# GOVT.DEGREECOLLEGE,NAGROTABAGWAN DISTRICT KANGRA, H.P.-176047

(NAACACCREDITEDGRADE'B'COLLEGE)



(UGC2(f)&12(b)recognised)



### **DEPARTMENTOFBBA&BCA**

(NAGROTAEDUCATIONAL SOCIETY FORPROFESSIONALADVANCEMENT)

PROSPECTUS-CUM-HANDBOOKOFINFORMATION (2025-26)

### AdmissionSchedulefortheSession(2025-26)

**❖** StartofOnline Registration : 25-05-2025

**❖** LastDateof Registration : 10-06-2025

❖ DateofEntranceTestforBBA : 14-06-2025(10:00AMto 11:30 AM)

❖ DateofEntranceTestforBCA : 14-06-2025(02:00PM to 03:00 PM)

**❖** DeclarationofResult : 16-06-2025

**❖** CounsellingandDocumentVerification:17-06-2025(Startsat10:00AM)

❖ DisplayofFirstMeritList : 18-06-2025 (at11:00 AM)

**❖** FeetobeDeposited : 1806-2025to 19-06-2025

**❖** Display of Second Merit List : 20-06-2025(at11:00AM)

For online Registration kindly visit <a href="http://gdcnb.org/">http://gdcnb.org/</a>



### FromthePrincipal'sDesk...

"Educationisnotmerelytheacquisitionoffacts, but the rigorous training of the mind to think critically and creatively."

AlbertEinstein



#### Dearstudents

Esteemed Parents, Dedicated Faculty, and Cherished Students, It is with immense pleasure and profound honour that I extend a warm welcome to Government College NagrotaBagwan. As Principal, I consider it a distinct privilege to lead an institution where the pursuit of knowledge is a shared journey, and each day presents a valuable opportunity for intellectual growth and discovery. We envision ourselves as a vibrant community of learners, where the spirit of inquiry permeates every interaction, fostering continuous development not only among our students but also within our esteemed faculty, engaged parents, and dedicated staff. At theheartofour educational philosophy lies an unwavering commitment to maintaining exceptional standards of teaching. We relentlessly strive to understand and enhance the educational process through collaborative team strategies, always placing the holistic achievement and well-being of our students at the forefront of our endeavors. Our dedicated educators skillfully employ two complementary yet powerful approaches – Love and Logic – to cultivate a nurturing and empowering learning environment for all our students. This synergistic strategy recognizes that while genuine care and affection build trusting relationships, fostering a sense of respect and appreciation, the application of sound reasoning cultivates essential life skills. Through Logic, we aim to develop in our students a strong sense of personal responsibility, robust self-control, astute decision-making capabilities, unwavering self-confidence, and the formation of a character grounded in high moralvalues. We firmly believe that meaningful student learning is deeply intertwined with a robust and effective partnership between home and college. The stronger this alliance, the greaterthepositiveimpactonourstudents'academicandpersonaldevelopment.Recognizing theinherentlysocialnatureoflearning, wewholeheartedly encourage students to engage with us directly for a more comprehensive understanding of their progress and opportunities. I eagerly anticipate a fruitful collaboration with each member of our college community. We maintain an open-door policy for parents, ensuring they feel welcome to connect with us at any time. Our commitment is to create an environment where students are actively engagedin meaningful and enriching learning experiences, and where the invaluable contributions of our staff members are consistently recognized and deeply appreciated.

> Dr.SurenderKumarSoni Principal

### Coordinator's Message

#### **DepartmentofBusinessAdministration**

**DearStudents** 



Science and civilisation have made rapid strides especially in recent times and as a result, the world has gone a transformation. But behind all the progress of mankind is the human factor, the human capital – the skills, education and experience which are invaluable and irreplaceable. Several studies into economic growth in advanced countries have confirmed the importance of investment in human capital.

A country's physical capital is of course important ---- natural resources, minerals, dams, forests and industrial establishment. But about three fourths of the income even of advanced countries comes from human skills and the ability of the people, not from land, propertyrights and other permanent assets. Man exploits these assets through his capacity to create wealth and it is the capacity that makes all the difference between a rich, prosperous and progressive country and a poor and backward one.

India is rich and yet it is poor. It is rich in natural resources, mineral wealth, varied assets, rivers, forests, etc. It has a massive population also. There are lakhs of skilled workers too, but they constitute a small minority. There is no dearth of human capital in this country. As a result of the inadequate utilization of human resources, there is unemployment, illiteracy, malnutrition and poverty. Therefore, the human factor needs to be closely studied in relation to India. Mere numbers contribute very little to real human capital. It is education and training that count. Similarly, expenditure on education and training and improvement of health and research needs to be increased.

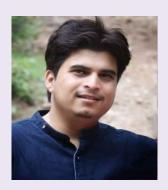
It is not only the inadequacy of attention and expenditure on developing human capital that needs to be remedied but it is the all-round development of the human personality, through sustained and concerted efforts that can help ensure the country's salvation. Mahatma Gandhi has said: "There are no two opinions about the fact that intellect rather than riches will lead. Character will count at the crucial time.

Iwelcomeyou intheportalsofthisinstitution.

Dr.RajeevKumar (Coordinator–DepartmentofBusinessAdministration)

### Coordinator's Message

#### **DepartmentofComputerApplication**



#### DearStudents

It gives us immense pleasure to extend a warm welcome to each of you as you embark on your journey with the Bachelor of Computer Application (BCA) program in Government College Nagrota Bagwan. We are firm believers in delivering education of the highest quality, with technology serving as its driving force.

In our college, we are dedicated to nurturing the latest talents among our students, equipping them with the abilities to confidently confront the challenges posed by globalization and fierce competition. Through innovative education and practical experiences, we prepare our students to excel in a rapidly evolving global landscape.

Our mission in Government College Nagrota Bagwan is to empower students with the knowledge and skills necessary to thrive in the dynamic landscape of InformationTechnology and its related fields. Through a culture of hands-on learning, we encourage studentstotacklechallengingprojectsandexposethemtoindustry-relevantpractices. Weare dedicated to impart a high level of knowledge, skills, abilities, attitudes, and beliefs essential for a productive and successful life. Committed to maintaining a balance between theory and practice, we also in still the ability to think critically and communicate effectively.

Ourfacultyand supportstaffisdedicatedto guide youthroughout youracademic journey.

You are always welcome, whenever assistance is required with coursework, to seek career advice or any form of personal support. Your success is our top priority, and we are fully committed to providing you with the resources and assistance necessary for your growth and flourishing.

Choosing to join our college is a decision that will broaden your horizons, nurture your personality, and open doors to the very best career opportunities. Thank you for selecting Government College Nagrota Bagwan.

Onceagain, welcometoan exhibitanting journey that promises both fulfilment and enjoyment.

 $\label{lem:condinator} Dr. Rakesh Kumar Pushap \\ (Coordinator-Department of Computer Application)$ 

### AboutGovt.CollegeNagrotaBagwan

Government College, Nagrota Bagwan is 2(f) & 12(b) recognised college, situated in the foothills of snow-capped Dhauladhar mountain range and was established in 2006 to cater to the educational needs of the students of the hill state. It has a sprawling campus and a well-designed building spread over approximately 100 Kanals area. It is affiliated to Himachal Pradesh University, Shimla and offers courses in Humanities, Basic Sciences and Commerce at the undergraduate level and in English, Commerce and Mathematics at the postgraduate level.

The primary objective of the institution is to enable the students to cope with the demands of the contemporary global scenario through effective transaction of the curricular and co-curricular aspects. Academic excellence through the use of the state-of-the art educational techniques, personality development and social orientation of the students are the primary focus areas of the institution. Government College, Nagrota Bagwan therefore strives to inculcate a strong foundation of ethical principles in the students and make them academically excellent by acquiringglobalcompetencies with the help of technology. We also ensure all-round development of their personality so that they evolve into mentally and physically mature individuals who are ready to face the vicissitudes of life with optimism, courage and confidence.

The college has been continuously growing under the efforts of enthusiastic and hardworking team of 28 faculty members. The total strength of students in Humanities, Commerce, Science and M.A/M.Com/M.Sc. (English, Commerce & Mathematics) is currently 2954. The college possesses adequate infrastructure in terms of classrooms, library, science and computer laboratories, musicrooms and big playground for sports activities. The college commits itself to fulfil true mission of harnessing education for the uplift of the socially and economically challenged sections of the society.

