



GGSCW

# Guru Gobind Singh College for Women

## Sector 26, Chandigarh.

A Premier Multi Faculty Post Graduate Institution (NAAC Re-Accredited)

An Institution of Sikh Educational Society, Chandigarh





The whole world is passing through unprecedented times due to the outbreak of COVID-19 pandemic with teaching-learning and research activities badly disrupted. In the present circumstances, the major concern is to ensure health, safety and security of the students, faculty and staff. Keeping this in mind, the College will strictly adhere to the instructions received from Ministry of Human Resource Development, University Grants Commission, Panjab University and Director Higher Education, UT, Chandigarh.

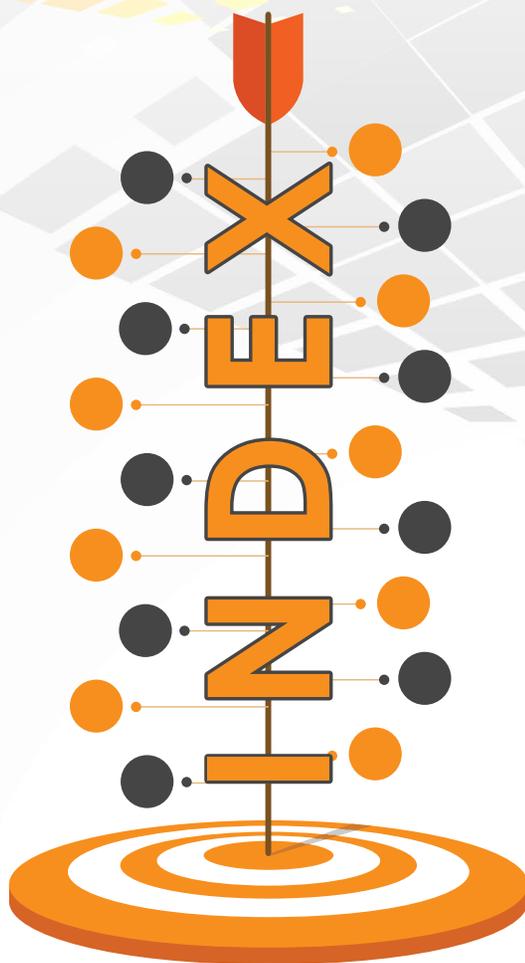
#### **COVID-19 Protocol:**

1. Wearing masks is compulsory for all visiting the Campus.
2. Social distancing to be maintained and crowding to be avoided in the Campus
3. Students should cooperate with security guards at the College entrance to get their body temperature checked, on arrival.
4. Students with co-morbid conditions or having symptoms related to COVID-19 should refrain from coming to College.
5. All students should observe/follow COVID-19 protocol and safety precautions issued by Ministry of Health and Family Welfare, Govt. of India like frequent hand washing/sanitization and maintenance of proper hygiene. Sanitization stations have been put up at pivotal point in the College as well as the Hostel.
6. The College will strictly follow the COVID-19 protocol and safety measures as per norms issued by DHE/ Panjab University, Chandigarh.
7. In case of any suspected Covid-19 infection, the COVID-19 Awareness Committee will isolate the person and inform authorities, as per protocol. **COVID-19 HELPLINE NUMBERS are: 0172-2752038, 2752031, 2704048**



G G S C W

*The College, named after the immortal luminary and Tenth Sikh Guru, Sri Guru Gobind Singh Ji, his teachings and ideals are the motto of this College. The College insignia, comprising of an open book, a pen and an artist's brush flanking, burning torch emitting light canopied with Guru's rousing call 'ਸੁਭ ਕਰਮਨ ਤੇ ਕਬਹੂੰ ਨਾ ਟਰੋਂ', which means 'Never to stray from the path of righteousness'- is deeply embedded in the collective consciousness of all those who are associated with this citadel of learning.*



