



PROSPECTUS 2024-25

GOVT. DEGREE COLLEGE KAFFOTA, DISTT. SIRMOUR, 173029(HP)



Office No.:01704-273307

01704-273310

www.gckaffota.ac.in

gdckaffota123@gmail.com



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ADMISSION PROCESS

Admission will take place through online mode only.

Go to college official website gckaffota.ac.in & click on online admission



DOCUMENTS REQUIRED TO UPLOAD FOR ADMISSION IN FIRST YEAR

- ✓ Matriculation
- ✓ Certificate
- ✓ +2 Certificate (1 photocopy)
- ✓ Photograph of student (Photograph should be with white background and genuinely clear and proper)
- ✓ Original School Leaving & Character Certificates issued by the school
- ✓ If 12th class is passed as a private candidate, in that case character certificate may be obtained from a Gazetted Officer/ Panchayat Pradhan/ Municipal Council
- ✓ In case of opting for category benefit, SC/ST/OBC/IRDP/BPL/Minority Community/Physically Disabled the certificate must be enclosed from a competent authority
- ✓ Statement of disclosure for gap year(s)
- ✓ Himachal bonafide Certificate must be attached by girl students to avail tuition fees concession
- ✓ Copy of Aadhaar Card
- ✓ Those who have passed their eligibility exam from a Board/University other than Himachal Pradesh must upload original Migration Certificate

ADMISSION SCHEDULE

Sr. No.	Particulars	Period	Days
1.	Submission of admission forms for the session 2024-25	03.06.2024 to 15.07.2024	34 days
2.	Pre-admission counseling of students	03.06.2024 to 15.06.2024	
	Display of 1 st Merit List(UG 1 st year student)	16.07.2024 upto 01:00 PM	
3.	Fee to be deposited	16.07.2024 to 19.07.2024	03 days
4.	Display of 2 nd Merit List	20.07.2024 upto 11:00 AM	
5.	Fee to be deposited	20.07.2024 upto 05:00 PM	01 day
6.	Orientation of 1 st Year Students	22.07.2024	01 day
7.	Admission of UG 2 nd year & final year students on Roll On Basis	06.06.2024 to 15.07.2024	31 days
8.	Fee to be deposited	06.06.2024 to 19.07.2024	35 days
9.	Post admission counselling	20.07.2024, 22.07.2024	02 days
10.	Regular Teaching	23.07.2024 to 28.10.2024	79 days
		04.11.2024 to 31.12.2024	48 days
		05.02.2025 to 29.03.2025	45 days
		Remedial classes beyond normal teaching hours (atleast 54 hours)	09 days
		Total Teaching Days	181 days

COUNSELLING AND ADMISSION COMMITTEES 2024-25

Overall Coordinator: Dr. Nalin Ramaul

B.A/B.Com 1st Year

Prof. Rinku Aggarwal (Convener)

Prof. Sumitra Devi

Prof. Aniket Pundir

B.A/B.Com 2nd Year

Prof. Vikram Singh Thakur (Convener)

Prof. Vipin Singh

B.A /B.Com 3rd Year

Prof. Dinesh Kumar (Convener)

Prof. Raveena

COUNSELLING AND SUBJECT CHANGE COMMITTEE 2024-25

Arts/ Commerce

1. Prof. Dinesh Kumar
2. Prof. Sumitra Devi
3. Prof. Aniket Pundir

RAGGING IS A CRIMINAL OFFENCE

Ragging is a punishable offence. Ragging of all kind is strictly banned in the college campus. Anybody caught indulging in this evil exercise shall face penalty under the law. Act remotely suggestive of ragging should be reported to the college authorities/to the member of anti-ragging committee. 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**.

In order to have zero tolerance and its total elimination from the educational institutions *Hon'ble Supreme Court of India* vide its orders dated 4th May, 2001; 16th May, 2007 and 11th Feb. 2009 has directed as under:

—Ragging is banned in the institution. Anyone indulging in ragging is liable to be punished appropriately. Punishment shall be exemplary and justifiably harsh. Punishment for ragging includes:

- Imprisonment, fine or both.
- Expulsion from the institution, suspension from the institution or classes for a limited period or fine with a public apology.
- With holding scholarship or other benefits.
- Debarring from representation in events.
- Withholding of results.
- Suspension of expulsion from hostel or mess and the like.

