

Govt. General Zorawar Singh Memorial Degree College Reasi (Estd. 2003)

NAAC Accredited

Affiliated to University of Jammu



Prospectus Cum Information
Brochure for Academic Session
2021-2022

Ph.: 01991-245590,
website: www.gdcreasi.co.in
Mob. No.: 9419156980
email: principalgdcreasi20@gmail.com

From the Principal's Desk



"Success comes to those who work hard and stays with those who do not rest on the laurels of the past."

Feeling honored to be the Principal of such a revered institution- Govt. General Zorawar Singh Memorial Degree College, Reasi- which is named after a great warrior, General Zorawar Singh.

The College is in its nascent stage and situated nearly 3 Km away from the hustle bustle of town in the lap of nature. A calm and serene place for the students where they not only pursue academic excellence but also get motivated for being lifelong learners, critical thinkers and productive members of an ever-changing global society. The College is culturally rich and provides a platform to the students to think, express and to exhibit their skills at their best and prove their mettle as "Zorawarians".

The College is striving hard to make the best possible efforts to cultivate strong values combined with academics and co-curricular activities. Converting every individual into a self-reliant and independent citizen, the College provides an amalgam of scholastic and co-scholastic activities.

"Education is a shared commitment between dedicated teachers, motivated students and enthusiastic parents with high expectations." As a cohesive team, we ensure quality education and groom our students to face the challenges of tomorrow and encourage them to be socially relevant.

The College houses adequate facilities for education, co-curricular and sports activities in a very environment-friendly campus. Library is the soul of an institution and our library has a rich collection with books ranging from general to competitive; text to reference; fiction and books of general interest, which enriches the cognitive segment of students' mind.

The odyssey starts with orienting the students about curriculum and syllabi through various interactive and motivational sessions to enlighten their future path.

We roll out a red carpet for all our freshers and existing students and look forward to establish a cordial and long-lasting relationship with them and strive to lead this Institution to the pinnacle of success and glory.

Principal

Prof. (Dr.) Chander Shekhar

Vision, Mission and Values

“To work together to create a better future for all through education, enterprise and employment”

Govt. Gen. Zorawar Singh Memorial Degree College, Reasi provides holistic educational opportunities as well as student support services that help for successful completion of degrees, education and proficiency in basic skills. The College also fosters the development of critical thinking, effective communication, creativity, and cultural awareness in a safe, accessible and congenial learning environment. To meet the needs of demographically diverse student population, the College embraces equity and accountability through measurable learning outcomes and student achievements.

Vision

- ❖ To prepare men and women of substance and character.
- ❖ To attain and sustain excellence in Higher Education.
- ❖ To deliver an outstanding student experience.
- ❖ To work together to create a better future for all through education.

Mission

- ❖ To impart quality education in order to meet the needs of economy and society.
- ❖ To provide a stimulating and active learning environment to achieve excellence.
- ❖ To provide enriching co-curricular activities.
- ❖ To provide an environment conducive to innovation, creativity and team-spirit.
- ❖ Practice and promote transparency, accountability and promoting high standards of professional ethics.

Values

- ❖ Academic integrity and accountability.
- ❖ Committed to excellence in all our teaching-learning process.
- ❖ Individual and collective excellence.
- ❖ Co-ordination and collaboration.
- ❖ Fostering a learning community in which the values, goals, and learning styles of all students are recognized and supported.
- ❖ Inculcating the values of patriotism, secularism and co-existence amongst the students so as to make them responsible citizens.
- ❖ Sensitizing the minds of the students towards the ideals of environment protection, cleanliness, conservation of heritage and promotion of camaraderie and harmony between students coming from different social, cultural and economic backgrounds.

“We teach..... we learn.....we interact.....we nurture.....we create citizens for a better tomorrow”

For the Parents

“We are our children’s learning models. Our attitude about education can inspire theirs and show them how to take charge of their own destiny”.

Being a parent comes with a multitude of responsibilities and duties. All parents want their children to grow up to be healthy, happy and exceptional adults; but for that to happen, children need to be properly cared for, guided, loved, disciplined, taught and encouraged all along the way.

Thumb rules for good parenting are as under:

- ❖ *Family of a child is the major source of socialization. Overall performance of a child depends upon the training that they get from their parents*
- ❖ *Give more time and attention to your children: “It is a known fact that students who get more attention and time from their parents, make more achievements in their educational careers”*
- ❖ *Make your child feel responsible about their studies and other duties*
- ❖ *Take interest in their activities, connect with them and guide them for improvement and refrain from bad attributes*
- ❖ *Give a conducive environment to the children for their grooming*
- ❖ *Be a role model for them and Be their favourite teacher*
- ❖ *Each child is unique, don’t compare your child with others (especially when you observe a weakness), rather help him deal with being different and even encourage him to be unique*
- ❖ *Keep an eye on the activities of your children: if the child is wasting time in doing useless things then parents need to stop them from doing so in a proper manner*
- ❖ *Practice a gentle but firm style of discipline*

Encourage your children, appreciate them, do not rebuke the child in presence of others even if he/she doesn’t perform well, as it makes the child disheartened and the child may lose interest in studies. Help your child to acquire emotional wellbeing. Strive for *positive factors* such as *praise, encouragement, affectionate attention*, etc.,. Strive to *eliminate negative factors* such as ill will towards others, *sarcasm, bullying or neglecting the child*

**The mind of a child is fragile.
Their emotions touch their future.
Your words shape their destiny.**



Ban on Ragging

Ragging is a criminal offence and lowers the standard of Education”

Ragging has ruined countless innocent lives and careers. In order to eradicate it, Hon'ble Supreme Court, in Civil Appeal No. 887 of 2009, passed the judgement wherein guidelines were issued for setting up of a Central Crisis Hotline and anti-ragging database. In accordance with the orders, UGC (University Grants Commission), Govt. of India has developed this web portal www.antiragging.in

Where you can get help:

- Call any time on toll free number @18001805522
- You can send email on helpline@antiragging.in or visit www.amanmovement.org
- The College administration is always there to help you : Contact the Anti-Ragging Committee
- Download mobile application: Antiragging-MHRD

What is Ragging?

- Any conduct by any student or students which has the effect of teasing, treating or handling with rudeness, financial extortion or forced expenditure/ burden put on a fresher or any other student.
- Rowdy or undisciplined activities causing annoyance, hardship, physical or psychological harm or to raise fear or apprehension thereof in any fresher or any other student.
- Generating a sense of shame or torment or embarrassment so as to adversely affect the physique or psyche of fresher or any other student.
- Act of physical abuse including all variants of it or abuse by spoken words, emails, posts, public insult via social media, etc.
- Any act that affects the mental health and self confidence of a fresher or any other student

A student indulging in ragging can be expelled from the Institution and his/her scholarship can be

Dear Students, anybody can register a complaint of ragging, it doesn't have to be the victim only. If you notice an incident of ragging you must inform the College administration; it's your duty to do so. We assure your confidentiality.

Contents

1. Profile of the college
 - Introduction of the college
 - Location of the college
 - Another Milestone:NAAC Accreditation
2. Faculty Profile
3. Admission
 - 3.1 Medium of Instruction and Examination
 - 3.2 Qualifying Examination for Admission
 - 3.2.1 B.A./B.Sc./B.Com. Programme
 - 3.2.2 Bachelor of Computer Applications (B.C.A Programme)
 - 3.3 New Courses to be started from the Session 2019-20
 - 3.3.1 B.A.(Hons.) Psychology
 - 3.3.2 B.A.(Hons.) Political Science
 - 3.3.3 English Literature
 - 3.3.4 Geography
 - 3.3.5 Indian Music
 - 3.4 Documents Required for Admission
 - 3.5 Casual Admission
4. A Comprehensive Guide to Subject Combinations
Fee Structure
5. Subjects Offered
6. CBCS Programme Structure Regulations
7. Credits Distribution
 - 7.1 Credits Distribution for B.A.
 - 7.2 Credits Distribution for B.Sc.
 - 7.3 Credits Distribution for B.Com.
8. Nomenclature of Under Graduate Courses.
9. Scheme of External Examination/Internal Assessment.
10. Minimum Eligibility for Appearing in Examination
11. Promotion to the next Semester
12. Re-appear Category for Failures
13. Supplementary Examination
14. Result Improvement
15. Qualifying Criteria and Determination of Grades
16. Re-evaluation of Answer Scripts
17. Student life at the Campus.
18. Dress Code
19. Committee Against Sexual Harassment
20. Capacity Building Programme
21. Women Development Cell
22. Tours and Picnics
23. Conduct and Discipline
24. Scholarship and Financial Assistance
25. Certificates for the Outgoing students
26. Internal Quality Assurance Cell.
27. College Committees
28. Tentative Calendar of Activities

1. College Profile

1.1 Govt. General Zorawar Singh Memorial Degree College, Reasi- An Introduction

The Govt. General Zorawar Singh Memorial Degree College, Reasi was established in the year 2003 and has the unique honor of being named after the legendary warrior-**Gen. Zorawar Singh**. The class work started in the mid-session on 16-12-2003. The foundation stone of the College was laid by Dr. Farooq Abdullah, the then hon'ble Chief Minister of J&K State on 6th June, 2002. In order to make the College functional, as many as 19 students migrated in the mid of the session from other colleges. The College was inaugurated by the then Chief Minister of J&K State, Jenab Mufti Mohd. Sayed on 20th Sept 2003. The College is affiliated to the University of Jammu and provides instructions in the discipline of Arts, Commerce, Science and BCA. The College building consists of an Administrative Block, the Science Block, the Anji Block (Lecture Rooms), the Library Block, the Canteen and the Girls Common Room.

