



# **MAHARAJA LAKSHMAN SEN MEMORIAL COLLEGE SUNDERNAGAR (H.P.) - 175018**

UGC 2(f), 12(B) Status

NAAC - 'B' Accredited College

email: [mail.mlsn@gmail.com](mailto:mail.mlsn@gmail.com) | website: [www.mlsmc.ac.in](http://www.mlsmc.ac.in)

Phone: 01907-266339

*A Post Graduate Institution Affiliated to  
H. P. University, Shimla / Sardar Patel University, Mandi (H.P.)*

## **PROSPECTUS -CUM- HANDBOOK OF INFORMATION 2023-2024**

*Founder of the College*



## *Vision*

*An educationist  
par-excellence  
with a vision of  
harmonizing  
streams of  
tradition and  
modernity and  
producing  
harmonious  
personalities  
striving their  
way to  
excellence and  
perfection.*

*His Highness Late Raja Lalit Sen Ji of Suket*





## From Principal's Desk

As we step into the new academic session 2023-24, I welcome all the students on behalf of the management and the teaching and non-teaching staff of Maharaja Lakshman Sen Memorial (MLSM) College, Sundernagar,

As the top educational institution in the state, MLSM College works to give students access to all necessary resources and to create an environment that is outfitted with cutting-edge tools and technology in order to help them realize their dreams and develop both professionally and personally. We are quite proud of the fact that we have established the highest standards and goals in order to satisfy the constantly expanding desires of our bright, youthful, and enthusiastic students who are eager to succeed in their chosen fields.

Established in 1976 by the Late Raja Lalit Sen of Suket in memory of his late father, Maharaja Lakshman Sen, the college has been imparting quality higher education in the State for the last so many years. It is in line with the institution's vision of imparting a high standard of education to the youth of the state, to challenge itself, and to grow continuously for producing harmonious personalities by inculcating a spirit of tradition and modernity.

Students must acquire the necessary abilities in their chosen fields and be able to use their knowledge in the future, given the dynamism of the educational environment today and the significant changes it is through. As a result, we are dedicated to developing the ability of our students by giving them the greatest education possible by combining the appropriate amount of technology with both traditional and modern teaching methods.

The college teachers and students are kept up to date on the most recent trends in research and teaching learning pedagogies through a variety of faculty development programs, workshops, and seminars that are held throughout the year.

It is strongly advised to watch for any latest updates and related developments on the college website ([www.mlsmc.ac.in](http://www.mlsmc.ac.in)).

*Welcome again to this new academic session 2023-24.*

**Dr. C. P. Kaushal**

## The Managing Committee

|     |  |                  |
|-----|--|------------------|
| 1.  | Dr. Hari Sen   | President        |
| 2.  | Raj Kumar Kamal Singh  | Member           |
| 3.  | Kanwarani Sahiba Smt. Radha Singh                            | Member           |
| 4.  | Kanwar Sahib Sh. Jai Singh                                   | Member           |
| 5.  | Sh. Rakesh Kumar Jamwal<br>MLA, Sundernagar.                 | Member           |
| 6.  | Dean of Studies, H.P. University, Shimla.<br>(V.C's Nominee) | Member           |
| 7.  | Dean CDC, H.P. University, Shimla.<br>(V.C's Nominee)        | Member           |
| 8.  | Dr. Mukesh Verma<br>(Teaching Staff Representative)          | Member           |
| 9.  | Dr. Latesh Kapoor<br>(Teaching Staff Representative)         | Member           |
| 10. | Dr. Rajni  | Member           |
| 11. | Sh. Hem Raj Sharma<br>(Non-Teaching Staff Representative)    | Member           |
| 12. | Sh. Lalit Kumar  | Member           |
| 13. | Dr. C.P. Kaushal<br>Principal, MLSM College, Sundernagar     | Member-Secretary |

# MLSM COLLEGE SUNDERNAGAR

## Principal

Dr. C. P. Kaushal

### Faculty of Arts

#### DEPARTMENT OF ENGLISH

Dr. Mukesh Verma  
Ms. Sarika Sood  
Dr. Monika Mathur  
Ms. Dharmendra Arya  
Dr. Rohini Rana

#### DEPARTMENT OF SANSKRIT

Dr. Ranjana

#### DEPARTMENT OF HINDI

Dr. Kavita Sharma  
Ms. Neetu Kumari

#### DEPARTMENT OF ECONOMICS

Dr. Neerupama Kohli  
Mr. Rajesh Kumar

#### DEPARTMENT OF POLITICAL SCIENCE

Dr. Rajinder Singh

Ms. Pallavi Saini

#### DEPARTMENT OF SOCIOLOGY

Ms. Anita Dogra

#### DEPARTMENT OF HISTORY

Mr. Rajmal Rana

#### DEPARTMENT OF MUSIC

Vacant - Vocal

Ms. Vinti Chabba - Instrumental

### Faculty of Science

#### DEPARTMENT OF PHYSICS

Dr. Kameshwar Kumar (H.O.D.)  
Dr. Vinod Sharma  
Mr. Dharmender Rana  
Dr. Mainika Kapoor  
Dr. Kuldeep Singh  
Dr. Ashish Gautam  
Dr. Sonu Sharma  
Mr. Yogesh Kumar

#### DEPARTMENT OF CHEMISTRY

Dr. Sudhir Kumar (H.O.D.)  
Dr. Naresh Kumar Verma  
Dr. Vandana Sethi  
Dr. Sonika Sharma  
Dr. Rajni Malhotra  
Dr. Vandna Sharma  
Dr. Vandana Kumari  
Dr. Neha Sen  
Dr. Vivek Sharma  
Mr. Ashish  
Dr. Priyanka Chauhan

#### DEPARTMENT OF LIFE SCIENCES

Dr. Kiran Chauhan (H.O.D.)  
Dr. Vivek Kumar  
Ms. Monika Guleria  
Dr. Ranjeet Rana  
Ms. Ranjana Thakur  
Dr. Manju Lata Sisodia  
Ms. Shivinder Kaur  
Dr. Romita Devi  
Ms. Rita Thakur  
Dr. Parul Goel  
Dr. Nirja Kumari

### Faculty of Commerce

#### DEPARTMENT OF COMMERCE

Mr. Sanjay Sharma  
Dr. Latesh Kapoor  
Dr. Tanvi Patyal

### Faculty of Mathematics

#### DEPARTMENT OF MATHEMATICS

Ms. Renu Kalia  
Ms. Manjula Thakur  
Dr. Shaloo Devi

### Faculty of Physical Education

#### DEPARTMENT OF PHYSICAL EDUCATION

Mr. Lokesh Sharma



## Administrative Assignments

### 1. Internal Quality Assurance Cell (IQAC)

|                     |                                 |
|---------------------|---------------------------------|
| Dr. C. P. Kaushal   | Chairperson                     |
| Dr. Latesh Kapoor   | Coordinator                     |
| Mr. Dharmender Rana | Member (Teacher)                |
| Dr. Mainika Kapoor  | Member (Teacher)                |
| Dr. Kuldeep Singh   | Member (Teacher)                |
| Dr. Devender        | Member (Teacher)                |
| Dr. Vandna Sethi    | Member (Teacher)                |
| Dr. Ranjeet Singh   | Member (Teacher)                |
| Mr. Hem Raj Sharma  | Member (Administrative Officer) |
| Ms. Ambika Sharma   | Member (Alumni)                 |
| Mr. Anil Guleria    | Member (Local Society)          |

### 2. RUSA Affairs Committee:

|                        |             |
|------------------------|-------------|
| Ms. Renu Kalia         | Coordinator |
| Dr. Kameshwar Kumar    |             |
| Dr. Sudhir Sharma      |             |
| Dr. Mukesh Verma       |             |
| Dr. Latesh Kapoor      |             |
| Mr. Surinder Pal Singh |             |

