Established: 1981

ADMISSION BROCHURE 2021-22

GOVT. POST GRADUATE COLLEGE RAJOURI

(College with Potential for Excellence and Fist Aided College)
NAAC Accredited "B" Grade with CGPA: 2.41
Website: gpgcollegerajouri.ac.in
Email:gdcrajouri@gmail.com
Pin Code: 18513

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From Principal's Desk:

Thanks Almighty Allah for providing me an opportunity to extend my hearty welcome to the new entrants, seeking admission in this college. I am sure that their stay in this college will be very beneficial for their moral, social and academic development.

This college was established as Govt. Degree College Rajouri in 1981 with 73 students having few subjects of arts stream in a limited accommodation in DIET building Jawarharnagar Rajouri. Presently the college is catering knowledge to thousands of students(both Boys and Girls) in 26 subjects of science, arts, commerce, BCA and BBA streams at UG level and four subjects M. Sc Chemistry, M.C.A, M.A. Urdu and M.A. Arabic at PG level through an excellent team of 83 faculty members in a beautiful college campus situated at Kheora Rajouri. In addition to it, several skill enhancement and ability enhancement courses have already been started. The affiliation process of M.Sc Physics, M.Sc Geography and M.A English at PG level and Information Technology, Bio-Chemistry, Applied Mathematics at UG level with university of Jammu has been initiated.

The college is also imparting education to about 4000 students both in UG and PG through distance mode from recognized centers of Indira Gandhi National Open University(IGNOU), Moulana Azad National Urdu University (MANUU) and University of Jammu. College also runs some short time certificate courses. Since its inception it has not only been catering educational needs of this far-flung and hilly region of Jammu and Kashmir but has also excelled in academic and non academic sectors. Its Alumni are holding key positions in all the departments including Politics, Administration, Judiciary and Education. About 80% staff of this college are alumni of this prestigious institution.

College library is one of the best libraries of J&K with separate Arts Section, Science section, Reference Section, Career Counseling Cell and Reading Room. It is fully automated and linked with college website. It has collection of about 60000 books comprising of reference books, text books and general books. There is facility in the library to access online books and journals. The library has subscribed 15 Research Journals in addition to several magazines and Newspapers in it. Moreover college has subscribed N-List programme of Inflibnet Centre through which Books and Journals are accessible. Also our several students and staff are registered on National Digital Library of India. We have also Browsing Centre and UGC recourse centre where teachers and students can access Books and Journals online. We have also developed some labs which are research oriented.

For keeping the campus Green, it is permanent feature to conduct plantation drives in both the seasons that is Feb-March, and July-august. College has developed a very nice Botanical Garden. The Garden housed a good number of herbs, shrubs and trees of importance to cater the practical purposes of the students. A large number of lesser known rare and threatened plants species of mountainous range of Rajouri district huge medicinal and other botanical properties have been grown in it. Besides this a Mulberry Garden has also been developed to establish a sericulture unit to start sericulture as a separate subject in the college to make students self skilled.

College has been constructed at a plateau spreading its grandeur of buildings, lawns and grounds over almost 100 kanals of land, which houses four separate hostels for boys and girls and staff quarters apart from administrative block, lecture theatres, well equipped laboratories and a multipurpose hall to carry out extracurricular activities. The College has been accredited with"B" Grade with CGPA 2.41 by NAAC in 2019 and is still at S.No.1 in Jammu Division and at S.No.2 in J&K among all the colleges which has been accredited under new scheme of NAAC. The College has the distinction of being funded by the Department of Science and Technology, Govt. of India under FIST programme. The College feels honored on being recognized as College with Potential for Excellence (CPE) by UGC, New Delhi. The College has also been covered under RUSA 2.0 scheme.

Keeping in view the vision quality education and high moral values, efforts are being made to produce upright and competent individuals so that they can fit themselves in the present transparent, competitive, technical, digital era of the modern world. The college has established different Clubs: Literary/Scientific/Sports and also has college magazine 'Raz-E-War' where students are being provided opportunities to show their hidden talent and display their creativity in addition to regular publication of College Newsletter "The Herald" in details of activities/ achievements are highlighted and Admission Brochure which serve as a valuable handbook for students for overall awareness regarding choosing of right courses of studies as per their interests, background of the college, academic calendar, fee structure, rules & regulations of the college. College has also wall magazine and wall newsletter. College has also established Women Development Cell and women study centre to provide equal opportunities to female students of the college for progress. The college has also NSS and NCC units separate for boys and girls which of course help the students for their career building in addition to learning the art of selfless service to humanity and discipline. The sports department is very strong of this college with beautiful play grounds and one Gymnasiums, Yoga Centre and has arrangement of almost all the popular indoor and outdoor games. College has Bus facility for students coming from distant places. The college is approaching to fully digital. Presently college has Edusat Facility, Good Internet Connectivity, well furnished computer labs, all labs have projector facility with interactive boards, 18 smart class rooms, CCTV cameras, language Digital Lab, online submission of scholarship forms etc, online admissions, almost 100% online transaction system and Bio-metric attendance system for staff. The college is also fully Wi-Fi. For high exposure, students are frequently encourage and deputed to participate in sports, cultural and academic competitions organized by other institutions and agencies. Subject tours, picnics and skilled enhancement tours are also organized for students. College has its fixed academic calendar and in addition to routine academic activities, the College Conducts local, regional, state level and national level/ international symposia, seminars and workshops on different themes including scientific and moral themes. College also conducts extension lectures by renowned academician and scholars. The college is being run by keeping in mind all the NAAC parameters/indicators/qualitative and quantitative metrics under the headings of seven NAAC criterions Viz 1:Curricular Aspects, 2: Teaching learning and Evaluations, 3: Research, consultancy and Extension, 4: Infrastructure and Learning Resources, 5: Student support and progression, 6: Goverance, Leadership and management, 7: Institution values and Best practices.

Hoping you will make best use of the facilities available in college and try to make yourself competent, dedicated and upright human beings by involving yourself properly in curriculum, co- curriculum, extra- curriculum and sports activities. There are two categories of students: one who remembers the institution after leaving it and 2nd is remembered by the institution for ever due to their outstanding performance and nice attitude. Hoping you all shall try to become students of 2nd category.

Let all of us (College administration, staff, students and parents) work hard to make this institution of higher learning, a centre of excellence. I pray to Almighty Allah that His mercy and blessings may keep helping us in all our endeavours/initiatives for betterment and development of this college. We all should keep in mind, "Work is our requirement, we are not requirement of work as there are so many in queue to do it "

Prof (Dr.) Shakeel Ahmed Raina
Principal

More About College: It was a landmark day in the history of Rajouri when this College was declared open on 6th of June 1981 by Jammu and Kashmir Government. The secular character of the college has proved to be teaching consequence of rich traditions and a beacon of light not only at state level but also at the National level. This college was established as Govt. Degree College Rajouri in 1981 with 73 students having few subjects of arts stream in a limited accommodation in DIET building Jawarharnagar Rajouri. Presently the college is catering knowledge to thousands of students(both Boys and Girls) in science, arts, commerce, BCA and BBA streams at UG level and four subjects M. Sc Chemistry, M.C.A, M.A. Urdu and M.A. Arabic at PG level through an excellent team of 83 faculty members in a beautiful college campus situated at Kheora Rajouri. In addition to it, several skill enhancement and ability enhancement courses have already been started. The affiliation process of M.Sc Physics, M.Sc Geography and M.A English at PG level and Information Technology, Bio-Chemistry, Applied Mathematics at UG level with university of Jammu has been initiated.

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Government P. G. College Rajouri is located at a small beautiful plateau at village Kheora, two and half kilo meters to the north of City of Kings, Rajouri town. College campus gives a picturesque look in the backdrop of snow caped Pir Panjal Mountain ranges of the Middle Himalayas in the far north. A monument of Mian Hathu's times Dhani Dhar Fort lies just to the east. In the west lies the Darhal Tawi a source tributary of Manawar Tawi and historic Rajouri town in the south.. College has gratitude at 33.25°N latitudes and 69.30°E longitude. College has been constructed at a plateau spreading its grandeur of buildings, lawns and grounds over almost 100 kanals of land, which houses four separate hostels for boys and girls and staff quarters apart from administrative block, lecture theatres, well equipped laboratories and a multi-purpose Hall to carryout co-curricular activities. The College has rich library having a collection of over 60000 volumes. The College also has departmental libraries for its PG Departments and several other departments also. Moreover, latest journals, magazines, periodicals etc. are also subscribed. In addition to the University sub-office, the college has three Distance Education Study Centres functioning under the aegis of Indira Gandhi National Open University New Delhi, Directorate of Distance Education, University of Jammu, Jammu and the Mualana Azad National Urdu University, Hyderabad for those students who cannot offer regular admissions. The College is NAAC reaccredited "B" Grade with CGPA2.41 in 2019. The College has constituted an Internal Quality Assurance Cell (IQAC) as a post accreditation quality sustenance measures.The Department of Science and Technology (DST) New Delhi has released grants to the tune of Rs. 69 lakh in November 2015 under FIST Programme 2014 for development of Lab. Infrastructure of all Science Departments.The College feels honoured on being recognized as College with Potential for Excellence (CPE) by the UGC New Delhi in April 2016 under the status of CPE.The Department of Botany and Zoology has started skill based vocational courses in Mushroom Cultivation, Apiculture, Sericulture and Green Farming from the Session 2015-16.

Special Features of the college: Higher Education is much essential for an accepted survival and sustained development of nations. Today's objective of Higher Education is not to go for quantitative expansion of literacy but its ultimate aim is quality-based life oriented education and proper management of its acquisition and the absence of the same is an obstacle on the way of Higher Education. To tackle such problems, the concept of lead colleges and cluster Colleges is now very much internationally in focus for research and training oriented education. For attaining excellence in Higher Education, the Colleges in J&K state are grouped in clusters with one College as a lead College. There are eight such clusters, four in Jammu province four in Kashmir Province. Govt. P.G. College Rajouri has been assigned the role of Lead College which comprises following Colleges in one cluster:

1. Govt. P. G. College, Rajouri
2. Govt. Degree College, Poonch
3. Govt. Degree College Thannamandi
4. Govt. Degree College Mendhar,
5. Govt. Degree College Nowshera,
6. Govt. Degree College Budhal,
7. Govt. Degree College Surankote,
8. Govt. Degree College Sunderbani
9. Govt. Degree College Kalakote
10. Muqaddas Degree College, Mendhar,
11. Himalayan Degree College, Rajouri.
12. SVS College for Women, Rajouri.
13. Govt. Degree College, Mandi (Poonch)
14. Govt. Degree College, Doongi.
15. Govt. Degree College, Koteranka
16. Govt. Degree College Darhal

Staff of the College

	Principal			
S.No	**Name**	**Subject**	**Email**	**Contact No**
01	Prof(Dr.) Shakeel Ahmed Raina	Mathematics	shakeelar2002@yahoo.co.in	01962262510
	Associate Professors			
S.No	**Name of Teacher**	**Subject**	**Email**	**Contact No**
02	Mr. Mohd Farooq Mirza	Education	mfjaral1967@gmail.com	9419277343
03	Mr. Javed Iqbal Mughal	English	capricorn219@gmail.com	9419178932
04	Dr. Anwer Shah	Botany	anwershah71@gmail.com	9622130030
05	Mr. Ghulam Abass	Botany	abbas72mdr@gmail.com	9419387650
06	Dr. Bashir Ahmed	Physics	drbashirahmed90@gmail.com	8803225991
07	Mr. Mohd Sadeeq	Chemistry	msadeeq1970@gmail.com	9419237552
08	Mr. Manzoor Ahmed Dar	Botany	d.manzoor123@gmail.com	9419171161
09	Mr. Assadullha Khan	Chemistry	assadullahkhan2014@gmail.com	9419643663
10	Mr. Zamir Ahmed Mirza	Chemistry	zamirza222@gmail.com	9419267414
11	Mr. Nater Parkash	Physics	npsharma01966@gmail.com	9419329737
	Selection Grade Assistant Professor			
12	Dr. Nazakat Hussain	History	nazakat11@gmail.com	9419172583
13	Mr. Abdul Karim	Computer Appli.	akbajraan@gmail.com	9797378786
14	Dr. Yashpaul	Commerce	drypsharma@gmail.com	8803132672
15	Dr. Sajar Ahmed	Persian	drsajar72@gmail.com	9596931443
16	Dr. Ghulam Abass	Persian	ghulamabass2013@gmail.com	9469011378
17	Dr. Shamim Akhter	Zoology	akhtshamim222@gmail.com	9419304685
18	Dr. Naseem Ahmed	Chemistry	drnaseem123@gmail.com	9419604013
19	Mr. Mohd Iqbal Raina	Physics	iqbalraina65@gmail.com	9419625441
20	Dr. Mohd Saleem Wani	English	saleemwani33@gmail.com	9419170902
	Senior Assistant Professor			
21	Dr. Mohd Ashaq	Botany	ashaqraza@gmail.com	9419172355
22	Dr. Rajesh Kumar	Geology	rajeshgeology20@gmail.com	9419794406
23	Dr. Abdul Haq Naimi	Urdu	abdulhaqnaimi786@gmail.com	9419660450
24	Ms. Asia Rashid Bhat	Botany	aasiaastpb@gmail.com	9596779495
25	Dr. Mohd Saleem	Chemistry	saleem82mohd@gmail.com	9419280156
26	Dr. Taseem Ahmed	Geography	taseemmalik61@gmail.com	9419170710
27	Dr. Mohd Junaid Jazaib	EVS	junaidjazaib@gmail.com	9419191493
28	Mr. Mohd Riaz (Chem)	Chemistry	chmohdriazkhatana@gmail.com	6005034322
29	Mr. Asif Ajaz Lone	Physics	asifbgsbu@gmail.com	9858260494
30	Mr. Mohd Anwar	Commerce	achouhan5575@gmail.com	9469077960
	Assistant Professors			
32	Mr. Sankait Gupta	Computer Appli.	sankaitmca@gmail.com	9419615772
33	Dr. Mohammad Jameel	Computer Appli.	jameelnaaz@gmail.com	9622319795
34	Mr. Yasir Choudhary	Computer Appli.	yassir49@yahoo.com	9419199951
35	Dr. Mohd Akhlaq	Mathematics	mohd.akhlaq@gmail.com	9622221603
36	Ms. Supriya Gupta	Computer Appl	mangotwin22@gmail.com	9419171311
37	Mr. Qumar Rabani	History	qumarrabani@gmail.com	9596634913
39	Mr. Anzar Ahmed	Arabic	anzarmalik35408@gmail.com	9797554161
40	Dr. Goher Iqbal	Arabic	goharqazi10@gmail.com	9797654268
41	Mr. Mamoon Rashid	Arabic	jamimamoon8@gmail.com	7051370218