ANTI RAGGING COMMITTEE

Dr. Nalin Ramaul (Convener)	+91-9816658644
Prof. Rinku Aggarwal	+91-8988101450
Prof. Vikram Singh Thakur	+91-7018701578
Prof. Sumitra Devi	+91-8894981118
Sh. Dinesh Kumar (Supdt. G-II)	+91-9805073444

From the Principal's Desk



Welcome to Government College Kaffota (Sirmour)

Greetings to all visitors and members of the Government College Kaffota (Sirmour) community! Nestled amidst the breathtaking beauty of nature, Government College Kaffota stands as a beacon of knowledge and opportunity in the serene landscapes of Sirmour. As the Principal of this unique institution, I extend a heartfelt welcome to all who seek to embark on a journey of learning and discovery in this tranquil setting.

Our college, situated in a remote area, offers undergraduate programs in humanities and commerce, providing students with a holistic education that not only fosters academic excellence but also nurtures a deep appreciation for the wonders of nature that surround us. Here, amidst the verdant hills and lush greenery, students have the privilege of learning in an environment that inspires creativity, curiosity, and a profound connection to the world around them.

At Government College Kaffota, we believe in the power of education to transform lives and empower individuals to make a positive impact in their communities. Through our dedicated faculty and staff, comprehensive academic programs, and a rich tapestry of extracurricular activities, we strive to equip our students with the knowledge, skills, and values they need to thrive in an ever-changing world.

As you explore our website, I invite you to discover the myriad opportunities that await you at Government College Kaffota. Whether you are a prospective student, a parent, or a member of our alumni community, we welcome you to join us in our quest for knowledge, growth, and excellence.

Thank you for considering Government College Kaffota as your academic home. We look forward to welcoming you to our campus and sharing in the beauty and wonder of this remarkable journey together.

Warm regards,

Dr. Rajesh Trehan

Principal

Government College Kaffota (Sirmour)-173029, H.P.

ABOUT THE COLLEGE



Nestled in the serene embrace of nature on a picturesque hillock in the backdrop of Bagandhar, Khajuridhar and Nigalidhar mountain ranges amidst Giri and Tons rivers, our college stands as a beacon of hope and opportunity for students, particularly young women from underprivileged backgrounds. This coeducational undergraduate institution offers robust programs in the arts and commerce streams, ensuring a well-rounded education that prepares students for diverse career paths and personal growth since its establishment in 2016.

The program of studies is designed to foster critical thinking, creativity, and practical skills, preparing students to excel in their chosen fields. Our team of dedicated and passionate faculty members is the backbone of our institution. They bring a wealth of knowledge and experience, delivering engaging lectures, and providing mentorship and support.

A variety of clubs and societies along with NSS and R & R units cater to diverse interests, in literary, social, cultural and sports activities, ensuring that every student finds a niche that suits their passions. The gymnasium equipped with modern fitness equipment along with indoor sports facilities promotes physical well-being and a healthy lifestyle among students. Our well-stocked library and reading room facility provide students ample support for their academic pursuits.

Our college is more than just an educational institution; it is a nurturing community that supports and empowers students with a strong academic foundation, vibrant extracurricular life that prepares students to succeed in all aspects of life.

OUR VISION

To empower the young generation by exposing them to a wide culture of creativity to improve the quality of individual and societal life by means of holistic education, healthy socialization and skill development to meet the challenges of the rapidly changing world.

OUR MISSION

Our mission is to educate our students up to the highest standard and to prepare them for life-long learning and leadership in the field of knowledge of global standard, to empower the young generation with holistic development by exposing them to a wide culture of creativity and innovation and to improve the quality of individual and societal life by means of holistic education, healthy socialization and skill development to meet the challenges of the rapidly changing world.

Objectives of the College

- Preparing students for success in their chosen field or profession, through academic and practical training.
- Providing students with a broad-based education that encourages critical thinking, creativity, and lifelong learning.
- Fostering personal and professional growth, through opportunities for leadership, community service, and cultural enrichment.
- Developing students' communication, collaboration, and problem-solving skills, which are essential in today's job market.
- Preparing students for global citizenship, through exposure to diverse cultures and perspectives.