#### VISIONANDMISSIONOFTHECOLLEGE

We envision ourselves as one of the leading institutes of higher learning that imparts quality and value-based education to students of the hill state. We aim to nurture an atmosphere ofintellectual vigour and moral rectitude in which the youth of the region may find their fulfilment, achieve success and contribute constructively towards the development of nation. Our constant endeavour isto provide a safe, secure and conducive learning environment to the underprivileged students from rural and semi urban areas, particularly girls who aspire for higher education. We strive to educate young minds to be competent, committed and compassionate citizens who respond thoughtfully and responsibly to the challenges of ever-changing world.

The college is committed to provide holistic education that brings transformation of body, mind and spirit. We strive for academic excellence but also focus on engaging our students in co-curricular activities for all round development of the personality. We are dedicated to the cause of empowerment of trural youthand constantly encourage enrolments by providing them with best of infrastructure, learning resources and financial assistance, as and when required. We facilitate ethical higher learning while nurturing a sense of social responsibility, gender sensitivity, environment sustainability and an optimistic outlook towards life.

|         | Content                                       |          |  |
|---------|---|----------|--|
| Sr. No. | Title   | Page No. |  |
| 1       | TentativeActivities&AcademicCalendar          | 08       |  |
| 2       | NESPA-TheSocietyforSelf-Financed Courses      | 09-10    |  |
| 3       | FacultyProfile                                | 11-14    |  |
| 4       | Committees/AdministrativeAssignments(2005-26) | 15-17    |  |
| 5       | ParentTeacherassociation(PTA)                 | 18       |  |
| 6       | GeneralAdmissionRules                         | 19-20    |  |
| 7       | DressCode                                     | 21       |  |
| 8       | CourseOutlineof BBA&BCA                       | 22-27    |  |
| 9       | GeneralRulesforLeave/Fee/Fine                 | 28-29    |  |
| 10      | Facilities                                    | 30-33    |  |
| 11      | FeeStructure                                  | 34-35    |  |
| 12      | Codeof Conduct                                | 36       |  |
| 13      | Raggingand Anti-Social Activities             | 37-38    |  |
| 14      | BBA& BCAActivities                            | 39-52    |  |

#### TENTATIVEACTIVITIES&ACADEMICCALENDAR:BBA/BCA

#### • JUNE2025

Environment day – 05th June 2025 InternationalYogaday–21stJune2025

#### • JULY2025

Induction&Orientation(1<sup>st</sup>Sem)- Regular Classes –

#### AUGUST2025

Fresher's party – 06 Aug 2025 International Youth Day-12 Aug 2025 Independence Day - 15th Aug 2025

#### • SEPTEMBER2025

Teacher'sDay-5thSept 2025 Workshop/IndustrialVisit-BBA/BCA(III)3rdweekofSeptember Corporate Day – (Ad-Mad Show, Quiz), - (Logo Making) -Workshop on Recent Trends in Business –

#### • OCTOBER2025

Parents-Teacher Meeting- 1st week of October Swacch Bharat Abhiyan- 2nd October 2025 CollageMakingcompetition-2ndweekofOctober Recycle & Reuse Activity- 2nd week of October

#### NOVEMBER2025

Mid-TermExamsBBA/BCA-2ndWeekofNovember 2025

#### • DECEMBER2025

FinalExamBBA/BCA-2ndWeekofDec2025 World Computer Literacy Day -2nd Dec 2025

#### • FEBRUARY2026

WorkshoponCareercounseling-BBA/BCA(VI)-2ndWeekofFebruary2026

#### MARCH2026

EducationalTripBBA/BCA-1stWeekofMar2026 International Women's Day- 08th Mar 2026 WaterDay-Painting Competition

#### • APRIL2026

MidTermExamsBBA/BCA-2ndWeekofApr2026 Parents-Teacher meeting- 1st week of Apr EarthDay22ndApril2026

#### MAY2026

FinalExamsBBA/BCA-2ndWeekofMay2026 World Tele-communication Day 17th May 2026 Farewell - 3rd Week of May 2026

## NESPA-TheSocietyforSelf-FinancedCourses(UnderGovt. CollegeNagrotaBagwan)

The courses of BBA/BCA run under the society NESPA and the primary objectives of the "Nagrota EducationalSocietyforProfessionalAdvancement" (NESPA), underGovt. College Nagrota Bagwan is to establish, manage, operate, maintain and control the imparting of Education in vocational, professional, Add-on courses, online courses and its related areas in the college with in aim to develop skilled / professional work force in these areas. So that pupils of rural area can also empower them with the skills of modern world. The entire requisiteinfrastructure forthese courses in the college is established, managed and runby the society on a self-sustain revenue model. "Nagrota Educational society for professional Advancement" (NESPA) is a college level body that works under Govt. College Nagrota Bagwan and the overall control of the department of Higher Education of the Govt. of Himachal Pradesh Government. This society a legal entity and registered under the society act 2006 on 23<sup>rd</sup>day of June 2021.

#### **TheAimsandObjectivesoftheSociety**

- To meet educational demand the population, especially rural population, support
  professional and career development of individuals by introducing professional
  courses, Vocational, Add-on and online courses with different fee structure on selffinancing basis in the college.
- To enhance the vocational and professional skills among the students, as per the present scenario who join the courses.
- To increase the employability of the youth by introducing innovative and industry based and other skill development courses.
- To prescribe the rules and regulations for the admission of students for various courses with the approval of H.P. Govt. / H.P. University.
- To fix and demand such fees and charges as may be laid down in the bye- laws made under the rule of society.
- To impart, undertake, organize and or assist in organization of short term courses, training, workshops, seminars, conferences, lectures and similar courses in ICT, Business Skills, Languages, Humanities, Pure and Applies Sciences, Research methodology etc. in the college and in other places and its extension centres in order to meet the demand of the Industries, Business andSociety.
- Toestablish and maintain laboratories, libraries, placement cells and consultancy and other government services.
- To collaborate with other institutions, associations, societies and universities in and outside the State / Country to achieve similar objectives.
- To meet the expenses of the society including expenses incurred in exercise of the powers and discharge of functions.
- To establish and maintain superannuating schemes for the benefit of the employees of the Society.
- To prepare and maintain accounts and other relevant records and to prepare annual statements of accounts in such forms as may be prescribed by the State Government.
- Tocreateincentivesforbetterperformance.

- Toreducethefinancial burden of the State Government.
- Togenerateemploymentintheteachingandnon-teachingsector.
- Topromotetheinteractionbetweenindustryandstudents.
- Dissemination of professional knowledge, cultural education along with promotion of extra co-curricular and sports activities.
- Tomaintainthequalityofteaching intheinstitution/ college.
- To employ or engage teaching, administrative, academic, technical, ministerial and other supporting staff in accordance with the rules and bye-laws of the society.
- To adopt all publicity measure such as campaigning through media like TV, Radio, Newspaper, Banner, Posters etc. for creating awareness about the programmes for the benefits of the students.
- To render constructive assistance in running and management of the college for the overall development of taught and institution.
- To arrange social functions, seminars, lectures, workshops, personality development camps, on-campus recruitment drives etc.

#### SELF-FINANCEDCOURSES

With the intent of developing entrepreneurial skills among the youth of the region as well as to cope with the growing demand of computer professionals at all levels, Govt. College, NagrotaBagwanintroducedundergraduatecoursesinBusinessAdministrationandComputer Application. These self-financing courses are under the control of the college-level Nagrota Educational Society for Professional Advancement (NESPA). The institute well-equipped classrooms and computer labs for the smooth functioning of these courses. Moreover, the college well-qualified and experienced staff to guide.

#### DEPARTMENTOFBUSINESSADMINISTRATION

The department provides a three-year degree program, split over six semesters. The course is specially designed to meet the challenges of the rapidly changing businessen vironment in the globalized world of to day. The total numbers of seats in BBA are 60.

#### **DEPARTMENTOFCOMPUTERSCIENCE**

The department provides a three-year degree program, split over six semesters. The course aims to acquaint and equip the students with the latest knowledge regarding programming and coding, thus preparing them for the highly competitive professional world. The total numbers of seats in BCA are 60.