### 3. CSCA Committee

|                   |                  |
|-------------------|------------------|
| Dr. Sudhir Sharma | Member Secretary |
| Mr. Sanjay Sharma |                  |
| Ms. Vandana Sethi |                  |
| Mr. Anil Guleria  |                  |

### 4. Academic Activities cum UGC Committee:

|                        |          |
|------------------------|----------|
| Dr. Kameshwar Thakur   | Convener |
| Dr. Sudhir Sharma      |          |
| Mr. Sanjay Sharma      |          |
| Dr. Neerupama Kohli    |          |
| Mr. Dharmender Rana    |          |
| Dr. Kuldeep Singh      |          |
| Dr. Naresh Kumar Verma |          |
| Mr. Lokesh Sharma      |          |

### 6. Information, Career guidance and Placement Cell

|                     |          |
|---------------------|----------|
| Dr. Latesh Kapoor   | Convener |
| Dr. Manoj Sharma    |          |
| Dr. Suman Katoch    |          |
| Dr. Ashish Gautam   |          |
| Mr. Dharmender Rana |          |
| Dr. Kuldeep Singh   |          |
| Mr. Anil Guleria    |          |
| Ms. Pooja Thakur    |          |
| Mr. Rohit Verma     |          |

### 7. Anti Ragging-cum-Discipline Committee

|                     |            |
|---------------------|------------|
| Dr. Kameshwar Kumar | 9418352006 |
| Dr. Sudhir Kumar    | 9418300029 |
| Dr. Mukesh Verma    | 9418052020 |
| Mr. Sanjay Sharma   | 9418156486 |
| Dr. Savitri Sharma  | 9418095496 |
| Ms. Bhawna Thakur   | 8219789429 |
| Mr. Lokesh Sharma   | 8219074400 |

### 8. Student Grievances Redressal Committee

|                     |            |
|---------------------|------------|
| Dr. Kameshwar Kumar | 701876414  |
| Dr. Neerupama Kohli | 9418022227 |
| Dr. Latesh Kapoor   | 9418467868 |
| Dr. Savitri Sharma  | 9418095496 |
| Dr. Mainika Kapoor  | 9418190667 |
| Dr. Rajinder Singh  | 9816410760 |
| Ms. Jyoti Sharma    | 9418419888 |
| Ms. Bhawana Thakur  | 8219789429 |
| Ms. Monika Guleria  | 9817282039 |
| Mr. Lokesh Sharma   | 9418017464 |
| Ms. Pooja Thakur    | 8091196145 |
| Dr. Neha Sen        | 8263917873 |
| Ms. Ranjana Thakur  | 9459797431 |
| Mr. Yogesh Kumar    | 8988238278 |



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## Administrative Assignments

### 9. Women Grievances Redressal Committee

|                     |            |
|---------------------|------------|
| Dr. Neerupama Kohli | 9418022227 |
| Dr. Latesh Kapoor   | 9418467868 |
| Ms. Deepika         | 8219214534 |
| Ms. Kamlesh Sen     | 9418379199 |
| Ms. Anita Dogra     | 9459763083 |
| Dr. Rohini Rana     | 8988152770 |
| Dr. Romita Devi     | 9418154170 |

### 10. Examination Committee

|                           |
|---------------------------|
| Dr. Mukesh Verma (C.O.E.) |
| Mr. Sanjay Sharma         |
| Dr. Rajinder Singh        |
| Mr. Raj Mal               |
| Dr. Devender Sharma       |
| Dr. Ashish Gautam         |
| Ms. Bhawana Thakur        |
| Dr. Naresh Verma          |
| Dr. Ranjeet Rana          |
| Mr. Rohit Verma           |
| Dr. Tanvi Patiyal         |

## Non-Teaching Staff

### OFFICE STAFF

|                    |                  |
|--------------------|------------------|
| Mr. Hem Raj Sharma | Superintendent   |
| Mr. Rajeev Katoch  | Accounts Clerk   |
| Mr. Tara Chand     | Office Assistant |
| Mr. Balwant Singh  | Office Assistant |
| Ms. Gayatri Sharma | Office Clerk     |
| Mr. Pradeep Kumar  | Univ. Clerk      |

### LIBRARY STAFF

|                    |
|--------------------|
| Mr. Snohit Chandel |
| Ms. Kamlesh Kumari |
| Mr. Kapil          |

### LABORATORY STAFF PHYSICS

|                    |
|--------------------|
| Mr. Mast Ram       |
| Mr. Mohinder Singh |
| Mr. Rajni Kant     |

### CHEMISTRY

|                       |
|-----------------------|
| Mr. Krishan Singh     |
| Mr. Goverdhan Singh   |
| Ms. Rama Kumari       |
| Mr. Shoaib Abbas Khan |
| Mr. Kamlesh Kumar     |

### LIFE SCIENCES

|                  |
|------------------|
| Mr. Lakshmi Dutt |
| Mr. Sat Pal      |
| Mr. Bablu        |
| Mr. Ghanshyam    |

### MUSIC

|                |
|----------------|
| Mr. Bhagat Ram |
|----------------|

### COMPUTER

|                  |
|------------------|
| Mr. Pawan Thakur |
|------------------|

### CLASS IV STAFF

|                      |
|----------------------|
| Mr. Ram Kewal        |
| Ms. Sneha Lata       |
| Mr. Ram Jas          |
| Ms. Meena Devi       |
| Ms. Dasodha          |
| Mr. Budhi Singh      |
| Mr. Naginder Verma   |
| Mr. Ashik Khan       |
| Ms. Anita            |
| Mr. Narender Chandel |
| Mr. Karu Maheto      |
| Mr. Kender           |



# MLSM COLLEGE SUNDERNAGAR

## 1. BACKGROUND OF THE COLLEGE

### 1.1 THE TRUST



The Late Raja Lalit Sen of Suket created a Trust in 1972 by donating the palace building and the adjoining area of about 100 bighas of land and liberal donations for the furtherance of various activities of social uplift with the main stress being on the spread of education in the State. To honour the sacred memory of his late father, the Trust was named Maharaja Lakshman Sen Memorial Trust, with its headquarter at Sundernagar.

### 1.2 THE FOUNDER

Raja Lalit Sen, the sole trustee of Maharaja Lakshman Sen Memorial Trust and the Founder of Maharaja Lakshman Sen Memorial College, Sundernagar was a renowned national figure and was devoted to the social service of the country.

### 1.3 THE MOTTO

The Educational Institution (MLSM College and the Lalit Sen Institute) aims at imparting an education that will create, in the emerging generation, a sense of mission and devotion to the country and to imbibe in it a social consciousness and an awareness of the changing times. The college has endeavoured to harmonize the streams of tradition and change in its functioning and work. The ethos of the college is to meet challenges and to aim for the very best. We strive for perfection, however hard it may be. We aim to create an ideal citizen and a good human being, difficult though this may seem. We wish to inculcate a wide vision, a capacity to understand the views of others, to disagree without bitterness and to instill the spirit of humanism in our family of staff and students.

Maharaja Lakshman Sen Memorial College runs Govt. aided courses in the faculties of Humanities, Science and Commerce, and the Lalit

Sen Institute runs the unaided self-financing courses. In future, in addition to these two institutes, a complex of institutions will grow to include:

- i) Post-Graduate teaching in various areas.
- ii) A Research Institute equipped with modern research facilities.