FACULTY

Principal- Dr. Rajesh Trehan

Teaching Faculty

Dept. of Economics	Dr. Nalin Ramaul
Dept. of Commerce	Prof. Rinku Aggarwal Prof. Aniket Pundir
Dept. of English	Prof. Vikram Singh Thakur
Dept. of History	Prof. Dinesh Kumar
Dept. of Music (I)	Prof. Vipin Singh
Dept. of Pol. Science	Prof. Sumitra Devi
Dept. of Hindi	Prof. Raveena

Non-Teaching Faculty

Office Staff:

Sh. Dinesh Kumar (Supdt. G-II)
Sh. Rahul (Clerk)
Sh. Vikesh Kumar (JOA-IT)

Class IV:

Sh. Khajan Singh
Sh. Ratan Singh
Sh. Jagat Singh
Smt. Kanta Devi
Smt. Sarita Devi

INCHARGES AND OFFICIAL RESPONSIBILITIES

IQAC,NAAC& PM USHA	Coordinator	Dr. Nalin Ramaul
College Finances	Bursar	Prof. Rinku Aggarwal
NSS	Programme Officer	Prof. Dinesh Kumar
Rover & Rangers	Incharge	Prof. Aniket Pundir

ADMINISTRATIVE COMMITTEES 2024-25

Anti-Ragging & Discipline Committee

- 1 Dr. Nalin Ramaul(Convener)
- 2 Prof. Rinku Aggarwal
- 3 Prof. Vikram Singh Thakur
- 4 Prof. Sumitra Devi
- 5 Sh. Dinesh Kumar (Supdt.G-II)

College Magazine Committee

- 1 Prof. Vikram Singh Thakur (Chief Editor)
- 2 Prof. Dinesh Kumar
- 3 Prof. Vipin Singh
- 4 Prof. Raveena

Building &Furniture Committee

- 1 Prof. Dinesh Kumar
- 2 Prof. Vipin Singh
- 3 Prof. Raveena
- 4 Prof. Aniket Pundir
- 5 Sh. Vikesh Kumar (JOA)
- 6 CSCA President

Eco Club &Campus Beautification

- 1 Prof. Sumitra Devi (Convener)
- 2 Prof. Raveena
- 3 Prof. Aniket Pundir

Bus Pass Committee

All the Staff Members

Electricity, Fire Safety, Maintenance Committee

- 1 Prof. Dinesh Kumar (Convener)
- 2 Prof. Vipin Singh
- 3 Prof. Aniket Pundir
- 4 Sh. Rahul (Clerk)

College Advisory Committee

- 1 Dr. Nalin Ramaul(Convener)
- 2 Prof. Rinku Aggarwal
- 3 Prof. Vikram Singh Thakur
- 4 Prof. Vipin Singh
- 5 Prof. Sumitra Devi
- 6 Prof. Raveena
- 7 Sh. Dinesh Kumar (Supdt. G-II)
- 8 CSCA President and Secretary

Prospectus Committee

- 1 Prof. Dinesh Kumar (Convener)
- 2 Prof. Vipin Singh
- 3 Prof. Raveena
- 4 Prof. Aniket Pundir
- 5 Sh. Vikesh Kumar (JOA)

Career Guidance & Placement Cell

- 1 Prof. Vikram Singh Thakur (Convener)
- 2 Prof. Sumitra Devi
- 3 Prof. Raveena
- 4 Prof. Aniket Pundir
- 5 Sh. Vikesh Kumar (JOA)

House Examination Committee

- 1 Prof. Dinesh Kumar(Convener)
- 2 Prof. Vipin Singh
- 3 Prof. Raveena
- 4 Prof. Aniket Pundir
- 5 Sh. Vikesh Kumar (JOA)

Website Committee

- 1 Prof. Rinku Aggarwal (Convener)
- 2 Prof. Aniket Pundir
- 3 Prof. Sumitra Devi
- 4 Sh. Vikesh Kumar (JOA)

Press &Photography

- 1 Prof. Vipin Singh (Convener)
- 2 Prof. Raveena
- 3 Prof. Aniket Pundir
- 4 Sh. Rahul (Clerk)

IQAC

- 1 Dr. Nalin Ramaul (Co-ordinator)
- 2 Prof. Rinku Aggarwal
- 3 Prof. Dinesh Kumar
- 4 Prof. Aniket Pundir
- 5 Sh. Dinesh Pundir (Supdt. G-II)
- 6 Employer, Academician, President - OSA
- 7 PTA President
- 8 CSCA Executive Members

Scholarship Committee

- 1 Prof. Aniket Pundir(Convener)
- 2 Prof. Vipin Singh
- 3 Prof. Raveena
- 4 Sh. Rahul (Clerk)

Red Ribbon Club

1. Prof. Vipin Singh(Convener)
2. Prof. Raveena
3. Sh. Vikesh Kumar (JOA)

Campus and Sanitation, Cleanliness & Supervision Committee

- 1 Prof. Dinesh Kumar(Convener)
- 2 Prof. Vipin Singh
- 3 Prof. Sumitra Devi
- 4 Prof. Aniket Pundir

