



Prospectus-Cum-Handbook of Information 2025-26

GOVERNMENT DEGREE COLLEGE KOTLI

DISTRICT MANDI (H.P.)-175003 Ph. : 01905-281805



Website: www.gdckotli.in
E-mail : gdckotli@gmail.com

Spectrum of Events (2024-25)





From Principal's Desk

Dear Students,

I extend a warm and heartfelt welcome to each one of you as you step into the vibrant world of higher education.

Government Degree College Kotli, nestled at the Sub-Divisional Headquarters along NH 03 (Old NH 70), stands as a beacon of learning in the scenic Tungul Valley. Affiliated to Sardar Patel University, Mandi, the college is gradually carving a niche for itself as a reputed institution of higher education. It serves as a ray of hope for students from remote and rural areas, empowering them to pursue their academic dreams despite economic or geographical constraints.

Currently, the college offers two undergraduate programmes:

1. Bachelor of Arts, with specialisations in English, Economics, Hindi, History, Music, and Political Science
2. Bachelor of Commerce

Your admission to any of these programmes opens up a world of academic exploration and personal growth over the next three years. This is more than a stepping stone; it's the beginning of a transformative journey towards intellectual and professional excellence.

The college campus, housed within the premises of GSSS Kotli in the heart of Kotli Bazar, is easily accessible from all nearby panchayats. Our dedicated and experienced faculty are committed not only to academic teaching but also to mentoring you in areas of career planning, extracurricular engagement, and value-based personal development.

We believe that education is not just about acquiring degrees, it's about shaping character. Here at GDC Kotli, we strive to nurture our students into compassionate individuals, self-reliant adults, and responsible citizens who can contribute meaningfully to society.

As you embark on this new phase of life, remember that every challenge is an opportunity, and every effort you make adds to your success. We are here to guide you, support you, and celebrate your achievements along the way.

Wishing you an enriching, joyful, and successful academic journey ahead.

Ms. Devika Vaidya
Principal
Government Degree College, Kotli

Vision:-

To be a pioneering education institution dedicated to shape the future of students and society; fostering innovation, knowledge, and character development and becoming a beacon of excellence in the region.

Mission:-

Our mission is to provide a transformative and comprehensive educational model which empowers students to excel academically, grow personally, and become responsible and engaged citizens in the services of Nation.

Objectives:-

- Academic Excellence:- To consistently deliver high-quality education, uphold rigorous academic standards, and provide opportunities for intellectual growth ensuring the success and well-being of students along with holistic development.
- Community Engagement:- To actively engage with local community, address their needs with life-learning skills and contribute to social and economic development.
- Diversity and inclusion:- To preserve and sustain local cultural heritage simultaneously creating an inclusive environment which fosters gender parity, respect, equity, and cross-cultural understanding.
- Sustainability:- To implement sustainable practices in campus operations and in use of resources around institution thereby fulfilling environmental responsibility towards a more sustainable future.
- Empowerment:- To empower students (with knowledge, skill and confidence) to pursue their dreams so that they can contribute to the society and lead meaningful lives.

There will be zero tolerance to ragging, which is a punishable offence and strictly prohibited in and around the College. Any student who directly or indirectly commits, participates in, aids and abets or instigates ragging will be punished under law. The incident of ragging in any form may immediately be brought to the notice of the members of Anti-Ragging Committee.

ANTI-RAGGING COMMITTEE

GOVERNMENT DEGREE COLLEGE KOTLI

Ms. Devika Vaidya	Office Phone No: 01905-281805
Principal (Chairperson)	Mobile No: 9418154178
Ms. Priyadarshini	(Member) Mobile No: 7018247631
Dr. Naveen Kumar	(Member) Mobile No: 7018331164
Sh. Manohar Lal	(Member) Mobile No: 8219983565
Dr. Rakesh Kumar	(Member) Mobile No: 9857078594
Ms. Sunita Thakur	(Member) Mobile No: 7807000387
Ms. Kavita Malhotra	(Member) Mobile No: 9418182204
Sh. Hemant Kumar	(Member) Mobile No: 9418300250

INTERNAL COMPLAINT COMMITTEE

GOVERNMENT DEGREE COLLEGE KOTLI

Ms. Devika Vaidya	Office Phone No: 01905-281805
Principal (Chairperson)	Mobile No: 9418154178
Ms. Priyadarshini	(Member) Mobile No: 7018247631
Dr. Naveen Kumar	(Member) Mobile No: 7018331164
Ms. Sunita Thakur	(Member) Mobile No: 7807000387
Ms. Kavita Malhotra	(Member) Mobile No: 9418182204
Sh. Hemant Kumar	(Member) Mobile No: 9418300250
Ms. Nisha Devi	(Member) Mobile No: 7018230973

Note: -Every student will give the anti-ragging affidavit (online and offline) as per UGC Clause (a) of Regulation 6.2 at the time of admission, failing which his/her admission will stand cancelled.

TOLL FREE UGC HELPLINE 1800-180-5522

Ragging is a Criminal Offence

- Do not practice it, otherwise, you will be prosecuted for the same.
- Students are warned strictly that they should not practice ragging at all; otherwise legal action will be taken against such erring students.

