



# HIMACHAL PRADESH UNIVERSITY

(NAAC Accredited 'A' Grade University)

## DEPARTMENT OF EVENING STUDIES

The Mall, Shimla-171001  
(Established in 1962)



### Prospectus 2024-25

#### **Dates of Admission for BA I & BCom I**

**Submission of Forms:** 1 July 2024–15 July 2024

**Display of 1<sup>st</sup> Merit List:** 16 July 2024 (5:30PM)

**Counselling, Admission and Fee Deposit:** 16, 18, 19 July 2024

**Display of 2<sup>nd</sup> Merit List:** 20 July 2024 (5:30PM)

**Counselling, Admission and Fee Deposit:** 20, 23 July 2024

**Orientation of Admitted Students:** 24 July 2024

**BA/BCom II & III Provisional Admission:** 1 July 2024–20 July 2024

*Applicants are advised to regularly check the Department of Evening Studies page on the HP University website: [www.hpuniv.ac.in](http://www.hpuniv.ac.in) for updates.*

**Online Admission link for BA/ BCom Ist Year:** <https://nadmissions.hpshimla.in//>

**Admission for BA/BCom 2<sup>nd</sup> & 3<sup>rd</sup> Year will be OFFLINE**

Phone: 01773500388, 0177 3500325 (Working Hours 2:30 pm– 9:00 pm)  
Mobile No.: 94189-07828 (for admission related queries)



## हिमाचल प्रदेश विश्वविद्यालय

राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद् द्वारा प्रत्यापित 'ए' ग्रेड विश्वविद्यालय  
ज्ञान पथ, समरहिल, शिमला-171005

आचार्य सत प्रकाश बंसल  
कुलपति



### सन्देश

मुझे यह जानकर हर्ष हो रहा है कि हिमाचल प्रदेश विश्वविद्यालय के सांध्यकालीन अध्ययन विभाग, दी माल, शिमला में प्रवेश हेतु विवरणिका तैयार कर ली गई है तथा इसमें सत्र 2024-2025 से सम्बन्धित सम्पूर्ण जानकारी प्रदान की गई है।

हिमाचल प्रदेश विश्वविद्यालय ने अपने अस्तित्व के लगभग 54 वर्षों में शिक्षा के प्रचार-प्रसार में कई कीर्तिमान स्थापित किए हैं तथा यह विश्वविद्यालय पूरे प्रदेश में सबसे पुराना एक मात्र सम्बद्धता प्रदान करने के अतिरिक्त सह-आवासीय उच्च शिक्षा का प्रगतिशील केन्द्र है।

नई सम्भावनाओं और चुनौतियों को दृष्टिगत रखते हुए विश्वविद्यालय में अध्ययन को और अधिक प्रतिस्पर्धात्मक बनाने हेतु अध्यापन को न केवल कक्षा शिक्षण के लिए अपितु ऑनलाइन भी सूचना प्रौद्योगिकी तकनीक के माध्यम से परिपूर्ण बनाया गया है। मुझे पूर्ण विश्वास है कि यह विश्वविद्यालय छात्रों के लिए उच्चतर शिक्षा ग्रहण करने हेतु उपयुक्त वातावरण प्रदान करेगा।

मैं यहां शिक्षा ग्रहण करने के लिए आने वाले सभी छात्र-छात्राओं को अपनी हार्दिक शुभकामनायें देता हूँ।

(आचार्य सत प्रकाश बंसल)



आचार्य राजेन्द्र वर्मा  
प्रति कुलपति

## हिमाचल प्रदेश विश्वविद्यालय

राष्ट्रीय मूल्यांकन एवं परिषद् द्वारा प्रत्यायित "ए" ग्रेड विश्वविद्यालय  
ज्ञान पथ, समरहिल, शिमला-5



### संदेश

मुझे यह जानकर प्रसन्नता हो रही है कि हिमाचल प्रदेश विश्वविद्यालय के सांध्यकालीन अध्ययन विभाग, दी माल, शिमला में सत्र 2024-2025 में प्रवेश हेतु विवरणिका तैयार कर ली गई है।

हिमाचल प्रदेश विश्वविद्यालय पूरे प्रदेश में सबसे पुराना एक मात्र उच्च शिक्षा का प्रगतिशील केन्द्र है तथा उच्चतर शिक्षा को नई उंचाईयों तक पहुंचाते हुए हिमाचल प्रदेश विश्वविद्यालय ने अपने अस्तित्व के महत्वपूर्ण वर्ष पूर्ण कर लिए हैं।

मुझे पूर्ण विश्वास है कि यह विश्वविद्यालय छात्रों के लिए उच्चतर शिक्षा ग्रहण करने हेतु उपयुक्त वातावरण प्रदान करेगा। नई सम्भावनाओं और चुनौतियों को दृष्टिगत रखते हुए विश्वविद्यालय में अध्ययन को और अधिक प्रतिस्पर्धात्मक बनाने हेतु अध्यापन को न केवल कक्षा शिक्षण के लिए अपितु ऑनलाइन भी सूचना प्रौद्योगिकी तकनीक के माध्यम से परिपूर्ण बनाया गया है।

मैं यहां शिक्षा ग्रहण करने के लिए आने वाले सभी छात्र-छात्राओं को अपनी हार्दिक शुभकामनायें देता हूँ।

(आचार्य राजेन्द्र वर्मा)



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**DEPARTMENT OF EVENING STUDIES**  
The Mall, Shimla-171001



### **From the Principal's Desk**



At the beginning of a new academic session the verve and earnestness of students, new and old, is a sight to behold! This time brings with it new hopes and fresh possibilities. New students join the caravan of those who preceded them. As students climb their way to higher planes of knowing and understanding, they begin to actualise the promise they hold in their hearts and minds. It is also the time to reaffirm the responsibility that the faculty and staff of an educational institution have towards those women and men who have reposed trust in them to nurture and guide them. Arthur Ashe, the first black tennis player to win a grand slam, rightly said, "Start where you are. Use what you have. Do what you can." These are inspiring words indeed. When we worry about the future and complain of limited resources, we must remember to focus on the present and on our willingness and ability to do our best. Challenges build character, and character makes human beings. The motto of Himachal Pradesh University Department of Evening Studies teaches us that "Gyanam Vai Balam"—Knowledge is Power—let us get that power and use it for the benefit of all.

My best wishes for an enriching year of co-learning.

Prof. Meenakshi F. Paul  
Principal



## TEACHING STAFF

**Principal:** Prof Meenakshi F. Paul, PhD

<b>ENGLISH</b>	1. Meenakshi F Paul, PhD, Professor 2. <i>Vacant</i> (Associate Professor) 3. <i>Vacant</i> 4. <i>Vacant</i>	5. <i>Vacant</i> 6. <i>Vacant</i> 7. <i>Vacant</i>
<b>HINDI</b>	1. Virender Singh, PhD, Assistant Professor 2. Ashutosh Kumar, PhD, Assistant Professor	3. <i>Vacant</i> 4. Post Transf.
<b>SANSKRIT</b>	1. Post Transf.	
<b>ECONOMICS</b>	1. Pratibha Tiwari, PhD, Professor 2. <i>Vacant</i> (Associate Professor)	3. <i>Vacant</i> 4. <i>Vacant</i>
<b>HISTORY</b>	1. Shobha Misra, PhD, Assistant Professor	2. Kartar Chand, MA, Assistant Professor
<b>MATHEMATICS</b>	1. Ajit Kumar, MPhil, Assistant Professor 2. Rajeev Kumar, PhD, Assistant Professor	3. <i>Vacant</i>
<b>POLITICAL SCIENCE</b>	1. Sanjeev Kumar Bragta, PhD, Associate Professor 2. Mahendra Singh Yadav, PhD, Assistant Professor	3. Inder Kumar, PhD, Assistant Professor 4. Ravinder Kumar, MA, Assistant Professor
<b>PUBLICADMINISTRATION</b>	1. <i>Vacant</i>	
<b>COMMERCE</b>	1. Usha Sharma, PhD, Professor 2. Arti Pandit Dhawan, PhD, Professor 3. Manish Khangta, PhD, Assistant Professor	4. Vipin Kumar Bhulal, PhD, Assistant Professor 5. Tikam Ram, MCom, Assistant Professor 6. <i>Vacant</i> 7. Post Transf.
<b>DPE (part-time)</b>	1. <i>Vacant</i>	

## OFFICE STAFF

1. Section Officer: Deepak Sharma  
2. Sr. Assistant: Molu Ram  
3. SrAssistant: Sonu Behl

4. Clerk: *Vacant*  
5. Clerk: *Vacant*  
6. Clerk: *Vacant*  
7. Electrician: Jitender Kumar

## LIBRARY STAFF

1. SrProfessional Asst: Vikas Sehgal, M Lib Sc  
2. CatalogueTypist: Pawan Kumar, M Lib Sc

3. Library Attendant: *Vacant*  
4. Library Attendant: *Vacant*

## MINISTERIAL STAFF

1. Daftari: Manoj Kumar  
2. Peon: Vinod Kumar  
3. Chowkidar: Rakesh Kumar  
4. Peon:

5. Chowkidar: Rattan Chand  
6. Peon: Chandan Verma (D.W.)  
7. Safai Karamchari: Outsourced  
8. Safai Karamchari: Outsourced

Himachal Pradesh University Department of Evening Studies, Shimla-171001, was established in July 1962 as Panjab University Evening College, on the recommendation of the University Grants Commission, to provide the facility of continuing education to those who would otherwise have had to forego higher education in order to meet economic and other responsibilities. It became part of Himachal Pradesh University on 22 July 1970, and in 1976-77 moved to its present independent campus— Gandhi Bhawan (the historical Kirk) and Manse buildings situated between the General Post Office and the Central Telegraph Office. BCom was introduced here in 1975, MA in English & Hindi in 1979, MA in Economics in 1990, MCom in 2001 and MA in Political Science in 2019. It was renamed Himachal Pradesh University Centre for Evening Studies in July 2001. As per notification no. 9-7/08-HPU(Genl.)-B- dated: 27/06/2019, the nomenclature of Himachal Pradesh University Centre for Evening Studies was changed to Himachal Pradesh University Department of Evening Studies.

Admission in the Department is open to all employed candidates who submit satisfactory evidence of being employed; however, seats permitting, unemployed candidates may also be considered for admission in all classes on merit basis.

