



Sharpening Intellect Shaping Career



# **DAV COLLEGE, BATHINDA**

Accredited B+By NAAC, A Co-educational Multi-Faculty Post Graduate Institution Affiliated to Punjabi University Patiala (Managed by DAV College Managing Committee, New Delhi)

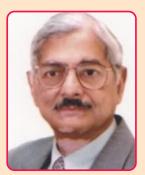
Dayanand Nagar, Bibi Wala Road, Bathinda. Ph. 0164-2214555, 2241666

Groomed and nurtured by the Vedic tradition and imbibing the scientific and modern approach to education, Arya Rattan Dr. Punam Suri Ji, **President DAV College Managing** Committee, New Delhi, has always exhibited matchless acumen in guiding us. His rich personality, vast experience and sharp insight have been a perennial source of inspiration and encouragement for all of us.

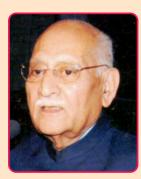
# Arya Rattan Dr. Punam Suri

President DAV College Managing Committee, New Delhi.

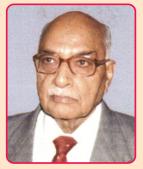
# OUR GUIDING SPIRITS OF DAV COLLEGE MANAGING COMMITTEE, NEW DELHI



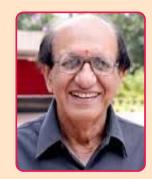
Dr. S.K. Sama Vice-President



Sh. R.S. Sharma General Secretary



Sh. M. L. Sekhri Vice President



Dr. H.R. Gandhar Advisor to President



Sh. Mahesh Chopra Hony. Treasurer



Sh. Ravinder Kumar Secretary



Dr. Satish Sharma Director (Colleges)

# Welcome to the Session 2016-17



I welcome you all to tread on an eventful journey of DAV College, Bathinda. The college has persistently strived to enhance its reputation and strengthen its profile as a forerunner in diverse fields, be it academics, sports or extra mural activities. Catering to the varied needs of around 3500 students, we aim at their holistic development, equipping them with the requisites for traversing on a promising future ahead. Achieving an important milestone, the college organized the Convocation ceremony in its premises and conferred around 378 degrees to the Post Graduate and Under Graduate students. The occasion was graced by the presence of His Excellency Prof. Kaptan Singh Solanki, Hon'ble Governor of Punjab, Haryana & Administrator U.T. Chandigarh.

The college offers nine Post Graduate and eight Undergraduate Programmes. Committed to the pursuit of excellence, the college provides a conducive academic environment which is evident by the manifestation of the students scoring highest marks and achieving top positions in Punjabi University Patiala, including the 1st position in English for the 4th consecutive year.

With an aim of enhancing the trajectory of knowledge in various fields, the college organizes various extension lectures by experts and educational tours and trips to various places. The experienced faculty promotes excellence and prove facilitators in helping students make an informed choice about their future pursuits.

A well honed brain undoubtedly finds its abode in a healthy body. Recognising the significance of sports in an individual's life, many students have been trained remarkably who have received the honour of representing India in the National and International ambit and won many Gold Medals.

It is a matter of immense contentment for the Placement and Career Counseling Cell of the college that the nurturing of the intellectual acumen and knowledge reservoirs of the students has materialized into the students being placed in credible organizations and renowned companies.

The college considers it as its ethical and moral responsibility to address the social causes and serve the society by venturing into noble initiatives like, "Earn While Learn Scheme", Computer Literacy Classes for Senior Citizens, Scholarship to Deserving Students, Donating Apparels and Woolen Wear and providing space for conducting Classes for Deaf and Dumb on every Sunday.

The objective of upholding the traditions established at the time of inception of this institute and the faith and belief reposed in us give us further impetus to march ahead in making this college as the provider of highest quality of human resource. I on behalf of the entire DAV fraternity abide to nurture the younger generation as the responsible citizens and crusaders of a better tomorrow and make this superstructure of multifarious activities bask in its growth, expansion and achievements.

Dr. Sanjeev Sharma Principal

# Dates to Remember

The following schedule will be observed for admission during the session 2016-2017

Without Late Fee	14-07-2016
With late fee of Rs. 500/- and permission of Principal	15-07-2016 - 30-07-2016
With late fee of Rs. 1000/- and permission of Dean College Development Council	01-08-2016 - 10-08-2016
With late fee of Rs. 1500/- and with the permission of the Vice-Chancellor	11-08-2016 - 20-08-2016
With late fee of Rs. 2000/- in anticipation of approval by Dean College Development Council & with the permission of the Vice-Chancellor	22-08-2016 - 31-08-2016

# Study schedule applicable for classes

Study of 1st, 3rd & 5th Semester	15-07-2016 to 18-11-2016
Study of 2nd, 4th & 6th Semester	07-01-2017 to 05-05-2017

# Schedule of Vacations

Summer Vacation: 30-05-2016 to 29-06-2016

Winter Break : 26-12-2016 to 06-01-2017

# Date of Examination

Semester System 1st, 3rd, 5th: 26-11-2016Semester System 2nd, 4th, 6th: 13-05-2017Probable Dates of MST 1st, 3rd, 5th Sem. : 18 to 29 Oct. 2016Probable Date of MST 2nd, 4th, 6th Sem. : 16 to 27 April 2017

# Important Instructions For Filling The Form :-

- 1. Read carefully the instructions given in the prospectus as also in the admission form.
- 2. Fill the admission form in your own hand, get it signed by parents/guardians.
- 3. The parents/guardian must read the rules and regulations before putting signature on the form.
- 4. Attach following documents with admission form
  - i) Passport size snaps = two (1 is to be pasted on form, I to be stapled)
  - ii) Stamp size snap one (To be pasted on ID card)
  - iii) Character Certificate from institution last attended (not required for old students)
  - iv) Attested copy of last exam passed.
- 5. Students from any other University/Board are required to furnish the original detailed marks certificate of previous examination passed.
- Students passing their lower examination from other University/Board are required to obtain & produce Eligibility Certificate issued by Punjabi University, Patiala. They are also required to obtain Migration Certificate from their previous University/Board.
- 7. Please attach attested copies of reserved category certificate, If any.
- 8. If admission is granted, deposit the fees at appropriate fee counter on the same day.

# **GUIDE MAP**

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# Accreditation

DAV College is registered under section 12 (b) making it eligible to receive central assistance, u/s 2 (f) of the UGC Act, 1956 under the head non-government college teaching up to post-graduate degree.

The College offered itself for inspection to National Accreditation and assessment Council (NAAC) and was awarded B+grade. The assessment is done on the criteria of infrastructure, research, curriculum, teachinglearning and evaluation organization & management, support services and healthy practices.

# **Ragging Prohibited**



As per the orders of Hon'ble Supreme Court of India, Ragging in educational institutions is strictly banned. Therefore, Ragging in Any form is Strictly Banned In

# **DAV COLLEGE BATHINDA**

if any incident of Ragging comes to the notice of College authorities, the concerned student will be given liberty to explain, & if his/her explanation is not found satisfactory the authority would expel him/her from the College.

"As per orders of Hon'ble Supreme Court of India Ref. No. SLP © No. 24295/2004. Any student involved in ragging may be expelled from the institution.



Founded in July 1969, D.A.V. College Bathinda has grown into one of the largest multi-faculty co-educational Post Graduate Institution in the heart of Malwa Region. It has become a strong and important link in the vast chain of D.A.V. Institutions rendering unique service to the nation in dispelling ignorance and superstitions by spreading the light of knowledge. D.A.V. College Managing Committee with its headquarters at New Delhi, is an all India organization successfully running more than 900 educational Institutions throughout the country and abroad,

Men of the stature of Shri Mehar Chand Mahajan, former Chief Justice of India, Dr. G.L. Dutta, former Vice-Chancellor Vikram University, Sh. J.L. Kapur, retired judge, Supreme Court of Inida, and Lala Suraj Bhan former Vice-Chancellor, Kurukshetra and Punjab University, Shri Ved Vyasa, an eminent scholar of Sanskrit and a senior Advocate of the Supreme Court and Shri Darbari Lal, an able administrator, Sh. T.R. Tuli former chairman of Punjab National Bank, Padam Bhushan Sh. G.P. Chopra have led this organization and now Arya Rattan (Dr.) Punam Suri Ji, an eminent journalist, educationist, and a man of extra ordinary futuristic vision, heads this prestigious movement.

DAV College is affiliated to the Punjabi University for B.A., B.A. (Honours in English) B.Sc. (Medical and Non Medical), B.Com., BBA, BCA, PGDCA and M.Sc. (IT), M.Sc. (IT) Lateral Entry, M.Sc. (Maths), M.Com, M.A. (English), M.A. (History), M.A. (Punjabi), M.A. (Political Sci.) and several Job Oriented Courses.

With the help of highly qualified staff, the college has set high standards of education and its scholars have been winning top positions in various examinations of the University and Board year after year and entering civil services and other high profile organizations in the corporate sector.

The college has spacious class-rooms, a well stocked library and playgrounds. The science laboratories of the college are equipped with modern apparatus and amenities. The college has added a new Chemistry laboratory, a post-graduate block and a complete computer centre, consisting of a Computer Room, Teaching room and an office.

A new block of classrooms near the Computer centre to house P.G. classes has also been added keeping in view the needs of the students. With the blessings of Almighty and co-operation of all concerned, our dream project-Multipurpose Gymnasium Hall and Shiv Chand Gupta Library Hall stand completed adding grace and facilities to the already existing college infrastructure.

