seven days from the date of commencement of the classes or from the date of admission, his/ her admission, shall be cancelled.**
- If a student remains absent from the class for 14 days or more in a month, her name will be struck off from the rolls. In this case only Principal can give any special permission. Parents will be duly informed through website.: www.kvadav.com**
- Leave must be applied on prescribed form (available from the College office duly signed by the guardian).
- Leave must be sanctioned personally from the Principal and must be reported to the tutor after getting signed by the Principal.
- A Medical Certificate duly attested/signed by M.B.B.S. at least is to be produced with the leave form.

- On days when special functions are held, leave shall be granted by the Principal only on medical ground. In case of absence fine will be imposed.

RULES OF ABSENCE AND OTHER FINES

Ordinarily the students are fined for all the following irregularities.

1	Absence per period	Rs. 5.00
2.	Absence per practical	Rs. 5.00
3.	Absence from tutorial	Rs. 5.00
4.	Absence from the Sessional Examination Per Paper	Rs. 100.00
5.	Absence from Submission of Assignments/ Project work	Rs. 100.00 each
6.	Absence for 15 days / name stuck off)	Rs. 500.00
7.	Library fine for failure to return the book in time (per day)	Rs. 3.00
8.	Duplicate identity card (2nd time Rs. 200/- with the permission of Principal)	Rs. 100.00
9.	Unfair means (U.M.C.) adopted in Examination	Rs. 500.00
10.	Absence from various Seminars / workshops / Functions arranged for the students	Rs. 100.00 Each
11.	Use of mobile phones in college.	Rs. 500.00

NOTE:

The fine list for each month will be put up on the Notice Board in the first week of the following month. Any grievance in the connection should be made to the Principal within three days of the notification of the fine list. No representation will be entertained after the expiry of the period.

SCHOLARSHIPS/STIPENDS/FREESHIPS

Aadhar Card Note: Aadhar Card is compulsory for all scholarships and Govt. programmes. Students must procure their Aadhar Cards within 2 months of admission.

Students who attain Excellence/Merit in academics, sports or any other co-curricular activity are accorded fee waivers in the College annual/monthly fees as mentioned below:

International level	: 100% free ship & free stay
&	in the hostel.
National level	: 100% Free Ship
State level	: 75% Free Ship
Board University level	: 50% Free Ship.

NOTE:

1. The SC/ BC students have to fill the prescribed form to avail the scholarship. Form is attached with the prospectus.
2. The fee committee will decide the merit on inspection of proof submitted by the candidate.
3. The form is to be filled in due time as per notification displayed on the Notice Board.
4. Necessary conditions are to be fulfilled which will be checked by committee and authorities.
5. All concessions will be withdrawn from the college/hostel if the students fails to get at least 50% marks in aggregate in the Examination/Tests or in case of irregularity/misconduct/breach of discipline etc.

Details of Scholarship Distribute (2013-14)

Sr.	Name of the Scholarship	Rate P.A.	No. of Scholarships
1	Student Aid Fund UG and PG students	1500/-	70 or (As per budget allocated)
2	KVA Scholarship UG Students	1800/-	1 Per Scheme
3	KVA Scholarship PG Students	2400/-	1 Per Scheme
4	Best Athlete of KVA Scholarship	2000/-	1 Only
5	Dr. Radha Krishan Scholarship	3000/-	As per University recommendation
6	University Merit Scholarship	2400/-, 3000/-	As per University recommendation
7	SC Scholarship	As per fee Scheduled	Recommended by DGHE
8	BC Scholarship	As per fee Scheduled	Recommended by DGHE
9	Pose Scholarship	41000/-	Recommended by DGHE
10	History Scholarship	1500/-	3 (1st, IIInd, IIIrd Yr. B.A.)
11	National Merit Scholarship	3000/-	University
12	Haryana State Merit Scholarship UG Students	3600/-	DGHE Govt. of Haryana
13	Haryana State Merit Scholarship PG Students	5400/-	DGHE Govt. of Haryana
14	State Level Scheme Quiz Competition	33333/-	As per participation & winning the prize
15	Sita Ram Jindal Foundation Scholarship UG Students	3000/-	Recommended by Trust
16	Sita Ram Jindal Foundation Scholarship PG Students	4200/-	Recommended by Trust

17	Sita Ram Jindal Foundation Scholarship to toppers of 90% above marks	6600/-	Recommended by Trust
18	Smt. Parkash Rani Athavele Scholarship	4800/-	Recommended by KUK University
19	Single girl Child Post Graduate		As Recommended by UGC/ Govt. Haryana

Required Document for applying any Scholarship

1. Photocopy of **Matric DMC**
2. Photocopy of **10+2 DMC**
3. Photocopy of **Last Qualifying Examination**
4. Father's **Income Proof**
5. Photocopy of **Rashan Card**
6. Photocopy of **Aadhar Card**
7. Photocopy of any **Bank Account Number**
8. Two Photographs
9. Any other document asked by the scholarship panel

(Note: One student can apply only one scholarship as per Haryana Govt. Rule)

RULE FOR REFUND OF SECURITY

The security will be refunded within six months after passing out from the college. Security will lapse if not withdrawn by 31st Dec. of the year of passing. **The claimant must submit the following documents (i) the original fee receipt of Semester-I (ii) photocopy of the last semester exam to receive the refund along with the form provided by the college.**

NOTE

1. Security deposit of those who leave in between the course will be forfeited.
2. Security will be forfeited of those students who are continuously absent for more than 15 days without written information and permission.