42	Mr. Shabir Hussain	Bio-Chemistry	shabirbiochem@rediffmail.com	9419171251
43	Dr. Azhar Javed	Bio-Tech	azhar.javed40@gmail.com	9086183520
44	Mr. Altaf Hussain	Education	altafchowdhary1990@gmail.com	8492031716
45	Dr. Junaid Ahmed	Environment Sc	junaidahmedlodhi@gmail.com	9419702361
46	Dr. Javed Ahmed	Urdu	sahir.00139@gmail.com	7006946073
47	Dr. Zaheer Ahmed	Urdu	zaheerjus@gmail.com	9469420006
48	Dr. Nawaz Ahmed	Geography	nawaz.amu@gmail.com	9596869281
49	Dr. Mohd Tufail	Geography	tufailjnu@gmail.com	7006033703
50	Dr. Gulshan Rashid	Geography	gulshanbhat75@gmail.com	9419643570
51	Ms. Robina Kouser	Geography	robina.kouser33@gmail.com	9622636129
52	Ms. Fatima Parveen	Chemistry	fatimaparveen30@gmail.com	9419180567
53	Dr. Shiraz Ahmed	Zoology	shirazahmed1976@gmail.com	9419117496
54	Mr. Javied Iqbal	Zoology	javiediqbal85@gmail.com	8713019475
55	Mr. Amit Bhalla	Pol. Science	amitbhalla345@gmail.com	9419170790
56	Ms. Salma Farooq	Information Tech	salmaf1990@gmail.com	8082295952
57	Mr. Amjed Khan Bhatti	Information Tech	amjedbhatti07@gmail.com	9622115052
58	Ms. Rabia Koser	Information Tech	choudhary.rabia1@gmail.com	7006880750
59	Mr. Khalid Hussain	Maths	kzia48@gmail.com	9596994189
60	Dr. Atiya Sayeed	Chemistry	atiya.chem@gmail.com	9469488307
	Senior Physical Training Instructor			
61	Mr. Rakesh Puri	Sport & Physical Education	rakeshpuri55966@gmail.com	9419147048
	Librarian			
62	Mr. Anuj Bali	Librarian	balianujbali1984@gmail.com	9419626053

NON-TEACHING STAFF

S.No.	Name of the Employee	Designation	S.No.	Name of the Employee	Designation
01	Sh. Yaqeen Mohd	Carpenter-I	12	Ms. Sapna Kumari	Lib. Asstt
02	Sh. Zia-UI-Rehmon	Accountant	13	Sh. Mohd Sharief	Bus Conductor
03	Sh. Koushal Kumar	Sr. Lab. Asstt.	14	Sh. Bader Hussain	Safai Wala
04	Sh. Tanwir Ahmed	Asstt. PTI	15	Mrs. Amarjeet Kour	Lab. Bearer
05	Sh. Mohd Bashir	Lab. Asstt.	16	Sh. Hadyatullah	Lab. Attended
06	Sh. Mohd Yousaf	Lib. Asstt.	17	Sh. Farooq Ahmed	Chowkidar
07	Sh. Munshi Khan	Lab. Asstt.	18	Sh. Surjeet Singh	Lab. Bearer
08	Sh. Ishtiaq Ahmed	Electrician-I	19	Sh. Mohd Shabir	Lab. Bearer
09	Ms. Rehana Kouser	Lab. Asstt.	20	Sh. Latief Hussain	Lib. Bearer
10	Sh. Mohd Kafait	Jr. Asstt.	21	Sh. Khaliq Hussain	Orderly
11	Sh. Mohd Shafeeq	Lab. Asstt.	22	Sh. Abdul Aziz	Orderly

In addition to above, we have 39 local fund employees and almost 21 academic arrangement faculty members will be appointed.

Streams and Subjects Offered at UG Level:

Streams:

1. Science(Both medical and Non-Medical)
2. Arts
3. Commerce
4. BCA
5. BBA

Subjects Offered in science Stream:

S. No	Subject	S. No	Subject
01	Botany	08	Geography
02	Bio-Technology	09	Hindi
03	Chemistry	10	Mathematics
04	Computer Application	11	Physics
05	English	12	Zoology
06	Environmental Science	13	Urdu
07	Geology		

Subjects Offered in Arts Stream:

S. No	Subject	S. No	Subject
01	Arabic	09	Hindi
02	Computer Application	10	History
03	Economics	11	Mathematics
04	English	12	Persian
05	English Literature	13	Philosophy
06	Education	14	Political Science
07	Environmental Science	15	Sanskrit
08	Geography	16	Sociology

Subjects Offered in Commerce Stream: Full stream

Subjects Offered in BCA Stream: Full stream

Subjects Offered in BBA Stream: Full stream

P. G. Courses Offered:

1. M.Sc. Chemistry
2. Master of computer Application(MCA)
3. M. A. Urdu
4. M. A. Arabic

1. MASTER OF SCIENCE IN CHEMISTRY (M.Sc. Chemistry)

The College is running postgraduate course M. Sc. Chemistry since 2004-05. The Intake capacity is 20 students.

2. MASTER OF COMPUTER APPLICATIONS (MCA)

The college is running postgraduate course MASTER OF COMPUTER APPLICATIONS (MCA) since 2004-05. The Intake capacity is 19 students.

3. MASTER OF Urdu (M.A. Urdu)

The College is running postgraduate course in Urdu since 2019-20. The intake capacity is 30 students.

4. MASTER OF Arabic (M.A. Arabic)

The College is also starting postgraduate course M.A. Arabic f since this session 2020-21. The intake capacity is 30 students.

ADMISSION SCHEDULE & PROCEDURE fOR PG CLASSES

The selection is made through a common entrance test (JUET) conducted by the University of Jammu. The University announces its admission schedule every year and publishes in daily news papers also displays on the university website: www.jammuuniversity.in.

SEMESTER SYSTEM AT U. G. LEVEL:

Semester system has been introduced during 2014-15 session. In order to get graduation degree a student has to complete six semesters, two semesters in one academic year.

CHOICE-BASED CREDIT SYSTEM (CBCS):

From the session 2016-17 Choice Based Credit System (CBCS) has been introduced for the students seeking admission to B.A./B.Sc./B.Com/BCA/BBA Semester-I.

CBCS is a flexible system of learning that focuses from teacher centric to student centric education and permits students to

1. Choose electives from a wide range of elective courses offered by the college,
2. Adopt an inter-disciplinary approach in learning, and
3. Make best use of the expertise of available faculty.

PROGRAMME: 'Programme' means a course of study and examination leading to the award of a degree in a discipline. These Regulations shall apply to the following programmes: BA, BSc, BCA, B.Com and BBA.

COURSE: Course refers to a subject offered under the programme which will be taught and evaluated within a semester.

DURATION OF THE PROGRAMME: The programme shall be extended over a period of three years comprising of six semesters with two semesters in one academic year. Each semester shall consist of a minimum of 450 contact hours distributed over 90 working days spread over 15-16 weeks of six-day duration each and 4- 5 contact hours per day. The Semesters from July to December are Semesters I, III and V (called Odd Semesters) and from January to June are Semesters II, IV and VI (called Even Semesters)

CREDITS: Credit is the weightage given to each course of study. It is the numerical value assigned to a course according to the relative importance of the content and the contact hours required to teach the prescribed syllabi of the programme .

For the purpose of credit determination, instructions are divided into 3 components:

Lectures (L) : Classroom lectures of one hour duration .

Tutorials (T): Special elaborate instructions on specific topics of one hour duration.

Practicals (P):Laboratory work/Projects/Fieldwork/any other form of learning which the student has to undertake of two hours duration.

Therefore **, Credits (C) = L + T + P,** where one Lecture (**L**) and Tutorial (**T**) of one hour a week is considered as one credit and one Practical(**P**) , two hours a week is considered as one credit.

As per prescribed UGC standards, **1Credit = 15 hours of lectures**.

The instructional days as worked out by the UGC for one academic year are 180 working days i.e. **90 days per semester**.

5. CREDIT POINT (P):

Credit point is the value obtained by multiplying the grade point (**G**) by the credit (**C)**:

P = G x C.

6. GRADE POINT:

Grade point is an integer indicating the numerical equivalent of the **letter grade**.

7. GRADE : Grade means a letter symbol (O,A,B,C etc.) which indicates the broad level of performance of a student in a course/semester/programme.

8 SEMESTER GRADE POINT AVERAGE (SGPA)*:

Semester Grade Point Average (SGPA) is the value obtained by dividing the sum of credit points (P) earned by a student in various courses taken in a semester by the total number of credits earned by the student in that semester. SGPA shall be rounded off to two decimal places.

9 CUMULATIVE GRADE POINT AVERAGE (CGPA)*:

'Cumulative Grade Point Average' (CGPA) is the value obtained by dividing the sum of credit points in all the courses earned by a student for the entire programme, by the total number of credits. CGPA shall be rounded off to two decimal places. CGPA indicates the comprehensive academic performance of a student in a programme. An overall letter grade (Cumulative Grade) for the entire programme shall be awarded to a student depending on his/her CGPA.

GRADE CARD: Based on the grades earned, a grade card shall be issued to all registered students after every semester. The grade card will display the course details (course, title, no. of credits, etc.) along with SGPA of that semester and CGPA earned till that semester.

CBCS PROGRAMME STRUCTURE REGULATIONS:

The CBCS provides an opportunity for the students to choose courses from the prescribed courses comprising **core, elective or skill based courses.**

1.Core Course: A course, which needs to be compulsorily studied by a candidate as a core requirement is termed as a Core course.

2 Elective Course: Generally a course which can be chosen from a pool of courses and which may be very specific or specialized or advanced or supportive to the discipline/ subject of study or which provides an extended scope or which enables an exposure to some other discipline/subject/domain or nurtures the candidate's proficiency/skill is called an Elective Course.

3 Discipline Specific Elective (DSE) Course: Elective courses may be offered by the main discipline/subject of study is referred to as Discipline Specific Elective. The University/Institute may also offer discipline related Elective courses of interdisciplinary nature (to be offered by main discipline/subject of study).

4 Project Work/Dissertation: An elective course designed to acquire special/advanced knowledge, such as supplement study/support study to a project work, and a candidate studies such a course on his own with an advisory support by a teacher/faculty member is called dissertation/project.

5 Generic Elective (GE) Course: An elective course chosen generally from an unrelated discipline/subject, with an intention to seek exposure is called a Generic Elective.

6 Ability Enhancement Courses (AEC)/Competency Improvement Courses/Skill Development Courses(SEC)/Foundation Course: The Ability Enhancement (AE) Courses may be of two kinds: AE Compulsory Course (AECC) and AE Elective Course (AEEC)/Skill Enhancement Course(SEC). "AECC" courses are the courses based upon the content that leads to Knowledge enhancement. They include (i) Environmental Science, (ii) English/MIL Communication). These are mandatory for all disciplines. AEEC courses are value-based and/or skill-based and are aimed at providing hands-on-training, competencies, skills, etc.