At this institute, the students are encouraged to inculcate the ethical values of life, patriotism and discipline. Every student receives individual attention and complete record of his activities at the college is kept and necessary information is sent to his parents/guardians at regular intervals.

The parents and guardians are also expected to contact the Principal personally at least once a month to acquaint themselves with the detailed progress of their wards.

Apart from the subject societies and tutorial groups, the college also has N.S.S., N.C.C., Adult Education and IGNOU study centre and a Youth Welfare Department which function effectively for the proper channelization of the energies of the youth and inculcation of qualities of leadership in them. Every student is expected to participate in the activities of at least one of these organizations. Girl students are admitted to all classes.

# **Our Strengths**

- 1. An exciting, Safe & happening environment.
- 2. Innovative and experienced faculty.
- 3. Computer and Science Laboratories equipped with latest software and apparatus respectively.
- 4. Seminar Room where youth get experience and knowledge.
- 5. Shivchand Gupta Multi purpose Gymnasium Hall.
- 6. Library Fully equipped with books and Shivchand Gupta Library Hall.
- 7. Elaborate arrangements for games.
- 8. Intellectual Forum which organizes programmes like :i) On the spot creative writing contest. ii) Open debte on social evils.
- 9. 24 hours power backup.
- 10. Career counselling and placement cell.
- 11. Common room provides hygienic, safe and homely atmosphere for girls.
- 12. Weightage to our meritorious students for job after completion of degrees.
- 13. Part time job for needy students after the classes under 'Earn while Learn Scheme'.
- 14. Lectures on moral education for steering the life of students to right direction.

# **Our Vision**



To impart education that will groom students to become responsible global citizens, while retaining their vedic values, Indian philosophy and ethos, we aim at turning our institution into a hub of intellectual activism, and are committed to promote an array of accessible, affordable responsive and high quality education totally in gear with the needs of challenging world.

# **Our Mission**

To provide a wide range of holistic education to the youth of the society by homogenizing the Western knowledge while remaining anchored to our cultural moorings. To provide and nurture creative and resourceful individuals who care for the nation and the weaker sections of the society, and are amply imbued with humanistic zeal, passions and values. To bridge the rural urban divide, taking the benefits of education to the poor and the marginalized sections of society, irrespective of caste and creed. To promote and inspire a feeling of fraternity, national integration, religious harmony and secularism for achieving holistic development of our students through academic excellence and professional competence.



# The Minds at Work

# **Faculty Council**

# **Faculty Council**

Dr. Sanjeev Sharma	Principal
Prof. Varesh Gupta	Vice Principal
Prof. Parveen Kumar Garg	Registrar
Dr. Gurpreet Singh	Bursar
Prof. (Mrs.) Vandana Jindal	Dean Examination

# LIST OF STAFF MEMBERS

#### Department of English:-

Depart	Inent of English:-		
1.	Dr. H.S. Arora	M.A., Ph.D.	Associate Professor
2.	Mrs. Satish Grover	M.A., M. Phil.	Assistant Professor
3.	Mrs. Karampal Kaur	M.A., UGC NET	Assistant Professor
4.	Dr. (Mrs.) Neetu Purohit*	M.A., Ph.D.	Assistant Professor
Depart	ment of Punjabi:-		
1.	Shri. Varesh Gupta	M.A., M. Phil.	Associate Professor
2.	Sh. Ravinder Singh	M.A., M. Phil.	Assistant Professor
3.	Dr. (Mrs.) Sukhdeep Kaur	M.A., Ph.D.	Assistant Professor
Depart	ment of Political Science:-		
1.	Sh. Ram Labhaya	M.A., M.Phil.	Associate Professor
Depart	ment of History:-		
1.	Sh. Sandeep Bhatia	M.A., M.Phil.	Associate Professor
Depart	ment of Economics:-		
1.	Dr. Surinder Kumar Singla*	M.A., Ph.D., UGC NET	Assistant Professor
Depart	ment of Mathematics:-		
1.	Sh. Atul Singla*	M.Sc., M.Phil, UGC NET	Assistant Professor
Depart	ment of Physical Education:-		
1.	Sh. Madan Lal	M.P.Ed., M.Phil. NIS	Associate Professor
Depart	ment of Commerce :-		
1.	Sh. Parveen Kumar Garg	M.Com., M.Phil.	Associate Professor
2.	Sh. Vikas Katia	M.Com., UGC NET	Associate Professor
3.	Dr. (Mrs.) Kusum Gupta	M. Com., Ph.D., UGC NET	Associate Professor
4.	Mrs. Monika Bhatia*	M.Com., UGC NET	Assistant Professor
5.	Sh. Amit Kumar Singla*	M.Com., UGC NET	Assistant Professor
Depart	ment of Computer Science & App	lications:-	
1.	Mrs. Vandana Jindal	B.Tech., M.C.A., M.Phil	Assistant Professor
2.	Mrs. Anuja Puri	M.C.A.	Assistant Professor
3.	Sh. Rakesh Puri	M.C.A.	Assistant Professor
4.	Sh. Shishpal Jindal	M.C.A.	Assistant Professor
5.	Sh. Rajesh Batra	B.Tech, M. Tech.	Associate Professor
Depart	ment of Physics:-		
1.	Dr. Gurpreet Singh	M.Sc., Ph.D., UGC NET	Assistant Professor
2.	Sh. Kulwinder Singh Mann	M.Sc., UGC NET	Assistant Professor
3.	Sh. Abhinav Soni*	M.Sc., UGC NET	Assistant Professor
Depart	ment of Chemistry:-		
1.	Mrs. Meetu Sukheja Wadhwa	M.Sc. (Hons.), UGC NET	Assistant Professor
2.	Sh. Aman Malhotra	M.Sc., UGC NET, , GATE	Assistant Professor
3.	Dr. (Mrs.) Parveen Bala	M.Sc., Ph.D., UGC NET	Assistant Professor
4.	Dr. Paramjeet Kaur	M.Sc., Ph.D.	Assistant Professor



M.Sc., Ph.D., UGC NET

M.Sc., Ph.D., UGC NET

Dr. (Mrs.) Sukhdeep Kaur

Sh. Ram Labhaya

Lt. Rajesh Batra

Sh. Sandeep Bhatia, Sh. Vikas Katia

Mrs. Karampal Kaur

Sh. Ravinder Singh

Mrs. Satish Grover

Dr. (Mrs.) Kusum Gupta

M.Sc. (Zoology), M.Phil., M.Lib. Sc.

Assistant Professor

Assistant Professor

#### Department of Zoology/Botany:-

 Dr. (Mrs.) Kriti Gupta\*
 Dr. Amar Santosh Singh\* Librarian:-

1. Sh. Mahesh Inder Singh Youth Co-ordinator Estate Officer N.C.C. Officer N.S.S. Prog. Officers

# IGNOU Study Centre Coordinator Asstt. Coordinator

Asstt. Coordinator

# NON TEACHING STAFF GENERAL BRANCH :

M.A. PGDPMIR Dip. in Stenography	Suptt. (Offg.)
B.A. P.M.I.R. (Dip.)	Clerk
B.A.	Accounts Suptt. (Offg.)
B.A.	Clerk (Offg.)
B.A.	Sr. Clerk
B.A.	Sr. Lab Attendant
	Lab. Attendant
	Electrician
	Dip. in Stenography B.A. P.M.I.R. (Dip.) B.A. B.A. B.A.

\* On Contractual Basis as per D.P.I. Norms



# **Courses on Offer** The College offers following courses

# Post Graduate Courses

- 1. M.Sc. IT
- 2. M.Sc. IT Lateral Entry
- 3. M.Sc. Maths
- 4. M.A. History
- 5. M.Com.
- 6. M.A. English
- 7. M.A. Punjabi
- 8. M.A. Pol. Sci.

# Plus three stage courses of (10+2+3)

- 1. B.A. I, II & III (Computer Applications as an Elective Subject) (Semester System)
- 2. B.A. (Honours in English)
- 3. B.Com I, II, III, (Semester System)
- 4. B.Sc., I, II, III (Med.) (Semester System)
- 5. B.Sc. I, II, III, (Non-Med.) (Computer Applications in lieu of Chemistry) (Sem. System)

# **Professional Courses**

- B.C.A. (Bachelor of Computer Applications) 3 Yr. Course (Semester System)
- B.B.A. (Bachelor of Business Administration)
   3 Yr. Course (Semester System)
- 3. P.G.D.C.A. (Post Graduate Diploma in Computer Applications) 1 Yr (Sem. System).

# **Job Oriented Courses**

- 1. Certificate Course in Risk Management & Insurance.
- 2. Certificate Course in Office Mng. & Secretarial practice.
- 3. Diploma in Risk Management & Insurance
- 4. Diploma in Office Management & Secretarial practice.
- 5. Adv. Dip. in Risk Management & Insurance.
- 6. Adv. Dip. in Office Management & Secretarial Practice.

# **Degree Courses**

# B.A. Part-I (Semester System)

# **Course Objective:-**

After doing course student can appear in any competitive exam they can go for higher studies or there are options to get placement in Banking, Insurance sector & as a teacher etc. **Fligibility**:

# Eligibility:

- 1. The candidate must have passed SSC-II, examination of the School Education Board of Punjab, Haryana, H.P. or C.B.S.E. or any other examination recognized by Punjabi University as equivalent there to.
- 2. Students having reappear in +2 exam are eligible to get admission in B.A.I only provided they must pass +2 exam before appearing for 1st semester examination.