**Affiliation Details** 

Thecourses areaffiliated to HPU niversity Shimla aspert he following:

| UniversityName | BBA                 | BCA                |
|----------------|---------------------|--------------------|
| HPUShimla      | Semester 1(60seats) | Semester1(60seats) |
| HPUShimla      | Semester3(60seats)  | Semester3(60seats) |
| HPUShimla      | Semester 5(60seats) | Semester5(60seats) |

### FacultyofSelf-FinanceCourse

The BBA and BCA Department of Govt. College Nagrota Bagwan have a highly qualified and Experienced Faculty. Their efforts are complemented by the strong support and patronageoftheindustry. Apart frombeing friends, philosopher's and guidestost udents in their quest for excellence, faculty members contribute regularly to the growing field of management research through their articles and research papers. The environment of the Department offers the students a sense of values and mind set, while the daily intellectual stimulation spurs them to excel.

### **Faculty of BBA**

|       |   | •                      |                                    |
|-------|---|------------------------|------------------------------------|
| Photo | Name  | Qualification          | ContactNo./Email                   |
|       | Dr. Manjit<br>Singh(Member<br>Secretary)      | M.Com., Ph.D.          | 94181-21221<br>msjat77@gmail.com   |
|       | Dr. Rajeev<br>Kumar,<br>(Coordinator<br>-BBA) | M.Com,<br>M.Phil,Ph.D. | 9459037257,<br>Rkbn09@gmail.com    |
|       | Mr.Raman<br>Kumar                             | M.Com.UGC-<br>NET      | 9817074182,<br>rkshahpur@gmail.com |



Mr. Vikas Chauhan

MBA,UGC- NET (Management) NET (Labour Welfare/Personnel Mgt. /Industrial Relations/Labour& Social Welfare/

HRM)

PursuingPh.D.

9625332324, Vikas\_chhn@yahoo.com



Ms.Ashu Sanan

MBA

7559745824, sananashu@gmail.com

### **Faculty of BCA**

| Photo | Name  | Qualification        | ContactNo./Email                        |
|-------|---|----------------------|---|
|       | Mr.Sanjay Sharma                            | M.Sc.<br>(Physics)   | 94184-12976<br>sanjayarshia11@gmail.com |
|       | Dr.RakeshKumar<br>Pushap<br>Co-ordinatorBCA | Ph.D in<br>Economics | 9418353489<br>pushp24feb@gmail.com      |



Dr.ReetaDevi

B.Ed., M.Sc., M.Phil., Ph.D.

9459094403 reetamaths6@gmail.com



Dr.Madhvi Parashar

B.Ed., M.Phil., Ph.D. English

9418825688 parashar25688@gmail.co m



Mr.Rahul Kumar

MCA, NET

9816295616

<u>Rahuldhiman176056@gm</u>
<u>ail.com</u>



Mrs.Ayasha Kapoor

MCA (Gold Medalist) NET,SET

7877609581 ayashak1408@gmail.com



Mrs.Kavita Choudhary

MCA

9817182570 Choudhary.kavita91@gm ail.com

### Non-TeachingStaff



Mr.NekRam

Superintendent

9805764200

@gmail.com



Mr. Rishi Choudhary

Office

Assistant(BBA) 7807542310

123samdude90@gmail.com



Mr. Sunny Choudhary

Office

Assistant(BCA)

9816203867

aniket89880@gmail.com



Mr.Pankaj Thakur

Training& Placement Officer

8580621488,

tpogcnagrotabagwan@gmail.com

### COMMITTEES/ADMINISTRATIVEASSIGNMENTS(2025-26)

For the better and efficient functioning of the College, following committees are constituted so that the students can get enough time and opportunities to get the assistance well in time. The latest information related to the constitution of committees is also uploaded in the college website. Students can contact the concerned committee Convener/Members as per the requirement.

#### **ADMINISTRATIVE COMMITTEES FORTHESESSION: 2025-26**

### 1. AdmissionCommittee:

| Sr.No. | Name                 | DutyAssigned  |
|--------|----------------------|---------------|
| I      | Dr.RakeshKumarPushap | Convener(BCA) |
| II     | Dr.Rajeev Kumar      | Convener(BBA) |
| III    | Mr.Rahul Kumar       | Member        |
| IV     | Mrs.Ayasha Kapoor    | Member        |
| V      | Mr.RamanKumar        | Member        |
| VI     | Mr.VikasChauhan      | Member        |
| VII    | Mrs.Kavita           | Member        |
| VIII   | Ms.Ashu Sanan        | Member        |
| VIII   | Mr.PankajThakur      | Member        |

#### 2. DisciplineandAnti-Ragging Committee:

| Sr.No. | Name              | DutyAssigned |
|--------|-------------------|--------------|
| I      | Dr.Rajeev Kumar   | Convener     |
| II     | Mr.Raman Kumar    | Co-Convener  |
| III    | Mr.VikasChauhan   | Member       |
| IV     | Ms. Ashu Sanan    | Member       |
| V      | Mrs.KavitaDevi    | Member       |
| VI     | Mr.Rahul Kumar    | Member       |
| VII    | Mrs.Ayasha Kapoor | Member       |

### 3. Career Guidance, Training and Placement Cell:

| Sr.No. | Name                 | DutyAssigned |
|--------|----------------------|--------------|
| I      | Dr.RakeshKumarPushap | Convener     |
| II     | Dr.Rajeev Kumar      | Co-Convener  |
| III    | Prof.MadhviParashar  | Member       |
| IV     | Mr.Raman Kumar       | Member       |
| V      | Mrs. Kavita          | Member       |
| VI     | Mr.VikasChauhan      | Member       |
| VII    | Mr.PankajThakur      | TPO          |
| VIII   | Ms.Ashu Sanan        | Member       |

### ${\bf 4.}\ Leave Committee and Bus Pass Approval Committee:$

| Sr.No. | Name              | DutyAssigned |
|--------|-------------------|--------------|
| I      | Mr.Rahul Kumar    | Member       |
| II     | Mr.Raman Kumar    | Member       |
| III    | Mr.VikasChauhan   | Member       |
| IV     | Mrs.Ayasha Kapoor | Member       |
| V      | Mrs. Kavita       | Member       |
| VI     | Ms.Ashu Sanan     | Member       |

### 5. WomenGrievancesandRedressalcell:

| Sr.No. | Name                | DutyAssigned |
|--------|---------------------|--------------|
| I      | Prof.MadhviParashar | Convener     |
| II     | Mrs.Ayasha Kapoor   | Member       |
| III    | Mrs. Kavita         | Member       |

### 6. EducationalTour/IndustrialVisitCommittee:

| Sr.No. | Name            | DutyAssigned |
|--------|-----------------|--------------|
| I      | Mr.PankajThakur | Member       |
| II     | Mr.Raman Kumar  | Member       |
| III    | Mrs. Kavita     | Member       |
| IV     | Mr.Rahul Kumar  | Member       |
| V      | Ms.Ashu Sanan   | Member       |

### 7. UniversityAffairs(HPU):

| Sr.No. | Name              | DutyAssigned |
|--------|-------------------|--------------|
| I      | Mr.Raman Kumar    | ForBBA       |
| II     | Mr.Rahul Kumar    | ForBCA       |
| III    | Mr.VikasChauhan   | For BBA      |
| IV     | Mrs.Ayasha Kapoor | ForBCA       |

### 8. CulturalActivitiesClub:

| Sr.No. | Name                | DutyAssigned |
|--------|---------------------|--------------|
| I      | Prof.MadhviParashar | Convener     |
| II     | Mrs. Kavita         | Member       |
| III    | Mr.Raman Kumar      | Member       |
| IV     | Mrs. Ayasha Kapoor  | Member       |
| V      | Ms.Ashu Sanan       | Member       |

### 9. Sports&FitnessClub:

| Sr.No. | Name             | DutyAssigned |
|--------|------------------|--------------|
| I      | Mr.Raman Kumar   | Member       |
| II     | Mr.Vikas Chauhan | Member       |
| III    | Mr.Rahul Kumar   | Member       |

### 10. Scholarship Committee:

| Sr.No. Name |                  | DutyAssigned   |
|-------------|------------------|----------------|
| I           | Mr.Vikas Chauhan | Member         |
| II          | Ms.Ashu Sanan    | Member(ForBBA) |
| III         | Mr.Rahul Kumar   | Member(ForBCA) |
| IV          | Mrs. Kavita      | Member(ForBCA) |

#### PARENTTEACHERASSOCIATION(PTA)

PTA stands for Parent Teacher Association, a college-based organization with a mission to make the College a better place for students to learn. PTA plays a very vital role in the development and smooth functioning oftheinstitution. There is a Parent Teacher Association that plans and undertakes developmental work in the college. The association is run by the Executive Committee which takes all decisions. The 50 parents/ guardians of the students contribute towards PTA fund at the time of admission.