7 AE Compulsory Course (AECC): Environmental Science, English Communication/MIL Communication.

8 AE Elective Course (AEEC)/SEC: These courses may be chosen from a pool of courses designed to provide value-based and/or skill-based instruction.

9 Project work/Dissertation is considered as a special course involving application of knowledge in solving / analyzing /exploring a real life situation / difficult problem. A Project/Dissertation work would be of 2/4 credits. A Project/Dissertation work may be given in lieu of a discipline specific elective paper.

CREDITS DISTRIBUTION

Courses having theory and practicals may incorporate 4 credits for theory paper and 2 credits for practicals (In case total credits are 6) and 2 credits for theory paper and 2 credits for practicals (In case total credits are 4) while courses having only practicals may have 2/4 credits as per the course requirement. Purely theory courses may incorporate 4 credits for theory and 2 credits for tutorials.

NOMENCLATURE OF UNDER GRADUATE COURSES

Nomenclature of courses shall be done in such a way that the course code shall consist of eight characters:

- The first character "**U**" stands for Under Graduate
- Next two characters will denote the course code
- Next character will signify the nature of the course(**T** for Theory, **P** for practical, **D** for project, **U** for tutorial)
- The succeeding character will denote whether the course is Core(**C**), Elective(**E**) or Skill/Ability Enhancement(**S**)
- The next character will denote the semester number
- Last two characters will denote the paper number

Illustration of Nomenclature of Courses

USTTC101 means
U: Under Graduate
ST: Statistics
T: Theory

C: Core
S: Semester Number
S: Paper Number.

SUBJECTS OFFERING

(a) Except in the case of Geology and Geography no candidate for the B.Sc. Semester-I examination, under the CBCS, shall take up any subject unless he had taken up same subject in Higher Secondary Part-II of 10+2 pattern or an equivalent examination, provided that a candidate having passed Higher Secondary Part-II examination with-

(i) Biology as a subject will be eligible to take up Botany or Zoology or both

(b) No candidate will offer Mathematics for B.A./B.Sc. Semester-I Course unless he/she has qualified the Higher Secondary Part-II (10+2 pattern) examination with Mathematics.

(c) No candidate will be admitted to the B.Com. Semester-I Course unless he/she has passed Higher Secondary Part-II (10+2 Pattern) examination with Commerce stream.

Provided that a candidate after having passed Higher Secondary Part-II examination in stream other than Commerce stream with at least 50% marks in the aggregate shall be allowed to seek admission to the B.Com. Semester-I.

SCHEME OF EXAMINATION/ASSESMENT:

The evaluation of each course shall contain two parts :Internal or In Semester Assessment (IA) and External or End-Semester Assessment (EA).The internal grade awarded to the students in each course in a semester shall be published on the notice board at least one week before the commencement of end semester examination. The responsibility of evaluating the internal assessment is vested on the teacher(s) who teaches the course. There will be University Examinations at the end of each semester for both theory and Practical .

20% of the marks allotted to each theory paper and 50% of the marks allotted to each practical paper including field work, wherever prescribed, shall be reserved for internal assessment. The evaluation of a candidate shall be awarded and record thereof maintained in accordance with the Regulations prescribed for the purpose under the CBCS as per the following:

Paper having theoretical content only

(1) All 6 credits on lecture basis

Or

(2) 4 Credits on lecture basis plus 2 Credits on tutorial basis

Paper having Practical Content

Four Credits on theory basis

Plus

Two credits on Practical basis

One Credit in case of theory and tutorial in one hour duration for fifteen working days (period) or 23 periods of 40 minutes duration.

One Credit in case of practical is two hour duration for fifteen working days or 45 period of 40 minutes duration

Theory Examinations

- Each theory paper/ Course shall be of 100 marks
- 20% of which shall be reserved for internal assessment
- 80% of which shall be reserved for External Examinations to be conducted by the University/ Colleges.
- The External Examination in theory shall consist of following

1. Five (5) short Answer representing all units/syllabi i.e. at least one from each Unit (without details explanation) of 4 marks each = 20 (No choice all compulsory).
2. Three (3) short Answer (without detail explanation) of 8 marks each = 24 (All compulsory)
3. Four (4) Long answer only two to be attempted (with analysis/Explanation or critical analysis/ evaluation) and the question should be set one from one unit/sub topic only so as to cover the maximum units/ topics in the syllabus.
   Time duration 2 ½ hours only.

Internal Assessment

The internal assessment under choice Based Credit System shall comprise two parts.

Part A: Total weight age to this part shall be 50% of internal assessment marks i.e. 10% of the total marks or 10 marks out of 20 marks reserved for internal assessment. It will have eight short questions selecting at least three from each of the two/three units (50% of syllabus) covered. A Candidate has to attempt any five and each question carries 2 marks.

Part B: Total weight to this part shall be 50% of the internal assessment marks i.e. 10% of the total marks or 10 marks out of 20 marks reserved for internal assessment. It will have 2 Long questions, selecting one each from first two units/50% of the syllabus. A Candidate has to attempt any one question and the question shall carry 10 marks

Time duration one hour

Practical Examination

50% Internal **25 Marks**

50% External **25 Marks**

Internal

(a) 20 percent attendance **5 Marks**

(b) 20 percent Viva Voce **5 Marks**

(c) 40 percent practical Work/ Book based on the practical done as per time table (Day to day performance) **10 Marks**

(d) 20 percent internal test (to be conducted by the class teacher or a committee of subject teacher constituted by principal of the College) **05 Marks**

External

(a) 80 percent for practical paper and **20 Marks**

(b) 20 percent for Viva Voce **05 Marks**

Note: Total marks in practical shall be 50 only
Total marks in case of project work shall be divided into 80 percent for project work and 20 percent for presentation/ Viva-Voce

MINIMUM ELIGIBILITY FOR APPEARANCE IN EXAMINATION

A semester end external examination for B.A./B.Sc./B.Com.(General)/ BBA/BCA/Honours course, under CBCS, shall be open to the following categories of students :

(A) A regular student i.e. a student who has undergone a regular course of study in a college for the period specified for that course of study by having been on the rolls of the college immediately preceding the examination and has his/her name submitted to the Controller of Examinations by the college Principal where he/she has pursued the course for the examination and has fulfilled the following conditions to be certified by the college Principal concerned:

(i) he/she has been a student of good conduct.

(ii) he/she has attended not less than 75% of the lecture delivered including seminars, tutorials etc in each course opted by him/her in that semester.

(iii) he/she has passed in internal assessment.

(iv) in the case of laboratory course/practicals, he/she has attended not less than 75% of the practical classes conducted (practicals include field studies, workshop practice, map work, surveying etc.).

(v) he/she has paid the prescribed fee.

CONDONATION OF LECTURES

The Principal of College concerned may condone shortage of a student in attendance in a semester for special reasons, to be recorded in writing upto 6% of the lectures delivered or practicals conducted in each course separately. A student whose deficiency in lectures/practicals in a course is not condoned by the Principal of College or is not condonable, shall not be eligible to appear in the semester examination of CBCS in that course but shall be permitted to appear in the subsequent semester examination if he/she remains on the rolls of the College as a regular student and attends the required number of lectures delivered from the date of classification or the date on which he/she has joined whichever is earlier upto the semester and provided that the number of lectures he/she attended is not less than the number by which he/she fall short of attendance in the subject(s).

Provided also that no condonation, whatsoever, shall be allowed to deficiency in lectures for admission to the subsequent semester examination.

Provided further also that in case such a student again falls short of lectures he/she shall not be allowed to seek admission to that course in any affiliated college in any subsequent year.

A student who does not fulfil the minimum requirement of attendance in lectures/practicals in a course will not be eligible to sit in the semester examination in that course. Such a student will have to repeat the course when the classes in that course are held by the college.

A student who has been on the rolls of a college in the Semester-I, II,III, IV & V of B.A./B.Sc./ B.Com./BBA/BCA/Honours course and earns eligibility to join the Semester-II or III or IV or V of the programme as the case may be, but fails to join the semester when he/she was due to join it or discontinues his/her studies for any reason whatsoever may be considered for admission to the semester concerned in a subsequent year if he/she submits application to this effect before the commencement of the semester concerned provided a seat and other facilities for the courses offered by the student are available in the college concerned in the semester he/she wishes to join and the student seeks admission within a period of one year from the date he/she discontinue his/her studies.

EXEMPTION TO RE-APPEAR IN PRACTICAL EXAMINATION ONCE QUALIFIED

A candidate who appears and passes in the practical examination (separately in the internal assessment and the University examination) of a subject but fails to qualify in that subject shall be exempted from appearing in the practical examination of that subject subsequently and the marks obtained by him/her in the last attempt in which he/she passed in the practical examination of a subject shall be carried over. Consequently, he/she shall be required to appear in the theory part of that subject at the subsequent examination.

PASSING CRITERION

The minimum Grade /Grade Point required to pass each paper in a semester examination under CBCS shall be **Grade D / Grade Point 4** in each theory paper/ Practical/Project (wherever applicable) in External Examination and Internal Assessment separately

DETERMINATION OF GRADES (Grading System and Computation of SGPA, CGPA)

Grading System: Absolute grading would be used where the marks obtained are converted to grades based on pre-determined class intervals. To implement the following grading system, the colleges /campuses shall use the following UGC recommended 10-point grading system:

Table 1: Letter Grades and Grade Points

Marks (%)	Letter Grades	Grade Points(G)
90-100	O(Outstanding)	10
80 to < 90	A+(Excellent)	9
70 to < 80	A(Very Good)	8
60 to < 70	B+(Good)	7
50 to < 60	B(Above Average)	6
40 to < 50	C(Average)	5
36 to < 40	D(Pass)	4
0 to < 36	F(Fail)	0
	AB(Absent)	0

V. A student obtaining Grade F shall be considered failed and will be required to reappear in the examination as per existing rules of the university under Semester System for Under Graduate Courses.

(ii) Grade (D) or percentage of marks (36%) is required to pass in a course, SGPA of 4 to qualify a semester and a minimum CGPA of 4 to qualify for a UG degree.

ELIGIBILITY FOR ADMISSION in BA/B.Sc/B.com/BCA/BBA Semester-I

A. B.A./B.Sc./B.Com.(General) Course

The B.A./B.Sc./B.Com. (General) Course Semester-I examination under the CBCS shall be open to a candidate who has passed the Higher Secondary Part-II examination (10+2 Pattern) of the Jammu and Kashmir State Board of School Education or an examination recognized as equivalent thereto in all subjects.

B. Bachelor of Business Administration (BBA) Course

Admission to Semester-I of BBA course, under CBCS, shall be open to those candidates who have passed Higher Secondary Part-II examination (under 10+2 pattern) of the J&K State Board of School Education or an examination recognized by the University as equivalent thereto and has obtained not less than 50% of the aggregate marks in the qualifying examination in case of General Category candidates and 45% marks in case of SC/ST candidates.

C. Bachelor of Computer Applications (BCA) Course.

Admission to Semester-I of BCA course, under CBCS, shall be open to those candidates who have passed Higher Secondary Part-II examination (under 10+2 pattern) of the J&K State Board of School Education or an examination recognized by the University as equivalent thereto with Mathematics as one of the elective subjects and has obtained not less than 50% of the aggregate marks in the qualifying examination in case of General Category and 45% marks in case of SC/ST candidates.

16. ADMISSION NOTIFICATION OF SEMESTER-I:

Schedule for admission to Semester-I of B.A./B.Sc./B.Com/BCA/BBA in Govt. Degree College Rajouri for the session 2021-22, is as under:-

Admission Schedule

Admission Programme	***From***	***To***
Online registration / Combination Forms	*06-08-2021*	*15-08-2021* (12.00 Noon)
Display of 1st Merit List	17-08-2021	
Admission of 1st Merit list candidates	17-08-2021	21-08-2021
Display of 2nd List (Subject to availability of seats)	22-08-2021	
Admission of 2nd Merit list	22-08-2021	23-08-2021
Display of 3rd Merit list (Subject to availability of seats)	24-08-2021	
Admission of 3rd Merit list	24-08-2021	25-08-2021
Last date of Admission without late fee	25-08-2021	
Date of Admission with late fee (As per University Norms and subject to availability of seats)	26-08-2021	04-09-2021

ATTENDANCE IN LIEU OF PARTICIPATION IN GAMES ETC

Any candidate who participates in games, cultural and other co-curricular activities as defined below with the prior approval of the Principal shall, for the purpose of condoning deficiency in attendance incurred by him/her on account of such participation, be treated as present on all the working days during the days of his/her absence on such account for a period not exceeding 15 working days in a semester programme subject to maximum of 30 working days in an year.

(a) State representation in International/All India Competitions organized by agencies which are recognized by the Board of Sports and Youth Welfare.

(b) Participation in the Inter-University Competitions held under the auspices of a University or any other recognized Institution as a member of the University team.

(c) Participation in the Inter-College Competitions organized by the University as a member of the team of participating Institutions.

