

# INTRODUCTION

In the present days of globalization and resultant competitiveness, the academic year 2007-08 once again calls for a relentless endeavour to excel. The Education Department of Chandigarh Administration seeks to promote versatility of knowledge and learning, making education the strongest foundation of our precious human resource. **The five Government colleges located in the Union Territory of Chandigarh and affiliated to Panjab University Chandigarh, provide quality education at comparatively low cost.** Located in lush green environment in the vicinity of Shivalik hills, these colleges have modern infrastructure and sprawling college campuses. Besides the buildings accommodating various curricular activities, the college campuses offer **amenities for extra - curricular activities** like playing fields, auditoria, student activities centres, seminar halls, banks, shopping centres and other multi-purpose rooms for recreation and indoor games.

**A highly qualified and professionally committed faculty and supporting staff** team up to create a vibrant learning environment. The focus is on **academic excellence, innovative teaching techniques and a multifaceted interdisciplinary and rational learning**

**approach**, besides the ethical enablement of students.

The colleges offer a wide range of **Academic Courses** in Arts, Commerce, Science, Computer Education, Biotechnology, Information Technology and Business Administration. Post-graduate courses in Information Technology, Economics, English, Public Administration, Commerce, Zoology, Music Instrumental, Music Vocal and Dance are also being offered in four of these colleges. Besides, a number of **Job Oriented Subjects** such as Functional English, Functional Hindi, Principles and Practices of Insurance and Advertising, Sales Promotion and Sales Management are also available. The **teaching methodology** focuses on improving and strengthening **the communication skills** of students and develops in them the **spirit of entrepreneurship**. Full fledged language labs and studios equipped with audio-visual aids, FUN.FM, motivate fresh graduates and provide to them a **strong job potential**. **Information Technology Programme (C-Toss)** has been started in all the colleges for imparting I.T. Education in collaboration with SPIC, Chandigarh and I.T. Department, Chandigarh Administration. All the colleges have a fairly standardised and **time tested approach to examinations, evaluations**

**and assessments.** In almost all degree courses, students are examined at the end of the academic year. **Meritorious students** are awarded many **scholarships** under different schemes such as Govt. of India National Scholarship Scheme and U.T. State Merit Scholarship Scheme etc.

**Co-curricular and extra-curricular activities** encourage students to step beyond the confines of academic disciplines in their natural urge to venture into newer vistas. The colleges provide a platform for the dynamic and talented aspirants in the field of dramatics, music, dance, painting, public speaking, quizzing etc. in the intra-college, inter-college and university level competitions. Two **Youth Festivals** are organized every year to harness the artistic and creative talent of the students.

The five colleges have well-equipped **Libraries**, which are repositories of knowledge and information in the form of books, journals and magazines. Congenial study spaces have been created where students can spend hours reading and writing. Each college publishes its own **magazine** once a year, which provides students a forum for fearless expression.

The **Sports Wings** of all these colleges, provide a vigorous and vibrant stimulus to students to participate in sports activities, and

win trophies and medals. Players are offered excellent facilities to hone their skills under the expert and able guidance of seasoned coaches.

**SS units** of the colleges orient the students to social welfare activities and dedicated community service, which encourages them to reach out to the under-privileged and socio-economically challenged sections of society. **NCC units** impart training to NCC cadets and instil in them **discipline and leadership** qualities. Cadets are also encouraged to participate in adventure excursions. A number of **Blood Donation Camps** in collaboration with P.G.I. Blood Bank Society / various Blood Bank societies are also organized regularly.

Decent and affordable **Hostel Facilities** are provided to the students either

on the college campuses or elsewhere. These hostels, modern in concept and design, offer **comfortable accommodation** with common rooms, guest rooms, TVs, newspapers, fans, geysers, water coolers, public telephones, indoor and outdoor games, hygienic food, reading rooms etc. **Medical facilities** such as a dispensary, a nurse and a visiting doctor are also available on the campus.

Though all the colleges offer a very congenial and safe atmosphere for the pursuit of academics for girls, yet each of these colleges has **Redressal of Grievances and Prevention of Sexual Harassment Cells** to prevent any type of sexual harassment against female students. These **Help Desks** are headed by senior faculty members of the

Colleges and girl-students are encouraged, not only to freely access them, but also to discuss any gender specific issues of concern. Advice and assistance is offered to them for resolving their personal problems. There is a positive commitment to safeguard the interests of girl students and to take initiatives which may lend more quality and dignity to their lives.

The Colleges have a pro-active approach towards placement of their graduating students. **Placement Cells** have been set up for establishing contact with potential employers and organising campus interviews. A large number of industrial houses participate in the campus interviews every year.

**Welcome to new heights of all-round excellence !**

# RECENT INITIATIVES OF THE DIRECTORATE OF HIGHER EDUCATION, CHANDIGARH ADMINISTRATION

The Directorate of Higher Education, Chandigarh Administration works round the year for the development of all the Government Colleges. Some of the projects / proposals initiated during the session 2006-07 are as follows :-

- ❖ Creation of **new posts of Deputy Director (Colleges), Deans and Vice-Principals** in the Government Colleges.
- ❖ Introduction of **new courses** in different Government Colleges.
- ❖ **Increasing the Hostel capacity and providing more facilities** in different Government Colleges.
- ❖ **Provision of Fire Safety Measures** in Colleges.
- ❖ Starting of **Remedial Classes for needy students** in Government Colleges.
- ❖ **Provision of Hostel libraries** in Government Colleges.
- ❖ **Nutritional content of Hostel Food** to be monitored regularly.
- ❖ Launching of **Youth Red Cross Wing with** Institutional Life Membership for Colleges.
- ❖ **Incentives to NCC cadets** and Associate **NCC officers**.
- ❖ College-wise **information and Calendar of Activities for Placement Cells** of all Government Colleges.
- ❖ **Safe Driving Campaign – Helmet Bank in Colleges**.
- ❖ **Stress Help Desk** constituted in Colleges and Hostels for counselling students during examinations.
- ❖ **Quizdom and Wisdom Caravan – Newsletters** for college students.
- ❖ Proposal for implementing an **education and employment enhancing initiative – NAC – NASSCOM ASSESSMENT OF COMPETENCE**.
- ❖ **Road Safety : Our Concern – Road Safety Education** to be introduced in Government Colleges.
- ❖ Proposal for providing **microphones to teachers**.
- ❖ **Weekly meetings of Principals and Librarians with Director Higher Education. Monthly meetings of Placement Cells of different Colleges and Superintendents of the Colleges with Deputy Director (Colleges)**.

# ACADEMIC COURSES

Sr. No.	Name of the College	Name of the Courses offered	Last Date for Submission of Application Forms
1.	Government College, Sector 11, Chandigarh. Telefax : 2740597 Website : www.gc11.com E-mail : gc_11chd@yahoo.com	B.A. (Only for Boys) B.Sc. (Medical & Non-Medical) (Co-educational)  B.Com. & B.C.A. (Only for Boys) B.Sc. (Computer Science) (Co-educational)  B.B.A. (Co-educational) B.Sc. (Hons.) Biotechnology (Co-educational) (Three-Year Course) M.Sc. (IT), M.A. English & M.A. History (Co-educational) B.P.Ed I (Four-Year Course)(Only for Boys) (Not Recognized by NCTE yet) Add on courses in (1) Journalism (2) Video Reporting (3) Video Editing	On the spot admission for B.A. I, B.Sc. I (Med & Non-Med.) as per merit.  23.06.2007  23.06.2007 23.06.2007 23.06.2007 3.7.2007  23.06.2007
2.	Government College For Girls, Sector 11, Chandigarh Tel. : 2740614 Website : www.gcg11.ac.in E-mail : gcg_principal@yahoo.co.in	B.A., B.Sc., (Med. & Non-Med.),  B.Com., B.C.A., B.Sc.(Computer Science)  M.A. (Music Inst.), M.A. (Music V), M.A. (Economics), M.A. (Pub. Admn.) and M.A. (Dance)	On the spot admission for B.A. I, B.Sc. I (Med & Non-Med.) as per merit  23.6.2007  23.06.2007

Sr. No.	Name of the College	Name of the Courses offered	Last Date for Submission of Application Forms
3.	Government College For Girls, Sector 42, Chandigarh Ph. : 2676005 Website : gcg42.org E-mail : gcg42chd@yahoo.com	B.A., B.Sc., (Med. & Non-Med.)  B.Com, B.C.A. B.Sc. Computer Science (Elective) B.Sc. Biotechnology (Elective) & B.Sc. Biotechnology B.Sc. I Microbiology (Elective)  Postgraduate Diploma in Translation (English to Hindi) Postgraduate Diploma in Dress Designing Postgraduate Diploma in Mass Communication  M.A. I (English)  M.Sc. I (Zoology)	On the spot admission for B.A. I, B.Sc. I (Med & Non-Med.) as per merit.  23.06.2007  23.06.2007  As per University date.  02.7.2007  Date to be intimated on the College Notice Board.
4.	Government College (Co-educational), Sector 46, Chandigarh Telefax : 2676010 Website : www.gc46chandigarh.com E-mail : govtcollege_46@yahoo.co.in	B.A.  B.Com., B.C.A.  M.Com. (Semester System)	On the spot admission for B.A. I as per merit.  23.06.2007  23.06.2007

Sr. No.	Name of the College	Name of the Courses offered	Last Date for Submission of Application Forms
5.	Government College of Commerce & Business Administration (Co-educational) Sector – 19, Chandigarh. Tel . :- 2700377 Website : gccba_chd@yahoo.co.in	B.Com. -I B.B.A. -I	23.6.2007

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

# PROSPECTUS ON I NTERNET

Prospectus is also available on the website of Chandigarh Administration <http://chandigarh.nic.in>. The prospectus and the Admission Form can be downloaded and submitted to the college where a student wants to seek admission. A Bank Draft of Rs. 50/- should be attached alongwith the Form, both in case of new and old students who download the prospectus. It should be addressed to Principal, Govt. College \_\_\_\_\_, Sector \_\_\_\_\_, Chandigarh. The student should mention the name of the college as above on the bank draft. Please send the form through registered post or submit it at the counter of the college where you are applying for admission. Apply on a separate Admission Form for each college and each course.