Principal
Ms. Devika Vaidya
Teaching Staff

Faculty of Arts

Department of Economics
Sh. Sourabh Thakur
9736100998

Department of English
Ms. Priyadarshani
7018247631

Department of Hindi
Sh. Sonu Thakur
7018097057

Department of History
Sh. Suresh Kumar
88946 26903

Department of Music
Dr. Rakesh Kumar
9857078594

Department of Pol. Science
Sh. Manohar Lal
9817005033

Faculty of Commerce

Dr. Naveen Kumar

Smt. Sunita Thakur

94185 81927, 70183 31164

7807000387

Non Teaching Staff

Superintendent

Sh. Hemant Kumar
9418300250

Sr. Assistant

Sh. Rakesh Kumar
7018903594

Clerk

Sh. Gagan Kumar
9857411927

Assistant Librarian

Smt. Kavita Malhotra
9418182204

Support Staff

Smt. Kali Devi (Peon)
7807755188

Smt. Reeta Devi (Peon)
8580488742

Smt. Mathura Devi (Peon)
8580933141

Sh. Kishan Chand (Daily wage peon)
9857141822

Administrative Assignments

SN	Committee	Convenor/ Incharge	Members	Non-Teaching/Student Member
1.	Admission	Arts & Commerce Dr. Naveen Kumar Prof. Manohar Lal	Dr. Rakesh Kumar Prof. Suresh Kumar Prof. Sonu Thakur Prof. Sourabh Thakur	Smt. Kavita Malhotra Mr. Gagan Kumar Ms. Mathura, Peon
2.	Screening	Ms. Priyadarshini		Sh. Hemant Kumar Mr. Rakesh Kumar
3.	Prospectus & ID Card	Ms. Priyadarshini	Prof. Manohar Lal Prof. Sonu Thakur Prof. Sourabh Thakur	Mr. Rakesh Thakur Mr. Gagan Kumar
4.	Bus Pass Attestation	Dr. Rakesh Kumar	All Teaching Faculty	Mr. Rakesh Thakur
5.	Bursar	Dr. Naveen Kumar		
6.	IQAC*	Ms. Devika Vaidya, Principal (Chairperson) Prof. Priyadarshini (Convenor)	Dr. Naveen Kumar Prof. Manohar Lal Dr. Rakesh Kumar	Sh. Hemant Kumar Sh. Tulsi Dass (PTA) CSCA President Panchayat Pradhan SDO/JE (PWD)
7.	RUSA/UGC/Gem-Portal	Dr. Naveen Kumar	Prof. Manohar Lal	Sh. Hemant Kumar Sh. Rakesh Thakur Sh. Gagan Kumar
8.	NAAC	Prof. Priyadarshini	All Faculty Members	Sh. Hemant Kumar Sh. Rakesh Thakur
9.	Discipline/Anti Drug Committee	Prof. Manohar Lal	Dr. Rakesh Kumar Prof. Suresh Kumar Prof. Sonu Thakur Prof. Sourabh Thakur Prof. Sunita Thakur	Ms. Kavita Malhotra Sh. Hemant Kumar Sh. Rakesh Thakur
10.	CSCA Advisory	Ms. Devika Vaidya, Principal (Chairperson) Prof. Priyadarshini (Convenor)	Dr. Naveen Kumar Prof. Manohar Lal Dr. Rakesh Kumar	Sh. Hemant Kumar Sh. Rakesh Thakur
11.	Purchase Committee	Prof. Manohar Lal	Dr. Rakesh Kumar Prof. Sourabh Thakur	Sh. Hemant Kumar Sh. Rakesh Thakur
12.	Building/Building Fund	Ms. Devika Vaidya, Principal (Chairperson) Prof. Priyadarshini (Convenor)	Prof. Manohar Lal Dr. Rakesh Kumar	Sh. Hemant Kumar Sh. Rakesh Thakur Panchayat Pradhan JE, PWD Sh. Arun Kumar (BDC) CSCA President
13.	Campus Development	Prof. Suresh Kumar	Prof. Sonu Thakur Prof. Sourabh Thakur Prof. Sunita Thakur	Smt. Kali Devi Sh. Kishan Chand
14.	Library	Dr. Rakesh Kumar	Sh. Suresh Kumar	Smt. Kavita Malhotra Smt. Mathura Devi
15.	Time Table	Dr. Naveen Kumar	Sh. Sonu Thakur Prof. Sourabh Thakur	Sh. Gagan Kumar

16.	Controller of Exam.	Prof. Manohar Lal	Prof. Suresh Kumar	Sh. Gagan Kumar
17.	Co-Curricular /Cultural Activities	Dr. Rakesh Kumar	Sh. Sonu Thakur	Smt. Mathura Devi Smt. Reeta Devi
18.	Sports	Prof. Manohar Lal	Dr. Rakesh Kumar Prof. Sonu Thakur Prof. Sourabh Thakur	Sh. Rakesh Thakur Sh. Kishan Kumar Smt. Reeta Devi
19.	Gender Sensitization	Prof. Priyadarshini	Dr. Naveen Kumar Prof. Sunita Thakur	Ms. Kavita Malhotra Sh. Hemant Kumar Smt. Kali Devi Smt. Reeta Devi Smt. Mathura Devi
20.	Scholarship	Dr. Naveen Kumar	Prof. Sourabh Thakur	Sh. Rakesh Thakur Sh. Gagan Kumar
21.	AISHE	Dr. Naveen Kumar	Prof. Sourabh Thakur	Sh. Hemant Kumar Sh. Rakesh Thakur
22.	Ayush Garden/Eco Club	Prof. Suresh Kumar (Nodal Officer)	Prof. Sunita Thakur	Sh. Rakesh Thakur Sh. Kishan Chand
23.	Form Attestation	Prof. Priyadarshini	All Faculty Members	Sh. Rakesh Thakur
24.	Career Counselling and Placement Cell (CC&PC)	Prof. Manohar Lal	Prof. Suresh Kumar Prof. Sourabh Thakur Prof. Sunita Thakur	Smt. Kavita Malhotra
25.	College Magazine	Prof. Priyadarshini	Prof. Naveen Kumar Prof. Manohar Lal Prof. Sonu Thakur Prof. Suresh Kumar Prof. Sourabh Thakur Prof. Sunita Thakur	Sh. Hemant Kumar Mr. Rakesh Kumar Mr. Gagan Kumar
26.	College Website	Dr. Rakesh Kumar	Prof. Sourabh Thakur	Sh. Hemant Kumar Sh. Gagan Kumar
27.	Student Grievance Redressal	Dr. Naveen Kumar	Prof. Manohar Lal Dr. Rakesh Kumar Prof. Suresh Kumar Ms. Sunita Thakur	Smt. Kavita Malhotra Sh. Hemant Kumar Sh. Rakesh Thakur
28.	Press & Photography	Prof. Sonu Thakur	Prof. Suresh Kumar	
29.	NSS	Prof. Suresh Kumar		Sh. Rakesh Thakur
30.	Red Ribbon Club	Dr. Rakesh Kumar		Sh. Rakesh Thakur
31.	Road Safety Club	Prof. Sonu Thakur	Prof. Sourabh Thakur Prof. Sunita Thakur	Road Safety Club Members
32.	College Literary Club/Society	Prof. Priyadarshini	Dr. Rakesh Kumar Prof. Sonu Thakur	Smt. Kavita Malhotra
33.	Rover & Ranger	Prof. Priyadarshini	Prof. Priyadarshini (Ranger) Prof. Manohar Lal (Rover)	Sh. Gagan Kumar
34.	Leave Sanctioning Authority.	All Associate/Assistant Professors		Sh. Hemant Kumar
35.	Counselling cell for Adolescent against women harassment.	Ms. Devika Vaidya, Principal (Chairperson)	Prof. Priyadarshini Prof. Suresh Kumar Prof. Sunita Thakur	Sh. Hemant Kumar Ms. Kavita Malhotra
36.	Disaster Management	Dr. Rakesh Kumar	Prof. Sonu Thakur Prof. Suresh Kumar Prof. Sourabh Thakur	Sh. Hemant Kumar Ms. Kali Devi