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## College Shabad

ਪ੍ਰਭਾਤੀ ਮਹਲਾ ॥ 1 ॥

ਗੁਰ ਪਰਸਾਦੀ ਵਿਦਿਆ ਵੀਚਾਰੈ ਪੜਿ ਪੜਿ ਪਾਵੈ ਮਾਨੁ ॥

ਆਪਾ ਮਧੇ ਆਪੁ ਪਰਗਾਸਿਆ ਪਾਇਆ ਅੰਮ੍ਰਿਤੁ ਨਾਮੁ ॥ 1 ॥

ਕਰਤਾ ਤੂ ਮੇਰਾ ਜਜਮਾਨੁ ॥

ਇਕ ਦਖਿਣਾ ਹਉ ਤੈ ਪਹਿ ਮਾਗਉ ਦੇਹਿ ਆਪਣਾ ਨਾਮੁ ॥ 1 ॥ ਰਹਾਉ ॥

ਪੰਚ ਤਸਕਰ ਧਾਵਤ ਰਾਖੇ ਚੂਕਾ ਮਨਿ ਅਭਿਮਾਨੁ ॥

ਦਿਸਟਿ ਬਿਕਾਰੀ ਦੁਰਮਤਿ ਭਾਗੀ ਐਸਾ ਬ੍ਰਹਮ ਗਿਆਨੁ ॥ 2 ॥

ਜਤੁ ਸਤੁ ਚਾਵਲ ਦਇਆ ਕਣਕ ਕਰਿ ਪ੍ਰਾਪਤਿ ਪਾਤੀ ਧਾਨੁ ॥

ਦੂਧੁ ਕਰਮੁ ਸੰਤੋਖੁ ਘੀਉ ਕਰਿ ਐਸਾ ਮਾਂਗਉ ਦਾਨੁ ॥ 3 ॥

ਖਿਮਾ ਧੀਰਜੁ ਕਰਿ ਗਉ ਲਵੇਰੀ ਸਹਜੇ ਬਛਰਾ ਖੀਰੁ ਪੀਐ ॥

ਸਿਫਤਿ ਸਰਮ ਕਾ ਕਪੜਾ ਮਾਂਗਉ ਹਰਿ ਗੁਣ ਨਾਨਕ ਰਵਤੁ ਰਹੈ ॥ 4 ॥ 7 ॥ ਸ੍ਰੀ ਗੁਰੂ ਗ੍ਰੰਥ ਸਾਹਿਬ, ਅੰਗ-1329

By Guru's Grace, contemplate spiritual knowledge; read it and study it, and you shall be honored.

Within the self, the self is revealed, when one is blessed with the Ambrosial Naam, the Name of the Lord. ||1||

O Creator Lord, You alone are my Benefactor. I beg for only one blessing from You: please bless me with Your Name. ||1||Pause||

The five wandering thieves are captured and held, and the egotistical pride of the mind is subdued.

Visions of corruption, vice and evil-mindedness run away. Such is the spiritual wisdom of God. ||2||

Please bless me with the rice of truth and self-restraint, the wheat of compassion, and the leaf-plate of meditation.

Bless me with the milk of good karma, and the clarified butter, the ghee, of compassion. Such are the gifts I beg of You, Lord. ||3||

Let forgiveness and patience be my milk-cows, and let the calf of my mind intuitively drink in this milk.

I beg for the clothes of modesty and the Lord's Praise; Nanak chants the Glorious Praises of the Lord. ||4||7|| SGGS, P-1329

# SIKH EDUCATIONAL SOCIETY



**S Gurdev Singh**  
IAS (retd)  
President SES



**S Kulbir Singh**  
Chief Engineer (retd)  
Vice President SES



**Col (retd) Jasmer Singh Bala**  
Secretary SES



**S Karandeep Singh Cheema**  
Advocate  
Joint Secretary SES

The College is privileged to be governed by a duly constituted and elected body, the Sikh Educational Society (SES), Chandigarh. Formed in 1937 in Lahore, with a vision to modernise the educational, cultural and social environment of the region, SES comprises of eminent bureaucrats, philanthropists, scholars, prominent educationists and administrators. Presently, the SES is headed by S Gurdev Singh, IAS (Retd). The other office bearers are S Kulbir Singh, Chief Engineer (Retd), Vice President; Col (Retd) Jasmer Singh Bala, Secretary, and S Karandeep Singh Cheema, Joint Secretary / Secretary LMC.