हिमाचल प्रदेश विश्वविद्यालय सांध्यकालीन अध्ययन विभाग की स्थापना जुलाई 1962 में पंजाब विश्वविद्यालय के सांध्य महाविद्यालय के रूप में हुई। विश्वविद्यालय अनुदान आयोग की सिफारिशों के मुताबिक इसकी स्थापना का प्रमुख उद्देश्य उन व्यक्तियों को निरंतर शिक्षा की सुविधा प्रदान करना था जो दिन के समय, विभिन्न कारणों से कॉलेजों में अध्ययन नहीं कर पाते। विशेष रूप से, कमज़ोर वर्गों के उन व्यक्तियों के लिए, जिन्हें स्कूली शिक्षा के ठीक बाद रोज़गार करना पड़ता है।

22 जुलाई 1970 को इसे हिमाचल प्रदेश विश्वविद्यालय ने विधिवत अंगीकृत किया तथा वर्ष 1976-77 में, माल रोड पर जीपीओ व सेंट्रल टेलीग्राफ ऑफिस के मध्य स्थित सुविख्यात व ऐतिहासिक गांधी-भवन (कर्क) एवं मैस बिल्डिंग के रूप में, इसे अपना वर्तमान स्वतंत्र-परिसर मिला। जुलाई 2001 में इसको हिमाचल प्रदेश विश्वविद्यालय सांध्यकालीन अध्ययन केंद्र के रूप में एक नया नाम तथा नई पहचान मिली।

एम.ए. राजनीति शास्त्र के अध्यापन की शुरुआत सन् 2019 में हुई। अधिसूचना संख्या 9-7/08-हि.प्र.वि. (सा.)-बी-दिनांक: 27/06/2019 के अनुसार केंद्र का पुनर्नामकरण किया गया जिसके फलस्वरूप अब इसे *हिमाचल प्रदेश विश्वविद्यालय सांध्यकालीन अध्ययन विभाग* के रूप में जाना जाता है।

सांध्यकालीन अध्ययन विभाग सभी महिला अभ्यर्थियों तथा उन पुरुष अभ्यर्थियों के लिए खुला है जो कहीं कार्यरत हैं (पुरुष अभ्यर्थियों को अपने नियोजन का संतोषजनक प्रमाण प्रस्तुत करना होगा)। यद्यपि, सीट खाली रहने की स्थिति में उन पुरुष अभ्यर्थियों के लिए सभी कक्षाओं में प्रवेश हेतु सीटें अनुमन्य की जा सकती हैं, जो कार्यरत नहीं हैं।

The Department has a well-equipped open-stack library with about twenty-seven thousand five hundred books and membership of the INFLIBNET for the staff and students. There is also a computer lab with Internet connectivity.

विभाग में कंप्यूटर प्रयोगशाला के साथ ही भलीभाँति सुसज्जित ओपन-स्टैक लाइब्रेरी है जिसमें लगभग साठे सत्ताईस हज़ार पुस्तकें, इंटरनेट सुविधायुक्त कंप्यूटर तथा विद्यार्थियों एवं संकाय सदस्यों के लिए INFLIBNET की सदस्यता शामिल है।

## COURSES OFFERED AND NUMBER OF SEATS

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MA English	45
MA Hindi	45
MA Economics	45
MCom	40
MA Political Science	45
BCom	80
BA	80+60

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### Note: Supernumerary Seats

- Two** supernumerary seats will be reserved for 'Single Girl Child' in all courses of study.
- Supernumerary seats will be created to provide admission to eligible bona fide Himachali War Widows in all courses of study.
- Two** supernumerary seats will be reserved for Jammu & Kashmir domiciles in all courses of study.
- The Executive Council of HP University vide item No. 6 of its meeting held on 14-8-2015 has provided the following relaxation to the Kashmiri Migrants in admission to all courses:
  - Relaxation in cut-off percentage up to 10% subject to the minimum eligibility requirement.
  - Increase in intake capacity up to 5% course-wise.
  - Waiving off domicile requirement.
- Two-ten** supernumerary seats will be created for foreign students sent by ICCR in BA and MA (Languages and Social Sciences).
- There are 10% additional seats reserved for the Economically Weaker Section category. If these seats remain vacant, then these seats will neither be filled with any other category, nor will these be carried forward.

\* Himachal Pradesh University rules will be followed for admission in supernumerary seats.

## ADMISSION SCHEDULE

(Admission time: from 5.00 pm to 7.30 pm)

Class	Submission of Admission Forms	Display of 1 <sup>st</sup> Merit List, Counselling, Admission and Fee Deposit	Display of 2 <sup>nd</sup> Merit List, Counselling, Admission and Fee Deposit
BA I & BCom I Year	1 July 2024-15 July 2024	16 July 2024, 16,18, 19 July 2024	20 July 2024 , 20, 23 July 2024

### NOTE:

Those students of this Department who appeared/are enrolled in **BA/BCom I & II Year should get admission into the next class on provisional basis.** Dates of Admission and Counselling: **01 July 2024 to 20 July 2024.**

Class	Submission of Forms	Dates of Admission	Subsequent Admission, if Seats are Available
<u>MA Semester-I</u> English Hindi Economics Pol. Science MCom	Will be intimated later	Will be intimated later	With V.C.'s prior permission: will be notified later on
MA/MCom Semester- III	-----	Will be intimated later	With re-admission fee: To be intimated later

Continuation fees for MA/MCom II and IV Semester: **20 February to 28 February 2025**

### WORKING HOURS

Admission: 5.00 pm – 7.30 pm

Teaching: 5.00 pm – 9.00 pm

Office & Library: 2.30 pm– 9.00 pm (During winter vacation: 12.00 noon–6.30 pm).

The Department will remain closed on second Saturdays.

### ACADEMIC SESSION AND VACATION SCHEDULE:

As per Himachal Pradesh University

Class	Classes from	Preparatory days for exam from	Examination from (tentative)
BA & BCom I Year	24 July 2024	---	01-04-2025 to 14-05-2025
BA & BCom II & III Year	24 July 2024	---	01-04-2025 to 14-05-2025
MA & MCom I Sem	Will be notified later on	Will be intimated later	18 Nov 2024 to 31Dec 2024
MA & MCom III Sem	Will be notified later on	Will be intimated later	18 Nov 2024 to 31Dec 2024
MA & MCom II & IV Sem	Will be notified later on	Will be intimated later	02 June 2025 to 30 June 2025

### Vacation Schedule:

Winter Vacation: 01-01-2025 to 17-02-2025

Summer Vacation: 22-06-2025 to 29-06-2025



## COUNSELLING & ADMISSION COMMITTEES

Admissions to different classes will be made by the respective Admission Committees as follows:

<b>MA English &amp; Hindi: Semester I &amp; III</b>	<b>Dr Virender Singh - Convener</b> Dr Ashutosh Kumar Sh Kartar Chand Dr Rajeev Kumar	<b>Room No. 4</b>
<b>MA Economics: Semester I &amp; III</b>	<b>Prof Pratibha Tiwari - Convener</b> Dr Shobha Misra Sh. Ajit Kumar	<b>Room No. 7</b>
<b>MCom: Semester I &amp; III</b>	<b>Prof Usha Sharma - Convener</b> Prof Arti Pandit Dhawan Dr Manish Khangta Dr Vipin Kumar Bhulal Sh Tikam Ram	<b>Room No. 8</b>
<b>MA Political Science: Semester I &amp; III</b>	<b>Dr Sanjeev Kumar Bragta – Convener</b> Dr Mahendra Singh Yadav Dr Inder Kumar Sh Ravinder Kumar	<b>Room No. 1</b>
<b>BA: I Year</b>	<b>Dr Sanjeev Kumar Bragta – Convener</b> <b>Dr Virender Singh- Co-Convener</b> Dr Ashutosh Kumar Sh Kartar Chand Dr Rajeev Kumar Dr Inder Kumar	<b>Room No. 3</b>
<b>BA: II Year&amp; III Year</b>	<b>Prof Pratibha Tiwari- Convener</b> <b>Dr Mahendra Singh Yadav- Co-Convener</b> Dr Shobha Misra Sh Ajit Kumar Sh Ravinder Kumar	<b>Room No. 2</b>
<b>BCom: I, II &amp; III-Year</b>	<b>Prof Usha Sharma- Convener</b> <b>Prof Arti Pandit Dhawan- Co-Convener</b> Dr Manish Khangta Dr Vipin Kumar Bhulal Sh Tikam Ram	<b>Room No. 8</b>

### ADMISSION PROCESS FOR BA/BCom 1<sup>st</sup> YEAR

- 1) To fill the online admission form, visit the site: <https://nadmissions.hpushimla.in//>
- 2) The students must retain a copy of the fee deposit receipt with them.
- 3) The students who desire to apply for more than one course should apply separately for each course.
- 4) Bring the printout of the online filled form, latest photograph and original documents for counselling.
- 5) In case any of the last date(s) mentioned above for display of merit list happens to be a non-working day, the next working day shall be deemed to be the last date.

## **ADMISSION PROCESS FOR BA/BCom 2<sup>nd</sup> & 3<sup>rd</sup> YEAR and MA/ MCom 3<sup>rd</sup> SEMESTER**

### **NOTE:**

#### **The applicants should:**

1. Download the Prospectus from the Department of Evening Studies page on the HP University website: [www.hpuniv.ac.in](http://www.hpuniv.ac.in)
2. Fill the form.
3. Submit the filled form along with necessary photocopied documents to the Admission Committee.

#### **आवेदकों को चाहिए कि वे -**

1. विश्वविद्यालय वेबसाइट [www.hpuniv.ac.in](http://www.hpuniv.ac.in) पर उपलब्ध **Department of Evening Studies** पृष्ठ पर जाकर विवरणिका (प्रॉस्पेक्टस) को डाउनलोड करें।
2. आवेदन-पत्र को भरें।
3. भरे हुए आवेदन-पत्र के साथ आवश्यक दस्तावेजों की छायाप्रतियों को संलग्न कर प्रवेश समिति के पास जमा करें।

#### **Note: For admissions in BA/ BCom 2<sup>nd</sup> & 3<sup>rd</sup> Year and MA/ MCom 3<sup>rd</sup> Semester:**

- 1) In case any of the last date(s) mentioned above happens to be a non-working day, the next working day shall be deemed to be the last date.
- 2) On admission, the students shall collect the Challan Form from the office and deposit the fees online via SBI Collect Portal of the State Bank of India: <https://www.onlinesbi.com//>.
- 3) After, the issue of the Challan form, the fee has to be deposited within the prescribed two days. Otherwise, the admission will automatically stand cancelled.
- 4) The students must deposit the fees deposit receipt within two days of the issue of the challan form, otherwise the admission will automatically stand cancelled.
- 5) The students must retain a copy of the fee deposit receipt with them.
- 6) The students who desire to apply for more than one course should apply separately for each course.