PM USHA Committee

1. Dr. Nalin Ramaul(Convener)
2. Sh. Dinesh Pundir (Supdt. G-II)
3. Sh. Vikesh Kumar (JOA)

Time Table Committee

- 1 Prof. Rinku Aggarwal (Convener)
- 2 Prof. Vikram Singh Thakur

Library Committee

- 1 Prof. Vikram Singh Thakur (Convener)
- 2 Prof. Dinesh Kumar
- 3 Prof. Raveena
- 4 Sh. Vikesh Kumar (JOA)

Sports Committee

- 1 Prof. Dinesh Kumar (Convener)
- 2 Prof. Vipin Singh
- 2 Prof. Sumitra Devi
- 3 Prof. Aniket Pundir
- 4 Sh. Rahul (Clerk)

Water Supply,Drinking and Rain Water Management Committee

- 1 Prof. Dinesh Kumar (Convener)
- 2 Prof. Vipin Singh
- 3 Prof. Aniket Pundir
- 4 Sh. Rahul (Clerk)

Women Development Cell

- 1 Prof. Sumitra Devi (Convener)
- 2 Prof. Raveena
- 3 Prof. Vipin Singh
- 4 Prof. Aniket Pundir
- 5 Sh. Vikesh Kumar (JOA)

Internal Committee

- 1 Prof. Vikram Singh Thakur-Presiding Officer
- 2 Dr. Anuradha-Member, CHC Kaffota
- 3 Prof. Dinesh Kumar
- 4 Prof. Sumitra Devi
- 5 Prof. Dinesh Kumar (Supdt. G-II)
- 6 CSCA President

Tour Organizing Committee

1. Prof. Dinesh Kumar(Convener)
2. Prof. Sumitra Devi
3. Prof. Aniket Pundir
4. Sh. Vikesh Kumar (JOA)

CSCA Committee

- 1 Prof. Rinku Aggarwal (Convener)
- 2 Prof. Vikram Singh Thakur
- 3 Prof. Dinesh Kumar
- 4 Prof. Sumitra Devi
- 5 Sh. Vikesh Kumar (JOA)

Local Purchase Committee

1. Prof. Vikram Singh Thakur(Convener)
2. Prof. Dinesh Kumar
3. Prof. Sumitra Devi
4. Prof. Aniket Pundir
5. Sh. Dinesh Kumar (Supdt.G-II)

FIRST AID Committee

- 1 Prof. Vipin Singh
- 2 Sh. Rahul (Clerk)

Road Safety Club

- 1 Prof. Dinesh Kumar (Nodal Officer)
- 2 Prof. Vipin Singh
- 3 Prof. Sumitra Devi
- 4 Sh. Vikesh Kumar (JOA)

Disaster Management Committee

- 1 Prof. Dinesh Kumar (Convener)
- 2 Prof. Sumitra Devi
- 3 Sh. Rahul (Clerk)

Drug Abuse Cell

- 1 Prof. Rinku Aggarwal –(Convener)
- 2 Prof. Vipin Singh
- 3 Prof. Raveena
- 4 Sh. Vikesh Kumar (JOA)

Academic Grievances Redressal Cell

- 1 Dr. Nalin Ramaul (Convener)
- 2 Prof. Rinku Aggarwal
- 3 Prof. Vikram Singh Thakur

OBC Committee

- 1 Prof. Dinesh Kumar
- 2 Prof. Raveena
- 3 Sh. Rahul (Clerk)

Electoral Awareness Club

- 1 Prof. Sumitra Devi (Convener)
- 2 Prof. Vipin Singh
- 3 Prof. Raveena

Research Development Cell

- 1 Prof. Rinku Aggarwal
- 2 Prof. Sumitra Devi
- 3 Prof. Aniket Pundir

Minority Committee

- 1 Prof. Aniket Pundir
- 2 Prof. Raveena
- 3 Sh. Vikesh Kumar (JOA)

SC/ST Committee

1. Prof. Vipin Singh
2. Prof. Aniket Pundir
3. Prof. Raveena

Equal Opportunity

- 1 Prof. Dinesh Kumar
- 2 Prof. Sumitra Devi
- 3 Sh. Rahul

CULTURAL COMMITTEE:

1. Prof. Vikram Singh Thakur
2. Prof. Dinesh Kumar
3. Prof. Vipin Singh
4. Prof. Sumitra Devi
5. Prof. Aniket Pundir
6. Sh. Rahul (Clerk)

CHOICE BASED CREDIT SYSTEM (CBCS) FOR UNDERGRADUATE (UG) COURSES

The Himachal Pradesh University vide Letter No. 2-1/2012 H.P.U. (Academic) dated 4 June 2016 has notified the acceptance of the latest course curriculum under Choice Based Credit System (CBCS) brought out by the University Grant Commission for implementation of academic session 2019-20.