### 1.4 LALIT SEN INSTITUTE OF BUSINESS, EDUCATION & TECHNOLOGY

Since it was difficult for the State Government to finance various new and useful professional courses, the Managing Committee resolved to create an autonomous and self sustaining institution which would conduct a variety of self financing courses. This led to the establishment of the Lalit Sen Institute of Business, Education & Technology (LSIBET), to commemorate the memory of the Founder. The Institute and the MLSM College have the same Managing Committee. The Institute has its own faculty and non-teaching staff in various departments. At present, the Institute runs the following courses:

- (I) Bachelor in Business Administration (BBA)
- (ii) Bachelor in Education (B.Ed.)
- (iii) Bachelor in Computer Applications. (BCA)
- (iv) Bachelor in Physical Education & Sports (B.P.E.S) 3 Year
- (v) Bachelor in Physical Education (B.P.Ed.) 1 Year
- (vi) M.Sc. Physics
- (vii) M.Sc. Chemistry
- (viii) M.Sc. Zoology
- (ix) M.Sc. Botany

## 2. BASIC INFORMATION ABOUT COLLEGE

### 2.1 THE GROWTH OF THE INSTITUTION

In the beginning, only Arts Classes were started. At the time of its inception in 1976, the college had a faculty of eleven and a student strength of less than three-hundred. The Science Faculty was added in 1980. The Honours courses in English, Hindi, Physics and Chemistry were also offered to the students in 1988. Educational courses in Sericulture and Office Management were started in 1995 with the approval and support from the University Grants Commission. Commerce Faculty was also added in 1995. With the concurrence of H.P. Government and approval



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of H.P. University a certificate course in computers was started in 1995. The college added bachelor in Business Administration, a three year degree course, spread over six semesters, in 1996 and bachelor in Education course has been running since 1998. Bachelor in Computer Applications was added in 2001 and bachelor in Physical Education from 2007. In 2010 M.Sc. Physics and M.Sc. Chemistry were started. The College started M.Sc. Zoology & M.Sc. Botany from the session, 2013-14.

## 2.3 AFFILIATION / RECOGNITION

The institution is affiliated to H.P. University, Shimla/Sardar Patel University, Mandi and is duly recognized by the NCTE for all its respective courses. The College is also included in the approved list of the University Grants Commission, Government of India. (2f, 12b status)

## 2.4 THE ACADEMIC ACHIEVEMENTS OF THE COLLEGE

The college has an illustrious academic record and it has produced a large number of students who have distinguished themselves in the Medical, Engineering, Teaching professions and in the administrative services. This is in addition to those who have joined the Armed Forces, the private sector, and who are successfully self-employed. The students passing out of this institution bear a distinct stamp of discipline and they try to be useful to society as a whole.



**LAPTOPS DISTRIBUTED TO MERITORIOUS STUDENTS BY CHIEF MINISTER, HIMACHAL PRADESH**

## 2.5 SPORTS

The college owns a very picturesque and spacious playground with facilities for all major and minor games. The playground has a 400 meter track. Over the years the college has annexed university trophies in Boxing, Kho-Kho, Hockey, Badminton, Wrestling, Cricket, Football and Athletics, both in men & women section.



**North India Inter-Varsity Cricket Championship (Women) 2022-23**

## 2.6 CULTURAL ACTIVITIES.

The college lays emphasis on Cultural Activities. Our College get many positions in dance, one act play, mime and other activities during youth festivals. Every year, CSA of the college organizes a two day Cultural Festival "NAVRAS".



**Founder's day celebration**

## 2.7 SOCIETIES AND CLUBS

Various subject societies and clubs are functioning in the college which guide the students and organize lectures, debates, declamation contests, exhibitions, paper reading contests, quiz, poetic symposia & webinars.

1. English Literary Society
2. Hindi Sahitya Parishad
3. Music Club
4. Dramatic Club
5. Physics Club
6. Commerce Society
7. Bio Club
8. Chemical Society
9. Mathematics Society

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## 2.8 N.C.C./N.S.S./ CAREER, COUNSELLING & PLACEMENT CELL

### (A) N.C.C.

One platoon consisting of 50 Cadets attached with H.P 2nd BN NCC Mandi, has been allocated to this College by the HP Govt.



### (B) N.S.S.

The Himachal Pradesh University has allowed 2 NSS Units to the College with a strength of 200 students. By joining NSS, the volunteers are given an additional weightage of 1% at the time of appointment in Government sector only.



## C) INFORMATION, CAREER GUIDANCE & PLACEMENT CELL

The college has established its information, career guidance & placement cell with the financial assistance from the UGC during 11<sup>th</sup> plan. The cell is working as a resource centre of information and guidance for the students to establish linkages with the world of work and locate career opportunities. Seminars and guidance workshops are organised to inform the students about the emerging trends and events, leadership roles, entrepreneurship; and implementation of national socio-economic policies. The cell also works to promote healthy outlook and positive attitude towards national integration.

The students are advised to remain in touch with different activities organised from the platform of the career, counselling & placement cell.

MLSM college study circle was formed by the information, guidance and placement cell of MLSM

College Sunder Nagar to create awareness amongst the students towards different career opportunity and to guide, counsel and provide coaching for its registered candidates who intend to appear in various competitive examinations. The MLSM study circle had conducted a 'General Knowledge' Test 2022-23" on 15 March 2023 and first three students were awarded with a cash prize of Rs 1000, Rs. 800 and Rs. 600 only.

## 2.9 COLLEGE STUDENT'S CENTRAL ASSOCIATION (CSCA)

CSCA is constituted according to the rules laid down by the HP University.

The association aims at developing among students greater awareness of their role as young citizen, giving them sense of responsibility and a spirit of service. The role of this association will be to advance the aims & objectives of the institution, add to its tone and discipline, help in organising various functions in the college and suggest measures to make the stay of the students in the college fruitful and purposeful. CSCA also serves as a link between the students and the administration and coordinates and integrates the activities of various clubs & associations in the college.



## 2.10 Parent Teacher Association

The Parent- Teacher Association (PTA) is a statutorily constituted body which aims at the overall development of the college. Parental co-operation in creating a healthy campus atmosphere is of utmost importance. The PTA aspires for co-operation and participation of parents in full measure, in the wholesome activities of the college. An Executive Committee, consisting of the Principal as Chairman, a parent as a President, a teacher elected as a secretary and six other members from teaching and parents, meets frequently to carry out the regular affairs of the body. Positive and negative feedbacks are openly discussed for timely improvement and correction.



## 2.11 Alumni Association (MLSMCOSA)

The Alumni Association works towards achieving a tedious relationship between the Alumni and the institution. The students being the most important part of the institute, graduate into alumni and become the most important long term stakeholders of their Alma matter. The association provides an opportunity for the alumni to interact with the faculty and the students and helps to build a relationship which lasts for many years. It helps the Alumni to stay updated on different activities conducted by the college.

**MLSMCOSA** provides you an opportunity to re-establish the long lost associations with your teachers and college fellows. Get in touch, join the mail group to promote and support the Institution and participate in the college activities and progress. The old student association has given relief to the poor students in terms of paying their college fee.

*For details visit : [www.mlsmcosa.org](http://www.mlsmcosa.org).*

## 2.12 BUILDING

The college is housed in its own palatial building. In addition to the separate Administrative, Academic & Science Blocks and modern well-equipped computer laboratories, there is an independent Library Block comprising of Stack Rooms, Magazine Section and reading rooms for students and faculty members.



Science Block

The college has a spacious and magnificent hall of its own. A four story Science Block has been constructed, it consists of Chemistry, Botany and Zoology Laboratories, and spacious and well-furnished class rooms. A Modern building constructed at a cost of more than 1 crore, accommodates all self-financing programmes namely BBA, BCA, B.Ed., and M.Sc Physics. The new LSIBET premises have spacious well equipped class rooms, laboratories and other basic

amenities. A newly constructed sports complex, is well equipped with facilities for different indoor sports activities like multi-gymnasium hall, yoga hall, T.T. hall. Other than sports activities the complex also has class rooms for B.P.Ed and B.P.E. courses.

## 3. FACILITIES

### 3.1 HOSTEL

For Girls: We have a modern Hostel for Girls which accommodates 115 girls at present. Allotment will be made on the 1st come 1st serve basis however number of seats are fixed for every department. The warden has family accommodation in the Hostel Building.