## Subjects :

Compulsory Subjects :

- 1. Punjabi or Punjabi Compulsory Mudhla Gyan
- 2. English (Communication Skills)

Besides above written Compulsory subjects, students have option to choose any three elective subjects selecting one from the following groups.



Group-A	Group-B	Group-C	Group-D	Group-E
History	Political Science	English Lit.	Computer Applications	Economics
Mathematics		Punjabi Lit.	Physical Education	
		Hindi Lit.		

**Important Note:** Candidates passing +2 from boards other than P.S.E.B., C.B.S.E., Himachal Pradesh Board of Education, Haryana Pradesh Board of Education, I.C.S.E. must produce eligibility certificate from registration branch of Punjabi University before taking admission in any graduation level class.

## Important Instructions :

- The students of B.A. Part-I class are allowed to change combination of subjects or faculty within a period of 1 Month from the date of admission by paying Rs. 50/- per subject and Rs. 200/- respectively. Students of BBA/BCA/B.Sc./B.Com can also change their faculty at first entry level within stipulated time.
- 2. No candidate for B.A. Part-I examination (under new scheme +3) shall take up the subject of Mathematics if he has not opted this subject in +2 examination.
- 3. The students who have passed the examination of Punjabi Parbodh from Languages Department Punjab will be considered equivalent to Matric Punjabi & will be eligible for the concerned course if they fulfil the rest of the conditions.

## Regarding Taking Subject Punjabi Complusory Mudhla Gyan instead of Punjabi\* (For BA, B.Sc., B.Com Students):

- 1. The following categories of candidates shall be allowed to opt for the paper of Punjabi Mudhla G y a n i n B.A./B.Sc./B.Com.& other related courses.
- (a) Candidates who passed their Matriculation or 10+2 Examination from the schools/Institutions situated outside the state of Punjab.
- (b) Children of Defence Personnel /Para-Military Personnel, the father or mother/guardian (in case the father of the candidate is deceased) will give a declaration that the candidate has not studied in Punjab at the School level.

# As per instructions of Punjabi University vide its letter No. 5163-5308/G.C.-6, dt. 13-05-08 all students of B.A., B.Com. & B.Sc. shall have to study Punjabi in all three years of their respective degree courses.

# **B.A.** Part-II

(Semester System) (Second Year of Plus Three Stage)

## **ENVIRONMENT STUDIES & ROAD SAFETY AWARENESS**

As per instructions of Punjabi University the paper of ENVIRONMENT STUDIES & ROAD SAFETY AWARENESS will be conducted in the fourth semester of B.A., B.B.A., B.Com, B.Sc. and B.C.A.

# **Eligibilty:**

The student should have passed at least 50% papers of B.A.-I Semester -I (New Scheme) of Punjabi University.

## Note:

- 1. Every candidate shall take up the same combination of subjects as taken up by him/her in B.A. Part-I
- 2. A student who has passed B.A. Part-I from other University (GNDU & Panjab University) is eligible to take admission in Part-II.
- 3. A student who has opted for English Lit. in B.A.-I, can opt for Honours in English in B.A.-IInd year.

# B.A. Part-III (Semester System)

# Eligibility

The Students should have passed at least 50% papers of previous four semester exams.

**Note:** Every Candidate shall take up the same combination of subjects as taken up by him/her in B.A. Part-II.



# **Degree Courses**

# B.Com. Part-I (Semester System)

## Eligibility

The Following Students are eligible to get admission in B.Com. 1st Year.

- 1. Student should have Passed +2 examination of PSEB or any other examination recognized as equivalent thereto with at least.
  - (a) 40% marks in aggregate in case of students who have passed+2 commerce group.
  - (b) 45% marks in aggregate in case of students who have passed +2 humanities group with at least two subjects out of commerce / accounts/ maths/ economics/ management papers.
  - (c) 50% marks in aggregate in the case of students who have passed +2 not covered under (a) & (b) category.

## **Career Prospects**

This course offers wide range of career options in the field of Bank, Insurance Companies, as a Tax Advisors, Service in Public and Private undertakings. Student can participate in any competitive exam and above all this course helps in to become Entrepreneur.

## Subjects (Semester I):

- BC- 101Punjabi/Pbi. Compulsory Mudhla Gyan\* BC-102English (Communication Skills) BC-103Financial Accounting BC-104Business Laws-1
- BC-105Principles of Economics-1
- **BC-106Computer Application in Business**

# B.Com. Part-II (Semester System)

#### BC-202English (Communication Skills) BC-203e-Accounting

Subjects (Semester II):

- BC-204Business Laws-II
- BC-205Principle of Economics-II
- BC- 206Business statistics
- \* Explained on Page No. 5

Subjects (Semester IV):

# IMPORTANT NOTE: TO GET ADMISSION IN B.COM SEM.-III & VTH STUDENTS MUST HAVE PASSED AT LEAST 50% SUBJECTS OF PREVIOUS SEM. EXAMS.

#### Subjects (Semester III):

- BC- 301 Punjabi/Pbi. Compulsory Mudhla Gyan
- BC- 302 English (Communication Skills)
- BC- 303 Principles of Business Management -1
- BC- 304 Corporate Accounting -1
- BC- 305 Company Laws
- BC- 306 Income Tax Laws -1
- BC- 307 Business Mathematics

# B.Com. Part-III (Semester System)

## Subjects (Semester V):

- BC- 501 Punjabi/Pbi. Compulsory Mudhla Gyan
- BC- 502 Management Accounting 1
- BC- 503 Cost Accounting 1
- BC- 504 Financial Management 1
- BC- 505 Indirect Tax Laws 1
- BC- 506 Fund. of Entrepreneurship
- BC- 507 Money & Financial Institutions

# B.Sc. Part-I (Semester System)

## Eligibility

The Candidate must have passed SSC-II examination of the School Education Board of Punjab, Haryana, H.P. or C.B.S.E. or any other examination recognized by Punjabi University as equivalent thereto.

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BC- 401 Punjabi/Pbi. Compulsory Mudhla Gyan
BC- 402 English (Communication Skills)
BC- 403 Principles of Business Management -II
BC- 404 Corporate Accounting -II
BC- 405 Auditing Practices
BC- 406 Income Tax Laws -II
BC- 407 Business Environment
Env. Stud. & Road Safety Awareness\*
BC- 206 Business statistics

BC- 201Punjabi/Pbi. Compulsory Mudhla Gyan\*

\* Explained on Page No. 6

## Subjects (Semester VI):

- BC- 601 Punjabi / Punjabi Mudhla Gyan
- BC- 602 Management Accounting-II
- BC- 603 Cost Accounting-II
- BC- 604 Financial Management-II
- BC- 605 Indirect Tax Laws -II
- BC- 606 Governance, Ethics & Social Responsibility of Business
- BC-607 Financial Market Operations

## **Career Opportunities**

Students after doing Graduation in Science can get job in the field of Medical, Teaching, Laboratories, Private & Public Undertakings, they can do Post Graduation in Science etc.

## Subjects : Medical Semester -I & II

- 1. Punjabi / Pbi. Compulsory Mudhla Gyan\*
- 2. Chemistry
- 3. Botany
- 4. Zoology

## Non- Medical Semester -I & II

- 1. Punjabi / Pbi. Compulsory Mudhla Gyan\*
- 2. Physics
- 3. Maths
- 4. Computer Applications/Chemistry

\*Conditions Regarding taking Punjabi Mudhla Gyan as subject are given on Pg. No. 5

## IMPORTANT NOTE: TO GET ADMISSION IN B.SC. SEM.-III & VTH STUDENTS MUST HAVE PASSED AT LEAST 50% OF PREVIOUS SEM. EXAMS.

## B.Sc. Part-II (Semester System) Subjects: Medical Semester -III & IV

- 1 Dunishi / Dhi Commulasmi Mudhla C
- 1. Punjabi / Pbi. Compulsory Mudhla Gyan
- 2. English
- 3. Chemistry
- 4. Botany
- 5. Zoology

# B.Sc. Part-III (Semester System)

## Subjects: Medical Semester -V & VI

- 1. Punjabi / Pbi. Compulsory Mudhla Gyan
- 2. Chemistry
- 3. Botany
- 4. Zoology

## Non- Medical Semester -III & IV

- 1. Punjabi / Pbi. Compulsory Mudhla Gyan
- 2. English
- 3. Physics
- 4. Maths
- 5. Computer Applications/Chemistry
- 6. Environment Stud. & Road Safety Awareness\*
- \* Explained on Page No. 6

#### Non- Medical Semester -V & VI

- 1. Punjabi / Pbi. Compulsory Mudhla Gyan
- 2. Physics
- 3. Maths
- 4. Computer Applications/Chemistry

# **Bachelor of Computer Applications (BCA)**

## (Semester System)

**Eligibility Conditions :** At least 45% marks in 10+2 examination from a statutory University/Board or any examination equivalent thereto in any stream 40% in case of SC/BC Candidates. ADMISSION WILL BE DONE ON MERIT BASIS. NO ENTRANCE TEST.

**Career Opportunities :** The scope of this course is directly concerned with the growth and development of Computer Industries. Students can get employment as a Maintenance Consultant, Computer Programmer, Data Analyst.