Outlines of Choice Based Credit System:

1. Core Course: (12 for general courses; 4 discipline specific papers each for regular courses and 2 papers each for English and Hindi/MIL in B.A./B.Com.

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.

Discipline Specific Elective (DSE): (2 each for regular courses): An elective course offered under the main discipline/ subject of study is referred to as Discipline Specific Elective.

Generic Elective (GE) Course: (2 each for B.A./B.Com. regular courses): An elective course chosen from an unrelated discipline/subject, with an intention to seek exposure beyond discipline/s of choice is called a Generic Elective.

3. Ability Enhancement Courses (AEC): The Ability Enhancement (AE) Courses may be of two kinds: Ability Enhancement Compulsory Courses (AECC) and Skill Enhancement Courses (SEC). —AECC courses are the courses based upon the content that leads to Knowledge enhancement; (i) Environmental Science and (ii) English/Hindi/MIL Communication/Sanskrit. These are mandatory for all disciplines. SEC courses are value-based and/or skill-based and are aimed at providing hands-on-training, competencies, skills, etc.

Ability Enhancement Compulsory Courses (AECC): Environmental Science, English Communication/Hindi Communication/MIL Communication/ Sanskrit.

Skill Enhancement Courses (SEC): (4 for regular courses): These courses may be chosen from a pool of courses designed to provide value-based and/or skill-based knowledge and should contain both theory and lab/hands-on/training/field work. The main purpose of these courses is to provide students life-skills in hands-on mode so as to increase their employability.

AGE LIMIT FOR ADMISSION TO UG COURSES

For admission to the 1st Year, a student must not be more than **23 Years** (25 Years for girls) of age on 1st July 2024, e.g. the applicant should not be born earlier than 01/07/2001 in case of boys and 01/07/1999 in case of girls. However, in respect of SC and ST students a relaxation of 3 years is given.

The **Vice-Chancellor** of HPU Shimla has the power to permit age relaxation up to a maximum of 6 months. All such cases could provisionally be granted age relaxation upto six months by the **Principal** and a consolidated list of such cases be sent for approval of the Vice- Chancellor. A candidate who has availed age relaxation at the time of first admission shall be eligible for the same in the subsequent classes also.

ELIGIBILITY FOR ADMISSION

A pass in the Senior Secondary (+2) Examination (Academic Stream) conducted by the H.P. Board of School Education or an examination accepted as equivalent there to by the various bodies of the H. P. University.

1. Provided that the candidates who have passed the qualifying examination with commerce stream shall be given preference in admission to B.Com programme.

MIGRATION RULES

Migration from other colleges to this college and vice-versa is governed by HP University Rules. A migration certificate can be issued only if the student is registered with the HP University.

PROPOSED SCHEME FOR CHOICE BASED CREDIT SYSTEM IN B.A.

Year	Core Course(12)	Ability Enhancement Compulsory Course (AECC) (2)	Skill Enhancement Course(SEC) (4)	Discipline Specific Elective (DSE)(4)	Generic Elective GE (2)
I	English-1 Sanskrit/Hindi-1 DSC-1A DSC-2A DSC-1B DSC-2B	(English/Hindi/Sanskrit/MIL Communication) and Environmental Science	NIL	NIL	NIL
II	English-2 Sanskrit/Hindi-2 DSC-1C DSC-2C DSC-1D DSC-2D	NIL	SEC-1 SEC-2	NIL	NIL
III	NIL	NIL	SEC-3 SEC-4	DSE-1A DSE-2A DSE-1B DSE-2B	GE-1 GE-2

PERMISSIBLE SUBJECT COMBINATIONS IN B.A. (ARTS, HUMANITIES/LANGUAGES)

1. B.Com– 120
2. B.A

Combination No	Subject Combination		Seats Available in Major
	Major	Minor	
1	History	Pol. Science, Hindi, Economics, English, Music	60
2	Pol. Science	History, Hindi, Economics, English, Music	60
3	Hindi	History, Pol. Science, Economics, English, Music	60
4	English	History, Pol. Science, Economics, Hindi, Music	60
5	Economics	History, Pol. Science, English, Hindi, Music	60
6	Music	History, Pol. Science, English, Hindi, Economics	60