Date of Publication of  
Prospectus : 30-5-2007

Price : Rs. 50/-

By Regd. Parcel : Rs. 100/-

Sd/-  
Director Higher Education,  
Chandigarh Administration

# INSTRUCTIONS TO FILL THE ADMISSION FORM

1. Fill a separate form for each college and each course.
2. Each prospectus will have two forms and a student can apply in two colleges/two courses.
3. Write in blue ink.
4. Fill up all the columns carefully.
5. Write in a legible hand. Forms with overwriting shall not be accepted.
6. Tick mark Reservation, if any.
7. Give full form of the Board/University from which you have passed the last examination.
8. Attach character certificate from the last institution attended. Private candidates will attach the character certificate signed by a gazetted officer.
9. Attach proof of your residence i.e.(Ration Card / Driving License / Voter's Identity Card).
10. If reserved category, attach the required documents.
11. If you are declared pass in +2 but have failed in one or more subjects, mention this fact clearly in the column of the previous class passed.
12. Parents/Guardians should sign the declaration and undertaking.
13. Fill the details of the classes passed. You can also attach an extra sheet indicating the marks in individual subjects.
14. Attach attested copies of all the certificates.
15. Original certificates and documents should be brought at the time of interview.
16. Old students should purchase the Admission Form @ of Rs. 5/- each.

**NOTE :-** (i) U.T. Pool.Candidates - Those who have passed their lower qualifying examination as regular candidates from U.T., Chandigarh Schools and Colleges.

(ii) General Pool.Candidates – Those who have passed their lower qualifying examination from Schools and Colleges outside U.T., Chandigarh.



# ADMISSIONS

## ELIGIBILITY

- (i) Students are advised to ascertain from the Panjab University their eligibility to the class to which they seek admission. They are also required to furnish the **eligibility certificate** in original alongwith their application form only wherever required. The college shall not own any responsibility in case the university does not approve their admission.
- (ii) Their admission will be provisional subject to confirmation by the Panjab University. They are, therefore, required to furnish the original certificates within ten days of their admission.
- (iii) Only those who are not covered by the Equivalence chart issued by the Panjab University are required to bring an eligibility certificate from Panjab University for TDC I classes.
- (iv) English for B.A./B.Sc. (General) 1st Year Class :—  
Candidates who have passed +2 examination without English from any recognised Board/Body/Council/University, are eligible to join B.A./B.Sc.Part-I if they fulfil other requirements for admission such as minimum percentage of marks etc.
- (v) Open School +2 Pass Candidates :—  
Students who have passed +2 exam.

from recognized Open Schools are eligible for admission to the B.A./B.Sc. (General)/ B.Com.-1st year course only if their result is shown as “PASS” in their certificates issued by the said Open Schools and they have obtained the requisite percentage of marks prescribed under the University Regulations for admission to the concerned course. In case their result has not been shown as “PASS” in the relevant column of the said certificate they will not be admitted.

- (vi) **Students from other Universities/ Boards seeking admission to the colleges will be admitted on production of the original certificate of examination passed, original inter-university migration certificate and detailed marks certificate at the time of interview.**

A booklet containing information regarding examinations of other Indian Universities/ Boards/ Bodies which are recognised by the Panjab University in a printed form can be obtained from the office of the Deputy Registrar (General) Panjab University, Chandigarh.

Only eligible candidates will be admitted to the course concerned. The responsibility for wrong admission or allowing an incorrect combination of subjects to a student shall

lie entirely with the college/department authorities.

The Eligibility Certificate will be issued by the University only in doubtful cases.

In case of any doubt, the candidate may be advised to obtain an Eligibility Certificate from the Panjab University by filling up the requisite form. The requisite Eligibility Fee may also be remitted with the State Bank of India, (Branch, Sector 14), Panjab University, Chandigarh.

No provisional admission shall be made without ascertaining eligibility. After obtaining the Eligibility Certificate, the candidate should submit the same to College/Deptt. where he/she is seeking admission.

## RESERVATION

Reservation of seats in different categories viz, Scheduled Castes, Scheduled Tribes, Dependents of Defence and Paramilitary Personnel, Freedom Fighters, Physically Challenged, and Sports will be made in accordance with the rules and instructions framed by the Chandigarh Administration from time to time.

**A candidate applying in a reserved category shall carefully indicate his/ her claim for only one category in the Admission Form.** In case the candidate

wrongly indicates claim for more than one reserved category, the one claimed in the first instance shall be considered. No change of category will be entertained/permitted in the Application Form or otherwise at a later stage.

**As per letter No. 19/1/93/IH(3)5311 dated 18th March, 1999 from Home Secretary, Chandigarh Administration, the following policy shall be followed as regards reservation of seats.**

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

**Note:-** In the U.T. Pool qualifying examination means + 2 or equivalent examination from U.T.

Chandigarh recognized schools & for Post graduate classes a Bachelor's degree or a Post graduate degree from recognized Chandigarh colleges.

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

**(a) Reservation of Seats (for all the classes)**

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

Category	U.T. Pool	General Pool
Scheduled Castes	14%	15%
Scheduled Tribes	—	5%
Differently abled Physically Challenged Persons	3%	3%
Wards of Freedom Fighters	2%	2%
Wards of Defence Personnel	5%	5%
Sports Categories	2%	2%

**Note :**

- (a) **For B.P.Ed. courses reservation is 60% of seats for UT and 40% seats for General pool.**
- (b) **Reservation for the Dependents of Defence/ Para-military Personnel etc. on the following priority :**
  - (a) Sons/daughters/spouses of Defence personnel who are awardees of gallantry decorations of Paramvir/Mahavir/Vir Chakra in person or posthumously.

**OR**

- Sons/daughters/spouses of Defence personnel and Para-military personnel like CRPF, BSF etc who are killed or are totally incapacitated in action while in service and were wholly dependent on them.
- (b) Sons/daughters/spouses of Defence personnel and Para-military personnel like CRPF, BSF etc. who died while in service and were wholly dependent on them.
- (c) Sons/daughters/spouses of Defence personnel and Para-military personnel like CRPF, BSF etc. incapacitated while in service and were wholly dependent on them.
- (d) Sons/daughters/spouses of ex-servicemen (Defence and Para-military personnel like CRPF, BSF etc.) who are wholly dependent on them.
- (e) Sons/daughters/spouses of serving persons (Defence and Para-military personnel like CRPF, BSF etc.) who are wholly dependent on them.

## **Panjab University Regulations**

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

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

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

### **(c) Reservation for Differently Abled (Physically Challenged)**

The physically challenged student will furnish a medical certificate issued by the Principal Medical Officer of his concerned district/Civil Surgeon of Chandigarh, indicating percentage of disability whether he/she is otherwise able to pursue his/her studies, name of the disease/handicap, whether handicap is temporary or permanent, whether handicap is progressively degenerative. The students with a temporary handicap would not be considered against the reserved seats for physically challenged, where the certificate is issued by any authority other than the Principal Medical Officer of Chandigarh. The concerned Head of the institution shall refer the candidate to the Principal Medical Officer,

Chandigarh and shall admit the candidate only after confirmation from the P.M.O., Chandigarh.

### **(d) Reservation for Wards of Freedom Fighters**

Note : 2% seats in each pool would be filled from the children and grand children of Freedom Fighters.

### **(e) Concession to the Wards of Kashmiri Displaced Persons**

As per letter No. F.10--1/2006-Desk(U) dated 8.3.2006 of Ministry of Human Resource Development, the following concessions are provided to the Kashmiri migrant students in the matter of their admission.

(i) Extension in date of admission by about 30 days (ii) Relaxation in cut off percentage upto 10% subject to minimum eligibility requirement. (iii) Increase in intake capacity upto 5% - course-wise (iv) Reservation of at least one seat in merit quota in technical professional institutions. (v) Waiving of domicile requirements. (vi) Facilitation of migration in second and subsequent years.

### **(f) Concession to the direct descendents of Kargil Martyrs**

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

## **IMPORTANT INSTRUCTIONS ABOUT RESERVATION POLICY**

- (a) The students belonging to above reserved categories admitted on the basis of their merit in the general category will not be counted towards the seats reserved for the categories concerned.
- (b) The student who applies in more than one reserved category will be considered in each reserved category in which he/she applies for admission, maintaining his/her inter se seniority in each reserved category on the basis of merit in each category. In such case, the student will get the benefit in one category of his/her choice. However, no further reservation shall be allowed within the reserved categories.
- (c) The student belonging to the above categories will also be considered in the general category according to his/her merit.
- (d) All candidates seeking admission except in the case of Chandigarh Medical College and Punjab Engineering College (where the existing practice shall continue) will furnish an undertaking as under along with their application form :

I certify that I have no such physical handicap/disability which would hinder the pursuit of studies in the course in which I

am seeking admission. If at a later stage it is found that I have a physical handicap/ disability which hinders the pursuit of studies in the course in which I am seeking admission then my admission will be liable to be cancelled.