## INSTITUTIONS MANAGED BY SIKH EDUCATIONAL SOCIETY

- Sri Guru Gobind Singh College (Co-Ed), Sector 26, Chandigarh
- Guru Gobind Singh College for Women, Sector 26, Chandigarh
- Sri Guru Gobind Singh College of Pharmacy, Sector 26, Chandigarh
- Sikh National College and School, Qadian (Punjab)
- Sikh National College and School, Banga (Punjab)
- Sri Guru Gobind Singh Collegiate Public School, Chandigarh

# Message from President SES

## **Dear Students**

Guru Gobind Singh College for Women, established in 1973, is a premier institute of Sikh Educational Society (SES). With 75 years of glorious history, the SES is steadfastly committed towards imparting quality education in the region. Educational institutions bear a great responsibility to the world as education is one of the vital factors instrumental in preparing intellectual and emotional faculties of an individual.



Keeping in mind the changing scenario of the world, it becomes imperative to enhance, improve and transform education to the needs of the time. We constantly seek to strengthen Guru Gobind Singh College for Women, through supporting the College's most essential requirements, equip its faculty, update facilities and sustain endowments. The learning environment of the campus fosters confidence, leadership and inspires them to challenge their limits and strengthens their academic success. Our mission of educating young women is driven by a powerful conviction that women can and should make a difference to the world at large.

I welcome you all on joining this campus and assure that Guru Gobind Singh College for Women will uphold its distinct mission long into the future.

**S Gurdev Singh,**  
IAS (Retd) President,  
Sikh Educational Society

# Message from Principal

Where the mind is without fear and the head is held high;

Where knowledge is free;

Where the world has not been broken up into fragments by narrow  
domestic walls;

Where words come out from the depth of truth;

Where tireless striving stretches its arms towards perfection;

Where the clear stream of reason has not lost its way into the dreary  
desert sand of dead habit;

Where the mind is led forward by thee into ever-widening thought  
and action

Into that heaven of freedom, my Father, let my country awake.

- Rabindranath Tagore



It is with pleasure that I welcome you to Guru Gobind Singh College for Women. The College is well recognized for its relentless commitment towards realizing its vision of providing excellent education and values to empower young minds. It constantly works towards developing a deeper level of critical and analytical thinking in its pupil to unleash their leadership potential and cultivate an enduring passion to pursue higher education in their relevant fields.

A wide variety of academic courses are offered by the College to help you achieve your educational and career aspirations. Andragogical tools along with flipped classrooms, online interactive learning, field studies are interwoven in an interdisciplinary level in the curriculum. The innovative and student centric teaching-learning process will enable you to explore your true potential.

The co-curricular and extra-curricular activities remain its life source. Students are encouraged to participate in activities besides achieving academic excellence, which helps them develop as well informed, socially responsible, generous and sentient human beings. The College has indeed carved a niche for itself, with the dedicated efforts of its deeply committed Management, experienced faculty members along with motivated students.

I am confident that we will have a productive and enriching year ahead.

**Dr Jatinder Kaur**  
Principal

## COLLEGE PROFILE

Guru Gobind Singh College for Women was established in 1973 by the Sikh Educational Society to empower young women with quality education to face the changing world. The institution has been working towards preparing students to lead a wholesome life, by inculcating human qualities as well as the abilities to emerge as smart, confident, strong, informed and responsible citizens of the globalised world. Inspired by the teachings of the Sikh gurus, the College has been progressing steadfastly towards achieving its mission of creating balanced minds where knowledge is teamed with ethical thinking. The spirit of the College comes alive in its motto, SHUBH KARMAN TE KABHUN NA TARON, implying 'never to stray from the path of righteousness.' Catering to the all-round development

of its students, the College fosters in the young minds the spirit of healthy nationalism, secularism, social responsibility, moral uprightness, feelings of compassion and love, care for environment, and above all a life of service and sacrifice as exemplified by Guru Gobind Singh Ji.

Ranked as one of the pre-eminent institutions of the region, the College is affiliated to Panjab University and is NAAC reaccredited. The College is located in the prime area of Sector 26, Chandigarh with other educational institutions in the vicinity, which offers environment for academic enrichment. The College Campus is easily accessible and is well connected with city transportation services.

## VISION, MISSION & OBJECTIVES OF THE COLLEGE

Educational Institutions are the abodes of knowledge and beacon lights of wisdom and enlightenment. SHUBH KARMAN TE KABHUN NA TARON, implying 'never to stray from the path of righteousness' has been the motto of Guru Gobind Singh College for Women after whose name the College is functioning.