Note:

- ✓ The subject combinations being offered in the college are purely based on the availability of infrastructure and are subject to change as per the feasibility factor.
- ✓ Commerce students will study subjects as prescribed in their syllabus.
- ✓ Choice of the first subject in combination will decide your DSC1 (Main Subject) and DCS 2 subjects for BA.
- ✓ In B.A./ B.Com. 2nd Year, Skill Enhancement Course (SEC) will be offered from the main discipline/ subject (DSC-1).
- ✓ Subjects and combinations will be allotted purely on the basis of merit generated through online admission

**Reservation of Seats for Admission in various Courses for the
Session 2024-25/ Roster System**

EWS	10%
SC	15%
PWD	5%
SPORTS	5%
CULTURE	5%

FEE STRUCTURE FOR B.A./B.Com. (1st,2nd&3rdYear) FOR THE SESSION 2024-25

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 college administration:

S. No.	Name of Fund	Amount (Rs.)
1.	Tuition Fee (Boys/Non Himachali girls) Per Month	50
2.	Admission Fee Per Annum	25
3.	Univ. Continuation Fee	10
4	Readmission Fee	100
5	University Dev. Fee	250 & 100 (BPL/IRDP)
6	Univ. Sports Fee Per Annum	15
7	Univ. Home Fund Per Annum	2
8	Univ. Youth Welfare Per Annum	15
9	Building Fund Per Annum	120 (60+60)
10	Cultural Activities Per Annum	20
11	House Exam Per Annum	80
12	Magazine Fund Per Annum	50
13	Student Aid Fund Per Annum	2
14	Book Replacement Fund Per Annum	25
15	Health Fund Per Annum	6
16	College Sports Fund Per Annum	240 (120+120)
17	Amalgamated Fund Per Annum	300 (150+150)
18	Subject Society Per Annum	5
19	Furniture Repair Per Annum	10
20	Identity Card	10
21	Duplicate Identity card	20
22	NCC Per Annum	10
23	Library Security Fresh Students	100 (Refundable)
24	Computer & Internet Facility Per Annum	20
25	Rovers & Rangers Per Annum	60 (30+30)
26	Campus Development Per Annum	10
27	Science Practical's per month per subject	20
28	PTA Fund Annual	300 (150+150)
29	Computer Practical (Commerce & Maths) per month	15
30	Music Practical	180
31	Late Payment of Dues Per day	1
32	Per Period Absence Fine	1
33	Late return of library books per day fine	1
34	Red Cross Fund	40

SCHOLARSHIPS

A number of scholarships are available for the eligible and deserving students. Information regarding dates, eligibility conditions and procedure for applying for these scholarships will be notified on the college notice board from time to time. The students may apply online for these scholarships through online portal <https://scholarships.gov.in/>. The application should be duly attested /verified by the competent authority and should be accompanied by the relevant certificates of Educational Qualification/Income/Category/ Domicile/College Fee Receipt/Aadhaar No.and Bank Account No., etc.

CENTRE SPONSORED AND STATE SPONSORED SCHOLARSHIP SCHEMES ARE

- ✓ IRDP Scholarship Scheme
- ✓ HP University Scholarship
- ✓ Kalpana Chawla Chhatravriti Yojana
- ✓ Post-Matric Scholarship Scheme to OBC students
- ✓ Post-Matric Scholarship Scheme to SC students
- ✓ Post-Matric Scholarship Scheme to ST students
- ✓ Post-Merit Scholarship Scheme for Students Belonging to Minority Community.
- ✓ Post-Matric Scholarship for Students with Disabilities

DISCIPLINE AND CONDUCT

The Principal has power to take disciplinary action against student indulging in acts of indiscipline, which may lead to fine, suspension, rustication or expulsion.

The following activities will be considered as violation of the college discipline and may result in fine/expulsion or rustication depending on the gravity of the offence:

- Violence, use of force and ragging.
- Making noise and disturbing classes.
- Breaking college furniture, doors, windows, etc.
- Bringing out sider to the college campus.
- Interfering with electrical wiring/appliances.
- Writing/defacing walls and blackboards.
- Eve-teasing
- Smoking, use of *Gutka* or any intoxicant.

Playing Songs/Music on mobile phones in the campus is strictly prohibited and any violation of this instruction will be considered act of indiscipline.