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

Any change in the policy for reservation of seats etc. for admission to different categories, by the Chandigarh Administration will be available with the concerned committees.

### **SPECIFIC INSTRUCTIONS ABOUT RESERVATION POLICY :**

Note-I—Rules of Reservation Policy existing at the time of admission will be applicable.

Note II—As per letter No. 2457-2657/Misc/A-6 dated 11-4-2003 from the Registrar, P.U., Chandigarh, weightage of marks to N.C.C. certificate holders for admission to affiliated colleges w.e.f. the academic session 2003-2004 shall be as under :

Certificate A : 1% B:2% C:3%

“maximum weightage of the marks of 4% for distinction in any or all the co-curricular activities shall be maintained.”

## **GUIDELINES FOR ADMISSION TO THE RESERVED CATEGORIES OF SPORTS**

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

1. Two per cent of the total number of seats in each course shall be filled up with sportsmen/sportswomen. These two per cent seats shall be reserved in both Engineering/Non-Engineering courses in the institutions on the basis of total intake of each branch. Fraction of 0.5 or above shall be rounded off to the next higher number. This category shall not be divided into U.T. pool/General pool. The inter merit of the candidates seeking admission in any course in the reserved category of sports shall be determined only on the basis of their merits in sports as per grading criteria mentioned. In case any of the seats in the sports category in any branch remains unfilled, the same shall be thrown open to the candidates of general category. This policy is for the players of Chandigarh only.
2. Benefit of reservation under this category shall be available only to the following category of students :
  - (a) Those who pass their qualifying examination from Schools/Colleges, recognised by the Chandigarh Administration in the Union Territory of Chandigarh as regular students and have applied for gradation certificate will be given admission subject to the condition that such students must represent Chandigarh State/Schools etc. in the National/other recognised tournaments.
  - (b) Where the Chandigarh Administration has adopted the notification of other States/ U.Ts. on reciprocal basis, to give benefit of reservation in admission in sports category in Chandigarh, they will be graded as per the existing policy of the Chandigarh Administration.
  - (c) Countersigning of the Gradation certificates shall only be admissible on reciprocal basis provided that countersigned certificates will be graded as per the policy of the Chandigarh Administration.
3. Students seeking admission to this category shall be considered only :
  - (a) If his/her age falls within the age group which is eligible for participation in Inter-College/Inter University Tournaments.
  - (b) If his/her achievement in sports relates to his/her activity in any of the three years preceding the year of admission. (for example, for admission in the year 2007-08, the achievements shall not be prior to April, 2004).
  - (c) Gradation Certificate will not be meant for employment purposes.

4. The Director Sports, Chandigarh Administration, or his nominee, not below the rank of the Joint Director, Sports will issue the certificate, and also have the authority to cancel any certificate at any time, if it is found to have been issued on false/incorrect/concealed information or record.

The merit of certificates shall be graded as 'A', 'B', 'C', 'D' in the descending order. Details of these grades are available with the admission committees of all the colleges.

## HOW TO APPLY FOR ADMISSION

1. Fill a separate Admission Form for each college and each course.
2. Students applying for admission to more than one course or college should submit a separate Admission Form for each course/college.
3. Application for admission to the college must be made on the prescribed form.
4. Application for admission must be accompanied by the attested copies of :
  - (i) Character Certificate from the Head of the Institution last attended. Candidates, who have passed their qualifying examination as a private candidate, should submit a Character Certificate attested by a Gazetted Officer
  - (ii) Matriculation/Sr. Secondary Certificate showing date of birth.
  - (iii) Board/University Certificate showing the

previous examination passed.

5. Every candidate seeking admission should affix one copy of his/her passport size photograph on the specified column / place in the Admission Form.
6. Application for admission must be submitted within the specified period as given by the colleges in their respective sections. Applications incomplete in any respect or received in the office after the expiry of due date shall not be entertained. Please collect the Acknowledgement Slip from the college where you are applying for admission.

## GENERAL RULES OF ADMISSION

1. Candidates and their parents/guardians are expected to read the Prospectus carefully before applying for admission. Candidates should consult the page of the relevant course and the college where they want to apply.
2. Admission to the various classes is made strictly on **Merit/First Come First Served Basis** in accordance with the Panjab University and Chandigarh Administration rules. The merit shall be determined on the basis of marks obtained in all the subjects opted for by the candidates. In case the marks of two or more students are the same, the age factor would decide the merit, the older is senior.
3. The admission forms shall have separate columns for father's and mother's names.

The mother's name alongwith the father's name shall be mentioned in all the records. However, in case some students do not wish to declare the name of both the parents (either of mother or father) they may not be forced to do so and no one be denied admission on this ground.

4. For admission, fraction of marks less than the requisite percentage would not be rounded off to the advantage of the candidates, i.e. 32.9%, 39.9% and 49.9% shall not be rounded off to 33%, 40% and 50% etc.
5. Failed students from any institution shall not be admitted to any of the colleges.
6. It shall be the sole discretion of the Principal/Admission Committee to admit or not to admit the detained students of the college.
7. Students disqualified by any University/Board shall not be admitted to the colleges. Such students need not apply for admission.
8. In case of late declaration of result by the Panjab University, the normal admission will take place within 10 working days of the declaration of result subject to the availability of seats. This rule will not apply to a candidate who passes the lower examination from any other University/Board. It means that those students whose result is declared late by the University other than Panjab University shall not be allowed late admission to these colleges under any circumstances.

9. Candidates with a break in their studies will not be admitted to any college until the gap is explained to the satisfaction of the Principal of the concerned college.
10. For gap year, a student is to supply an affidavit, a specimen copy of which is attached as annexure.
11. The Principal's decision shall be final and binding regarding interpretation of rules for admission. Notwithstanding any rule incorporated in the Prospectus, the Principal of a college reserves the right for admission.
12. In case the conduct of a student during the session is not satisfactory, the Principal has every right to cancel his/her admission.

### DEFICIENT SUBJECTS

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

- (a) The applicants must seek clarification from the Admission Committee about the deficient subject/subjects and the same must be cleared by them within two consecutive chances as per the Panjab University rules.
- (b) If a candidate is being admitted in the III year of B.A./B.Sc./B. Com., he/she will have to clear the deficient subject/

subjects of 1st year and 2nd year of B.A./B.Sc./B.Com. as the case may be wherever applicable.

- (c) However, candidates coming from **universities of other States (other than Punjab State)** will be given admission only if there is no deficient subject in B.A./B.Sc./B.Com. Part I and II as the case may be. Scrutiny committee will clearly state against the relevant column in the Admission Form whether a candidate has a deficient subject or not, and admission committee will counter sign it.

### LATE ADMISSIONS

- 1) The permission of the Vice-Chancellor is necessary for admission after the expiry of the last date. Late fee has to be paid at the university fee counter and the receipt should be attached with the Admission Form.
- 2) A student whose result of +2 examination conducted by a School Board is published late, but not later than 10th August of the year of admission, may be admitted without late fee **within 15 working days** of the declaration of the result **depending upon the availability of seats and the fact that the Admission Form has been deposited as 'Result Awaited Case' before the last date of submission of Admission Forms.** The attendance of such a student shall be counted from the date of admission.

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

In the case of Panjab University students who have already appeared in any of its examinations and the result is declared late, admission to the next class/course may be allowed within **10 working days** from the date of declaration of the result without charging any late fee.

### MIGRATION

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

### FOREIGN STUDENTS

The Principals admit a limited number of foreign students to various classes in their colleges on the recommendation of respective admission

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

The scholarship grant does not cover refundable securities which the foreign students are required to deposit at the time of admission. They must, therefore, bring with them an additional sum of Rs. 10,000/- for the purpose. They are required to pay a Registration Fee of US \$ 370/- at the time of admission.

The following rules shall apply to the foreign students seeking admission in these colleges in addition to the rules governing other students:

- (i) An eligibility certificate from the Panjab University indicating the particular class to which they can be admitted.
- (ii) A certificate of proficiency in English language as per the University rules.
- (iii) A certificate of registration from the local police.
- (iv) Original letters of scholarships in case of those who are Government of India scholars.
- (v) Residential permit.
- (vi) Birth certificate showing date of birth and father's name.

(vii) Passport/Visa.

(viii) Original migration certificate.

(ix) Copies of original as well as attested copies of academic certificates.

(x) Other testimonials, if any.

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

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

## INTERVIEWS

All the candidates found eligible for admission shall be interviewed by the Admission Committee on the dates notified in the Prospectus. For seeking admission, a candidate must present herself/himself for interview before the Admission Committee. A candidate who does not attend the interview shall not be admitted. Only a candidate for a hostel seat should be accompanied by his/her parents/guardian. Certificates/testimonials must be produced in original at the time of interview.