Admission Procedure for fresh admissions and General Admission Rules:-

1. Admission to various classes will be made on the recommendation of the admission committees of respective faculties. The admission process for BA 2nd, BA 3rd, BCOM 2nd & BCOM 3rd will start on roll on basis from 1st June 2025.
2. Any gap of one year or more in the academic career of an applicant must be supported by self-declaration to this effect by the candidate.
3. Admission form (available on college website and offline in the college office) complete in all respects, duly signed by parent/guardian along with three pass port size photographs pasted on it should be submitted in the college by the date specified in the schedule.
Attach following documents with the admission form:
 - i. Self-attested copy of the last examination passed by the candidate.
 - ii. Self-attested copy of matriculation certificate/date of birth certificate.
 - iii. Character certificate from the institution last attended (Not to be dated over 6 months). Original character certificate to be submitted at the time of admission.
 - iv. The students who have passed their 10+2 last year or before that they can provide character certificate (Not to be dated over 6 months) from Panchayat/ Police station or any class one gazetted officer of Himachal Pradesh.
4. Students with compartment in 10+2 exam will not be allowed admission in the first year.
5. Applicants coming from Board/Universities other than HP Board of School Education/ Himachal Pradesh University, Shimla /Sardar Patel University, Mandi must provide migration certificate in original.
6. Students who have passed 10+2 from National Open School (Delhi) will be admitted to first year (BA/B.Com) subject to the minimum eligibility conditions.
7. In case of students belonging to the SC/ST/Cultural/Sports/Physically handicapped and single girl child category, certificate issued by the competent authority to that effect should be produced.
8. Admission is also open to an applicant who has any degree from foreign University/Board/College which is recognised by Association of Indian Universities/ Himachal Pradesh University, Shimla /Sardar Patel University, Mandi . The admission will be on merit basis except otherwise mentioned, subject to the number of seats available and reservation as per Himachal Pradesh University, Shimla /Sardar Patel University, Mandi rules/ roster. In case the reserved seats remain vacant the same shall be thrown open for general category.
9. Applicant must produce original certificates at the time of admission/ counselling for verification of documents.
10. The applicant should appear personally before admission and screening committee and when admission is confirmed fee/funds should be paid at the fee counter for the class in which admission is being sought as per fee and fund chart for session 2025-26 (as per fee and fund chart of Sardar Patel University, Mandi uploaded in the college website/displayed on college notice board).
11. The college reserves the right to refuse admission to any candidate without assigning any reason.
12. Admission of a student is liable to be cancelled in case he/she furnishes incomplete/wrong/false information or in case of concealment of facts.
13. For old students (2nd year 3rd year) the admission is on Roll on basis provided the students of BA/B. Com-1st year BA/B.Com-2nd year qualify minimum six courses mentioned for their study (out of eight). Students failing in one/two subject(s) of annual system of CBCS will be placed in compartment and those failing in three or more than three courses will be declared fail and rolled back to previous class.
14. 75% attendance is compulsory for the students to become eligible to appear in TEE.

15. Regular teaching will start from 1st July, 2025.
16. The courses would be offered offline however the students will have to provide their contact details for online teaching through android phone whenever needed/directed by Govt.

Eligibility Conditions (CBCS) for admission:

The Semester System under UG CBCS has been replaced by the Annual System for BA/B.Com since session 2018-19. The new admissions of First year shall be under Annual System.

For admission to BA/B.Com-1 Year

1. A candidate pass in the senior secondary (+2) Examination (any academic stream) conducted by HP Board of School Education (or PrakShashtri from Skt. Colleges affiliated to the Himachal Pradesh University, Shimla /Sardar Patel University, Mandi) or an examination accepted as equivalent there to by various bodies of Himachal Pradesh University, Shimla /Sardar Patel University, Mandi is eligible.
2. **Upper age limit is 23 years for general boys & 25 years for general girls and 26 years for SC/ST applicants (both boys & girls) as on 1st July 2025.** However, in case of overage applicants, the Vice Chancellor, Sardar Patel University, Mandi may allow a relaxation up to **six months**.
3. An applicant having passed 10+2 examination with English as one of the compulsory subjects from any Indian University/Board recognized by law can seek admission.
4. An applicant who has passed the qualifying examination with commerce stream will be given preference in admission to B.Com. Programme.
5. Initially all admissions shall be provisional and subject to the final approval by Sardar Patel University, Mandi. Rules of admission are subject to change as per the Sardar Patel University, Mandi Notification.