COLLEGE LIBRARY

The issuance of the books is between **10:00 AM to 3:00 PM** on all working days. A student must bring his/her library card to get the books issued in his/her name. Only two books are issued to a student at a time for a period of 14 days. ***Reference Books/ Dictionaries/ Newspapers/Periodicals will not be issued.*** If the issued books are not returned by due date, a *fine at the rate of Rs. 1 per book per day* will be charged. Internal damage to a book will invite a fine of *Rs. 50/-in addition* to recovery of cost of the book. Failure to return the book or to pay the penalty imposed will entail the same procedure for recovery as in the case of recovery of govt. property.

LEAVE RULES

- Students should get their leave applications recommended by the teachers.
- Leave for **2 days** will be sanctioned by the senior tutors / subject teacher.
- Leave for more than **2 days** will be sanctioned by the Principal.

RE-ADMISSION

The students **absent for 6 days** continuously from any class without proper sanctioning of leave by the **competent authority of the college**, his/ her name automatically will be struck off from the rolls. A student **absent for 10 days** in a month will also be deleted from rolls. Re-admission will be entertained on payment of *readmission fee of Rs. 100/-* within **7 days** after duly permitted by the Principal. After expiry of 7 days the student will have to bear a *re-admission fee of Rs. 200/-*. The recommendation of the teacher and in addition to it, the Principal may impose extra fine depending upon the gravity of his/her absence. A student struck off for the second time in a session from any class will be ineligible for re-admission to the class.

COLLEGE STUDENTS CENTRAL ASSOCIATION (CSCA)

The College Students Central Association is formed every year as per the rules laid down by Himachal Pradesh University, Shimla from time to time. Presently the selection for various posts of this association is done through merit i.e. indirect selection mode.

PARENT TEACHERS ASSOCIATION (PTA)

To encourage community participation in education Parent Teachers Association (PTA) under section 2.33 to 2.33.7 of the HP Education Code, 2001, has been established. It is a non-political body for better coordination and interaction between parents and teachers for improvement of academic standards and infrastructural facilities of the college.

GIRI GANGA: YEARLY PERIODICAL

In order to encourage creative abilities among the students, the college magazine '*Giri Ganga*' is published annually. It consists of a number of sections and each section has *one staff editor & one student editor*. Students are asked to contribute original authored poems, articles, stories, memoires, experiences, and so on giving it a literary tinge. It also exhibits a panoramic summary of year-long activities in the form of pictography.

ANNUAL PRIZE DISTRIBUTION

Various awards and prizes are given to the meritorious students in academics and to those who *excel in sports and co-curricular activities* on the Annual Prize Distribution Function as per college norms.

CAREER GUIDANCE & COUNSELING CELL

Career guidance cell guides the students regarding different career prospects open to them. Clippings of advertisements for different posts/training programs from various newspapers are also displayed on the notice board for the benefit of students. Sometimes, resource persons are also invited.

OLD STUDENTS ASSOCIATION

Old Student's Association (OSA) of Govt. Degree College Kaffota is a registered association of college which came into existence in 2023. The college conducts meetings time to time with the members of Old Student's Association (OSA) which provides a platform to the former students to contribute suggestions with respect to the functioning and infrastructure of the college.

OTHER IMPORTANT COMMITTEES AND CELLS

Internal Grievance Cell (IGC):

The IGC serves as a dedicated platform that provides students with a mechanism to address their grievances, concerns, and complaints in a fair and confidential manner.

Women Development Cell (WDC: SHAKTI):

Women Development Cell —SHAKTI serves as a platform to address and advocate for women's issues, fostering an environment of gender equality and inclusivity on campus.

Road Safety Club:

Role of Road Safety Club is to promote safe practices among students, both as drivers and pedestrians. By organizing various events, campaigns, and workshops, the club aims to educate students about traffic rules, responsible driving, and the importance of wearing seat belts, avoiding distracted driving, and respecting speed limits.

Drug Abuse Cell:

Drug Abuse Club in our college aims to create a safe and supportive environment for students to openly discuss and address the issue of drug abuse on campus.

Disaster Management Cell:

This club provides a platform for students to learn about different types of disasters, their causes, and their potential impacts. This cell in association with NDRF and SDRF provides basic training to the students to ensure safety during a threatening disaster situation.

Minority Cell:

This cell serves as a dedicated platform within the educational institution to address the specific needs and concerns of students belonging to minority class, ensuring their overall well-being and academic success.