## IMPORTANT INSTRUCTIONS REGARDING ADMISSION AND GENERAL CONDUCT

**All the admissions to these colleges are provisional and subject to the approval of the Panjab University. The college will not be held responsible in case the university does not approve the admission of the student i.e. for giving incomplete information, concealing necessary facts or attaching incomplete testimonials or choosing wrong combination of subjects, or delayed submission of certificates etc. The payment of any fine/ penalty imposed by the P.U. for any default in this regard shall be the personal responsibility of the students.**

**Students are advised to keep a photocopy of the Submitted (filled) Admission Form for future reference.**

In case of doubt, parents / guardians / students are requested to consult and confirm the eligibility for admission so that hardships / rejections are avoided later on.

Students are advised to carefully read and follow the instructions in the notices displayed on the various notice boards.

**Any other instruction or rule received from the DHE, Chandigarh Administration/ P.U., after the publication of this Prospectus will be binding on students. A copy of any new instructions will be**

**available with the Admission Committee/ Office.**

In case any student is found to have supplied false information or certificates etc., or is found to have withheld or concealed any information in the application form, the student's name would be struck off the college rolls and all fees and other dues paid by him / her up to the date of such removal would be forfeited. The colleges may take any further action against the student and his / her parents / guardian that it considers suitable as per rules.

## **CHANGE OF SUBJECTS**

### **B.A./ B.Sc. I**

**Change of subjects in B.A./ B.Sc. I is not a matter of right. A change will be allowed if seats are available in a particular subject combination.**

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

## **RULES FOR ELIGIBILITY TO APPEAR IN THE UNIVERSITY EXAMINATION**

### **Attendance Requirement :**

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

- (i) 75 per cent of the full course of lectures delivered to his/her class in each subject offered by him/her.
- (ii) 75 per cent of the periods assigned to practical work in each concerned subject.
- (iii) 75 per cent of the tutorials/practicals for B.Com. classes in each of the subjects offered by him/her.

**Important Note :** *Any change in the eligibility condition would be available with the concerned committees.*

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

**Re-admission : If a student's name is struck off the college rolls, he/ she is required to seek re-admission within 10 working days.**

## **HOUSE EXAMINATIONS & INTERNAL ASSESSMENT FOR TDC CLASSES**

- (i) As per the instructions of Panjab University, Chandigarh, internal assessment based

upon September & December Tests is to be sent on the proforma provided by the Panjab University. The assessment is based on 4% marks in September Test and 6% in December Test in each paper of all the subjects of B.A. I, II, III; B.Sc. I, II, III; B. Com. I, II, III and B.C.A. I, II, III. In addition to this, for B.Com. I, II, III 10 marks in each paper are reserved for practicals. However, there are no practicals in the subjects of Punjabi/HCP in B.Com. I.

- (a) For B.B.A. I, II & III, the internal assessment is 20%.
  - (b) Absence or exemption from the examination on any ground (even medical) is treated as failure with nil marks.
  - (c) Students found guilty of using unfair means in the house examinations will abide by the decision of the UMC Committee as per rules.
  - (d) A student attending NCC Camps/Sports / Cultural Activities will seek prior permission for absence in September/December Tests. He/she may be allowed to appear in a Special Test, if held at the discretion of the Principal.
- (ii) A student is required to obtain :
- (a) A minimum of 25 per cent marks in the aggregate of all subjects in the house examinations is required to be eligible to appear in the annual university examination.



- (b) A minimum of marks as per the latest Panjab University rules in the special test; if held, at the discretion of the Principal, subsequent to regular house examinations.

## HOUSE EXAMINATIONS & INTERNAL ASSESSMENT FOR POSTGRADUATE CLASSES

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

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

For M.A. and M.Com. classes, the detail of assessment is as below :

As per the Panjab University letter No. 4251-4400/GM dated 05-04-2005 the internal assessment will be as under :

- (1) Terminal evaluation : 80%
- (2) Continuous assessment : 20%
- (3) Continuous assessment may include written assignments, snap tests, participation in discussions in the class, term papers, attendance etc.
- (4) 20% continuous assessment has been qualified as under :

Three Tests :

- |                |                           |
|----------------|---------------------------|
| (i) 25 Marks   | } 2 best tests = 50 marks |
| (ii) 25 Marks  |                           |
| (iii) 25 marks |                           |

Snap Tests	: 15 Marks	} 50 Marks
Participation in		
Class discussions	: 10 Marks	
Term Papers	: 15 Marks	
Attendance	: 10 Marks	

Total : 100 marks reduced to 20 marks.

The same will be based upon class attendance and participation in seminars, case discussions, snap tests etc. for each paper.

**Those who offer practical subjects can not appear privately.**

## LEAVE RULES

- (i) Students should apply for leave on the leave application form available in the college office.
- (ii) Prior sanction for leave must be taken. In case of sickness or an emergency, the leave application must be submitted within a week.
- (iii) Application for sick leave for more than five days will have to be supported by a Medical Certificate from a Government Dispensary/Hospital.
- (iv) Absence fine without leave is Re. 1/- per period and Rs. 4/- for the whole day.
- (v) Leave on medical grounds or otherwise does not entitle a student to claim benefit of lectures or for appearing in the Special Test.

## LIBRARIES

All the five Government Colleges have got well

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

## TEXT BOOK LIBRARY

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

## LIBRARY RULES

- (i) Identity Card/Library Card-cum-Reader's Ticket/PVC Identity Card/Library Card.

As soon as a student is admitted to the college, he/she will be issued an Identity Card/Library Card-cum-Reader's Ticket on production of fee receipt. **Four ticket size photographs are to be fixed each on the identity card and membership card, and two on reader's tickets.** Every student shall keep his/her identity card on his/her person during his/her stay in the college. A student who fails to produce identity card on demand may be refused entry in the classes/library and may become liable for disciplinary action.

- (ii) Issue of Books
  - (a) Two (Three in case of Hons. and Postgraduate classes) books shall be issued for 14 days.

- (b) Overdue fine @Rs. 1/- per book per day shall be charged.

### WITHDRAWAL OF ADMISSION / LIBRARY SECURITY

1. **Withdrawal of Admission** - A student should apply for withdrawal of his or her name failing which the student is liable to pay all college dues.

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

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

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

2. **Refund and Lapse of Security of Students leaving college** - All outgoing students must submit their Library Security Refund Form (available in the Office) to the dealing assistant of the office.

3. **For Students leaving College Mid-Session** - Application for refund of security must be made on the prescribed form immediately on leaving the college.

**N.B.: Security will lapse if not claimed within one year of leaving the college.**

### ACADEMIC PRIZES

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

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

### ROLL OF HONOUR

Roll of Honour is awarded to the outstanding students on their winning distinction in academics/co-curricular activities/sports and the record is maintained in the Roll of Honour Register.

### COLLEGE COLOURS AND MERIT CERTIFICATES

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

## CONCESSIONS, SCHOLARSHIPS & PRIZES

( For Various Categories of Students i.e. SC, Physically Handicapped and Economically Weaker Sections etc.)

Name of the	Co-ordinators College
Govt. College, Sector 11, Chandigarh	<b>Prof. Simrat Rana &amp; Prof. Prasanta Das</b>
Govt. College for Girls, Sector 11, Chandigarh	<b>Mrs. Nirmal Gupta &amp; Dr.(Mrs.) Krishna Kalsia</b>
Govt. College for Girls, Sector 42, Chandigarh	<b>Dr. (Mrs.) Manjit Kaur &amp; Dr. (Mrs.) Rewa Sharma</b>
Govt. College, Sector 46 (Co-educational), Chandigarh	<b>Dr. (Mrs.) Hem Nagpal &amp; Mr. B.P. Yadav</b>
Govt. College of Commerce & Business Administration, (Co-educational) Sector 19, Chandigarh.	<b>Mr. Inder Parkash</b>

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

#### 1. General Students

Concession in Fee; (Refer to Common Fee Concession Application Form given in the Prospectus).

Half Tuition Fee concession is given to 10% of admitted students.

## 2. Half Fee Brother/ Sister Concession

Students whose elder brother/ sister is paying full fee in any Govt. College of Chandigarh Administration, should apply for concession within 15 days after getting admission in their respective college / same college.

## 3. Blind Students Concession

All blind candidates shall be exempted from payment of tuition fees and admission fees in respect of all the classes.

## 4. Concession for descendants of Kargil Martyrs / Permanent disabled

Concession in College Fee and Hostel Fee will be given to descendants of Kargil Martyrs / permanent disabled vide letter No.Misc./A-6/3501-3725, dated 18.4.2007 received from the Panjab University.

## 5. SC/ ST Students—Books & Stationery

These students are given free books and stationery. All SC/ST students are eligible for books and stationery.

Under this scheme, the Education Department, Chandigarh Administration provides free books and stationery to each SC/ST student as under :

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

## 6. Non Hindi Speaking Scholarships

The main object of the scheme is to encourage the study of Hindi in Non-Hindi speaking States and to make available to the Governments of these States, suitable personnel to man teaching and other posts where knowledge of Hindi is essential.

Under the Govt. of India scheme scholarships are sanctioned to students from Non Hindi speaking States for Post Matric Studies in Hindi.

Five scholarships are given by the Chandigarh Administration as follows :—

Rs.500/- p.m. for B.A./B.Sc./B.Com. (Pass & Honours) I, II, III

Rs. 1000/- p.m. for M.A. I, II

## 7. Meritorious Students Scholarship

Under the Govt. of India National Scholarship Scheme and UT State Merit Scholarship Scheme meritorious students are given scholarship @ Rs. 100 p.m.