1.2 Location of the College

The College is located at Village Mari, at the foothills of Shivaliks, at a distance of 75 Km from Jammu and 3 km from Reasi Bus Stand and is situated at the Eastern bank of mighty river-the Chenab. It is the most ideal place for an educational institution, free from the hustle bustle of town life. The College is privileged for being located in the vicinity of a number of shrines and tourist spots. The most prominent among these is Shri Mata Vaishno Devi Shrine located in the Trikuta hills overlooking our College from where the goddess mother constantly showers her blessings upon the Institution. Other popular religious spots include temple of Baba Jitto at Aghar, a revolutionary folk hero who is still remembered and revered for his campaign against the feudal lords; the temple of Baba Dhansar- an enchanting spot with a spring of cool, crystal clear water gushing out of the mountain side and a small cave in which there is a naturally formed Shivling bathing in the droplets of water falling upon it.

The Gurudwara of Dera Baba Banda Bahadur, who was Guru Govind Singh's favourite "Saint Soldier"; Sihar Baba, famous for its magnificent and nearly 400 ft high cascading waterfall; the ancient temple of Shiv Khori, the cave shrine of Lord Shiva which houses 4 feet high Swayambhur Lingum; Salal Dam and the lake thus formed on the garrulous river-the Chenab; the Bhimgarh Fort built by Maharaja Gulab Singh under the supervision of Gen. Zorawar Singh in 1817, are some of the most prominent attractions in and around Reasi town. The hill-top temple of Maha Kali-"Kalika Mandir"- is another attraction of the area.

The College has acquired 108 Kanals of land, which at present is sufficient for further expansion. Reasi Sub-division happens to be a hilly belt and Govt. Gen. Zorawar Singh Memorial Degree College, Reasi caters to the needs of the students belonging to the most deprived and backward population of the State. Students come from Pouni, Bharakh, Mahore, Arnas, Gool, Gulabgarh, Katra and Bhamag. Apart from this, the College is catering to the students from outside the State belonging to the families working in NHPC and Konkan Railways. This College is an important feeding Institution for the SMVDU, Katra.

The College has an experienced and dedicated teaching faculty that leaves no stone unturned to impart the holistic education among the students to the best of their abilities. One unit of N.S.S. volunteers is functioning under the guidance N.S.S. Programme Officer of the College, guided by the N.S.S Advisory Committee. The

N.S.S unit has proved its mettle through a variety of social activities in and around the Campus. Cultural programmes, debates, seminars, G.K. tests, quiz competitions and essay writing competitions are organized from time to time for the better intellectual growth of the students.

1.3 Another Milestone : NAAC Accreditation

Being privileged of having a synchronized combination of harmonious ambience and healthy values, the College has excelled in every field and shaped the future of innumerable students in academics, art and sports at State and National level. Through this consistent performance in academics, the Zorawarians achieved NAAC 'B' Grade in March, 2019 in its first ever NAAC accreditation and added a new chapter of glory in its history since inception.

2. Faculty Profile of College: Teaching/Non teaching Staff

❖ Principal :-

Prof. (Dr.) Chander Shekhar

Arts Stream

- | | | |
|-----|---|---|
| 1. | Department of Political Science | Dr. Prem Singh
Prof. Ajay Kumar |
| 2. | Department of English | Academic Arrangement |
| 3. | Department of History | Academic Arrangement |
| 4. | Department of Economics | Academic Arrangement |
| 5. | Department of Education | Dr. Parveen Akhter |
| 6. | Department of Hindi | Prof. Sunil Mangotra |
| 7. | Department of Psychology | Dr. Probhjot Kour
Dr. Rajinder Kumar |
| 8. | Department of Sociology | Academic Arrangement |
| 9. | Department of Urdu | Dr. Saleem Ahmed |
| 10. | Department of Dogri | Prof. Gopal Kumar
Prof. Bishan Dass |
| 11. | Department of Physical Education | Mr. Rakesh Meenia |
| 12. | Department of Geography | Academic Arrangement |
| 13. | Department of Library Sciences | Mrs. Neelam Manhas |

Science Stream

- | | | |
|----|---------------------------------------|----------------------|
| 1. | Department of Zoology | Dr. Samriti Aggarwal |
| | | Prof Anchal Raj |
| 2. | Department of Physics | Dr. Chaman Lal |
| | | Dr. Mukesh Kumar |
| 3. | Department of Chemistry | Dr. Amit Bali |
| 4. | Department of Botany | Dr. Anu Sharma |
| 5. | Department of Mathematics | Prof. Kewal Krishan |
| 6. | Department of EVS | Prof. Upasana |
| 7. | Department of Bio-Technology | Prof. Gourav Gupta |
| 8. | Department of Computer Science | Academic Arrangement |

Commerce Stream

- | | | |
|----|-------------------------------|------------|
| 1. | Department of Commerce | Prof Rekha |
|----|-------------------------------|------------|

Library

Neelam Manhas	Librarian
Manish Sharma	Jr. Librarian
Sohan Lal	Library Bearer

Office

R. K Thakur	Jr. Assistant
Surinder Singh	Assistant
Vijay Kumar	Assistant
Gopal Kumar	Assistant
Raju	Sweeper

Support Staff

Sakhi Mohd	Chowkidar /Plumber
------------	--------------------

College Bus

Sham Singh	Bus Driver
------------	------------

Rano Devi	Personal Attendant (Principal Chamber)
Abdul Fasal	Campus Chowkidar
Liaqat Ali	Lab Incharge
Ranjeet Singh	Assistant Examination Cell
Pushpa Devi	Personal Attendant (Staff Room)
Susheela Devi	Sweeper
Talib Hussain	Gate Keeper

3. Admission

For admission to B.A./B. Sc./B.Com./B.C.A. odd semesters under CBCS, aspirants are advised to regularly check the admission schedule at the University of Jammu website: [www. Jammu University](http://www.JammuUniversity.edu.in). In and the College website www.gdcreasi.co.in or the local newspapers regularly. The Vice-Chancellor of Jammu University may consider grant of late admission for 10 days only after the expiry of last date on payment of late fee as prescribed by the University.

There after no admissions shall be made.

It is mandatory for the students to be accompanied by parents/guardians at the time seeking admission in the College.

Note:- A candidate whose result of Higher Secondary Part- II has been modified after re-evaluation shall not be admitted to the Semester-I of B.A./B.Sc./B.Com./B.C.A. after the last date of admission.

3.1 Medium of instruction and examination

English shall be the medium of instruction and examination in all papers/ courses except in Oriental Classical/ Modern Indian Languages where the medium of Instruction and examination shall be the language concerned.

3.2 Qualifying Examination for Admission

Admission to the different programmes of undergraduate course shall be on the basis of merit , subject to the availability of seats.

3.2.1 B.A./B.Sc./B.Com. Programme

The admission to B.A/B.Sc./B.Com. Semester-I under the CBCS shall be open to a candidate who has passed the Higher Secondary Part-II examination (10+2 Pattern) of the Jammu and Kashmir State Board of School Education or an examination recognized as equivalent there to.

3.2.2 Bachelor of Computer Application (B.C.A.) Programme

The admission to Semester-I of B.C.A. Programme, under CBCS, shall be open to those candidates who have passed Higher Secondary Part II or an examination recognized by the University as equivalent there to with Mathematics as one of the elective subjects and has obtained not less than 50% of the aggregate marks in the qualifying examination in case of General Category and 45% marks in case of SC/ST/RBA candidates.

3.3 New Courses Started From the Session 2019-20

3.3.1 B.A (Hons.) Psychology

The Admission to semester-I of B.A (Hons.) Psychology programme under CBCS shall be open to those candidates who have passed higher Secondary Part II or an examination recognized by the University as equivalent there to with Psychology as one of the elective subjects and has obtained not less than 50% of aggregate marks in the qualifying examination in case of General Category and 45% marks in case of SC/ST/RBA Candidates.

3.3.2 B.A (Hons.) Political Science

The Admission to semester-I of B.A (Hons.) in Political science programme under CBCS shall be open to those candidates who have passed higher Secondary part II or an examination recognized by the university as equivalent there to with Political Science as one of the elective subjects and has obtained not less than 50% of aggregate marks in the qualifying examination in case of General Category and 45% marks in case of SC/ST/RBA Candidates .

NOTE :- B.A (Hons.) programme will be started only after the required no. of seats filled in by the candidates in stipulated time period.

3.3.3 English Literature

The admission to English Literature Semester I under CBCS shall be open to candidates who have passed the Higher Secondary Part II examination (10+2 Pattern) of the J&K State Board of School Education or an examination recognized as equivalent there to with at least 50% marks.

3.3.4 Geography

The Admission to Geography Semester I under CBCS shall be open to candidates who have passed the Higher Secondary Past II examination (10+2 Pattern) of the J&K State Board of school Education or an examination recognized as equivalent thereto with at least 50%marks.