Refusal of Admission:-

1. Applicants who have passed intermediate from Hindi Sahitya Sammelan, Allahabad or Prabhakar are not eligible for admission.
2. Any candidate who has not appeared/passed in English as a subject at 10+2 level will not be eligible/will not be admitted.
3. An applicant failing in all subjects will not be admitted.
4. In spite of eligibility for admission, the Principal of the institution can refuse admission to a candidate if his/her conduct has not been up to the mark during previous years.

*** The Principal reserves the right to disallow or cancel any admission.**

Choosing a Programme of Study:-

Students of Arts faculty (BA-I) will have to choose two subjects as Discipline Specific Courses I & II out of a pool of subjects available in the college with following options:-

Option I- Political Science or Economics

Option II- Hindi or English

Students of commerce faculty (B.Com-I) will have to take following two courses for UG degree programme as DSC I & II.

I -Financial Accounting &

II -Business Organization & Management

Note: Both BA and B. Com-I student will have to study Hindi and English as compulsory subjects and Environment Science (EVS) as AECC-02 and Hindi/ English as AECC-01

CBCS-An Overview

The UGC-CBCS provides an opportunity for the students to choose courses from the prescribed courses comprising discipline specific core, elective or skill based courses. The courses can be evaluated by following in both grading/ percentage system, so as to benefit student hassle free movement across any institution in the country.

Outline of Choice Based Credit system

- 1. Discipline Specific Core (DSC) Course:** A course, which should compulsorily be studied by a candidate as a core requirement is termed as a Core course.
- 2. Elective Course:** Generally, a course which can be chosen from a pool of courses and which may be very specific or specialized or advanced or supportive to the discipline/ subject of study or which provides an extended scope or which enables an exposure to some other discipline/subject/ domain or nurtures the candidate's proficiency/skill is called an Elective Course.
 - 2.1 Discipline Specific Elective (DSE) Course (2 each for regular courses):** Elective courses may be offered by the main discipline/subject of study is referred to as Discipline Specific Elective. The University/Institute may also offer discipline related Elective courses of interdisciplinary nature (to be offered by main discipline/ subject of study).
 - 2.2 Dissertation/Project work:** it is an elective course of 6 credits, designed to acquire special/advanced knowledge, such as supplement study/support study to a project work, and if a candidate studies such a course on his own with an advisory support by a teacher/faculty member it is called dissertation/project work. A Project/ Dissertation work may be given in lieu of a discipline specific elective paper.
 - 2.3 Generic Elective Course (GEC):** An elective course chosen generally from an unrelated discipline/subject which he/she is studying, with an intention to seek exposure to other subjects/disciplines is called a Generic Elective Course.
- 3. Ability Enhancement Course (AEC)/Competency Improvement Courses/ Skill Development Courses/ Foundation Course:** The Ability Enhancement Courses (AE) Courses may be of two kinds: AE Compulsory Course (AECC) and AE Elective Course (AEEC). "AECC" courses are the courses based upon the content that leads to knowledge enhancement. They are [i) Environmental Science, ii) English/Modern Indian languages (Hindi /Sanskrit MIL Communication)]. These are mandatory for all disciplines. AEEC courses are value based and/or skill based and are aimed at providing hands-on-training, competencies, skills etc.
 - 3.1 Ability Enhancement Compulsory Course (AECC):** Environmental Science, English Communication/MIL Communication.
 - 3.2 Skill Enhancement Courses (SEC) (Minimum 4):** These courses may be chosen from a pool of courses designed to provide value-based and/or skill-based instruction.

P.S.: A core course offered in a discipline/ subject may be treated as an elective by other discipline/subject and vice versa and such electives may also be referred to as Generic Elective.

Summary of Under Graduate Programme under Annual System:

All courses of TEE involve an evaluation system of student's course wise performance with Continuous Comprehensive Assessment (CCA) and Evaluation. It has following two components:

1. IA/CCA:-It accounts for 30 marks with following distribution:

- i. 5 marks for attendance
- ii. 5 marks for class test taken (on completion of 40% syllabus by each class teacher).
- iii. 10 marks for House Test (on completion of 75% of syllabus)
- iv. 10 marks for assignment, tutorials and general behaviour.
- v. 75% of attendance is mandatory for students.

2. Term End Examination: Term End Examination will be conducted for evaluation of student for 70% of final grade. TEE will be of three hours duration and will comprise whole syllabus meant for that course.

Notes: In the course involving practical, the distribution of 70 marks will be: 50 marks for theory and 20 marks for practical.

Conferment of the Bachelor's Degree under CBCS Annual System:-

1. A regular candidate will have to undergo the prescribed courses of study in the college for a minimum period of three years and maximum of five years from the date of first admission in the college.
2. For a degree (BA/B.Com), the student will have to cumulate a minimum of 132 successful credit hours of course work within the time mentioned above.
3. A candidate failing in either one or two subjects/courses will be placed in 'compartment' in the course/courses and will be eligible for promotion to next class. He/ She will be given two chances to clear his/her compartment.
4. A candidate failing in three or more subjects/ courses will be treated as 'fail' in that year and will have to repeat the entire year.
5. The minimum passing marks will be 40% in aggregate to students under Annual CBCS system. However, 35% each in Internal Assessment and Final Examinations will be compulsory. For practical 40% passing marks will be compulsory and a candidate failing to obtain 40% marks in practical will be treated as fail in that subject.
6. Re-evaluation will be applicable/allowed as per provisions of Himachal Pradesh University, Shimla /Sardar Patel University, Mandi for annual system.
7. No candidate will be awarded the bachelor's degree until he/ she clears all his/ her courses to a particular programme obtaining minimum required credits.
8. Successful candidates will be classified on the basis of combined result of Part I, II & III examination as follows:-

First Division = 60% or more, Second Division= 50% or less than 60% & Third Division= less than 50%

Credit: It implies successful completion of a course of study being measured in terms of class room instruction hours/week in the courses being studies in that semester/year. Credit of a course indicates the weightage of a course for calculating Grade Point Average.