(d) Participation in the N.C.C., N.S.S. and National Integration Samiti activities as a member of recognized Institutions.

(e) Participation in the Coaching Camps/Rehearsals prior to participation as a member of State or University team in the National/All India/ Inter- University Competitions.

(f) Participation in the Mountaineering/Hiking/Trekking/Skiing/Rock-Climbing or other such activities Organized under the auspices of the State Government/University as a member of the Institution affiliated/recognized by the University.

Note: For Outstanding cases special permission may be sought from the Vice Chancellor/Competent Authority on recommendation of the Principal.

PAYMENT OF ADMISSION FEE

Each student seeking admission to the B.A./B.Sc./B.Com./B.B.A)/B.C.A. under CBCS, shall be required to submit the prescribed application form along with requisite fee:

(i) for the first and second semester courses at the time of seeking admission to first semester;

(ii) (ii) for the third and fourth semester courses at the time of seeking admission to the third semester;

(iii) for the fifth and sixth semester courses at the time of seeking admission to the fifth semester.

Provided the student continues his/her studies without interruption from first semester to second semester, from third semester to fourth semester and from fifth to sixth semester. If there is a gap of one or more semesters he/she will have to fill up the prescribed application form and pay the fee at the time of seeking admission.

SUBJECT COMBINATIONS (Undergraduate) CBCS (Science)

SEM	CORE COURSES (C)						Ability Enhancement Compulsory Course (AECC	Skill Enhancement Course SEC	Discipline Specific Elective (DSE)
1	Chemistry,	Botany, Physics.	Zoology, Mathematics	Biotechnology, Biochemistry.	Geography,	Geology, Computer Application	Communication English/MIL-1 EVS-1		
	Any three courses to be chosen selecting only one from each column above								
2	**Three courses selected in 1semester to be continued**						Communication English/MIL-2 **(Compulsory)** EVS-2 **(Compulsory)**		
3	**Three courses selected in 2 semester to be continued**						English/Hindi/ MIL-3	SEC1	
4	**Three courses selected in 3 semester to be continued**						English/Hindi/ MIL-4	SEC2	
5							English/Hindi/ MIL-5	SEC3	DSE1 DSE2 DSE3
6							English/Hindi/ MIL-6	SEC4	DSE4 DSE5 DSE6

The College offers following combinations in Science Stream in Semester –I

SUBJECT COMBINATIONS (Undergraduate) CBCS (Science)

S. No.	Core Subject	Compulsory	Chose Any one compulsory
01	Botany, Zoology, Chemistry	EVS	Communication English/Hindi/Urdu
02	Botany, Zoology, Geology	EVS	Communication English/Hindi/Urdu
03	Botany Zoology, Geography	EVS	Communication English/Hindi/Urdu
04	Chemistry, Geology, Geography	EVS	Communication English/Hindi/Urdu
05	Chemistry, Zoology, Computer Appl.	EVS	Communication English/Hindi/Urdu
06	Chemistry, Botany, Computer Appl.	EVS	Communication English/Hindi/Urdu
07	Chemistry, Zoology, Bio-Technology	EVS	Communication English/Hindi/Urdu
08	Zoology, Botany, Bio-Technology	EVS	Communication English/Hindi/Urdu
09	Chemistry, Botany, Bio-Technology	EVS	Communication English/Hindi/Urdu
10	Chemistry, Physics, Mathematics	EVS	Communication English/Hindi/Urdu
11	Physics, Mathematics, Geography	EVS	Communication English/Hindi/Urdu
12	Physics, Mathematics, Geology	EVS	Communication English/Hindi/Urdu
13	Physics, Mathematics, Computer Appl	EVS	Communication English/Hindi/Urdu

SUBJECT COMBINATIONS (Undergraduate) CBCS (Arts)

SEM	CORE COURSES (C)							Ability Enhancement Compulsory Course (AECC	Skill Enhancement Course SEC	Discipline Specific Elective (DSE)	Generic Elective (GE)
1	English/Hindi/ Urdu-1 **(any one) (Compulsory)**	Education	History	Sociology, Mathematics English Lit.,	Pol.Science	Philosophy, Geography, Computer Application	Economics, OCL (Sanskrit, Persian, Arabic)	Communication English/Urdu/Hindi-1 **(any one) (Compulsory)** EVS-1 **(Compulsory)**			
	Any two courses to be chosen selecting only one from each column above										
2	English Hindi/Urdu -2 **(Compulsory)**	**Two courses selected in 1 semester to be continued**						Communication English/Urdu/Hindi-2 **(Compulsory)** EVS-2 **(Compulsory)**			
3	English Hindi/Urdu -3 **(Compulsory)**	**Two courses selected in 2 semester to be continued**							SEC1		
4	English Hindi/Urdu -4 **(Compulsory)**	**Two courses selected in 3 semester to be continued**							SEC2		
5								English/Hindi/ MIL-5	SEC-3	DSE1. DSE2. DSE3.	GE1
6								English/Hindi/ MIL-6	SEC-4	DSE1. DSE2. DSE3.	GE2

The College offers following combinations in Arts Stream in Sem-I

S.No.	Chose Any one compulsory	Core Subject	Compulsory	Chose Any one compulsory
01	English/Hindi/Urdu	Sociology, Geography	EVS	Communication English/Hindi/Urdu
02	English/Hindi/Urdu	Sociology, Pol. Science	EVS	Communication English/Hindi/Urdu
03	English/Hindi/Urdu	Sociology, Economics	EVS	Communication English/Hindi/Urdu
04	English/Hindi/Urdu	Sociology, Sanskrit	EVS	Communication English/Hindi/Urdu
05	English/Hindi/Urdu	Sociology,Persian	EVS	Communication English/Hindi/Urdu
06	English/Hindi/Urdu	Sociology,Arabic	EVS	Communication English/Hindi/Urdu
07	English/Hindi/Urdu	Economics, Computer Appl	EVS	Communication English/Hindi/Urdu
08	English/Hindi/Urdu	Maths,Computer Appl	EVS	Communication English/Hindi/Urdu
09	English/Hindi/Urdu	Maths,Geography	EVS	Communication English/Hindi/Urdu
10	English/Hindi/Urdu	Maths, Pol.Science	EVS	Communication English/Hindi/Urdu
11	English/Hindi/Urdu	Maths,Economics	EVS	Communication English/Hindi/Urdu
12	English/Hindi/Urdu	Maths,Sanskrit	EVS	Communication English/Hindi/Urdu
13	English/Hindi/Urdu	Maths,Persian	EVS	Communication English/Hindi/Urdu
14	English/Hindi/Urdu	Maths,Arabic	EVS	Communication English/Hindi/Urdu
15	English/Hindi/Urdu	Arabic, Computer Appl.	EVS	Communication English/Hindi/Urdu
16	English/Hindi/Urdu	History,Geography	EVS	Communication English/Hindi/Urdu
17	English/Hindi/Urdu	History,Pol.Science	EVS	Communication English/Hindi/Urdu
18	English/Hindi/Urdu	History,Economics	EVS	Communication English/Hindi/Urdu
19	English/Hindi/Urdu	History,Sanskrit	EVS	Communication English/Hindi/Urdu
20	English/Hindi/Urdu	History, Arabic	EVS	Communication English/Hindi/Urdu
21	English/Hindi/Urdu	History, Persian	EVS	Communication English/Hindi/Urdu
22	English/Hindi/Urdu	Persian, Computer Appl.	EVS	Communication English/Hindi/Urdu
23	English/Hindi/Urdu	Education, Geography	EVS	Communication English/Hindi/Urdu
24	English/Hindi/Urdu	Education, Pol.Science	EVS	Communication English/Hindi/Urdu
25	English/Hindi/Urdu	Pol.science, Economics	EVS	Communication English/Hindi/Urdu
26	English/Hindi/Urdu	Education Sanskrit	EVS	Communication English/Hindi/Urdu
27	English/Hindi/Urdu	Education, Persian	EVS	Communication English/Hindi/Urdu
28	English/Hindi/Urdu	Education, Arabic	EVS	Communication English/Hindi/Urdu
29	English/Hindi/Urdu	Economics, Philosophy	EVS	Communication English/Hindi/Urdu

30	English/Hindi/Urdu	Economics, Geography	EVS	Communication English/Hindi/Urdu
31	English/Hindi/Urdu	Sanskrit, Computer Appl.	EVS	Communication English/Hindi/Urdu
32	English/Hindi/Urdu	Sociology, Philosophy	EVS	Communication English/Hindi/Urdu
33	English/Hindi/Urdu	Pol.Science, Geography	EVS	Communication English/Hindi/Urdu
34	English/Hindi/Urdu	Philosophy, Political Science	EVS	Communication English/Hindi/Urdu
35	English/Hindi/Urdu	Eng.Litr, Pol.Science	EVS	Communication English/Hindi/Urdu
36	English/Hindi/Urdu	Eng.Litr, Geography	EVS	Communication English/Hindi/Urdu
37	English/Hindi/Urdu	English Litr., Economics	EVS	Communication English/Hindi/Urdu
38	English/Hindi/Urdu	English Litr., Sanskrit	EVS	Communication English/Hindi/Urdu
39	English/Hindi/Urdu	English Litr, Persian	EVS	Communication English/Hindi/Urdu
40	English/Hindi/Urdu	English Litr., Arabic	EVS	Communication English/Hindi/Urdu
41	English/Hindi/Urdu	Education, Sociology	EVS	Communication English/Hindi/Urdu
42	English/Hindi/Urdu	Education, English Ltr.	EVS	Communication English/Hindi/Urdu
43	English/Hindi/Urdu	Education, Philosophy	EVS	Communication English/Hindi/Urdu

B.Com Course:

SUBJECT COMBINATIONS UNDER CHOICE BASED CREDIT SYSTEM in B.COM

S.No.	Core Course (C)			Ability Enhancement Compulsory Course (AECC)	Skill Enhancement Course (SEC)	Discipline Specific Elective (DSE)	Generic Elective (GE)
1	English/MIL-1 (Compulsory)	Financial Accounting	Business Organization and Management	EVS-1 Communication English/MIL-1			
2	English/MIL-2 (Compulsory)	Corporate Accounting	Managerial Economics	EVS-2 Communication English/MIL-2			
3	Fundamentals of Business Communication	Cost Accounting	Indian Contacts Act	English/Hindi	E Commerce/Tax procedure and practice/Computer Application/Entrepreneurship for Small Business/Management Information System (Any one)		
4	Business Communication Skills and Development	Direct Tax laws	Contemporary Management		Corporate Laws/Cyber Crimes and Laws/Tax Procedures and Practice/Computer Application/Customer Relationship Management (Any one)		
5				English/Hindi/ MIL-5	Direct Tax Practice-1/HRM/Security Analysis and Portfolio Management/Tax procedure and Practice/Computer Application-I	1. Indirect Taxes/Banking & Insurance/Auditing-1 (Any one) 2. Statistics for Managers/Fundamentals of Marketing/Partnership Act (Any one)	Public Finance/Tourism and Management/ Computerized Accounting (Any one)
6				English/Hindi/MIL-6	Direct Tax Practice-2/Multinational Business/Finance/Business Environment/Tax Procedure and Practice/Computer Application-2	1. Auditing-2/ Financial Management/Retail Management (Any one) 2. Business Ethics and Corporate Governance/Labour Laws/Office Management (Any one)	Indian Economy/Salesmanship/Economics and Commercial Geography

SUBJECT COMBINATIONS UNDER CHOICE BASED CREDIT SYSTEM(BCA)

Sem.	Core Courses (C)	Ability Enhancement Compulsory Course (AECC)	Skill Enhancement Course (SEC)	Discipline Specific Elective (DSE)	Generic Elective (GE)
1	Differential Calculus, Computer Fundamentals, Problem Solving Using C-language, Practical-Based on (C-Language, DOS, Window)	EVS-1 Communication English-I			
2	Differential Calculus, Data and Files Structures using C-Languages, Fundamentals of Digital Electronics Practical-Based on Data Structure Using C Language, MS-Office	EVS-2 Communication English-2			
3	Maths-3, Fundamentals of Operating System, Database Management System, Practical-Based on Oracle, PL/SQL		SEC-1		
4	Maths-4, Computer Networks and Internet, Object Oriented Programming Using C^{++}, Practical-Based on C++, XML		SEC-2		
5			SEC-3 SEC-4	DSE-1 DSE-2 DSE-3	
6			SEC-5	DSE-4 DSE-5 DSE-6	

BBA full stream

Note: NO CHANGE OF COMBINATION SHALL BE ALLOWED..