**NOTE: Employees residing in Shimla, of HP State Govt. Offices, Local Bodies, Semi Govt. Offices, Boards, Central Government Offices, State and Central Public Undertakings and Public Ltd. Companies, can seek direct admission in HP University Department of Evening Studies, if otherwise eligible. The remaining seats, if any, will be filled on merit basis.**

**नोट:** हिमाचल प्रदेश राज्य सरकार के कार्यालय, स्थानीय निकाय, अर्धसरकारी कार्यालय, बोर्ड, केंद्र सरकार के कार्यालय, राज्य और केंद्र के सार्वजनिक उपक्रम तथा सार्वजनिक लिमिटेड कंपनियों में कार्यरत ऐसे व्यक्ति जो शिमला में निवास कर रहे हैं, अर्हता होने पर हिमाचल प्रदेश विश्वविद्यालय सांध्यकालीन अध्ययन विभाग में सीधे प्रवेश प्राप्त कर सकते हैं। शेष सीटों पर (यदि रिक्त बची हैं तो) प्रवेश योग्यता-क्रम के अनुसार होगा।

### **NOTE:**

- 1) Students/ Candidates are required to produce a print out of online filled in admission form along with all documents at the time of Counselling and get verified with original documents to the Admission Committee.
- 2) As per D.O.F. No. 1-15/2009(ARC)PT.III, dated 12th June 2023 of UGC Anti-Ragging Undertaking must be filled by the students online on <http://www.antiragging.in> only. Department will not accept Anti-Ragging Undertaking by students in Hard/Printed

copy/Affidavits. (Please note that the student is not required to print & sign it as it used to be in the earlier case).

**नोट :**

- 1) सभी प्रवेशार्थियों को काउंसलिंग के समय समस्त दस्तावेजों के साथ ऑनलाइन भरे गए प्रवेश आवेदन पत्र का एक प्रिंटाउट प्रस्तुत करते हुए प्रवेश समिति के समक्ष मूल दस्तावेजों के साथ सत्यापित कराना होगा।
- 2) विश्वविद्यालय अनुदान आयोग के D.O.F. No. 1-15/2009 (ARC)PT.III, dated 12<sup>th</sup> June 2023 के अनुसार, विद्यार्थियों को एंटी-रैगिंग अंडरटेकिंग केवल <http://www.antirlogging.in> पर ऑनलाइन भरनी होगी। विभाग विद्यार्थियों द्वारा हार्ड/मुद्रित प्रति/शपथपत्र के रूप में एंटी रैगिंग शपथ पत्र स्वीकार नहीं करेगा। (कृपया ध्यान दें कि विद्यार्थियों को इसे प्रिंट/ हस्ताक्षर करने की आवश्यकता नहीं है जैसा कि पहले होता था)।

**Identity cum Library Card will be issued after the admission. The students should collect the Identity cum Library card from the library as per the schedule displayed in the notice board.**

***STUDENTS MUST CARRY THEIR IDENTITY CUM LIBRARY CARD AT ALL TIMES WITHIN THE CAMPUS.***

**Note:**

1. **Duplicate Identity Card will be issued only if an application is made to the principal, giving reason for the same. A fee of Rs. 100/- will be charged for the duplicate I-Card.**
2. **(a) Students joining BA I Year or BCom I Year should register online with the HP University on the H P University portal.**  
**(b) MA & MCom students migrating from another university should also register online.**

**In BA I Year, No change of subject/ programme will be allowed after one month of the commencement of classes, subject to the availability of the seats. For change of subject(s)/ programme, submit in the Office a written application recommended by the teachers of the subject(s) you want to leave and of the subject(s) you want to take up.)**

**Note:** In case of provisional admission, on '**roll-on' basis** or on the basis of result downloaded from the Internet, attested copy of the regular marks card/result card issued by the University has to be deposited in the Office within ten days of the date of issue of the result card.

**नोट :** रोल-ऑन अथवा इंटरनेट से डाउनलोड परीक्षा-परिणामों के आधार पर किए गए अस्थायी दाखिलों की स्थिति में, वास्तविक अंकतालिका की सत्यापित प्रति को जारीकरण तिथि के दस दिनों के भीतर कार्यालय में जमा कराया जाना अनिवार्य है।

**All students MUST ATTEND CLASSES REGULARLY otherwise they will not be allowed to appear in the University Examination.**

सभी विद्यार्थियों के लिए आवश्यक है कि वे नियमित रूप से कक्षाओं में उपस्थित हों अन्यथा उन्हें विश्वविद्यालय परीक्षाओं में शामिल होने की अनुमति नहीं दी जाएगी।

## **ELIGIBILITY**

1. The minimum eligibility for admission in all Courses will be as per the Himachal Pradesh University Rules.

2. Admission will be given on Merit.

**Minimum Qualifications** for admission are as per Ordinance 1.4. For Ordinance, please visit the Himachal Pradesh University website: [www. hpuniv.nic.in](http://www.hpuniv.nic.in)

प्रवेश के लिए न्यूनतम योग्यताएं आर्डिनेंस 1.4 के अनुसार निर्धारित हैं। आर्डिनेंस के लिए कृपया हिमाचल प्रदेश विश्वविद्यालय की वेबसाइट [www.hpuniv.nic.in](http://www.hpuniv.nic.in) का अवलोकन करें।

**BCom:** +2 or an equivalent examination of a Board/ University established by law in India with **pass** in four written subjects (including English) with 45% marks (33% for girl students).

OR

Pre-University examination (two years) after 10 years schooling of an Indian University/Board recognized by HP. University with 45% marks or 40% for those who have passed +2 examination under Commerce group.

OR

Intermediate examination of an Indian University/Board OR an examination recognized as equivalent thereto (pass in four written subjects: one language and three other elective subjects) with 45% or 40% marks for those who have passed +2 examination under Commerce group.

OR

Any examination of a University/Board/College or School in a Foreign Country recognized as equivalent for the above purpose by the Vice-Chancellor/ Equivalence Committee either of its own or on the recommendations of Association of Indian Universities with 45% marks or 40% for those who have passed +2 examination under Commerce group.

OR

BA/BSc/BCom Part I of the old three years degree course of a recognized University/Board/College with 45% marks or 40% for those who have passed +2 examination under Commerce group.

(Provided that the condition of minimum percentage of marks would not apply in case of students seeking admission to ICDEOL and Evening colleges as per HPU Ordinance 1.1.4.1).

**The candidate must have passed Maths/Economics as a compulsory subject at +2 stage.**

**Note:**

**(i) The candidates who have passed +2 exam in the Vocational Stream with 45% marks can join BCom even if they have not passed Maths or Economics [vide Notification No 4-17/89-HPU (Acad)-Vol. II dated 15-7-98].**

OR

**(ii) 40% marks** (33% for girl students) [vide notification No 4-17/89-HPU (Academic) dated 29-4-02] in +2 or equivalent examination **under Commerce Group** [Note: Those who take Commerce Group in +2 and fail in a Commerce Group subject, but are declared 'Passed' in +2 on the basis of having passed in an additional non-Commerce subject, they

can join BCom only if they have passed Maths/Economics as a compulsory subject in +2 and have 45% marks in aggregate].

**(iii)** Half percent or more is rounded off to 1%. Eligibility condition is relaxed by 5% for SC/ST candidates and for outstanding sportspersons. [For reservation of seats and additional weightage see RULES FOR ADMISSION AND RESERVATION below.] For determining eligibility, if candidates do not produce the actual marks from a University/Board in respect of +2 or equivalent examination where the result is shown in grades and standards, etc. the minimum percentage of marks for each subject given in standards will be taken into consideration for determining their eligibility.

**BA:+2** or an equivalent examination of a Board/University established by law in India with **pass** in four written subjects (including English) with 33% marks.

OR

Provided that a student seeking admission to BA I with Mathematics as one of the subjects of study, should have either 45% marks in aggregate or 45% marks in Mathematics at +2 level.

OR

Pre-University examination (two years) of an Indian University/Board recognized by HP University with 33% marks

OR

Intermediate Examination of an Indian University/Board or an examination recognized equivalent thereto (pass in four subjects-one language and three other elective subjects) with 33% marks.

OR

Any examination of a University/Board/College or School in a foreign country recognized as equivalent with 33% marks, OR BA/B.Sc./BCom Part-I of the old three-year degree course of a recognized University/ Board College with 33% marks.

OR

A pass in the Senior Secondary (+2) Examination (Academic Stream) conducted by the HP Board of School Education (or in case of Shastri, pass in Prak Shastri from Sanskrit Colleges affiliated to the HPU) or an examination accepted as equivalent thereto by the various bodies of the HP. University.

**Note:** Vocational subjects under NVEQF are equivalent to any other general education subject.

For the Degree: In the UG (TDC) Programme:

- a) A regular candidate shall have to undergo the prescribed courses of study for a period **not less than three academic years; and not more than five academics years;**
- b) He/she should have **passed** the examinations prescribed, and;
- c) Fulfilled such conditions as have been prescribed.



Provided that **not more than three attempts** will be allowed to pass a course.

### Credits:

The term **credit** refers to the weightage given to a course, usually in terms of the number of instructional hours per week assigned to it. The credits also determine the volume of course contents and delivery of the programme such as lectures, tutorials, practical's, assignments, etc. **Note:** One credit is of one hour teaching /week therefore 6 credits will be of 6 hours teaching /week comprising of L+P+T. L=Lecture P =Practical T =Tutorial.

### Structure for BA/BCom:

Note: Structure for BA I/ BCom I will be as per HP University Regulation.