**Important Note :** Punjabi upto Matric Std. is essential. However, as per the instructions from Punjabi University, Patiala a student who has not passed Punjabi upto Matric Std. will have to pass the same during the first Year of BCA, failing which the student will be responsible for the cancellation of his admission/withholding of result, and no refund of fee etc, will be allowed.

Subjects B.C.A. Part-I: Semester-I BCA-111 General English BCA-112 Punjabi Compulsory/Punjabi Mudhla Gyan BCA-113 Fundamentals of Information Technology BCA-114 Programming Fundamentals Using 'C' BCA-115 Software Lab-I (Windows & Office Automation) BCA-116 Software Lab-II (Programming Fundamentals using C)

# Subjects B.C.A. Part-I: Semester-II BCA-121 General English BCA-122 Punjabi Compulsory/Punjabi Mudhla Gyan BCA-123 Digital Electronics BCA-124 Data Structures BCA-125 Basic Mathematics BCA-126 Software Lab-III (Based on BCA 124 Paper)

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# B.C.A. Part-II (Semester System)

Subject B.C.A. Part-II: Semester -III BCA-211 English (Communication Skills) BCA-212 Discrete Mathematics BCA-213 Computer System Organisations & Architecture BCA-214 Object Oriented Programming using C++ BCA-215 Fundamentals of Database Management System BCA-216 Software Lab-IV (Based on BCA Paper 214) BCA-217 Software Lab-V (Based on BCA Paper 215)

# B.C.A. Part-III (Semester System)

## Subject (Semester -V)

BCA-311 English Literary Skills - 1
BCA-312 System Analysis and Design
BCA-313 System Software
BCA-314 Java Programming
BCA-315 Web Designing using HTML and DHTML
BCA-316 Software Lab - IX (Java)
BCA-317 Software Lab - X (HTML and DHTML)

# **B.B.A.** (Bachelor of Business Administration)

This is a 3 year degree course comprising of 6 semesters.

## Eligibility Conditions :

Student should have passed 10+2 examination from a statutory University/ Board or any examination equivalent there to without reappear.

**Career Prospects**: BBA is first and important step to build career in the field of the management. After doing this course students can go for MBA. They can get job in the field of Banking Sectors, Insurance & in various private & public institutions.

**Important Note:** Punjabi upto Matric Std. is essential. However, as per the instructions from Punjabi University, Patiala a student who has not passed Punjabi upto Matric Std. will have to pass the same during the first Year of BBA, failing which the student will be responsible for the cancellation of his admission/with holding of result, and no refund of fee etc. will be allowed.

**Important Note:** As per instructions of Punjabi University vide its letter No. 5163-5308/G.C.-6, dt. 13-05-08, all students of under graduate professional courses shall have to pass Punjabi as a qualifying subject.

# Subjects B.B.A. -1st Year (Semester -I)

BBA-101 Communication Skills in Punjabi/ Elementary Punjabi
BBA-102 Business Economics-I
BBA-103 Business Mathematics
BBA-104 Business Orga. & Mgmt. Principles-I
BBA-105 Workshop on Computer Application
BBA-106 Seminar

# Subject B.C.A. Part-II: Semester -IV

BCA-220 Punjabi Compulsory/Punjabi Mudhla Gyan BCA-221 English (Communication Skills-II) BCA-222 Computer Networks BCA-223 Management Information System BCA-224 Computer Oriented Numerical Methods BCA-225 R.D.B.M.S. (with orcale) BCA-226 Software Lab-VI (Based on BCA Paper 224) BCA-227 Software Lab-VII (Based on BCA Paper 225) BCA-228 Environmental Studies & Road Safety Awareness

# Subject (Semester -VI)

BCA-321 English Literary Skills-II BCA-322 E-Commerce BCA-323 Operating System BCA-324 Software Engineering BCA-325 Web Designing using ASP. NET BCA-326 Software Lab-XI (based on BCA Paper 314) BCA-327 Software Lab-XII (Web Designing using ASP. NET)

Subjects B.B.A1st Year (Semester -II)			
BBA-201	Communication Skills in Punjabi/		
	Elementary Punjabi		
BBA-202	Communication Skills in English		
BBA-203	Business Economics		
BBA-204	Business Statistics		
BBA-205	Busi. Org. & Mang. Principles-II		
BBA-206	Workshop on Internet & E-Commerce		
BBA-207	Seminar		

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BBA-208 Viva-Voce

#### Subjects B.B.A. -2nd Year (Semester -III)

BBA-301 Principles of Human Resource Mgt.
BBA-302 Business Accounting
BBA-303 Principles of Marketing Mgt.
BBA-304 Business Laws
BBA-305 Workshop on Contemporary Busi. Issues
BBA-306 Seminar on Knowledge Management
BBA-307 Communication Skills in Punjabi

#### Subjects B.B.A. -3rd Year (Semester -V)

BBA-501 Business Research Methods
BBA-502 Workshop on Time & work load Mgt.
BBA-503 Seminar (Summer internship)
Choose any three subjects from not more than two

#### functional areas:-

#### **Marketing Management:-**

BBA-505 Rural Marketing BBA-506 Brand & Product Management

#### Human Resource Management:-

BBA-507 Inter personal Skills in Management BBA-508 Management of Industrial relations **Finance:-**

BBA-511 Insurance Management BBA-512 Investment Management

# Post Graduate Courses M.Sc. (IT) & M.Sc. (IT) (Lateral Entry) (Semester System)

#### Subjects B.B.A. -2nd Year (Semester IV)

BBA-401 Financial Management
BBA-402 Workshop on Creativity & Innovation
BBA-403 Seminar on Entrepreneurship
BBA-404 Viva-Voce
Choose any three subjects from not more than two functional areas:
Marketing Management:BBA-406 Advertisement & Sales Management
BBA-407 Marketing of Services
Human Resource Management:BBA-408 Career Planing & Management

BBA-409 Training & Development Finance:-BBA-411 Cost and Management Accounting

BBA-412 Financial Instruments & Services

#### Subjects (Semester -VI):

BBA-601 Industrial Training Project BBA-602 Project Report BBA-603 Seminar on Project report BBA-604 Viva-Voce

**Eligibility Conditions:** Student should have passed B.A./B.Com/B.Sc. from Pbi. Uni. or any other University recognized by UGC. Admission will be done on merit basis.

**Career Objectives:** This course equips the students with the knowledge and expertise to develop the solution in different projects regarding computer technology industries. After doing course they can work as Software Developers, Programmers, Web Designers, Software Engineers, Network Engineers & Teachers in institutions.

#### Subjects (Semester -I):

- MS-111 Introduction to Information Technology MS-112 Computer Programming Using C MS-113 Computer Organization and Architecture MS-114 Mathematical Foundation of Computer Science MS-115 Operating System MS-116 Programming Lab-I **Semester -III** MS-211 Web Technology MS-212 Java Programming
- IVIS-212 Java Programming
- MS-213 Software Engineering
- MS-214 Computer Networks
- MS-215 Programming Lab-IV (Web Technology)
- MS-216 Programming Lab-V (Java Programming)

#### Semester -II

MS-121 Object Oriented Programming Using C++ MS-122 Data & File Structure MS-123 Visual Basics MS-124 RDBMS & Oracle MS-125 Programming Lab-II MS-126 Programming Lab-III **Semester -IV** MS-221 Computer Graphics MS-222 Linux Administration MS-223 Modern Information System MS-224 Artificial Intelligence MS-225 Programming Lab-VI (Computer Graphics) MS-226 Programming Lab-VII (Linux)

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# M.Sc. (MATH) (Semester System)

Eligibility: Student should have passed B.A./B.Sc. (with Maths) from Pbi. Uni. or any other Uni. recognized by UGC.

**Career Opportunities:** This course is very important for all competitive exams. Students can get jobs in Banks, Teaching & they can build their career in competitive exams like IAS, IFS, PCS etc.

## Subjects (Semester-I): MM 401 Mathematical Analysis MM 402 Topology-I MM 403 Algebra-I MM 404 Differential Geometry MM 405 Differential Equations Semester-III MM 601 Differentiable Manifolds MM 602 Field Theory MM 606 Complex Analysis - II MM 609 Analytic Number Theory MM 610 Optimization Techniques-I

## Semester-II

MM 501Differential Equation MM 502Functional Analysis MM 503Algebra - II MM 504Complex Analysis - I MM 505Topology - II

## Semester-IV

MM 702 Theory of Linear Operators MM 708 Fluid Mechanics MM 709 Algebraic Coding Theory MM 710 Commutative Algebra MM 711 Operation Research

# M.A. (HISTORY) (Semester System)

Eligibility: Student Should have passed B.A. (with History) from Pbi. Uni. or any other University recognized by UGC.

**Career Opportunities:** After doing this course students can go for research in history & there are so many opportunities in the field of teaching & jobs after clearing competitive exams.

## Subjects (Semester-I):

- 1. History of Punjab (Compulsory) (1469-1675)
- 2. History of the World (Option-I) (1500-1815)
- 3. History of the World (Option-I) (1870-1919)
- 4. History of China & Japan (Opt.-II) (1840-1911) OR
- 5. Research Methodology in History

# Semester-III

1.History of Punjab (Compulsory) (1799-1849)Group C Modern India2.History of India (1707-1772)

- 3. History of India (1818-1947)
- 4. National Movement in India &
- Constitutional Development (1858-1930)

## Semester-II

- 1. History of Punjab (Compulsory) (1675-1799)
- 2. History of the World (Option-I) (1815-1870)
- 3. History of the World (Option-I) (1919 onwards)
- 4. History of China & Japan (Option-II (1912-1949) OR
- 5. Research Methodology in History

# Semester-IV

1.History of Punjab (Compulsory) (1849-1947)
Group C Modern India
2.History of India (1772-1818)
3.History of India (1818-1947) social &
Economic History of Modern India
4.National Movement in India &
Constitutional Development (1930-1947)



# M. Com.

Eligibility: Student Should have passed B.Com., B.M.I.T, B.B.A. from Pbi. Uni. or any other Uni. recognized. by UGC.

