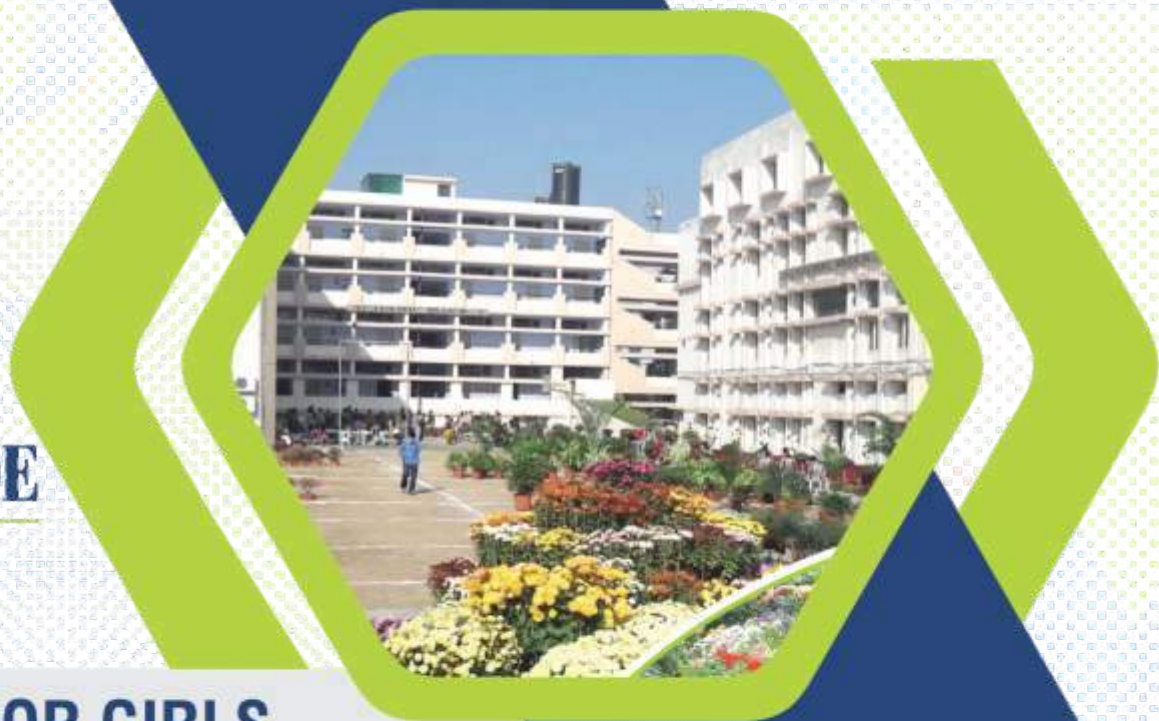




INFORMATION AND ASSISTANCE GUIDE

2022-23



D.A.V. COLLEGE FOR GIRLS

YAMUNA NAGAR - 135001 (HARYANA)

Best Women College of
Kurukshetra University, Kurukshetra

College with Potential for
Excellence (Phase-I & II)

NAAC Accredited Grade 'B'™



Dr. Abha Khetarpal

Message

Dear Students

You are indeed blessed to find an opportunity to get education at one of the best colleges of North India. The college, being run under the leadership of D.A.V. College Managing Committee, New Delhi has the privilege of having a healthy & harmonious atmosphere and rich values which have played pivotal role in shaping the future of innumerable students. Our mission is to transform students into rational thinkers, competent workers, law abiding citizens and spiritually enlightened individuals. This is my firm belief that the rich values and traditions imbibed here would carry you to greater heights. All the best for a very successful session.

Dr. Abha Khetarpal
Officiating Principal



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COLLEGE PROFILE

D.A.V College for Girls, Yamuna Nagar, is a premier educational institution of the northern region of India. Accredited 'B++' by NAAC, the College has the rare distinction of being chosen as 'The College with Potential for Excellence' by UGC in the second phase too and also as 'The Best Women College' by Kurukshetra University. Over the years, the College has evolved into a brand in female education. The long and impressive list of achievements over the last decade is a testimony to its expanding footprint and impact across northern regions of our country.

A multi-faculty, post-graduate institution, D.A.V. College for Girls offers a wide choice of courses in all disciplines- humanities, science and commerce with 13 Post Graduate courses including PG Diplomas, 6 Honors courses, 17 UGC sponsored Add-on-Courses, 05 Certificate and Diploma courses and 23 Hobby courses to an impressive strength of approximately 3000 students. The College reached an important milestone on being included in the list of 48 colleges/universities selected out of 702 for establishing DDU KAUSHAL Kendra by UGC under the XII Plan of Government of India. Under this scheme, the college has introduced 6 B.Voc., M.Voc. and 7 courses under Community Colleges.

Realising the rapid changes and advances in technology and the growing needs of our smart and gadget-savvy students, the college continues to add and update the existing infrastructure and offers the best of the facilities within its wi-fi college campus. With Entrepreneur Resource Planning (ERP), the college enables on-line registration, admission, lessons, notices, attendance and also more efficient office-administration. With 5 academic blocks including 68 classrooms, 72 labs including 8 smart class rooms/seminar rooms, an air-conditioned library providing access to e-publication through INFLIBNET and DELNET networks, 2 air-conditioned Audio-Visual rooms, state- of-the-art Mass Communication Lab, Naturopathy Centre with excellent facilities like Sauna Bath, Jacuzzi, Steam Bath, a Gym fitted with latest machines and gadgets, A Shooting Range, Rain Water Harvesting Plant, a state-of-the-art Swimming Pool, a fleet of buses, Surfing Cell for students, Fire-Fighting System and a fully air-conditioned Auditorium with a capacity of 500 seats, and a huge outdoor stage with latest lighting and equipments, Solar Energy Plant (SEP) of 100 KW each in the college and the hostel, all constitute part of the massive infrastructure consolidated over the last decade.

In addition to this, the college also has a hostel which can accommodate more than 650 students from suburbs and neighbouring states in two hostel buildings and makes every possible effort to make their stay here homely and comfortable with a modern kitchen, 24 hour power back-up, internet facility, 4 common rooms, 9 guest rooms, a tuck-shop, washing machines with 50 kg load capacity, a Tumble Dryer, a Hydro Extractor and a Gym.

The college has been recording excellent academic achievements of our students year after year. With 35 university positions in Kurukshetra University examinations held last session, our students have proved their academic excellence yet again.

In cultural activities, our college has proved its superiority among all the colleges of Kurukshetra University. This year in the 44th Zonal Youth Festival held from Dec. 20-22, 2021 at D.A.V. College, Sadhaura, our students participated in 22 cultural items out of which 5 items were recommended & 5 commended. In this competition our students won Overall Trophy in Literary events.

For years together the college has stood first in women colleges of Kurukshetra University. With professional coaching, special training, hard-work and zeal, this year our students have won 18 Gold Medals, 33 Silver Medals and 9 Bronze Medals in various competitions at national and state level.

The N.S.S. and N.C.C. units of the college organise activities and camps for the students to develop their organizational skills and to create opportunities for them to realize their true potential and become responsible citizens and confident individuals. For the last 19 years the N.S.S. unit of the college has been organising blood donation camp annually to make students aware and conscious of their duty and feel proud of their unique gift of life to the needy.

The women cell of the college also organises activities for the students to make them aware of their legal rights, instill in them a consciousness and desire to live with dignity and self-esteem. The various clubs in the college like Eco-Club, Scholars' Club, Youth Club and Red-Ribbon Club also provide the students opportunities to express their creativity, cultivate their special interests and commitment to social cause.

Besides the regular courses, the college also runs 3 UGC centres: Women Studies Centre, Gandhian Studies Centre and Nehru Studies Centre which are basically engaged in research projects but also offer short-term courses to the students to acquaint them with the life, philosophy and vision of these great men and their relevance in the modern world.

Realizing the responsibility of the college towards substantial help to the students in finding jobs in an atmosphere of cut-throat competitions, the placement cell of the college does a commendable job by arranging campus placements for the students to give them an initial push in the professional world. Various companies like TCS, Manras Technologies, Wipro, Deloitte, Hexaware are usually a part of the placement drive.

Besides the regular contribution of the faculty in publishing research articles and papers in various international and national journals including 'Coherence', and a Multi Disciplinary Journal of Humanities and Social Sciences, the peer review published by the college annually, the various departments regularly organise and attend international and national seminars and conferences each session.