RULE FOR REFUND OF FEE

- i) In case a Candidate leaves the college after seeking admission in particular course and makes an application for cancellation of admission with due reason the following conditions will apply for refund of fee. (I) If a Candidate leaves before the commencement of the classes and the seat vacated is filled by the last date of admission the fee will be refunded after deducting processing Charges of ₹ 1000/-for aided and ₹ 2000/-for Self-Finance Course University fee will not be refunded.
- ii) No refund will be made once the student has enrolled in the class and has taken lessons. A proof of reason to leave will have to be produced.
- iii) No refund will be made for Local Migration. Local Migration is not allowed.

FOLLOW THE DECORUM

The College does not aim merely at stuffing the minds of the student with facts and figures. Its object is to mould the students into fine and disciplined citizens of India. Therefore, the College lays great emphasis on the maintenance of discipline. Students are supposed to extend co-operation to their teachers in this respect.

Every student is expected to be the custodian of the College. She should constantly ask herself, "Am I conducting myself in a way that is worthy of my College?"

- The students should be courteous in their dealing with one another and with employees of the College. They should avoid making noise in class-rooms and corridors of the compound. Movement from one class to the other should be orderly, disciplined and dignified. They should not roam around in verandahs and workplaces.
- Students should read the notices put up on the Notice Board at the commencement of day and after finishing the work for the day. This will keep them well-informed.
- The College property, in no way, should be tampered with or defaced. The defacing of walls, furniture and black boards with pencil marks etc. is strictly prohibited. If done so strict action will be taken against the defaulters.

- Dress code will be maintained in the college. No tight revealing clothes are to be worn in the college campus.
- While making payment at the counter, students must always form a queue.
- There should be no tempering with fans, regulators, switches, holders etc. Fans should be switched off in rooms when no classes are on.
- **Students must wear their identity Cards while they are in College.**
- **Use of Mobile phone is not allowed in the college premises.** (Govt. Circular)
- Students should spend their vacant periods in the library, instead of wasting time in aimless gossip in the college Varanda/Lawns.
- Students are not allowed to bring relatives/outside to the College.
- No meeting can be organized in the College campus without the prior permission of Principal.
- No Political/Personal agenda will be entertained in the college campus. Any student found involved in the same, would be dealt with strict action or can be rusticated from college rolls.
- Students should actively use the complain & suggestion box.

GENERAL AWARENESS

AWARD FUNCTIONS AND CEREMONIES

Awarding Merit

The Prize Distribution Function of the College is held annually. The students who win distinction in the various spheres such as academic, sports, N.C.C., N.S.S., Youth activities etc. entitle themselves for awards and prizes.

College Convocation

The College holds convocation to award degrees to the students of the preceding session.

U.G.C. sponsored tutorial classes

EDUSAT, Remedial Coaching classes in different subjects, Entry into Civil Services Examination is also taking place in the College in the afternoon for SC/ST/weak and bright students. To provide latest up-to date knowledge to the students, IT EDUSAT has been installed in the library. Lectures by eminent teachers (from various universities and prestigious Colleges) in diversified field are telecast Live. The detailed programme chart along with the name of the resource person and the topic to be discussed, will be on display in the library. The students must avail themselves of this facility to enrich their knowledge.

Tutorial Groups

All students are divided into tutorial groups. The group are headed by tutor-in-charge. The Principal & tutors are always available to the parents for interaction in academic as well as career guidance.

College Timing

The first period starts at 8.20 a.m. The students are advised to attend their classes regularly and punctually according to the time schedule.

Parent Teacher Meeting

Parents can update progress of their wards between 10:00 to 1:00 pm on any working day.

Principal Meeting: Meeting time with the Principal or for the office work is 10:00 am to 1:00 pm.

ADDITIONAL FACILITIES Health Check

Health Check

The College Health Care Centre provides the requisite to the emergency cases and consultation to other, especially for boarders. Regular extension lectures to make the students aware of the need of personal hygiene &

healthy food habits, are delivered from time to time. Hostler/Boarders are issued Health Cards and are regularly checked up. Health check like HB, BP etc. is also done by Govt. Hospital in the college campus.

Hostel

The Hostel accommodates around 350 students. It has well furnished, neat and clean rooms provided with comfortable beds, study tables and chairs. Bathrooms with all kind facilities like geysers, 24 hours water supply, hygienic mess equipped with water cooler aqua guard, to ensure the supply of germ free water, a spacious common room equipped with T.V. and a lush green Garden for relaxation.