### VISSION

- To provide the best possible education and values to young women to become responsible citizens, to serve humanity and to enhance their quality of life.
- To promote academic excellence by maintaining high teaching standards.

### MISSION

To impart holistic quality education to girl students, and empower them with knowledge, skill and competence and make them self-reliant, enlightened and socially committed citizens of the country.



## OBJECTIVES

- To promote academic excellence by providing quality education in an intellectually stimulating environment.
- To inculcate the right value system with special emphasis on spiritual training in an ambience infused with Sikh tenets.
- To foster a sense of physical well being, a key to all creative and intellectual activity.
- To equip the students with sound knowledge and skill set, so that they are able to negotiate the complex, diverse and uncertain demands of a constantly changing society.
- To ensure the holistic growth of the students wherein they attain a confident personality, a concern for environment and respect for social norms with special emphasis on Human Rights and Gender Issues.
- To enable the young minds to develop a deeper level of critical and analytical thinking, to unleash their leadership potential and cultivate an enduring passion to pursue higher education in their relevant fields.

## COURSES OF STUDY

<b>Post Graduate Courses</b>			
<b>Class</b>	<b>Seats</b>	<b>Procedure</b>	<b>Website Addresses</b>
MA English	60	Non Centralised	<a href="http://www.ggscw.ac.in">www.ggscw.ac.in</a>
MA Economics	60	Non Centralised	<a href="http://www.ggscw.ac.in">www.ggscw.ac.in</a>
M Com	40	Centralised Admission	<a href="http://www.dhe.chd.gov.in">www.dhe.chd.gov.in</a>
<b>Graduate Courses</b>			
B Com / B Com Hons	280	Centralised Admission	<a href="http://www.dhe.chd.gov.in">www.dhe.chd.gov.in</a>
B Sc ( <b>Non-Med /Comp Sc</b> )	60+20	Centralised Admission	<a href="http://www.dhe.chd.gov.in">www.dhe.chd.gov.in</a>
BCA	40	Centralised Admission	<a href="http://www.dhe.chd.gov.in">www.dhe.chd.gov.in</a>
BA/BA Hons* (*Economics, English, Psychology)	450	Non Centralised	<a href="http://www.ggscw.ac.in">www.ggscw.ac.in</a>

For Online Centralised Admission Schedule, visit [www.dhe.chd.gov.in](http://www.dhe.chd.gov.in)

## ACADEMICS

In the current session, the College will offer blended learning, which will be an amalgamation of Online as well as face to face classes. The faculty of the College is fully equipped to take students towards this new form of teaching-learning. Student centric methods, such as experiential and participative learning along with problem solving methodologies, are adopted to enhance learning experience, which includes:

- ICT enabled teaching, including presentations, assignments and storyboard learning
- Regular monitoring and testing of Learning Outcomes
- Seminars, Conferences, Expert Lectures and Workshops for holistic exposure

- Placement drives, Career Counselling for better future prospects
- Scholarships, Financial aid available for meritorious/deserving students
- Regular Educational, Field and industry trips and tours to facilitate classroom learning

This year in wake of COVID-19 pandemic, Teaching will be carried out in an integrated manner, through online lectures and face to face teaching (when permitted by the Govt.)

The faculty Members are well prepared to use online teaching platforms as directed by DHE / Panjab University, Chandigarh.

## INFRASTRUCTURE

Fully wi-fi enabled 11 acre sprawling campus endowed with an expanse of infrastructure which includes all the latest facilities, well-equipped laboratories, well-stocked library, Mata Kheevi Hostel, Seminar Room, Mata Ganga Auditorium, Mata Gujri Fitness Centre, Student's Centre, expansive grounds, etc. Language Lab for Functional English, with state-of-the-art equipment and facilities, well stocked with Language Skills Software. Laboratories in Physics, Chemistry, Computer Science Departments boast of latest equipment and resources. Various learning resources are available to develop proficiency in academics. Advanced learners are provided with extra reference books/ material by faculty members who set suitable goals for the students to feel adequately challenged. The Students' Centre houses a Stationery Shop, Photostat Facility, and Student Council Office. The College takes pride in being the **Best Maintained Campus in Chandigarh**, winning the First prize at the Annual Rose Festival 2020, a feat which the College has been consistently accomplishing since 2008.