The college year book 'Divyasudha' records each and every activity and achievement of the college and also provides a platform to the students to express their views creatively through articles, stories and poems, etc.

Keeping our focus on learning and improvement, we strive to achieve yet higher goals in academic, sports and cultural fields and scale the new heights of excellence, perfection and glory.

Programmes & Courses Offered

Register at : <https://dheadmissions.nic.in>

ARTS FACULTY

B.A. with following subjects:

- English
- Punjabi
- History
- Home Science
- Mathematics
- Statistics
- Fine Arts
- Health and Physical Education
- Human Rights & Value Education
- Hindi
- Economics
- Sociology
- Music (V)
- Public Administration
- Functional English
- Yoga and Naturopathy
- Sanskrit
- Political Science
- Psychology
- Music (I)
- Computer Science

B.A. Mass Communication

Honours Courses in

- English
- Mathematics
- Economics
- Psychology

Post Graduate Courses

- English
- Economics
- Yoga
- Human Rights and Value Education
- P.G. Diploma in Yoga Therapy
- P.G. Diploma in Nutrition & Dietetics
- P.G. Diploma in Fashion Designing

SCIENCE FACULTY

- B.Sc. Hons. Mathematics
- B.Sc. Medical
- B.Sc. Non-Medical
- B.Sc. Bio-Technology
- B.Sc. Computer Sc.
- B.Sc. Computer Applications
- B.Sc. Fashion Designing
- B.Sc. Industrial Microbiology
- B.Sc. Home Science
- B.C.A.

Post Graduate Courses

- Computer Science (Software)
- Mathematics
- PGDCA

COMMERCE FACULTY

- B.Com. Hons
- B.Com. General
- B.Com. Computer Applications
- B.Com. Banking and Insurance
- B.Com. e-Commerce
- B.Com. Advertising, Sales Management and Sales Promotion

Post Graduate Course

- M.Com

Compulsory Subjects for TDC Part-I Students of All Streams

- Computer Education
- Environmental Studies

UGC SPONSORED - Add-On COURSES

Certificate / Diploma / Advanced Diploma Courses

Register at : www.davyamunanagar.in

Certificate Courses

- Certificate Course in Gandhian Studies
- Certificate Course in Human Rights
- Certificate Course in Women Studies
- Certificate Course in Nehru Studies
- Data Care Management
- Tally
- Web Designing & Office Automation
- Foundation Course in Human Rights
- Hospital Management (Open for outsiders also)

Certificate, Diploma and Advanced Diploma

- Bakery and Confectionery
- Medical Lab Technology
- Yoga and Naturopathy

UGC Sponsored Courses (under NSQF)

Eligibility: 10+2 (Open for Outsiders also)

- Business Process Outsourcing (BPO)
- Dress Designing & Tailoring
- Food Preservation
- Interior Designing
- News Reading & Anchoring

EVENING COURSES

Register at : <https://dheadmissions.nic.in>

- M.A. in Applied Yoga and Health

Post-Graduate Diploma in the following

- Computer Applications (PGDCA)
- Yoga Therapy
- Skin and Hair Therapy

DIPLOMAS

(Certificate Awarded by D.A.V. College for Girls, Yamunanagar)

- Advanced Diploma in Interior Designing
- Diploma in Interior Designing
- Diploma in Web Designing
- Diploma in Computer Graphics & Animation
- Certificate course in Theater & Television

HOBBY COURSES

- | | |
|---------------------------------|--------------------------|
| • Swimming | • Tabla |
| • Art & Craft | • Casio |
| • Sketching | • Guitar |
| • Cutting & Tailoring | • Harmonium |
| • Basic Beauty | • Singing |
| • Self Grooming | • Make Up |
| • Gym | • Make Up (3D) |
| • Yoga & Naturopathy | • Make Up (Professional) |
| • Naturopathy (Treatment) | • Panchkarma |
| • Oil Painting | • Basic Computers |
| • Water Colour Painting | • Pistol Shooting |
| • Computer Graphics & Animation | |

* For fee structure please consult the college website

* Please note that the fee once paid will not be refunded in any case.

DEEN DAYAL UPADHYAY KAUSHAL KENDRA

The Government of India, under its XII Plan, took a rare initiative to introduce skill-based programmes by establishing DDU KAUSHAL Kendra under UGC schemes in colleges/universities. Aimed at creating skilled workforce to meet the demands of expanding industry and business in India, KAUSHAL Kendra would provide low-cost and high quality education locally that encompasses both vocational skills development as well as traditional course work, thereby providing opportunities to learners to move directly to the employment sector or move into the higher education sector.

The scheme has the provision of multiple entry and exit at any level of the course that would enable the student to seek employment after any level and join back as and when feasible to upgrade his/her knowledge or skills. The college offers the following courses under this scheme.

B.Voc./M.Voc. in the following courses

(Diploma - 1 Year, Advanced Diploma - 2 Years, B.Voc. Degree - 3 Years) • Eligibility: 10+2 from any stream

Register at : www.highereduhry.ac.in or <https://dheadmissions.nic.in>

1. Desktop Printing and Publishing Technology

Desktop printing is the creation of documents using page layout skills on a personal computer. Desktop publishing software can generate layouts and produce typographic quality text and images comparable to traditional typography and printing. This technology allows individuals, businesses, and other organizations to self-publish a wide range of printed matter. Desktop printing is also the main reference for digital typography. When used skillfully, desktop printing allows the user to produce a wide variety of materials, from menus to magazines and books, without the expense of commercial printing.

Job Opportunities:

Desktop Printing & Publishing Technology offers following job opportunities:

- Web Publications Designers
- Typographers
- Compositors
- Image Designers
- Layout Artists
- Electronic Prepress Technicians
- Documentation Specialists
- DTP Operators
- Digital Electronic Prepress Workers
- Publications Specialists

2. Networking and Mobile Applications

Mobile applications developers primarily design and code programs that run on phones and tablets, while some may create applications for these devices and also make web applications. This field would offer ample job opportunities and high earnings (23% increase in jobs for applications developers from 2012-2022). After this specialization one can create and publish apps and can also deal in telecommunicating.

Mobile Developer Related Careers

Mobile app development is evolving to integrate with television, in-car navigation and entertainment, shopping, commerce and banking. As it can be seen, there is more demand than supply because there are not enough good mobile developers. As mobile phone companies look to attract users through applications, the demand for application developers is growing and will grow. A mobile application developer can be:

- Mobile App Developer
- Web Developer
- Database Administrator
- Software Engineer
- Computer Programmer
- IT Security Specialist
- Graphic Designer
- Video Game Designer

3. Theater and Television

The objective of this course is to impart comprehensive training, both practical and theoretical, in various aspects of theatre and television. A student is trained to develop his mind, body and voice. The course aims at the total development of the student's personality. Acting, movement, voice, production, speech, singing, improvisation, theatre-games, yoga, mime, text-study style, character-building, stage make-up, use and control of imagination constitute the integral part of the practical training. Representative plays from Indian and Western dramatic literature and the history of theatre and television are dealt with in considerable detail. Practical lessons in stage lighting, set and costume designing are also imparted. The knowledge of regional theatre-forms and their creative application in the modern context is emphasized. After completion of this course, the students can find jobs as actors, producers, directors, stage-craft incharges and much more.

4. Medical Lab Technology (Eligibility : 10+2 Medical/Non Medical)

Medical Lab Technology, also called clinical laboratory science, is an allied health profession concerned with diagnosis, treatment and prevention of disease through the use of clinical lab tests. The course provides for two levels of job as technologists and technicians. A technologist deals in Blood-banking, Clinical Chemistry, Hematology (blood related), Immunology, Microbiology, Urinalysis, Serology. A technician is engaged in the routine lab testing and works under technologists or supervisors.

Job Opportunity :

- As a Laboratory Technician in Pathology labs.
- In R&D Department as a Lab Technician.
- In vitro-fertilization laboratory.
- Also eligible in Govt./Defence Diagnostic Laboratory/Hospitals.
- Hospital out research coordinator.
- As a Health and Safety officer.
- Eligible as Molecular Diagnostic.
- As a health care administrator.

5. Software Development

It is a skill development course which is designed after identifying the needs of software industry and the gaps between theoretical and practical aspects. The course contents are divided into two parts as general components and skill components. This will build strong theoretical base along with good knowledge of practical aspects. The skill based knowledge and practical training in industry will make sure that students can fulfil industry needs immediately after completing the course.

6. Hospitality Management

Hospitality Management is primarily concerned with food and living space, the boarding and lodging needs of the guests and more importantly their comfort at all times.