3.3.5 Indian Music

The Admission to Music Semester I under CBCS shall be open to candidates who have passed the Higher Secondary Part II examination (10+2 Pattern) of the J&K State Board of School Education or an examination recognized as equivalent thereto.

NOTE :- English Literature, Geography and Indian Music will be started only after the fulfillment of required no. of Seats.

3.4 Documents required for Admission

Documents required for students who have passed from an institution affiliated to J&K State Board of School Education seeking admission to B.A./B.Sc./B.Com./B.C.A. Sem- I

1. Marks Card of 12th Class (in original) and three photo copies.
2. Provisional Certificate (in original)
3. Character Certificate issued by the Head of the Institution in original last attended (in original)
4. In case of a private candidate, the Character Certificate should be signed by 1st Class Magistrate/S.H.O. of the police station of the area where residing at present.
5. Date of Birth Certificate (in original) along with three photocopies.
6. Passport size photographs (five copies)
7. Reserve Category Certificate from the competent authority, as per SRO 126 dated: 28-06-1994, in original along with two photocopies.

Documents required for the students who have passed from CBSE/any board other than J&K BOSE, for admission to B.A./B.Sc./B.Com./B.C.A.Sem I

1. Marks card of 10th class (in original) and three photocopies.
2. Marks card of 12th class (in original) and three photocopies.
3. Provisional Certificate (in original)
4. Character Certificate issued by the Head of the Institution last attended (in original)
5. Date of Birth Certificate (in original) along with three photocopies.
6. Passport size photographs (five copies)
7. Migration Certificate (in original) along with three photocopies
8. Transfer Certificate in original along with three photocopies.

Note: Admission committee will check the admission forms along with all the enclosures for granting admission. Students shall then deposit the admission fee in the stipulated branch of J&K Bank and deposit the receipt in the College Office.

3.5 Casual Admission

The College may admit a candidate to a particular class as a casual student to attend the laboratory work in a subject(s) offered by him/her for the University examination, provided he/she is eligible for admission and to appear in the examination under the statutes relating to the admission of regular candidates. However, there shall be no internal assessment in respect of casual candidates and the marks shall be calculated proportionately on the basis of their external examination in theory and practicals provided that the full particulars of each such candidate are supplied to the Controller of Examinations within a week of his/her admission as a casual student. All such students have to pay the stipulated fee at the time of being granted the casual admission.

4. A Comprehensive Guide to Subject Combinations

The College offers Five main streams with various subject combinations designed, keeping in view the students perspective, their needs and to fulfill the parameters of having a competent, dynamic and professional outlook towards life.

A. Medical (Core Courses)

- ✍ S1 - Chemistry, Botany, Zoology
- ✍ S2 - Chemistry, Botany, Bio-Technology
- ✍ S3 - Chemistry, Zoology, Bio-Technology

B. Non Medical (Core Courses)

- ✍ S4 - Chemistry, Physics, Mathematics
- ✍ S5 - Physics, Mathematics, Computer Applications
- ✍ S6 - Physics, Mathematics, Geography
- ✍ S7 - Chemistry, Mathematics, Geography

NOTE : EVS and Communication English/ Hindi/ Urdu/ Dogri are Ability Enhancement Compulsory Courses (AECC) common to all combinations in all streams for Sem 1 and Sem-2

C. B.Com

- ✍ **Semester 1:** English/ Hindi/ Urdu/ Dogri 1, Financial Accounting, Business Organization and Management, EVS -1, Communication English/ Hindi/ Urdu/ Dogri 1
- ✍ **Semester 2:** English/ Hindi/ Urdu/ Dogri 2, Corporate Accounting, Managerial Economics, EVS-2, Communication English/ Hindi/ Urdu/ Dogri 2

D. BCA

- ✍ **Semester 1:** Differential Calculus, Computer Fundamentals, Problem Solving Using C- Languages, Practical Based on (C-Language, DOS, Window), EVS-1, Communication English
- ✍ **Semester 2:** Differential Calculus, Data and File Structures using C- Languages, Fundamentals of Digital Electronics, Practical Based on Data Structure Using C Language, MS Office, EVS-2, Communication English

E. ARTS (Core Courses)

- ✍ A1 - English/ Hindi/ Urdu/ Dogri, Psychology, Sociology
- ✍ A2 - English/ Hindi/ Urdu/ Dogri, Psychology, Economics
- ✍ A3 - English/ Hindi/ Urdu/ Dogri, Education, Political Science
- ✍ A4 - English/ Hindi/ Urdu/ Dogri, Psychology, Political Science
- ✍ A5 - English/ Hindi/ Urdu/ Dogri, Education, Sociology
- ✍ A6 - English/ Hindi/ Urdu/ Dogri, History, Political Science
- ✍ A7 - English/ Hindi/ Urdu/ Dogri, Computer Applications, Sociology
- ✍ A8 - English/ Hindi/ Urdu/ Dogri, Computer Applications, Political Science
- ✍ A9 - English/ Hindi/ Urdu/ Dogri, Education, Economics
- ✍ A10 - English/ Hindi/ Urdu/ Dogri, History, Education
- ✍ A11 - English/ Hindi/ Urdu/ Dogri, Education, English Literature
- ✍ A12 - English/ Hindi/ Urdu/ Dogri, Political Science, Geography
- ✍ A13 - English/ Hindi/ Urdu/ Dogri, Education, Geography
- ✍ A14 - English/ Hindi/ Urdu/ Dogri, History, English Literature
- ✍ A15 - English/ Hindi/ Urdu/ Dogri, History, Geography
- ✍ A16 - English/ Hindi/ Urdu/ Dogri, Political Science, English literature
- A17 - English/ Hindi/ Urdu/ Dogri, Mathematics, Geography
- ✍ A18 - English/ Hindi/ Urdu/ Dogri, Education, Music
- ✍ A19 - English/ Hindi/ Urdu/ Dogri, Sociology, Music

NOTE : EVS and Communication English/ Hindi/ Urdu/ Dogri are Ability Enhancement Compulsory Courses (AECC) common to all combinations in all streams for Sem 1 and Sem-2

FEESTRUCTURE OF B.A./B.Sc./B. COM./ B.C.A. FOR THESESSION 2019-20

**(A) GOVT FEE TO BE RETAINED BY THE COLLEGE
VIDE GOVT. ORDER NO. HE/Gen/YRC/2015 Dated 10-3-2015, GOVT.
ORDER No. 21-HE of 2018 Dt. 12-01-2018 and GOVT.ORDER NO. 297-HE of
2019 dated 30-05-2019**

S.No.	Nature of Fee	Amount/student	Remarks
1.	Examination Fee	Rs 760+Rs. 760= Rs 1520/-	
2.	Service Charges	Rs 140+Rs.140= Rs 280/-	
3.	Examination Development Fund	Rs 290/-	
4.	Examination Form	Rs 100+Rs.100= Rs 200/-	
5.	Practical Fee	Rs 100/-x2=Rs 200/-	per practical subject
6.	Cultural Fee	Rs 150/-	50% to be remitted to the College and 50% to the Dean Students Welfare
7.	Red Cross Fee	Rs 20/-	Remitted to Dean Students Welfare
8.	NSS Fee	Rs 130/-	50 % to NSS, Jammu University and 50% to be retained by the College
9.	Digitalisation Fee	Rs 220/-	
10.	Corpus Fund	Rs 220/-	
11.	Registration Fee	Rs 360/-	For Sem-I & Sem-II
12.	Sports Fee	Rs 530/-	
13.	Resource Mobilisation Fee	Rs 100/-	50 % to be deposited with the Director CDC, University of Jammu and 50% to be retained by the College
14.	Eligibility Fee	Rs 880/-	To be charged from students other than J&K BOSE
15.	Late Fee	-	For first 10 days after the last date=Rs 320/- Next 07 days with VC's Permission =Rs. 2910/-
16.	DIQA Fee	Rs 220/-	

(B) GOVT. FEE DEPOSITED TO GOVT. TREASURY AND REMITTED TO GOVT. OF J & K

S.No	Nature of Fee	Amount/student	Remarks
1.	Admission Fee	Rs 40/-	Deposited in Govt. Treasury
2.	Pool Fund	Rs 1950	Remitted to Director Finance, Civil Secretariat Jammu/Srinagar
	Sub Total	Rs 1990/-	

Note: 1. Subject Tour fee and Laboratory Fund will be charged from the student as per the subject combination opted by him/her.

(A) EXAMINATION FEE AND REGISTRATION RETURN FEE CHARGES BY UNIVERSITY OF JAMMU VIDE NO. F.Acd./I/19/14224-14323, DATED: 30-03-2019.