### 3.2 LIBRARY

The College has a well stacked centralized library with over 40,000 books comprising various titles of sciences, arts, commerce, education, management and computer courses and subscribes 21 journals, 42 magazines & 15 newspapers. Well furnished wi-fi reading rooms with a seating capacity of 180 students is also available in the library. The library is a member of N-LIST program of UGC through INFLIBNET Centre, Ahmedabad and member of DELNET which provides e-books & e-journals. Library has 6 computers with internet in reading room and a xerox facility for students and staff members.

### 3.3 BOOK BANK

Book bank sponsored by the University Grants Commission has been established in the college library. Poor and deserving students can have the text books issued on loan for the whole academic session as per rules framed. They should apply to the Principal and submit the same in the Library.

### 3.4 SCHOLARSHIPS

A large number of scholarships and stipends are awarded to deserving students by H.P. Govt., Govt. of India and other Bodies/Societies/Persons. State/Centre sponsored scholarships to the poor and the meritorious students are awarded by applying online on the website <http://hpepass.cgg.gov.in> being run by the Department of Education, Himachal Pradesh.



## 3.4.1 State Sponsored Scholarships:

1. Maharishi Balmiki Chattarvriti Yojna; For bonafide Himachali girl student belonging to Balmiki family.
2. Indira Gandhi Utkrisht Chhatervritti Yojna for Plus Two Students in the merit list of HPBSE.
3. IRDP Scholarship Scheme: For students belonging to IRDP families.
4. Financial Assistance to the children of the Armed Forces Personnel killed/disabled during the different wars/operations.
5. Kalpna Chawala Chattervriti Yojna.

## 3.4.2 Centrally Sponsored Schemes:

1. Post-Matric Scholarship Scheme to SC/ST students. For student whose parents annual income is up to rupees two lakh.
2. Post-Matric Scholarship Scheme to OBC students. All OBC students whose parents annual income from all sources is up to rupees one lakh.
3. Post-Matric Scholarship Scheme to students of Minority Community. Students belonging to minority community (Muslim, Sikh, Christian, Buddhist and Parsi) whose parents annual income is upto two lakh and student should not have less than 50% marks in the previous class.
4. Merit cum Means Scholarship Scheme for student belonging to Minority Community.
5. Dr. Ambedkar Post Metrix Scholarship for Economically backward classes.

**3.4.3 The College has instituted five scholarships:** Rs. 2000 each in Academics (3), Sports (1) and Cultural Activities (1) for meritorious students.

## 3.4.4 Vikas Charitable Trust Sunder Nagar :

The trust provides scholarship for needy and meritorious students. The needy students should apply on the prescribed form, available in the office along with relevant documents. The trust will decide the amount of scholarship on merit.

## 3.5 FEE CONCESSIONS

**THE FOLLOWING FEE CONCESSIONS WILL BE GRANTED TO THE STUDENTS :**

1. Brother/Sister fee concession. The concession of half tuition fee will be allowed to the younger

brother/sister from the beginning of the session subject to the parents/students applying for it.

2. Fee concession to economically weak students from SAF may be granted to those students whose parents/guardians income is less than Rs. 2500/- per annum. They should apply to the Principal with the income certificate as and when notified by the college .

3. For students whose parents deceased during Covid-19 Pandemic.

**Note: The Fee concession may be withdrawn if the student is irregular or careless in his/her studies or abstains from house tests.**

## 3.6 OTHER FACILITIES

### A) BOOK-SHOP

The college has a book store in its campus where students can purchase books by enjoying a suitable discount.

### B) CANTEEN

The college has a fairly good canteen where students can refresh themselves by having snacks, juices, sweets, tea etc. at a suitable price.

### C) BANK

To facilitate the banking services for the students and staff, the college has a computerized branch of the Central Bank of India. The bank has also an ATM booth in the college premises.

### D) DISPENSARY

The college has a dispensary with a dedicated, experienced and qualified assistant to provide first aid to students.

### E) INTERNET

The college has Wi-Fi enabled campus. In addition to this, students have the privilege to avail internet facility during college hours with broad-band connection in the Computer Lab, Departments, Library and hostel.

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## F) LANGUAGE LAB

Language Lab (Station-e) with a capacity of Twenty-Four students has been established in the college to ensure quality training in language and communication. It will help the students to acquire fluency, proficiency and better understanding of English Language.



## 4. COURSES OF STUDY

The College offers courses at under graduate level in Languages, Humanities, Science and Commerce.

### 4.1 B.A.(Arts/Humanities/Languages):

Core Courses offered (Choose any Two):

1. English
2. Hindi
3. Sanskrit
4. Political Science
5. History
6. Economics
7. Sociology
8. Music Vocal
9. Music Instrumental.
10. Mathematics
11. Physical Education

### 4.1.1 Summary of B.A. Programme Yearly System:

| Summary of BA (Regular) Programme |  |  |  |   |  |
|-----------------------------------|--|--|--|---|--|
| Year                              | 12 Discipline Specific Core Course (DSC) Each of 6 credits<br>12X6= 72 Credits | 2 Ability Enhancement Compulsory Course (AECC) Each of 4 credits<br>2 X 4= 8 Credits | 4 Skill Enhancement Course (SEC) Each of 4 credits<br>4 X 4 = 16 Credits | 4 Discipline Specific Elective Course (DSE) Each of 6 Credits<br>4 X 6 = 24 Credits | 2 Generic Elective Course (GE) Each of 6 Credits<br>2 X 6 = 12 Credits |
| I                                 | Comp. Eng-1<br>Comp. Hindi/ Skt  | (Eng/MIL Communication)/ Environment   | SEC-1  | SEC-2   |  |
|                                   | DSC-1A   |  |  |   |  |
|                                   | DSC-2A   |  |  |   |  |
| II                                | DSC-1B   |  |  |   |  |
|                                   | DSC-2B   |  |  |   |  |
|                                   | Comp.Eng-II/MIL-II   |  |  |   |  |
|                                   | DSC-1C   |  |  |   |  |
|                                   | DSC-2C   |  |  |   |  |
|                                   | Comp. Eng/MIL-II   |  |  |   |  |
| Year                              | 12 Discipline Specific Core Course (DSC) Each of 6 credits<br>12X6= 72 Credits | 2 Ability Enhancement Compulsory Course (AECC) Each of 4 credits<br>2 X 4= 8 Credits | 4 Skill Enhancement Course (SEC) Each of 4 credits<br>4 X 4 = 16 Credits | 4 Discipline Specific Elective Course (DSE) Each of 6 Credits<br>4 X 6 = 24 Credits | 2 Generic Elective Course (GE) Each of 6 Credits<br>2 X 6 = 12 Credits |

|     |               |     |  |       |  |         |      |
|-----|---------------|-----|--|-------|--|---------|------|
| III | DSC-1D        |     |  |       |  |         |      |
|     | DSC -2D       |     |  | SEC-3 |  | DSE-1A  | GE-1 |
|     |               |     |  |       |  | DSE-2A  |      |
|     |               |     |  | SEC-4 |  | DSE- 1B | GE-2 |
|     |               |     |  |       |  | DSE-2B  |      |
|     | Total Credits | 132 |  |       |  |         |      |

**Note:** (a) Students can opt only one elective course from English, Hindi and Sanskrit.

(b) Students of BA II will opt skill course from any one of the chosen DSC courses.

(c) Students of BA III will opt any one Generic Elective course from the following list other than the chosen DSC courses: English, Sanskrit, Music, Economics, Political Science.