**Chemistry Lab**

An exclusive SBI Branch for students, faculty members and other College employees.

# LIBRARY

The College Library is a Double storey- building with spacious modern infrastructure, making it an ideal place for users to augment their knowledge. Well stocked, with more than 24,200 books and 490+ CDs on different subjects, the collection is enriched with Reference Books, Coffee Table Books, light reading books like Fiction, Self-help and Biographies of eminent personalities.

The College Library has a **Blog (ggscwlibrary.blogspot.in)**, a digital space for students to access question papers from previous years, pages/links of College activities, achievements of staff and students. Newspapers clippings, latest Panjab University syllabus, links to e-Journals and e-Books are also provided on the blog. 38 Magazines/Journals as well as 12 Newspapers, in paper and e-format, are also subscribed by the Library on annual basis.

The Library homes a **Book Bank** that consist of more than 1800 books on different subjects, which are lent out for full session to the needy as well as meritorious students. To display the fresh arrivals, the Library has a display stand in the Library and an LED for highlighting the services of the Library along with the new arrivals. **KHOJ: The Wall Magazine** showcases the creative works of the students as well as the activities undertaken by various departments of the College. Library is fully automated with Campus Whizz ERP software equipped with Web OPAC facility, through which users can search their required documents anytime and from anywhere. A striking feature of the library is **Learning Resource Centre** on the first floor, where students have an added facility for their research oriented activities. The Library has a **Braille Corner**, where NVDA (Non Visual Digital Access) software has been installed for blind students. The College has subscribed to e-Journals under the scheme of NLIST programme of INFLIBNET, UGC.

During Covid-19 lockdown period, faculty members of



various departments contributed e-lectures in the form of PPTs, audio lectures, videos, Zoom and Google classroom lectures and PDFs towards **GyanKosh: an Institutional Repository** on the Library Blog. The Library blog provides Open Educational Resources that include **SWAYAM** online Courses, **MOOCS** UG and PG, **e-Pathshala** UG and PG, **Swayam Prabha**, **Shodhganga**, **Shodhgangotri**.

The Blog also offers links to open educational resources to access books, journals, newspapers and research thesis on e-platform.

On joining the College each student is issued an Identity-cum-library Card bearing her photograph, name, address, class and roll number. All the students are required to carry their Identity Card with them during their presence in the campus. If it is lost a duplicate can be issued on payment of Identity Card charges.

## General Rules

- The Library remains open from Monday to Friday, 9am to 4pm, Saturday, 9am to 1:30pm.
- Silence to be Maintained in the Library.
- Use of cellular phones is strictly prohibited in the library premises.

- No personal belongings are allowed inside the library.
- Library does not accept any responsibility for loss or damage to personal property left on its premises.
- Enter your name and sign in the entry register kept at the entrance before entering the library.
- Show the books and other materials which are being taken out of the library to the staff at the entrance counter.
- The librarian may recall any book from member at any time and it is obligatory for the member to return the same immediately.
- Library borrower cards/tickets are not transferable. The borrower is responsible for the books borrowed on his/her cards.
- After reading, leave books on the table .Please do not shelve the books.
- Ask for the help from library staff if you are unable to find your required material

### **Circulation Rules**

- Books will be issued on presentation of the library tickets.
- Students are instructed to check the books while borrowing and they will be responsible for any type of damage.
- Number of books issued to a student of Graduate classes. Part I/II/III is two and of M.A/M.Sc. class and Honours is three; period of retention of books allowed in each case is 14days.
- The loss of member/reader ticket should be immediately reported to the librarian. The holder of this ticket shall be personally responsible for any loss which the library might suffer due to miss-use of the missing ticket by anyone at a later stage.
- Book Lost, defaced or spoilt in any way will have to be replaced by the borrowers. In case of set of Volumes, price for the whole set will be realised along with fine.

### **Digital Library Rules**

Digital Library is to be used for academic purposes only.

- Users are not allowed to carry eatables and drinks in the Digital Library area.
- Readers must carry their Library ID card while using the Digital Library. They must show their ID card on demand.
- Changing the settings and display of the Computers kept in the Digital Library are not allowed.
- Playing games on computers is strictly prohibited in the entire Library premises.
- Students should take care of their Pen drives, CD/DVD ROMs, Cell Phones, and Wallets etc.
- Online Chatting, Browsing of Dating, Networking of Friendship and Prone Websites in the Digital Library is strictly prohibited. Strict disciplinary action will be taken against the defaulters.