S.No.	Nature of Fee	Amount/student	Remarks
1.	Examination Fee	Rs 760+Rs. 760= Rs 1520/-	
2.	Service Charges	Rs 140+Rs.140= Rs 280/-	
3.	Examination Development Fund	Rs 290/-	
4.	Examination Form	Rs 100+Rs.100= Rs 200/-	
5.	Practical Fee	Rs 100/-x2=Rs 200/-	per practical subject
6.	Cultural Fee	Rs 150/-	50% to be remitted to the College and 50% to the Dean Students Welfare
7.	Red Cross Fee	Rs 20/-	Remitted to Dean Students Welfare
8.	NSS Fee	Rs 130/-	50 % to NSS, Jammu University and 50% to be retained by the College
9.	Digitalisation Fee	Rs 220/-	
10.	Corpus Fund	Rs 220/-	
11.	Registration Fee	Rs 360/-	For Sem-I & Sem-II
12.	Sports Fee	Rs 530/	
13.	Resource Mobilisation Fee	Rs 100/-	50 % to be deposited with the Director CDC, University of Jammu and 50% to be retained by the College
14.	Eligibility Fee	Rs 880/-	To be charged from students other than J&K BOSE
15.	Late Fee	-	For first 10 days after the last date=Rs 320/- Next 07 days with VC's Permission =Rs. 2910/-
16.	DIQA Fee	Rs 220/-	

(B) OTHER FEE TO BE RETAINED BY THE COLLEGE

S.No.	Nature of Fee	Amount/student	Remarks
1.	College Bus Maintenance Fund	Rs 200/-	
2.	Student Insurance Fund	Rs 60/-	For group insurance
3.	Bus Fee for one academic year (Optional).	Rs.1500/-	The bus shall not be available on some of the days when being used for official trips or for repairs/ servicing

- Note:**
- 1. Practical fee/subject will be charged from the student as per the subject combination opted by him/her.**
 - 2. Eligibility and Late fee will be charged as per the eligibility criterion and University of Jammu admission notification.**

FEE STRUCTURE OF B.A./B.Sc./B.Com./B.C.A. SEM-I & SEM-II FOR THE SESSION 2021-22 UNDER CHOICE BASED CREDIT SYSTEM

Medical

Code	Subject Combination	Govt. (Rs)	Govt. Lab. Fund Fees (Rs)			Govt. Subject Tour Fees (Rs)			University Fees & (Rs)	University Practical Fees (Rs)	Total (Rs)
			1	2	3	1	2	3			
S1	Chemistry,Botany,Zoology,EVS-1&2, Communication English/Hindi/Urdu/Dogri-1&2	3893/-	0	0	308/-	0	210/-	0	4240/-	600/-	9251/-
S2	Chemistry,Botany,Bio-Technology,EVS-1&2,Communication English/Hindi/Urdu/Dogri-1&2	3893/- 1610/-	0	0	308/-	0	210/-	0	4240/-	600/-	10861/-
S3	Chemistry,Zoology,Bio-Technology,EVS-1&2,Communication English/Hindi/Urdu/Dogri-1&2	3893/-	0	0	308/-	0	210/-	0	4240/-	600/-	10861/-

Non-Medical

Code	Subject Combination	Govt. Fees (Rs)	Govt. Lab. Fund Fees (Rs)			Govt. Subject Tour Fees (Rs)			University Fees & other fees (Rs)	University Practical Fees (Rs)	Total (Rs)
			1	2	3	1	2	3			
S4	Chemistry, Physics, Mathematics, EVS-1&2, Communication English/Hindi/Urdu/Dogri-1&2	3893/-	0	238/-	0	0	0	0	4240/-	400/-	8771/-
S5	Physics, Mathematics, Computer Application, EVS-1&2, Communication English/Hindi/Urdu/Dogri-1&2	3893/- 2660/-	0	238/-	0	0	0	0	4240/-	400/-	11431/-
S6	Physics, Geography, Mathematics, EVS-1&2, Communication English/Hindi/Urdu/Dogri-1&2	3893/-	0	238/-	0	0	0	0	4240/-	400/-	8771/-
S7	Chemistry, Geography, Mathematics, EVS-1&2, Communication English/Hindi/Urdu/Dogri-1&2	3893/-	0	238/-	0	0	0	0	4240/-	400/-	8771/-

B.Com

S. No.	Subject Combination	Govt. Fees (Rs)	Govt. Lab. Fund Fees (Rs)			Govt. Subject Tour Fees (Rs)			University Fees (Rs)	University Practical Fees (Rs)	Total (Rs)
			1	2	3	1	2	3			
1.	Semester-I: Semester II	3893/-	0	0	0	0	0	0	4240/-	0	8133/-

B.C.A

S.No.	Subject Combination	Govt. Fees (Rs)	Govt. Lab. Fund Fees (Rs)			Govt. Subject Tour Fees (Rs)			University Fees (Rs)	University Practical Fees (Rs)	Total (Rs)
			1	2	3	1	2	3			
1.	Semester-I: Semester-II:	3893/- 12320/-	0	0	0	0	0	0	4240/-	400/-	20853/-

B.A.

Code	Subject Combination	Govt. Fees (Rs)	Govt. Lab. Fund Fees (Rs)			Govt. Subject Tour Fees (Rs)			University Fees (Rs)	University Practical Fees (Rs)	Total (Rs)
			1	2	3	1	2	3			
A1	English/Hindi/Urdu/Dogri-1&2, Psychology, Sociology, EVS-1, Communication English/Hindi/Urdu/Dogri-1&2	3893/-	154/-	0	0	0	0	0	4240/-	200/-	8487/-
A2	English/Hindi/Urdu/Dogri-1&2, Psychology, Economics, EVS, Communication English/Hindi/Urdu/Dogri-1&2	3893/-	154/-	0	0	0	0	0	4240/-	200/-	8487/-
A3	English/Hindi/Urdu/Dogri-1, Education, Political Science, EVS, Communication English/Hindi/Urdu/Dogri-1&2	3893/-	0	0	0	0	0	0	4240/-	0	8133/-
A4	English/Hindi/Urdu/Dogri-1&2, Psychology, Political Science, EVS, Communication English/Hindi/Urdu/Dogri-1	3893/-	154/-	0	0	0	0	0	4240/-	200/-	8487/-
A5	English/Hindi/Urdu/Dogri-1&2, Education, Sociology, EVS, Communication English/Hindi/Urdu/Dogri-1&2	3893/-	0	0	0	0	0	0	4240/-	0	8133/-
A6	English/Hindi/Urdu/Dogri-1&2, History, Political Science, EVS, Communication English/Hindi/Urdu/Dogri-1&2	3893/-	0	0	0	0	0	0	4240/-	0	8133/-
A7	English/Hindi/Urdu/Dogri-1 and 2, Computer Applications, Sociology, EVS, Communication English/Hindi/Urdu/Dogri-1&2	3893/- 2660/-	0	0	0	0	0	0	4240/-	200/-	10993/-
A8	English/Hindi/Urdu/Dogri-1&2, Computer Applications, Political Science, EVS, Communication English/Hindi/Urdu/Dogri-1&2	3893/- 2660/-	0	0	0	0	0	0	4240/-	200/-	10993/-
A9	English/Hindi/Urdu/Dogri-1&2, Education, Economics, EVS, Communication English/Hindi/Urdu/Dogri-1&2	3893/-	0	0	0	0	0	0	4240/-	0	8133/-
A10	English/Hindi/Urdu/Dogri-1&2, History, Education, EVS, Communication English/Hindi/Urdu/Dogri-1&2	3893/-	0	0	0	0	0	0	4240/-	0	8133/-
A11	English/Hindi/Urdu/Dogri-1&2, Education, English Literature, EVS, Communication English/Hindi/Urdu/Dogri-1&2	3893/-	0	0	0	0	0	0	4240/-	0	8133/-

A12	English/Hindi/Urdu/Dogri-1&2, Political Science, Geography, EVS, Communication English/Hindi/Urdu/Dogri-1&2	3893/-	154/ -	0	0	0	0	0	0	4240/-	200/-	8487/-
A13	English/Hindi/Urdu/Dogri-1&2, Education, Geography, EVS, Communication English/Hindi/Urdu/Dogri-1&2	3893/-	154/ -	0	0	0	0	0	0	4240/-	200/-	8487/-
A14	English/Hindi/Urdu/Dogri-1&2, History, English Literature, EVS, Communication English/Hindi/Urdu/Dogri-1&2	3893/-	0	0	0	0	0	0	0	4240/-	0	8133/-
A15	English/Hindi/Urdu/Dogri-1&2, History, Geography, EVS, Communication English/Hindi/Urdu/Dogri-1&2	3893/-	154/ -	0	0	0	0	0	0	4240/-	200/-	8487/-
A16	English/Hindi/Urdu/Dogri-1&2, Political Science, English literature, EVS, Communication English/Hindi/Urdu/Dogri-1&2	3893/-	0	0	0	0	0	0	0	4240/-	0	8133/-
A17	English/Hindi/Urdu/Dogri-1&2, Mathematics, Geography, EVS, Communication English/Hindi/Urdu/Dogri-1&2	3893/-	154/ -	0	0	0	0	0	0	4240/-	200/-	8487/-
A18	English/Hindi/Urdu/Dogri-1&2, Education, Music, EVS, Communication English/Hindi/Urdu/Dogri-1&2	3893/-	154/ -	0	0	0	0	0	0	4240/-	200/-	8487/-
A19	English/Hindi/Urdu/Dogri-1&2, Sociology, Music, EVS, Communication English/Hindi/Urdu/Dogri-1&2	3893/-	154/ -	0	0	0	0	0	0	4240/-	200/-	8487/-

1/-

Note:

- ❖ An additional amount of Rs. 880/- will be charged extra from those candidates who passed 12th from Boards other than the J&K Board of School Education.
- ❖ The above fee includes Exam. Fee, University Fee, and cost of Exam form etc. Cost of Prospectus is extra.
- ❖ The fee includes an Insurance cover also.
- ❖ Late Fee for

First 10 days = Rs. 320/-
Afterwards with the VC's Permission = Rs. 2910/-

This above fee structure is subject to change in case fresh University notification / Govt. orders are issued.