Job Prospects :

- Hotel Managers
- Lobby and Reservation Manager
- Marketing Manager
- Front Office Manager
- Executive Chef
- Catering Manager
- Food and Beverage Manager
- Housekeeping Manager
- Reservation Manager

Alternate Career Options :

- Event Planner
- Hotel and Catering Institutes
- Institutional and Industrial Catering
- Public Relations
- Teaching Jobs
- Cruise line Managers
- Airline Catering and Cabin Services
- Hotel and Tourism Associations

Community College Courses

(Diploma - 1 Year, Advanced Diploma - 2 Years)

Register at: www.davyamunanagar.in

1. Beauty and Wellness

This programme focuses on the detailed knowledge of anatomy, cosmetic chemistry, electricity, dermatology, aesthetic, hair, nutrition, Yoga, Panch Karma; all the fields that collectively make up the beauty and wellness industry. It has an excellent scope for entrepreneurship. Beauticians may practice their skills in skin-care, hair-care, hair-dressing and cosmetology etc., all at the same time or can even specialize in any one of these areas.

2. Medical Lab Technology (Details mentioned on page no.8)

3. Bakery and Confectionery

Baking, one of the oldest professions in the world, is a very dynamic and innovative culinary technique used for making bread and confectionaries. It combines both arts and science. It is a career that demands lots of creativity, commitment and passion for food. Bakers are innovative and skilled professionals who specialize in the manufacturing of various kinds of baked products. For skilled bakers, there are lots of options to set up their own business, travel overseas and earn money.

4. Hospitality Management (Details mentioned on page no. 9)

5. Tally -Accounting through Computers

This course in accounting imparts in-depth information about every aspect of financing. Learning about the terminology, ethics and profession of accounting helps in developing valuable job skills. The skills give an edge in a competitive job market. The career after Tally includes :

- Accounts Executive
- Junior Accountant
- DEO (Data Entry Operator)
- Accounts Assistant
- Tally Operator

6. Diploma / Advanced Diploma in Fashion Designing

Post Graduate Diploma in Fashion Designing imparts knowledge about designing and developing garments and clothes. It has a huge potential to build and nurture the career of an individual and there are immense opportunities in this field. One can not only work with various companies but also start their own enterprise. The career options include –

- Fashion Designer
- Costume Stylist
- Freelance and many more.

7. One Year Diploma in Yoga & Naturopathy

This course includes theoretical as well as practical aspects of Yoga and Naturopathy. It provides a training in Yoga asanas and techniques of naturopathy.

Job Prospects

- Yoga Instructor
- Home Tutors
- NGOs
- Job in Hospitals
- Own Centres as a Therapist

If students qualify QCI (Quality Council of India) Level I & II they become eligible for government job.

CISCO ACADEMY - DAV COLLEGE FOR GIRLS, YAMUNANAGAR

Register at: www.davyamunanagar.in

COURSES FOR CISCO CERTIFICATIONS

1. COURSE NAME : CCNA(Cisco Certified Network Associate) Routing and Switching

Information and Communication Technology (ICT) professionals are in short supply. Networking is predicted to be the second fastest growing occupation, faster than the average for all occupations, and will continue to grow as investments are made in newer, faster technology, and mobile networks.

The Industry Recognized Certification Alignment

The Cisco CCNA® Routing and Switching curriculum is aligned with the Cisco Certified Network Associate (CCNA) certification that helps maximize students' investment in foundational networking knowledge.

The CCNA Routing and Switching certification validates students' ability to install, configure, operate, and troubleshoot medium-size routed and switched networks.

CCNA Curriculum : The CCNA Routing and Switching curriculum consists of four Modules: each Module is 70 hrs ie $70 \times 4 = 280$ hrs

- | | |
|-----------------------------------|---|
| 1) Introduction to Networks (ITN) | 2) Routing and Switching Essentials |
| 3) Scaling Networks | 4) Connecting Networks CCNA Job Opportunities |

The Cisco CCNA® Routing and Switching curriculum is designed for Cisco Networking Academy® students seeking entry-level jobs in the ICT industry or fulfilling prerequisites in pursuing more specialized ICT skills.

Subsidized Fee vouchers for CCNA certification exam fee for enrolled students in CISCO Academy

ELIGIBILITY : CCNA Routing and Switching curriculum is appropriate for students of 10+2 and Above.

- | | | |
|----------------------|---|---|
| FEE STRUCTURE | • For MSc. Computer Science ₹ 3000 per module | • For students other than college ₹ 4000 per module |
| DURATION | • For MSc Students One module per semester | |
| | • For students other than college: one month per module having contact program of 6 hrs per day | |

2) COURSE NAME: IT ESSENTIALS

IT Essentials covers fundamental computer and career skills for entry-level IT jobs. The IT Essentials course includes hands-on labs that provide practical experience. Simulation tools help you hone your troubleshooting skills and practice what you learn.

- Develop working knowledge of how computers operate.
- Identify common security threats and vulnerabilities like malware, phishing, spoofing and social engineering.

- Apply skills and procedures to install, configure, and troubleshoot computers, and software.
- Develop critical thinking and problem solving skills using real equipment.
- Get immediate feedback on your work through built-in quizzes and tests.
- Connect with the global Cisco Networking Academy community.

Career Opportunities

IT Essentials is ideal for students seeking entry-level IT positions in companies, government agencies, educational institutions, or service providers, or to work for themselves.

- Career pathways include: IT/technical support, field service technician, help desk technician, network support technician, and more

Eligibility: 10+2 **Duration :** 45 days

Fee Structure • For BCA-III students ₹ 3000 for two semesters • For students other than College ₹ 4000

IMPORTANT NOTE

1. Add-on-course in Web Designing and Office Automation is compulsory for BCA Part I.
2. Add-on-Course in Data Care Management is compulsory for B.Sc.-I (Comp. App.).
3. Add-on-course in Tally is compulsory for the students of B.Com-II (Computer Applications)
4. Add-on-Course in Bakery and Confectionery is compulsory for Home Science Students of B.A-I (Certificate), B.A. II (Diploma) and B.A. III (Advance Diploma) & optional for others.
5. Add-on-Course in Medical Lab Technology is compulsory for the students of B.Sc.-I Medical (Certificate), B.Sc. II Medical (Diploma) and B.Sc. III (Advanced Diploma)
6. Six Month Certificate Course in Women Studies is compulsory for the students of B.A.-III (Sociology & Public Administration).
7. Six Month Certificate Course in Nehru Studies is compulsory for the students of B.A. II (Political Science).
8. Six Month Foundation Course in Human Rights is compulsory for the students of B.A.-I (Public Administration).
9. Six Month Certificate Course in Human Rights is compulsory for the students of B.A.-III (Political Science).
10. Six Month Certificate Course in Gandhian Studies is compulsory for the students of B.A.-II (History).
11. CCNA Routing and Switching is compulsory for the students of M.Sc.- I & II Computer Science.
12. IT Essentials is compulsory for the students of BCA III.

SCHEDULE FOR THE ACADEMIC SESSION 2022-2023

UNDER-GRADUATE COURSES

Admissions 01.08.2022 to 20.08.2022

ODD SEMESTER

1st Teaching Term 22.08.2022 to 21.10.2022

Vacation (Diwali) 22.10.2022 to 26.10.2022

2nd Teaching Term 27.10.2022 to 14.12.2022

Examinations 15.12.2022 to 14.01.2023

EVEN SEMESTER

1st Teaching Term 16.01.2023 to 04.03.2023

Vacation (Holi) 05.03.2023 to 12.03.2023

2nd Teaching Term 13.03.2023 to 16.05.2023

Examinations 17.05.2023 onwards

Summer Vacation 15.06.2023 to 16.07.2023

POST- GRADUATE COURSES

Admissions 01.08.2022 to 20.08.2022

ODD SEMESTER

1st Teaching Term 22.08.2022 to 21.10.2022

Vacation (Diwali) 22.10.2022 to 26.10.2022

2nd Teaching Term 27.10.2022 to 14.12.2022

Examinations 15.12.2022 to 14.01.2023

EVEN SEMESTER

1st Teaching Term 16.01.2023 to 04.03.2023

Vacation 05.03.2023 to 12.03.2023

2nd Teaching Term 13.03.2023 to 16.05.2023

Examinations 17.05.2023 onwards

Summer Vacation 15.06.2023 to 16.07.2023

Note : The next academic Session 2023-2024 will start from 01.08.2023.