### 4.2 The subjects offered in Physical Science (Non Medical) are:

1. Physics
2. Chemistry
3. Mathematics

### The subjects offered in Life Science (Medical) are:

1. Botany
2. Zoology
3. Chemistry

### 4.2.1 Summary of B.Sc. Physical Science/ Life Science, Programme, Annual Pattern

| Year   | Core Course (12)   | Ability Enhancement Compulsory Course  | Skill Enhancement Courses SEC (4)                    | Elective Course Discipline Specific Elective DSE (6)   | Total Credit |
|--|--|--|--|--|--------------|
| I  | DSC-1A = 6 Credit<br>DSC-1B = 6 Credit<br>DSC-2A = 6 Credit<br>DSC-2B = 6 Credit<br>DSC-3A = 6 Credit<br>DSC-3B = 6 Credit<br>Credits = 36 | Eng/MIL Communi/EVS = 4 Credit<br>Eng/MIL Communi/EVS = 4 Credit<br>Credits = 08 | NIL  | NIL  | 44           |
| II   | DSC-1C = 6 Credit<br>DSC-1D = 6 Credit<br>DSC-2C = 6 Credit<br>DSC-2D = 6 Credit<br>DSC-3C = 6 Credit<br>DSC-3D = 6 Credit<br>Credits = 36 | NIL  | SEC-1 = 4 Credit<br>SEC-2 = 4 Credit                 | NIL  | 44           |
| III  | NIL  | NIL  | SEC-3 = 4 Credit<br>SEC-4 = 4 Credit<br>Credits = 08 | DSE-1A = 6 Credit<br>DSE-1B = 6 Credit<br>DSE-2A = 6 Credit<br>DSE-2B = 6 Credit<br>DSE-3A = 6 Credit<br>DSE-3B = 6 Credit<br>Credits = 36 | 44           |
| Total Credits in B.Sc. Physical Science and B.Sc. with Physics Degree Courses = 44 x 3 |  |  |  |  | 132          |

| Year | Course Type       | Course Code                         | Title of paper  | *Credits |
|------|-------------------|-------------------------------------|---|----------|
| I    | CORE COURSE - I   | PHYS101TH                           | MECHANICS Theory  | 4        |
|      |                   | PHYS101IA                           |   |          |
|      |                   | PHYS101PR                           | MECHANICS Lab   | 2        |
|      | CORE COURSE - II  | CHEM101TH<br>CHEM101IA<br>CHEM101PR | ATOMIC STRUCTURE, BONDING, GENERAL ORGANIC CHEMISTRY & ALIPHATIC HYDROCARBONS | 6        |
|      | CORE COURSE - III | MATH101TH<br>MATH101IA              | DIFFERENTIAL CALCULUS   | 6        |





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|   |  |            |
|---|--|------------|
| <b>DSC Chemistry-II</b><br>CHEM 102 TH  | Chemical Energetics, Equilibria & Functional Group Organic Chemistry   | 4          |
| CHEM102 PR  | Chemical Energetics, Equilibria & Functional Group Organic Chemistry Lab.  | 2          |
| <b>Total</b>  |  | <b>44</b>  |
| <b>YEAR-II</b>  |  |            |
| <b>DSC Botany-III</b><br>BOTA201 TH   | Anatomy and Embryology of Angiosperms  | 4          |
| BOTA201 PR  | Anatomy and Embryology of Angiosperms  | 2          |
| <b>DSC Zoology-III</b><br>ZOOL201 TH  | Physiology and Biochemistry  | 4          |
| ZOOL201 PR  | Physiology and Biochemistry  | 2          |
| <b>DSC Chemistry -III</b><br>CHEM 201TH   | Solutions, Phase Equilibria , Conductance, Electrochemistry & Organic Chemistry  | 4          |
| CHEM 201 PR   | Solutions, Phase Equilibria , Conductance, Electrochemistry & Organic Chemistry Lab.   | 2          |
| <b>Skill Enhancement Course SEC-I</b><br>(BOTA 203)<br>or<br>(BOTA 204)<br>OR<br>ZOOL 203<br>OR<br>CHEM 203 | Bio-Fertilizers<br>Herbal Technology<br>OR<br>Medical Diagnostics Basic<br>OR<br>Basic Analytical Chemistry                          | 4          |
| <b>SEC-II</b><br>BOTA204  | Gardening and Floriculture   | 4          |
| <b>DSC Botany-IV</b><br>BOTA 202  | Plant Physiology and Metabolism  | 4          |
| BOTA 202  | Plant Physiology and Metabolism  | 2          |
| <b>DSC Zoology-IV</b><br>ZOOL 202 TH  | Genetics and Evolutionary Biology  | 4          |
| ZOOL 202 PR   | Genetics and Evolutionary Biology  | 2          |
| <b>DSC Chemistry IV</b><br>CHEM 202TH   | Coordination chemistry, States Matter & Chemical Kinetics  | 4          |
| CHEM 202PR  | Coordination chemistry, States Matter & Chemical Kinetics Lab  | 2          |
| <b>Total</b>  |  | <b>44</b>  |
| <b>THIRD YEAR</b>   |  |            |
| <b>DSE-Botany I</b><br>(BOT A301)   | Economic Botany & Biotechnology  | 4          |
| DSE-Botany (BOT A301)PR   | Economic Botany & Biotechnology  | 2          |
| <b>DSE-Zoology I</b><br>ZOOL 301(A)   | Applied Zoology  | 4          |
| ZOOL 301(A)   | Applied Zoology  | 2          |
| <b>DSE -2A</b><br>CHEM 301TH  | Polynuclear hydrocarbons and UV, IR spectroscopy lab.  | 4          |
| CHEM 301TH  | Polynuclear hydrocarbons and UV, IR spectroscopy lab.  | 2          |
| <b>DSE-Botany II</b><br>BOTA303TH   | Cell and Molecular Biology   | 4          |
| BOTA303TH   | Cell and Molecular Biology   | 2          |
| <b>DSE- Zoology II</b><br>ZOOL 303 (C)  | Reproductive Biology   | 4          |
| ZOOL 303 (C)  | Reproductive Biology   | 2          |
| <b>DSE-2B</b><br>CHEM 305TH   | Polymer Chemistry Lab.   | 4          |
| CHEM 305PR  | Polymer Chemistry Lab.   | 2          |
| <b>SEC-III</b><br>ZOOL 303 TH   | Sericulture  | 4          |
| <b>SEC-IV</b><br>(BOTA307)<br>OR<br>ZOOL 304(A) TH<br>OR<br>ZOOL 304(B) TH<br>CHEM 308                      | Mushroom Cultivation Technology<br>Aquarium Fish Keeping<br>Research Methodology<br>Pesticide chemistry and Pharmaceutical Chemistry |            |
| <b>Total</b>  |  | <b>44</b>  |
| <b>Total Year I, II &amp; III</b>   |  | <b>132</b> |

## 4.3 B. Com.(Pass Course) : Three-Year CBCS Programme

| Basic Structure: Distribution of Courses |  |  |     |
|--|--|--|-----|
| 1  | Ability-Enhancement Compulsory Course (AECC) | 2 Papers of 4 Credit Hrs. each (Total Credit Hrs. 4X2)                               | 8   |
| 2  | Skill-Enhancement Elective Course (SEC)      | 4 Papers of 4 Credit Hrs. each (Total Credit Hrs. 4X4)                               | 16  |
| 3  | Core Course                                  | 12 Papers of 6 Credit Hrs. each (Total Credit Hrs. 12X6) (5 Lectures and 1 Tutorial) | 72  |
| 4  | Discipline Specific Elective (DSE)           | 4 Papers of 6 Credit Hrs. each (Total Credit Hrs. 3X6) (5 Lectures and 1 Tutorial)   | 24  |
| 5  | Generic Elective (GE)                        | 2 Papers of 6 Credit Hrs. each (Total Credit Hrs. 3X6) (5 Lectures and 1 Tutorial)   | 12  |
| Total Credit Hours                       |  |  | 132 |