1. 86 scholarships are given under the Govt. National Scholarship Scheme.
2. 21 scholarships are given under the UT Merit Scholarship Scheme.

## 8. Poor/ Needy Students

Economically Weaker Students (If the income of their parents is less than Rs. one lakh per annum) are given financial aid out of Students' Aid Fund & Red Cross Fund.

**Note :— These concessions are not applicable to self-financing courses.**

## OTHER SCHOLARSHIPS/ STIPENDS

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

1. Indian Council for Cultural Relations Scholarship.
2. Post Matric Scholarship for SC/ST students.
3. Scholarship to the disabled students pursuing studies from Class IX onwards.
4. Handicapped Students' Scholarship.
5. Award of Scholarship out of P.U. Students' Relief Fund.
6. Sanskrit Scholarships

Meritorious students who had taken up Sanskrit in 10+2 exam and opt for Sanskrit as an elective subject in B.A. I are eligible to apply for Sanskrit Scholarships in B.A. I, II & III as and when granted by Rashtriya Sanskrit Sansthan, New Delhi (Contact college office for further information).

7. Award of P.U. Sports Stipend.
8. Sanction of scholarship to students whose earning parent dies and the family income therefore falls within the prescribed income limit as given in the centrally sponsored scheme of Post Matric Scholarship for SC/ST students.

9. Award of Chandigarh (UT) Govt. Merit Scholarship (Eligibility to be determined on the basis of result of B.A./B.Sc. Final Examination).
10. National Merit Scholarship DPI (C) Punjab.
11. State Merit Scholarship DPI (C) Punjab.
12. Post Matric Studies in Hindi DHE, Chandigarh Administration
13. Student Aid Fund.

## DISCIPLINE

Students are expected to maintain proper discipline in and outside the class room/college. The following instructions should be noted for strict compliance :—

**RAGGING IS STRICTLY PROHIBITED** : Any student found indulging in ragging, committing or abetting ragging shall be punished/rusticated/expelled/suspended from the college. Ragging includes disorderly conduct whether by words, spoken or written or by an act which has the effect of teasing, treating

and handling with rudeness any other student, indulging in rowdy or undisciplined activities which cause or are likely to cause hardship or psychological harm or to raise fear or apprehension in a fresher or a junior student. Anti Ragging Helplines have been formed in all the respective colleges.

- \* **Use of Mobile Phones in the class rooms and library is strictly prohibited.**
- \* Smoking, drinking and playing of cards on the college campus is strictly prohibited.
- \* Disciplinary action will be taken against those who are found guilty of causing damage to the college property.
- \* Students must make it a point to read the Notice Board daily to know the latest notices. Ignorance of orders duly displayed on the Notice Board shall not be accepted as an excuse for non-compliance.
- \* Students violating rules and resorting to

indiscipline are liable to be punished in the form of heavy fine, withdrawal of concession or stipends and even expulsion from the college in extreme cases.

- \* **Students who are under age and do not have a valid driving licence for a two wheeler or a four wheeler are not allowed to drive as per the directions of the Hon'ble Punjab and Haryana High Court. They are advised not to bring their vehicles to the college.**
- \* **Students are advised to be regular in the classes & House Examinations. Parents should remain in touch with the faculty members to know about their ward's academic performance.**
- \* Students must keep their vehicles at the cycle/scooter stand. Plying of vehicles on the college campus is not allowed.
- \* Students must be punctual.

## FEE STRUCTURE FOR ALL GOVERNMENT COLEGES OF CHANDIGARH FOR THE SESSION 2007-08

Class	Ist Instalment (Rs.)	IInd Instalment (Rs.)	Total (Rs.)	Class	Ist Instalment (Rs.)	IInd Instalment (Rs.)	Total (Rs.)
B.A. I	3785	2720	6505	BIO-TECH-I (Hons.)	11675	11370	23045
B.A. II	2840	2550	5390	BIO-TECH-II (Hons.)	10760	11310	22070
B.A. III	2840	2585	5425	BIO-TECH-III (Hons.)	10760	11345	22105
B.Sc. I (M)	4505	3740	8245	BIO-TECH-I (E) & MICROBIOLOGY (E)	10760	11345	22105
B.Sc. II (M)	3560	3570	7130	BIO-TECH-II (E)	5720	5990	11710
B.Sc. III (M)	3560	3605	7165	BIO-TECH-III (E)	5720	6025	11745
B.Sc. I (NM)	4265	3500	7765	Dip. in Translation	2755	1885	4640
B.Sc. II (NM)	3320	3330	6650	DIP. IN MASS COMMUNICATION			16000
B.Sc. III (NM)	3320	3365	6685	DIP. IN DRESS DESIGNING			16000
B.Sc. I (CS)	4475	3970	8445	BCA-I	20,000+ 675	920	21595
B.Sc. II (CS)	3530	3800	7330	BCA-II	20,000+ 365	750	21115
B.Sc. III (CS)	3530	3835	7365	BCA-III	20,000+ 365	785	21150
B.Com. I	3785	2720	6505	BBA-I	8750+ 675	920	10345
B.Com. II	2840	2550	5390	BBA-II	8750+ 365	750	9865
B.Com. III	2840	2585	5420	BBA-III	8750+ 365	785	9900
M.A. /M.Com.I	4285/4395	3310/4320	7595/8715	M.Sc. (IT)—I	30,000+ 675	1860	32535
M.A./M.Com. II	3340/3290	3345/4355	6685/7645	M.Sc. (IT)—II	30,000+ 365	1895	32260
B.P.Ed. I	7075	5950	13025	M.Sc.-I ZOOLOGY			16000
B.P.Ed. II	6360	6340	12700	ADD ON COURSES FEE :			
B.P.Ed. III	6120	6100	12220	BIO-INFORMATICS	4800		4800
B.P.Ed. IV	5880	5895	11775	EDITING	1800		1800
				JOURNALISM	1800		1800
				TOURISM & TRAVEL MANAGEMENT			1800
				ENVIRONMENTAL AUDITING			1800
				VIDEO REPORTING			3000

**Note :** Fee per practical is Rs. 240/- (for six months) for B.A. I/II/III & MA I/II  
 Functional English/Functional Hindi Fee Rs. 600/- (for six months) for B.A. I/II/III  
 Honours Fee for B.A. II & III is Rs. 50/- per month  
 Honours Examination Fee is Rs. 210 Extra.  
 Hostel Fee : Rs. 2025/- + 1800/- = Rs. 3825/-  
 Mess Security : Rs. 1400/- (Boys) & Rs. 700/- (Girls)  
 Parking Fee : Extra for respective colleges.  
 \* The fee charges are subject to change as per the directions from the Chandigarh Administration / P.U. Chandigarh  
 \* The Admission Fee will be confirmed only after payment of fees; Fees once paid will not be refunded in any case.

  
 Fee I/C GC-11

  
 Fee I/C GCG-11

  
 Fee I/C GC-19

  
 Fee I/C GCG-42

  
 Fee I/C GCG-46

   
 Bursar Principal, GC-11, Chandigarh

## REFUND OF FEE

In pursuance of instructions of the Panjab University, Chandigarh, the Education Department, Chandigarh Administration, vide order No. DHE-UT-C5 12(6)95, dated 30.3.2007, has accorded the approval, keeping in view the interests of the students, for the refund of Tuition Fee to the students of all Government Colleges on the following rates w.e.f. the session 2006-07:-

### Category – A

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

Sr.No.	Particulars	Extent of Refund of Fee Allowed
1.	Students requesting for refund after admission where no class has been attended and an intimation about the cancellation of their candidature was received by the concerned College prior to the close of Admissions.	90% of the Tuition Fee to be refunded. No amount of fund is to be refunded.
2.	Students requesting for refund after admission where some classes were attended.	He / She will be entitled to the refund of Tuition Fee in proportion to number of months he / she did not remain on the rolls of the class.

### Category – B

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

Sr.No.	Particulars	Extent of Refund Fee Allowed
1.	Students requesting for refund after admission where no class has been attended and an intimation about the cancellation of their candidature was received by the concerned College prior to the close of Admissions.	75% of the Fee prescribed by the University for the course in question.
2.	Students requesting for refund after admission where some classes were attended.	No refund.

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

## NOTE

**Notwithstanding any provision to the contrary in any part of this document, the following shall apply:-**

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

“That a compulsory qualifying paper of 50 marks of ‘**Environment Education**’ be prescribed in all the T.D.C. 1 courses with effect from the admission of 1996 to be taught only in the first year which the candidates be required to qualify either in the first attempt or two more subsequent attempts. The examination on ‘Environment Education’ would be conducted by the university.”

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

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

## NOTE

Notwithstanding anything contained in this document to the contrary, the “Instructions for Admission to Various Courses” of Panjab University, Chandigarh, issued on 1<sup>st</sup> June, 2006 or any subsequent instructions to be issued for the session 2007-08 shall apply.