BA (Arts/Humanities/Languages):

Core courses offered (Choose any Two):

- | | |
|------------------------|----------------------|
| 1. English | 2. Economics |
| 3. Hindi | 4. History |
| 5. Music(Instrumental) | 6. Political Science |

Subject combination for 1st year BA Arts students

Sr No.	DSC1	DSC2 (Any one option)	Compulsory Paper	AECC
1	English	Political Science, History, Music, Economics,	Hindi 101 English101	EVS-2 Hindi 104/ ENG104
2	Economics	English, Hindi, History, Music, Political Science.	Hindi 101 English101	EVS-2 Hindi 104/ ENG104
3	Hindi	Political Science, History, Music, Economics,	Hindi 101 English101	EVS-2 Hindi 104/ ENG104
4	Political Science	English, Hindi, History, Music, Economics,	Hindi 101 English101	EVS-2 Hindi 104/ ENG104
5	History	English, Hindi, Political Science, Music, Economics,	Hindi 101 English101	EVS-2 Hindi 104/ ENG104
6	Music	English, Hindi, History, Economics, Political Science,	Hindi 101 English101	EVS-2 Hindi 104/ ENG104

Note:- Student has an option to choose DSC1 and DSC2 subject from the option provided along with compulsory papers and AECC

For example if student choose DSC1 (Economics) then student has to choose any **one** from English, Hindi, History, Music, Political Science as DSC2 along with compulsory paper and AECC.

Course code has been provided in the table below.

Summary of BA Programme

Summary of BA (Regular) Programme					
Class/Sem.	12 Discipline Specific Core Courses (DSC) Each of 6 Credit 12*6=72	2 Ability Enhancement Courses (AECC) Each of 4 Credits 2*4=8	4 Skill enhancement Courses (AEEC/ SEC) Each of 4 Credits 4*4=16	4 Discipline Specific Elective Courses (DSE) each of 6 credits 4*6=24	2 Generic Elective (GE) each of 6 credits 2*6=12
BA-I	Comp. Eng.	Eng. /Hindi/ MIL EVS			
	DSC-1 A				
	DSC-1 B				
	DSC-2 A				
	DSC-2 B				
BA-II	DSC-1 C		SEC-1 SEC-2		
	DSC-1 D				
	DSC-2 C				
	DSC-2 D				
BA-III			SEC-3	DSE-1A	GE-1
				DSE-2B	
			SEC-4	DSE-1A	GE-2
				DSE-2B	
					Total Credits=132

Summary of B.Com Programme

Summary of B.Com(Regular) Programme					
Class/ Sem.	12 Discipline Specific Core Courses (DSC) Each of 6 Credit 12*6=72	2 Ability Enhancement Courses (AECC) Each of 4 Credits 2*4=8	4 Skill enhancement Courses(AEEC/S EC) Each of 4 Credits 4*4=16	4 Discipline Specific Elective Courses (DSE) each of 6 credits 4*6=24	2 Generic Elective (GE) each of 6 credits 2*6=12
B.Com-I	Comp. Eng. DSC-1A DSC-1A DSC-2A DSC-2B	Eng./Hindi/ MLL EVS			
B.Com-II	DSC-1C DSC-1D DSC-2C DSC-2D		SEC-1 SEC-2		
B.Com- III Y			SEC-3 SEC-4	DSE-1A DSE-2B DSE-1A DSE-2B	GE-1 GE-2
					Total Credits=132

Detailed Syllabus of B.A :Sardar Patel University has adopted the syllabi offered by HPU till the university (SPU) frames and offers its own syllabi & courses, the same are mentioned below:

BA-I Year		
Course Code	Course Title	Course Type
ENG101	Core English(Comp)	Compulsory
ENG102	English Literature-I	DSC
ENG103	English Literature-II	DSC
ENG104	Writing Skill	AECC-01
ENVS-2	Environmental Science	AECC-02
HIND101	Prayojanmulak Hindi	Compulsory
HIND102	Hindi Sahityakalpihas	DSC-1A
HIND103	Madhyakalin Hindi Kavita	DSC-1B
HIND 104	Hindi BhashanurSampreshan	AECC-01
A-POLS101	Introduction to Political Theory	DSC
B-POLS102	Indian Govt. and Politics	DSC
HIST(A) 101	History of India from the earliest time up to 300CE	DSC
HIST(A) 102	History of India from C 300 to 1206	DSC
MUSA 101 TH	Theory of Indian Music	DSC
MUSIA 102 PR	Practical Stage Performance	DSC
MUSIA 103TH	Theory of Indian Music General &Biographies	DSC
MUSA 104PR	Practical viva-voice	DSC
ECONA 101	Principles of Micro Economics-I	DSC
ECONA 102	Principles of Micro Economics-II	DSC