Note: The Admission will be done on merit basis.

**Career Prospects:** This programme allows students to approach Commerce and Management with expertise in the field of Finance, Marketing, Human Resource Management & Organisation Behaviour etc. Students can get job as a Probationary Officers in Banks, Insurance Sector, Public & Private Organisations & they can go for competitive civil services. They can also opt teaching as a career.



# M.A. (English) (Semester System)

## Semester-I

- 1.MC-101 Business Management
- 2.MC-102 Corporate Accounting
- 3.MC-103 Financial Management
- 4.MC-104 Business Economics
- 5.MC-105 Comp. Application in Business

#### Semester-II

- 1. MC-201 Accounting for Managerial Decisions
- 2. MC-202 Financial Inst. & Markets
- 3. MC-203 Business Environment
- 4. MC-204 RM & ST
- 5. MC-205 Seminar

#### Semester-III

- 1. MC-301 Management of Financial Services
- 2. MC-302 Corporate Legal Framework
- 3. MC-303 Strategic Cost Management
- 4. MC-304 Direct Tax Laws
- 5. MC-305 Marketing Management

## Semester-IV

- 1. MC-401 Human Resource Management
- 2. MC-402 Fundamentals of Investment
- 3. MC-403 International Finance
- 4. MC-404 Banking and Insurance Services
- 5. MC-405 Corporate Tax Planning
- 6. MC-406 Comprehensive Viva-voce

**Eligibility:** Student should be graduate with English literature with 50% marks from Pbi. University or any other University recognized by UGC.

**Objective :** English is an Internationally Acceptable Language, so it is in maximum use as a communication. A student with good communication skills can get in-depth knowledge of the subject. After doing master degree in English, students have ample opportunities in teaching, research, creative writing, media (electronic & print), competitive exams like IAS, IFS, PCS.

## Subjects (Semester-I):-

- 1. Course I Medieval and Renaissance Poetry
- 2. Course II Classical and Elizabethan Drama
- 3. Course III Rise of the Novel
- 4. Course IV One the following options:-
  - English Phonetics and Phonology
  - Shakespearean Drama

#### Semester-II

- 1. Course V Literary Criticism
- 2. Course VI Poetry from Neoclassical to Victorian Age
- 3. Course VII 19th Century Fiction
- 4. Course VIII One of the following options:-
  - Modern Drama
  - Literary Essay

#### Semester-III

- 1. Course IX Literature and Modernity
- 2. Course X 20th Century Poetry & Fiction
- 3. Course XI (i) Literature and Gender
  - (ii) Modern Indian Literature in Translation
- 4. Course XII (i) Literature and Postcoloniality
  - (ii) Creative Writing

## Semester-IV

- 1. Course XIII Literary and Cultural Theory
- 2. Course XIV Indian Writing in English
- 3. Course XV (i) American Literature (ii) European Drama
- 4. Course XVI Any one the following options:(i) Literature and Politics
  - (ii) Language and Linguistics

# M.A. (Political Science) (Semester System)

**Eligibility:** Student Should have passed B.A. with minimum 50% marks from Pbi. Uni. or any other Uni. recognized by UGC.

**Career Opportunities:** After doing this course students can go for research in Pol. Science & there are so many opportunities in the field of teaching & jobs after clearing competitive exams.

## Semester-I

- 1. Paper-I Indian Political Thought
- 2. Paper-II Western Political Thought
- 3. Paper-III Indian Government and Politics
- 4. Paper-IV Theories of International Politics

#### Semester-III

- 1. Paper-I Contemporary Political Thought
- 2. Paper-II Modern Political Analysis
- 3. Paper-III State Politics in India

## 4. Paper-IV Federalism

## Semester-II

- 1. Paper-I Modern Indian Political Thought
- 2. Paper-II Contemporary Political Issues
- 3. Paper-III Liberal, Political Theory
- 4. Paper-IV Democracy in India

## Semester-IV

- 1. Paper-I Theory and Practice of Public Admin.
- 2. Paper-II Comparative Politics
- 3. Paper-III Electoral Politics in India
- 4. Paper-IV Punjab Politics



# M.A. Punjabi (Semester System)

**Eligibility:** Student should have passed B.A. with minimum 50% marks from Pbi. Uni. or any other Uni. recognized by UGC. Candidates belonging S.C. Category & Physically Handicapped (At least to 40%) on Production of Certificates relaxed 5% marks.

**Career Opportunities:** After doing this course students can opt teaching as a career and they can join research for further studies, they can appear for competitive exams.



# Post Graduate Diploma in Computer Applications (PGDCA)

**Eligibility Conditions :** This is a One year Diploma Course (semester system). The classes for this course are held in the morning & evening for the benefit of employees.

1. Bachelor's Degree from a statutory uni. or any other examination equivalent thereto in any stream.

- 2. Admission strictly on merit as per Pbi. Uni. guidelines.
- 3. Having passed Punjabi upto Matric/+2 level.

**Career Prospect:** This course offer job oriented and career options like System Programmer, Database Administrator, System and Network Administrator, Computer Teacher, Web Analyst & also provides lateral entry for M.Sc. Course

#### Subjects (Semester -I)

PGDCA-101 Fundamentals of Information Technology PGDCA-102 Operating Systems PGDCA-103 Programming Fundamentals through C Language PGDCA-104 Computer Organization & Architecture PGDCA-105 Software Lab-I (Office Automation & Productivity Tools) PGDCA-106 Software Lab-II (Programming Fundamentals Through C) PGDCA-206 Software Lab- IV (MS Access & Script Lang.)

#### Semester -II

PGDCA-201 Data Structurers PGDCA-202 Object Oriented Prog. with 'C++' PGDCA-203 DBMS with MS ACCESS PGDCA-204 Fund of Comp. Net wks, Int. & Script Lang PGDCA-205 Software Lab- III (Data Structure & Programming C++)



The Degrees/Diploma/Certificates issued by the following Boards/Universities are not recognised for admission:

- 1. Board of Higher Secondary Education, Delhi
- 2. Central Board of Higher Education, Uttam Nagar, New Delhi
- 3. All India Board of Secondary Education, Gazipur
- 4. Central Board of Higher Education, East Patel Nagar, New Delhi
- 5. Board of Adult Education and Training, Brahmpuri, Nagal Rai, New Delhi
- 6. Bihar State Madarsa Education Board, Patna
- 7. Akhil Bhartiya Shiksha Sansthan, New Delhi
- 8. Bhartiya Siksha Parishad Lucknow, U.P.
- 9. Indian Education Council, Lucknow, U.P.
- 10. ACN International Unviersity, Raipur
- 11. Doon International University, Raipur
- 12. Hindi Sahitya Sammelan, Allahabad
- 13. Maithili University / Vishwavidyalaya, Darbhanga, Bihar
- 14. Mahila Gram Vidyapith / Vishwavidyalaya, (Women's University) Prayag, Allahabad (UP)
- 15. Varanaseya Sanskrit Vishwavidyalaya, Varanasi (UP) Jagatpuri, Delhi
- 16. Commercial University Ltd., Daryaganj, Delhi
- 17. Indian Education Council of U.P., Lucknow(UP)
- 18. Gandhi Hindi Vidyapith, Prayag, Allahabad (UP)
- 19. National University of Electro Complex Homeopathy, Kanpur
- 20. Netaji Subhash Chandra Bose University (Open University), Achaltal, Aligarh (UP)
- 21. D.D.B. Sanskrit Uni., Putur, Trichi, Tamil Nadu
- 22. St. John's University, Kishanttam, Kerala
- 23. United Nations University, Delhi
- 24. Vocational University, Delhi
- 25. Uttar Pradesh Vishwavidyalaya, Kosi Kalan, Mathura (UP)
- 26. Maharana Patap Shiksha Niketan Vishwavi-dyalaya, Pratapgarh (UP)
- 27. Raja Arabic University, Nagpur
- 28. Kesarwani Vidyapith, Jabalpur (M.P.)
- 29. Badaganvi Sarkar World Open University Education Society, Gokak, Belgaum (Karnataka)
- 30. ADR-Centric Juridical University, ADR House, 8J, Gopala Tower, 25 Rajendra Place, New Delhi-110008.
- 31. Gurukul Vishwavidyalaya, Vrindawan (UP)

The above list of fake Boards/Universities/Organizations is not exhaustive and there may be several other organizations which are not recognized for admissions at IMA.



# **Conditions For Admission :-**

- 1. All admission for B.A./B.Sc./B.Com/B.C.A./B.B.A, M.A. (His.), M.Sc. (IT), M.Sc. (Maths), M.A. (English), M.Com & Other courses shall be provisional subject to approval/confirmation of admission by Punjabi University. The College shall not be responsible if university does not approve admission of any student due to wrong or incomplete particulars submitted by him/her or for want of any requisite document. Therefore before filling in the form, the candidate must ensure that he/she is eligible for admission to a particular class. If any ineligibility is detected at any stage, the admission shall be cancelled and college shall not be responsible in any case.
- 2. The Principal reserves the right to refuse admission to any students whose behaviour was not found up to mark in the previous class.
- 3. The Principal reserves the right to refuse admission to any student without assigning any reason.
- 4. The Principal can cancel the admission of any student who has been admitted to the college without assigning any reason what so ever.