#### **PTAMembers**(2025-26)

- 1. ChairmanDr.S.K.Soni(Principal)
- 2. Smt.SarikaSood(ChiefConsultant)
- 3. Sh.Sunil Kumar Jonu(President)
- 4. Dr.RajeevKumar(Secretary)
- 5. Sh.Gulshan Kumar(Joint Secretary)
- 6. Dr.ManjeetSingh(Auditor)
- 7. Dr.NidhiSharma (Member)



JointPhotographwithNewPTAExecutives2025-26

#### GENERALADMISSIONRULESFORSELF-FINANCEDCOURSES

#### > RulesRegardingSeats, EligibilityConditions, and Basis of Admission

Online applications are invited from 10+2 students for admission to BBA and BCA courses through Entrance Test for the Batch 2025- 2028. The candidates may apply via online mode from 25.05.2025 to 10.06.2025 at https://gdcnb.org/. The Entrance Test for BBA and BCA will be held on 14.06.2025.

Applicationfee:a)ForGeneral/OBC Category: Rs. 500/-b)ForSC/ST/IRDP/Antyodaya/EWS: Rs. 300/-

For more details & prospectus for detailed Information visit; https://gdcnb.org/. For anyquery contact;

PhoneNo.:-01892251177,emailID: gcnagrotabagwan@gmail.com

### EligibilityforAdmissiontoBBA/BCAProgramme:

BBA: TotalNo.ofSeats-60 (Subsidised)
 BCA: TotalNo.ofSeats-60 (Subsidised)

3) MinimumEligibility: 10+2examinationorexaminationequivalentthereto

ofaBoard/UniversityestablishedbyLawinIndia with45%marks(40%marksforScheduledCaste/

Schedule Tribes).

4) Age Limit: a)ForGeneralCategorymaximumagelimitis22

years as on 1<sup>st</sup> July 2025.

b)ForSC/STCategorymaximumagelimitis25years as on

1<sup>st</sup> July 2025.

#### AdmissionProcedureinBBACourses:

The final admission to 60 subsidized seats is based on competitive examination which comprises weightage of percentage in 10+2 examination and entrance test. The weightage assigned in computing merit is as follows:

1. Weightage of Percentage in 10+2 Examination: 20 Marks for 10+2 examination levels on the basis of percentage scored in the examination.

(Candidateshavingcommercesubjectat10+2levelwillbegiven10extramarkswhile calculating the merit.)

2. BBAEntranceTest: 70Marks

#### **CompositionofBBAEntrance Test:**

TheBBAEntrance Testwillcompriseoffour parts:

a. GeneralEnglish : (20 marks)
b. GeneralMathematics : (20 marks)
c. GeneralManagement : (20 marks)
d. GeneralKnowledge : (10 marks)

#### AdmissionProcedureinBCACourses:

The final admission to 60 subsidized seats is based on competitive examination which comprises weightage of percentage in 10+2 examination and Entrance Test. The weightage assigned in computing merit is as follows:

1. Weightage of Percentage in 10+2 Examination: 20 Marks for 10+2 examination levels on the basis of percentage scored in the examination.

(Candidates having mathematics subject at 10+2 level will be given 10 extra markswhile calculating the merit.)

2.BCAEntranceTest:70Marks

#### **CompositionofBCAEntrance Test:**

TheBCAEntrance Testwillcompriseoffour parts:

a. GeneralEnglish : (20 marks)
b. GeneralMathematics : (20 marks)
c. GeneralComputer Knowledge : (20 marks)
d. GeneralKnowledge. : (10 marks)

#### Note:

- 1. Nore-evaluationorrecheckingofmarksisallowedforwrittentest.
- **2.** Therosterofadmission(120-pointroster), showing reservations of various categories shall be used as per H.P. University rules.

#### **DressCode**

Aformaldressimpliesthecultivationofaspecialattitudeandalsoaddstopersonality development.

#### **DressCodeforBBA**

- Sky Blue Shirt with Formal Black Trousers, Maroon Tie, and Formal Black Leather Shoes with Laces for Boys and Black Leather Shoes with Strip/ Black formal Bellies for Girls, Black Socks, and Black Leather Belt.
- Steel Grey Sweater and Steel GreyBlazer Coat Shall be the dress code during the winteror both, Boys and Girls during the winter season.
- Boys are advised to be clean-shaven (not applicable on Sikh students) and Girls should keep their hairs in proper order.

#### DressCodeforBCA

- White Plain Shirt and Black Formal
  Trousers, Black Tie, Formal Black
  Leather Shoes with Laces for Boys
  and Black Leather Shoes with Strip/
  Black formal Bellies for Girls, Black
  Socks and Black Leather Belt.
- Black Sweater and Navy Blue Blazer
  Coat shall be the dress Code during
  the winters for both Boys and Girls
  during winter season.
- Boys are advised to be clean shaved (not applicableonSikhstudents)andGirls shouldkeeptheirhairsinproperorder.





Note: Dresscode is compulsory and strictly to be followed by the students. Violators will be fined Rs. 100 per day.

### CourseOutline: BCA

### BCA1<sup>st</sup> Semester

| Paper<br>Code  | PaperTitle                   | Credits | University<br>Examination | Internal<br>Assessment | Max.<br>Marks | Exam<br>Duration<br>Hours |
|----------------|------------------------------|---------|---------------------------|------------------------|---------------|---------------------------|
| BCA0101        | Mathematics-I                | 4       | 70                        | 30                     | 100           | 3                         |
| BCA0102        | AppliedEnglish               | 4       | 70                        | 30                     | 100           | 3                         |
| BCA0103        | ComputerFundamentals         | 4       | 70                        | 30                     | 100           | 3                         |
| BCA0104        | CProgramming                 | 4       | 70                        | 30                     | 100           | 3                         |
| BCA0105        | OfficeAutomationTools        | 4       | 70                        | 30                     | 100           | 3                         |
| BCA0104<br>(P) | CProgramming-Lab-I           | 3       | 35                        | 15                     | 50            | 2                         |
| BCA0105<br>(P) | OfficeAutomationToolsLab- II | 3       | 35                        | 15                     | 50            | 2                         |

### BCA2<sup>nd</sup> Semester

| Paper<br>Code  | PaperTitle                          | Credits | University<br>Examination | Internal<br>Assessment | Max.<br>Marks | Exam<br>Duration<br>Hours |
|----------------|-------------------------------------|---------|---------------------------|------------------------|---------------|---------------------------|
| BCA0201        | Mathematics-II                      | 4       | 70                        | 30                     | 100           | 3                         |
| BCA0202        | CommunicativeEnglish                | 4       | 70                        | 30                     | 100           | 3                         |
| BCA0203        | DigitalElectronics                  | 4       | 70                        | 30                     | 100           | 3                         |
| BCA0204        | DataStructures                      | 4       | 70                        | 30                     | 100           | 3                         |
| BCA0205        | DataBaseManagement System           | 4       | 70                        | 30                     | 100           | 3                         |
| BCA0204<br>(P) | DataStructuresLab-III               | 3       | 35                        | 15                     | 50            | 2                         |
| BCA0205<br>(P) | DataBaseManagement System<br>Lab-IV | 3       | 35                        | 15                     | 50            | 2                         |

### BCA3<sup>rd</sup>Semester

| Paper<br>Code  | PaperTitle                               | Credits | University<br>Examination | Internal<br>Assessment | Max.<br>Marks | Exam<br>Duration<br>Hours |
|----------------|--|---------|---------------------------|------------------------|---------------|---------------------------|
| BCA0301        | Mathematics-III                          | 4       | 70                        | 30                     | 100           | 3                         |
| BCA0302        | BusinessPracticesand<br>Management       | 4       | 70                        | 30                     | 100           | 3                         |
| BCA0303        | ComputerOrganization                     | 4       | 70                        | 30                     | 100           | 3                         |
| BCA0304        | ObjectOrientedProgramming with C++       | 4       | 70                        | 30                     | 100           | 3                         |
| BCA0305        | DesktopPublishingand<br>Designing        | 4       | 70                        | 30                     | 100           | 3                         |
| BCA0304<br>(P) | ObjectOrientedProgramming with C++ Lab-V | 3       | 35                        | 15                     | 50            | 2                         |
| BCA0305<br>(P) | DesktopPublishingand<br>Designing Lab-VI | 3       | 35                        | 15                     | 50            | 2                         |