BA-II Year

Course Code	Course Title	Course Type
ENG201	Core English	Compulsory
ENG202	British Literature(Play & Novel)	DSC
ENG203	Literary Cross Currents	DSC
ENG 204	Creative Writing, Book and Media Reviews	SEC
ENG 205	Translation Studies and Principles of Translation	SEC
HIND201	RachanaPunj	Compulsory
HIND202	Adhunik Hindi Kavita	DSC-1C
HIND103	Hindi GadyaSahitya	DSC-1D
HIND204	Karyalayee Hindi	SEC-1
HIND206	AnuvadVigyan	SEC-2
HIST(A)203	History of India from C 1206-1707	DSC-1
HIST(A)204	History of India from 1707-1950	DSC-2
HIST(A)213	Historical Tourism: Theory and Practice	SEC-1
HIST(A)215	An Introduction to Archaeology	SEC-2
POLS201	Comparative Govt. and Politics	DSC-1C
POLS202	Introduction to International Relations	DSC-1D
POLS203	Legislative Support	SEC-1
POLS204	Public Opinion & Survey Research	SEC-2
MUSA201TH	Granthas& Contribution of Musicologists	DSC
MUSA202PR	Practical Stage Performance	DSC
MUSA203TH	Granthas& Contribution of Musicians	DSC
MUSA 204PR	Practical & viva-voce	DSC
MUSA205PR	Hindustani Music	SEC-1
MUSA206PR	Hindustani Music	SEC-2
ECONA201	Principles of Macro Economics-I	DSC
ECONA 202	Principles of Macro Economics-I I	DSC
ECONA 203	Statistical Methods-I	SEC
ECONA 205	Statistical Methods-II	SEC

BA-III Year

Course Code	Course Title	Course Type
ENG DSE 303	Soft Skill	DSE-1A
ENG DSE 304	Academic Writing and Composition	DSE-1B
ENG AEEC/ SEC 301	Technical Writing	AEEC/SEC-3
ENG AEEC/ SEC 302	Business Communication	AEEC/SEC-4
HIND 305	LokSahitya	DSE-1A
HIND 306	Chhayavadottar Hindi Kavita	DSE-1B
HIND 301	Rang AnekbEvamRangmanch	SEC-3
HIND304	SamacharSankalanAurLekhen	SEC-4
HIST(A) 305	Modern and Contemporary World History-I(1871-1919)	DSE-1A

HIST(A) 307	Modern and Contemporary World History-II(1919-1992)	DSE-1B
HIST(A) 317	Indian History and Culture	SEC-V
HIST(A) 319	Introduction to Indian Art	SEC-VII
HIST (A) 310	Socio/Religious Reform Movements in India	GE-4
HIST (A) 312	History of Himachal Pradesh 1815-1972	GE-II
MUSA301PR	Hindustani Music	SEC-III
MUSA302PR	Hindustani Music	SEC-IV
MUSA303TH	Theory of Indian Music & Study of Ancient Granths	DSE-1
MUSA305TH	Theory of Indian Music and Ghrana Tradition	DSE-2
MUSA 307 TH	Theory of Indian Music and folk Music	GE-1
MUSA 308PR	Vocal / Instrumental	GE-2
ECONA301	Indian Economy	DSE-1A
ECONA304	Development Economics	DSE-1B
ECONA 310	Public Finance	SEC-4
ECONA 311	Money and Banking	SEC-5
ECONA 313	Economy of HP	GE-1
ECONA 314	Indian Economy	GE-2
POLS301(A)	Themes in Comparative Political Theory	DSE-1A
POLS302(A)	Democracy and Governance	DSE-1B
POLS303	Democratic Awareness Through Legal Literacy	SEC-3
POLS304	Conflict and Peace Building	SEC-4
POLS305	Society Economy and Politics in Himachal Pradesh	GE-1
POLS306	Human Rights, Gender and Environment	GE-2

Bachelor in Commerce:

B.COM-I		
Course Code	Course Title	Course Type
BC 1.1	Financial Accounting	DSC
BC 1.2	Business Org. & MGT	DSC
BC 1.3	Business Law	DSC
BC 1.4	Business Math & Statistics	DSC
ENG101	Core English(Comp)	Compulsory
ENG104	Writing Skill	AECC-II
ENVS-2	Environmental Science	AECC-I
HIND101	Prayojanmulak Hindi	Compulsory
B.COM-II		
BC 2.1	Company Law	DSC
BC 2.2	Income Tax Law and Practice	DSC

BC 2.4	Corporate Accounting	DSC
BC 2.5	Cost Accounting	DSC
BC 2.3	Computer Applications in Business	SEC
BC 2.6	E-Commerce	SEC
ENG201	Core English	Compulsory
HIND201	RachanaPunj	Compulsory
B.Com –III		
BC 3.1(b)	Principles of Marketing	DSE-1
BC 3.2 (a)	Corporate Governance and auditing	DSE-2
BC 3.5 (b)	Banking and Insurance	DSE-3
BC 3.6 (c)	Fundamentals of Investment	DSE-4
BC 3.3	Entrepreneurship	SEC-3
BC 3.7	Personal Selling and Salesmanship	SEC-4
Econ 313	Economy of Himachal Pradesh	GE-1
Econ 314	Indian Economy	GE-2

Details of Fee & Fund for the Session 2025-26

Govt. Fee/ Funds	Admission Fee	25.00	Annual College Dues	Library Security(Refundable) for New Admission	100.00
	Re-Admission Fee (1 st Time)	100.00		Identity Card	10.00
	Re-Admission Fee (2 nd Time)	200.00		NCC Fund	10.00
	Late Admission Fee (per day)	10.00		College Magazine Fund	50.00
	Tuition Fee (per month)(for Boys/non-HPGirl students)	50.00		Campus Development,beautification & upkeep Fund	10.00
	Late payment of dues (per Day)	01.00		Medical Fund	6.00
University Fee/ Funds	Continuation Fee (for Old Students only)	10.00		Student Aid Fund	2.00
	Sports Fund	15.00		Furniture Repair Fund	10.00
	Youth Welfare Fund	15.00		Computer & Internet Facility	20.00
	Holiday Home Fund	01.00		Book Replacement Fund	25.00
	University Development	General Student		Cultural Activities Fund	20.00
		250.00		Rover & Rangers Fund (@ Rs. 5 per month)	60.00
				Building Fund (@ Rs. 10 per month)	120.00
				Society/ Club Fund	05.00