## **SPORTS ACHIEVEMENTS**

The College offers ample opportunities to its students for training and participating in numerous International, National, All India Inter Varsity and Inter College Level tournaments throughout the year.

Keeping the tradition of marvelous achievements, the College won Ten Sports Championships in the year 2019-20, by bagging First position in Panjab University Inter College Tournaments, namely in Volleyball, Basketball, Hockey, Cricket, Boxing, Swimming, Netball, Kho kho, Rowing, Kayaking and Canoeing. College Teams of Sepak-takraw Regu, Sepak takraw team, Wushu and Poomse stood Second during Panjab University Inter College tournaments. Teams of Taekwondo, Gatka, Gymnastics, Judo, Soft Tennis and Yachting bagged the Third position. Teams of Wrestling, Athletics, Weightlifting, Karate, Pencak-silat won Individual medals in Panjab University Inter College tournaments.



Teams of Guru Gobind Singh College for Women clinched many Winner's Trophies

# College Stars



**Ms Nandini Sood**

**Represented India in Women Boxing Championship 2020 in Russia**



“Firstly I want to thank my College for supporting me throughout my stay. Because my teachers believed in me and egged me on, I never gave up. My teachers and coaches gave me wings to fly towards my dreams. Representing one’s Nation is a dream of thousands of athletes; I thank almighty and my institution for giving opportunity to be recognized.”



“One of the best academic institutions in the region, Guru Gobind Singh College for Women has powerfully and indelibly shaped my thinking and personality. My teachers guided me on the right path and appreciated my skills. I take pride in being a student of this College.”



**Sr. Cadet Captain Devika**

**Won all India Best Cadet in RDC while representing PHH&C Directorate in Republic Day Parade Camp 2020**



“Receiving the highest DGNCC commendation as well as All India Best Cadet Award was only possible because of the unflinching support of my Alma mater and my teachers, who stood by me like a rock. The College helped me accomplish more than I could imagine. I owe gratitude to my ANO, Sub./ Lt. (Dr) Amneet Kaur for showing the right direction and inspiring me always.”



**Ms Deepali Attri**

**Represented Punjab in Khelo India University Games, 2020 and won Silver Medal in Swimming**





## Cadet Captain Amrita

**Stood First in Ship Modeling while representing PHH&C Directorate in Republic Day Parade Camp 2020**



"I am lucky to be a part of this College for the variety of experiences and opportunities that it offered me as a student. The thing I admire the most about Guru Gobind Singh College for Women is the friendly atmosphere here and the fact that the teachers are very caring and interested in students' well-being. I am thankful to my teachers as well as my ANO, who helped me grow as a confident individual."



"I am extremely grateful to my destiny for bringing me to Guru Gobind Singh College for Women. My teachers and peers helped me mentally, psychologically, and morally to tide over all difficult situations offered by life and times. Not only the College made me a better human being but also prepared me to become a responsible citizen who knows her rights and responsibilities towards my nation."



## Ms Rehiana

**Secured 7th Position in Panjab University Examinations December, 2018 Master of Arts (Sociology)**



**"Excellence is never an accident. It is always the result of high intention, sincere effort, and intelligent execution; it represents the wise choice of many alternatives - choice, not chance, determines your destiny."**

**-Aristotle**

## ALUMNI ASSOCIATION

To foster an ongoing relationship between the old students and their alma mater, the Alumni Association strives hard to establish a mutually meaningful connectivity between the two. Through participation in all important College events, providing suggestions/feedback, and by attending the reunion, the old students promote feeling of fraternity among themselves and carry forward the positive image of the College in the country and abroad.

# MATA KHEEVI HOSTEL

The well-equipped College Hostel offers accommodation to 350 residents with a Gurudwara Sahib within the premises, which offers sanctum to students. Periodic inspection and renovation of the Hostel is undertaken to ensure comfort and hygiene levels to the residents. Facilities of Fitness Centre, Indoor Games and LCD TV are provided to the inmates. All necessary furniture is provided in each room. The Hostel is well equipped with amenities like water coolers, geysers and washing machines. Fire extinguishers along with water-pipes are also installed in the Hostel to avoid any fire incident. CCTV cameras have been installed at specific points to keep strict vigil. Students seeking admission to the hostel must apply on a separate prescribed form appended to the hostel prospectus available on the College website.