## CBCS PROGRAMME STRUCTURE

| Course No.      | Course Type   | Course Title                                   |
|-----------------|---|--|
| <b>YEAR-I</b>   |   |  |
|                 | Environmental Studies   | Ability-Enhancement Compulsory Course (AECC)-1 |
| BC 1.1          | Financial Accounting  | Core Course C-1                                |
| BC 1.2          | Business Organisation and Management  | Core Course C-2                                |
|                 | English – 1 Core English (Compulsory for B.A./B.Com)  | Core Course C-3                                |
|                 | Language: English/Hindi/Modern Indian Language  | Ability-Enhancement Compulsory Course (AECC)-2 |
| BC 1.3          | Business Law  | Core Course C-4                                |
| BC 1.4          | Business Statistics and Mathematics   | Core Course C-5                                |
|                 | Hindi-I / Modern Indian Language  | Core Course C-6                                |
| <b>Year II</b>  |   |  |
| BC 2.1          | Company Law   | Core Course C-7                                |
| BC 2.2          | Income Tax Law and Practice   | Core Course C-8                                |
|                 | English-II  | Core Course C-9                                |
| BC 2.3          | Computer Applications in Business   | Skill-Enhancement Elective Course (SEC)-1      |
| HIND 400        | Hindi-II  | Core Course C-10                               |
| BC 2.4          | Corporate Accounting  | Core Course C-11                               |
| BC 2.5          | Cost Accounting   | Core Course C-12                               |
| BC 2.6          | E-Commerce  | Skill-Enhancement Elective Course (SEC)-2      |
| <b>YEAR-III</b> |   |  |
|                 | <b>Any one of the following</b><br>BC 3.1(a) Human Resource Management<br>BC 3.1(b) Principles of Marketing<br>BC 3.1(c) Fundamentals of Financial Management   | Discipline Specific Elective (DSE)-1           |
|                 | <b>Any one of the following</b><br>BC 3.2(a) Corporate Governance and Auditing<br>BC 3.2(b) Goods and Services Tax (GST)  | Discipline-Specific Elective (DSE)-2           |
| BC 3.3          | Entrepreneurship  | Skill-Enhancement Elective Course (SEC)-3      |
| BC 3.4          | Economy of Himachal Pradesh   | Generic Elective (GE)-1                        |
|                 | <b>Any one of the following Discipline:-</b><br>BC 3.5(a) Corporate Tax Planning<br>BC3.5(b) Banking and Insurance<br>BC3.5(c) Management Accounting<br>BC3.5(d) Computerised Accounting System               | Specific Elective (DSE)-3                      |
|                 | <b>Any one of the following Discipline:-</b><br>BC3.6(a) International Business<br>BC3.6(b) Office Management and Secretarial Practice<br>BC3.6(c) Fundamentals of Investment<br>BC3.6(d) Consumer Protection | Specific Elective (DSE)-4                      |
| BC 3.7          | Personal Selling and Salesmanship   | Skill-Enhancement Elective Course (SEC)-4      |
| BC 3.8          | Indian Economy  | Generic Elective (GE)-2                        |

Syllabus may change as per the latest direction from H.P. University/S.P. University

## 5. ADMISSION PROCEDURE FOR FIRST YEAR UG COURSES

- Students seeking admission in First year of UG programme will have to undergo counselling and the admission will be on merit basis.
- For reserved seats (SC/ST/SPORTS(SP)/CULTURAL(CUL)/ PHY. HANDICAPPED(HC)), Roster system of Sardar Patel University Mandi (H.P.), will be followed. In case the reserved seats remain vacant the same shall be thrown open for general category and will be filled in order of merit.
- One seat in each course is reserved for single girl child.

### 5.1 Eligibility:

A candidate passed in Senior Secondary (+2) examination conducted by the Himachal Pradesh Board of School Education or an examination accepted as an equivalent by the various bodies of the Sardar Patel University.

### 5.2 Age Limit:

Upper age limit is 23 years for General and 26 years for SC/ ST on 1<sup>st</sup> July 2023 for admission in BA/B.Sc./B.Com. 1<sup>st</sup> Year.

However, in case of overage applicants, the Vice Chancellor, S. P. University may allow a relaxation up to six months.

**5.3 ADMISSION FORM COMPLETE IN ALL RESPECTS, DULY SIGNED BY THE FATHER, MOTHER OR GUARDIAN ALONG WITH PASSPORT SIZE COLOURED PHOTOGRAPH, WILL BE SUBMITTED FOR ADMISSION. FOR ONLINE REGISTRATION /ADMISSION SEE THE PAGE NO. 18**

Attach following documents with admission form

- Self attested copy of the last examination passed by the candidate.
- Certificate of date of birth, Matriculation Certificate.
- Character certificate from the Head of the institution last attended.
- In case of students belonging to the Scheduled Castes, Scheduled Tribes, Cultural, Sports, and Phy. Handicapped, and

single girl child certificate issued by the competent authority to that effect, to get admission under reserved category.

- Aadhar card
- Gap year certificate / Evidence / Affidavit
- Bonafide Certificate for the students outside Himachal Pradesh.

*Note : All the documents should be attested / self attested.*

### 5.4 THE ADMISSION WILL BE GIVEN ON MERIT .

### 5.5 APPEAR PERSONALLY AND BRING ORIGINAL DOCUMENTS AT THE TIME OF COUNSELLING FOR VERIFICATION.

**5.6 WHEN ADMISSION IS CONFIRMED, PAY THE FEE/FUNDS (DETAIL ON PAGE NO. 15) ONLINE THROUGH BANK GATEWAY BEFORE DUE DATE. IF THE FEE/FUNDS ARE NOT PAID IN TIME, THE SEAT SHALL BE OFFERED TO NEXT CANDIDATE IN WAITING LIST.**

**5.7 THE COLLEGE RESERVES THE RIGHT TO REFUSE ADMISSION TO ANY CANDIDATE WITHOUT ASSIGNING ANY REASON.**

**5.8 ADMISSION OF A STUDENT IS LIABLE TO BE CANCELLED IN CASE HE/ SHE FURNISHES INCOMPLETE/ WRONG/ FALSE INFORMATION OR IN CASE OF CONCEALMENT OF FACTS.**

**5.9 FOR OLD STUDENTS, ADMISSION IN 2nd AND 3rd YEARS WILL BE ON ROLL ON BASIS AS PER H.P./SPU UNIVERSITY SCHEDULE WITHOUT WAITING FOR THE RESULT OF LOWER CLASSES.**

**5.10 REGULAR TEACHING WILL START AS PER THE DECISION OF THE GOVT./ UNIVERSITY.**

## 6. CONFERMENT OF THE BACHELOR'S DEGREE

**Summary of Under Graduate Programme : Student Course wise Continuous Comprehensive Assessment (CCA) and Evaluation:**

All courses involve an evaluation system of students that has following two components :

**(I) Continuous Comprehensive Assessment (CCA) accounting for 30 marks .**

**A. Classroom Attendance**

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75% attendance is required, in Lectures/ Tutorials/ Practicals, to appear in Final Examination. Students participating in Co-Curricular activities, 25% will be added to the percent attendance.

CCAmarks are awarded as follow:

|                 |         |
|-----------------|---------|
| <75%            | 0 marks |
| ≥ 75% but <80%  | 1 marks |
| ≥ 80% but <85%  | 2 marks |
| ≥ 85% but < 90% | 3 marks |
| ≥ 90% but <95%  | 4 marks |
| ≥ 95%           | 5 marks |

## B. Mid-Term (Minor) Tests

There will be one mid-term test, to be conducted when approximately 2/3 of the syllabus has been covered. Mid-term test will be conducted by the college in consultation with the teachers.

## C. Seminar/Assignment/Term Paper :

The CCA will be awarded on the basis of seminar/ assignment/mid term tests etc. that the course teacher might give to the students.

## (2) Final Examination :

The remaining 70 marks of the final grade of the student in a course will be on the basis of Written Examination that will be of three hours duration and will be covering the whole syllabus of the course.

**Note:1.** In the course having practicals the distribution of 70 marks will be 50 marks for Theory and 20 marks for practical.

**Note:2.** A student will have to pass both the components (i.e. CCA and Final Exam) separately to become eligible to be declared successful in a course.

## 6.4 Duration of UG Programme:

The UG programme for a regular student shall be for a minimum period of three years and maximum of five years from the date of admission of the candidate.