Rules

1. Rules of the Hostel must be adhered to strictly by the Hosteler.
2. Fee once deposited will not be refunded, if the seat remains vacant for the session.
3. Those students from outside Karnal and not staying in the Hostel will provide an **Affidavit** for self safety from the parent / Guardian. If any untoward incidence takes place, College will not be responsible for the same.

Canteen

The canteen provides snacks, cold drinks, tea and coffee etc. during the college time and also caters the Hostlers in the evening.

Library

- All students of the College are members of the library. Students have free access to the books and volumes of periodicals.
- The College has a computerized library which has a stock of over 56000 volumes. It subscribes to 50 journals, periodicals & dailies.
- The library is open on all College working days from 8:00 a.m. to 5:00 p.m.
- Magazines from varied fields like Competition Success Review, sports, science, computer, women based magazines etc. are available to cater the needs of the students. The reading room with seating capacity for 150 is open to all the students of the College between 8:00 a.m. to 5:00 p.m. on all working days except Sundays and public holidays.
- The library has separate reference room where reference books are stocked. There is open access system for all PG and final year students. There is a book bank scheme maintained on grants from the UGC for SC/ST/OBC and needy students. Meritorious students are issued extra books from the library.

Identity/library card

- ID card is the property of the College.
- All the students must wear their 10 card while on College campus.
- In case the card is lost students must report the loss on college form and obtain a new one by depositing Rs. 100/- Books will be issued on 10 card only. U.G. students will be issued 2 books at a time. P.G. students will be issued 3 books at a time.

Library Rules

- A book shall be issued for a maximum period of 15 days.
- Reference books will not be issued to anyone though they can be read in the reference section room.
- A fine of Rs. 3/- per day per text book and Rs. 5/- per day for ref. book shall be charged from the borrower in case the book is not returned by due dates. After which the fine will double every 15 days.
- For special issue the fine will be Rs. 5/- per day or as per rules.
- In case of loss or damage of book the borrower shall have to either replace the book or pay the latest price of the book.

Ragging is Strictly Banned

"Ragging in educational institution is banned and anyone indulging in ragging is likely to be punished appropriately which punishment may include expulsion from the institution, suspension from the institution or classes for a limited period or fine with a public apology. The punishment may also take the shape of:

- i) Withholding scholarship or other benefits
- ii) Debarring from the representation in events
- iii) With holding results
- iv) Suspension or expulsion from hostels or mess, and the like

If the individuals committing or abetting ragging are not/ cannot be identified, collective punishment can be awarded to act as deterrent. The following will termed as ragging. Any disorderly conduct whether by words spoken or written or by an act which has effect of teasing, treating or handing with rudeness any other student, indulging in rowdy or V undisciplined activities which causes or is likely to cause annoyance, or apprehension thereof in a fresher or a junior student or asking the student to do any act or perform something which such student will not do in the ordinary course and which has the effect or causing or generating a sense of shame or embarrassment so as to adversely affect the physique or psyche of a fresher or a junior student."

SERVICE RENDERED BY THE EMPLOYMENT BUREAU, KUK

In Collaboration with the department of Employment, Haryana the, University is running the Employment Bureau for the benefit of students and job-seekers. One of the main functions of this Bureau is the --registration and employment assistance to job seekers. Besides, the bureau disseminates information relating to various occupations, training facilities, admissions, competitive examinations, Fellowships and Scholarships, self employment, higher education in India and abroad. Guidance on vocations is rendered individually as well as in groups. Advisory talks on career options and exhibitions are periodically arranged in various teaching departments and constituent Colleges. Guidance literature is prepared and studies and surveys on employment pattern and admission trends are conducted. Career Information Room is equipped with appropriate material of use to students. A fortnightly 4 bulletin "Vocational Guide" is issued by the Bureau for general information of students and educated job seekers. The bureau is housed in the Arts Faculty building of the University.

Administrative Committees 2015-2016

1. **Advisory Committee**

Convener- Principal

Members-

1. Ms. Vijay Bhatia
2. Ms. Neelam Lamba
3. Ms. Amarjeet Kaur
4. Ms. Sujata Gupta
5. Ms. Renu Mehta
6. Ms. Santosh Bisla
7. Ms. Sanjana Raheja
8. Mr. Ram Kumar

2. **PRO-** Ms. Sujata Gupta

3. **UGC Cell & Planning Board (Proposals for Add-on-Courses/Seminar/Grant/Utilization)**