### **BCA4th Semester**

| Paper<br>Code  | PaperTitle                                 | Credits | University<br>Examination | Internal<br>Assessment | Max.<br>Marks | Exam<br>Duration<br>Hours |
|----------------|--|---------|---------------------------|------------------------|---------------|---------------------------|
| BCA0401        | PersonnelManagement                        | 4       | 70                        | 30                     | 100           | 3                         |
| BCA0402        | Accounting                                 | 4       | 70                        | 30                     | 100           | 3                         |
| BCA0403        | SystemAnalysisandDesign                    | 4       | 70                        | 30                     | 100           | 3                         |
| BCA0404        | InternetTechnology&Web Page Design         | 4       | 70                        | 30                     | 100           | 3                         |
| BCA0405        | ProgramminginVisualBasic                   | 4       | 70                        | 30                     | 100           | 3                         |
| BCA0404<br>(P) | InternetTechnology&Web Page Design Lab-VII | 3       | 35                        | 15                     | 50            | 2                         |
| BCA0405<br>(P) | ProgramminginVisualBasic<br>Lab-VIII       | 3       | 35                        | 15                     | 50            | 2                         |

### **BCA5th Semester**

| Paper<br>Code  | PaperTitle                                   | Credits | University<br>Examination | Internal<br>Assessment | Max.<br>Marks | Exam<br>Duration<br>Hours |
|----------------|--|---------|---------------------------|------------------------|---------------|---------------------------|
| BCA0501        | OperatingSystem                              | 4       | 70                        | 30                     | 100           | 3                         |
| BCA0502        | E-Commerce                                   | 4       | 70                        | 30                     | 100           | 3                         |
| BCA0503        | ManagementInformation<br>System              | 4       | 70                        | 30                     | 100           | 3                         |
| BCA0504        | ASP.netTechnologies                          | 4       | 70                        | 30                     | 100           | 3                         |
| BCA0505        | ComputerOrientedStatistical<br>Methods       | 4       | 70                        | 30                     | 100           | 3                         |
| BCA0504<br>(P) | ASP.netTechnologiesLab-IX                    | 3       | 35                        | 15                     | 50            | 2                         |
| BCA0505<br>(P) | ComputerOrientedStatistical<br>Methods Lab-X | 3       | 35                        | 15                     | 50            | 2                         |

### BCA6<sup>th</sup>Semester

| Paper<br>Code  | PaperTitle             | Credits | University<br>Examination | Internal<br>Assessment | Max.<br>Marks | Exam<br>Duration<br>Hours |
|----------------|------------------------|---------|---------------------------|------------------------|---------------|---------------------------|
| BCA0601        | ComputerNetworks       | 4       | 70                        | 30                     | 100           | 3                         |
| BCA0602        | NumericalMethods       | 4       | 70                        | 30                     | 100           | 3                         |
| BCA0603        | MultimediaTechnology   | 4       | 70                        | 30                     | 100           | 3                         |
| BCA0604        | ComputerGraphics       | 4       | 70                        | 30                     | 100           | 3                         |
| BCA0605        | SoftwareEngineering    | 4       | 70                        | 30                     | 100           | 3                         |
| BCA0604<br>(P) | ComputerGraphicsLab-XI | 3       | 35                        | 15                     | 50            | 2                         |
| BCA0605<br>(P) | MajorProject           | 3       | 35                        | 15                     | 50            | 2                         |

#### PracticalExamination

Max.Marks:50

CCA(ContinuousComprehensiveAssessment):35 ESE(EndSemesterExamination): 15

#### **Duration:3hours**

Practical exam will be conducted by the external examiner from the panel submitted to The Chairman, Computer Science Department, Himachal Pradesh University and duly approved by the competent authority of the university, Himachal Pradesh University, Shimla.

#### Project Work

Max.Marks:50

CCA(ContinuousComprehensiveAssessment):35 ESE(EndSemesterExamination): 15

In the 6th semester the student has to develop one project, which will be evaluated by the external examiner from the panel submitted to The Chairman, Computer Science Department, Himachal Pradesh University, and duly approved by the university authority/evaluation branch, Himachal Pradesh University, Shimla on the following basis:

1.ProjectReport 10Marks(Tobe evaluatedexternally)
2. Seminar 15Marks(Tobe evaluatedinternally)
3.VivaVoce 25Marks(Tobe evaluatedexternally)

#### ContinuousComprehensiveAssessment(CCA)Pattern:-

ContinuousComprehensiveAssessment(CCA)Pattern:-DistributionofmarksforCCAin each course in each Semester and instructions for conducting

| MinorTest | ClassTest/Tutorials/Assignment/ | Attendance | Total |
|-----------|---------------------------------|------------|-------|
| (Minor)   | Seminar/ Presentation           |            | Marks |
| 15        | 10                              | 05         | 30    |

### CourseOutline: BBA

### BBA1<sup>st</sup>Semester

| Paper<br>Code | PaperTitle  | Credits | University<br>Examination | Internal<br>Assessment | Max.<br>Marks | Exam<br>Duration<br>Hours |
|---------------|---|---------|---------------------------|------------------------|---------------|---------------------------|
| BBA101        | ENVIRONMENTALSCIENCE  | 6       | 70                        | 30                     | 100           | 3                         |
| BBA102        | FUNDAMENTALOF<br>MANAGEMENT<br>&ORGANISATIONA<br>L<br>BEHAVIOUR | 6       | 70                        | 30                     | 100           | 3                         |
| BBA 103       | STATISTICSOFBUSINESS<br>DECISIONS                               | 6       | 70                        | 30                     | 100           | 3                         |
| BBA104        | ENTREPRENEURSHIP<br>DEVELOPMENT                                 | 6       | 70                        | 30                     | 100           | 3                         |

### BBA2<sup>nd</sup>Semester

| Paper<br>Code | PaperTitle            | Credits | University<br>Examination | Internal<br>Assessment | Max.<br>Marks | Exam<br>Duration<br>Hours |
|---------------|-----------------------|---------|---------------------------|------------------------|---------------|---------------------------|
| BBA 201       | BUSINESSCOMMUNICATION | 6       | 70                        | 30                     | 100           | 3                         |
| BBA 202       | MANAGERIALECONOMICS   | 6       | 70                        | 30                     | 100           | 3                         |
| BBA 203       | BUSINESSACCOUNTING    | 6       | 70                        | 30                     | 100           | 3                         |
| BBA 204       | BUSINESSETHICSANDCSR  | 6       | 70                        | 30                     | 100           | 3                         |

### BBA3<sup>rd</sup>Semester

| Paper<br>Code | PaperTitle                               | Credits | University<br>Examination | Internal<br>Assessment | Max.<br>Marks | Exam<br>Duration<br>Hours |
|---------------|--|---------|---------------------------|------------------------|---------------|---------------------------|
| BBA 301       | MACROECONOMICS                           | 6       | 70                        | 30                     | 100           | 3                         |
| BBA 302       | PRINCIPLESOF MARKETING                   | 6       | 70                        | 30                     | 100           | 3                         |
| BBA 303       | MANAGEMENTACCOUNTING                     | 6       | 70                        | 30                     | 100           | 3                         |
| BBA 304       | INDIA'SDIVERSITYAND<br>BUSINESS          | 6       | 70                        | 30                     | 100           | 3                         |
| BBA 305       | PERSONALITYDEVELOPMENT AND COMMUNICATION | 6       | 70                        | 30                     | 100           | 3                         |

### BBA4<sup>th</sup>Semester

| Paper<br>Code | PaperTitle              | Credits | University<br>Examination | Internal<br>Assessment | Max.<br>Marks | Exam<br>Duration<br>Hours |
|---------------|-------------------------|---------|---------------------------|------------------------|---------------|---------------------------|
| BBA 401       | BUSINESSRESEARCH        | 6       | 70                        | 30                     | 100           | 3                         |
| BBA 402       | HUMANRESOURCEMANAGEMENT | 6       | 70                        | 30                     | 100           | 3                         |
| BBA 403       | FINANCIALMANAGEMENT     | 6       | 70                        | 30                     | 100           | 3                         |
| BBA 404       | TAXPLANNING             | 6       | 70                        | 30                     | 100           | 3                         |
| BBA 405       | ITTOOLSIN BUSINESS      | 6       | 70                        | 30                     | 100           | 3                         |