The Hostel Warden will monitor health status of students as well as other ancillary staff on regular basis, as and when the hostel will start to function, to spot anyone having signs of COVID-19. If

anyone would seem to have symptoms, she will take immediate measures to isolate the suspected case and inform the Principal as well as the authorities so that help can be sought at the earliest.

## **The College hostel offers :-**

- Excellent accommodation with spacious and well-furnished rooms with homely and nurturing environment.
- Conducive environment for study, recreation and healthy interaction among students.
- Recreational facilities including indoor games.
- Hygienically cooked meals.
- Health and Medical care.

*Students seeking hostel accommodation are required to fill Hostel Prospectus online.*

*Seats are allotted to the students on first come first serve basis.*

*The Principal is the final deciding authority for Admission to the hostel.*



## WHOM TO CONTACT

### NODAL OFFICER (Admissions):

Dr Jaswinder Kaur - 9876498893 (Non Centralised)

Ms Sukhmeen Kaur - 988400093 (Centralised)

Ms Lucky Malhotra - 9216102220 (Centralised)

Class	Convener	Contact
MA English	Dr Jaslene Dhaliwal	9876288663
MA Economics	Dr Reena Parti	8288004859
M Com	Dr Jaspreet Kaur	9872888075
B Com / B Com Hons	Dr Jaspreet Kaur	9872888075
BA/BA Hons	Dr Jaswinder Kaur	9876498893
BCA	Ms Maninder Kaur	9876555570
B Sc (Non-Med/Comp Sc)	Dr Sujata Vohra	9888879269

## ADMISSION SCHEDULE

Class	Dates of Admission
BA I	August 3, 2020 to August 22, 2020 Link: <a href="http://admission.ggscw.ac.in">http://admission.ggscw.ac.in</a> Online classes to start from September 1, 2020
BA II	July 27, 2020 to August 22, 2020  Online classes to start from August 3, 2020
BA III	
B Sc II (Non- medical)	
BSc III (Non- medical)	
B Com II	
B Com III	
BCA II	
BCA III	
M Com II	
MA II (English)	
MA II (Economics)	Dates yet to be decided by Panjab University, Chandigarh.
MA I (English)	
MA I (Economics)	As per Joint Prospectus of Govt. & Govt. Aided Colleges of Chandigarh. Link: <a href="http://dhe.chd.gov.in/DHE/ImportantDates.aspx">http://dhe.chd.gov.in/DHE/ImportantDates.aspx</a>
B Com I	
B Sc I (Non-Medical)	
BCA I	
M Com I	Admission Link for Ongoing Courses (BA, B.Com, BCA, B.Sc NM, MA (English), MA (Economics) and M.Com – II, III Year): <a href="http://student.ggscw.ac.in/">http://student.ggscw.ac.in/</a>



# FACULTY

The College takes pride in its highly qualified and dedicated members of teaching and non teaching staff, who work incessantly towards overall development of students and also strive to update themselves with the latest in the field. The faculty members undertake various research and professional activities throughout the year at National and International level.

## Principal

Dr Jatinder Kaur

(Post Doc., Ph D, M Phil, M Com, PGDFM)

## Department of English

Dr Jaslene Dhaliwal, Assoc. Prof. (Ph D, M Phil, MA)

Ms Harbinder Mahajan, Assoc. Prof. (M Phil MA)

Dr Ramnik Kohli, Assoc. Prof. (PhD, M Phil, MA)

Dr Harneet Kaur Sandhu, Assoc. Prof. (Ph D, MA)

Dr Sarabjit Kaur, Asst. Prof. (Ph D, MA, B Ed)

Dr Manreet Kaur Dhaliwal, Asst. Prof. (Ph D, MA)

## Department of Punjabi

Ms Sukhmeen Kaur, Assoc. Prof. (M Phil, MA)

Dr Gurvinder Singh, Asst. Prof. (Ph D, MA)

## Department of Hindi

Dr Aradhna Mehtani, Assoc. Prof. (Ph D, MA)

## Department of Music (Instrumental)

Ms Lucky Malhotra, Asst. Prof. (M Phil, MA)