### CHOICE BASED CREDIT SYSTEM IN BA/BCOM (ANNUAL)

CLASS BA/BCOM	CORE COURSE (CC) (12)	ABILITY ENHANCEMEN T COMPULSORY COURSE (AECC) (2)	SKILL ENHANCEMEN T COURSE (SEC/AEEC) (4)	DICIPLINE SPECIFIC COURSE/EL ECTIVE DSE/DSE (4+8)	GENERIC ELECTIVE GE (2)
I YEAR	ENGLISH & HINDI/MIL-2 CC-1 (A) CC-2 (A)	EVS-1 ENGLISH/HIND I/SKT-1		DSC-1 (A&B) DSC-2 (A&B)	—
II YEAR	ENGLISH & HINDI /MIL-2 CC-1 (B) CC-2 (B)	—	SEC-1 (A) SEC-2 (A)	DSC-1 (C&D) DSC-2 (C&D)	—
III YEAR	—	—	SEC-3 (A) SEC-4 (A)	DSE-1 (A) DSE-1 (B) DSE -2 (A) DSE- 2 (B)	GE (1) GE (2)

- 1) The Department will offer choices of papers from different disciplines under Generic Elective and Discipline Specific Elective as per the availability of the faculty.
- 2) DSC-I DSC-II subjects, once chosen/allotted in BA 1<sup>st</sup> year **cannot** be changed in 2<sup>nd</sup> and 3<sup>rd</sup> Year.
- 3) The students getting admission in 2<sup>nd</sup> year will have to study two Skill Enhancement Courses (SEC-1 & SEC-2) in the DSC-1 or DSC-2 subjects/discipline of their choice studied in 1<sup>st</sup> year in addition to the courses DSC-1, DSC-2. Compulsory English /MIL in BA/BCom.
- 4) SEC/AECC in 2<sup>nd</sup> and 3<sup>rd</sup> years will be from DSC-1 or DSC-2 subject allotted in 1<sup>st</sup> year.
- 5) The students seeking admission in BA/BCom 3<sup>rd</sup> year will study the Discipline Specific Elective (DSE-1 or DSE-2) courses in the subjects/discipline studied earlier. SEC-3 & SEC -4 in the subject of their first choice studied and two courses of Generic Elective (GE-1 & GE-2) in an unrelated subject/discipline.

- 6) Generic Elective subject in BA 3<sup>rd</sup> year will be any subject other than the DSC-1 and DSC-2 subjects.
- 7) A student can opt for a greater number of Elective and AE Elective papers than proposed under the model curriculum of UGC. However, the total credit score earned will not exceed 148 credits for UG Honours and 132 credits for UG degree.
- 8) The overall pass percentage is 40%.
- 9) The students shall be placed under compartment if they qualify 75% of the total number of courses in that year. The University shall give **two** chances for clearing the compartment papers.
- 10) In Himachal Pradesh University, Shimla the following conversion formula for absolute Grading is used to convert Cumulative Grade Point Average (CGPA) in Equivalent Percentage for Undergraduate Classes under CBCS system for the students enrolled from the session 2016-17 onwards (vide Notification No. 7-1/2019 HPU (Academic) dated 11.7.2019):

$$\text{Percentage marks scored} = \text{CGPA Obtained} \times 10$$

#### **INTERNAL ASSESSMENT FOR UNDERGRADUATE STUDENTS**

**For BA and BCom 30% of the maximum marks in each paper (excluding practical exam. marks) are for Internal Assessment, to be sub-divided as under:**

(a) Weightage for attendance (5% marks):

- (i) up to 75% including condoning of lectures by the competent authority as per provision under Ordinances: zero mark
- (ii) without condoning of lectures up to 75%: 1 mark
- (iii) 76% to 80% lectures: 2 marks
- (iv) 81% to 85% lectures: 3 marks
- (v) 86% to 90% lectures: 4 marks
- (vi) 91% and above: 5 marks

(b) The remaining 25% marks will be awarded on the basis of the performance of the candidates as follows:

- (i) Assignment/ Presentation etc. 10 marks (5+5)
- (ii) Mid Term Tests 15 marks

#### **6. Subject Combinations Offered for BA**

##### **For BA I Admission**

Choose two (2) elective subjects from the three (3) subject groups given below:

**Note:** You can choose only one (1) elective subject from one (1) group:

**Group-1:** History/ Economics

**Group-2:** Political Science/Public Administration/Mathematics

**Group-3:** Hindi/English/Sanskrit

**Note:**

- 1) The subject of choice will be allotted on the basis of merit.
- 2) Only they can take up Mathematics who have obtained 45% marks in aggregate or in Mathematics at the +2 level.

**For BA II Year & III Year:** Fill the subjects you are already studying.

स्नातक (बी.ए.) प्रथम वर्ष में प्रवेश के लिए

समूह एक : इतिहास / अर्थशास्त्र

समूह दो : राजनीति विज्ञान / लोक-प्रशासन / गणित

समूह तीन : हिंदी/ अंग्रेज़ी / संस्कृत

नोट :

1) चयनित विषय का आबंटन मेरिट के आधार पर होगा।

2) केवल वे ही विद्यार्थी गणित विषय का चुनाव कर सकते हैं जिन्होंने +2 स्तर पर कुल अथवा गणित विषय में न्यूनतम 45% प्राप्तांक अर्जित किए हैं।

बी.ए. द्वितीय एवं तृतीय वर्ष में प्रवेश के लिए : विद्यार्थी केवल उन्हीं विषयों को भरें जिन विषयों का वे अध्ययन कर रहे हैं।

**Note: Candidates who have clearly passed the qualifying examination shall be given admission in BA and BCom- I.**

### **MA/MCom Courses (CHOICE BASED CREDIT SYSTEM)**

The minimum eligibility for admission to post graduate courses will be **20-24 credits in the subject concerned** in the under graduate degree, **except English** (As per HPU HBI 2022 p.13).

**MA:** Any Bachelor's Degree of a University established by law in India at least in Second Division [50% marks] **or** with 45% marks; or honours in the subject of study for MA. Eligibility condition is relaxed by 5% for SC/ST candidates and for outstanding sportspersons. **OR** Degree of a foreign University which may be recognised as equivalent for the purpose by the Vice-Chancellor with such conditions as may be imposed regarding the additional courses of study.

#### **MCom: Master of Commerce (M.Com.)**

**Eligibility:** BCom/BCom (Hons) or Bachelor's Degree in Business Administration or BA with Commerce or MA/M.Sc. in Economics/Statistics/Mathematics with 50% marks,

**OR** BA/BSc Degree with Economics/ Statistics/ Mathematics with 50% marks in Economics/Statistics/Mathematics and 50% marks in aggregate. Eligibility condition is relaxed by 5% for SC/ST candidates and for outstanding sportspersons,

**OR** Degree of a Foreign University which may be recognised as equivalent for the purpose by the Vice-Chancellor with such conditions as may be imposed regarding the additional course (s) of study, which the candidate would be required to pass to qualify for the degree.

**NOTE:** [Half per cent or more is rounded off to 1%. Eligibility condition is relaxed by 5% for SC/ST candidates and for outstanding sportspersons. For reservation of seats and additional weightage for NSS etc. see RULES FOR ADMISSION AND RESERVATION below.]

While preparing merit list for the purpose of admission to MCom, at first all BCom (Hons) degree holders will be admitted. After admitting BCom (Hons) degree holders, if seats are available, applicants of other categories will be admitted. However, in case of BCom degree holders, while preparing merit list for admission ten percent of the percentage of marks secured in BCom Examination shall be added; provided such candidates fulfil the minimum eligibility conditions for admission.

**Direct admission to MA/ MCom Semester II** is also permitted in the last week of February (up to 15 March in exceptional cases); such students shall also complete their degree in four semesters (Ord. 10.43), i.e., they will complete Sem I after appearing in Sem IV. Such students will be admitted in Sem I against supernumerary seats if they have appeared in Sem IV from this institution. **“No candidate shall be allowed to appear in the examination as a private candidate” in the Commerce Faculty** (Ord.10.42).

**Note: Only they can join Sem III who have appeared in Sem II, and only they can join Sem IV who have appeared in Sem III** (Ord.8.40).

## **RULES OF ADMISSION AND RESERVATION**

**1. Qualifying the lower examination as a regular student of this institution shall be the only condition for admission to the higher class, subject to the eligibility condition being fulfilled.**

2. (Ord.3.2) (a) The basis of the [fresh] admission in all courses of study shall be on merit to be determined [by the Admission Committee] on the basis of the qualifying /Entrance examination in accordance with the rules framed by the Executive Council in this behalf [subject to the limitation of seats and reservation]: Provided that in case of a student on scholarship by a foreign Government or a State Government other than the Government of Himachal Pradesh the only test of merit shall be the minimum qualification prescribed for admission to the course concerned.

(b) **While determining the merit [but not eligibility]** for postgraduate admission, marks to the following extent shall be added to the result of the students who possess certificate in NCC, NSS and Scouting, etc. (as under Ord. 3.2b):

- (i) 2% for NSS [Volunteers who attended one-week special camp & 240 hours of regular activities].
- (ii) 2% for NCC 'C' Certificate for boys.
- (iii) 2% for NCC 'J' Certificate for girls.
- (iv) 2% to the Instructors of Adult Education Literacy Centres.
- (v) 3% in case of President Scouts and 3% in case of national participation in NCC [Republic Day Parade].
- (vi) 5% in case of international representation.
- (vii) 10% of the marks obtained for the Honours; provided the admission is sought in the subject concerned.
- (viii) 2% for getting first, second or third position in the HP University Inter-College Sports/Cultural Competition.
- (ix) 5% for representing the University in the Inter-University Sports/Cultural competition for at least two years.

**NOTE:** (a) Only credit of one certificate, beneficial to the candidate, will be allowed in respect of candidates from (i) to (vi) & from (viii)-(ix).

(b) Weightage of 5% marks to the blind candidates seeking admission against the seats reserved for handicapped category in various courses of studies, if they fulfil the minimum prescribed eligibility conditions.

**3. (a) In no case shall admission be allowed after the last date for admission.** If the result is not declared by then, the students may join the higher class provisionally, but no admission will be allowed in any class of BA & BCom after the last notified date even if results are declared after that date.

(b) A student shall be refused admission if his/her conduct during any previous stay in the Institution/University has been unsatisfactory (Ord. 3.5). A student who has been expelled or rusticated shall not be admitted to any course of study in the University without the prior approval of the Vice-Chancellor (Ord. 3.6).

(c) **In case the applicant for admission is found to have indulged in ragging in the past or if it is noticed later that he has indulged in ragging, admission may be refused or he/she shall be expelled.**

**4. GAP:** For MA and MCom—the gap between passing one semester and appearing in the next semester **shall not exceed two years**, and a regular student must **complete the degree within six years** of joining the course (Ord.5.4, 8.44).

**5. Rules of Migration:** (Ord. 3.8):

(a) The admission of a student migrating from another Universities, Availability of seat permitting, shall only be treated as provisional and shall only be confirmed when he /she produces the migration certificate and a certificate of good conduct from the head of the Institution last attended by him/her. Provided, however, that the student disqualified by any other University shall not be given admission during the period of disqualification.

(b) A **foreign student's** application for admission shall be considered only if it is accompanied by a proper **student visa** and a fresh **medical certificate** from a competent medical authority.

(c) Inter-College migration certificate is required in case of migration in the middle of a session or semester. Migration from ICDEOL is possible only if the candidate fulfils the minimum eligibility condition for direct admission as a regular student here.