Practical funds (per annum per subject)	Fund	IRDP/BPL Students	100.00		
	Migration Fee (Non HP Students)		200.00		
	Computer Practical for B. Com Fee per Course/ Music Practical Fee				
	B.Com 1 st		180.00		
	B.Com 2 nd		180.00		
	B.Com 3 rd		Nil		
	B.A. Music 1 st		180.00		
	B.A. Music 2 nd		180.00		
	B.A. Music 3 rd		180.00		
	Red Cross Fund			40.00	
	Amalgamated Fund			300.00	
	Sports Fund @ Rs. 20 per month			240.00	
	House Examination Fund			80.00	
	Furniture Replacement Fund			10.00	

Every student has to pay Rs. 500/- per year as PTA Fund

Note: The above fees and funds are subject to change as per Sardar Patel University, Mandi & **HP Government instructions.**

Examination Fee: As per Sardar Patel University, Mandi **norms/ directions**

Fine for absence: per period (Rs.1.00), per practical (Rs.3.00) and per paper in House Examination/Internal Examination (Rs.10.00)

Note: On migration from other institutions to this college, funds for the entire session shall be charged however tuition fee shall be charged from the time of joining the college.

Note:

1. Rs.100/- will be charged extra from students migrating from other colleges on account of Library Security.
2. Fine, if any, from the students will be collected in the month of March, 2026

FEE & FUNDS AS APPROVED BY GOVERNMENT

- ❖ Every student must pay the dues on the dates notified from time to time.
- ❖ Failure to pay dues on due date will entail a fine of Rs. 10 per day.
- ❖ In case of non-payment of dues on time, the name will be struck off from the college rolls at the end of the month.
- ❖ Registration fee will not be charged from a student migrating from other institutions, funds for the entire session shall be charged and tuition fee shall be charged from the time of joining the college.

LEAVE RULES FOR STUDENTS

1. A student can proceed on leave with prior permission from the Principal, but the application should also be signed by the parents/guardian of the student and duly recommended by the tutor.
2. A tutor can recommend leave up to three days. For longer duration, a student should get leave application signed by the Principal (specifying the valid reasons).
3. Leave during House Examination/Internal Examination will be sanctioned by the Principal on the recommendation of the senior tutor in special cases only.
4. Leave on account of illness must be accompanied by a medical certificate.
5. If a student absents continuously for more than ten days without authorized leave, his/her name will be struck off the rolls of the college. Such student will have to seek re-admission by making an application giving the reason to the Principal with recommendation of the teacher concerned and on payment of the prescribed fee.

SCHOLARSHIP

The college offers various scholarships and awards to poor and meritorious students, regulated by the detailed rules available in the college.

1. Government of India scholarship to students belonging to SC, ST, OBC, Economically Backward Classes & Minority Community.
2. IRDP Scholarship.
3. Maharishi Valmiki Chhatravriti Yojna to the girl students belonging to minority community.
4. Kalpana Chawla Chhatravriti Yojna for meritorious girl students.

These scholarships are awarded to student as per norms and rules prescribed by the department, the students shall have to apply online for these scholarships by submitting an application recommended by the tutor.

* The concerned students is also required to have an account in the scheduled/commercial banks and aadhar enrolment. The bank account should be linked to aadhar number.

RULES FOR AWARD OF PRIZES IN ANNUAL FUNCTION

Prizes are given to the students who secure positions in the university/house examination, sports and extra co-curricular activities:

1. First and second prize to students standing 1st and 2nd respectively in annual/college mid-term examination.
2. First and second prize to students of college standing 1st and 2nd in the subjects respectively in Himachal Pradesh University, Shimla/Sardar Patel University, Mandi ESE.
3. Students not securing 50% marks in the aggregate or in the subject concerned and not passing examination in all subjects of study shall not be considered for the prizes.
4. "College Roll of Honour" will be awarded to a student securing a position in Himachal Pradesh University, Shimla/Sardar Patel University, Mandi merit list.

CSCA

The CSCA of the college is constituted every year as per notification of SPU.

COLLEGE MAGAZINE

The college intends to publish college magazine 'Tungrashim', which will provide an opportunity to the budding student writers to express their creative, innovative and analytical views with regard to various issues and topics, the magazine will have sections viz English, Hindi, Pahari, Commerce & Planning Forum. Students willing to contribute their articles to the college magazine during the session can contact the staff editors of various sections of the magazine and if required, necessary tips and guidance can be provided to them.

CAREER COUNSELLING & PLACEMENT CELL (CC&PC)

In modern times there is a cut throat competition for different jobs in Govt. as well as private sector. It is therefore quite obvious for students who are pursuing higher education to be aware of employment opportunities. Various agencies of electronic and print media regularly provide updates for jobs and this will be made available in the college library from this academic session. Moreover learned member of our staff frequently tell about different career options to the students. Career guidance and counselling committee has also been constituted in this regard.

CO-CURRICULAR ACTIVITIES

Various co-curricular activities are organised in the college throughout the session. The role of such co-curricular activities along with class room involvement helps to integrate the three very

vital aspect of an individual (student) namely the body, mind and soul. With the above objectives in mind, various clubs and societies have been constituted under the guidance of faculty members under co-curricular assignment. Students are advised to join at least one of the clubs and societies to become ennobled graduates on completion of their courses in this college.

ECO-CLUB

Eco-Club of the college plays an important role in creating environmental awareness among the college students. It encourage them to keep update with various environmental issues and to participate in plantation drive launched for afforestation.

RED RIBBON CLUB

Red Ribbon Club functioning in association with Zonal Hospital Mandi works towards social responsibility to create an awareness about AIDS and HIV. Students can get registered as volunteers of this club which aims at launching an exhaustive campaign against AIDS by educating and sensitizing College youth as well as the general public.

Road Safety Club

Road Safety Club of the college has been formed to educate and sensitize the students, staff and society regarding traffic rules, penalties imposed on violation of rules, to help the people in distress during accidents, providing knowledge about ERSS and use of science and technology in use of roads and traffic management.