Convener- Ms. Renu Mehta

Co-Convener- Ms. Sujata Gupta

Members-

1. Ms. Santosh Bisla
2. Ms. Manju Sharma
3. Ms. Ashima Gakhar
4. Ms. Meenu Sharma
5. Ms. Amanjot
6. Ms. Manjeet(Clerk)

4. **IQAC Core Committee**

Convener- Ms. Vijay Bhatia

Co-Convener-

1. Ms. Neelam Lamba
2. Ms. Sujata Gupta

Co-coordinaters-

1. Ms. Renu Mehta
2. Ms. Santosh Bisla

3. Ms. Ashima Gakhar

4. Ms. Manju Bala Sharma

5. Ms. Sunit Bhandari

6. Ms. Sanjana Raheja

7. Ms. Sabira Sharma

5. **Sessional Examinations/ Semester Examination/ Forms/Compiling of Results & Merit Lists Controller of Exams-**

1. Ms Santosh Bisla

Co-Controller-

1. Ms. Sushma Thakur
2. Ms. Anuradha Nagia

Science & Computer

Convener- Ms. Meenu Sharma

Members-

1. Ms. Ashima Gakhar
2. Ms. Manju Singh

(b) Arts

Convener- Ms. Sunita Salaria

Members-

1. Ms. Sabira Sharma
2. Ms. Swati Sharma

(c) Commerce

Convener- Ms. Sanjana Raheja

Members-

1. Ms. Madhu Arora
2. Ms. Meetu Chawla

6. **Purchase Committee**

Convener- Ms. Vijay Bhatia

Co-Convener- Ms. Neelam Lamba

Members-

1. Ms. Amarjeet

1. Ms. Santosh Bisla

2. Ms. Meenu Sharma

3. Ms. Manju Sharma

4. Ms. Sunit Bhandari

5. Head-Clerk

7. **Grievance, redressal & Sexual Harassment Cell**

Convener- Ms. Vijay Bhatia

Members-

1. Ms. Amarjeet

2. Ms. Santosh Bisla

3. Ms. Sabira Sharma

4. Ms. Anu Narwal

5. Ms. Anuradha Nagia

6. Mr. Ramesh

8. **Discipline/Anti Ragging/ Hostel Security Committee**

Convener- Ms. Amarjeet Kaur

Co-Convener-

1. Ms. Neelam Lamba

2. Ms. Rekha Kapoor

Members-

1. Ms. Ashima Gakhar

2. Ms. Sushma Thakur

3. Ms. Suman

4. Dr. Deepti Sharma

5. Ms. Shweta Dhawan

6. Mr. Ram Kumar

7. Mr. Suresh

9. **Scholarship Committee**

External/Internal

Convener- Ms. Renu Mehta

Co-Convener- Ms. Sunit Bhandari

Members-

1. Ms. Anju Narwal
2. Ms. Lakhwinder Kaur
3. Ms. Shweta Dhawan
4. Ms. Anuradha
5. Mr. Ramesh
6. Ms. Manjeet

10. **Time Table Committee**

Convener- Ms. Vijay Bhatia

Arts

1. Ms. Sujata Gupta
2. Ms. Sushma Thakur

Science

1. Ms. Renu Mehta
2. Ms. Manju Sharma (Maths)

Commerce

1. Ms. Sanjana Raheja
2. Ms. Meetu Chawla

Computer-

1. Ms. Sakshi Aneja

11. **Library & EDUSAT Committee**

Convener- Ms. Ashima Gakhar

Co-Convener- Ms. Monika Saini

Members-

1. Ms. Sushma Thakur
2. Ms. Anju Narwal
3. Dr. Deepti Sharma
4. Ms. Punam Kundu

12. Maintenance of Water/ Electricity/ Furniture & Cleanliness Committee

Convener- Ms. Amarjeet
Co-Convener-

1. Ms. Sanjana Raheja

Members-

1. Ms. Santosh Bisla
2. Ms. Sabira Sharma
3. Dr. Punam Kundu
4. Mr. Ramesh (Office)
5. Mr. Rakesh-Peon (Furniture)
6. Mr. Joginder-Peon (Electrician)
7. All Sweepers

13. Record Keeping & Publicity/ Media/ Photography/Website

PRO- Mrs. Sujata Gupta

Convener- Ms. Anju Narwal

Co-Convener- Dr. Sakshi Aneja

Members-

1. Ms. Monika Saini
2. Ms. Isha Prashar
3. Ms. Nadia
4. Ms. Meetu
5. Ms. Madhu (Office)
6. Ms. Roopa (Library) & Computer Staff