# Bachelor of Arts

Name of the College	No. of Seats
Govt. College, Sector 11, Chandigarh	700
Govt. College for Girls, Sector 11, Chandigarh	850
Govt. College for Girls, Sector 42, Chandigarh	850
Govt. College (Co-educational), Sector 46, Chandigarh	735

## ELIGIBILITY FOR B.A. I under 10+2+3 system

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

## Eligibility for Compartment Candidates of +2 Examination for Admission to B.A./ B.Sc./ B.Com. I (General)-Ist Year Class Only

A candidate who has been placed under compartment in the +2 examination conducted by a Board/Body/Council/University in India shall be eligible to seek admission to the 1st year of B.A./B.Sc./B.Com. (General) course under 10+2+3 system of education provided he / she fulfils the following conditions :—

- i) His/her name figures in the merit list.
- ii) He/she should have been placed in compartment in one subject only;
- iii) As per authorization given by the Syndicate dated 21-5-2005 (Para 41-Appendix-XXXIX), the Vice-Chancellor, in anticipation of approval of the Senate/Government of India/ publication in the Government of India Gazette Notification, has approved the following provision for admission to B.A./B.Sc./B.Com. Part I only :

**“The students who have compartment in +2 Class with less than 20% marks be also allowed to be admitted to B.A./ B.Sc./ B.Com. Part I only provided they have obtained 20% or above marks in the Supplementary examination up to the last date for admission. They shall be considered for admission to the next higher class provided they were eligible and subject to availability of seats”.**

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

## Provided that

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

## SUBJECTS :

- (i) English
- (ii) Punjabi/History and Culture of Punjab
- (iii) Environment Education

**Three Elective Subjects (Please consult pages of the respective colleges for various combinations of subjects).**

Besides the compulsory subjects, a student is required to take up three Elective subjects (please consult the pages of the respective colleges for various combinations of subjects).



# Bachelor of Commerce

Name of the College	No. of Seats
Govt. College, Sector 11, Chandigarh (Boys)	140
Govt. College for Girls, Sector 11, Chandigarh	140
Govt. College for Girls, Sector 42, Chandigarh	140
Govt. College, (Co-educational), Sector 46, Chandigarh	140
Government College of Commerce & Business Administration (Co-educational) Sector – 19, Chandigarh.	140

## ELIGIBILITY FOR B.Com. I (Under 10+2+3 system)

Qualifying Examination	Percentage
a) 10+2(Commerce) or	<b>40</b>
b) 10+2(Arts) with at least two subjects from the list below or	<b>45</b>
c) 10+2(Arts) without any subject from the list below or	<b>50</b>
d) 10+2(Science) without any subject form the list below or	<b>50</b>
e) Any other Examination Recognized by the University as Equivalent to a) b) c) or d) with requisite percentage of marks given under each Clause.	

## a) List Of Subjects

- i) Commerce or Theory of Commerce or Foundation course in Commerce.
  - ii) Accountancy or Book keeping and Accountancy
  - iii) Business Organization and Management or Business Management or Theory and Practice of Management
  - iv) Insurance or General Insurance or Life Insurance
  - v) Banking and Trade
  - vi) Commercial Geography
  - vii) Office Management and Secretarial Practice or Office Organization and Management
  - viii) Mercantile Law or any Company Law
  - ix) Auditing
  - x) Typewriting and Stenography/Computers (for Typewriting)
- b) A candidate seeking admission to first year of B.Com Examination should have passed in the **subject of English** at +2 examination level and in cases where passing in English is not necessary according to the regulations of certain boards/bodies/councils/Universities in India the admission of the candidate shall be provisional and will be confirmed only after he has cleared the subject of English as the deficient subject from the parent

board/body/council/University in two consecutive chances subsequent to his admission.

Provided further that if the candidate does not clear the subject of English at any of the two consecutive chances afforded to him subsequent to the date of admission his provisional admission to first year of B.Com examination shall stand cancelled.

c) A candidate who has been placed under compartment in the +2 examination conducted by board/body/council/University in India shall be eligible to seek admission in the first year of B.Com Course provided he fulfils the following conditions-

- i) He should have been placed in compartment in one subject only.
- ii) He should have obtained at least 20% marks in the subject in which he has been placed in compartment and he should have obtained the requisite percentage of marks in the aggregate in the examination as laid down in the relevant regulations.
- iii) The students who have compartment in the +2 class with less than 20% marks shall also be allowed to be admitted provided they had obtained 20% or above marks in the supplementary examination upto the last date of admission. They shall be considered for admission to the next higher class provided they are eligible and subject to the availability of seats.

**SUBJECTS :**

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

**ELIGIBILITY FOR B.Com. II**

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

**SUBJECTS**

1. Business Laws : Company Law & Auditing

2. Corporate Accounting
3. Cost Accounting
4. Business Economics
5. Banking & Insurance
6. Indirect Tax Laws

**B.Com. II (Hons) :** Hons. in Business Finance & Accounting / E-Commerce / Business Economics / Marketing Management is available in the colleges.

**B.Com. III**

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

**SUBJECTS**

1. Functional Management

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

**B.Com. III (Hons) :** Hons. in Business Economics/ Business Finance & Accounting / Business Management and E-commerce is available in the colleges.

# Bachelor of Science

## B.Sc. I (NON MEDICAL)

Name of the College	No. of Seats
Govt. College, Sector 11, Chandigarh (Co-educational)	160
Govt. College for Girls, Sector 11, Chandigarh	160
Govt. College for Girls, Sector 42, Chandigarh	160

## B.Sc. I (MEDICAL)

Name of the College	No. of Seats
Govt. College, Sector 11, Chandigarh (Co-educational)	80
Govt. College for Girls, Sector 11, Chandigarh	160
Govt. College for Girls, Sector 42, Chandigarh	120

## B.Sc. I (MICROBIOLOGY)

Name of the College	No. of Seats
Govt. College for Girls, Sector 42, Chandigarh	30

## B.Sc. I COMPUTER SCIENCE (ELECTIVE)

Name of the College	No. of Seats
Govt. College, Sector 11, Chandigarh (Co-educational)	60

Govt. College for Girls, Sector 11, Chandigarh 60

Govt. College for Girls, Sector 42, Chandigarh. 40

## B.Sc. I BIOTECHNOLOGY (ELECTIVE)

Name of the College	No. of Seats
Govt. College for Girls, Sector 42, Chandigarh	40

\* **Note :** (1) The subject Biotechnology in B.Sc. I (Biotechnology) is an elective subject in GCG-42, Chandigarh.

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

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

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

**Note :—**

(A) The candidate securing less than 20%

marks in the subject of compartment of the +2 examination held in March, 2007 is eligible to join the 1st year of degree course during the session 2007-08 if he/she passes the examination to be held in August (bi-annual), 2007 on or before the last date given in the admission schedule approved by the Panjab University.

(B) 20% marks implies Theory and Practicals taken together.

## Subjects for Study :

*Medical Group*

Punjabi/History and Culture of Punjab

Environmental Education

&

Chemistry, Botany, Zoology

(GC-11, GCG-11, GCG-42)

*Non-Medical Group*

Punjabi/History and Culture of Punjab

Environmental Education

&

Chemistry, Physics, Maths

(GC-11, GCG-11, GCG-42)

OR

Statistics, Physics, Maths. Only for GC-11) (Co-educational)

**B.Sc. I Computer Science (ELECTIVE) GC-11 (Co-educational), GCG-11 & GCG-42**

Punjabi / HCP Environment Education

&

Mathematics, Physics, Computer Science

**B.Sc. I Biotechnology (ELECTIVE)  
GCG-42**

Punjabi / HCP

Environment Education

Chemistry, Biotechnology, Botany

OR

Chemistry, Biotechnology, Zoology

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

**B.Sc. II Medical and Non-Medical GC-11  
(Co-educational), GCG-11, GCG-42**

**ELI G I B I L I T Y :**

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

**Subjects for Study :**

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

**B.Sc. II (Computer Science) (GC-11)  
(Co-educational) (GCG-11) & (GCG-42)**

**ELI G I B I L I T Y :**

Admission to B.Sc. II (Computer Science) is limited to the students who have passed

B.Sc. I (Computer Science) from these colleges or from other colleges which qualify for equivalence and eligibility as per Panjab University norms.

**Subjects for Study :**

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

**B.Sc. II Biotechnology (ELECTIVE) Only  
GCG-42**

**ELI G I B I L I T Y :**

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

**Subjects for Study :**

English

**Electives :**

Chemistry, Biotechnology, Botany

OR

Chemistry, Biotechnology, Zoology.

**B.Sc. III (Medical and Non-Medical)  
GC-11 (Co-educational), GCG-11,  
GCG-42**

**ELI G I B I L I T Y :**

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

**Subjects for Study :**

Three elective subjects taken up earlier in B.Sc. I and B.Sc. II. **G.C. 11 (Co-educational), GCG-11, GCG-42.**

**B.Sc. III (Computer Science) GC-11  
(Co-educational), GCG-11, GCG-42**

**ELI G I B I L I T Y :**

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

**B.Sc. III Biotechnology Elective in  
GCG-42**

**ELI G I B I L I T Y :**

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

**Subjects for study :**

Chemistry, Biotechnology, Botany

Or

Chemistry, Biotechnology, Zoology.

**Combination in Subject of Zoology in  
GC-11**

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

**Paper A : Section I**

**Section II**

Genetics & Evolution

**Paper B :**

Applied Zoology

Option I : Medical Zoology

Option II : Economic Entomology.