5. Subjects Offered

- a) No candidate seeking admission in B.Sc. Semester-I under the CBCS shall take up any subject unless he/she had taken up same subject in Higher Secondary Part-II of 10+2 pattern or an equivalent examination, provided that a candidate having passed Higher Secondary Part-II examination with any of the Biology based subjects will be eligible to take up Botany, Zoology and Bio-technology.
- (b) No candidate shall be allotted Mathematics for B.A./B.Sc. Semester-I unless he/she has

qualified the Higher Secondary Part-II (10+2 pattern) examination with Mathematics.

- (c) No candidate will be admitted to the B.Com. Semester-I unless he/she has passed the Higher Secondary Part-II (10+2 pattern) examination with Commerce stream. Provided that a candidate after having passed Higher Secondary Part-II examination in stream other than Commerce stream with at least 50% marks in the aggregate shall be allowed to seek admission to the B.Com. Semester-I.
- (d) A student having less than 45 % marks in Higher Secondary Part-II shall not be allotted Science stream and Psychology.
- (e) A student having less than 50% marks in Higher Secondary Part-II shall not be allotted Computer Applications and B.C.A. in semester-I
- (f) A candidate moving to the B.A./B.Sc./B.C.A./ B.Com. Semester-II, III, IV, V and VI examinations shall have to opt for the subjects prescribed in the CBCS under the new pattern of courses. No candidate shall be allowed to change the stream from Science to Arts; Arts to Science; Commerce to Arts or Science/Arts to Commerce. However, the candidate may opt for the Electives and Skill Based Courses as prescribed in the CBCS.

6. Choice Based Credit System (CBCS) Programme Structure

Regulations The CBCS provides an opportunity to the students to choose from the prescribed courses comprising core, elective and skill based courses.

6.1 Core Course

A course which needs to be compulsorily studied by a candidate as a core requirement is termed as a core course.

6.2 Elective Course

Generally, a course which can be chosen from a pool of courses and which may be very specific/specialized/advanced/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.

6.3 Discipline Specific Elective (DSE) Course

Elective courses, which may be offered by the main discipline/subject of study is referred to as Discipline Specific Elective course. The University/ Institute may also offer Discipline Related Elective Course of interdisciplinary nature (to be offered by main discipline/ subject of study).

6.4 Project Work/Dissertation

An elective course designed to acquire special/ advanced knowledge, such as supplementary study/ support study to a project work and a candidate studied such a course on his own with an advisory support by a faculty member is called Dissertation/ Project Work.

6.5 Generic Elective (GE) Course

An elective course chosen generally from an unrelated discipline/ subject, with an intention to seek exposure is called a Generic Elective.

6.6 Ability Enhancement Courses (AEC) / Competency Improvement Courses/ Skill Development Courses (SEC) / Foundation Courses

The Ability Enhancement (AE) Courses may be of two kinds: AE Compulsory Course (AECC) and AE Elective Course (AEEC) /Skill Enhancement Course (SEC) "AECC" courses are the courses based upon the content that leads to knowledge enhancement. They include (i) Environmental Science (ii) English/MIL Communication). These are mandatory for all disciplines. AEEC courses are value- based and/or skill-based and are aimed at providing hands-on-training/ competencies, etc.

6.7 AE Compulsory Course (AECC)

Environmental Science, English Communication /MIL communication.

6.8 AE Elective Courses AECC/SEC

These courses may be chosen from a pool of courses designed to provide value-based or skill-based instructions.

6.9 Project Work/Dissertation

Project Work/Dissertation is considered as a special course involving application of knowledge in solving, analyzing or exploring a real-life situation/difficult problem. A Project/ Dissertation work would be of 2/4 credits. A Project/Dissertation work may be given in lieu of a discipline specific elective paper.

NOTE: List of some Discipline Specific Courses and Skill Enhancement Courses proposed by UGC are given in the website of the College, syllabi for which is framed by the concerned Board of Studies.

7. Credits Distribution

Courses having theory and practical may incorporate 4 credits for theory paper and 2 credits for practical (in case total credits are 6); 2 credits for theory paper and 2 credits for practical (in case total credits are 4) while courses having only practical may have 2/4 credits as per the course requirement. Purely theory courses may incorporate 4 credits for theory and 2 credits for tutorials.

7.1 Credits Distribution for B.A.: Total credits to be earned by student during the whole course-136

SEMESTER- 1&2

- | | | |
|----|---|-------------------------|
| a) | Core Courses | 6 credits |
| b) | Ability Enhancement Compulsory Courses (AECC) | 2 credits [EVS & Comm.] |

Total Credits Earned - 22

SEMESTER- 3&4

- | | | |
|----|----------------------------------|-----------|
| a) | Core Courses | 6 credits |
| b) | Skill Enhancement Courses (SEC)- | 4 credits |

Total Credits Earned - 22

SEMESTER- 5&6

- | | | |
|----|---|----------------------------|
| a) | Ability Enhancement Compulsory Course (AECC)- | 2 credits [Eng./Hindi/MIL] |
| b) | Skill Enhancement Course (SEC) | 4 credits |
| c) | Discipline Specific Elective (DSE) | 6 credits |
| d) | Generic Elective (GE) | 6 credits |

Total Credits Earned - 24

7.2 Credits Distribution for B.SC.: Total credits to be earned by student during the whole course - 140

SEMESTER- 1&2

- | | | |
|----|--|-------------------------------------|
| a) | Core Courses | 6 credits [Theory- 4 ; Practical 2] |
| b) | Ability Enhancement Compulsory Course (AECC) | 2 credits [EVS & Comm.] |

Total Credits Earned - 22

SEMESTER 3 & 4

- | | | |
|----|--|------------------------------------|
| a) | Core Courses | 6 credits [Theory 4 ; Practical 2] |
| b) | Ability Enhancement Compulsory Course (AECC) | 2 credits [Eng./Hindi/MIL] |
| c) | Skill Enhancement Course (SEC) | 4 credits |

Total Credits Earned 24

SEMESTER 5&6

- a) Ability Enhancement Compulsory Course (AECC) 2 credits [Eng./Hindi/MIL]
- b) Skill Enhancement Course (SEC) 4 credits
- c) Discipline Specific Elective (DSE) 6 credits [Theory 4 ; Practical 2]

Total Credits Earned 24**7.3 Credits Distribution for B.Com. : Total credits to be earned by student during the whole course 136****SEMESTER- 1&2**

- a) Core Courses 6 credits
- b) Ability Enhancement Compulsory Course (AECC) 2 credits [EVS& Comm.]

Total Credits Earned - 22**SEMESTER- 3&4**

- a) Core Courses 6 credits
- b) Skill Enhancement Courses 4 credits

Total Credits Earned 22**SEMESTER 5&6**

- a) Ability Enhancement Compulsory Course (AECC)- 2 credits[Eng./Hindi/MIL]
- b) Skill Enhancement Course (SEC) 4 credits
- c) Discipline Specific Elective (DSE) 6 credits
- d) Generic Elective (GE) 6 credits

Total Credits Earned 24

8. Nomenclature of Under Graduate Courses

Nomenclature done in such a way that the course code shall consist of eight characters:

- ❖ The first character “U” stands for under Graduate.
- ❖ Next two characters will denote the course code.
- ❖ Next character will signify the nature of the course (T for Theory, P for Practical, D for Project, U for tutorial)
- ❖ The succeeding character will denote whether the course is Core(C), Elective(E) or Skill/ Ability Enhancement(S)
- ❖ The next character will denote the semester number.
- ❖ Last two characters will denote the paper number.

Illustration of Nomenclature of Courses

- ❖ **USTTC101** means

U **under-graduate**
ST **Statistics**
T **Theory**
C **Core**
1 **Semester Number**
01 **Paper Number.**

9. Scheme of External Examination/Internal Assessment

As proposed by the respective Board of Studies and approved by the Academic Council, University of Jammu.

10. Minimum Eligibility for Appearing in Examinations (As per the University Statutes)

A Semester end external examination for B.A./B.Sc./B.Com./B.C.A. course under CBCS, shall be open to the following categories of students:

1. A regular student i.e. a student who has undergone a regular course of study in the College for the period specified for that course of study by having been on the rolls of the College immediately preceding the examination and has his/her name submitted to the Controller of Examinations by the College Principal and has fulfilled the following conditions to be certified by the College Principal:
 - He/she has been a student of good conduct.
 - He/she has attended not less than 75% of the lectures delivered including seminars, tutorials, etc. in each course opted by him/her in that semester.
 - He/she has passed in internal assessment tests.
 - In the case of laboratory course/practical, he/she has attended not less than 75% of the practical classes conducted (practical also include field studies and workshops).
 - He/she has paid the prescribed fee.
2. Ex-students i.e. students who after having undergone a regular course of study and having completed all conditions of eligibility for appearance in a course(s) in a semester examination including minimum attendance requirement and having

passed in Internal Assessment Tests and having either failed to pass the semester examination in that subject/paper(s) or been unable to appear in the examination in that subject/paper(s) shall be eligible to appear as a private candidate in the examination by submitting his/her application on the prescribed form, along with prescribed fee, to reach the Controller of Examinations within the dates fixed for this purpose.