**Annual Prize Distribution function**



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## 7. SCHEDULE OF FEES AND FUNDS:

### 7.1 THE FEES AND FUNDS AS PER THE FOLLOWING DETAILS WILL BE CHARGED :

| ANNUAL CHARGES |                            |        |
|----------------|----------------------------|--------|
| S.No.          | Head                       | Amount |
| 1              | Admission Fee              | 25     |
| 2              | Late admission Fee per day | 10     |
| 3              | Re- Admission              | 100    |
| 4              | Building Fund              | 600    |
| 5              | Dilapidation Fund          | 100    |
| 6              | Security (Refundable)      | 500    |
| 7              | House Exam Fee             | 200    |
| 8              | College Magazine           | 80     |
| 9              | Medical fund               | 50     |
| 10             | Student Aid Fund           | 50     |
| 11             | Student Body Fund          | 20     |
| 12             | Identity Card              | 20     |
| 13             | College Badge              | 15     |
| 14             | Cultural Activity          | 30     |
| 15             | Sports Fund                | 220    |
| 16             | Contingency                | 25     |
| 17             | Library Development Fund   | 30     |
| 18             | C.S.C.A. Fund              | 80     |
| 19             | N.C.C/ N.S.S. Fund         | 20     |
| 20             | Society Fund               | 15     |
| 21             | Prospectus Charges         | 150    |

| MONTHLY CHARGES |                                       |        |
|-----------------|---------------------------------------|--------|
| S.No.           | Head                                  | Amount |
| 1               | Tuition Fee                           | 50     |
| 2               | Amalgamated Fund                      | 50     |
| 3               | Library and Reading Room Charges      | 50     |
| 4               | Science Practical/Music Practical Fee | 70     |
| 5               | Academic Development Fund             | 500    |
| 6               | Water and Electricity charges         | 60     |
| 7               | Computer Practical Fee                | 100    |
| 8               | Campus Development Fund               | 60     |

| UNIVERSITY CHARGES |   |          |
|--------------------|---|----------|
| S.No.              | Head  | Amount   |
| 1                  | Registration Fee (H.P.Board/ Other)             | 200/ 400 |
| 2                  | Continuation Fee                                | 16       |
| 3                  | Sports Fee                                      | 15       |
| 4                  | Youth Welfare Fee                               | 15       |
| 5                  | Holiday Home Fund                               | 2        |
| 6                  | University Development Fund (General/IRDP, BPL) | 500/250  |

| HOSTEL CHARGES  |                               |        |
|-----------------|-------------------------------|--------|
| Annual Charges  |                               |        |
| S.No.           | Head                          | Amount |
| 1               | Hostel Admission Fee          | 800    |
| 2               | Furniture Charges             | 500    |
| 3               | Mess Security (Refundable)    | 1500   |
| 4               | Hostel Security (Refundable)  | 1000   |
| Monthly Charges |                               |        |
| 1               | Room Rent                     | 500    |
| 2               | Water and Electricity Charges | 300    |
| 3               | Service Charges               | 300    |
| 4               | Hostel Activity Charges       | 50     |

| OTHER |             |     |
|-------|-------------|-----|
| 1     | P.T.A. Fund | 200 |

### 7.2 Schedule of Payments :

- On the day of counselling cum admission the annual charges and fee/funds for three months have to be deposited through online mode, failing which the seat will be allotted to the next candidate in merit.
- Annual charges/ fee/ funds will have to be deposited as and when notified.
- Refund of fees may be considered in accordance with the relevant rules as amended from time to time.

## 7.3 Rules of Payment of Colleges Dues

1. Full payment is required at the time of admission.
2. College security will be refunded after declaration of University Examination results. Security will lapse to the college after the expiry of one year i.e. 31st March of next year after leaving the college.
3. Students who have not paid their dues up-to date will not be allowed to appear in the College/University Examination.
4. The name of the student who does not pay college dues on the given date will be struck off from the college rolls after 10 days, except having been specially permitted by the Principal in deserving cases. Such a student can, however, seek readmission as per college rules provided he/she does not fall short of lectures.

## 7.4 Fines

- ❖ Absentee fine for one class is Rs. 3/- and for one practical it is Rs. 5/-
- ❖ Fine for Non payment of dues by due date is Rs. 2/- per day.
- ❖ Absence from house test will entail a fine of Rs. 35/- per paper or any special fine imposed by the Principal.
- ❖ Fine for not returning library books on due date is Rs.2/- per day per book and Rs. 5/- for overnight books.

## 8. GENERAL RULES FOR STUDENTS

### 8.1 REGISTRATION OF STUDENTS

(i) Every student joining the college shall be required to get herself/himself registered with the University and have to pay annual University Charges as given in table 7.1.

### 8.2 INTER-COLLEGE MIGRATION:

Inter-College migration (including from one college to another as well as from a college to the ICDEOL and vice versa) of students will be allowed when no-objection is

obtained from both the relieving and receiving institutions (signed by their respective principals/directors) to ascertain especially that the major/minor subjects being studied by the migrating student are available in the receiving institution. In such cases the credits and grades earned by the student at the relieving institution will be carried by him/her to the receiving institution (detail will be provided by the relieving institution while furnishing no-objection for such migration) and will be added to the credits and grades that the student will be earning at the receiving institution. All the conditions and requirements for the degree including the time frame will remain as given above and other clauses of the regulations.

### 8.3 COLLEGE RULES

1. The Principal shall have full powers in all matters pertaining to the admission, detention of students, imposition of fine and remission thereof. She/He shall be empowered to take disciplinary action and impose penalties as provided under the University rules.

2. The authority of the Principal extends over all the students at all times inside or outside the college. If, in the opinion of the Principal, a student acts in an undesirable manner she/he may ask the student to leave the college without assigning any reason and if she/he fails to do so within the prescribed time the Principal may, at her/his discretion, remove her/his name from the college rolls.

3. All the students of the college shall abide by the rules of the college existing at the time of admission or as framed by the Principal, from time to time. Defaulters may be punished and punishment may lead to warning, fine, expulsion or rustication from the college according to the nature and gravity of an offence.

**4. (a) If a candidate is found indulging in ragging (Ragging means and includes any type of physical or mental torture done by any individual or group either by words or by conduct directly or indirectly) the competent authority shall expel the guilty student from the college.**

**(b)** The student shall give in writing an undertaking in this direction at the time of admission.

UGC has mandated submission of on-line anti-ragging undertaking, which has to be submitted by the student as well as by the parents through on-line mode by visiting website: [www.amanmovement.org](http://www.amanmovement.org) / [www.antiragging.in](http://www.antiragging.in).

**Note:** While filling the on-line anti-ragging undertaking, Anti-Ragging Reference Number will be generated by the system, you have to fill this Reference Number in your Application Form at the time of admission/counselling.

**(c)** An undertaking will be submitted by the parent of the students at the time of admission in college/institution that my Daughter/Son/Wards will not indulge in any type of ragging or indiscipline in the Campus/Hostel and outside. In case of any such violation strict disciplinary action should be followed as per Ordinance issued by H.P. Govt. and I will not interfere in any way in the action taken against my Daughter/Son/Ward. Undertaking should be properly signed by the Parent / Guardian with complete address and telephone number.

**5.** Use of Tobacco Products is an offence, Violators will be fined up to Rs. 200/-

**6.** The college does not sponsor or allow picnics.

## 8.4 LEAVE RULES

**(1)** Leave for absence from the college shall be applied in advance except in emergency in which case advance leave application may be sent within two days of

student's return to the college.

**(2)** In case of long illness and absence from an Examination due to illness the leave application must be accompanied by a medical certificate from Govt. Hospital.

**(3)** Leave application must be signed by father/guardian of the student and the Hostel warden in case of Boarders. Leave up to 3 days will be granted by the Tutor/Warden and for more than this by the Principal on the recommendations of the Tutor / Warden.