COURSE/ CREDIT STRUCTURE FOR UNDERGRADUATE PROGRAMME (B.A/B.COM)

SEMESTER-I

CORE COURSES(C)	ABILITY ENHANCEMENT COMPULSORY COURSES (AECC)	SKILL ENHANCEMENT COURSE (SEC)	DISCIPLINCE SPECIFIC ELECTIVE (DSE)	GENERIC ELECTIVE (GE)
C_1 (English/Hindi/Urdu/ MIL-$_1$) (6 credits) C_2 (6 credits) C_3 (6 credits)	$AECC_1A$ (Communication English/Hindi/Urdu/MIL)(2 credits) AECC $_1$A (EVS) (2 credits)	NA	NA	NA

SEMESTER-II

CORE COURSES(C)	ABILITY ENHANCEMENT COMPULSORY COURSES (AECC)	SKILL ENHANCEMENT COURSE (SEC)	DISCIPLINCE SPECIFIC ELECTIVE (DSE)	GENERIC ELECTIVE (GE)
C_4 (English/Hindi/ MIL-$_1$) (6 credits) C_5 (6 credits) C_6 (6 credits)	$AECC_1B$ (Communication English/Hindi/MIL) (2 credits) AECC $_1$B (EVS) (2 credits)	NA	NA	NA

SEMESTER-III

CORE COURSES(C)	ABILITY ENHANCEMENT COMPULSORY COURSES (AECC)	SKILL ENHANCEMENT COURSE (SEC)	DISCIPLINCE SPECIFIC ELECTIVE (DSE)	GENERIC ELECTIVE (GE)
C_7 (English/Hindi/ MIL-$_1$) (6 credits) C_8 (6 credits) C_9 (6 credits)	NA	SEC-1 (4 credits)	NA	NA

SEMESTER-IV

CORE COURSES(C)	ABILITY ENHANCEMENT COMPULSORY COURSES (AECC)	SKILL ENHANCEMENT COURSE (SEC)	DISCIPLINCE SPECIFIC ELECTIVE (DSE)	GENERIC ELECTIVE (GE)
C_{10} (English/Hindi/ MIL-$_4$) (6 credits) C_{11} (6 credits) C_{12} (6 credits)	NA	SEC-2 (4 credits)	NA	NA

SEMESTER-V

CORE COURSES(C)	ABILITY ENHANCEMENT COMPULSORY COURSES (AECC)	SKILL ENHANCEMENT COURSE (SEC)	DISCIPLINCE SPECIFIC ELECTIVE (DSE)	GENERIC ELECTIVE (GE)
NA	English/Hindi/MIL-5) (2 credits)	SEC-3 (4 credits)	DSE 1 (6 credits) DSE 2 (6 credits)	GE_1 (6 credits)

SEMESTER-VI

CORE COURSES(C)	ABILITY ENHANCEMENT COMPULSORY COURSES (AECC)	SKILL ENHANCEMENT COURSE (SEC)	DISCIPLINCE SPECIFIC ELECTIVE (DSE)	GENERIC ELECTIVE (GE)
NA	English/Hindi/MIL-6) (2 credits)	SEC-4 (4 credits)	DSE 3 (6 credits) DSE 4 (6 credits)	GE_2 (6 credits)

NA - Not Applicable

Total Credits of the whole course = 22+22+22+22+24+24 = 136

COURSE STRUCTURE FOR UNDERGRADUATE PROGRAMME FOR B.SC.

SEMESTER-I

CORE COURSES(C)	ABILITY ENHANCEMENT COMPULSORY COURSES (AECC)	SKILL ENHANCEMENT COURSE (SEC)	DISCIPLINCE SPECIFIC ELECTIVE (DSE)
C_1 (6 credits) C_2 (6 credits) C_3 (6 credits)	AECC$_1$A (Communication English/Hindi/MIL) (2 credits) AECC $_2$A (EVS) (2 credits)	NA	NA

SEMESTER-II

CORE COURSES(C)	ABILITY ENHANCEMENT COMPULSORY COURSES (AECC)	SKILL ENHANCEMENT COURSE (SEC)	DISCIPLINCE SPECIFIC ELECTIVE (DSE)
C_4 (6 credits) C_5 (6 credits) C_6 (6 credits)	$AECC_1B$ (Communication English/Hindi/MIL) (2 credits) AECC $_2$B (EVS) (2 credits)	NA	NA

SEMESTER-III

CORE COURSES(C)	ABILITY ENHANCEMENT COMPULSORY COURSES (AECC)	SKILL ENHANCEMENT COURSE (SEC)	DISCIPLINCE SPECIFIC ELECTIVE (DSE)
C_7 (6 credits) C_8 (6 credits) C_9 (6 credits)	English/Hindi/MIL-3 (2 credits)	SEC $_1$ (4 credits)	NA

SEMESTER-IV

CORE COURSES(C)	ABILITY ENHANCEMENT COMPULSORY COURSES (AECC)	SKILL ENHANCEMENT COURSE (SEC)	DISCIPLINCE SPECIFIC ELECTIVE (DSE)
C_{10} (6 credits) C_{11} (6 credits) C_{12} (6 credits)	English/Hindi/MIL (2 credits)	SEC $_2$ (4 credits)	NA

SEMESTER-V:

CORE COURSES(C)	ABILITY ENHANCEMENT COMPULSORY COURSES (AECC)	SKILL ENHANCEMENT COURSE (SEC)	DISCIPLINCE SPECIFIC ELECTIVE (DSE)
NA	English/Hindi/MIL-5 (2 credits)	SEC $_3$ (4 credits)	DSE_1 (6 credits) DSE_2 (6 credits) DSE_3 (6 credits)

SEMESTER-VI:

CORE COURSES(C)	ABILITY ENHANCEMENT COMPULSORY COURSES (AECC)	SKILL ENHANCEMENT COURSE (SEC)	DISCIPLINCE SPECIFIC ELECTIVE (DSE)
NA	English/Hindi/MIL-6 (2 credits)	SEC $_4$ (4 credits)	DSE_4 (6 credits) DSE_5 (6 credits) DSE_6 (6 credits)

NA - Not Applicable

Total Credits of the whole Course = 22+22+24+24+24+24 = 140

SEMESTER-I

CORE COURSES(C)	ABILITY ENHANCEMENT COMPULSORY COURSES (AECC)	SKILL ENHANCEMENT COURSE (SEC)	DISCIPLINCE SPECIFIC ELECTIVE (DSE)
C_1 (6 credits) C_2 (4 credits) C_3 (4 credits) C_4 (4 credits)	EVS-1 (2 credits) Communication English-1 (2 credits)	NA	NA

SEMESTER-II

CORE COURSES(C)	ABILITY ENHANCEMENT COMPULSORY COURSES (AECC)	SKILL ENHANCEMENT COURSE (SEC)	DISCIPLINCE SPECIFIC ELECTIVE (DSE)
C_5 (6 credits) C_6 (4 credits) C_7 (4 credits) C_8 (4 credits)	EVS-2 (2 credits) Communication English-2 (2 credits)	NA	NA

SEMESTER-III

CORE COURSES(C)	ABILITY ENHANCEMENT COMPULSORY COURSES (AECC)	SKILL ENHANCEMENT COURSE (SEC)	DISCIPLINCE SPECIFIC ELECTIVE (DSE)
C_9 (6 credits) C_{10} (4 credits) C_{11} (4 credits) C_{12} (4 credits)	NA	SEC 1(4 credits)	NA

SEMESTER-IV

CORE COURSES(C)	ABILITY ENHANCEMENT COMPULSORY COURSES (AECC)	SKILL ENHANCEMENT COURSE (SEC)	DISCIPLINCE SPECIFIC ELECTIVE (DSE)
C_{13} (6 credits) C_{14} (4 credits) C_{15} (4 credits) C_{16} (4 credits)	NA	SEC 2(4 credits)	NA

SEMESTER-V

CORE COURSES(C)	ABILITY ENHANCEMENT COMPULSORY COURSES (AECC)	SKILL ENHANCEMENT COURSE (SEC)	DISCIPLINCE SPECIFIC ELECTIVE (DSE)
NA	NA	SEC3(4 credits) SEC4 (4 credits)	DSE_1 (6 credits) DSE_2 (4 credits) DSE_3 (4 credits)

SEMESTER-VI

CORE COURSES(C)	ABILITY ENHANCEMENT COMPULSORY COURSES (AECC)	SKILL ENHANCEMENT COURSE (SEC)	DISCIPLINCE SPECIFIC ELECTIVE (DSE)
NA	NA	SEC5 (10 credits)	DSE_4 (6 credits) DSE_5 (4 credits) DSE_6 (2 credits)

NA – Not Applicable

Total Credits of the whole Course = 22+22+22+22+22+22=132

PROMOTION TO NEXT SEMESTER

(i) A students will be eligible for promotion from Semester-I to II, Semester-III to IV if he/she has-

(a) Secured pass marks in Internal Assessment of all the subjects/papers of the Semester-I/III as the case may be.

(b) has appeared in at least one of the papers of Semester End examination of Semester I/III as the case may be.

(ii) A student will be eligible for promotion from Semester-II to III and Semester IV to V provided he/she has earned at least 50% of the total credits for the subjects/papers of theory/practicals of Semester-I/III as the case may be and passed in Internal Assessment of all subjects/papers of Semester-II/IV as the case may be.

(iii) A student will be eligible for promotion from Semester-V to VI provided he/she has passed in all subjects/ papers of Semester-I and Semester-III.

Provided that a student who does not fulfil the promotion criteria (i), (ii) & (iii) above shall be declared fail in the semester concerned. However, he/she shall have the option to retain the marks in the papers in which he/she has secured Pass marks.

(iv) A student who has to reappear in a subject(s)/paper(s) prescribed for Semester-V & VI shall appear in the supplementary examination.

Fee Structure, Session 2020-21, Vide Govt. Order No. 297-HE of 2019 dated 30-05-2019

(A)	Govt. Fee	
1.	Admission fee	40/-
2.	Pool Fund	1950/-
3.	Student aid	100/-
4.	Coll. Maint.	165/-
5.	Games	220/-
6.	R/R fund	50/-
7.	Furniture fund	70/-
8.	Stationary fund	35/-
9.	Magazine	80/-
10.	Motor Vehicle	60/-
11.	Identity Card	50/-
12.	Student service	30/-
13.	Seminar/Cultural Activities	30/-
14.	Excursion	90/-
15.	Med. Aid	25/-
16.	Relief fund	10/-
17.	Red Cross	50/-
18.	Misc.	60/-
19.	EDUSAT	25/-
20	NSS Fund	50/-
	Total	**3190/-**

(B) University Fee (Revised fee vide University Notification No. F. Acd/1/19/14224-14323 dated 30-03-2019)

21.	Sports	530/- (Rs. 480 Registrar & Rs. 50/- Director Phy. Edu.)
22.	NSS	130/- (50% to be University & 50% to be College)
23.	Exam. Dev. Sem-I 290+Sem-II 290	=580/- (75% to be retained by Controller Exam. 25% to University Chest Registrar)
24	Academic Dev. /Resource Mob.	100/-
25	Digital fee	220/-
26	Regd. Fee	360/-
27	Cultural fee	150/- (50% to be remitted to the College/Departments & 50% Dean Student welfare.
28	Corpus fund	220/- (to be sent along with R/R)
29	DIQA	220/- (50: 50)
	Total	**2510/-**

Total from 1 to 20	Rs. 3190**/-**
Total from 21 to 29	Rs. 2510/-
Total (A+B) =	**Rs. 5700/-**

Lab Fund

One Science	154/-
Two science	238/-
Three science	308/-
Computer Application	2660/-
Biotech	3920/-
BCA	12320/-
BBA	5600/-

Exam fee **Rs. 760/-** (+ Rs. 140/- Exam. maintenance Fund (EMF) + Rs. 100 per science/practical)

Eligibility fee Rs. 880/- for those students who have passed 10+2 other than J&K BOSE

Subject tour as per requirement syllabus Rs. 105/-

Late fee (FOR SEMESTER PATRON)

(a) Within 10 days after the last date prescribed for admission **Rs. 320/-** for another account of seven days.

(b) The Vice Chancellor may consider grant of late Admission for 10 days only after the expiry of last date as (a) above **Rs. 2910/-.**

FEE STREAM WISE

Fee Structure of UG Semester-I Session 2021-22

S.No.	Stream	Fee	Online Charges + Prospectus Cost	Total Fee
01	Arts/ Commerce	**7938**	**100+100**	**8138**
02	Arts with Geography	**8397**	**100+100**	**8597**
03	Arts with Computer Appl**ication**	**10952**	**100+100**	**11552**
04	Chemistry, Physics, Maths	**8576**	**100+100**	**8776**
05	Geography, Physics, Maths	**8681**	**100+100**	**8881**
06	Geology, Physics, Maths	**8681**	**100+100**	**8861**
07	Computer Appl., Physics, Maths	**11236**	**100+100**	**11436**
08	Chemistry, Botany & Biotechnology	**12976**	**100+100**	**13176**
09	Chemistry, Zoology & Biotechnology	**12976**	**100+100**	**13176**
10	Chemistry, Botany & Zoology	**9056**	**100+100**	**9256**
11	Botany Zoology & Geology,	**9161**	**100+100**	**9361**
12	Botany Zoology & Geography,	**9161**	**100+100**	**9361**
13	Botany Zoology & Biotechnology	**13081**	**100+100**	**13281**
14	Chemistry, Botany & Computer Appl.	**11611**	**100+100**	**11811**
15	Chemistry, Zoology & Computer Appl.	**11611**	**100+100**	**11811**
16	Chemistry Geology & Geography,	**9056**	**100+100**	**9256**
17	BCA	**20978**	**100+100**	**21178**
18	BBA	**13538**	**100+100**	**13738**

Note: Eligibility fee Rs. 880 for those students who have passed 10+2 other than JKBOSE.