SC/ST Cell:

One such important initiative is the SC/ST Cell, which is specifically designed to address the concerns and upliftment of Scheduled Castes (SC) and Scheduled Tribes (ST) students.

OBC Cell:

The OBC cell in a degree college serves as a platform to assist and empower OBC students in various aspects of their academic journey. Its primary objective is to ensure the holistic development of OBC students and create an inclusive environment on campus.

Equal Opportunity Cell:

The Equal Opportunity Cell (EOC) is dedicated to ensuring that no student faces discrimination or barriers based on their gender, caste, religion, or any other factor.

RECREATIONAL FACILITIES IN THE COLLEGE

CO-CURRICULAR AND EXTRA-CURRICULAR ACTIVITIES

Education is a very broad term and goes beyond training of one's mind for acquiring textual knowledge. It is associated with other activities in order to see multi-dimensional development of overall personality of a man. The college provides opportunity to our students through many co-curricular and other activities that help them to develop into a sound body and mind. Students are encouraged to join these societies as per their interest. Students can approach the incharge of these societies.

NATIONAL SERVICE SCHEME (NSS)

The college has half unit. Enrolment in NSS is done in the *beginning of the session*. Students have to apply while filling the offline form for participation in NSS activities. Interested students may contact NSS Programme officers for enrolment.

ROVERS AND RANGERS

The college has got one unit of Rovers and Rangers each. Basically it is a voluntary non-political youth organization wherein students are trained to combat during natural disaster and otherwise too. It helps its members to have all-round development and become perfect responsible individuals to the society, nation and the world at large.

Note: The students can opt for either NCC or NSS or Rovers and Rangers.

Sports

It is a bygone story that studies only bring name. Sports have taken many a stride where one can try for a name and fame. In order to encourage students our college provides facilities for indoor and outdoor games. Students are encouraged to participate in any of the games and prepare for inter-college tournaments organized by Himachal Pradesh University to earn name and fame and establish oneself in sports also.

Educational Tours

For the overall development of the students stream-wise educational tours are arranged from time to time. The purpose of the trip is usually observation, non-experimental research or to provide students with experiences outside their everyday activities, such as going & camping with teachers and their classmates.

TENTATIVE ACTIVITY CALENDER FOR THE SESSION 2024-25

PLANTATION DRIVE	Second and Third Week of July,2024
INDUCTION PROGRAMME FOR STUDENTS OF BA/B.Com.	Last week of July 2024
ECO CLUB ACTIVITIES	In the Month of August and September
NATIONAL SPORTS DAY	August 29,2024
HINDI PAKHWARA	September 1 to September 15,2024
TEACHER'S DAY CELEBRATION	September5,2024
HINDI DIWAS CELEBRATIONS	September14,2024
CELEBRATION OF NSS DAY	September 24,2024
PTA GENERAL HOUSE	First Week of September, 2024
GANDHI JAYANTI CELEBRATIONS	October2, 2024
WOMEN DEVELOPMENT CELL ACTIVITIES	October, 2024
SWACHATA PAKHWARA	In the Month of October,2024
CSCA FORMULATION	Date to be Notified by HPU
DIWALI BREAK	October 29, 2024 to November 2nd , 2024
MID TERM TESTS	First Week of November, 2024
FOUNDATIONDAY OF R&R	7th November
CONSTITUTION DAY	November 26, 2024

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CSCA CULTURAL FUNCTION	First Week of December,2024
AIDS DAY	December1,2024
ANNUAL ATHLETIC MEET	Second Week of December,2024
COLLEGE EDUCATIONAL TOUR	Last Week of December, 2024
WINTER BREAK	Date to be Notified by HPU
REPUBLIC DAY CELEBRATIONS	January 26, 2025
7 DAYS NSS CAMP	December,2024
ANNUAL PRIZE DISTRIBUTION FUNCTION	March,2025
INTERNATIONAL DAY FOR WOMEN	March8, 2025
ANNUAL EXAMINATION (PRACTICAL & THEORY)	Date to be Notified by HPU
HIMACHAL DAY	April 15, 2025
LABOUR DAY	May1, 2025
NO TOBACCO DAY	May31, 2025
SUMMER BREAK	May 18, 2025 to June 11th , 2025
WORLD ENVIRONMENT DAY CELEBRATION	June 5, 2025
INTERNATIONAL YOGA DAY CELEBRATION	June 21, 2025

For More Information Contact:



Office No.:01704-273307

01704-273310

www.gckaffota.ac.in

gdckaffota123@gmail.com