## WE EXPECT THE STUDENTS TO

- ⊙ Maintain discipline and decorum in and outside class room.
- ⊙ Be regular in attendance and punctual at all functions.
- ⊙ Be seated before the teacher enters the class.
- ⊙ Show respect to the teacher.
- ⊙ Keep the college atmosphere perfectly academic
- ⊙ Silence should be maintained in the class rooms, library and corridors
- ⊙ Shift from one class room to another in an orderly manner specially on stair case.
- ⊙ Incoming class should wait outside till the class room is completely vacated.
- ⊙ Vacant period should be utilized in the library in reading newspapers, magazines and books.
- ⊙ Avoid disfiguring the college furniture and the walls by writing or by any other means.
- ⊙ Avoid crossing the lawns and plucking flowers.
- ⊙ Keep aloof from active politics in the college campus.
- ⊙ Avoid standing in the corridors while classes are in progress inside class rooms.
- ⊙ Don't use mobiles in the college. Offenders will be fined Rs. 100/-
- ⊙ No spitting on the walls and floors.
- ⊙ Avoid any type of smoking /chewing in the college.
- ⊙ Students must possess his/her Identity Card in the campus.
- ⊙ Switch off the lights and fans while leaving the class rooms.



## O

Students seeking admission in UG / PG programme will apply for online registration and filling of the prescribed admission form available on the college counter. All the admissions to first year/semester will be on merit.

### Reservation:

For reserved categories (SC/ST/SPORTS(SP)/ CULTURAL(CUL)/ PHY. HANDICAPPED(HC)), roster system of H.P. University/S.P. University will be followed. One seat is reserved for single girl child in each course.

### Age Limit:

For admission to Under Graduate Courses, the upper age limit is 23 years for general category and 26 years for SC/ST on 1st July of concerned year.

For Post Graduate Courses upper age limit is 26 years for boys, 28 years for girls and 29 years for SC/ST as on 1st July of the concerned year.

The relaxation in age will be accorded as per HPU/SPU norms.

Self attested copies of the following documents have to be attached with Admission Form:

- I Last examination passed
- II Matriculation certificate.
- III Latest character certificate
- IV Affidavits regarding gap year.
- V Certificate/s, if applying for reserve seat.
- VI Online anti Ragging Form.

### All the original certificates will be checked during admission/ physical verification of the candidates.

Admission Form complete in all respects will be submitted in the college on the dates given in the prospectus / notified by H. P. University / S.P. University

### For Online Admission:

When the confirmation of admission is done after verification of online form, the fee for the semester/year and bank account will be intimated on registered mobile no. and e-mail address and the fee has to be deposited through online bank gateway.

**Note :** Pay online fee and funds only after receiving confirmation message/mail from the college.

- 1 If the fee / funds are not paid on time, the seat shall be offered to the next candidate in waiting list.
- 2 The college reserves the right to refuse admission to any candidate without assigning any reason.
- 3 Admission of student is liable to be cancelled in case she / he furnishes incomplete/ wrong/ false information or in case of concealment of facts.
- 4 All admissions to the college shall be strictly provisional and subject to the verification of original documents by the college. The college shall not be responsible for the cancellation of admission/ candidature of any student on account of false/incomplete information(s).

# MLSM COLLEGE SUNDERNAGAR

## GLIMPSES OF 2022-23



## MLSM College, Sundernagar Calendar (2023-24)

| S.No. | Activities                                 | Dates                                 |
|-------|--|---------------------------------------|
| 1     | Admission Process & Fee Deposit            | 30.06.2023 to 13.07.2023              |
| 2     | Orientation for First Year Students        | 15.07.2023 to 17.07.2023              |
| 3     | Regular Teaching                           | 18.07.2023 onwards                    |
| 4     | Lakshman Sen Jayanti                       | 14.08. 2023                           |
| 5     | National Sports Day                        | 29.08. 2023                           |
| 6     | Hindi Divas                                | 14.09. 2023                           |
| 7     | Workshop on Human Values/Constitution/IPR  | First Week of October                 |
| 8     | Academic Fest                              | 01.11. 2024 to 02.11. 2024            |
| 9     | Diwali Break                               | 11.11. 2023 to 15.11. 2023            |
| 10    | CSCA Function                              | Last Week of November 2023            |
| 11    | Annual Athletic Meet                       | 1 <sup>st</sup> Week of December 2023 |
| 12    | House Examination                          | December 2023                         |
| 13    | Winter Vacation                            | 01.01.2024 to 04.02.2024              |
| 14    | Science Day Celebration                    | 28 February 2024                      |
| 15    | Founder Day                                | 10.03. 2024                           |
| 16    | Annual Prize Distribution Function         | 2 <sup>nd</sup> Week of March 2024    |
| 17    | Annual Examination and Evaluation Schedule | 01.04.2024 to 23.05.2024              |
| 18    | Summer Vacation                            | 25.05.2024 onwards                    |
| 19    | Yoga Day Celebration                       | 21 June 2024                          |





# Academic Position of the students (2021-2022)



**MANISHA KUMARI**  
D/o Sh. Bhola Nath  
BA-1st Year  
Roll No. : 1210910112  
1st Position SGPA 8.66



**PRINJAL CHAUHAN**  
D/o Sh. Girdhari Lal  
BA-II Year  
Roll No. : 1200910152  
1st Position CGPA 9.18



**GAURAV**  
S/o Sh. Sh. Krishan Chand  
BA-III Year  
Roll No. : 1190910089  
1st Position CGPA 8.94



**JHANVI ALI QURAISHI**  
D/o Sh. Sadakat Ali  
B/Sc I Year (N.M.)  
Roll No. : 2210910069  
1st Position SGPA 8.73



**SHIVANGI SHARMA**  
D/o Sh. Rakesh Sharma  
B.Sc.-I Year (N.M.)  
Roll No. : 2210910297  
1st Position SGPA 7.86



**BHARTI**  
D/o Sh. Mohan Lal  
B.Sc.-II Year (N.M.)  
Roll No. : 2200910058  
1st Position CGPA 9.65



**SHOURYA GAUTAM**  
D/o Sh. Ramesh Kumar  
B.Sc.-II Year (Medical)  
Roll No. : 2200910335  
1st Position CGPA 9.40



**RIYA**  
D/o Sh. Daya Ram  
B.Sc.-III Year (N.M.)  
Roll No. : 2190910239  
1st Position CGPA 9.71



**TAMANNA THAKUR**  
D/o Sh. Balbir Singh  
B.Sc.-III Year (Medical)  
Roll No. : 2190910537  
1st Position CGPA 9.03



**KRITIKA**  
D/o Sh. Ludermani  
B.Com.-I  
Roll No. : 3210910036  
1st Position SGPA 7.64



**AKANKSHA**  
D/o Sh. Jagbandhu  
B.Com.-II  
Roll No. : 3200910007  
1st Position CGPA 9.07



**MAAN SINGH CHAUHAN**  
S/o Sh. Raju  
B.Com.-III  
Roll No. : 3190910060  
1st Position CGPA 8.05

## Merits in Sports, Culture, NCC & NSS (2022-2023)



**ANCHAL SHARMA**  
Parade Commander of  
NSS Cotinent,  
Republic Day Parade 2023



**MANISH PRASHAR**  
3rd position in Kathak Dance  
HP Youth Festival  
(Group III)



**KARAN**  
Participated in all India  
Boxing Championship



**NAMAN SHARMA**  
Participated in CATC, DCATE/  
IGC & Pre-republic Day  
camp-I



**JAGRITI**  
Participated in  
Senior National & All India Uni.  
Handball Championship



# LALIT SEN INSTITUTE OF BUSINESS, EDUCATION & TECHNOLOGY

## OFFERS

BBA, BCA, BEd, BPES, BPEd, M.Sc., (Physics, Chemistry, Botany & Zoology)

Website : [www.mlsmc.ac.in](http://www.mlsmc.ac.in)