#### BBA5<sup>th</sup>Semester

| Paper<br>Code | PaperTitle   | Credits | University<br>Examination | Internal<br>Assessment | Max.<br>Marks | Exam<br>Duration<br>Hours |
|---------------|--|---------|---------------------------|------------------------|---------------|---------------------------|
| BBA<br>501    | QUANTITATIVETECHNIQUESFOR<br>MANAGEMENT  | 4       | 70                        | 30                     | 100           | 3                         |
| BBA<br>502    | LEGALASPECTSOF BUSINESS  | 4       | 70                        | 30                     | 100           | 3                         |
| BBA 503       | (DSE-1 FINANCE)INVESTMENT BANKINGANDFINANCIALSERVICES OR (DSE-2MARKETINGCONSUMER BEHAVIOUR) OR (DSE-3 HUMAN RESOURCE OR (DSE-4MANAGEMENTOFGLOBAL BUSINESS INTERNATIONAL)TRADE:POLICIES AND STRATERGIES | 4       | 70                        | 30                     | 100           | 3                         |
| BBA<br>504    | INVESTMENTANALYSISAND<br>PORTFOLIO MANAGEMENT  | 4       | 70                        | 30                     | 100           | 3                         |

### BBA6<sup>th</sup>Semester

| Paper<br>Code | PaperTitle   | Credits | University<br>Examination | Internal<br>Assessment | Max.<br>Marks | Exam<br>Duration<br>Hours |
|---------------|--|---------|---------------------------|------------------------|---------------|---------------------------|
| BBA 601       | BUSINESSPOLICYANDSTRATEGY  | 6       | 70                        | 30                     | 100           | 3                         |
| BBA 602       | FINANCIALINSTITUTIONSAND<br>MARKETS  | 6       | 70                        | 30                     | 100           | 3                         |
|               | (DSE-1 FINANCE PROJECT<br>APPRAISALANDANALYSIS   |         |                           |                        |               |                           |
| BBA 603       | OR(DSE-2 MARKETING )DISTRIBUTION&SUPPLYCHAIN MANAGEMENT OR (DSE-3 HUMAN RESOURCE) PERFORMANCE AND COMPENSATIONMANAGEMENT OR (DSE-4 MANAGEMENT OF GLOBAL BUSINESS) MULTINATIONAL BUSINESS FINANCE | 6       | 70                        | 30                     | 100           | 3                         |
| BBA 604       | PROJECTREPORT  | 6       | 70                        | 30                     | 100           | 3                         |

Project Report

CourseCode:604 MaximumMarks:100

Minimum Pass Marks (External Viva Voce Evaluation): 45

#### Note:

A student will have to pass both the components (i.e. CCA and ESE) separately to become eligible to be declared successful in a course.

#### **Theory Papers:**

- (i) Each paper will be of 100 marks (70 marks for End Semester Examination and 30 marksforContinuousComprehensiveAssessment)anddurationofeachpaperwillbe hours.
- (ii) In each theory paper, nine questions are to be set. Two questions are to be set from each Unit and candidate is required to attempt at least one question from each unit. Question number nine will be compulsory, which will be of short answer type with 5 to 10 parts, out of the entire syllabus. In all, five questions are to be attempted.

#### **End-SemesterExamination(ESE)**

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

#### Note:

- 1. Only those students will be allowed to appear in the ESE who have been successful in the CCA.
- 2. A student, who fulfills all the requirements for appearing in a semester examination, is unable to appear in the examination or to complete it on account of his/her own serious illness, accident, or on account of the death of near relative (mother, father, brother and sister), or the dates of state or national level examinations falls on dates of the semester exams may be allowed to appear in the semester exam in the next academic year when examination for that semester is due.
- 3. Permission to sit in the examination will be permitted by college Principal/Director on the production of a valid certificate/document from the competent authority. The college will send the name of the student to the Registration and Migration Cell for information.

Continuous Comprehensive Assessment (CCA) Pattern:-Continuous Comprehensive Assessment (CCA) Pattern:- Distribution of marks for CCA in each course in each Semester

and instructions for conducting Minor Test and Evaluation of Tutorial/ Home Assignments/ Seminars/ quiz etc is as follows.

| MinorTest<br>(Minor) |    |    | TotalMarks |  |
|----------------------|----|----|------------|--|
| 15                   | 10 | 05 | 30         |  |

#### GeneralRulesforLeave/Fee/Fine

#### Leave Rules

#### **GeneralLeaveRules**

- i) Student can proceed on leave with prior permission. For this, they should fill in the leave forms to be supplied to the students Rs. 5. A maximum of 5 days leave is allowed in a semester. A tutor can recommend leave up to 3 days; for longer duration i.e. up to 5 days, a student must get the application signed by the Coordinator of the programme.
- ii) Leave during House Examination / Class Tests should be avoided, if unavoidablewill be sanctioned only by the Principal on the recommendation of the Coordinator.
- iii) Leave for sickness must be accompanied by a medical certificate.

#### FEES/FUNDS/FINERULES

- 1. a) Every student must pay his/her dues on the dates notified from time to time. A student will have to pay the First Installment of dues at the time of admission for 1<sup>st</sup> semester and for the rest of the semesters, the fee should be paid before the beginning of the respective semester.
- a) Failureto pay dueson theduedatewill entail afine of Re. 1/-per day.
- b) In case of non-payment of dues, the name of the student will be struck off from the rolls at the end of that month.
- c) Registration fee will not be charged to student migrating from another college if he is already registered with H.P. University. Other dues will have to be paid from the month of joiningthisinstitution provided the studenth as not paid the dues in the college from which has migrated.
- 2. The name of a student will be struck off from the rolls of the college if he/she remains absent without leave for ten days or more in any class/subject (Theory/Practical).
- 3. At the end of the semester fine of Rs.5 per lecture and Rs.20 per a day will be charges on 100% of attendance.
- 4. Every student will have to procure No Dues Certificate from the Library, NCC, NSS, Sports, Hostel, College Canteen, Fee Clerk, etc. if he wants to leave the college.
- 5. The Principal can expelast udent from the college if he/she is found guilty of misconduct.
- 6. These curity deposit will lapse if a student does not apply for a refund of security within

oneyearofleavingthecollege.

#### **Re-Admission**

- 1. In case the name of a student is struck off, the re-admission is permissible within 1<sup>st</sup> seven dayswithfirstre-admissionfee ofRs.200/-on aprescribedPerforma. If the student fails to seek re-admission within first seven days then he/she should seek re-admission within 12 days, on payment of Rs.500/- as second re-admission fee on the personal presence of parent/guardian. After 12 days from the date of his/her name is struck off, there shall be no re-admission in any condition.
- 2. Ifthenameofthestudentisstruckoffagainthen2<sup>nd</sup>re-admissionfeeisRs.500/-andif thenameofthestudentisstruckoff3<sup>rd</sup>time,thereisnoprovisionforre-admissioninthat case.

#### **Facilities:**

#### TheLibrary

Govt. Degree College Nagrota Bagwan has a well-equipped air-conditioned Library situated on the top floor of the college building. College Library offers calm environment for study and reading away from hustle and bustle of the college. Keeping in view the need of modern education system an e-resource centre is also created with computers and broadband facilityis also available. The library has 6200 books on different subjects to fulfil the need of its users. To nurture the interest among students for current affairs and general knowledge the library has subscribed to 12 newspapers, 15 Magazines, 06 Journals. The library is computerizedandithasSOULsoftwareforeasymanagementofitsresources.

#### **Library Rules:**

- Astudentmustbringhis/herlibrary card togetthe booksissuedinhis/her name.
- Onlytwo booksareissued to a student at a timefor aperiodof14 days.
- ReferenceBooks/DDictionaries/Newspapers/Periodicalswillnotbe issued
- If the issued books are not returned by due date, fine at the rate of Rs.1 per book per day will be charged.
- In case of loss or damage of any issued book, it will either be replaced or its payment of present cost will be accepted with permission of Principal.
- Library Card is an important document student must carry every day. In case of lossof Card, an application to the Principal along with payment of Rs 50/-duplicate library-Card will be issued.
- Library Card should be collected from the Librarian as per schedule notified by the librarian.