14. Publication Committee (Magazine/Prospectus/ Journals/News letter etc.)

Editor- Ms. Sujata Gupta

Co-Editors- Ms. Anju Narwal & Dr. Deepti Sharma

Editor English- Ms. Shivangi

Editor Hindi- Dr. Sushma Thakur

Editor Sanskrit- Dr. Sabira Sharma

Editor Punjabi- Ms. Amarjeet Kaur

Editor Home- Sc.-Ms. Garima

Editor Geog.- Ms. Kawaljeet Virdhi

Editor Science- Ms. Manju Bala

Editor Commerce-

1. Ms. Anshul Atreja
2. Ms. Manika Batra

Editor Computer- Ms. Sakshi Aneja

15. Hostel/Canteen Committee

Convener- Ms. Sujata Gupta

Co-Convener- Ms. Santosh Bisla

Members-

1. Ms. Neelam Lamba
2. Ms. Amarjeet Kaur
3. Ms. Suneet Bhandari
4. Dr. Sabri Sharma
5. Ms. Anuradha Nagia

6. Ms. Lakhvinder

7. Ms. Suman

8. Ms. Kawaljeet Virdhi

9. Ms. Isha

10. Ms. Garima

11. Ms. Meetu Chawla

11. Ms. Rekha Kapoor (Warden)

12. Mr. Suresh-Accounts/ Store-keeper

16. Research Committee

Convener- Dr. Manju Sharma

Members-

1. Ms. Sujata Gupta
2. Dr. Aashima Gakhar
3. Ms. Renu Baliyan
4. Dr. Punam Kundu
5. Dr. Deepti Sharma
6. Dr. Amanjot Kaur
7. Dr. Amit

Clubs and Societies (2015-16)

1. Student Council

Convener- Ms. Santosh Bisla

Co-Convener- Ms. Suneet Bhandari

Members-

1. Ms. Renu Mehta
2. Ms. Sushma Thakur
3. Dr. Deepti Sharma
4. Ms. Garima
5. Head Girls-3
6. All Class Representatives

2. Youth Welfare Society

Convener- 1. Ms. Suneet Bhandari

2. Ms. Sangeeta Gaurang

Co-convener- 1. Ms. Sushma Thakur.

2. Ms. Swati Sharma

Members-

1. Ms. Sabira Sharma
2. Ms. Sunita Salaria
3. Ms. Anju Narwal
5. Ms. Punam Kundu
7. Ms. Isha

3. N.S.S.

Convener- Ms. Swati Sharma
Prog 1

Co-Convener- Ms. Nadia Chauhan (Prog. I)

Convener- Ms. Punam Kundu (Prog. II)

Co-Convener- Ms. Shweta Dhawan (Prog. II)

4. N.C.C.

Convener- Ms. Suman (Air Wing)

Convener- Ms. Kanwaljit Virdi (Army Wing)

Co-Convener- Ms. Manju Sharma (Maths)

5. Sports Club

Convener- Ms. Suman

Co-Convener- Ms. Anju Narwal

Members-

1. Ms. Sabira Sharma
2. Ms. Kanwaljit Virdi
3. Ms. Garima

6. Legal Literacy Cell

Convener- Ms. Anuradha Nagia

Members-

1. Ms. Punam Kundu
2. Ms. Nadia Chauhan
3. Ms. Shivangi

7. Red Ribbon Club**Convener-** Ms. Renu Baliyan**Co-Convener-** Ms. Lakhwinder Kaur**Members-**

1. Ms. Manju Bala Sharma
2. Ms. Swati Sharma
3. Ms. Shweta Dhawan
4. Ms. Isha

8. Women Development Cell**Convener-** Ms. Ashima Gakhar**Co-Convener-** Ms. Anju Narwal**Members-**

1. Ms. Sunita Salaria
2. Ms. Kawaljeet Viridi
3. Ms. Isha
4. Ms. Nadia Chauhan
5. Ms. Meetu Chawla
6. Ms. Vandana(Maths)
7. Ms. Simran

9. Red Cross Society**Convener-** Ms. Sabira Sharma**Co-Convener-** Ms. Renu Baliyan**Members-**

1. Ms. Sushma Thakur
2. Ms. Punam Kundu(NSS)
3. Ms. Swati Sharma(NSS)
4. Ms. Ashima Gakhar (Women Cell)
5. Ms. Kanwaljit Viridi(NCC)
6. Ms. Suman(NCC)

10. Arya Yuvati Parishad & Arya Yuva Samaj**Convener-** Ms. Sabira Sharma**Co-Convener-** Ms. Sushma Thakur**Members-**

1. Ms. Renu Mehta
2. Ms. Anita Chaudhary
2. Ms. Madhu Arora
3. Mr. Ramesh(Clerk)

11. Literary Association**English-** Ms. Sujata Gupta**Hindi-** Ms. Sushma**Sanskrit-** Ms. Sabira Sharma**Punjabi-** Ms. Amarjeet Kaur**12. Excurtion and Education Trip/Tour/Picnic****Convener-** Ms. Neelam Lamba**Co-Convener-** Ms. Anuradha Nagia**Members-**