शैक्षणिक सत्र के दौरान दूसरे विश्वविद्यालय अथवा संस्थान से आए विद्यार्थियों को तभी प्रवेश दिया जाएगा, यदि संबंधित कक्षा में सीटें रिक्त होंगी। विस्तृत जानकारी के लिए कृपया आर्डिनंस 3.8 का अवलोकन कीजिए।

**RESERVATION** (Ord. 3.1):

(a) Admission to the various courses of study shall be open to all persons, irrespective of race, creed, caste or class, subject to the following conditions:

विभिन्न विषयों में प्रवेश वर्ण, पंथ, जाति या वर्ग से निरपेक्ष रहते हुए सभी व्यक्तियों के लिए खुला है। यह आरक्षण की कतिपय शर्तों/ नियमों के अधीन है। विस्तृत जानकारी के लिए कृपया आर्डिनंस 3.1 का अवलोकन कीजिए।

(b) 15% and 7.5% of the seats shall be reserved for bona fide Himachali Scheduled Castes and Scheduled Tribes candidates, respectively, who have passed their qualifying examination from Himachal Pradesh University or HP Krishi Vishvavidyalay or Dr YS Parmar University of Horticulture and Forestry or from any other University established by law in India which is equivalent to the qualifying examination of H P University.

(c) The remaining 77.5% seats shall be filled as under:

i) 25% of the seats for admission shall be open for all the candidates irrespective of the Institution from where they have passed their qualifying examination;



ii) 75% of the seats shall be filled out of the candidates who have passed their qualifying examination from Himachal Pradesh University or H.P. Krishi Vishwavidyalaya, Dr. Y.S. Parmar University of Horticulture and Forestry, Himachal Pradesh Technical University and Central University of Himachal Pradesh or the candidates who are Himachal Pradesh domicile irrespective of passing qualifying examination from any other University established by law in India which is equivalent to the qualifying examinations of Himachal Pradesh University, subject to the following reservations :

- (a) 5% of the seats shall be reserved for outstanding sportsmen/women [who have represented the University or State in Inter-University or Inter-State tournaments; to judge suitability for admission in the sports quota, Trials would be held by a Committee headed by the Director of Physical Education and Youth Programmes, HP University].
- (b) 5% of the seats shall be reserved for candidates outstanding in cultural activities [having first, second or third position in the Inter-College Youth Festival in any of the following items in the previous three years: debate, Indian folk dance, Indian classical music (vocal or instrumental), light vocal music, *vadya-vadan*, group singing, Indian classical dance, one act play/short play/skit, symposium, poetic symposium, on the spot painting, quiz, Western group song, Western solo, rangoli, clay modelling, elocution, poetic recitation, cartooning, collage and poster making—preference to those who have represented HP University in Inter-Varsity Festival or State Cultural Competition/Festival. Distinction in individual items will have preference over team items. Their age must be less than 25 years, and they will have to represent the Institution/University in cultural activities].
- (d) 5% of the seats shall be reserved for Persons with Disabilities.

The **Minimum Qualifications** for admission to a course in case of candidates belonging to **Scheduled Castes & Scheduled Tribes** categories [and outstanding sportspersons] **shall be relaxed by 5%** of the Maximum marks. The admission to these reserved seats as stated at **(a), (b) & (c)** to para (ii) of clause (b) above shall be made as per procedure/rules approved by the Executive Council from time to time.

**NOTE: Admission against Sports and Cultural reserved seats will be as per Himachal Pradesh University rules.**

### **Roster for Admission and Reservation (as per HP University)**

**Separate roster for each category as mentioned will be maintained.**

#### **120 Point Reservation Roster for Admission:**

1 PwD	26 SC	51	76	101 PwD
2	27 ST	52 SC	77	102
3	28	53 ST	78 SC	103
4	29	54	79 SP	104
5	30	55	80 ST	105
6	31	56	81 CUL	106 SC
7 SC	32	57	82 PwD	107 ST
8	33 SC	58	83	108
9	34	59 SC	84	109
10	35	60 SP	85 SC	110
11	36	61 CUL	86	111
12 SC	37	62 PwD	87	112
13 ST	38 CUL	63	88	113 SC
14	39 SC	64	89	114
15	40 SP	65 SC	90	115
16	41 ST	66	91 SC	116

17	42 PwD	67 ST	92	117 SP
18 SC	43	68	93 ST	118 CUL
19 SP	44	69	94	119 SC
20 CUL	45	70	95	120 ST
21 PwD	46 SC	71	96	
22	47	72 SC	97 SC	
23	48	73	98 CUL	
24	49	74	99 SP	
25	50	75	100	
(PwD-5%)	(CUL-5%)	(SP-5%)	(SC-15%)	(ST-7.5%)

**Note 1:** The degree of Physical Handicap shall be as prescribed by the Govt. of HP, i.e., 40% or more.

**Note 2: As per Hon'ble High Court order dated 19.1.2018:**

**Vacant reserved seats meant for SC and ST categories in educational institutes including Schools, Colleges and Universities, which remain unfilled after exhausting the list of available and eligible SC and ST candidates, should be thereafter offered and filled from amongst eligible candidates from open category on the basis of merit. It is clarified that in case any cut-off limit has been fixed, then only those candidates of open category should be admitted against the vacant seats, who have gained marks at par with the cut off limit.**

(c) Lists of selected candidates for MA & MCom Sem I may be displayed on the Notice Board. Objection, if any, should be submitted to the Principal in writing within one day.

(d) If the fees are not deposited by the specified date, admission shall stand cancelled.

(e) Admission to a class shall be effective only from the date when the candidate deposits the fees and not from the date his/her Admission Form is signed by the Principal.

(f) All students must get themselves vaccinated at the earliest, as per the directions issued by the Government from time to time.

Students shall abide by the rules and conditions as laid down in the Prospectus. The decision of the Principal in all matters regarding admission, change of subjects, detention, promotion, grant of fee concession, stipend or financial assistance, imposition of fine, penalty or punishment of any kind including suspension or removal from the rolls, rustication, etc. shall be binding (Ord. 42.3 & 22.16-19).

#### **INTERNAL ASSESSMENT FOR POSTGRADUATE STUDENTS**

**For MA and MCom 20% of the maximum marks in each paper (excluding practical exam. marks) are for Internal Assessment, to be sub-divided as under:**

(a) Weightage for attendance (5% marks):

- |   |           |
|---|-----------|
| (i) up to 75% including condoning of lectures by the competent authority as per provision under Ordinances: | zero mark |
| (ii) without condoning of lectures up to 75%:   | 1 mark    |
| (iii) 76% to 80% lectures:  | 2 marks   |
| (iv) 81% to 85% lectures:   | 3 marks   |

- (v) 86% to 90% lectures: 4 marks  
 (vi) 91% and above: 5 marks  
 (b) The remaining 15% marks will be awarded by the concerned Chairpersons on the recommendation of the Department Council on the basis of the performance of the candidate in any one of the following:  
 (i) House Examination  
 (ii) Assignment Writing  
 (iii) Seminar Presentations

## **RULES OF CONDUCT/आचरण नियमावली**

1. Students should behave in and outside the Department in a manner that brings credit to the Institution and to them. They should abide by all the extant rules and laws.

विद्यार्थियों से अपेक्षा की जाती है कि परिसर के भीतर व बाहर उनका आचरण एवं कार्य-व्यवहार संस्थान तथा उनकी स्वयं की गरिमा के अनुरूप हो। उन्हें सभी मौजूदा नियमों और कानूनों का पालन करना चाहिए।

**2. RAGGING IS STRICTLY BANNED and an UNDERTAKING must be given affirming that the student will not indulge in any act of ragging.**

रैगिंग पर कठोर प्रतिबंध है। प्रत्येक विद्यार्थी को अनिवार्य रूप से इस आशय का वचन-पत्र देना होगा कि वह रैगिंग-संबंधी किसी भी कृत्य में शामिल नहीं होगा।

**3. DRUGS, ALCOHOL, TOBACCO PRODUCTS, ETC. ARE STRICTLY PROHIBITED IN THE CAMPUS. Any violation will attract severe disciplinary action.**

i) If any student is found to have possessed/consumed alcohol or drugs, the student may be rusticated/expelled from the Department.

ii) Smoking and consuming tobacco: A fine of Rs. 200 will be imposed on first use. If any student is found smoking or consuming tobacco, etc. for the second time, the student may be placed on conduct probation/rusticated from the Department.

ड्रग्स, अल्कोहल, तम्बाकू-उत्पाद इत्यादि परिसर में पूर्णतया निषिद्ध हैं। इसकी उल्लंघना करना कठोर अनुशासनात्मक कार्रवाई को आमंत्रण देने जैसा है।

i) यदि किसी विद्यार्थी के पास अल्कोहल, ड्रग्स या नशीली दवाएँ बरामद होती हैं अथवा वह उनका सेवन करता पाया जाता है, तो उसका विभाग से आवधिक बहिष्करण/ निष्कासन किया जा सकता है।

ii) धूम्रपान या किसी तम्बाकू-उत्पाद का सेवन करते हुए पहली बार पाए जाने पर रु. 200/- के जुर्माने तथा दूसरी बार ऐसी स्थिति में विद्यार्थी को आचरण परीक्षा पर रखने/ आवधिक बहिष्करण की कार्रवाई विभाग द्वारा प्रचालित की जा सकती है।

**4. The students must always carry their Identity Card with them-they will not be allowed to enter the campus without the Identity Card. (A duplicate identity card will be issued only in exceptional cases on payment of `Rs. 100/-).**

विद्यार्थियों को विभाग द्वारा जारी किया गया पहचान पत्र सदैव अपने साथ रखना आवश्यक है। पहचान पत्र के बिना परिसर में प्रवेश करने की अनुमति नहीं दी जाएगी। (केवल विशेष परिस्थितियों में रु. 100/- के भुगतान पर पहचान पत्र की द्वितीय प्रति निर्गत की जाएगी)।

5. Students must not cause damage to the property of the Institution. The cost of any damage caused to the property of the Department by the students will be recovered from them.

विद्यार्थियों को संस्थान की संपत्ति को नुकसान नहीं पहुँचाना चाहिए। विद्यार्थियों द्वारा विभाग की संपत्ति को हुई क्षति की भरपाई उनसे की जाएगी।

6. Students should not sit on the railings in the campus or loiter near the gate of the Institution.

विद्यार्थी परिसर की चारदीवारी पर न बैठें और न ही संस्थान के गेट के पास जमा हों।

7. Students must not stick any posters or stickers on the windows, walls, etc. They must not write anything on the walls, desks, chairs, etc.