Fee Structure of UG Semester-III Session 2021-22

S.No.	Stream	Fee	Online charges + prospectus cost	Total fee
01	Arts/ Commerce	7340	100+100	7540
02	Arts with Geography	7799	100+100	7999
03	Chemistry, Physics, Maths	7978	100+100	8178
04	Geography, Physics, Maths	8083	100+100	8283
05	Geology, Physics, Maths	8083	100+100	8283
06	Computer Appl., Physics, Maths	10638	100+100	10838
07	Chemistry, Botany & Biotechnology	12378	100+100	12578
08	Chemistry, Zoology & Biotechnology	12378	100+100	12578
09	Chemistry, Botany & Zoology	8458	100+100	8658
10	Botany Zoology & Geology,	8563	100+100	8763
11	Botany Zoology & Geography,	8563	100+100	8763
12	Chemistry Geology & Geography,	8458	100+100	8658
13	BCA	20380	100+100	20580

Fee Structure of UG Semester-V Session 2021-22

S.No.	Stream	Fee	Online charges + prospectus cost	Total fee
01	Arts/ Commerce	7340	100+100	**7540**
02	Arts with Geography	7799	100+100	**7999**
03	Chemistry, Physics, Maths	7978	100+100	**8178**
04	Geography, Physics, Maths	8083	100+100	**8283**
05	Geology, Physics, Maths	8083	100+100	**8283**
06	Computer Appl., Physics, Maths	10638	100+100	**10838**
07	Chemistry, Botany & Biotechnology	12378	100+100	**12578**
08	Chemistry, Zoology & Biotechnology	12378	100+100	**12578**
09	Chemistry, Botany & Zoology	8458	100+100	**8658**
10	Botany Zoology & Geology,	8563	100+100	**8763**
11	Botany Zoology & Geography,	8563	100+100	**8763**
12	Chemistry Geology & Geography,	8458	100+100	**8658**
13	BCA	20380	100+100	**20580**

DISTANCE MODE COURSES

I. INDIRA GANDHI NATIONAL OPEN UNIVERSITY (STUDY CENTRE -1207)

Study Centre Established: 1998.

MAIN OBJECTIVES:

i. It has been set up to democratize higher education and also to provide opportunities to the drop-outs at school level.
ii. Providing access to high quality education to all those who like to seek it irrespective of age, region or formal qualifications and taking education to the doorsteps of the learners in the remotest corners of the District Rajouri

IGNOU has been able to launch more than 200 academic & professional programmes including programmes on Rural Development, Tourism, and Computer Education. BPP, BA, B.Sc, B.Com. ,BSW, B.Ed., M.A. English, M.A. Hindi, M.A. Pol.Sc., M.A. History, M.A. Pub. Adm. & M.Com., M.A. Sociology, M.A. Economics, M.A. Rural Development, M.A. Tourism Management, M.A. Library Science, M.A. Education. Ph.D. in History, Political Science, Economics, and Sociology & Public Administration has also been launched by IGNOU.

There is one special programme for drop-outs. It is BPP. Those who left their formal education after class 5th, 8th or 10th or never had any schooling but are not less than 18 years of age can join BPP programme of IGNOU. After qualifying it they can seek admission in B.A., B.Com., BTS, BSW and can become graduates of a National University.

Academic Sessions: IGNOU offers admission in two sessions in a year:
1. January 2. July

Examination: Examinations also take place twice in a year
1. June 2. December

All details including programmes, admission schedule, examination date sheets, course material, assignments, etc. are also available on IGNOU website www.ignou.ac.in.

II. DISTANCE EDUCATION OF JAMMU UNIVERSITY

Established: 2001

Courses/programmes offered:

Undergraduate Courses

a) BA/B.Sc/B.Com

III. MAULANA AZAD NATIONAL URDU UNIVERSITY STUDY CENTRE-71

Established: 2003-04

Courses offered:

a. Under-Graduate Degree : B.A./B.Sc/B.Com.
b. Post- Graduate Degree: English, Urdu, History, Islamic Studies, Arabic & Hindi

The details about admission date, results etc. can be obtained from university website www.manuu.ac.in.

ADD-ON COURSES

OBJECTIVES

The objective of these courses is to enable the students to have an additional qualification by the time they become graduates.

The college is running three UGC Add-On-Courses: Namely

1. Functional English 2. E-Journalism. 3. Tourism

a) Certificate course at the end of first academic session.
b) Diploma course at the end of second academic session.
c) Advance Diploma course at the end of third academic session.

The admission fees fixed for

a) Functional English will be @ Rs. 1500/- P.A.
b) E-Journalism @ Rs. 2000/- P.A.

B) Add-on Courses in Languages

a) Certificate Course in Spoken Persian
b) Certificate Course in Spoken Arabic

C) Skill based Vocational Course

a) Mushroom Cultivation
b) Apiculture (Bee Keeping)
c) Sericulture
d) Green Farming.

D) Certificate

a. Course in Journalism in (Urdu).
b. Certificate Course in Creative writing and Calligraphy (Urdu)

INFRASTRUCTURE, LEARNING RESOURCES AND FACILITIES, NCC, NSS, Library, Women Development Cell, Hostels

FACILITIES AVAILABLE FOR CURRICULAR, CO-CURRICULAR AND EXTRA-CURRIICULAR ACTIVITIES:

I) CLASSROOMS:

Our college has 2o spacious class rooms (out of which 14 are smart rooms) with proper light arrangement and ventilation, Dias and Podium, seating arrangement with proper visibility for both students and teachers and attractive white and green boards.

LABORATORIES:

The College has nineteen well equipped laboratories, four in Chemistry Department, three in Geography Department two each in Physics, Zoology and Botany Departments and one each in Biotechnology and Geology Departments, for the conduct of science practicals which facilitate students to conduct regular practicals during the session and in annual examinations. College has one Language Digital Lab also.
Similarly, the college has five technology enabled laboratories (two in computer department and one each in Departments of Physics, Chemistry and Geography for conducting computer based practicals.

II) CENTRAL LIBRARY:

The Central Library of College has a collection of about 60,000 books, comprising of reference, text and general books. Reading room and book bank facility is available for the benefit of students and staffs. A research division is established in the library for researcher and budding scholars of the College. The College has subscribed several magazines, newspapers and journals which remain available in the library reading room. The College Library is fully atomized which is linked with the College website www.gpgcollegerajouri.ac.in.

III) DEPARTMENTAL LIBRARY

College has two departmental libraries one in the P.G. Department of Chemistry and the other in P.G. Department of Computer Sciences to facilitate the needs of M. Sc Chemistry and MCA students respectively. Several other departments are also developing Departmental Libraries.

LIBRARY RULES:

The Library observes the same working hours and holidays as the College has. However, it remains open for the students during the summer vacations from 8:30 AM to 7:30PM.

2. Every student at the time of borrowing books from the Library shall produce his/her Identity Card. A person borrowing boo:ks from the Library shall be held responsible for any loss of pages or damage of the book and he/she will have to pay fine in addition to double the cost of that book.
3. Teachers are not allowed to take more than ten books at a time. No member of the College staff may borrow books from the Library on his own name for the use of the students.

4. Members of the College staff or the establishment at the time of leaving the College or transfer, retirement or otherwise shall return all the books borrowed by them before the LPC or "No Demand" certificate is issued in his/her favour.
5. Students can borrow only one book at a time, which include at least one book of the subject taken by him/her.
6. Students must return books taken by them within fifteen days. Any student retaining a book after the time allowed shall have to pay a fine of Rs. 1/- per day until the same is returned, provided the fine incurred shall not exceed double the cost of the book.
7. The Librarian shall keep a record of the book issued. In the beginning of every month or at the time of realization of dues to the cashier, librarian shall submit to the office a list of fine imposed on students for late return of books. Those students shall have to deposit the fine with the College cashier within seven days of the submission of the list, failing which the student will not be allowed to attend the classes.
8. Books required by teachers of the College, if borrowed by any other person, must be returned on the receipt of a notice issued from the librarian.
9. The same person shall not be allowed to barrow any book for the second time within two days from date of its return by him/her. This rule, however, does not apply to Teachers of the College.
10. Any person, who either loses a book or otherwise damages it, shall be liable to pay an amount not less than double the cost of the book. When it belongs to a set or series, and unless he can replace it, he shall be liable to pay the cost of the whole set or series.
11. Students free from lecture work may visit the Library during the college hours. No talking or disturbance of any kind is allowed in the library. Any infringement of rules shall incur punishment/fine.
12. Library is meant only for the use of those persons who are directly or indirectly connected with the academic life of the College.
13. Books of the following description shall not be issued by the library.
    a. Reference Books
    b. Periodicals/Magazines
    c. Dictionaries of prominence.
    d. Encyclopaedia/Census Reports
    e. Rare books identified by College Library Committee/Principal.
14. Periodicals shall not be issued except for consultation in the library premises.
15. All books shall have to be returned to the library every year at the time of stock checking especially in April-May. The librarian shall make a report of books found damaged/missing to the principal, soon after the stock checking is over and shall prepare the list of books to be written off.
16. Teachers of the College, who wish to retain certain books during the summer vacation, shall have to return the same to the library at the time of stock checking.
17. Sleeping, smoking, chatting, eating, mobile phones and discussion etc. are strictly prohibited in the library.

BOTANICAL GARDEN:

Our college has a well maintained botanical garden where the students study various plants and other aspects of botanical life which facilitates them in enriching their knowledge.

IV) SEMINAR HALLS:

V) The college has two seminar halls (one each in Department of Computer Sciences and Chemistry). These halls are regularly used for conducting class seminars. The students of post graduate departments are regularly promoted for active involvement in paper presentations, group discussions & class seminars etc.

VI) SPECIALIZED FACILITIES AND EQUIPMENT FOR TEACHING, LEARNING AND RESEARCH:

The college has five computer labs with 94 computers. The staff is given a free access to internet so that they can enrich their knowledge and then in turn the students can be benefitted from their experiences and knowledge.

The computerized library also helps the staff and the students to understand the value of research and knowledge.

College has UGC network resource centre with twelve computers where students and staff access the internet.

VII) SPORTS:

College has sports block located behind Computer Sciences Department.

OUTDOOR AND INDOOR GAMES:

The college has following facilities for outdoor games:

- A Lush–green open space ground for playing cricket.
- Well maintained courts for playing kabaddi, volleyball, football, Hockey, Handball, badminton and kho-kho.

The college also has facilities for playing following indoor games:

* Table Tennis.	* Chess
* Boxing	* Caramboard
* Wrestling	* Power lifting
* Judo	

RULES AND REGULATIONS

1. Games are played regularly and every student is expected to participate in them.
2. Every student is expected to have the usual equipments for the games he/she opts for.
3. After the completion of the admission process, college teams are announced on the basis of the trials and a rigorous selection process.
4. The players in their own interest are advised to be punctual and regular in their class work. Inter-group tournaments in all the games are conducted periodically.
5. Cups and prizes are given to the winning groups.
6. Extraordinary players are considered for the awards every year decided by the competent authority on the basis of the overall performance of the players' in different games.
7. Members of the various teams must report punctually for practice and for matches.
8. Any player, who indulges in any act of indiscipline in the College, shall not be eligible for any prize, certificate or College colours or participation in games.
9. **All the games shall be played after 1:00 PM only.**

VIII) GYMNASIUM:

Our college has well equipped Gymnasium with all the modern equipments for the maintenance of personal health and hygiene.

IX) AUDITORIUM:

The college is having a multipurpose hall for organising all type of programmes & special seminars. The seating capacity of the hall is around 300 students

X) NSS:

The College has two units of NSS, each consisting of 100 volunteers. Each unit functions under a programme officer. The students have to apply on a prescribed form for seeking admission to each unit at the beginning of the session. Students enrolled as NSS volunteers are required to put in at least 120 hours of social work and attend one camp of 10 days duration in one session to become eligible to receive a certificate. The special camp at University level and a National Integration camp are also arranged every year, generally during summer/winter vocation.

The NSS volunteers get the benefit of following incentives for seeking Admissions at P.G. level:

2.	Participation in International NSS (YEP)	9.0 Marks/points

3. Participation in R. D. Camp New Delhi

a.	Best NSS Volunteer in the Camp	7.0
b.	Having only attended the Camp	5.0

4. Other

a.	Governor's Medal	6.0
b.	Certificate of rendering 120 hours	4.0
c.	Social service continuously 2 years	4.0
d.	Best Volunteer (overall)	6.0
e.	First position	5.5
f.	Second Position	5.0
g.	Third Position	4.5
h.	Participation without securing any position.	4.0
i.	Activities are conducted under the guidance of Programme Officer with a Committee headed by Principal as Patron.	