1. Ms. Sujata Gupta
2. Dr. Deepti Sharma
3. Ms. Kawaljeet Viridhi
4. Ms. Garima
5. Ms. Shivangi
6. Ms. Anita Choudhary

13. Career Guidance & Placement**Convener-** Ms. Meenu Sharma**Co-Convener-** Ms. Sushma Thakur**Members**

1. Ms. Sunit Bhandari
2. Ms. Sanjana Raheja

3. Ms. Kanawaljeet Viridi

4. Ms. Shweta Dhawan

5. Ms. Lakhwinder

14. Botanical Garden & College Beatification**Convener-** Ms. Ashima Gakhar**Co-Convener-**

1. Ms. Lakhwinder
2. Ms. Kawaljeet Viridi
3. Ms. Garima

15. Science Forum**Convener-** Ms. Renu Mehta**Co-Convener-** 1. Ms. Shweta Dhawan

2. Ms. Amanjot(BT)
All Science Lecturers

16. Eco-Club/EVS**Convener-** Ms. Ashima Gakhar**Co-Convener-** Ms. Sabira Sharma**Members-**

1. Ms. Kawaljeet Viridi
2. Ms. Manju Sharma (Maths)
3. All Life Science Staff

17. Computer Quiz Club/ Website Maintenance**Convener-** Ms. Meenu Sharma**Co-Convener-** Ms. Sakshi Aneja**Members-**

All Computer Staff

18. Comce Association & Quiz Club**Convener-** Ms. Sanjana Raheja**Co-Convener-** Ms. Meetu Chawla**Members-** All Commerce Staff**19. Alumni Association****Convener-** Ms. Sabira Sharma**Co-Convener-** Ms. Sangeeta**Members-**

1. Ms. Sujata Gupta
2. Ms. Manju Bala
3. Ms. Sanjana Raheja
4. Ms. Swati Sharma
5. Ms. Renu Baliyan
6. Dr. Deepti Sharma
7. Ms. Shivangi

20. Music Club & Spic Macay**Convener-** Ms. Sangeeta Gauranga**Co-Convener-** Ms. Swati Sharma**21. Community College (evening) B.Voc. & Health Care Management etc.****Nodal Officer-** Anita Choudhary**Co-Coordiators-** 1. Ms. Lakhwinder

2. Ms. Sakshi
3. Ms. Anita Chaudhary
4. Ms. Madhu Arora

22. Staff Welfare Association

ACTIVITY CALENDAR (2015-2016)

JUNE

- 10th June- Sale of Prospectus on wards
- 15th to 30th June- Career Guidance Camp for new students and Fee Deposit of Old Students.

JULY

- 15th July- Commencement of Classes
- 18th July- Orientation Programme for 1st Year student with parents
- Exhibition by Home Science Dept.
- सत्र के शुभारंभ हेतु महाविद्यालय परिसर में हवन का आयोजन
- समय-समय पर धार्मिक कार्यक्रमों/ नैतिक मूल्यों से सम्बन्धित कार्यक्रमों का आयोजन

AUGUST

- Inter College Computer Quiz (i) Poster Making (ii) Collage by Department of Computer
- Inter College Poster Making, Collage making Quiz by Physics Dept.
- Extension lecture for Fashion students by Home Science Dept.
- Extension lecture by Chemistry Dept.
- PPT (BA I, II and III) by English Dept.
- An Extension Lecture will be organised for the Geography students in August
- Poster competition by Economics Dept.
- Quiz competition in class by Sanskrit Dept.
- Workshop/ seminar / lecture-cum-demonstration by Music Dept.
- Extension lecture by Zoology Dept.
- Visit to Fish farm for Pisciculture by Zoology Dept.
- Extension lecture by Biotechnology Dept.

SEPTEMBER

- Extension Lecture for M.Sc. students Topic-Web Technology
- Extension lecture on lasers by Physics Dept.
- Rangoli and Best out of waste competition as a part of talent show, Pencil workshop and Tuka Cad workshop by Home Science Dept.
- Industrial Visit by Chemistry Dept.
- Extension Lecture by English Dept.
- Extension lecture by Mathematics Dept.
- Workshop on GIS for MSc students will be organized by Geography Dept.
- Field visit to CSSRI in September by Geography Dept.
- Extension Lecture by Economics Dept.
- Shalok Ucharan competition by Sanskrit Dept.
- SPIC MACAY Programme by Music Dept.
- One day workshop on 'Giant Chromosomes' by Zoology Dept.
- Educational visit by Biotechnology Dept.
- हिंदी दिवस पर स्वरचित कविता लेखन प्रतियोगिता का आयोजन किया जाएगा।
- हिंदी दिवस पर ही किसी हिंदी के साहित्यकार का वक्तव्य कराया जाएगा।

OCTOBER

- Seminar on Web Designing, Animation and Multimedia
- One day workshop on Astronomy by Sanjeev Kumar Sharma of Kalpana Chawla Memorial Planetarium
- To celebrate nutrition week and workshop for cosmetology students by Home Science Dept.
- Workshop by Chemistry Dept.
- Workshop on Transcription by English Dept.
- English Movie (Classics)

- Quiz by Mathematics Dept.
- Annual Sports Meet by Physics Education & Sports Dept.
- Study Tour for M.Sc. students by Geography Dept.
- Workshop/ Quiz or poster making competition by Music Dept.
- Wild Life week celebration by Zoology Dept.
- Workshop on Molecular Genetics by Biotechnology Dept.