SUBJECT COMBINATIONS FOR B.A. (GENERAL)

A candidate for B.A. (General) Examination shall be required to take up in each of Semesters, the following subjects :

(a) Compulsory Subjects :

1. English
2. Hindi
3. Environmental Studies (Qualifying Paper)
4. Computer Awareness (Qualifying Paper)

(b) Elective Subjects :

A candidate can choose **two** elective subjects from Group I to Group IV selecting any one subject from a given group.

Group I

1. Hindi (E)
2. Sanskrit (E)
3. Punjabi (E)
4. Computer Sc.
5. Psychology
6. History

Group II

1. Mathematics
2. Sociology
3. Music (v)
4. Music (I)
5. Health & Phy. Ed.
6. Yoga & Naturopathy

Group III

1. Pol. Sc.
2. Fine Arts
3. Human Rights
4. Mathematics
5. Functional Eng.
6. Public Admn.

Group IV

1. Home Sc.
2. Economics

SUBJECT COMBINATIONS FOR B.Sc.

(a) Compulsory Subjects :

1. English
2. Environmental Studies (Qualifying Paper)
3. Computer Awareness (Qualifying Paper)
(Except for Computer Science & Computer App.)

(b) Medical Group

A	B	C
Botany	Botany	Botany
Zoology	Zoology	Zoology
Chemistry	IMB	Biotech

(c) Non-Medical Group

A	B	C
Physics	Physics/Statistics	Physics/Statistics
Chemistry	Mathematics	Maths
Maths	Computer Science	Computer Application

SUBJECT COMBINATIONS FOR HONOURS COURSES

HONOURS SCHOOL OF ENGLISH

Compulsory Papers :

- i) Hindi
- ii) English Literature Paper-I
- iii) English Literature Paper-II

Subsidiary Subjects to choose any one subject from **Group I** or **Group II** (Same as for B.A. (General) Examination)

HONOURS SCHOOL OF ECONOMICS

Compulsory Papers :

- i) English
- ii) Economics Paper-I
- iii) Economics Paper-II

Subsidiary Subjects to choose any one subject from **Group I** or **Group II** (same as for B.A. (General) Examination).

HONOURS SCHOOL OF MATHEMATICS

Compulsory Subjects

- I) English
- ii) Hindi
- iii) Maths

Subsidiary Subjects to choose any one subject from **Group I** or **Group IV** (same as for B.A. (General) Examination).

HONOURS SCHOOL OF PSYCHOLOGY

Compulsory Subjects

- I) English
- ii) Psychology Paper-I
- iii) Psychology-II

Subsidiary Subjects to choose any one subject from **Group II** or **Group III** (same as for B.A. (General) Examination).

ELIGIBILITY FOR ADMISSION TO UNDER GRADUATE COURSES

B.A.

A candidate who has passed Senior Secondary Certificate Examination (10+2 Standard) of the Board of School Education, Haryana or any other examination recognized as equivalent thereto with atleast 33% marks in aggregate with English as one of the subjects, shall be eligible to join 1st Semester of the course.

B.A. (Mass Communication)

A person who has passed Senior Secondary Certificate Examination (10+2 Standard) from the Board of School Education, Haryana or its equivalent examination with English as one of the subjects with at least 50% marks in the aggregate shall be eligible to join the first year of Mass Communication Course.

B.A. Hons./B.Sc. Hons.

A person who has passed Senior Secondary Certificate Examination (10+2 Standard) from the Board of School Education, Haryana or its equivalent examination with English as one of the subjects and has also obtained 50% marks in the aggregate or 50% marks in subject offered for the Honours Course shall be eligible to join the First year (Part I) class of the B.A. Honours/B.Sc. Honours Course.

B.Sc.

A candidate shall be eligible to join the first year of B.Sc., if she has passed Senior Certificate Examination (10+2 Standard) of Board of School Education, Haryana or its equivalent examinations thereto in Science Group with English as one of the subjects and has obtained at least 40% marks in aggregate.

B.Sc. (Home-Science)

A candidate shall be eligible to join the first year of B.Sc. (Home Sc.), if she has passed Senior Certificate Examination (10+2 Standard) of Board of School Education, Haryana or its equivalent examinations in Science/Arts/Commerce Group with English as one of the subjects and has obtained at least 40% marks in aggregate.

B.Sc. (Fashion Designing)

A candidate who has passed Senior Secondary Certificate Examination (10+2 Standard) of Board of School Education, Haryana (any stream-Arts, Science, Commerce) / B.Sc.-I Home Science examination holder old scheme of Kurukshetra University or any other examination recognized by the Academic Council as equivalent thereto with at least 45% marks in the aggregate and with English as one of the subjects, shall be eligible to join the first year (Part-I) of this course.

BCA

A candidate who has passed 10+2 examination or any other examination recognised as equivalent thereto, obtaining at least 50% marks in the aggregate, shall be eligible to join First Semester of the course.

B.Com/B.Com (Hons.)

- a) A person who has passed any one of the following examinations with English as one of the subjects shall be eligible to join the first year of the Bachelor of Commerce Course.
- b) Senior Secondary Certificate Examination (10+2 Standard) of Board of School Education, Haryana or an Examination recognized by the Academic Council as equivalent thereto with atleast 40% marks in the Commerce Group or 50% marks in Non-Commerce Group (Humanities & Science) and for e-Commerce and Banking & Insurance a person must have 50% marks in Commerce Group and 60% marks in Non Commerce Group.

Note : For Compartment Students

Candidate(s) placed under compartment in one subject only can be admitted provisionally to Part-I of B.A./B.Sc./B.Com/BCA etc. at her own risk/responsibility subject to passing their compartmental subject before commencement of the university examination of 1st semester of the year as per provision of rules, contained in the respective Ordinance. Admissions of all such cases will be subject to their fulfilment of the minimum eligibility conditions.

ELIGIBILITY FOR ADMISSION TO POSTGRADUATE COURSES

M.A. English

(I) B.A. (Hons.) in English with 45% marks in aggregate.

OR

(ii) Bachelor's Degree with at least 50% marks in aggregate or 45% marks in the subject of English.

M.Sc. Mathematics

A person who has passed B.A./B.Sc. with Mathematics as one of the subjects or B.A. (Hons.)/B.Sc. (Hons.) in Mathematics with at least 50% marks.

M.Sc. Comp. Science (Software)

A person who has passed with 50% marks in the aggregate of the B.Sc./B.Com with Computer Science or Computer Applications (Vocational Course) / B.Sc. (Hons.) in Computer Science/BCA or any other examination recognized as equivalent thereto, shall be eligible to join this course.

OR

Post B.Sc. Diploma in Computer Science and Applications/Post Graduate Diploma in Computer Applications/Post Graduate Diploma in Computer Science with at least 50% marks in aggregate. Provided that those students who have passed these One year Diploma Courses must have passed B.Sc. (NonMedical) or B.A. with Mathematics at their graduation level.

OR

B.A. with Comp. Sc. with at least 50% marks in aggregate and having Maths as one of the subjects at graduation level.

M.A. Applied Yoga and Health, M.A. HRVE

A person who has passed Bachelor's degree under 10+2+3 scheme in any discipline from Kurukshetra University with 45% marks in the aggregate or its equivalent examination shall be eligible to join the first semester of the course.

M.Com

A person who has passed with at least 45% marks in the aggregate of the Bachelor of Commerce or Bachelor of Business Administration or Bachelor of Arts/Science with Economics and/or Mathematics examinations of Kurukshetra University or any other examination recognized as equivalent thereto with English as one of the subjects shall be eligible to join this course.

M.A. Economics

A person who has passed B.A with Economics / B.Sc. / B.A. (Hons.) in Economics/B.Com. with at least 45% marks in the subject of Economics or 50% marks in aggregate or any other examination recognized as equivalent thereto.

ELIGIBILITY FOR POST GRADUATE DIPLOMAS

Eligibility for PGDCA/PG Diploma in Translation

A person who has passed Bachelor's degree examination of the Kurukshetra University or an examination recognized as equivalent thereto shall be eligible to join this diploma course.

Eligibility for P.G. Diploma in Nutrition and Dietetics

A Person who has passed Bachelor of Science (Home Science) examination of Kurukshetra University.

OR

B.A. with Home Science as an Elective subject or an Examination recognised as equivalent thereto with at least 50% marks in aggregate (Minimum Pass marks of SC/ST Candidates) shall be eligible to join the Post-Graduate Diploma in Nutrition & Dietetics Course.

Eligibility for P.G. Diploma in Fashion Designing

Minimum 50% marks in aggregate in Bachelors Degree from any stream.