# **General Rules for Admission & Reservation of Seats**

- 1. Every Candidate seeking admission to the college shall possess a copy of the College Prospectus including the Admission Form, available from the College Office on payment of Rs. 250/- (Rs. 275/- by Post)
- 2. Every Candidate must complete the admission form in all respects along with attested copies of supporting certificates and two passport size photographs.
- 3. Every student is required to produce in original the university/Board Certificate of having passed the Previous Examination and a character certificate from the institution last attended.
- 4. Those who are already registered with the Board/University must produce their registration card at the time of admission.
- 5. In case any result is declared late by the University, a student can seek admission without late fee within 10 working days of the date of declaration of the result, subject to the availability of seats in that class.
- 6. A student belonging to scheduled or backward class is required to fill the necessary stipend form subject to income limits (Rs. 1,000,00/- p.a. for S.C. and Rs. 2,50,000/- p.a. for BC.) He/She will have to produce a certificate as proof of his/her belonging to the class concerned along with the income certificate from the competent authority.
- 7. a) Students from any other University/Board are required to furnish the original marks certificate of previous examination passed.

b) Students passing their lower examination from other University/Board are required to obtain and produce eligibility certificate issued by Punjabi University, Patiala

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# **Reservation of Seats**

- According to the Punjab Government Letter No. 389 (S) -99/7/87.c. (Edu) 3 dated 14.7.87 seats have been reserved for various categories of candidates as under :
  - 1. Scheduled Castes 25%
  - 2. Backward Classes
  - 3. Wards of Defence/CRPF/BSF/Police Personnel 2%
  - 4. Sportsmen
  - 5. Wards of Edu. Dept. Personnel
  - 6. Handicapped
  - 7. Terrorist affected/Internal/External Migrants
  - 8. Children/Grand Children of Freedom Fighters
  - 9. Tsunami affected person



- B) On the recommendation of HRD Ministry, UGC has directed the Universities and their affiliated colleges to provide a minimum of 5% seats for foreign students in various courses.
- C) Wherever minimum percentage of marks is prescribed for

admission to a particular class, a relaxation of 5% will be allowed in the case of scheduled castes/backward class candidates.

5%

2%

3%

2%

2%

1%

2%

# IMPORTANT

- (a) As per Punjabi University rules, one seat up to 50 students in a class and two seats having more than 50 students (Maximum Six in a college) will be reserved at entry point for the students on the basis of their performance in University Youth Festivals. The students applying against this Category shall be interviewed by the committee constituted by the Principal for this purpose.
- (b) 10% additional seats in each class/course shall be reserved at entry point for poor & intelligent rural candidates. The list of such students shall be supplied by D.C. Office & the students seeking admission against this category shall be interviewed by the Principal of the concerned college and the university representative. Such students shall have to fulfil eligibility conditions.
- (i) Students who have been detained/disqualified/failed in the same class will not be eligible to apply under this category.
- (ii) Certificate of good conduct from the Principal of the institution last attended shall have to be submitted along with the application form.
- (iii) These students shall have to secure minimum 60% marks in qualifying entrance test where ever applicable.
- (iv) The students getting admission under this category will be entitled to fee and other concession as per the policy of the Punjab Govt./Punjabi University.





#### Admission To Re-Evaluation Cases :

A student whose result is declared late on account of re-evaluation can seek admission within 10 working days after the declaration of result subject to availability of seats.

# **Eligibility for University Examination**

# House Examination & Attendance for Graduation & Post Graduation Students.

To be eligible for Examinations :

ii)

- i) (a) For the students of all Graduation Courses and Post Graduation Courses eligibility conditions for appearing in exams will be as per Punjabi University Norms.
  - (b) A student should have obtained marks according to university rules and they have to appear in special test in case of failure to obtain minimum marks in house test.
    - A student must have attended at least 75% of the total lectures/practicals/tutorials in each subject. For genuine reason the Principal is empowered to condone shortage in attendance according to university norms. The Principal has right to detain the roll number of students according to university norms if student does not fulfil norms of attendance and marks in house tests.

Note : Under the Punjabi University regulations, students who do not fulfil the above conditions, cannot appear in the examination even as 'Private Candidates'

# **Payment of Fees & Funds**

#### **Common for all Students**

The applicant must study the fee-sructure before signing and submitting application for admission to a course. Fees and funds once paid will not be refunded in any case even though a student has not attended college for a single day. The college is not bound by any remedial claim, incidental or consequential, express or implied, accruing form fee, funds and other tariffs.

- 1. The security will be refunded in the month of November in the next session.
- 2. Security Not withdrawn up to 30th June of the following session shall lapse automatically.
- 3. All students coming on bicycles/scooters/motor cycles shall have to pay cycle/motor cycle fee for the entire session. Any student found evading the payment of fee will be charged double the normal fee.
- 4. If any student leaves the college without completing his/her

class/course, he/she shall have no claim whatsoever for the refund of fee.

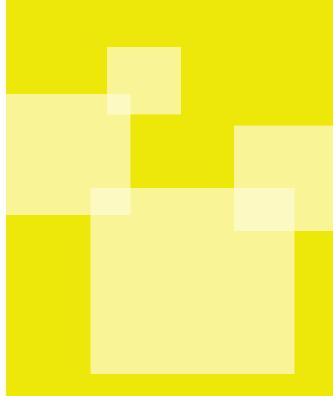
5. Any enhancement in fee and funds by the Pbi. University/Pb. Govt. Managing Committee/College authorities at any stage shall be binding on the students of all classes. The proposed revised fee structure, if any, will be notified to the students.

# Fee Structure for 2016-2017

For B.A./B.Sc./B.Com. Students	
University Charges (Per Annum)	
$Registration \ ({\it only for 1st year \& students migrating from other boards \& universities})$	800/-
Continuation Fee (For already regd. stud)	300/-
Sports Fee	400/-
Youth Welfare Fee	100/-
Punjab State Sports Council Fee	25/-
Holiday Home Fund	55/-
NSS Fee	80/-
Block Entry Fee	50/-
College Development Fund	100/-
Punjabi Language Development Fund	75/-
Sports Infrastructure Development Fund	200/-
Sports Hostel Furniture Arrangement Fund	200/-
Sports Wing Fee	100/-
Migration Fee, if applicable	100/-
Certificate Verification Fee*	800/-
*(for 1st year & students migrating from other boards /Univ.)	

# **College Dues :**

Monthly :	
Dilapidation Fee	100/-
Medical Aid Fee	20/-
College Functions/Deptt.	
Society & related functions	80/-
Infrastructure Maintenance	130/-
Sports Facilities	30/-
Arya Samaj	10/-
Poor Students Fund/Students Welfare Fund	40/-
Playgrounds Upkeep & Gardening	
Electricity/Water/Sewerage Charges/	
Power Backup charges	150/-
Administrative Operational Expenses	200/-
Matching Fund	225/-
Establishment Fund (Unaided Staff)	225/-
Youth Welfare Activities	35/-
Cleanliness Fee	25/-
Correspondence Fee/Student information charges	30/-
Seminars/Workshops/Extension Lectures	35/-
Publicity/Advertisement	30/-
Personal Record Fee	45/-





## Govt. Dues (Per Annum) :

Admission Fee	50/-
Punjab Sports Council Fee	75/-
Tuition Fee (B.A./B.Sc./B.Com. I,II,III)	456/-
Red Cross	24/-
Higher Education Fee	20/-
NCC Fee	10/-
Late Admission Fee, if applicable (As per Uni.	Rules)
College Dues :	
Annual :	

House Exams./ Class Test (2)	270/-
Identity Card/Library Ticket	60/-
Membership of two Societies	60/-
Students Safety Insurance	30/-
Library Up keep Fees	50/-



#### Charges not applicable to all :

<b>o</b> 11	
- Intra college activities fund	40/-p.m.
(for 2nd year & 3rd year students)	
Computer Fee (Elective Subject only)	200/-p.m.
Sports Practical Fee	
(Physical Education Students only)	75/-p.m.
Science Lab Maintenance/	
Science Practical Fee	100/-p.m.
Add on Courses	100/-p.m.
Cycle Fee	250/- p.a.
Motor Cycle/Scooter Fee	500/- p.a.
- All Charges subject to Change/revision as	s per Punjab Govt.

University/College Management Instructions.

- Security (Refundable) of Rs. 150/- to be charged extra (from 1st year and new students).

- Computer Fee will be charged in addition to the first instalment.

\* University examination fee extra.

#### **INSTALMENTS OF FEES :**

1st Instalment at the time of Admission Rs. 11000/- (Arts & Comm./Science) + Uni. exam. fee IInd Instalment November (1st week)

IIIrd Installment Jan. University examination fee & Balance fund (if any)

# Important Note :

# TDC-1 Re-appear students will have to deposit full fee at the time of admission

# Fee Structure For B.B.A. (I,II,III Yr.)

Rs. 30,000/- (Including Rs. 1000/- as security) University charges & University Examination fee extra

# **Fee Structure For PGDCA**

Fee Structure	Fee & Funds
Tuition Fee	1,200/-
Laboratory Fee	6,900/-
Institutional Fund	6,900/-
Annual Funds	3,000/-
Security	1,000/-
Total	19,000/-
	(9,500/- per semester)

Certificate Verification Fee, Migration Fee if applicable & University examination fee extra.