#### **ComputerLabs**

Keeping in view the growing importance of computers in professional courses, the collegehas established two well-equipped computer labs to keep the students abreast with the latest computer knowledge. The computers are Intel machines powered by the latest configuration. Our computer facility offers a wide range of software to cater to various academic needs. You'll have access to the latest Microsoft products, including Microsoft Office Suite, which includes Word, Excel, PowerPoint, and more. For those interested in software development and enterprise solutions, we provide the industry-standard Red Hat Enterprise Edition. The Labs have connectivity with access to the internet. The main computer lab has 40 computers in networking and there is an additional computer lab for students which have 25 computers with internet facility and networking. At the central computer facility, we strive to create an environment that fosters creativity, collaboration, and innovation.

#### RulesforComputerLab

- 1) Lab computers are for academic and research use. Personal e-mailing, chatting and games are not permitted.
- 2) Settingofthecomputers should not be changed.

- 3) Nopersonal CDs, Pen Drives and Memory Cards are allowed in computer lab.
- 4) Internetfacilitycanbeavailedwiththepriorpermissionofateacher.
- 5) Accessing prohibited sites may invite penalty or suspension from Lab/College.

#### Languagelab

The College is equipped with a modern language lab comprising 16 computer systems, each equipped with a headset and microphone. This cutting-edge facility offers a conducive environment for students to enhance their English language proficiency through interactive and immersive learning experiences. To facilitate continuous improvement, we conduct practice sessions on communication skills every week. These sessions are designed to hone various aspects of language proficiency, including pronunciation, vocabulary, grammar, and spoken fluency. Through engaging activities and exercises, students are encouraged to actively participate and apply what they learn in real-life scenarios.

#### Conference

The Conference Hall has a capacity of 150. Since its inception in October 2016, it has been a venue for a large number of academic workshops, seminars and conferences. The hall is Wi-Fienabledwithdigitalprojection and bestaudiofacility. The college hostinter-college, intra-College and departmental activities in this hall. It has been a big asset for the college.

#### **Seminar Hall**

The Seminar Hall of the college is the place for multifarious activities throughout the year. The activities in the seminar room range from curricular and co-curricular seminars, lectures, debates, discussions, and workshops to development of Student Centre activities. It serves as aperfectivenue forhostingdepartmental farewell andfresher'sprograms. Itis Wi-Fi enabled, with a seating capacity of 100 people.

#### **CCTVSurveillance**

Closed-Circuit Television Units, 50 approx. in number, are strategically installed in the college premises to maintain proper discipline. It is also useful for safety concerns of students.

#### Canteen

The College canteen offers a varied menu at subsidized rates. The College Canteen provides healthy and nutritious food for students. A range of cuisines are freshly and hygienically prepared and made available for breakfast and lunch. Apart from cooked choices, studentscan buy branded packed snacks too.

#### **Gymnasium**

The college has a state-of-the-art gym complete with the latest fitness equipment and machinery including treadmills, cross-body trainers, exercise bikes, weight trainers, etc. Promoting a healthy and active lifestyle caters to the students and staff who wish to avail the facility.

### Playground

The College campus is beautified with greeneries all around. The well-developed playground provides the students with an opportunity to learn and relax. The vast playground is used for playing outdoor games like Cricket, Football, Volleyball, Basketball, Lawn Tennis, Badminton, Kho-Kho, Kabaddi, Tug of War etc., and is also used for organizing various events.

#### OurInfrastructure







Gym

ICT Lab



### FeestructureforBBA&BCA

### **BBASUBSIDIZEDFEESTRUCTURE (2025-26)**

| Fee/FundHead                    | BBA   |       | BBA   |       | BBA   |         |
|---------------------------------|-------|-------|-------|-------|-------|---------|
|                                 | Sem-1 | Sem-2 | Sem-3 | Sem-4 | Sem-5 | Sem-6   |
| AdmissionFee                    | 25    |       | 25    |       | 25    |         |
| TuitionFee                      | 300   | 300   | 300   | 300   | 300   | 300     |
| LibraryDevelopmentFund          | 100   |       | 100   |       | 100   |         |
| GuestFacultyFee                 | 3750  | 3750  | 3750  | 3750  | 3250  | 3250    |
| MiscellaneousFund               | 860   | 469   | 860   | 469   | 200   | 589     |
| College-SocietyCorpus Fund      | 2500  |       | 2500  |       | 2500  |         |
| PTAFund                         | 300   | 300   | 300   | 300   | 300   | 300     |
| HPUniversityCharges             |       | 281   |       | 281   |       | 281     |
| SecurityDeposit(Refundable)     | 1000  |       |       |       |       |         |
| Total(Fee+Funds)                | 8835  | 5100  | 7835  | 5100  | 6675  | 4720    |
| Total(Fee+Funds)HPBonafiedGirls | 8535  | 4800  | 7535  | 4800  | 5375  | 3420    |
| Total                           | 139   | 35/-  | 129   | 35/-  |       | 10395/- |

 $University Registration and Annual Examination charges\ applicable as per HPUS himla$ 

### **BCASUBSIDIZEDFEESTRUCTURE (2025-26)**

| Fee/FundHead                        | BCA   |       | BCA   |        | BCA   |        |
|-------------------------------------|-------|-------|-------|--------|-------|--------|
|                                     | Sem-1 | Sem-2 | Sem-3 | Sem-4  | Sem-5 | Sem-6  |
| AdmissionFee                        | 25    |       | 25    |        | 25    |        |
| TuitionFee                          | 300   | 300   | 300   | 300    | 300   | 300    |
| Library<br>DevelopmentFund          | 100   |       | 100   |        | 100   |        |
| GuestFacultyFee                     | 3750  | 3750  | 3750  | 3750   | 3250  | 3250   |
| Miscellaneous<br>Fund               | 860   | 469   | 860   | 469    | 200   | 589    |
| Laboratory<br>DevelopmentFund       | 1500  | 500   | 1500  | 500    | 2000  | 1000   |
| College–Society<br>Corpus Fund      | 2500  |       | 2500  |        | 2500  |        |
| PTAFund                             | 300   | 300   | 300   | 300    | 300   | 300    |
| HPUniversity<br>Charges             |       | 281   |       | 281    |       | 281    |
| SecurityDeposit<br>(Refundable)     | 1000  |       |       |        |       |        |
| Total(Fee+Funds)                    | 10335 | 5600  | 9335  | 5600   | 8675  | 5720   |
| Total(Fee+Funds)<br>HPBonafiedGirls | 10035 | 5300  | 9035  | 5300   | 7375  | 4420   |
| Total                               | 15    | 935/- | 14    | 1935/- | 1     | 3395/- |

- Forgirls,H.P.bonafidestudents,tuitionfeeofRs.300/-per semesteriswaived off.
- ➤ For BPL students, university development fee is Rs. 100/- instead of Rs. 250/- subject to the production of BPL certificate.
- > Boththeabovepointsareapplicableforthesubsidizedfeecategoryonly
- ➤ University Registration of Rs. 200 (for HP board students) and Rs.400 (for other board) will be charged at the time of registration.

#### **CODEOFCONDUCT**

- The Decision of Principal in all matters will be final and binding.
- 2. Students must be seated in the classrooms before the start of the lecture. No student shall enter the class or knock the door after 5(five) minutes of start of the class.
- No student shall be loitering near the classes once the classes are in progress.
- Regular attendance in the class including guest lecturers is compulsory.
- 5. Use of Mobile Phone is strictly prohibited in the college premises. A student using mobile phone in classroom/lab will be fined Rs.500/- and no exemption will begiven in any case.
- Every student will submitassignments;
   project etc. as per periodic directions.
- 7. Misbehavior, Persistence disobedience, habitual late coming, consumption of drug or liquor in the institute, cheating in the examination and any unbecoming act may invite strict disciplinary action including expulsion from the institute.
- 8. Each student is expected to observe the college dress code strictly.

- 9. Each student is expected to be present regularly in the college. Name will be struck-off if a candidate absentees himself continuously for six days. Candidates can get re-admission after satisfying the Principal.
- 10. No student is permitted to undertake any part time/whole time job during the course of study.
- 11. No student is allowed to put posters in college campus or notice board and to hold assembly in college premises or to address on unauthorized assembly in the college campus.
- 12. Any student making loss to the college property will be penalized and the students concerned will have to replace or get the same repaired at his/her own cost.
- 13. Food, breweries and any type of drink are not permitted in thelab/classrooms.
- 14. Students are not allowed to leave the college campus during teaching hours without prior permission.
- 15. Parents will be intimated about the progress of their ward periodically through report card and personal feedback.
- 16. Every student must always carry with him/her duly completed identity card.