Eligibility for Post Graduate Diploma in Yoga & Naturopathy

- (i) B.A./B.Sc./B.Com with at least 45% marks in aggregate and having passed English as one of the subjects, except for B.Sc., B.Com and B.A. (Hons.) having passed English at least in one year.

OR

- (ii) B.A. with Health & Physical Education as one of the subjects in the three years degree course with at least 45% marks in the aggregate.

OR

- (iii) Bachelor of Physical Education (B.P. ed.) 3-years degree course/B.Sc. (Physical Education, Health Education and Sports)/ D.P. ed. one year after graduation with at least 50% marks in aggregate.

Note :

- a) In case of SC/ST candidates minimum pass marks in the qualifying examination will be considered as minimum eligibility condition for admission to a particular course.
- b) Though the minimum percentage of marks fixed by the university is 45% marks (50% in case of M.A., M.Sc.) the admission to all Post Graduate Courses will be on merit basis. As seats are limited, a higher percentage may be fixed by the college to select students for admission.
- c) The Principal of the college will allow provisional admission to the students of Final year of PG Degree without waiting for the declaration of the result of the previous year.

ADMISSION PROCEDURE & RULES

(Admission will be purely on Merit Basis)

1. All the candidates must register at the websites mentioned against the course they wish to opt.
2. The candidates must read the information brochure and the university rules before filling up the form online.
3. The candidates must carry all the original documents at the time of admission.
4. The candidate is required to submit the following documents at the time of admission:
 - Attested copies of all the certificates of the examinations passed from Matriculation onwards upto the class in which the student is seeking admission.
 - A provisional certificate or school/college leaving certificate issued by the head of the institution last attended.
 - Four passport size photographs.
 - Character Certificate.
 - SC/BC certificate from competent authority.
 - Income certificate of father/mother.
 - Original Migration Certificate, Transfer Certificate duly signed by D.E.O.
 - Original Passing Certificate or SANAD of 10+2.
 - Affidavit, if there is gap in studies, duly attested by the Magistrate.
 - Voter Identity Card Copy.
 - Aadhar Card Copy
 - Proof of Blood Group and Haemoglobin (Hb)
 - Student's Bank Account No. with IFSC Code.
 - Anti-Ragging Form

NOTE

1. Principal of the college is authorized to allow provisional admission to former students whose result of B.A. / B.Sc. / B.Com. Part I, II and M.A. I examination has not yet been declared by the university. If on declaration of result, a student fails, her provisional admission will automatically stand cancelled.
2. Failed candidates are not allowed admission in the college. However, they can get admission in various courses run under community college.
3. Admission of students from other University/Board will be provisional and subject to confirmation of their eligibility by Kurukshetra University.
4. If the number of students in any course is less than ten, the college will not run that particular course and the students will be allowed to shift to some other course.
5. The college reserves the right to refuse admission to any applicant without assigning any reason.

12	Sports Activities	Ms. Nishi Grover	Dept. of Commerce
13	Uniform Incharge	Ms. Dolly Lamba	(Dept. of Fashion Designing)
14	Industrial Visits	Dr. Sunita Kaushik	(Dept. of Botany)
		Dr. Rachna Soni	(Dept. of C.Sc.)
		Ms. Dolly Lamba	(Dept. of Fashion Designing)
15.	Identity Card – College/Hostel/College Bus Id. Card.	Ms. Sushma Sharma	Tech. Asstt. (Dept. of C.Sc.)
		Mr. Anil Nanda	Jr. Tech. Asstt.(Dept. of C.Sc.)
16.	Grievance Redressal Cell	Dr. Surinder Kaur	(Dept. of Commerce)
17.	Internal Complaint Committee	Dr. Meenu Jain	(Dept. of Economics)
18.	Swimming Pool	Dr. Seema Mahajan	(Dept. of Sociology)
19.	Personal Counseling Cell	Ms. Shalini Chhabra	(Dept. of Psychology)
20.	Mentor-Mentee Programme	Ms. Shalini Chhabra	(Dept. of Psychology)
21.	Passport Incharge	Ms. Nishi Grover	(Dept. of Commerce)

AWARDS AND HONOURS

1. MISS DAV 2. ALL ROUND BEST STUDENT

CRITERIA FOR THE SELECTION OF

MISS DAV AND ALL ROUND BEST STUDENT

Winner will be crowned as MISS DAV

First Runner up will be declared as All Round Best Student

1. ACADEMIC

(a) Undergraduate/Postgraduate Courses

1st Position	100 pts.	4th Position	70 pts.
2nd Position	90 pts.	5th Position	60 pts.
3rd Position	80 pts.	6th to 10th Position	50 pts.

Note : In case the third or last semester result is not declared then the points will be increased proportionately.

(b) For Single College Courses :

1st to 5th Position	20 pts.
6th to 10th Position	15 pts.

(c) Topper of the college 15 pts.

2. SPORTS

(a) International level participation 20 pts.

Additional pts. for			
1st Position	75 pts.	3rd Position	55 pts.
2nd Position	60 pts.	4th Position/ Consolation Prize	45 pts.

(b) National level participation 15 pts.

Additional pts. for

1st Position	50 pts.	3rd Position	30 pts.
2nd Position	40 pts.	4th Position/ Consolation Prize	20 pts.
(c) State level participation			10 pts.
Additional pts. for			
1st Position	20 pts.	3rd Position	16 pts.
2nd Position	18 pts.	4th Position/ Consolation Prize	14 pts.
(d) District level participation			5 pts.
Additional pts. for			
1st Position	15 pts.	2nd Position	10 pts.
3. CULTURAL			
(a) International level participation			20 pts.
Additional pts. for			
1st Position	75 pts.	3rd Position	55 pts.
2nd Position	60 pts.	4th Position/ Consolation Prize	45 pts.
(b) National level participation			15 pts.
Additional pts. for			
1st Position	50 pts.	3rd Position	30 pts.
2nd Position	40 pts.	4th Position/ Consolation Prize	20 pts.
(c) State level participation			10 pts.
Additional pts. for			
1st Position	20 pts.	3rd Position	16 pts.
2nd Position	18 pts.	4th Position/ Consolation Prize	14 pts.

(d) District level participation			5 pts.
Additional pts. for			
1st Position	15 pts.	2nd Position	10 pts.
4. N.S.S. Member	5 pts.		
Any other achievement	10 add. pts.		
5. N.C.C. Member	5 pts.		
(a) If passed B Certificate Exam		10 add. pts.	
(b) If passed C Certificate Exam		20 add. pts.	
(c) If participated in Republic Day Parade or attended a National level camp		20 add. pts.	
6. Blood Donor	15 pts.		
7. Any Community Service Participation	20 pts.		
8. Any other achievement	15 pts.		
9. Code of Conduct			
(Regularity, Punctuality, Discipline, Attendance in tests, Behaviour) The student will be rated by the concerned teachers on the basis of above factors on the 5 pt. scale.			
10.	The student of B.A., B.Sc., B.Com-III will be selected on her achievements of the last three years and the student of PG Diploma, M.A., M.Sc., M.Com will be selected on her achievements of the best three years (for the students who graduated from the same college).		
11.	A student with multi-facet participation will be preferred.		
12.	A student can claim only one award.		
13.	The decision of the committee will be final.		

3. MAHATMA HANSRAJ STUDENT OF THE YEAR AWARD

(For all students on the basis of 3 years performance)

As a tribute to a great Arya Samajist and educationist, Mahatma Hansraj who sowed the seeds of great DAV movement by setting up the first DAV school in 1886 in the memory of Swami Dayananda, DAV College for Girls Yamunanagar introduced Mahatma Hansraj Student of the Year Award from the session 2014-15. To inculcate his high ideals of “Learning, Piety and patriotism” and to promote the sense of social and community service amongst students, this award recognizes and appreciates their exceptional contribution to community service.

- Any student of DAV College for Girls, Yamunanagar is eligible for this award if she has made significant contribution to the spirit of community/social service. The student applying for this award must give an evidence of her excellence in social service performed by her.
- The final selection will be made from a list of shortlisted students finalized by a community constituted for this purpose.

4. AWARD OF EXCELLENCE for participation in the following :

- a Public Speaking
- b Creative Writing
- c Leadership Skills
- d Contribution to Community Service
- e Best Conduct

(For all students on the basis of Annual Performance)

USEFUL INFORMATION

RAGGING

Ragging in educational institutions is banned and any one indulging in ragging is likely to be punished appropriately. The punishment may include the shape of (i) withholding scholarship or other benefits (ii) debarring from representation in events (iii) withholding results (iv) suspension or expulsion from hostel or mess, and the like. If the individuals committing or abetting ragging are not/cannot be identified, collective punishment can be awarded to act as a deterrent.