XI) NCC:

To stimulate interest in the defence of the Nation and to build up a reservoir of man power for the Armed Forces. The College has two units of NCC, consisting of 100 Male Cadet and 60 Female Cadet.

RULES AND REGULATIONS

1. Every enrolled NCC cadet has to undergo two parades of two hours each week and is required to attend 45 parades in a year.
2. All cadets require 75% attendance in parades for eligibility.
3. Enrolled cadets have also to attend camps.
4. The uniforms are issued by the College and to be returned at the end of the academic session to the officers' incharge, failing which the permission will not be accorded to appear in the University Examinations.
5. 'B' and 'C' certificate examinations held annually for cadets in 2nd and 3rd year of NCC training respectively.
6. Misbehaviour and misconduct in NCC activities can debar the cadet from appearing in the University Examinations.

XII) YOGA:

The College has established a Yoga Centre in Physical Education Block, equipped with all necessary facilities and study material.

YOGA ACHIEVEMENTS

Yoga has tremendous value not only for physical health but also for a mental and spiritual development. Yoga is a complete system introduced by Indian experts as an acceptable life style for the entire humanity at large. India undoubtedly possesses an unmatched heritage represented by Yoga for both preventive and creative health care. The Silent features of Yoga include its diversity, flexibility, acceptability, affordability throughout the world. Therefore there is increased global interest in yoga for apply its effectiveness as a part of holistic health approach to a complete rejuvenation of body mind and spirit. Today Yoga has been recognized across the globe because of its great potentialities in promoting, maintaining and transforming life as a whole approaching higher stages of evolution of mental spiritual and physical health Yoga is introduced in different Universities and other institutions and is taught as a subject of Philosophy and sports coaching across the globe.

Lt.Tanwir Ahmed Associated NCC officer of Govt. PG College Rajouri Co-ordinated Yoga programmes .

WOMEN DEVELOPMENT CELL/WOMEN STUDY CENTRE: Centre for women's development is functional in this college under the aegis of UGC from 2004 with an objective to conduct training programmes, seminars and workshops in collaboration with different agencies and institutions associated directly or indirectly with formulation, execution and implementation of various policies and programmes for gender improvement and

development. In addition to this the centre arranges advocacy and legal awareness extension and field outreach camps/activities.

XIII) UGC – NETWORK RESOURCE CENTRE

College has set up UGC-NRC for students and teachers of the College. In the Centre students/teacher can access internet.

Moreover, College has subscribed N-List programme of Inflibnet Centre through which more than 50000 Books and Journals are accessible.

EDUSAT:

The College has Edu-Sat facility through which students attend online classes delivered by expert teachers in the Edu-Sat hub.

XIV) FIRST AID CELL :

The college runs a first aid cell to facilitate immediate medical assistance to students and staff. A doctor is deputed weekly from district hospital Rajouri to visit the first aid centre of the college for free medical checkup of the students.

XV) ECO- CLUB

Govt. P. G. College Rajouri has established an Eco-Club for the development of Eco-Friendly Environment in the state in general and Rajouri District in particular. Club organizes the functions like Environment awareness, wild life protection, WWF functioning and other related pollution free/Polythene free life style.

XVI) COLLEGE CANTEEN

COLLEGE HAS A SUBSIDIZED CANTEEN which provides snacks and light refreshment to the students at subsidized rates. The college has a canteen committee which keeps an eye on the working of the canteen. As and when any change or reform is required, the committee immediately comes into action.

XVII) COLLEGE HOSTELS

Hostel facility is available for 100 male students in General Boys Hostel and SC Boys Hostel and 50 female students in SC Hostel for girls. Students desirous of seeking admission to the Hostels must apply on the proper Application Form which can be had from the Hostel Wardens free of cost. Hostels are equipped with internet (wifi) facilities, newspaper and well furnished infrastructure.

HOSTEL RULES

1. Boarders will be required to sign the receipts for the items of furniture and other things issued to them. They will be responsible for any damage to doors, windows, glass panes, furniture, almirahs and fittings and other hostel property.
2. Meals are served in the 'Dining Hall' only. No one is allowed to cook meals in his/her room.
3. The Hostel Mess is run by the contractor/ on co-operative basis, managed by the Mess Committee, comprising Boarders and respective Wardens.
4. Mess charges must be cleared by the 10th of each month.
5. The boys hostels gates are opened at 5:00 AM in summer and 6:00 AM in the winter and are **closed at 10:00 PM in summer and 8:00 PM in the winter**. Gates can be opened during the night only in case of an emergency. No boarder shall be allowed to move out after the attendance is taken at night.
6. The girls' hostel gates are opened at 6:00 AM in summer and 8:00 AM in the winter and are **close at 7:30 PM in summer and 6:00 PM in the winter**. **No girl will leave the hostel premises without the written permission of the Warden.**
7. The hostlers are responsible for the safety of their belongings. Those breaking the rules are liable to be fined and such articles left on the premises may be confiscated during vacation.
8. The hostel authorities shall not be responsible for the loss or theft of any cash or valuables kept in the rooms of the boarders.

9. No boarder is allowed to any amusement which is likely to disturb other boarders.
10. Ragging in the hostels is strictly prohibited. Any student of the hostel indulging in ragging is liable to be expelled from the hostel as well as from the College.
11. Any refundable dues shall be released only after all due payments have been made by a boarder. The claim for all such refunds should be made within six months from the date of leaving the hostel.
12. The College authorities reserve the right to modify any of the existing rules without prior notice. Decision of the Principal in all matters shall be final and binding.

Note: The Principal has the authority to amend/add/delete any of the rules given in this information Brochure without any notice or specifying any reason, thereof.

XXXI) CAREER COUNSELLING CELL

The College has established an active Guidance and Counselling Cell with aims to journey with students in their lives by helping them in securing employment, selection of courses, study habit and overall offer insight, guidance and support to help students to understand and manage different career and life style issues. There is a proposal to start coaching classes for entrance tests of professional courses and other competitive exams conducted by PSC and UPSC.

XXXII) STUDENT GRIEVANCES CELL

A grievances cell has been established in the College CAMPUS. The student approach to the cell to voice their grievances or may send his/her grievance to the principal over mail gdcrajouri@gmail.com or put the note in the Grievances Box, located near the principal office. The cell redresses the grievances by sorting out the problems promptly and judiciously.

Hence all the students are impressed upon to bring their issues/problems/grievances to the notice of the Student Grievance Cell. The grievances cell should pertain to the jurisdiction of our college preferably.

XXXIII) PLACEMENT UNIT

College has UDAAN Cell, under the Special Industry Initiative of the Prime Minister, the National Skills Development Corporation (NSDC) and Ministry of Home Affairs have been mandated to work with the corporate sector in bringing about a positive change in the employment and skills space of Jammu and Kashmir. The Special Industry Initiative, known as "UDAAN", targets the youths of J&K, specifically graduates and postgraduates, who are seeking global and local opportunities. UDAAN thereby aims to provide skills to 40 000 youth over a period of 5 years in high growth sectors. UDAAN has two objectives:

- To provide exposure to the graduates and post graduates of Jammu and Kashmir to the best of corporate India and
- To provide corporate India with exposure to the rich talent pool available in the state

XXXIV) YOUTH WELFARE ACTIVITIES

The college has a Debating Society and Cultural/Literary Club to plan, organize and regulate student welfare programmes and activities including cultural and literary programmes, festivals, camps, extension lectures, youth club and societies etc.

XXXV) COLLEGE MAGAZINE

Every year the college **publishes a Magazine "Raz-e-War"** which offers an excellent opportunity to students to express their views and show their literary talent.

XXXVI) News Letter

News Letter is also published to familiarize all the stakeholders with academic and non-academic programmes of the institution.

XXXVII) Wall MAGAZINE & Newsletter are also available in the college where students creativity is displayed.

XXXVIII) TOURS AND PICNICS

Annual Educational Tour, Subject Tours, Hiking and Trekking expeditions are also organized from time to time.

XXXIX) PRIZES, MEDALS AND CERTIFICATES OF MERIT:

Students with outstanding performance in the curricular and extra-curricular activities of the college are awarded prizes / medals / certificates of merit.

SCHOLARSHIP AND FINANCIAL ASSISTANCE

Number of scholarships and financial assistance as detailed below are given by various agencies to students of the following categories.

1. Scholarships for SC/ST/RBA/OBC/Pahari students
2. Scholarships for Physically Handicapped
4. Minority scholarships

In addition to the above-mentioned scholarships, Financial Assistance is given to the deserving poor students by the college out of the Students' Aid Fund. However, the criteria for the financial assistance to the deserving students are decided by the concerned committee appointed for the purpose on the basis of guidelines issued by the Government.

Students are required to apply for various Scholarships or Financial Assistance on the prescribed application form. The scholarship and financial assistance are, however, awarded to deserving students subject to the following conditions:

(a) A good conduct
(b) Satisfactory progress report in the studies
(c) Regularity in attendance
(d) A report of the tutor in-charge
(e) Income/Category certificates issued by the competent authority.

Guardians of the students applying for any scholarship must give an undertaking that in case his/her ward participates in strikes or any other subversive activities, he/she will refund the amount of the scholarship received by his/her ward in one instalment.

In no case a student will get more than one scholarship in a year.

(c) CERTIFICATES TO BE SUBMITTED:

A student seeking admission should present himself/herself personally along with the parent/guardian to the college and shall present the following documents.

IN CASE OF REGULAR CANDIDATES:

1. Marks certificates in original of the qualifying examination (along with four attested copies).
2. Provisional/character certificates in original from the Head of the Institution last attended.
3. Date of Birth Certificate – Secondary School certificate issued by J&K State Board of School Education.
4. Three copies of the passport size photographs.
5. Category certificate, income certificate from the Competent Authority (only for those who want to apply for scholarship/financial assistance).
6. The undertaking in the form of an affidavit on non-judicial stamp paper of Rs. 10/- dully attested by Notary as mentioned in Annexure-I.

IN CASE OF PRIVATE CANDIDATES:

The candidates who have passed their qualifying examination as a private candidate shall have to submit the following documents in addition to the above:

1. An undertaking in the form of an affidavit on non-judicial stamp paper of Rs. 10/- dully attested by Notary as mentioned in Annexure-II.

2. Provisional certificate from J&K State Board of School Education and a character certificate from a first class magistrate / Dy SP (Police) of that area in the case of private candidates.

However, the students who have passed their qualifying examination from an institution other than the J&K State Board of School Education shall have to submit the following documents in addition to the above:

1. Migration Certificate in original from the University/Board from which the student has passed the qualifying examination.
2. Eligibility Certificate from the University of Jammu.
3. The undertaking in the form of an affidavit on non-judicial stamp paper of Rs. 10/- dully attested by Notary as mentioned in Annexure-III.

A student is permitted to take the university examination subject to the fulfilment of the following eligibility requirements.

(a) The student pays the university examination fee at the time of submission of the examination form.
(b) A student cannot sit in the university examination unless he/she has attended 75% of the total lectures delivered during the session in each theory subject and a minimum of 30 practical sessions in each science subject involving practical.

COLLEGE RULES

GENERAL RULES

1. **Ragging in any form, on or off the College Campus, including the Hostel is a cognizable offence and the students involved in ragging will be severely punished, even to the extent of being expelled from the College.**
2. Use of all sorts of drug/smoking is strictly prohibited.
3. **No outsider is allowed to enter the college without a valid reason.**
4. If a student remains absent from the College without permission for more than twenty days, his/her name shall be struck off from the College rolls.
5. Unlawful assembly of students in the college is banned.
6. Writing of graffiti on the walls or sticking of posters is a cognizable offence.
7. A student desirous of withdrawing his/her name from the college rolls should submit an application, countersigned by the parent/guardian of the student. The withdrawal certificate shall be issued only after the student clears all College dues. Such students shall in no case be readmitted during the same academic session.
8. Any student, who indulges in any indiscipline in the College, shall not be eligible for any prize, certificate, College Colour awards or scholarship from the Institution. This shall apply to all the students including NCC cadets, NSS volunteers, players or the hostellers.
9. **Use and possession of mobile by the students is totally banned on the College campus.**
10. The College Authorities reserve the right to change, modify or suspend the rules as and when required.
11. Not more than 15 duties in all shall be given to a student who has participated in Sports/NSS or any other extra-curricular activities of the college during a semester.
12. **ANY STUDENT FOUND INDULGING IN ANY UNDESIRABLE ACTIVITY IN THE COLLEGE SHALL BE DEALT WITH UNDER RULES EVEN TO THE EXTENT OF RUSTICATION FROM THE COLLEGE.**

UNIFORM FOR STUDENTS

For Boys:

Shirt	:	White Colour
Pants	:	Black
Blazer Coat/Sweater	:	Black (In winter)

For Girls:

Shirt	:	White Colour (simple in stitching)
Shalwar	:	White Colour (simple)
Dupatta	:	White Colour (simple)
Blazer/ Sweater	:	Black (In winter)

Note: Wearing of college uniform shall be compulsory for all students. However, in unavoidable circumstances or cases where uniform requires exemption, special permission for exemption shall have to be sought from the College Principal. Uniform shall be compulsory on all working days.