11. Promotion to the Next Semester (As per the University Statutes)

- a) A student shall be eligible for promotion from Semester-I to II; Semester- III to IV; Semester- V to VI provided he/she has:
 - i. Secured pass marks in Internal Assessment Tests of all the subjects/papers of the Semester- I/III/V as the case may be.
 - ii. Has appeared in at least one of the papers of Semester end examination of Semester- I/III/V as the case may be.
- b) A student shall be eligible for promotion from Semester-II to III and Semester IV to V provided he/she has earned at least 50% of the total credits for the subjects/papers of theory/practical of Semester-I/III/V, as the case may be, and passed in Internal Assessment Tests of all subjects/papers of Semester II/IV/VI as the case may be.
- c) A student shall be eligible for promotion from Semester-V to VI provided he/she has passed in all the subjects/papers of Semester-I and Semester-III Provided that a student who does not fulfill the promotion criteria (a), (b) & (c) as mentioned above shall be declared fail in the semester concerned. However, he/she shall have the option to retain the marks in the papers in which he/she has secured pass marks.
- d) A student who has to re-appear in a subject/paper prescribed for Semester-I to IV shall appear in the subsequent semester end examination to be held as per the dates prescribed by the University.
- e) A student who has to re-appear in a subject(s)/paper(s) prescribed for Semester-V & VI shall appear in the supplementary examination.

12. Re-appear Category for Failures

A candidate who fails in B.A./B.Sc./B.Com./BCA Semester- I/II/III/IV/V/VI examination but has secured pass marks, (separately in the internal assessment tests and the University examination) in a subject or subjects, shall be exempted from appearing in such subject(s) and shall be allowed to re- appear in the remaining subject(s) in a subsequent examination(s) on payment of prescribed fee on each occasion and if he/she passes in the subject(s) he/she shall be declared to have passed the examination.

Provided that re-appear/failure candidates shall have to appear in the B.A./B.Sc./B.Com/B.C.A. Semester-I/II/III/IV/V/VI examination (as the case may be) as per the syllabi in vogue and fulfillment of other statutory conditions provided that the examination shall be completed within five years from the date of his/her admission in Semester-I.

13. Supplementary Examination

There shall be supplementary examination for the Semester-V & VI only.

14. Result Improvement

- a) A candidate who has passed the B.A./ B.Sc./ B.Com./BCA examination from the University of Jammu and has been placed in the B-grade in the aggregate of all the semester examinations shall be given one chance to improve his/her grade within a period of two years of having passed the B.A./B.Sc./B.Com./B.C.A. examination and for this purpose he/she shall appear as a private candidate in the consecutive examinations in any number of courses except practical, field work, viva-voce, etc. The credits already earned by the candidate in other courses in which he/she does not appear shall be carried forward. The result of such a candidate shall be declared if he/she improves the grade.
- b) Re-appearance in practical examination shall not be allowed.
- c) A student who appears in a paper shall carry forward the internal assessment grades originally awarded.

Notwithstanding anything contained above, a candidate, who having passed the B.A./B.Sc./B.Com/B.C.A. examination in B-grade from the University of Jammu, appears in the examination to improve the grades but fails to do so, his/her result may also be declared provided he/she retains earlier grade or achieves higher grade.

Such a candidate shall have to return the graduation degree, in original, of all semester examinations to the University, if issued to him/her. The certificates will be returned to him/her if he/she fails to improve his/her result under the above provisions.

15. Qualifying Criterion and Determination of Grades

Qualifying criterion and determination of grades is as prescribed by the University of Jammu

16. Re-evaluation of Answer Scripts

- a) Re-evaluation of answer scripts of semester end external examination shall be permissible in each course of a semester examination as per the University statutes.
- b) Re-evaluation shall not be permitted in the practical/ internal assessment/ project work/ dissertation/ viva voce, etc.
- c) Re-evaluation shall not be permissible for improvement of grades.

17. Student Life at the Campus

17.1. Library

The College has a well-stocked Library, with the collection of books ranging from encyclopedias to fiction; text books to journals and reference books; general awareness to competitive books. In order to inculcate the habit of reading amongst the students, the Library has a well-furnished Reading Room. All the students, the faculty members and the non-teaching staff have an access to the books and the Reading Room.

17.1.1. Library Rules

- a) Books will be issued to the students on production of the Library Identity card which is issued to him/her at the start of the academic session by the Librarian. In case the card is lost, the student has to bring this to the notice of the Librarian at once to avoid any misuse of the card.
- b) Books lost or damaged in any way shall have to be replaced by the borrower failing which double the cost of the book shall be charged. The borrower should satisfy himself/herself about the sound condition of the book before leaving the counter.
- c) Books are issued for a period of 14 days only and fine of Re.1/- per day per book shall be charged after the due date.
- d) Reference books, rare books, specially reserved and current periodicals will not be issued for home use. These can be consulted only within the Library premises.
- e) Students appearing for the University Examinations shall surrender their Library Card before receiving their roll number slips/Admit Cards. Students failing to surrender their card at the time shall incur a fine of Rs.100/- or more.

17.1.2. Identity Card

- a) Every student on being admitted shall be issued an Identity cum Library Card which he/she will carry on his/her person at all the time and shall produce on demand by any member of the College staff anywhere in the College premises.
- b) The loss of the Identity Card should be reported immediately to the Librarian.
- c) A new Identity card shall not ordinarily be issued.
- d) However, after proper verification a duplicate card may be issued.
- e) Identity cum Library Card must be returned at the end of each session failing which an amount of Rs.100/- shall be charged.

17.1.3. National Digital Library

The College Library also facilitates all the users with National Digital Library of India (NDLI)- which is a great initiative by the Govt. of India to raise academic standards and to provide free access to students to this on-line library. More than 500 students and all the staff members of the College are registered with the NDLI. Library also provides online journals through Directory of Open Access Journals (DOAJ). For queries/registration, students may contact the Librarian or the Junior Librarian.

17.2. Students Welfare Council

To address the various issues pertaining to students, the College has constituted a Students Welfare Council. A senior staff member acts as the Dean, Students Welfare Council. The Council has proper representation of the students. The students can approach this Council for redressal of their grievances.

The Council has other objectives such as:

- ❖ To provide educational environment which nurtures the humane qualities amongst students.
- ❖ To assist the students to live in harmony and to cultivate attitudes and abilities that will contribute to the development and welfare of the society.
- ❖ To provide assistance to the College administration for healthy academic environment.

17.3. Students' Canteen

One of the important ventures of an institution is facilities provided to the students for recreation. Adjoining to the Science block, the College has its Canteen. It is in the main campus and caters as a tuck shop to the students and the staff at concessional rates.

17.4. Sports and Games

After the completion of the admission process, the College teams are selected on the basis of the trials and a rigorous selection process. The students are always encouraged to participate in indoor/outdoor games. Besides sports and games, the various programmes on Yoga and stress management will be initiated from the current session to keep the students fit-both mentally and physically. The players in their own interest are advised to be punctual and regular in their class work. Any player, who indulges in any act of indiscipline in or outside the campus, shall not be eligible for any prize, certificate or college honor.

17.5. National Service Scheme (N.S.S.)

The College runs an N.S.S. unit to foster a spirit of camaraderie and love for humanity in general and rural folk in particular. The N.S.S. unit works under the guidance of well-trained senior staff member who guides them properly and chalks out a programme for voluntary social service. There is an advisory committee of N.S.S. to facilitate its working. The College Principal is the chairman of the committee. The College has one unit of N.S.S., consisting of 100 volunteers under the leadership of N.S.S. Programme Officer. The students have to apply on a prescribed form to become an N.S.S. volunteer.

The students enrolled as N.S.S. volunteers are required to put in at least 120 hours of social work and attend one camp of 10 days duration to become eligible to receive certificate.

Besides the regular activities, students are provided with a number of opportunities to attend special camps, seminars, workshops and other programmes at State, National and international levels. A good number of incentives are available for the outstanding N.S.S. volunteers.

17.6. National Cadet Corps (N.C.C.)

The N.C.C. unit (Boys) will be started from the current session 2019-20

The N.C.C. unit (Girls) will be started as soon as the sanction is accorded in favour of the institution.

17.7. Career Counselling Cell

A Centre for Information, Career Counselling and Placement has been established in the College to help the students in identifying and pursuing their career and adopting a vocation for their purposeful employment in private, public or Govt. sectors.

The Centre plays an important role in guiding and counselling the students and also providing them all the relevant information from time to time.

The Centre facilitates the students in preparing for various competitive exams and also initiates innovative programmes for their capacity building. Attempts will be made by the Centre during the current session to have MOU with different educational, industrial and commercial concerns for the placement and on job training of the students.

17.8. Insurance Policy

Every student of the College is insured in case of an accident. For this a premium is paid by the students at the time of admission.

17.9. First Aid

The basic required first aid facility is made available in the College. The students are shifted to the hospital, if required, which is adjacent to the College.