The following will be termed as the act of ragging: Any disorderly conduct whether by words spoken or written or by an act which has the effect of teasing, treating or handling with rudeness any other student, including in rowdy or indisciplined activities which causes or is likely to cause annoyance, hardship or psychological harm or to raise fear or apprehension thereof in a fresher or a junior student or asking the students to do any act or perform something which such students will not do in the ordinary course and which has the effect of causing or generating a sense of shame or embarrassment so as to adversely affect the physique or psyche of a fresher or a junior student.

INTERNAL COMPLAINT COMMITTEE

As per UGC guidelines, the college has set up an Internal Complaint Committee to deal with the issues related to eve-teasing, sexual assault, abuse or molestation reported by the students and the women employees of the college. The cell aims at upholding the dignity of women and facilitate a gender-sensitive and congenial environment for women.

IDENTITY CARD

An Identity Card is an important document and should be carried at all times in college as it identifies a student as a member of the college community. It can be checked at any time by any member of the staff. In case a student loses her card or needs to replace the damaged card, a duplicate ID Card can be issued on payment of additional fee of Rs. 50/-.

PRAYER

The college holds prayer daily for 15 minutes. It includes Vedic Hymns and popular prayers. It is compulsory for all the students to attend the prayer daily. All the important announcements pertaining to the students are made in the prayer time.

HAWAN

Hawan is performed twice a year at the beginning and at the end of the session. Spiritual speakers are also invited on these occasions to address the students.

MENTOR-MENTEE PROGRAMME

Mentor-Mentee Programme focuses on providing successful and satisfied relation between mentor and mentee, so that mentees can achieve higher performances, feel rejuvenated and become aware of issues, methods or perspectives that are important in their lives. This program will benefit both the mentor and mentee as it involves interaction and one to one conversation. Each student is encouraged to achieve her potential, aspirations, self confidence and improved skills.

INFORMATION PERTAINING TO ACADEMICS

Change of Subject / Faculty

A student of an undergraduate course may be permitted to change her subject (s) or faculty within one month of the commencement of the session. After that no student will be allowed to change the subject or faculty.

Attendance

A candidate who has not attended 75% lectures in theory/practical as prescribed by the Ordinances of the University and the deficiency thereof has not been condoned by the Principal, shall not be eligible to appear in the examination.

Internal Assessment

There shall be 20% marks earmarked for Internal Assessment in each theory paper of all Semesters to be awarded by the class teachers calculated/based upon students' performance in college tests/ assignments and attendance in each subject according to the following criteria:

1. Two Handwritten Assignments - 10%
2. One Class Test - 5%
3. Attendance - 5%

Marks for Attendance will be given as under :

- | | |
|----------------|------------|
| 1) 91% onwards | : 5 marks |
| 2) 81% to 90% | : 4 marks |
| 3) 75% to 80% | : 3 marks |
| 4) 70% to 74% | : 2 marks* |
| 5) 65% to 69% | : 1 mark* |

*For students engaged in co-curricular activities for the college only / authenticated medical grounds duly approved by the concerned Principal.

SCHEDULE FOR ASSIGNMENTS & TESTS

Odd Semester (I, III, V)

- 1st Assignment : 2nd week of September
Class Test : Last week of September
2nd Assignment : Last week of October

Even Semester (II, IV, VI)

- 1st Assignment : 2nd week of February
Class Test : 2nd week of March
2nd Assignment : 1st week of April

Important Note :

1. Weekly attendance report of all the students will be put on the college website. **If a student remains absent from the class for 14 days or more in a month her name will be struck off from the college rolls.**
2. **If a candidate does not appear in the EVS Exam in TDC-I, she will have to pay a late fee of Rs. 500/- in TDC-II/TDC-III even if a student has obtained prior permission to remain absent from the EVS Exam.**
3. Absence from the class test is punishable with the fine of Rs. 100/- per paper. **Fine will not be exempted even if a student has obtained prior permission to remain absent in the test.**

SPECIAL ACTIVITIES & PROGRAMMES

Eco Club

For the students who would like to contribute in the conservation and preservation of environment, the club aims at encouraging ways and means of preventing environmental pollution through various activities undertaken from time to time. The club takes up plantation drive every year to promote greener and cleaner environment. It welcomes all green-fingers and nature lovers.

Sports Council

Sports council has been formed to develop all the aspects of personality i.e. physical, mental, social, emotional, cultural and intellectual leading to all round and balanced development of the students through physical activities. It also promotes the best type of team spirit amongst the students.

Scholars' Club

The vision behind the formation of Scholars' Club is academic excellence and to enable the students to use their potential for shaping their career. It also helps the students in securing university positions. The students are selected purely on the merit basis.

Cultural Council

Provides the best of opportunities to the students to prove their talent in cultural activities.

N.C.C.

The College has two full N.C.C. wings. The cadets are given rigorous training by our N.C.C. Officer, Maj. Geeta Sharma.

N.S.S.

Organises various community oriented programmes to create awareness among N.S.S. volunteers about social, educational and environmental issues.

Students' Council

The college constitutes a students' council each year consisting of representatives of all classes, NCC, NSS, Women Cell, Sports, Cultural activities and Subject Associations and toppers of all classes, with the Principal as the patron of the council.

Women Cell

Regularly organizes talks and seminars concerning vital women issues and creates an awareness among students about their rights, duties, responsibilities and building confidence among them.

Women Studies Centre

The UGC sanctioned Women Studies Centre, only one of its kind in northern states, is basically engaged in projects related to women issues.

Nehru Studies Centre

The UGC-sanctioned Nehru Studies Centre is engaged in lectures, research and extension activities related to Nehru.

Gandhian Studies Centre

The objective of the centre is to promote, organise and undertake the study of life and thought of Mahatma Gandhi. Its aim is to promote activities both for the younger generation and for the more mature Gandhian activists and workers to translate the same into social life for the benefit of the nation.

Parent Teacher Association

Parent Teacher Association provides a platform to discuss the difficulties faced by the students and also helps in exploring the hidden potential of the students in the right direction.

Red Ribbon Club

The Red Ribbon Club creates awareness among students about HIV/AIDS. It helps to induce among youth the spirit to help and support people living with HIV/AIDS.

Remedial Coaching Centre

Remedial Coaching for SC/OBC/ Minority aims at improving the academic skills and knowledge of students in various subjects. The basic objective of the Remedial Coaching Centre is to raise their level of comprehension of basic subjects and to provide a strong foundation for further academic progress and thus reduce their failure and drop-out rate.

Competitive Exams Coaching Centre

Under the UGC scheme of coaching for Services Competitive Exams, this centre aims at preparing students belonging to SC/ST/OBC/Minority Communities to get gainful employment in central govt. and other services like Banks. The students belonging to the weaker sections of the society and physically challenged students may also avail of this facility. The students of general category can also get benefit of this facility on the payment of a nominal fee.

Road Safety Club

In a bid to enable the students to imbibe the importance of practicing safety norms while driving on the road, the college has formed Road Safety Club. The club comprises of a nodal officer, institute head or convenor, two senior faculty members, regional eminent person and 40 senior students who are appointed as members. Six Road Safety Ambassadors have also been appointed. Awareness talks, quiz, seminars, workshops, poster making are organized in the Road Safety Clubs.

Personal Counseling Cell

For the effective redressal of problems and challenges faced by students, the college has a Personal Counseling Cell and a qualified and trained psychologist to take care of their anxiety, stress, fear of change & failure and a slew of other academic worries. It is a unique, interactive and target-oriented system involving students, teachers and parents to address common student concerns. It bridges formal as well as communicative gaps between the students and institution at large. To cater the emotional and intellectual needs of students and to guide them to move up in their career, this centre has three segments.

- a. Tutorial Board
- b. PDP (Personality Development Program) Cell
- c. Counseling Cell.

COLLEGE BUS RULES

1. Once enrolled for the college bus, no student can leave the bus without depositing 12 months college bus fee.
2. Students can deposit college bus fee only in two equal installments.
3. No college bus facility will be given to the students to the particular pick-up point on the link-road unless there are minimum 5 students.
4. No student will get the Roll No. for university examination without depositing the college bus fee for full year.