विद्यार्थियों को खिड़कियों, दीवारों आदि पर कोई पोस्टर या स्टिकर नहीं लगाना चाहिए। उन्हें दीवारों, डेस्क, कुर्सियों आदि पर कुछ भी नहीं लिखना चाहिए।

8. No notice should be put up on the Notice Board without the permission of the Principal.

बिना प्राचार्य की अनुमति के सूचना चाहिए। जाना किया नहीं चस्पा नोटिस कोई पर पट-

A student involved in the violation of any of the rules or regulations of the Institution or the University or in any way involved in any act of indiscipline will be subject to disciplinary action. S/he may be fined or placed on conduct probation by the Head of the Institution. A student placed on conduct probation shall not be allowed to represent the institution or the University in any meet, tournament, youth festival or cultural competition during the period of his Conduct Probation and shall also remain suspended from any office that he may be holding in any student organisation. If a student, who has been on conduct probation on two previous occasions, commits an act of indiscipline, s/he shall be expelled from the Institution/University.

Any kind of Indiscipline will be punished; the Principal's decision shall be final in this regard.

संस्थान या विश्वविद्यालय के किसी भी नियम या विनियम के उल्लंघन में या किसी भी तरह से अनुशासनहीनता के किसी भी कृत्य में सम्मिलित विद्यार्थी अनुशासनात्मक कार्रवाई के अधीन होगा। संस्थान के प्रमुख द्वारा उस पर जुर्माना लगाया जा सकता है या आचरण परीक्षा पर रखा जा सकता है। आचरण परीक्षा पर रखे गए छात्र को उसकी आचरण परीक्षा की अवधि के दौरान किसी भी समारोह, टूर्नामेंट, युवा महोत्सव या सांस्कृतिक प्रतियोगिता में संस्थान या विश्वविद्यालय का प्रतिनिधित्व करने की अनुमति नहीं दी जाएगी तथा उसे छात्र-संगठन के पदाधिकार (यदि कोई हो तो) से निलंबित भी रखा जाएगा। यदि कोई विद्यार्थी, जो पिछले दो मौकों पर आचरण परीक्षा पर रहा है, अनुशासनहीनता का कार्य करता है, तो उसे संस्थान/विश्वविद्यालय से निष्कासित कर दिया जाएगा।

किसी भी प्रकार की अनुशासनहीनता दंडनीय होगी तथा इस संबंध में प्राचार्य का निर्णय अंतिम होगा।

## **FEES**

**Admission Fee, Annual Charges, Monthly Charges, Migration Fee, Registration Fee, etc. & University Examination Fee will have to be paid as notified by the University from time to time; other fees and charges are to be paid as approved by the University Executive Council.**

**FEE STRUCTURE: At the time of admission (UG paid annually and PG per Semester):**

<b>FEE STRUCTURE</b>	<b>For BA/BCom: Rs</b>	<b>For MA/MCom: Rs</b>
<b>University Fee</b>		
Admission Fee	25	100
Continuation Fee	10	100
Late Admission Fee	20	20
Re-admission Fee	100	100
Second-time Re-admission Fee	200	200
Tuition Fee (pm)	50	100
Medical Fee	06	50
Youth Welfare Fee	15	50
Dilapidation Fee(pa/pm)	12	10
Holiday Home Fee	01	20
Sports Fee	15	100
Extra Sports Fee if not registered with HP University	---	15
Development Fund (Once Only)	250	250
For BPL/IRDP Students	100	100
<b>Department Charges</b>		
Amalgamated Fund (pm)	20	100
Library Security (Refundable)	200	300
Building Fund (pm)	10	10
Computer & Internet Fee (pm)	20	20
Population Education Club Fee (pm)	---	10
Campus Development, Beautification & Upkeep Fund	10	10
Book Replacement Fund	25	25
Furniture Repair/Replacement Fund	10	10
Students Aid Fund	10	50
Magazine Fee	50	50
Cultural Activities Fund	10	50
Mid Term Tests Charges	60	---
Annual Function	02	02
Educational Tour	02	02
Red Cross Fee	03	20
Identity Card Fee	50	50
Department Activities Fund (pm)	50	50
Common Room	---	20
SCA	10	10
Computer Practical Fee for BCom I & II Years & M Com Sems III & IV (Per Practical)	50	50
Application Fee	100	100

Students already admitted in the Department in the previous session have to pay Fees in advance as per the schedule notified on the Notice Board. After the scheduled date(s) a delay fine of Rs 2 per day will be charged till the end of that month, subject to a maximum of Rs 50.

**If the fees are not paid by the end of the month in which they are due, the name of the student will stand automatically struck off the rolls.** Re-admission may be allowed in



deserving cases at the discretion of the Principal by the end of the following month on payment of Re-admission Fee of Rs 100/-; after that month re-admission shall ordinarily not be allowed. In exceptional cases the principal may allow re-admission after that on payment of the fee prescribed for re-admission for the second time, i.e., Rs 200/-.

**In case of fresh admission on provisional basis or on the basis of result downloaded from the Internet, attested copy of the University/Board marks card of the qualifying examination has to be deposited in the Office within ten days of the date of issue of the result card, otherwise admission shall stand cancelled. After that re-admission fee will have to be paid.**

#### **TUITION FEE:**

1. The Government of Himachal Pradesh, Department of Education vide letter No. Shiksha-II(J)2-1/89 dated 2-8-1995 received from the Registrar Office vide letter No.4-41/93-HPU(Genl.) dated 16th September, 1995 for the exemption of the tuition fee for girls in admission to various courses.
2. The student with special needs with more than 40% disability, admitted in any course of study running in the Himachal Pradesh University, Shimla-5 will not be charged any fees with effect from the academic session 2015-16 vide notification No. 4-51/2015 HPU(Acad) dated 25 July 2015.  
The Fees etc. can be revised/enhanced by the University or the Institution at any time.
3. **University Examination Fee:** To be paid Online, as notified by the University.
4. **University Registration Fee (for those students who are not registered with HPU):** To be paid Online, as notified by the University.

#### **FEE CONCESSION AND FINANCIAL ASSISTANCE**

- (i) Fee concession is granted every year on the basis of poverty to the extent of 10% of the number of students in each class/course. **For Fee Concession the applications in the prescribed form must be submitted in the Office by 15 September. Only those applicants may be granted fee concession **who attend at least 75% lectures in each subject/course**.**
- (ii) Half fee concession shall be allowed to a student whose older brother or sister is also on the rolls of the Department and is paying full fees, to the extent of 15% of the number of students in each class/course.
- (iii) Financial assistance will also be available from the **Students' Aid Fund** to the deserving poor students to meet their tuition fee or examination fee or to purchase books or to meet medical expenses, if their needs are genuine (Ordinarily, the total aid to a particular student shall not exceed Rs. 600/- in a session).
- (iv) The scrutiny of applications for recommending the cases for fee concession and financial assistance will be done by the Fee Concession Committee. The Committee will interview the applicants, if necessary. The decision of the Principal shall be final.
- (v) Fee concession/Financial assistance may be withdrawn if a student does not attend 75% lectures or if his/her performance in the Mid Term Tests is not satisfactory.

## शुल्क रियायत और वित्तीय सहायता

- (i) प्रत्येक वर्ष कक्षावार छात्रों की कुल संख्या के 10% तक जरूरतमंद छात्रों को शुल्क रियायत प्रदान की जाती है। शुल्क रियायत प्राप्त करने के लिए निर्धारित आवेदन-पत्र को भरकर विलंबतम 15 सितंबर तक कार्यालय में जमा कर दें। केवल उन्हीं आवेदकों को शुल्क रियायत प्रदान करने पर विचार किया जा सकेगा जिनकी प्रत्येक विषय/ पाठ्यक्रम की कक्षाओं में न्यूनतम 75% उपस्थिति होगी।
- (ii) कमज़ोर आर्थिक पृष्ठभूमि वाले पात्र-विद्यार्थियों को उनके शिक्षण शुल्क/परीक्षाशुल्क/किताबें खरीदने या चिकित्सा खर्चों को पूरा करने के लिए भी विद्यार्थी सहायता-निधि से वित्तीय मदद उपलब्ध होगी, यदि उनकी जरूरतें वास्तविक हैं (सामान्यतः विद्यार्थी-विशेष को प्रति-सत्र कुल सहायता रु.600/- से अधिक नहीं होगी)।
- (iii) शुल्क रियायत और वित्तीय सहायता विषयक अनुशंसा के लिए, शुल्क रियायत संबंधी समिति आवेदनों की संवीक्षा करेगी। आवश्यक होने पर, आवेदकों को समिति के समक्ष उपस्थित होना होगा। इस विषय में प्राचार्य का निर्णय अंतिम होगा।
- (iv) ऐसे विद्यार्थी को आधे शुल्क की रियायत अनुमन्य होगी जिसका भाई या बहन पूरी फीस अदा करते हुए संस्थान में अध्ययनरत है।
- (v) कक्षाओं में 75% उपस्थिति न होने अथवा मध्यसत्रीय परीक्षाओं में संतोषजनक प्रदर्शन नहीं पाए जाने पर शुल्क रियायत/ वित्तीय सहायता वापस ली जा सकती है।

## STIPENDS & SCHOLARSHIPS

Scheduled Caste/ Scheduled Tribe and Backward Class students who are eligible for award of stipends/scholarships should apply for the State Government/Government of India scholarships immediately after the admission. The Scholarship will be directly credited to their respective Bank Account. The Students must inform the office after receiving the scholarship.

The unemployed students of the Department who have secured a high percentage of marks in the previous examination may apply for HP Government Poverty-cum-Brilliance Scholarship.

**Sri Badrika Ashram Emerging Youth Scholarship (Padho Aur Badho)** by Sri Badrika Ashram cum Charitable and Social Welfare Society, Distt Sirmour is available from 1st year /I Semester.