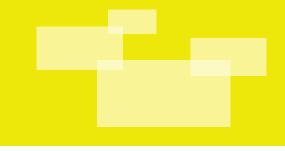
# Fee Structure For B.C.A. (I,II,III Yr.)

Fee Structure	Fee & Funds (For the Session)	
Security	1,000/-	
Tuition Fee	1,630/-	
Institutional Fund	10,150/-	
Annual Funds	6,070/-	
Laboratory Fee	11,150/-	
Total	30,000/-	
	(15,000/- per semester)	

Certificate Verification Fee, Migration Fee if applicable & University examination fee extra.

# Fees Structure For Post Graduate Courses

M.Sc. IT-I 30,000/- for the session (15,000/- per semester) M.Sc. IT-II & M.Sc.-II Lateral entry 30,000/- for the session (15,000/- per semester) M.Sc. Math 1st year 26,000/- for the session (13,000/- per semester) M.Sc. Math IInd year 26,000/- for the session (13,000/- per semester) M.A. History 1st year 23,000/- for the session (11,500/- per semester) M.A. History IInd year 22,000/- for the session (11,000/- per semester) M.A. English 1st year 25,000/- for the session (12,500/- per semester) M.A. English IInd year 25,000/- for the session (12,500/- per semester) M.Com 1st year 26,000/- for the session (13,000/- per semester) M.Com IInd year 26,000/- for the session (13,000/- per semester) M.A. Punjabi 1st year 23,000/- for the session (11,500/- per semester) M.A. Punjabi IInd year 23,000/- for the session (11,500/- per semester) M.A. Pol. Sci. 1st year 23,000/- for the session (11,500/- per semester) M.A. Pol. Sci. IInd year 23,000/- for the session (11,500/- per semester)



#### **House Examination Fines:**

Absence Fine per paper	Rs. 50/-		
Unfair Means	Rs. 200/-		
(This may entail further	punishment		
including expulsion)			
*These fines are subject to any revision			
by the govt./univers	ity/college		
authorities.			

Certificate Verification Fee & Migration Fee if applicable & Uni. Examination Fee extra.

**Note :** This fee is for the full session and is subject to any revision by the Management/College/ Punjabi University/ Punjab Govt.

#### **Important Note:-**

- 1. Rs. 10/- per day late payment fine will be charged after the due date.
- Those caught writing on the walls and black boards damaging college property including electric fittings, fans, 2. taps, furniture etc. will be fined heavily. Cell phones will be confiscated.
- 3. 7 day absence will lead to striking off the name. Re-admission will be as per university/college rules at the discretion of the Principal.
- Students caught taking drugs or try to bring outsiders will be fined heavily and can also be expelled. 4.
- 5. Charges of absence per day will be Rs. 5/- in addition to the absentee fine prescribed by the university.
- 6. Fee once paid will not be refunded.
- Student absent or on leave from the college must arrange to pay his/her fee on the due date. 7.

## Punjab Govt. Schemes for Scholarship & Fee Concession :

- 1. Students of SC/BC/ST & Minority categories have to deposit fee at the time of getting admission/installment. They will get reimbursement after selection of their cases from Govt. of Punjab.
- Post Matric Scholarship Scheme for Minority Students 2016-17 Students are advised to visit 2. www.minorityaffairs.gov.in or get information from toll free number 1800-137-0015 or get information from college office regarding scholarship.
- 3. The Government has decided to extend educational concessions offered to the children of officers and men of the armed forces killed or permanently disabled during Indo-Pak and Indo-China conflicts, to the children of Defence Personnel, of Indian Peace-Keeping Force in Srilanka who have been killed or wounded. These concessions include complete exemption from tuition and other fees, full cost of books and stationery etc. Facility for free education will be available to the children of sufferers of certain categories as per Punjab Govt. Letter No. 19/2/87-EDU-1386-92 dated 30.04.90

## Fee Concession at College Level:

- 1. Application for the concession on prescribed form obtainable from the college office should be submitted when called for.
- 2. Fee concession, stipend, scholarship etc. will be withdrawn in case a scholar deteriorates in studies, remains irregular in attendance or is found guilty of unfair means in any house test or examination.

# **Rules & Regulations Leave Rules**

- 1. Leave for absence from the College should be applied for when absolutely necessary.
- 2. Leave should be secured personally before it is availed of. In case of serious illness, the leave application should be submitted immediately on returning to the college.
- 3. Leave application should be signed by the applicant's father/guardian.
- 4. A Medical certificate should be attached with the leave application in case of long illness.
- 5. Leave up to 6 days will be granted by the teacher incharge of various classes and for a period of more than 6 days by the Principal. 21

# **Rules for Sportsmen**

- 1. No student shall be allowed to get himself registered with any club or team outside the college & play against the college. All sports activities in the college will be organized under college auspices only.
- 2. According to the University rules, the players will be permitted to participate in the University Tournaments only when they have attended at least50% lectures in each subject from the date of admission in the college to the date of commencement of the tournament.
- 3. Sportsmen are expected to show exemplary behaviour and maintain discipline in the college. If a sportsman is found guilty of misbehaviour or breach of discipline inside or outside the college, he will be removed from the rolls of the college and all concessions given to him will be withdrawn with retrospective effect.
- 4. Players should be regular in attendance in their classes and maintain steady progress in studies. Their admission form will not be sent up for the University Examination if they fall short of lectures or fail to qualify in the House examinations according to the University Rules.

# **Rules of House Examination**

- 1. The college will hold house examination as per Punjabi University rules. In addition to this class tests may be held.
- 2. It is compulsory for all students to appear in the House Examinations, and Tests. The absentees will be fined/detained according to rules.
- 3. The Examinees should be punctual. Late comers will be treated as absent from the examination.
- 4. Absence from examination for any reason will mean nil performance which may result in detention of a candidate from University examinations.
- 5. Leave from an Examination or test should be secured from the Principal well in time. No such application will be entertained after the Examination is over.
- 6. Leave from an Examination or test should be secured separately on prescribed form obtainable from the college office.
- 7. When a student falls ill, he should send his application for leave from the examination to the Principal immediately. The application should be supported by a medical certificate.

# **Career Counselling and Placement Cell:**

The college has a Career Counselling and Placement Cell. The Career Counselling and Placement Cell provide students expert guidance regarding their career prospects and also work for their placement in jobs.

CCP Cell organized placement drive in college campus in the month of February 2016 in which following companies participated in selection of students

1. ICICI Prudential Ltd.

2. Star Health Insurance

3. GNP Pribas Geogit Ltd.

- 4. Touch Stone Educationals
- 5. Thermal Power Plant, Talwandi Sabo

The CCP Cell has succeeded in the placement of more than 20 students of this college from various faculties last year. Eight students of this college were selected by ICICI Prudential Ltd. and four students got placement in Star Health Insurance. Two students got placement in Touch Stone Educationals & two got offer letter from Talwandi Thermal Power Plant of Vedanta Ltd.

The CCP Cell organizes various seminars on the job prospects and also invites experts in various fields. We have listed more than 50 firms of national and international repute. We hope to help our graduates for their placement in Multi National Companies.



For this job, what the students need is proper outlook and aptitude. The CCP Cell also organizes Personality Development and Orientation Programme for providing an edge to the intelligence of the students so that they are easily absorbed in the job market.

# **Extra-Curricular Activities**

Gainful activities outside the class room play a significant role in shaping the overall personality of a scholar. The aim of the college in organizing extra-curricular activities is to impart a sense of responsibility to the youth. All extra-curricular activities other than those organized under the N.C.C. and N.S.S. will be organized and co-ordinated by the youth welfare department of college.

A number of subject societies, associations and clubs actively function in the college. These societies organize very useful extra-curricular activities, such as lectures by eminent scholars, Inter college declamation and paper reading contests, debates, poetical symposia, variety shows etc.

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

- 1. Facilities for N.C.C. training, parades and camps are available for those who voluntarily take up N.C.C.
- 2. Students get ample opportunities to attend training camps and specialized camps like advanced leadership, mountaineering and other inter state camps. N.C.C. Cadets are trained for 'B' and 'C' Certificate exam. Students holding 'C' certificate are given priority in selection as an officer in Army, Air Force, Navy and Police, Students holding 'B' and 'C' certificate are given incentives and additional marks in various professional and higher classes for getting admission.

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

The College has three units for boys and girls under the control of Punjabi University, Patiala The scheme is aimed at familiarizing the Youth with the environment of our community and its needs. It inculcates in students the spirit of placing service before self and the country above all.

The membership of the scheme is voluntary but it is desirable that more and more students should enroll themselves in the scheme. Distinguished N.S.S. Volunteers are given incentives and additional marks in various professional and higher classes for getting admission.

#### Sports Council

All sports activities are organized by the Sports

Council constituted as under

- 1. Chairman (Principal)
- 2. Faculty members Nominated by the Principal as presidents of various games.
- 3. Captains of Various games.
- 4. Secretary (Lecturer in Phy. Education)

The outstanding sportsmen with a clean past career are given due consideration at the time of their admission to the college. Deserving scholars may be given fee concession and other facilities in keeping with their talent in sports.