17.10. Indian Red Cross Unit

The College has an Indian Red Cross unit with an objective to serve the humanity in general and nation in particular during natural calamities or disaster. In addition to social service, blood donation camps are also organized by the Indian Red Cross unit.

17.11. Red Ribbon Club

The College also has a Red Ribbon Club in which an opportunity is provided to the students to participate in various activities organized by the Club to create awareness for AIDS.

17.12. On the initiative of the Higher Education Department, the following clubs are constituted in the College, keeping in view the Student-Teacher participation and grooming the overall personality of the student.

17.12.1. Art and Music Club

Art, in any form, can give emotions that can lift up the spirit and make us more driven than ever. Music speaks to our emotions. It can positively affect the mood. The opportunity to hear and play different instruments build good auditory discrimination and listening skills in students. It affects overall development of student's personality i.e. Emotional, Mental, and Educational. Art encourages the students to express their thoughts, feelings and creativity through the various art forms.

17.12.2. Sports Club

Sports and games encompass more than just the benefits of physical activity. Sports increase Self- esteem and Mental alertness. Sports club can help students to develop important social skills i.e. Good citizenship; Positive peer relations; Respect for local community and authority. This club promotes an opportunity to youth to learn skills that will help them in college as well as in their future careers and personal relationships. Through engagement in sports they learn Leadership, Teamwork, Problem-solving, Responsibility, Self-discipline and a sense of Initiative.

17.12.3. Healthand Eco Club

The purpose of the health club is to educate and bring awareness to our campus and community about various health issues affecting our city, province and world. On the other hand, Eco club plays an important role in creating environmental awareness amongst the future generation. The focus of Health and Eco club is whole body wellness rather than just physical activity and to create clean and green consciousness among the students through various innovative methods. This club is aplatform where the students become sensitive towards environmental problems. They offer programs and activities to encourage others to save the environment.

17.12.4. Literary Club

Literary club offers a competing platform for the knowledge hungry students. It promises to cultivate a passion for Quizzing, Debating, Creative-writing, Literature, and Elocution etc. among the students. The aim of literary club is to inculcate among students a love for language and enhance their literary skills. The Club will provide a platform to sharpen the skills of logical, intellectual and independent thinking and imbibe a sense of confidence.

NOTE:- Students may join any one of the above mentioned clubs as per their choice/interest.

17.13. Alumni Association

A number of students have graduated from this Institution since 2003. These alumni are contributing significantly in nation building and are making us proud. From the current academic session, an Alumni Association shall be constituted and these alumni shall be invited for their valuable suggestions and contribution in developing this Institution as a centre of excellence.

17.14. College Bus

The College bus is available for the students at reasonable charges and plies from the College campus to Bus Stand, Reasi. The interested students are required to deposit the fee in a single installment at the time of admission.

17.15. Computer Lab

College has a well-established computer lab for the students to keep them abreast of the latest technology. Computer facility is also available in the Library.

17.16. Xerox facility

The Xerox facility is available to the students in the library on "No profit no loss basis".

17.17. Girls' Common Room

The College has a Girls' Common Room for the benefit of female students. The room is provided with proper seating arrangement, drinking water facility and attached washroom.

17.18. EDUSAT

The College has a well maintained, state of art EDUSAT centre wherein online lectures by the expert faculty are telecast for the benefit of the students.

17.19. Internet Facility

The College campus is wi-fi enabled and all students have free wi-fi facility up to a limited extent.

18. Dress code

A proper prescribed dress code is to be followed by the students. The dress code is as under:

- | <u>For Boys:</u> | <u>For Girls:</u> |
|--|---|
| 1. White shirt | 1. White suit with dupatta having one inch |
| 2. Black trousers
(Jeans are not allowed) | wide red border |
| 3. Black necktie | 2. Pink suit &
(for married & engaged female students) |

Note: - During winters, students are required to wear black sweaters/blazers/ jackets.

19. Committee Against Sexual Harassment

The College has constituted a Committee Against Sexual Harassment (CASH) equipped with the power to investigate, counsel and create awareness among students. Any aggrieved student/faculty member may make a written complaint of harassment to the committee within a period of 10 days from the date of incident.

20. Capacity Building Programme

In order to involve students in various capacity building activities, an attempt shall be made to further strengthen the Debating Society, Drama Club, Eco Club, Literary Club, Cultural Club, Disaster Management Club, Red Cross Club and Red Ribbon Club, etc.

21. Women Development Cell

To create awareness about the problems of the women, particularly regarding gender discrimination, a series of programmes are organized by the Cell. The Cell also deals with the redressal of the grievances of the female staff and students of the College.

22. Tours and Picnics

Meaningful tours and picnics are organized by the College from time to time which includes students' picnic, botanical tour, zoological tour, environmental tour, nature camps, N.S.S. field visits, exposure visits and educational tours.

23. Conduct and Discipline

1. No outsider is allowed to enter the College Campus without a valid reason.
2. If a student is absent from the College without permission for more than fifteen working days, his/her name shall be struck off from the College rolls.
3. Unlawful assembly of students in the College is banned.
4. Graffiti or sticking of posters on the College premises is cognizable offence.
5. Ragging in any form, in or outside the College campus, is strictly banned.
6. Usage of cellular phone is prohibited for students in the campus failing which the defaulter's cellular phone will be confiscated.
7. Students resorting to unfair means in the internal/external examination are liable to be issued a bad Character Certificate.
8. A student desirous of withdrawing his/her name from the College rolls should submit an application, countersigned by the parent/guardian of the student. The withdrawal certificate shall be issued only after the student clears all the College dues.
9. Any student, who indulges in any kind of indiscipline in the College, shall not be eligible for any prize, certificate, College colour, award or scholarship from the Institution. This shall apply to all the students.
10. In case of illness, a student can apply medical leave of ten days, supported by Medical Certificate and the application must invariably be attested by the guardian. Names of those students who remain absent without leave for ten days continuously are reported by the faculty to the Principal for necessary action.

11. Students shall park their vehicles strictly in the parking area marked for students.
12. No relative or stranger shall be allowed to see the students during the College working hours.
13. Every student shall attend the College following the proper dress code.
14. College identity card is mandatory for every student and students should carry the same with them in the campus.
15. The students are advised not to bring valuable items/jewelry/large amount of cash, etc. in the College and also not to leave their College bags/ books unattended. The College administration shall not be responsible for the loss of any valuables.
16. The Students are advised not to touch any unclaimed object/ items lying in the College campus.
17. The students are advised to follow the traffic rules strictly in and outside the campus. Rash driving and driving while using mobile phones lead to accidents.
18. The students are advised to put their valuable suggestions/complaints if any, in the suggestion/ complaint box for the development of the Institution.
19. Students are advised not to follow rumors or unhealthy propaganda. In case of any confusion or query, they can contact the Dean Students Welfare or the Principal of the College.
20. In case any damage is caused to the College property by any individual or group of individuals, the same shall be recovered from such individual/ groups and the decision of the College Discipline Committee shall be final in this regard.
21. A student will be given maximum 30 days duties during one academic session (i.e., 15 days per semester) for participation in sports, games, N.C.C., N.S.S. and other extension activities.
22. Use of tobacco, cigarette, gutkha, drugs, alcohol etc. is injurious to health of an individual, and use of all such material is strictly banned in the College campus. Any body found using any such type of drugs will be punished by the College committee even to the extent of cancellation of admission.
23. Students shall strictly abide by the rules and obey the orders issued by the Principal from time to time.
24. Since the University of Jammu has introduced semester system from the session 2014-15 onwards, therefore students are advised to be regular and punctual.
25. In case there is any issue regarding admission/class work/ internal and external exams/fee structure, etc. they are free to interact with the concerned committee members.

The above rules may be changed, modified or suspended as and when required by the College administration.

24. Scholarship and Financial Assistance

In order to reach out to one and all, various scholarships are available for the students. These include:

- ★ Schedule Caste (SC) scholarships.
- ★ Schedule Tribe (ST) scholarships
- ★ Backward Class scholarships.

- ★ Bad pocket scholarship for ALC (Actual Line of Control) and RBA (Resident of Backward Area) category students.
- ★ Scholarship for differently abled students.

Govt. of India as well as Govt. of Jammu and Kashmir has switched to on-line mode of applications for most of these scholarships. For any assistance, contact convener of the Scholarship Committee of the College
College also provides financial assistance out of local fund to the poor and needy students who are eligible for the same. Orphans/differently-abled and meritorious students belonging to very poor families who are not in receipt of any other scholarship are eligible to receive this financial aid.

Scholarship shall be drawn only for the following period:

- a) Academic Session.
- b) Sanctioned Holidays & Sundays
- c) Permissible leave.

Applications for scholarships are scrutinized by a Committee of teachers who recommend deserving candidates to the Principal.

Students applying for scholarships are required to submit the following:

1. Father's/ Guardian's name and occupation.
2. Attested copies of State Subject Certificate.
3. Income Certificate
4. Testimonials, if any

Detained or failed students are not eligible for any of these scholarships except in very exceptional circumstances.

Students from distant places are advised to bring the above mentioned certificate at the time of admission. Parents/ guardians of the student applying for any scholarship must give an undertaking that in case their ward participates in strikes or any other subversive activity, he/she will refund the amount of the scholarships received, in one installment.