## छात्रवृत्तियाँ एवं शुल्क-प्रतिपूर्ति

अनुसूचित जाति / जनजाति और पिछड़ा वर्ग के विद्यार्थी जो छात्रवृत्ति अथवा अन्य वृत्तियों के लिए पात्र हैं, उन्हें प्रवेश के तुरंत बाद राज्य सरकार / भारत सरकार की छात्रवृत्तियों के लिए, स्वयं की पात्रतानुसार आवेदन करना चाहिए। सरकार से धनराशि प्राप्त होते ही उन्हें छात्रवृत्ति और शिक्षण शुल्क-प्रतिपूर्ति का भुगतान किया जाएगा। विभाग के जिन बेरोज़गार विद्यार्थियों ने पिछली परीक्षा में अंकों का उच्च प्रतिशत हासिल किया है वे हिमाचल प्रदेश सरकार निर्धन-मेधावी छात्रवृत्ति के लिए आवेदन कर सकते हैं। इसके अतिरिक्त, विद्यार्थियों के लिए प्रथम वर्ष/ प्रथम सत्र से श्री बद्रीका आश्रम चैरिटेबल एवं सामाजिक कल्याण समिति, जनपद - सिरमौर द्वारा श्री बद्रीका आश्रम उदीयमान युवा छात्रवृत्ति (पढ़ो और बढ़ो) भी उपलब्ध है।

**BUS PASS:** Those students, who wish to apply for Bus Pass of the HRTC, should submit a written application addressed to the Principal; clearly declaring whether they are employed in Govt. Service or in private service or are unemployed. This application must be submitted in the Office of the Department, along with the completed prescribed application form for Bus Pass, by 5 August for BA& BCom students; and by 20 August for students of MA & MCom.

## बस-पास

ऐसे विद्यार्थी जो एचआरटीसी बस-पास के लिए आवेदन करना चाहते हैं उन्हें प्राचार्य के समक्ष स्पष्ट रूप से यह घोषित करते हुए प्रार्थना-पत्र देना चाहिए कि वे बेरोज़गार हैं अथवा सरकारी/ गैर-सरकारी तौर पर कार्यरत स्नातक (बी.ए./बी.कॉम.) के विद्यार्थी 5 अगस्त तक तथा स्नातकोत्तर (एम.ए./एम.कॉम.) के विद्यार्थी 20 अगस्त तक अपना प्रार्थना-पत्र विभाग के कार्यालय में अवश्य जमा करा दें।

## WITHDRAWAL FROM THE ROLLS AND REFUND OF SECURITY

A student has to submit a written application to withdraw his/her name from the rolls; no discharge certificate or any other certificate will be issued unless all the dues have been paid up to the date of application. For refund of Security, application has to be submitted in the prescribed form. **Security, if not adjusted or withdrawn in the following academic session\*(within one year), shall lapse.** If the candidate has not paid the dues or fails to return the goods of the Institution, the security shall be forfeited. Security may also be forfeited as penalty for misconduct, etc.

## LIBRARY RULES

The students of BA can draw up to two books at a time. The students of BCom can draw up to three books, and students of MA/MCom can draw up to four books at a time. The books are issued for a period of 14 days. Reference books are not issued to students and can be consulted only in the library.

A fine of Rs. 2/- per volume per day will be realised for the books kept beyond the due date. **A student who fails to return a book by the due date shall not be issued any other book until they return the overdue book(s).**

The Librarian may, if necessary, recall any book at any time. Students are liable to replace, to the satisfaction of the Librarian, or pay an amount equal to **five times** the current price of the books lost or damaged while in their possession. They shall not write upon or mark any book, periodical, etc.

For accessing the resources of INFLIBNET find out your User Id and Password from the Office.

## BOOK BANK

A textbook library has been established for helping poor students. They can borrow a few selected textbooks for the major part of the academic session after depositing an additional security equal to the price of the books to be borrowed. If a student wishes to retain textbooks after the issue of the Roll Number for examination, they will have to deposit an amount equal to five times the current price of books as additional security. This security will be refunded immediately after the books are returned. Since the number of such selected textbooks is limited, it may not be possible to satisfy the requirement of all deserving students.

## COMPUTER LAB

The Computer Lab is used mainly for computer-related courses of Commerce and Mathematics. For general use, two computers with Internet connection have been placed in the library.

## **CO-CURRICULAR ACTIVITIES AND MAGAZINE**

The Institution encourages co-curricular activities for cultural, aesthetic and physical development of students. The magazine *Evening Glory: Sandhya Garima* offers an opportunity to students to develop their creativity; it is edited by students under the guidance and supervision of members of the staff.

## **SPORTS**

For sports activities the students of this Institution can use the University playground at Summer Hill with the permission of the University Director of Physical Education. **Those students who had taken part in any particular game or event at inter-school/inter-college/district/state level and want to pursue it, they should give it in writing to the Convener of the Committee for Sports Activities by 30 August\*** along with copies of certificates of participation/prizes won. Only those students shall be eligible to participate in sports and other co-curricular activities **who attend at least 75% lectures in each subject/paper** by the date of selection for participation. The Department may provide equipment, etc. as per the available resources.

Teams of interested students in various events may be sent for the University Inter-College Tournaments.

## **STUDENTS CENTRAL ASSOCIATION (SCA)**

The SCA is constituted to encourage the participation of students in maintaining proper academic atmosphere and in organizing cultural activities, etc., and to promote opportunities for the development of character, leadership and discipline and spirit of service among students. The Students Central Association will be constituted as per university rules and directions.

**Any part of this Prospectus can be altered by Himachal Pradesh University or by the Principal, HPUDES at any stage. Any such alteration shall be binding on all students.**

*Principal*

**Himachal Pradesh University Department of Evening Studies Shimla-  
171001**

**COMMITTEES FOR THE SESSION 2024-25**

<p><b>Advisors to the Principal:</b> Prof Usha Sharma Prof Arti Pandit Dhawan</p> <p><b>Staff Secretary:</b> Prof Usha Sharma</p> <p><b>Bursar:</b> Dr Shobha Misra</p> <p><b>Prospectus</b> Prof Arti Pandit Dhawan-<b>Advisor</b> Dr Virender Singh- <b>Convener</b> Dr Ashutosh Kumar Dr Vipin Kumar Bhulal Sh Tikam Ram Dr Rajeev Kumar</p>	<p><b>Discipline &amp; Anti Ragging Committee</b> Prof Usha Sharma -<b>Convener</b> Dr Sanjeev Kumar Bragta Dr Virender Singh Dr Shobha Misra Dr Ashutosh Kumar Sh Kartar Chand Sh Ravinder Kumar</p> <p><b>Youth Festival and Cultural Activities</b> <b>Group I (Debate, Poetry Recitation, Quiz, Painting, Poster-making, etc.):</b></p>
<p><b>Timetable</b> Prof Usha Sharma-<b>Convener</b> Dr Virender Singh Sh Ajit Kumar Dr Rajeev Kumar</p>	<p>Dr Virender Singh-<b>Convener</b> Dr Ashutosh Kumar</p> <p><b>Group II (Folk Song &amp; Other Musical items) &amp; Group III (Folk Dance etc.):</b> Dr Shobha Misra-<b>Convener</b> Dr Manish Khangta Dr Inder Kumar</p>
<p><b>Internal Quality Assurance Cell</b> Prof Usha Sharma-<b>Advisor</b> Prof Arti Pandit Dhawan-<b>Convener &amp; Nodal Officer</b> Dr Sanjeev Kumar Bragta-<b>Co-Convener (Cri.1&amp;2)</b> Dr Virender Singh-<b>Co-Convener (Cri.3,4&amp;5)</b> Dr Shobha Misra-<b>Co-Convener (Cri.6&amp;7)</b> Dr Mahendra Singh Yadav-(Cri. 5) Dr Ashutosh Kumar-(Cri. 3) Sh Ajit Kumar-(Cri. 1) Dr Manish Khangta-(Cri. 7) Dr Vipin Kumar Bhulal-(Cri-2) Sh Tikam Ram-(Cri. 4) Sh Kartar Chand-(Cri. 5) Dr Rajeev Kumar-(Cri. 3&amp;6) Dr Inder Kumar-(Cri. 1) Sh Ravinder Kumar-(Cri. 2)</p>	<p><b>Group IV (One-Act Play/Mime etc.)</b> Dr Mahendra Singh Yadav-<b>Convener</b> Sh Tikam Ram Sh Inder Kumar</p> <p><b>Editorial Board</b> Dr Virender Singh-<b>Chief Editor</b> Dr Sanjeev K. Bragta-Humanities &amp; Social Sciences Dr Ashutosh Kumar- <b>Hindi &amp; English</b> Dr. Manish Khangta-Commerce &amp; Economics Sh Tikam Ram-Pahadi</p> <p><b>Sports Activities</b> Prof Usha Sharma -<b>Convener</b> Sh Tikam Ram Dr Inder Kumar</p> <p><b>Cultural Property Custodian</b> Dr Mahendra Singh Yadav-<b>Convener</b> Dr Shobha Misra</p>
<p><b>SCA Elections</b> Prof Arti Pandit Dhawan-<b>Convener</b> Dr Sanjeev Kumar Bragta-<b>Co-Convener</b> Dr Mahendra Singh Yadav Sh Kartar Chand</p>	<p><b>Purchase &amp; Campus Upkeep Committee</b> Prof Usha Sharma- <b>Convener</b> Dr Shobha Misra Dr Vipin Kumar Bhulal Sh Ravinder Kumar</p>