VEHICLE PARKING RULES

1. Students coming to college on cycles/scooters must acquire cycle/scooter token from the college office.
2. Students must park their bicycles/scooters in the Underground Parking Area. Vehicles parked anywhere else inside/outside the college shall be confiscated.
3. Students must lock their vehicles positively. However, in case of loss of a vehicle the college shall not be responsible.
4. Students will have to pay Rs. 300/- as Cycle charges and Rs. 600/- as Scooter charges per academic session.
5. **All the students who use two wheelers must wear helmets daily.**

LEAVE RULES

1. Leave must be applied for in advance on leave forms available on student account (website).
2. On days when special functions are held, leave shall be granted only by the Principal. In case of absence fine will be imposed.
3. In case of serious illness, the leave application must be submitted alongwith the medical certificate signed by the **Chief Medical Officer** of the district.
4. **The maximum leave allowed during the year will be 15 days only. Extra leave / medical leave for more than 15 days shall automatically be cancelled and the student shall be fined Rs. 5/- per lecture/day. No lecture will be given against the leave sanctioned.**

CODE OF CONDUCT FOR STUDENTS

1. A student on rolls of the college shall be bound by the college rules and regulations.
2. Students are prohibited from organizing or attending meetings in the college, distributing notices, collecting money and exhibiting banners, posters etc. without the permission of the principal.
3. Students are not allowed to bring outsiders to the college.
4. Ragging is strictly prohibited in the college and hostel campus. Assaulting, harassment or threatening other students is strictly prohibited.
5. A student found guilty of misconduct, damaging the dignity of self and the institution.
6. Students found damaging/disfiguring lab equipment, library books, computers, furniture, walls, etc. would be severely punished.
7. **Use of mobile phone in the class rooms, labs and corridors is strictly prohibited for personal use. Any student using a mobile phone in the above mentioned places will be fined Rs. 1000/- and her phone will be confiscated. The mobile must be kept on 'switched off' mode in the college campus. However, a student can use her mobile phone in the presence of her teacher for academic purpose or in case of any emergency.**
8. Students must be punctual and regular in attending their classes and the labs. In case of mass bunk, the whole class will be fined.
9. Students who do not obtain the required attendance percentage (75%), fail to submit assignments in time and remain absent from conditional test for unjustified reasons will not be allowed to appear in the university examination.
10. Students should go to the library or sit in the common room or shed area in their vacant period. Loitering in veranda and chit-chatting/gossiping in the corridors will be viewed seriously.
11. Wearing identity cards in the college is compulsory.
12. It is compulsory for the students of all vocational courses to wear uniform on all days. Students are expected to come to the college decently dressed.
13. Students are expected to treat the members of the staff both, teaching and non teaching, and also their fellow students with courtesy.
14. All the students are supposed to consult the Notice Board daily. Ignorance of orders duly displayed on notice-board shall not be accepted as an excuse for non-compliance.
15. During Prayer time students must stop working and sing/recite the Prayer and also listen carefully the important announcements made during this time.
16. Do not litter your class-rooms and campus with wrappers and papers. Use dustbins which you will find in every room at every floor of the college. Dustbins near the canteen are labeled as dry, wet, organic and e-waste. You are expected to put garbage in the dustbins according to the label on them.
17. Students will not be allowed to leave the college premises for any personal work till 12:15 pm. In case of emergency, the permission of the principal, on the request of parents or signature of the head of the department, is mandatory.
18. **Students must clear their pending fee (College/Bus) by the due date as fixed by the college. Otherwise, NOC for university roll no. will not be issued.**

HOSTEL FEE FOR THE SESSION 2022-2023

Sr. No.	Particulars	Single Seater			Two Seater			Three Seater			Four Seater		
		Without A/c or Cooler	With Cooler	With A/c	Without A/c or Cooler	With Cooler	With A/c	Without A/c or Cooler	With Cooler	With A/c	Without A/c or Cooler	With Cooler	With A/c
01.	Room Rent	40000	46000	58000	32000	37000	50000	26000	30500	44000	24000	28000	42000
02.	Mess Charges	27000	27000	27000	275000	27000	27000	27000	27000	27000	27000	27000	27000
03.	Generator Charges	3000	3000	3000	3000	3000	3000	3000	3000	3000	3000	3000	3000
04.	Bus Charges	3000	3000	3000	3000	3000	3000	3000	3000	3000	3000	3000	3000
05.	Laundry Charges	2000	2000	2000	2000	2000	2000	2000	2000	2000	2000	2000	2000
06.	Security (Non-Refundable)	1000	1000	1000	1000	1000	1000	1000	1000	1000	1000	1000	1000
07.	Enrollment Charges	100	100	100	100	100	100	100	100	100	100	100	100
Total		76100	82100	94100	68100	73100	86100	62100	66600	80100	60100	64100	78100
Booking Amount		30000	35000	45000	30000	35000	40000	25000	32000	35000	15000	25000	30000

Note: Free lodging and boarding facility for national and international level sports participants

DATES OF PARENT-TEACHER MEETING

First Meeting — 4th Week of August 2022

Second Meeting — 3rd Week of January 2023

HOSTEL RULES

ADMISSION

- Admission will be sought afresh every academic session.
- Hostel Dues as decided by the Management will be payable for the whole year in advance at the time of admission. In no case, the fee once paid shall be refunded.
- The Hostel Security is non refundable.

GENERAL RULES

1. It is compulsory for all the parents to attend the schedule parents teacher meetings.
2. It is mandatory for all the students to go to the college and come back from the college by bus.
3. No outside tuitions will be allowed. If required, the tuition facility will be given in the Hostel itself arranged by the college authorities.
4. Outing is permitted on every Sunday from 10.00 a.m. to 3.00 p.m. However, on all other days the students will purchase their required items from Hostel Shop only.
5. Study hours will be observed from 9:45 p.m. to 12:00 p.m. After that the lights will be switched off. They must be in their room from 10:00 pm to 6:00 am. If any student is found absent from her room or moving about during the mentioned hours, it will be viewed very seriously.
6. If parents want to call their wards home in case of emergency, they have to inform the Principal as well as the Warden.
7. **Fee of any kind once paid will not be refundable.**
8. Parents are advised to check the attendance of their wards in college and hostel.
9. Residents are advised not to keep excessive cash, jewellery or other valuable items with them. The hostel does not take any responsibility in this matter.
10. The students must vacate hostel room the very next day after their exams are over.
11. **Students on leave from hostel will be fined Rs. 100/- per day if they overstay their sanctioned leave.**
12. **Any hostel student found skipping classes and staying in hostel without the permission of the hostel warden will be fined Rs. 100/- per day.**

ATTENDANCE & LEAVE

1. If the student fails to come back after the lapse of the period of sanctioned leave, she herself will be responsible for the consequences thereof. Leave will be sanctioned only on the leave form available online.
2. A boarder will have to seek permission from the warden for any kind of absence from hostel.
3. If any student extends her leave, the parents should inform the hostel-warden within 24 hours. Otherwise, serious action will be taken against the student.
4. Warden can sanction leave upto 2 days only. Any leave more than that needs to be sanctioned by the Principal.
5. Medical leave will be sanctioned if only the regular doctor appointed for hostelers approves of it.
6. Boarder will have to attend the prayer daily at 6:00 p.m. in the campus.
7. The hostel gate will be closed at 5:00 p.m. The defaulters will have to face consequences whatsoever.

VISITORS & GUESTS

1. Visitors are allowed only on visiting days (Holidays & Sundays) between 9:00 a.m. to 6:00 p.m.
2. Single male/female shall not be considered as local guardian. Only a married couple above 30 years is eligible to be the local guardian.
3. Only those male visitors whose photographs are pasted on hostel form will be allowed on showing the gate pass issued by the college to meet the respective student in the reception room.

4. Parents can call the wards on telephone from 8:00 a.m. to 9:00 p.m. only.
5. No Parents/Guardians (Male/Female) are allowed to go to the residents' room.
6. Parents will be allowed to stay in the hostel guest room (general) only on payment of Rs. 250/- per head/per day and will have to pay Rs. 150/-extra for meals per day. Other guests will be charged Rs. 1000/- per day for (VIP) guest room and Rs. 150/- for meals per day.
7. A day scholar is not permitted to visit or stay in the hostel without the permission of the principal.