I-CARD

IDENTITY CARDS

1. Every student on being admitted shall be issued an Identity Card which he/she will carry on at all times and shall produce on demand by any member of the college staff anywhere within the College premises.
2. The loss of the Identity Card should be reported immediately.
3. A new identity card shall not ordinarily be issued. However, after proper verification a duplicate card may be issued on payment of Rs. 100/- accompanied by an undertaking/affidavit on non-judicial stamp paper of Rs. 5/- dully attested by a Magistrate/Notary.
4. Identity Card must be returned at the end of each session failing which an amount of Rs. 200/- shall be charged, along with the requisite undertaking/affidavit.

CANCELLATION OF ADMISSION

IF A STUDENT AFTER HAVING BEEN ADMITTED REMAINS CONTINUOUSLY ABSENT FOR TWENTY DAYS WITHOUT ANY GENUINE GROUNDS HIS/HER NAME SHALL BE STRUCK OFF FROM THE COLLEGE ROLLS AND HE/SHE WILL NOT BE RE-ADMITTED DURING THE SAME SESSION OR OTHERWIS

FACULTY MEMBERS ASSIGNED ADDITIONAL CHARGES			
S. No	**Name of Teacher**	**Additional Charge**	**Contact No**
1	Prof. Javed Iqbal Mughal	Coordinator DDE	9419170136
2	Dr. Bashir Ahmed	Coordinator IGNOU	7889627782
4	Prof. Zamir Ahmed Mirza	Coordinator MANUU	9419267414
5	Dr. Naseem Ahmed Malik	NSS Programme Officer	9419604013
6	Prof. Asia Rasheed bhat	Warden Girls Hostel	9797198004
7	Prof. Yaser Choudhary	In charge UGC Network Resource Centre	9419199951
8	Prof. Supriya Gupta	NSS Programme Officer	9419171311
9	Dr. Zaheer Ahmed	Warden SC Boys Hostel	9469420006
10	Prof. Salma Farooq	NCC Officer(Girls Wing)	8082295952
11	Mr. Tanwir Ahmed	NCC Officer(Boys Wing)	9419170747

Undertakings:

ANNEXXURE – I

Undertaking on plain paper in the following Performa shall be submitted along with admission forms:

UNDERTAKING

I _____ S/O, D/O _____ R/O _____ do hereby solemnly declare as under:

1. That I am seeking admission in B Part-I in Govt. Degree College Rajouri during the session _____ on the basis of my academic merit.
2. That I have not sought admission in any other Academic/Professional/Technical, Govt./Private Institution within or outside the state.

3. That in case I seek admission or get selected in any Academic/Professional/Technical, Govt. /Private Institution, I shall immediately bring the fact to the notice of the college authorities and that I shall get myself officially discharged from the college before getting myself admitted in any of the above mentioned institutions.
4. That I shall abide by the rules and norms of the institution in order to maintain the decorum and discipline of the institution. I further undertake that I shall not misbehave or indulge in any unlawful and anti-social activity and shall be liable to punishment up to the extent of expulsion from the college, in case I am found involved in any such activity.
5. That I shall not indulge in ragging in any form on or off the College campus including the Hostels. I fully understand that ragging is a cognizable offence and punishable to the extent of expulsion from the College.

DEPONENT

ANNEXXURE – II

Undertaking on plain paper in the following proforma shall be submitted along with admission forms:

UNDERTAKING

I_____ S/O, D/O _____ R/O _____do hereby solemnly declare as under:

1. That I have passed my 10+2 examination during the session as a regular/private candidate from Board.
2. That during the gap period, I was neither employed nor sought admission in any Academic/Professional/Technical, Govt. /Private Institution.
3. That I could not get admission on account of .....
4. That the facts mentioned above are correct to the best of my knowledge and belief and nothing has been concealed thereof.

ATTESTING AUTHORITY **DEPONENT**

ANNEXXURE – III

Undertaking on plain paper in the following proforma shall be submitted along with admission forms who have passed their qualifying examination other than J&K BOARD:

UNDERTAKING

I _____ S/O, D/O _____ R/O _____ DO HEREBY SOLEMNLY DECLARE THAT I AM SEEKING PROVISIONAL ADMISSION IN CLASS..... IN GOVT. DEGREE COLLEGE RAJOURI ON CLEAR UNDERSTANDING THAT MY ADMISSION TO THE CLASS IS PROVISIONAL AND IS SUBJECT TO CONFIRMATION ON THE ISSUE OF THE CERTIFICATE OF ELIGIBILITY BY THE UNIVERSITY OF JAMMU UNDER RULES. IF, FOR ANY REASON, WHATSOEVER, THE UNIVERSITY DECLINES TO ISSUE THE SAID CERTIFICATE, MY PROVISIONAL ADMISSION IN THE COLLEGE WILL AUTOMATICALLY STAND CANCELLED.

Attesting authority deponent

ACADEMIC CALENDAR:

Summer Break	Istst June to 15th July
Winter Break	25th Dec. to 4th Jan.
Admission to Odd Semesters (I,III,V)	20th June to 19th July

Class work of Odd Semesters (I,III,V)	2nd week of July to 31st October
Internal Assessment Test of Odd Semesters (I,III,V)	**Last week of October**
Semester end examination of Odd Semesters (I,III,V)	2nd week of November
Class work of Even Semesters (II,IV,VI)	1st week of Dec. to 31st of March
Internal Assessment Test of Even Semesters (II,IV,VI)	**Last week of March**
Semester end examination of Even Semesters (II,IV,VI)	2nd week of April onwards
Supplementary examination of Semesters (V & VI)	November/ April
Holi Break	02 days preceding Holi (Total 03 Days)
Diwali Break	One day before and two days after Diwali (04 Days)

IMPORTANT CELEBRATIONS AND ACTIVITIES:

S.No.	Date	Event
1.	January 12	Youth Day
2.	January 24	National Girl Child Day
3.	January 26	Republic Day
4.	2nd Week of Febrary	Multidisciplinary National Conference of Science and Humanities
5.	February 28	National Science Day
6.	1st Wednesday of March	International Mathematics Day
7.	March 08	International Women day
8.	3rd Week of March	College Annual Day
9.	May 01	Labour Day
10.	May 11	Technical Education Day
11.	2nd Sunday of May	World Mother's Day
12.	June 05	Environment Day
13.	August 15	Independence day
14.	August 20	Sadhbhavana Day
15.	August 29	Sports Day
16.	September 05	Teachers Day
17.	September 24	NSS Day
18.	2nd Week of September	Parents Teacher Meet
19.	Sept 26 to Oct 01, 2020.	Week long activities to celebrate Gandhi Jayanti Week
20.	October 02	Gandhi Jayanti
21.	October 15	International Students day
22.	October 31	National Integration Day
23.	Ist Week of November	Alumni meet in the month of February 2021.
24.	November 11	National Education Day
25.	4th Sunday of November	NCC Day
26.	December 01	World AIDS Day
27.	December 02	National Pollution Control Day
28.	December 14	World energy conservation day
29.	December 22	National Mathematics Day
30.	December 24	Consumer Day

TOURS AND PICNICS:

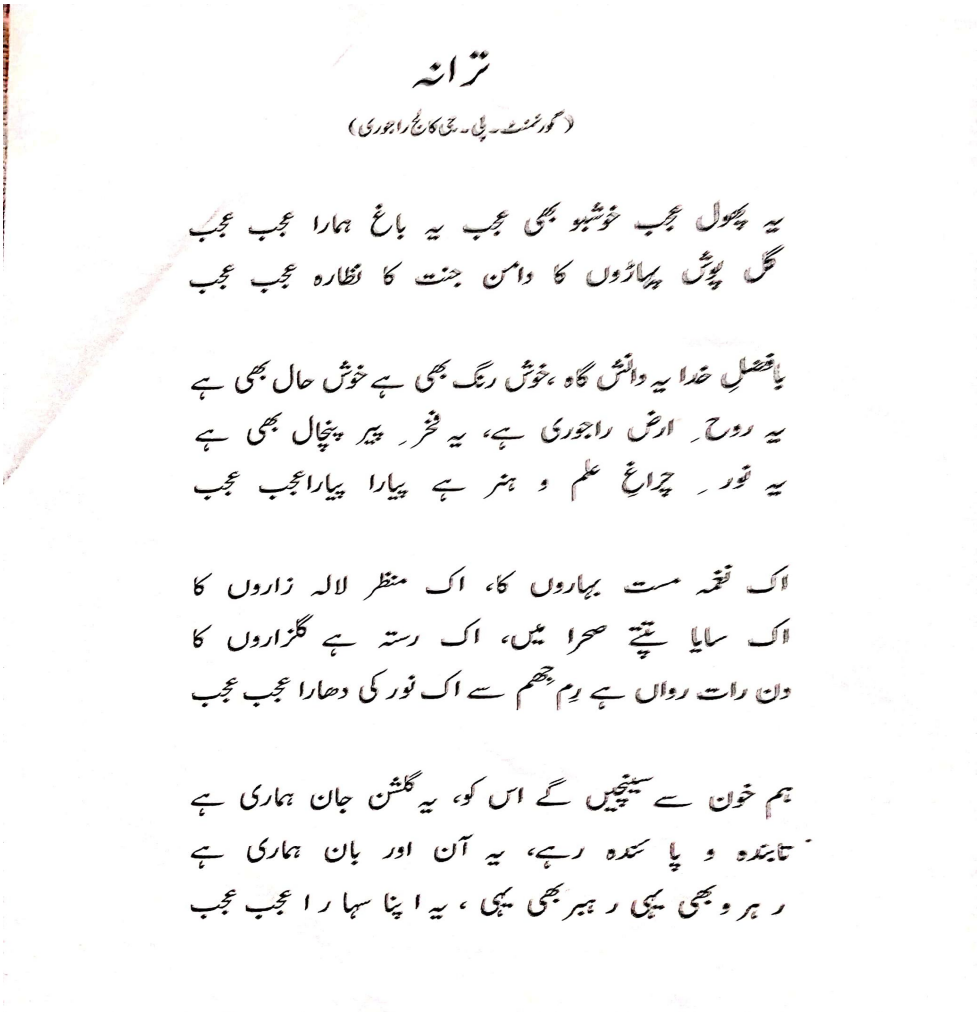
Date / period	**Activity**
3nd week of September	One day College Picnic
3rd week of December	10 days Educational tour

2nd week of January	One days Biological and Geography tour
4th week of February	One day Environmental tour and Geology and Biotechnology tour

The students shall be let off for preparatory holidays 5 days before the commencement of their University examination.

DISCLAIMER

The Govt. P. G. College Rajouri reserves the right to make changes in the rules and regulations, conditions governing the conduct of students, fee structure at any point of time without prior notice. The College accepts no responsibility for the hardships of expenses incurred to the students or any other person for such changes, additions and errors or omissions.



ترانہ

(گورنمنٹ۔ پی۔ جی کالج راجوری)

یہ پھول عجب خوشبو بھی عجب یہ باغ ہمارا عجب عجب
گل پوش پہاڑوں کا دامن جنت کا نظارہ عجب عجب

بافضلِ خدا یہ دانش گاہ، خوش رنگ بھی ہے خوش حال بھی ہے
یہ روحِ ارض راجوری ہے، یہ فخرِ پیر پنچال بھی ہے
یہ نورِ چراغِ علم و ہنر ہے پیارا پیارا عجب عجب

اک نغمہ مست بہاروں کا، اک منظر لالہ زاروں کا
اک سایا تپتے صحرا میں، اک رستہ ہے گلزاروں کا
دن رات رواں ہے رِم جھم سے اک نور کی دھارا عجب عجب

ہم خون سے سینچیں گے اس کو، یہ گلشن جان ہماری ہے
تابندہ و پا سندہ رہے، یہ آن اور بان ہماری ہے
رہرو بھی یہی رہبر بھی یہی، یہ اپنا سہارا عجب عجب

Seven Sins

1. **Wealth without Work**
2. **Pleasure without Conscience**
3. **Knowledge without Character**
4. **Commerce without Morality**
5. **Science without Humanity**
6. **Worship without Sacrifice**
7. **Politics without Principle**

.....M. K. Gandhi

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2021/3/6 14:01

REDMI NOTE 5 PRO

GOVT. P.G. COLLEGE

ADMINISTRATION
BLOCK
GOVT. P.G. COLLEGE RAJOURI

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