25. Certificates to be issued to the out - going students

An outgoing student may obtain the following certificates from the College:

- a) Provisional Certificate
- b) Character Certificate

In addition to these, Marks Card and Graduation Degree are issued by the University of Jammu through the College Office.

Note:-

1. **Applications for the certificates required should be submitted to the Principal's office on working days in advance of the date on which the same is required.**
2. **Certificates shall be issued only after the student produces a No Objection Certificate from all the concerned Departments and the Library.**
3. **The first copy of the certificate shall be issued free of cost. Duplicate copies shall be issued on payment of Rs. 50/- per certificate.**

26. Internal Quality Assurance Cell (I.Q.A.C.)

In order to maintain and sustain the quality parameters in academics and extension activities during the current academic session, the I.Q.A.C. of the College will be further strengthened. The process for N.A.A.C. accreditation will be initiated by the IQAC during the current academic session. I.Q.A.C. shall develop a mechanism for innovative and healthy practices to be recognized and followed by the other institutions.

27. College Committees

For the smooth functioning of the College and to make the administration of the College student friendly, various committees are constituted at the beginning of each academic session. The committees of students' interest are:

- ❖ **The College Development Committee**
- ❖ **Purchase Committee**
- ❖ **Sports and Games Committee**
- ❖ **Library Committee**
- ❖ **NSS Committee**
- ❖ **Anti-Ragging Committee**
- ❖ **Discipline Committee**
- ❖ **Tours and Picnic committee**
- ❖ **Examination/Internal Assessment Committee**
- ❖ **Women Cell**
- ❖ **Cultural Committee**
- ❖ **Environment Cell**
- ❖ **Red Ribbon Club**
- ❖ **Committee Against Sexual Harassment**
- ❖ **Admission Committee**
- ❖ **Time Table Committee**
- ❖ **Canteen Committee**
- ❖ **Red Cross Club**
- ❖ **Financial Aid/ Scholarship Committee**

28. Tentative Calendar of Activities

1. Internal Quality Assurance Cell (I.Q.A.C.)

- ❖ General Orientation Day including Introduction of syllabi and how to fair well in the examinations.
- ❖ Folk Song Competition (Dogri/Gojri/Pahari).
- ❖ Urdu Mushaira / Poetry Recitation.
- ❖ Teacher's Day.
- ❖ International Mother Languages Day.
- ❖ A Visit to home for differently abled persons on 3rd December (International Day of Persons with Disability).
- ❖ An awareness programme/ nukkad natak on depression.
- ❖ Grand Parents Day / Value of family and Grand Parents.
- ❖ Teen Driver Safety Week October 21-27,2018.
- ❖ Importance of Small-Scale Industries- a workshop on the topic.
- ❖ National Sports Day.
- ❖ International Day of Democracy.
- ❖ World day of social Justice.

2. Department of English

- ❖ Essay Writing / Poetry Recitation Competition.
- ❖ Crash Course on grammar for competitive exams
- ❖ A Lecture by an expert- how to face the interview.
- ❖ A 3-day workshop on Creative Writing.
- ❖ A Lecture on Career Prospects in English Language.

3. Department of Dogri

- ❖ Essay writing/ Poetry/ Short Story Competition.

4. Department of Urdu

- ❖ Urdu Day - 9th Nov.

5. Department of Education

- ❖ International Literacy Day. - Sept. 8
- ❖ National Education Day - Sept. 11
- ❖ International Youth Day - August 12

6. Department of Psychology

- ❖ World Suicide Prevention Day (10 Sept.)
- ❖ World Mental Health Day (10 Oct.)

7. Sports

- ❖ Inter-House Sports Competition.
- ❖ Sports Day (1st week of Feb.)
- ❖ Boxing Championship (11th & 12th of Oct.)

8. Department of Political Science

- ❖ United Nation's Day-24 Oct.
- ❖ Zero Discrimination day- 1 March
- ❖ Symposium, Seminar, Debate and Quiz Competition.

9. Department of Hindi

- ❖ Hindi Divas - 14 Sept.

10. Department of Sociology

- ❖ International Women's Day 8th March
- ❖ Child Labour Day - 12th June
- ❖ International Drug Day - 26th June
- ❖ National Girl Child Day - 24th Jan.
- ❖ International Day for Elimination of Violence against Women 26th Nov.

11. Department of Commerce

- ❖ International Commerce Day- 6th August.

12. Science Club

- ❖ National Science Day - 28th Feb.
- ❖ Field Trip to the nearby areas.
- ❖ Darwin Day Celebration -12th Feb.
- ❖ World Wild-Life Day (3rd March)
- ❖ Wild Life Week 2nd Oct. to 8th Oct.

13. Literary Club

- ❖ Quote of the week/poem of the week on display boards.
- ❖ Organization of Literature Festival.
- ❖ Picture Interpretation Activity.
- ❖ Publication of Creative writing by the students bi-annually.
- ❖ Activity based on listening to the speeches of Great Leaders.
- ❖ 'Battle of the Wits ' an exercise based on Extempore.

14. Health and Eco Club

- ❖ Activities like Tree Plantation, Cleanliness drives both within and outside the College Campus.
- ❖ Organize Rallies, Marches, Human chains and Street theatre at public places with a view to spread Environmental Awareness.
- ❖ International Day of Yoga 21st June
- ❖ International World Aids Day 1st Dec.
- ❖ World Diabetes Day 14th Nov.
- ❖ Doctor's Talk on Oral Hygiene.

15. Art and Music Club

- ❖ Folk Patriotic Singing Competition 27th July
- ❖ Independence Day Cultural Preparation 1st Aug. to 10th August
- ❖ Rangoli Making Competition on the theme National Integration 31st August
- ❖ Slogan Writing Competition 11th Sep.
- ❖ Wall Paintings depicting various hues of Navratri Festival 5th Oct.
- ❖ Exhibition cum Diwali Mela 22nd Oct.
- ❖ A Workshop on Fabric Painting 21st to 23rd Feb.
- ❖ A 3- day Embroidery Workshop on basic stitches 2nd week of March

16. N.S.S.

- ❖ Plantation Drive.
- ❖ Cleanliness Drive.
- ❖ A Visit to old age home/ orphanage/home for the blind.
- ❖ Social Awareness regarding Drugs, Stress etc.

- ❖ Village Adoption Camp
- ❖ Adult Education-literacydrive.

17.Red Cross

- ❖ Disaster Management.
- ❖ First-aid Training Workshop.

18.Red Ribbon Club

- ❖ HIV AIDS Awareness Programme.
- ❖ Drug abuse and Drunk Driving.

19.Women Cell

- ❖ International Women's Day (8 March)
- ❖ National Eating Disorder Awareness Day (18 Feb- 24 Feb).
- ❖ Breast Cancer Awareness day.
- ❖ Women health and gynecological Issues.

20.Sexual Harassment Cell

- ❖ Domestic Violence Awareness.
- ❖ Awareness programme on sexual abuse.
- ❖ Save the Girl Child Day.

21.Environment Cell

- ❖ First week of July: Van Mahotsav
- ❖ International Ozone Day September 16
- ❖ Wildlife week: October 1- 7
- ❖ International Day for Natural Disaster Reduction: 2nd Wednesday of October
- ❖ World Wetlands day: 2nd February
- ❖ World Sparrow Day: March 22
- ❖ International Mother Earth Day: April 22
- ❖ World Environment Day: June 5th

22. Career Counselling Cell - A Session on Career in -

- ❖ Defence Services.
- ❖ Civil Services
- ❖ Hospitality and Tourism
- ❖ Entrepreneurship
- ❖ Banking Services
- ❖ Sports
- ❖ A Talk on Resolving Career Conflicts.

General Zorawar Singh- A Legend



Govt. Gen. Zorawar Singh Memorial Degree College, Reasi has a unique honor of being named after a distinguished and gallant soldier, General Zorawar Singh, who had taken the valour to its new heights.

The saga of this intrepid Dogra General is the stuff that legends are made of. At the same time, his military exploits, his strategic thinking, his brilliant military organization and extraordinary skill in logistics make the life of Gen. Zorawar Singh an object lesson and inspiration, not just for military historians but also for the contemporary soldiers.

The legendary Dogra warrior who was the architect of present Jammu and Kashmir Rifles, Gen. Zorawar Singh is said to be born on 15 April, 1786 at Kahloor (now Bilaspur),

Himachal Pradesh. He, undisputedly, was one of the greatest generals that history has ever witnessed. He was a great military genius, a skilled soldier and commander who conquered Ladakh, Baltistan and Western Tibet, thus adding 35000 sq. km. territory to J&K.

As a reward to his services, the then ruler of Jammu and Kashmir, Maharaja Gulab Singh entrusted Gen. Zorawar Singh with the administration of Reasi. After the conquest of Kishtwar by Maharaja Gulab Singh, Zorawar Singh was appointed as Governor of Kishtwar. From there he planned the conquest of Ladakh and Baltistan and prepared his Dogra army for these perilous expeditions.



He took his last expedition to Tibet from where he, along with his army, never came back. Gen. Zorawar Singh's great military endeavours were balanced by a life of modesty and restraint. This brave General did not leave behind either vast properties or deep coffers for his descendants- only a legacy of military achievements that made the historians to term him as the "Napoleon of India".