## COMMITTEES FOR THE SESSION 2024-25

<p><b>Internal Examinations</b>  Prof Pratibha Tiwari-<b>Convener</b>  Dr Manish Khangta  Sh Ravinder Kumar  <b>Alumni &amp; Placement</b>  Sh Tikam Ram -<b>Convener</b>  Dr Rajeev Kumar  <b>Fee Concession</b>  Dr Sanjeev Kumar Bragta- <b>Convener</b>  Dr Vipin Kumar Bhulal- <b>Co-Convener</b>  Sh Kartar Chand</p>	<p><b>HPUDES Website</b>  Sh Ajit Kumar- <b>Nodal Officer</b>  Dr Rajeev Kumar  <b>Canteen</b>  Dr Mahendra Singh Yadav-<b>Convener</b>  Dr Manish Khangta  Dr Inder Kumar  <b>Enterprise Resource Planning (ERP)</b>  Sh Ajit Kumar-<b>Convener</b>  Sh Tikam Ram  Dr Rajeev Kumar</p>
<p><b>Library</b>  Dr Ashutosh Kumar - <b>Convener</b>  Dr Vipin Kumar Bhulal  Sh Ravinder Kumar  <b>Scholarship Committee</b>  <b>Govt. Schemes</b>  Dr Virender Singh -<b>Convener &amp; Nodal Officer</b>  Dr Sanjeev Kumar Bragta- <b>Co-Convener</b></p> <p><b>Other Scholarships</b>  Dr Virender Sing  Sh Tikam Ram</p>	<p><b>Grievance Cell</b>  Prof Arti Pandit Dhawan-<b>Convener</b>  Dr Sanjeev Kumar Bragta  Dr Vipin Kumar Bhulal  <b>Student Representatives (2)</b>  <b>NAAC/NIRF</b>  Dr Vipin Kumar Bhulal- <b>Co-Ordinator</b>  <b>NEP</b>  Dr Mahender Singh Yadav-<b>Co-Ordinator</b>  <b>Academic Bank of Credits (ABC)</b>  Dr Virender Singh -<b>Convener &amp; Nodal Officer</b>  Dr Rajeev Kumar</p>
<p><b>Swachhta Abhiyan &amp; Tree Plantation</b>  Prof Pratibha Tiwari-<b>Convener</b>  Dr Mahendra Singh Yadav- <b>Co-Convener</b>  Dr Manish Khangta  Sh Tikam Ram  Dr Inder Kumar  Sh Ravinder Kumar</p>	<p><b>Advisors SCA</b>  <b>Chief Advisor- Principal</b>  Prof Usha Sharma- <b>Staff Secretary</b>  Prof Arti Pandit Dhawan- <b>Convener SCA</b>  Prof Pratibha Tiwari  Dr Sanjeev Kumar Bragta  Dr Virender Singh</p>
<p><b>Gender Sensitization Committee and Internal Complaint Committee:</b>  Prof Arti Pandit Dhawan -<b>Convener</b>  Dr Shobha Misra  Dr Manish Khangta  Sh Ravinder Kumar  (3<sup>rd</sup> Party) Prof Mamta Mokta  Student Representatives (4)</p>	<p><b>Research Committee</b>  Dr Sanjeev Kumar Bragta-<b>Convener</b>  Dr Vipin Kumar Bhulal- <b>Co-Convener</b>  Dr Rajeev Kumar  <b>Community Participation</b>  Dr Shobha Misra -<b>Convener</b>  Sh Ajit Kumar  Sh Tikam Ram  Sh Kartar Chand  Dr Rajeev Kumar</p>

## ANTI-RAGGING RULES

There shall be no ragging (teasing, rudeness, insulting or undisciplined behaviour, etc.) in or outside the Institution. Any student found indulging in ragging, or in aiding or abetting ragging, shall be severely punished as per the UGC Regulations, provisions of Statute 23-A, recommendations of the Committee constituted by the Hon'ble Supreme Court of India in SLP No.24295 of 2006 (Raghavan Committee), and as per law in force, including HP Educational Institutions (Prohibition of Ragging) Ordinance, 2009.

Ragging is defined as doing any act, by disorderly conduct, to a student of an educational institution which causes or is likely to cause physical or psychological harm or raising apprehension or fear or shame or embarrassment to the student. Such disorderly conduct includes, teasing or abusing or playing practical jokes on or causing hurt to such student or asking a student to do any act or perform something, which such student will not be willing to do in the ordinary course.

A student who commits the offence of ragging shall be punishable with imprisonment for a term which may extend to three years or shall also be liable to a fine which may extend to Rs 50,000/- or both.

If a student is convicted of the charges of committing, abetting, participating or propagating ragging, he/she will be dismissed from the Institution and such student will not get admission in any other Institution for a period of three years from the date of his/her dismissal from the Department.

Note: There has never been any instance of ragging in this institution in the past.

Important phone numbers in case of any incident of ragging are:

Principal: 3500324    Dean of Studies: 2830922    Dean of Students' Welfare: 2830926  
Registrar: 2830912    Vice-Chancellor: 2831363    Anti-Ragging Helpline: 1800-180-5522

E-mail: hpudes@gmail.com

### रैगिंग संज्ञेय अपराध है

यदि किसी विद्यार्थी को रैगिंग करने, उकसाने, सहभागिता करने या प्रचार करने के आरोपों के लिए दोषी ठहराया जाता है, तो उसे विभाग से बरखास्त कर दिया जाएगा और संबंधित विद्यार्थी को बरखास्तगी की तिथि से तीन वर्ष की अवधि तक किसी अन्य शिक्षण-संस्थान में दाखिला नहीं मिल सकेगा।

एक विद्यार्थी जो रैगिंग का अपराध करता है उसे तीन साल तक की अवधि के लिए कारावास या रुपये 50,000/- तक के जुर्माने अथवा दोनों से दंडित किया जा सकता है।

सनद रहे, अतीत में सांध्यकालीन अध्ययन विभाग में कभी भी रैगिंग का कोई उदाहरण नहीं रहा है।

रैगिंग की किसी भी घटना की सूचना देने के लिए महत्वपूर्ण फोन नंबर इस प्रकार हैं :

प्राचार्य: 3500324, अधिष्ठाता अध्ययन : 2830922, अधिष्ठाता छात्र-कल्याण : 2830926

कुलसचिव : 2830912, कुलपति : 2831363, एंटी-रैगिंग हेल्पलाइन : 1800-180-5522

ई मेल: hpudes@gmail.com

# HIMACHAL PRADESH UNIVERSITY

(NAAC Accredited 'A' Grade University)

## DEPARTMENT OF EVENING STUDIES, SHIMLA -171001

### APPLICATION FOR ADMISSION 2024-25

(To be filled by the candidate for BA/BCom 2<sup>nd</sup> & 3<sup>rd</sup> Year and MA/ MCom 3<sup>rd</sup> Semester)

Paste a passport size copy of your latest photograph

Class \_\_\_\_\_ Semester/Year \_\_\_\_\_ Roll No. \_\_\_\_\_

(To be filled in by the Office)

1. Name (IN BLOCK LETTERS) \_\_\_\_\_

2. Father's Name: Sh. \_\_\_\_\_ Mother's Name: Smt. \_\_\_\_\_

3. Date of Birth \_\_\_\_\_ 4. Nationality \_\_\_\_\_ 5. Religion \_\_\_\_\_

6. Registration No. in HP University (If already registered) \_\_\_\_\_

6A) Mobile Number  B) Email Id \_\_\_\_\_

7. If you belong to a Scheduled Caste/Tribe or OBC, indicate whether SC, ST or OBC \_\_\_\_\_  
(Attach attested copy of SC/ST Certificate if you want to get benefit of 5% relaxation in eligibility; and if you want to be considered for Reserved seats, then also attach attested copy of 'Bona Fide Himachali' Certificate.)

8. If you are an **old student** of this institution, give details of the last session when you studied here:  
Class \_\_\_\_\_ Session \_\_\_\_\_ Class Roll No. \_\_\_\_\_ Univ. Roll No. \_\_\_\_\_

9. **BA II & III Year:** Fill the subjects you are already studying

10. **ACADEMIC RECORD** (Attach attested copies of all certificates/marks sheets from class X onwards, and of the Character Certificate. If there is a gap after passing the last exam, attach a letter giving reason thereof.

**Note:** (a) All original certificates have to be shown at the time of counselling. (b) In case of provisional admission on roll on basis, or on the basis of result downloaded from the Internet, attested copy of the Univ./Board marks sheet has to be deposited in the Office within ten days of the date of issue of the result card, otherwise admission shall stand cancelled.)

Examination Passed	School/ College/ Private	University/ Board	Exam. Roll No.	Month & Year of Passing	Marks Obtained & Max. Marks	Percentage/ Grade	Subjects Offered
Class X / Equivalent Exam							
Plus Two/ Equivalent Exam							
BA/BCom Sem I / Part I							
BA/BCom Sem II / Part II							
BA/BCom Sem III / Part III							
BA/BCom Sem IV							
BA/BCom Sem V							
BA/BCom Sem VI							
Total marks/grade (BA/BCom)							
MA/MCom Sem I							
MA/MCom Sem II							
Any other exam							

Additional weightage, if any, for NSS etc. or for Honours (Specify) \_\_\_\_\_

11. Local address for correspondence: \_\_\_\_\_

\_\_\_\_\_

Mobile No.: \_\_\_\_\_ E-Mail Id: \_\_\_\_\_

12. Permanent address (if different from the above) \_\_\_\_\_

\_\_\_\_\_

Phone No. (if any) with STD code/Mobile No.: \_\_\_\_\_

13. If employed, give employment address & details of post, salary, etc. Attach certificate from the employer:

\_\_\_\_\_

14. (a) If you were ever disqualified/suspended or rusticated/expelled by any University/Board, give details:

\_\_\_\_\_

(b) If you have ever indulged in ragging in the past, give details: \_\_\_\_\_

\_\_\_\_\_

#### UNDERTAKING BY THE APPLICANT

I declare that the entries made by me in this form are correct and complete, and nothing has been concealed; otherwise, my admission may be cancelled and any action may be taken against me.

I have carefully read the Prospectus and I undertake to abide by the rules and regulations of this Institution and the University, and of the UGC. I also undertake to pay the fees and other dues by due dates. I understand that my admission is subject to the final approval of the University.

I will attend 75% lectures in each subject/course and also qualify in the Mid Semester Examination; otherwise, I will have no claim to appear in the University examination. I also understand that if I remain absent from classes of any subject or paper for one month without written permission of the principal, my admission shall stand cancelled automatically, and I will not have any claim to re-admission.

**I have gone through the rules and regulations regarding ragging and discipline of the Institution and I hereby solemnly affirm that I will not indulge in any act of ragging/indiscipline and that if I am found guilty of such offences as are covered under these rules, I will have no claim against the order of the rustication/expulsion from the University/College/Institution.**

\_\_\_\_\_  
SIGNATURE OF APPLICANT

\_\_\_\_\_  
SIGNATURE OF PARENT/GUARDIAN/EMPLOYER

NAME OF APPLICANT: \_\_\_\_\_ NAME OF PARENT/GUARDIAN: \_\_\_\_\_

DATE: \_\_\_\_\_ PH. NO. OF PARENT/GUARDIAN: \_\_\_\_\_

**FOR ADMISSION COMMITTEE**

Date of receipt of application \_\_\_\_\_. Self-attested copies of the required certificates have been attached with the application form and the original certificates have been seen.

Eligible/Not Eligible/May be admitted provisionally subject to: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Recommended	ADMIT PROVISIONALLY subject to approval
Member Admission Committee	by the University
Date:	Date:
Convener Admission Committee	PRINCIPAL
Date:	Date:

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**FOR DEPARTMENT OFFICE**

Fees amounting to Rs. \_\_\_\_\_ realized vide Challan No. \_\_\_\_\_  
dated \_\_\_\_\_ Journal No. \_\_\_\_\_ dated \_\_\_\_\_

Accountant

Entered in D & C Register on page \_\_\_\_\_  
Entered in Admission & Withdrawal Register on page \_\_\_\_\_

Date: \_\_\_\_\_

Dealing Assistant

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