**B.Sc. (Hons.) Biotechnology**

<b>Name of the College</b>	<b>No. of Seats</b>
Govt. College, Sector 11, Chandigarh (Co-educational)	30
Govt. College for Girls, Sector 42, Chandigarh	30

**INTRODUCTION**

Biotechnology is the product of interaction between the science of Biology and Technology. This relationship between science and technology has been observed to be complex. Because of this complex relationship and its major impact on human welfare, it is believed that Biotechnology in the coming days may become a major force for human existence. The products of Biotechnology are playing a very important role in employment, productivity, trade, economics and the quality of human life throughout the world. It has recently been observed that Biotechnology as a business segment for India has the potential of generating revenues of \$ 5 billion and one million skilled jobs over the next five years.

**B.Sc. I (Hons.) (Biotechnology)**

**ELI GI BI LI TY :**

Minimum 50% marks in 10+ 2 examination with either Medical or Non-Medical subjects. Admission will be done strictly on merit.

**Subjects for Study :**

1. English
2. Life Science or Mathematics
3. Chemistry
4. Mathematics & Computer Fundamentals
5. Physics (Basic & Applied)
6. Microbiology
7. Biochemistry
8. Punjabi/ History & Culture of Punjab

**B.Sc. II (Hons.) (Biotechnology)**

**ELI GI BI LI TY :**

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

**Subjects for Study:**

1. Environmental Science
2. Physical Chemistry
3. Advanced Life Sciences
4. Biochemistry
5. Cell Biology
6. Immunology

7. Molecular Biology & Genetics
8. Agro & Industrial Applications of Microbes
9. On the Job Training
10. Hons. Paper I- Bio analytical Techniques
11. Hons. Paper II- Introduction to Bio-Informatics

**B.Sc. III (Hons.) (Biotechnology)**

**ELI GI BI LI TY :**

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

**Subjects for Study:**

1. BIOT-301 DNA Technology
2. BIOT-302 Plant Tissue Culture and Plant Biotechnology
3. BIOT-303 Animal Tissue Culture and Animal Biotechnology
4. BIOT-304 Patent Laws in Biotechnology and Entrepreneurship
5. BIOT-305 Bioprocess Engineering
6. BIOT-306 Project Work
7. BIOT-307 Advances in Bio Informatics
8. BIOT-308 Hons. Paper III : Food Biotechnology / Nanotechnology
9. BIOT-309 Hons. Paper IV : Environmental Biotechnology

## POST-GRADUATE COURSES

The colleges are imparting instruction in post-graduate courses as per the details given below :

<b>Name of the College</b>	<b>No. of Seats</b>
Govt. College, Sector 11, Chandigarh (Co-educational)	
M.Sc. I.T. I	30
M.A. I English	60
M.A. I History (Provisional)	35
Govt. College for Girls, Sector 11, Chandigarh	
M.A. I Music (Inst.)	20
M.A. I Music (Vocal)	20
M.A. I Dance	14
M.A. I Economics	30
M.A. I Public Admn.	30
Govt. College for Girls, Sector 42, Chandigarh.	
M.A. I English	40
M.Sc. I Zoology	20

Govt. College, (Co-educational)

Sector 46, Chandigarh

M. Com. Ist Semester 30

### ADMISSION TO M.A. PART I IN ARTS AND LANGUAGES

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

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

least 45% marks in the combined total of B.A. I, II and III. Students having General English should have secured 50% marks in B.A. degree.

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

### NOTE

**For Admission to M.Sc. I.T. Ist Semester; M.Com. I; M.Sc. Zoology Ist Semester; Post Graduation Diploma in Translation (English to Hindi); Post Graduation Diploma in Mass Communication; and Post Graduation Diploma in Dress Designing ; please refer to the pages of the respective Colleges.**

# JOB ORIENTED ELECTIVE SUBJECTS

- (i) Functional English : (GC-11, GCG-11, GCG-42 & GC-46) (30 seats for each college)
- (ii) Functional Hindi (GCG-42) (30 seats)
- (iii) Principles & Practices of Insurance : (GCG-42) (30 seats)
- (iv) Advertising, Sales Promotion and Sales Management (GC-46) (70 Seats)

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

## **B.A. I (Functional English) :-**

The colleges provide a job oriented vocational course in Functional English at the undergraduate level. The course also acts as a foundation course for a degree or diploma in Journalism and Mass Communication.

## **Objectives :**

The main objective of the course is to improve and strengthen the communication skills and give basic exposure and training in the field of Journalism such as Radio, TV and Print Media. The course also motivates fresh graduates to develop in them the spirit of entrepreneurship.

## **Course Contents**

B.A. I: Paper A : Speech Skills & Oral /Aural Communication Skills.

Paper B : Writing Communication Skills & Study skills.

B.A. II: Paper A : Radio Journalism & Broadcast Presentation.

Paper B : T.V. Journalism

B.A. III: Paper A : Print Journalism  
Paper B : Office Communication for Business

## **Pre-requisites for admission**

Students should have studied English as one of the subjects at the +2 level. Preference will be given to English medium students.

## **Teaching Methodology**

- \* Full fledged Language Lab.
- \* RTV studio equipped with Audio-Video Aids.
- \* Print Journalism (News Letter is published by the students)
- \* Field visits
- \* Workshops & Seminars

## **Job Potential**

- 1) Customer handling services
- 2) Call centres
- 3) Anchors/Announcers with Radio/TV
- 4) News readers with Radio/TV
- 5) Voice over artists
- (6) Features written with newspapers
- (7) Video Filming Centres

(8) Tutorial Centres

(9) Human Resource Centre for Fashion Industry.

(10) News Readers / Script Writers with TV Radio/ Newspapers

(11) Interviewers with TV/Radio/ Newspapers

(12) Sales Representatives

(13) Receptionists/ Secretaries (with Government such as Public Relations Department or with private sector such as Tourism Industry.

There are 30 seats each in Govt. College, Sector 11, Chandigarh, Govt. College for Girls, Sector 11, Chandigarh, Govt. College for Girls, Sector 42, Chandigarh and Govt. College, Sector 46, Chandigarh. Admission will be made as per the Panjab University rules and regulations.

Admission will be strictly on MERIT. Additional fee for Vocational English will be charged from the selected students of B.A. Part I, B.A. Part II, B.A. III as decided by the Director Public Instruction (C), Chandigarh Administration/ Panjab University, Chandigarh.

## **Subject Combinations**

Students are required to take Functional English and any other two elective subjects as detailed in the list of subject combinations in the respective columns of the various colleges. (For any other information, candidates are advised to contact the In-charge, Functional English).

**Note :** It is mandatory for every student opting for a vocational subject to study Entrepreneurship Development also.

**Functional Hindi:** Functional Hindi as an elective subject at the undergraduate level aims at exposure of the younger generation to the nature, uses and terminology of the language. Hindi, besides being the national language, is also the official language of the Central Govt. Offices and offices of certain states of North India. The main objective of the course will be to improve the communication skills of the students.

#### **Pre-requisites for admission**

Students should have studied Hindi as one of the subjects at the +2 level. There are only 30 seats in Functional Hindi. Admission will be strictly on merit.

#### **Job Potential**

- 1) Free Lance Translator.
- 2) Anchors/Announcers with Radio/TV

- 3) News readers/Script writers with Radio/TV
- 4) Features written with newspapers.
- 5) Proof Readers in Newspapers & Publication work.
- 6) Video Filming Centres
- 7) Tutorial Centres
- 8) Steno cum typists.
- 9) News Reporters/Editors
- 10) Sales Representatives
- 11) Hindi officers in Banking Sector/ Multinational companies.
- 12) Receptionists/Secretaries in Govt. and Private sector.

#### **B.A. II and B.A. III - Eligibility**

Those who have passed B.A. - I from Panjab University shall be eligible to seek admission in B.A. II and those who have passed B.A. II shall be eligible to seek admission in B.A. III.

The change of subjects is not allowed. However, students from other colleges affiliated to P.U. may be given admission in the above said classes subject to the availability of seats & the subject combinations offered by them in these colleges.

#### **B.A. (Honours) Course**

##### **Eligibility for Honours Course**

- (1) Students having secured at least 50 per cent marks in the concerned elective subject in B.A. I / B. Com. I can take up Honours Courses in B.A. II / B. Com. II.
- (2) Classes in Honours will be started only if the number of students opting for Honours in a particular subject is at least 10. Those students who take up Honours Courses will have to appear in Four papers (Two along with Part II examination and two along with Part III examination). It is allowed in the college where the facility of Honours is available.



# SELF FINANCING COURSES

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

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

Name of the College	No. of Seats
Govt. College, Sector 11, Chandigarh M.Sc. IT (Co-educational) Ist Semester	30
Govt. College, Sector 11, Chandigarh B.C.A. I, II, III (Only for Boys)	40 each
Govt. College, Sector 11, Chandigarh B.B.A. I, II (Co-educational)	40 each
Govt. College for Girls, Sector 11, Chandigarh B.C.A. I, II, III	40 each
Govt. College for Girls, Sector 42, Chandigarh B.C.A.	40
Govt. College (Co-educational), Sector 46, Chandigarh B.C.A. I, II, III	40 each
Govt. College of Commerce & Business Administration (Co-educational), Sector – 19, Chandigarh.	
B.B.A. I	40

## M.Sc. IT I st Semester

### ELI GI BI LI TY

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

OR

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

### M.Sc. I.T. 1st Semester. Subjects for Study as per the Panjab University guidelines.

#### M.Sc. I.T.(3rd Semester)

#### Subjects for Study

MS - 10 Electronic Commerce

MS - 11 Software Engineering

MS - 12 Visual C++ Programming

MS - 13 LINUX Administration

MS - 14 System Approach to Management and Optimisation Technique

#### B.C.A.-I

### ELI GI BI LI TY

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

- (a) (i) +2 examination in any discipline with at least 50% marks.
- (ii) Matriculation examination having

passed with Mathematics as one of the subjects.