NOVEMBER

- Workshop on Fashion Trend forecast and Product development for fashion students by Home Science Dept.
- Student seminar/ Project work by Chemistry Dept.
- Get together of MA English
- Extension lecture by Mathematics Dept.
- Power Point Presentation of M.Sc. (F) students
- Field Survey of a village of Karnal by M.Sc. students by Geography Dept.
- Visit to Zoo on National Park by Zoology Dept.

JANUARY

- Workshop on Weaving, dyeing and printing First Aid workshop by Home Science Dept.
- Extension Lecture by Chemistry Dept.
- Workshop on personality development & Transcription by English Dept.
- Extension lecture by Mathematics Dept.
- Educational visit to IMTECH by Biotechnology Dept.

FEBRUARY

- In House training to the students of M.Sc. IInd year.
- Extension lecture on Radiactive substances by Physics Dept.
- Interclass Quiz by Chemistry Dept.

- Extension Lecture by English Dept.
- Educational Tour of English Dept.
- Poster Making by Mathematics Dept.
- Extension Lecture by Physics Education & Sports Dept.
- Extension lecture by Geography Dept.
- Extension lecture by Economics Dept.
- Inter-college competition by Sanskrit Dept.
- Inter-college music competition
- Field visit by Zoology Dept.
- Poster making & Declamation contest on 'Science Day Celebration' by Zoology Dept.
- One day workshop on Industrial Biotechnology Dept.
- अंतरमहाविद्यालय कविता पाठ प्रतियोगिता का आयोजन किया जाएगा।

MARCH

- One day workshop on Mobile repairing by Physics Dept.
- Fashion Show by Home Science Dept.
- Student seminar by Chemistry Dept.
- PPT (BA I, II and III) by English Dept.
- Inter-college quiz competition by Geography Dept.
- Extension lecture by Zoology Dept.
- Students' seminars by Biotechnology Dept.
- 'नारा लेखन प्रतियोगिता' एवं 'मौलिक लेखन' प्रतियोगिताएं आयोजित की जाएगी।

APRIL

- Extension lecture by Mathematics Dept.
- Power Point Presentation of M.Sc. (F) students
- Inter-college Acc. to University by Physics Education & Sports Dept.

FEE STRUCTURE

UNIVERSITY CHARGES (ANNUAL)

	Amount
1 NCC	10
2 NSS	10
3 AV Aids	50
4 Legal Literacy Cell	20
5 Educational Tour	100
6 Women development cell	20
7 EVS Exam Fee	120
8 Vocational & Careers Guidance	100
9 Cultural and subject Activity Fund	120
10 Seminar/workshop	70
11 Dr. RK Fund	70
12 Red Cross Fund	60
13 Youth Welfare Fund	100
14 Holiday Home Fee	10
15 Regn. Fee	300
16 Regn. Fee for professional courses	1000
17 Alumni Fee	100
18 Sports Fee	120
19 Eligibility Fee	80
20 Migration fee / other Uni. Mig. Fee	100/1000
21 Continuation Fee UG/PG	100/500
22 House exams /projects	150
23 Medical Fund	60
24 Water & Electricity	500
25 University development Fund UG/PG	300/500

UNIVERSITY EXAM FEE PER SEMESTER

26 For UG Classes	430
27 For UG professional & PG Classes	500
28 For PG Professional	600

UNIVERSITY CHARGES (MONTHLY)

29 Amalgamated Fund for UG/PG	45/50
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COLLEGE CHARGES (ANNUAL)

1 Student Insurance	20
2 Annual Function	100
3 Admission Fee/ self Finance	25/100
4 Breakage fee & Lab Maintenance Charges (pre subject)	200
5 Building Fund	150
6 Convocation charges for final year only	100
7 Computer Awareness Exam /Practical fee	200
8 Dilapidation Fund	70
9 Generator Maintenance Fee	225
10 Security (Refundable) for UG Classes (BA)	200
11 Security (Refundable) for UG Classes/Professional for self financing	500/1000

12 Security (Refundable) for PG Classes	2000
13 Development Charges (Self Financing Classes)	3450
14 Municipal Taxes	25
15 APP Sabha/Arya Yuva Samaj Fund	40
16 Student welfare fee	50
17 Correspondence /Communication Charges	80
18 Entertainment Fund	20
19 Student Profile (computerised)	50
20 Incidental Charges	100
21 Book Bank Fund	10
22 Magazine /News Letter Fee	120
23 Library Development Fund	100
24 Identity/Library Card	80
25 Sports Ground Fee	60
26 Estt. Fund (All self financing courses)	1000
27 Security Guard Charges	100
28 Career oriented course(Add on Certificate /Diploma/ Adv. Diploma.	3000/5000 /7000

COLLEGE CHARGES (MONTHLY)(OPTIONS)