NSS

Half unit of National Service Scheme is functional in the college with registration of 50 volunteers. NSS is functional in this College which is engaged in regular activities as well as special camp in the vicinity of College under the NSS spirit of 'Not Me but You'. All volunteers after two years of active social service are conferred a certificate which carries a weightage of 2% in admission in various institutions of Higher Education.

SPORTS

Sports are an integral part of non-academic curriculum for encouraging the students to participate in games so that they can possess healthy body as well. College has its playground adjacent to the premises where students can participate in games like Volleyball, Kabaddi, Kho-Kho, Badminton, Race, High Jump and Long Jump. Every year annual athletic meet of the college is held in winter with a motto **"Endeavour Wins"**

PARENT – TEACHER ASSOCIATION (PTA)

The Parent-Teacher Association (PTA) of GDC Kotli is an interface between parents/guardians and teachers. It aims at Parental co-operation in creating a healthy environment for improvement of educational needs and standards. PTA aspires for co-operation of parents in full measure, in matters concerning their wards. Every year annual general house of PTA is convened on second Saturday of September month in which executive committee of PTA is constituted which comprise Principal of institution as chairperson, a parent as president, a teacher of any faculty as secretary and six other members form teaching and parents side. On admission of a student, his/her parents (father or mother) or guardian (only blood relation) automatically becomes members of the PTA.

Notice of annual general meeting of PTA.

The annual general house/meeting of PTA will be held on in the second week of September 2025 in the college to transact the following agenda.

1. Election of the office bearers & members of the executive.
2. Presentation of previous year's expenditure statement by treasurer.
3. Any other matter with the permission of the chair (Principal of the institution).
4. Parents/guardians may please make it convenient to attend the meeting in the interest of the college and their wards.

Separate communication regarding the meeting will be sent through students. It is the duty of the students to remind & persuade their parents/guardians to attend the same.

OSA GDC Kotli

It was formed in the year 2022 for the active role of old students in the development of their Alma Mater.

ZERO TOLERANCE TO RAGGING

Ragging is completely banned on & around the college campus and any one indulging in the same will be punished appropriately as per law which includes imprisonment fine or both or expulsion from the college or classes for a limited period or fine with public apology.

In case of an incident of ragging the students can contact the following:

Zero tolerance of Ragging

1. Ms. Devika Vaidya (Principal)
2. Ms. Priyadarshini (Convener)
3. Dr. Naveen Kumar (Member)
4. Sh. Manohar Lal (Member)
5. Ms. Kavita Malhotra (Member)
6. Ms. Sunita Thakur (Member)
7. Sh. Hemant Kumar



CODE OF CONDUCT AND DISCIPLINE

1. Every student should carry his /her Identity Card, which is issued to the students after the admission. It should be produced on demand.
2. Any act of ragging on campus in or around will be severely dealt with. **Ragging implies harassment, physical or mental torture to another student by a student or group of students.**
3. Following acts will be construed as acts of misconduct and indiscipline and punishable either with fine or suspension/expulsion or both:
 - i) Writing obscenities/dirty words on black boards, walls or furniture or banging doors etc. and other furniture.
 - ii) Loitering aimlessly in the verandas/Corridors, making noise or trying to disturb classes.
 - iii) Smoking, taking drugs, Alcohol and chewing tobacco, spitting etc. on the college campus.
 - iv) Bringing outsiders/miscreants/ anti-social elements on campus.
 - v) Pasting posters on the walls or notice on the notice board without prior permission of the Principal.
 - vi) Misbehaving with teachers/other staff.
 - vii) Holding of any meeting on the campus without prior permission.
 - viii) Using mobile phones in the class rooms.
 - ix) Indulging in any rash/unbecoming behaviour. Parents / Guardians are requested to remain in touch with the Principal and the teachers regarding the progress of their wards

Admission/Vacation/Examination Schedule (2025-26)

Sr. No.	Particulars	Period	Days	Remarks
Admission/Regular Study Schedule				
1	Submission of admission forms for the session 2025-26	01-06-2025 to 19-06-2025	19 days	
	Pre-admission counselling of students	13-06-2025 to 19-06-2025	07 days	
	Display of 1 st Merit List	20-06-2025 at 5:00PM		
	Fee to be deposited	21-06-2025 to 23-06-2025	03 days	
	Display of 02 nd Merit List	24-06-2025 at 5:00PM		
	Fee to be Deposited	25-06-2025 to 27-06-2025	03 days	
	Orientation of 1 st Year Students	28-06-2025 to 30-06-2025	03 days	
	Admission of other UG Classes on roll on basis	01-06-2025 to 19-06-2025	19 days	
	Fee to be deposited	12-06-2025 to 23-06-2025	12 days	
	Post admission counselling, online submission of Scholarship forms and students feedback	24-06-2025 to 30-06-2025	07 days	
	Regular teaching	01-07-2025 to 15-03-2026	79 days	
	Annual Practical Examinations/Remedial /Need Based Classes/ Self-study by students	16-03-2026 to 25-03-2026		
Examination/ Evaluation Schedule				
2	Theory examination	25-03-2026 to 10-05-2026		
	Evaluation of answer scripts	07-04-2026 to 17-05-2026		
	Result of all UG Classes	Upto 30 th June, 2026		
	Result of Re-evaluation	Upto 30 th August, 2026		
	Supplementary examination	September, 2026		
	Result of supplementary examination	October, 2026		
Vacation Schedule				
3.	Summer Vacation	19-05-2025 to 12-06-2025	25 days	
	Diwali Break	Two days before and two days after Diwali	5 days	
	Winter Vacations	01-01-2026 to 04-02-2026	35 days	
	Total vacation period		65 days	





New Campus Under Construction

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GOVERNMENT DEGREE COLLEGE KOTLI

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