- (b) Any other examination recognized by the Syndicate as equivalent to (a) (i) above.

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

#### Compulsory Subjects for Study :

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

#### Other Subjects

B.C.A. 03 Mathematics

B.C.A. 04 Personal Computing Software

B.C.A. 05 Computer Organisation & System Maintenance

B.C.A. 06 Computer Programming & Problem Solving through C

B.C.A.07 & 08 LABS

#### B.C.A.-II

### ELI GI BI LI TY

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

#### Subjects

B.C.A. 09 Project Management & Technical Report Writing

B.C.A. 10	Computer based Numerical & Statistical Methods (using Fortran)
B.C.A. 11	Data Processing Systems
B.C.A. 12	Client Server Computing (using ORACLE)
B.C.A. 13	Object Oriented Programming (using C++)
B.C.A. 14	Unix Operating System
B.C.A.15 & 16	LABS

### **B.C.A.-III**

#### **ELI G I B I L I T Y**

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

#### **Subjects**

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

### **B.B.A. I : GC-11 (Co-educational), GCCBA-19 (Co-educational)**

**ELI G I B I L I T Y** : Admission to B.B.A. I will be made on merit of the qualifying examination i.e. 10+2 in any discipline.

#### **Subjects**

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

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

9. Environment Education

### **B.B.A. II : GC-11 (Co-educational)**

**ELI G I B I L I T Y** : A candidate who has passed BBA I from P.U. is eligible to seek admission to B.B.A. II.

#### **Subjects**

1. Business Law-II
2. Business Environment
3. Marketing Management

4. Human Resources Management
5. Financial Management
6. Production and Operation Management
7. Computers

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

### **B.B.A. III : GC-11 (Co-educational)**

**ELI G I B I L I T Y** : A candidate who has passed BBA II from P.U. is eligible to seek admission to B.B.A. III.

#### **Subjects**

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

#### **Any two groups of the following :-**

##### **Group A**

1. Insurance Management
2. Banking Law and Management

##### **Group B**

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

##### **Group C**

1. International Marketing
2. Sales and Distribution.

# ACADEMIC SCHEDULE 2007-08

Schedule for the Academic Calendar for the Panjab University Teaching Departments and its affiliated Colleges (Arts, Science & Commerce) having Annual system of Examination for the session 2007-08 :

## Summer Vacation

20.5.2007 to 1.7.2007 (43 days)  
(Sunday) (Sunday)

## Academic Calendar

College opens on 2.7.2007  
(Monday)

## Admission Schedule

i) Normal admission for on going and new classes

2.7.2007 to 9.7.2007  
(Monday) (Monday)

ii) Late Admission (for on going and new classes) to be allowed by the Principal of the College with late fee

10.7.2007 to 23.7.2007  
(Tuesday) (Monday)

iii) Teaching Starts

a) 4.7.2007 For on going Classes.  
(Wednesday)

b) 10.7.2007 For new admission classes.  
(Tuesday)

iv) \* Late admission in the Colleges to be allowed by the Vice-Chancellor with late fee

24.7.2007 to 31.8.2007  
(Tuesday) (Friday)

**(Common for on going and new admissions)**

## Academic Term- I

4.7.2007 to 28.9.2007 (87 days)  
(Wednesday) (Friday)

## Autumn Break

29.9.2007 to 7.10.2007 (9 days)  
(Saturday) (Sunday)

**Note :- Supplementary Examination will start w.e.f . 29.9.2007.**

## Academic Term- II

8.10.2007 to 20.12.2007 (74 days)  
(Monday) (Thursday)

## Winter Break

21.12.2007 to 31.12.2007 (11 days)  
(Friday) (Monday)

## Academic Term- III

1.1.2008 to 2.4.2008 (94 days)  
(Tuesday) (Wednesday)

**(Includes 20 days preparatory holidays)**

## Annual Examinations

3.4.2008 to 16.5.2008 (36 days  
excluding Sundays & Other Holidays)  
(Thursday) (Friday)

## Summer Vacation

**(Tentative)**

10.5.2008 to 30.6.2008 (52 days)  
(Saturday) (Monday)

Total No. of days in three academic terms i.e. I, II and III : 87 + 74 + 94 = 255 days

Holidays (All Sundays & Gazetted Holidays) : 51 days

Preparatory Holidays : 21 days

Total No. of teaching days :

255 – 51 – 21 = 183 days

# UNIVERSITY GRANTS COMMISSION

LIST OF FAKE UNIVERSITIES AS ON  
24-8-2006

**As per the UGC website the list of Fake Universities is as follows :—**

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

# SPECIMEN APPLICATION FORM FOR FEE CONCESSION / SCHOLARSHIP

Name \_\_\_\_\_ Roll No. \_\_\_\_\_ Class \_\_\_\_\_

1. Father's / Guardian's Name \_\_\_\_\_

2. Designation / Organization / Occupation \_\_\_\_\_

3. Address \_\_\_\_\_

4. Permanent Address \_\_\_\_\_

5. Particulars of previous class \_\_\_\_\_ Roll No. \_\_\_\_\_ Session \_\_\_\_\_ Concession No. \_\_\_\_\_

Concession availed.

Sr. No.	STUDENT CATEGORIES	CONCESSION CATEGORIES	REQUIREMENTS TO AVAIL THE CONCESSION	TICK THE RELEVANT COLUMNS
1.	General students	Half fee concession (Tuition Fee)	Income of parents from all sources per annum up to Rs. One Lakh	
2.	Students whose elder brother / sister is paying full fee in any Govt. College of Chandigarh	Half fee concession (Tuition Fee)	Certificate / Receipt of payment of fee	
3.	Blind students	Full fee concession (Tuition & Admission Fee)	Medical Certificate from a competent authority.	
4.	Descendents of Kargil Martyrs	Fee Concession Hostel Fee Concession	Valid Certificate from the Ministry of Defence	
5.	SC/ST students	Fee concession	Parents income up to Rs. One Lakh per year.	
6.	SC/ ST students	Free books and Stationery Rs. 250/- Arts/ Commerce & Rs. 350/- Science	SC/ST Certificate All SC/ST students are eligible.	
7.	Students from Non-Hindi Speaking States for Post Matric Studies in Hindi	Scholarship of Rs. 500/-p.m. for B.A./B.Sc./ B/Com. (Pass & Honours) I, II, III For M.A. I, II Rs. 1000/-	Certificate of Non-Hindi speaking State	
8.	Meritorious Students	21 Merit scholarships under U.T. Merit Scholarship Scheme and 86 under GOI National Scholarship Scheme	Merit Certificate	
9.	Poor / Needy students	Financial aid out of Students Aid Fund & Red Cross Fund	Income Certificate / Affidavit	

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

For office use only

Signature of Concession In-Charge

Signature of the Applicant

Signature of the Principal

## PROSPECTUS COMMITTEE

- Patron in Chief** : Mr. Krishna Mohan, I.A.S., Home-cum-Education Secretary, Chandigarh Administration.
- Patron** : Mrs. Raji P. Srivastava, I.A.S., Director Higher Education, Chandigarh Administration.  
Mr. Pahlad Aggarwal, Deputy Director (Colleges), Chandigarh Administration.
- Chairperson** : Mrs. Promila Kaushal, Principal, Govt. College for Girls, Sector 11, Chandigarh.
- Principals** : Dr. A.N. Garg, Principal, Govt. College, Sector 11, Chandigarh.  
Mrs. Inderjit Kaur, Principal, Govt. College for Girls, Sector 42, Chandigarh.  
Dr. K.S. Saluja, Principal, Govt. College (Co-educational), Sector 46, Chandigarh.  
Dr. A.S. Sethi, Principal, G.C.C.B.A.(Co-educational), Sector 19, Chandigarh.
- Convenor** : Dr. Anita Kaushal, Sr. Lecturer in English, Govt. College for Girls, Sector 11, Chandigarh.
- Co-ordinator Printing** : Mr. Manoj Kumar, Lecturer in Sociology, Govt. College for Girls, Sector 11, Chandigarh.
- In-charge Designing** : Dr. O.P. Parmeshwaram, Lecturer in Fine Arts, Govt. College for Girls, Sector 11, Chandigarh.
- Members** : Mr. V.K. Devashwar, Sr. Lecturer in English, Govt. College, Sector 11, Chandigarh.  
Mrs. Geeta Sharma, Sr. Lecturer in Psychology, Govt. College for Girls, Sector 11, Chandigarh.  
Mrs. Suman Gandhi, Sr. Lecturer in English, Govt. College for Girls, Sector 42, Chandigarh.  
Mr. Jasbir Singh, Sr. Lecturer in English, Govt. College, Sector 46, Chandigarh.  
Dr. Rosy Walia, Sr. Lecturer in Commerce, G.C.C.B.A. (Co-educational), Sector 19, Chandigarh.

## SPECIMEN OF AFFIDAVIT FOR GAP YEAR

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

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

Place :

Dated :

DEPONENT

### VERIFICATION

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

Place :

Dated :

DEPONENT

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