1 Computer Awareness (compulsory)	250
2 Compo Sci/Comp.Application/comp.elective/Bio tech	380
3 SF Fee	380
4 Geo/Phy/Bot/Zoo/Mus(v) & (i)/Chem	40
5 Home Science Fee	50
6 Bio tech (Practical)	200
7 OMPS/ADSP/Health & Phy. Edu / Psychology	100
8 Estt. Fund M.Sc. Bio Tech	1000
9 Estt. Fund B.Sc. Fashion Desig.	500
10 EVS Fee	50

NOTE:

- a) Students should calculate their fees as per the options taken.
- b) Fee revision will be subject to notification from the University from time to time.
- c) Fees of any kind once deposited **will not be refunded** in any case.
- d) Students are required to pay their dues on time as per notification of time/date.
- e) While depositing the fee, students must check their particulars i.e. Name, Roll No., Class, Amount on fee receipt and balance, if any, before leaving the fee counter.
- f) Students must keep the receipts till the passing of the course & for **taking the security refund.**
- g) **If the fee will not be deposited with in 15 days of due date her name will be struck off.**
- h) **Students with BPL card/ SC/ BC/ OBC can deposit the fee in two installments with the permission of the Principal.**

DOCUMENTS TO BE ATTACHED

WITH THE ADMISSION FORM

- a. One attested copy of Matriculation Examination.
 - b. Two attested Copies of +2 (XIIth) Examination.
 - c. Character certificate, in original, from the Principal of the School/College last attended.
 - d. Migration Certificate, in original, if +2 (XIIth) examination is passed from Board other than Board of School Education, Haryana, Bhiwani.
 - e. Migration Certificate, in original, if the qualifying exam is passed from the University other than Kurukshetra University, Kurukshetra (for B.A./B.Sc, B.Com. II-III & P.G. Classes).
 - f. Three latest passport size photograph one to be pasted on Admission Form, two to be submitted to the library for Identity Card.
 - g. An attested copy of certificate for claim for weightage, if any.
 - h. An attested copy of certificate for claim for Reservation, if any.
 - i. An affidavit for gap, if any.
 - j. An attested copy of the last qualifying examination passed.
- Students should present themselves personally at the time of admission to the College. Old Students of the College, however, may be admitted without personal interview provided they send their admission form and dues in time.
- k. To fill 'Eligibility Form' RA 12 for students passing out from Education Board other than CBSE Haryana Board.
 - l. Photocopy of Aadhar card

NOTE: Right to Admission in the college is a prerogative of the Principal.

Note

CHANGE IN RULES

The rules in the Prospectus are subject to alteration / modification without notice. Any changes as per instructions issued by the College, DAV College Managing Committee, Haryana Government, Govt. of India and Kurukshetra University would be binding on the students.

Place of Litigation with the College

All legal disputes relating to students will be subject to Karnal Courts having jurisdiction in Karnal.

Aadhar Card

Those who do not have the Aadhar Card will procure it with in two months of admission.

VOTER CARDS

Mandatory as per Govt. Rules

For the Voter Cards students are requested to fill in the performa available with Nodal Officers (Convener Youth Welfare Society). The Eligibility conditions are as follows:

1. Those who will complete 18 years on 1st Jan., 2015.

DEDICATION



CROWNING CEREMONIES



DEPARTMENTAL GLORIES



GLIMPSES OF THE ACTIVITIES



GLIMPSES OF THE ACTIVITIES



Schedule of Admission Dates for Undergraduate & Post-Graduate for New Students

Form Distribution & Submission – 10th June to 30th June, 2015

Merit List for New Students

1st Merit List	03-07-2015	Last date of fees deposit	06-07-2015
2nd Merit List	07-07-2015	Last date of fees deposit	09-07-2015
3rd Merit List	10-07-2015	Last date of fees deposit	13-07-2015
Final Merit List	14-07-2015	Last date of fees deposit	15-07-2015

For Under Graduate Semester I

Normal admission without late fee	: 01-07-2015 to 15-07-2015
Late admission with late fee of Rs. 100/- per student with the permission of Principal	: 16-07-2015 to 22-07-2015
Late admissions with additional late fee of Rs. 100/- per day per student (This late fee will be deposited with the University by the College with Registration Return of the students)	: 23-07-2015 to 31-07-2015

For P.G. Courses and P.G. Diploma

Normal admission without late fee	: 07-07-2015 to 21-07-2015
Late admission with late fee of Rs. 100/- per student with the permission of Principal / Chairperson / Director	: 22-07-2015 to 28-07-2015
Late admissions with additional late fee of Rs. 100/- per day per student (This late fee will be deposited with the University by the College with Registration Return of the students)	: 29-07-2015 to 06-08-2015

Fee Schedule for Old Students Sem. III/ V and PG Final Year

15th June, 2015 to 27th June, 2015

Time – 9:00am to 1:30pm

Price: Aided & Self Finance Rs. 300/- | SC/BC Rs. 80/-

Note : Kindly read the notice on the website of the college or the notice board for any change in dates by the University / College after 21st June, 2015 – Website : www.kvadav.com