CONDUCT & DISCIPLINE

1. A student shall maintain discipline & peaceful atmosphere in the hostel.
2. Electrical appliances like Iron, tape-recorder, etc. are not allowed.
3. Picture pasting is strictly prohibited. Room walls should be kept clean. For any damage to the furniture/furnishing student will be fined.
4. The hostellers will have to keep Id-Card with them to be shown at the gate.
5. Hostellers are not permitted to approach any other doctor for medical care other than the one appointed by the college authorities.
6. Cooking in the room is prohibited. Defaulters will be fined Rs. 500/- per student.
7. Attending evening assembly is compulsory for all students.
8. No participation of any resident in politics will be tolerated.
9. The residents are expected to be decently dressed up in the hostel campus.

MESS RULES

1. Besides the hostel committee, a mess-committee of the students will be formed for the additional supervision in the preparation of hygienic food for students and to maintain discipline in the mess and hostel premises. In case of any complaint, the matter should be reported to the warden.
2. The mess charges @ 27000/- per annum would be charged, payable in two instalments. First instalment of Rs. 14000/- must be deposited at the time of admission and second instalment of Rs. 13000/- before the university examination of odd semester. **Additional mess charges will be taken if a student overstays.**
3. Mess timings and other rules fixed by the warden will be strictly adhered to by the boarders.

IN-HOUSE FACILITIES

On Payment

- | | |
|------------------|--|
| 1. Swimming | 2. GYM |
| 3. Table Tennis | 4. Badminton |
| 5. Yoga/Aerobics | 6. Computer & Internet Facility (Free) |

STUDENTS HAVE TO BRING

- | | |
|---|-----------------|
| 1. Bedding | 2. Bucket & Mug |
| 3. Lock | 4. Hangers |
| 5. Water bottle | |
| 6. Plate, Katori, Glass, Spoon & other personal requirements. | |
| 7. Photographs of male and female visitors | |

FEE CONCESSION AND SCHOLARSHIPS

Scholarships/Stipends Available in the College

S.No.	Name of Scholarship/Stipend	Income Group
1.	Backward Class Stipend/Scholarship	16. Vimukti Jati (Under Backward Class Stipend Scheme)
2.	Scheduled Caste Stipend/Scholarship	Scholarship/Stipend by D.H.E. Haryana
3.	National Scholarship Portal 2.0 for Meritorious and Minority students under Central Sector scheme of Scholarship for College and University Students.	17. Financial Assistance to Scheduled Caste Students of Haryana Domicile studying at Graduate/Post Graduate Level
4.	National Merit Scholarship	18. Sitaram Jindal Foundation Scholarship, New Delhi
5.	Haryana State Merit Scholarship	19. Fee concession from S.A.F
6.	Haryana Board of School Education Merit Scholarship	20. Red Cross Fund
7.	Haryana State Merit Scholarship given by Kurukshetra University, Kurukshetra on the basis of B.A./B.Sc./B.Com. final exams for P.G. Students	21. Dr. Radha Krishanan Fund
8.	Physically Handicapped Scholarships	22. Scholarships given by Trusts and Individual Donors
9.	Scholarships by Guru Harkishan Educational Society, Chandigarh	23. Sports concession from college Funds
10.	Dr. Radha Krishanan Foundation Fund Scholarships by K.U.K.	24. Rotary Education Foundation, New Delhi.
11.	Haryana State Merit Scholarship under one time Scholarship Scheme for Girls students (for Science/Medical only)	25. Haryana State Council for Science & Technology (POSE) for undergraduate and Post Graduate (Science Stream)
12.	Haryana State Merit/Silver Jubilee Celebration Merit Scholarships on the basis of XII exams results	26. Stipend Scheme for Grand Children of Freedom Fighters in Haryana.
13.	Haryana State Merit Scholarship to teacher's ward	
14.	Merit Scholarship by U.P. Board/U.P. University	
15.	Scholarships by UP Government for the students of UP Board belonging to SC/ST/Minorities/Lower	

NOTE:

- No application for fee concession will be entertained after the due date.
- Financial assistance will be withdrawn if a student fails to appear/pass in class tests.
- If a student is granted scholarship/stipend by the college and simultaneously she is awarded any scholarship/stipend by the government/any other agency, the stipend/concession given by the college will be adjustable out of the scholarship with retrospective effect.

ANNUAL DONORS

1.	(i) Dr. Hari Parkash MemorialScholarship (ii) Pt. Hari Sharan Memorial Scholarship (iii) Smt. Sushila Arya Memorial Scholarship (iv) Dr. (Ms.) Kamlesh Bhandari Memorial Scholarship (v) Ms. Satya Arya Memorial Scholarship (Donated by Dr. (Ms.) Sushma Arya)	Rs. 36000/- per annum on FDR for Rs. 4,00,000/-	11.	In the memory of Sh. Raj Kumar Sapra (Donated by Sh. I.M. Sapra)	In the form of interest of Rs. 8000/- on FDR for Rs. 1,00,000/-
2.	Mrs. Urmil Gupta (Polyplastics)	Rs. 21000/- per annum	12.	Dr. Abha Khetarpal	Rs. 10000/- per Annum
3.	Manjula Memorial Trust	Rs. 8000/- per annum on FDR for Rs. 1,00,000/- donated by Mrs. Vimla Sharma	13.	Rotary Club	Rs. 11000/- per Annum
			14.	Mrs. Anjana Arora	Rs. 42000/- per Annum
			15.	Mr. Dalbir Singh in memory of Ms. Harpreet Kaur	Rs. 10000/- per Annum
4.	Dr. (Ms.) Kamlesh Bhandari Memorial Scholarship (Donated by Mrs. Ramesh Chadha)	Rs. 4500/- per Annum on FDR for Rs. 58,000/-	16.	(i) Smt. Uma Devi Scholarship for Topper Student of Psychology (ii) Smt. Uma Devi Scholarship for needy students Donated by Mrs. Neetu Bharti	Rs. 2100/- per Annum Rs. 3000/- per Annum
5.	Mrs. Ravi Bathla	Rs. 5100/- per Annum	17.	Dr. Seema Sethi	Rs. 9000/- per Annum
6.	Dr. Urmil Rana	Rs. 5000/- per Annum	18.	Mrs. Sunamika	Rs. 7000/- per Annum
7.	Mrs. Asha Kapoor	Rs. 5100/- per Annum	19.	Dr. Sunita Kaushik	Rs. 10000/- per Annum
8.	Mahajan Lok Kalyan Sabha, Yamuna Nagar.	Rs. 15000/- per Annum	20.	Dr. Meenakshi Saini	Rs. 5000/- per Annum
9.	President Inner Wheel Club	Rs. 5000/- per Annum	21.	Dr. Rachna Soni	Rs. 10000/- per Annum
10.	Dr. Kamlesh Bhandari Scholarship (Donated by Dr. Pooja Jain Mehta)	Rs. 5000/- per Annum	22.	Dr. Alka Singhal	Rs. 3500/- per Annum
			23.	Mrs. Parul Singh	Rs. 7500/- per Annum
			24.	Dr. Meenu Jain	Rs. 5100/- per Annum

Important Instructions

- While in the college campus, do not shout and call each other loudly.
- While leaving and entering your class, make a queue, keep left and maintain discipline and let your teachers pass first in crowded corridors.
- Students should maintain a strict discipline among themselves in the absence of the teacher so as not to disturb the adjoining classes.
- The students are not allowed to use the lift in the college. However, differently abled students may use this facility.
- Students are required to keep their valuables in safe custody. The college will not be responsible for any loss.
- Students sitting in the class rooms in their free periods must not bolt the doors from inside. It is strictly prohibited.
- Do not spoil and sit on the vehicles parked in the parking of the college.
- Do not touch and spoil the plants in the campus.
- Using mobiles for making and watching videos and listening music is strictly prohibited in the college campus.
- Students must bring their own water bottles which they can fill if needed from the water coolers available in the college.
- Do not write anything on the blackboards.
- Switch off the lights and fans while leaving the classroom.
- The students found eating in the class rooms will be fined.
- Use washrooms properly.

MISSION

- To provide holistic education by assimilating western education yet remaining anchored to our Indian cultural roots and values.
- To act as a catalyst of change by spreading education, and developing individuals who are morally upright, intellectually well-informed, socially concerned, emotionally balanced, physically well developed and culturally conscious.
- To inculcate a scientific temper and empower our students to move beyond superstitions and parochial mind sets.
- To sensitize individuals towards community service and care for their nation.
- To nurture creative minds and enable them to compete globally.

VISION

- Instill Vedic values
- Ignite latent talents
- Nurture human skills
- Stir national consciousness
- Inculcate techno vision
- Sensitize students towards social and environmental concerns
- Infuse global outlook



Contact for more details :

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