#### Scheme for SC/ST Candidates

Conditions for eligibility to get financial help/aid from the Government as communicated by the D.P.I. for scheduled castes, scheduled tribes, backward classes and low income group students is as under :

**Note :** Students belonging to scheduled castes, scheduled tribes, Backward classes and low income groups studying in college and universities are eligible to get financial aid from the Government under following schemes:

#### 1. Post-Matric Scholarship Scheme

Scheduled Caste students who are permanent resident of Punjab and are studying anywhere in India for Post -Matric education will be given Post-Matric Scholarship under this scheme provided that total annual income of the entire family from all sources does not exceed Rs. 2,50,000/-

Students of SC category have to deposit fee at the time of getting admission/installament. They will get reimbursement after selection of their cases from Govt. of Punjab.

#### **3. STATE HARIJAN WELFARE SCHEME**

Student Studying in Punjab State Colleges/Institutions who are Permanent residents of Punjab belonging to Backward Class will be given stipend under the scheme provided that the total annual income of the family does not exceed Rs. 44, 500/- under this scheme. Stipends are also paid to scheduled caste candidates. If the total income of the family is up to Rs. 1,00,000/-

#### 4. **SCHOLARSHIP SCHEME FOR SCHEDULED TRIBES**

Students of scheduled tribes who are permanent residents of Punjab and are studying in Punjab or Chandigarh college will be given scholarship provided that the total income of the family does not exceed Rs. 5000/- and the total annual land revenue paid should not exceed Rs. 1000/-

#### 5. **SPECIAL GRANT TO GIRLS BELONGING TO SCHEDULED CASTES**

Girls belonging to scheduled caste whose parents/guardinas are permanent residents of Punjab and who are studying in Punjab and Chandigarh colleges will be given special grant for studies provided that total annual income of the family does not exceed Rs. 60.965/- subject to release of grant by state govt.

#### 6. LOW INCOME GROUP SCHOLARSHIP SCHEME

Under this scheme students not belonging to scheduled castes, backward classes, scheduled tribes will be given scholarship provided that the total annual income of their parents does not exceed Rs. 24000/-. It is to be noted that applications for all type of scholarships etc. will have to be sent to the Director of Public Instructions (C) Punjab, Chandigarh by 31st December every year.

Free ship is given to scheduled caste, scheduled tribe and backward class students whose parent's income does not exceed Rs. 24000/- per annum and who have not failed more than once in the preceding class.

#### POST MATRIC SCHOLARSHIP FOR STUDENTS BELONGING TO THE MINORITY COMMUNITIES 7.

Students belonging to Minority communities whose parents income is upto 2 Lac. per year and who have scored minimum 50% marks in the previous class can avail of this scholarship.

## **Prizes**

## **Academic Prizes**

- 1. The top scholar of each class and the best pass in each subject on the basis of the aggregate marks obtained by him/her in the House Examination provided that he/she gets a clear pass in each subject in he examination.
- 2. All students of the college who win University or Government Scholarship.
- 3. A gold medal will be awarded to the scholar of B.A./B.Sc./B.Com. Class of the college standing first in the University/Board examination.

#### **General Prizes**

General Prizes will be awarded to: 1.Best contributor to each section of the college magazine.

- 2. Best speaker in English, Hindi, Punjabi 3.Best social worker of the session.
- 4. Any other student, who in the opinion of the Principal has made a notable contribution to the maintenance of discipline in the college or brought any distinctive honour to the college.

#### **Sports Prizes**

Sports Prizes will be awarded to students winning distinction in athletics and games at the University / State / National Level.

4.Best N.S.S. volunteer.

#### **College Colour**

College colour will be awarded to :

- Best actor of the year. 1. 2.Best fine artist in the field of music, painting, photography etc.
- 3. Best N.C.C. cadet.
- 5. Best Youth Welfare worker.
  - 6. Members of Punjab and India teams.
- 7. Student rendering meritorious services in Red Cross/Civil Defence activities.
- 8. Player of various games selected for the University teams.
- **Note:** i) Prize will be awarded only if a student shows sufficiently high standard in his/her respective field and is considered and recommended by the concerned committee.

ii) Any student who has been punished for misconduct or found guilty of using unfair means in the House Examination will NOT be entitled to any Prize or College colour.

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#### **IDENTITY CARD**

Every student is issued an identity-cum-library card which he/she is required to keep with him/her while in the college and also on all functions. In case the Identity Card/Library Card is lost, a written report should immediately be made to the Principal. A duplicate Identity card will be issued on payment of Rs. 75/- each.

#### **COLLEGE MAGAZINE**

With a view to cultivate in scholars the talent for self-expression based on independent study and free thinking, the college annually publishes its magazine, the SANDEEP edited by an Editorial Board consisting of Staff-Members and students.

- 1. Hindi
- 5. Commerce
- 2. Punjabi 6. News

3. English 7. Social Science 4. Science 8. Computer

#### **COLLEGE NEWS LETTER**

Every year a Newsletter is brought out by the college in November /December highlighting the achievements of our students in the field of academics, sports & extra curricular activities. This Newsletter is generally released by the hon'ble Chief Guest on the occasion of the Annual Prize Distribution function.

#### **HEALTH CENTRE**

The college is running its own dispensary for the benefit of staff and students. The Health Centre is provided with necessary medicines. Emergency cases are referred to the local hospital.



Tejender Kaur (M.Sc. Maths) Thermal Power Plant Talwandi Sabo



Subham Singla (B.Com-Sem-VI) ICICI Prudential Life Insurance



Khushpreet Kaur (M.Sc. Maths) Thermal Power Plant Talwandi Sabo



Rishab Singla (B.Com-Sem-VI) ICICI Prudential Life Insurance

# PLACEMENTS



Rohit Kumar (M.Com-Sem.-IV) Star Health and Allied Insurance Company



Neha Chawla (M.Sc. Maths-Sem.-IV) Touch Stone Educationals



Sunidhi Chhabra (B.Com-Sem-VI) ICICI Prudential Life Insurance



Annu (B.Com-Sem.-VI) Touch Stone Educationals



Anusuiya Verma (B.Com-Sem-VI) ICICI Prudential Life Insurance



Manohar Lal (B.Sc.-Sem-VI) Star Health and Allied Insurance Company



Malika (M.Com-Sem.-II) ICICI Prudential Life Insurance



Gurpreet Singh (M.Sc.Maths-Sem-IV) ICICI Prudential Life Insurance



Vishal Jindal (B.Sc.-Non. Med.-Sem-VI) Star Health and Allied Insurance Company



Karampreet Sharma (B.Sc.-Non. Med.-Sem-VI) Star Health and Allied Insurance Company

#### **College Buzz**

The college campus remained vibrant in various activities throughout the year college athletic meet was organized in the month of February in which players of different classes showed their talent. College successfully organized Convocation in which His Excellency Prof. Kaptan Singh Solanki, Governor Punjab, Haryana & Administrator U.T. Chandigarh graced the occasion as a chief guest. Dr. V.K. Kohli, Vice-Chancellor Central University of Punjab, Bathinda, was the worthy guest of honour. More than 600 students who had Graduated and Post Graduated received their degrees. Department of Computer Science organized National Conference on Pervasive Computing on 6th May in which more than 200 papers were presented by Professors & Research Scholars. So many Seminars, Educational Tours, Quiz Competitions were held during the year.



















# **ACADEMICS** Toppers Punjabi University Patiala

The session was one of the most momentous one as the students achieved top university positions. The students have proved themselves to be a real asset, fetching laurels to the institution and making it carve a niche for itself in the educational ambit.



Shruti Sharma MA English 1st University Position



Pawandeep Kaur MA Political Science IInd University Position



Jatinder Kaur MA English VIth University Position



Anju Sharma B.Sc. IXth University Position



Baljeet Kaur MA Political Science IXth University Position



Amandeep Kaur MA English Xth University Position



Shivani Jain M.Sc. Maths (Sem-II) Vth University Position



Sarita CSIR/NET (Maths) June 2015

# **SPORTS**

These students brought laurels to the college in the field of Kabaddi, Football & Other Sports Activities. Sandeep Narwal represented INDIA in Kabaddi. He was the captain of Patna Panthers in Pro Kabaddi Tournament.



Jaspinder Singh (B.A.-I)



Manoj Kumar (B.A.-II)



lashandeep



Sandeep Narwal



Ramandeep Singh

Yadwinder Singh Yada Surkhpur

# **TEN PRINCIPLES OF ARYA SAMAJ**

- God is the efficient cause of all true knowledge and all that is known through knowledge.
- God Is existent, intelligent and blissful. He is formless, omniscient just, merciful, unborn, endless, unchangeable, beginning-less, unequalled, the support of all, the master of all, omnipresent, immanent, un-aging, immortal, fearless, eternal and holy, and the maker of all. He alone is worthy of being worshipped.
- The Vedas are the scriptures of all true knowledge. It is the paramount duty of all Aryas to read them, teach them, recite them and to hear them being read.
- One should always be ready to accept truth and to renounce untruth.
- All acts should be performed in accordance with Dharma, that is, after deliberating what is right and wrong.
- The prime object of the Arya Samaj is to do good to the world, that is, to promote physical, spiritual and social good of everyone.
- Our conduct towards all should be guided by love, righteousness and justice.
- We should dispel Avidya (ignorance) and promote Vidya (knowledge).
- No one should be content with prompting his/her good only, on the contrary, one should look for his/her good in promoting the good of all.
- One should regard oneself under restriction to follow the rules of society calculated to promote the well being of all, while in following the rules of individual welfare, all should be free.





# **DAV COLLEGE, BATHINDA**

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