### RaggingandAnti-SocialActivities

Ragging in institute is strictly banned according to the judgment and directions of the Hon'ble Supreme Court of India, Himachal Pradesh University and guidelines issued by UGC in this regards. The following guidelines will be observed to prevent incidents of ragging in the institute.

- 1. Every candidate seeking admission will give an undertaking duly printed on the application form that he/she will not indulge in ragging and if found guilty he / she will be liable for punishment. A similar undertaking will be obtained from the parents / guardians of applicant.(Fill Annexure-I and II)
- 2. Anti-Raggingcommitteehasbeen constituted in the college.
- 3. Whenever a ragging incident is brought to the notice of college authorities, the disciplinary committee will hold an enquiry into the incident.
- 4. If any student is found guilty of ragging after the enquiry then he / she will be punishable accordingly. The punishment may include:
  - i) Expulsion from the College
  - ii) Suspensionfromtheclasses
  - iii) Finewithapublicapology
  - iv) Withholdingscholarshiporotherbenefits
  - v) Debarringfromtherepresentationinevents
  - vi) Suspensionorexpulsionfromhostelormess
  - vii) Legalproceedingundercriminallawshallbe initiated
- 5. If any student is found guilty of ragging incident occurred in the past then he/shemay be expelled from the institution.

ThisCollegeiscommittedtoazerotolerancepolicytowards:

#### 1. Ragging:

Ragging is a punishable offence. Ragging of all kind is strictly banned in the college campus. Anybody caught indulging in this evil exercise shall face penalty under the law. Act remotely suggestive of ragging should be reported to the college authorities/to the member of anti-ragging committee. A student who commits the offence of ragging shall be punishable with imprisonment fora term, which may extend to three years or shall or both.

- 2. CrimeagainstWomen.
- 3. Consumption of Alcoholin the college premises.
- 4. Misconduct, Hooliganismin college premises.
- 5. Possessionoruseoffirearms
- 6. Possessionoruseofhallucinogenic

In case the applicant for admission is found to have indulged in ragging/indiscipline if the past or if is noticed later that he has indulged in ragging, admission shall be refused to him/her or he/she shall be expelled from the institution forthwith For Himachal Pradesh University Act, statutes and ordinances as amended till date log in to University website www.hpuniv.nic.in Ordinance Vol. I, II, III) Further, In pursuance to the judgment of the Hon'ble Supreme Court of India dated 08-05-2009 in CivilAppeal No. 887/2009 the UGC had notified "Regulations on Curbing the Menace of Ragging in Higher Educational Institutions,2009". The students of every educational institution are mandatory to fill the Affidavit Registration Form for Affiliated Colleges as per the link appended below:

https://www.antiragging.in/affidavit affiliated form.php



# **BBA& BCAActivities**



 $Inter College Poster making Competition\ on Human Rights at GCD haramshala$ 



 $Inter College Declamation Competition\ at GCD haramshala$ 



Poster Making Competition or ganized by BCAD epartment



YogaandMeditation



AworkshoponcareerguidancewasorganizedbytheBBADepartmentinwhichH.R and manager of the Eligo Creative Company visited our college and guided and motivated the students of BBA



Fresher Party organised by BBA department for fresher's

# राजकीय उत्कृष्ट महाविद्यालय में नैतिक मूल्यों पर व्याख्यान



কাৰিবল কান্তাল্যালৈ কৰিব প্ৰান্তবিধ নিকাৰ বি প্ৰটালন পুনি কিছে কুলুন্তী পৰে কান্তবিধাৰ কৰিবলৈ কৰিব







Lecture on moral values or ganised at Govt. College Nagrota Bagwan for BBA students



 $Intercollege Admad show at GC\ Dharam shala$ 





#### IndustrialTourofBBA/BCAStudents



OneDayWorkshopofBBA/BCAstudentsbyExcellenceTechnologyMohalionDigitalMarketing



One Day Workshop by Eligo Creative Services Shimla on latest technology



 $Career Counselling Session BBA/BCA students by Mr. Yuvraj Tiwari from Eligo Creative Services \\ Shimla$ 













Campus Placement Drive of BBA/BCAS tudents

## PlacementofBBA/BCAStudents(2024-25)

| Sr.<br>No | StudentName          | Class&<br>Roll No | Company                        | Photo |
|-----------|----------------------|-------------------|--------------------------------|-------|
| 1         | Shivanshu<br>Koundal | BCA<br>22BCA053   | ExcellenceTechnology<br>Mohali |       |
| 2         | Yashika              | BCA<br>22BCA027   | KnackRCM Mohali                |       |
| 3         | Priyanshi            | BCA<br>22BCA019   | KnackRCM Mohali                |       |
| 4         | Anand                | BCA<br>22BCA026   | KnackRCM Mohali                |       |

| 5 | Richa        | BCA<br>22BCA038 | KnackRCM Mohali |  |
|---|--------------|-----------------|-----------------|--|
| 6 | Anshuman     | 22BCA043        | KnackRCM Mohali |  |
| 7 | PriteeKapoor | BCA<br>22BCA006 | KnackRCM Mohali |  |
| 8 | MunishThakur | BCA<br>22BCA006 | KnackRCM Mohali |  |
|   |              |                 |                 |  |

KnackRCM Mohali

9

AkulSood

BCA

22BCA045

| 10 | SujalWalia | BBA | ExcellenceTechnology<br>Mohali |
|----|------------|-----|--------------------------------|
|    |            |     |                                |



11 Jahnvi BBA ExcellenceTechnology Mohali



12 Swati BBA ExcellenceTechnology
22BBA048 Mohali



13 Khushboo BBA ExcellenceTechnology
22BBA015 Mohali



# Our Topper's



RiyaBCA 1<sup>st</sup>Sem. (1<sup>st</sup>)CGPA7.67



Priya BCA1<sup>st</sup>Sem. (2<sup>nd</sup>)CGPA 6.83



ManvikPathania BCA 1<sup>st</sup>Sem. (3<sup>rd</sup>) CGPA 6.69



Sania Patial BCA 3<sup>rd</sup>Sem. (1<sup>st</sup>)CGPA8.52



PriyankaRavindra ChoudharyBCA 3<sup>rd</sup>Sem. (2<sup>nd</sup>)CGPA8.06



NancyBCA 3<sup>rd</sup>Sem. (3<sup>rd</sup>)CGPA7.87



Vedika Dhiman BCA 5<sup>th</sup>Sem. (1<sup>st</sup>)CGPA8.85



Shivanshu BCA5<sup>th</sup>Sem. (2<sup>nd</sup>)CGPA8.25



Riya BCA5<sup>th</sup>Sem. (3<sup>rd</sup>)CGPA8.23



BBA1<sup>st</sup>Sem.
Diksha
(1<sup>st</sup>) CGPA:8.00



BBA 1<sup>st</sup> Sem. Utsav Nagpal (2<sup>nd</sup>)CGPA:7.55



BBA 1<sup>st</sup> Sem. Nancy Sharma (3<sup>rd</sup>)CGPA:7.36



BBA 2<sup>nd</sup> Sem. Parvinder Rana (1<sup>st</sup>)CGPA:8.15



BBA 2<sup>nd</sup> Sem. Tanisha kapoor (2<sup>nd</sup>)CGPA:7.96



BBA 2<sup>nd</sup> Sem. Diksha Saroch (3<sup>rd</sup>)CGPA:7.89



BBA5<sup>th</sup>Sem. Anjali (1<sup>st</sup>)CGPA:8.25



BBA 5<sup>th</sup> Sem. Seema Sharma (1<sup>st</sup>)SGPA:8.25



BBA 5<sup>th</sup> Sem. TanishaGuleria (1<sup>st</sup>)CGPA:8.25



BBA5<sup>th</sup>Sem. Shalini(2<sup>nd</sup>)CGPA:7.88



BBA5<sup>th</sup>Sem. Saloni Shalini(2<sup>nd</sup>)CGPA:7.88



BBA5<sup>th</sup>Sem. SumitChopra(3<sup>rd</sup>)CGPA:7.75

# **Faculty of BCA**



**Faculty of BBA** 



## Website:

http://gdcnb.org/Admissionhelpl

inenumbers:

8580621488, 7559745824, 7876609581, 9817074182, 7807542310