Mr Satinder Singh, Tabla Instructor

## Department of Public Administration

Ms Suparna Randhawa, Assoc. Prof. (M Phil, MA)

## Department of Home Science

Ms Jasneet Kaur Malhi, Asst. Prof. (M Sc)

## Department of Economics

Dr Reena Parti, Assoc. Prof. (Ph D, MA)

Ms Harpreet Kaur, Asst. Prof. (M Phil, MA)

Ms Mandeep Kaur, Asst. Prof. (MA) on Leave

Ms Amrita Kaur, Asst. Prof. (MA, B Ed) Part Time - On Leave

Dr Madhur, Asst. Prof. (PhD, MA Hons School) Part Time

Mr Harman Singh Sian, Asst. Prof. (PG Diploma in Health, Family Welfare and Population Education, MA)

## Department of Political Science

Ms Prabhjot Kaur, Assoc. Prof. (M Phil, MA)

## Department of Sociology

Dr Jaswinder Kaur, Assoc. Prof. (Ph D, M Phil, MA, PGDHE, Diploma in Labour Laws)

## Department of History

Dr Surinder Kaur, Asst. Prof. (Ph D, M Phil, MA)

Dr Jasneet Kaur, Asst. Prof. (Ph D, M Phil, MA, B Ed) Part time

## Department of Physical Education

Dr Amandeep Kaur, Asst. Prof. (Ph D, M PEd)

Dr Amolak Singh Bhullar, Asst. Prof. (Ph D, M PEd, B PEd)

## Department of Fine Arts

Dr Anju Bala, Asst. Prof. (Ph D, MA)

## Department of Psychology

Dr Savneet, Asst. Prof. (Ph D, M Phil, MA, B Ed, Diploma in Training & Development, Handling Dyslexics)

## Department of Commerce

Dr Jaspreet Kaur, Assoc. Prof. (Ph D, M Phil, M Com)

Dr Pooja Malhotra, Asst. Prof. (Ph D, M Phil, M Com)

Sub/Lt. (Dr) Amneet Kaur, Asst. Prof. (Ph D, M Com)

Lt. (Dr) Ritu Dhanoa, Asst. Prof. (Ph D, M Com)

Dr Savneet Kaur, Asst. Prof. (Ph D, M Com)

Dr Garima Arora, Asst. Prof. (PhD, M Phil, M Com, MBA)

Dr Manpreet Kaur, Asst. Prof. (PhD, M Com) on Leave

Dr Sonia Sharma, Asst. Prof. (Ph D, M Com)

Ms Arshveer Kaur, Asst. Prof. (M Com)

#### **Department of Computer Science & Applications**

Dr Rohini Arora, Asst. Prof. (M Phil, M Sc. IT) on leave

Ms Meenu Sharma, Asst. Prof. (M Phil, M Sc (CS), PGDCA)

Dr Baljeet Kaur, Asst. Prof. (M Phil, MCA) on leave

Ms Maninder Kaur, Asst. Prof. (M Sc (CS)

Ms Pooja Jain, Asst. Prof. (MCA, M Tech (IT)

Ms Nidhi Kaushal, Lab Technician

Mr Gurwinder Singh, Technical Asst.

#### **Department of Physics**

Dr Anamika Mukhopadhyay Asst. Prof. (Ph D, M Sc)

#### **Department of Chemistry**

Dr Sujata Vohra Asst. Prof. (Ph D, M Sc )

#### **Library Staff**

Ms Sukhdeep Kaur, Librarian

Mr Jaspreet Singh, Asst. Librarian

Ms Gagandeep Kaur, Restorer

#### **Hostel Staff**

Ms Sukhdeep Kaur, Chief Warden

#### **Administrative Office**

Mr T S Cheema, Superintendent

Ms Sukhminder Kaur, Sr. Lab Attendant

Ms Rajwinder Kaur, Jr. Assistant

Ms Satinder Sharma, Jr. Assistant

Mr Joginder Kumar, Clerk

Ms Monika Sharma, Clerk

Mr Abhishek Arya, Clerk

Ms Tina Thakur, Clerk

Mr Gurinder Singh, Electrician



# PROCEDURE TO APPLY ONLINE

## (New Student) UG/PG Courses - Centralised Admission Instructions

- Visit the website [www.dhe.chd.gov.in](http://www.dhe.chd.gov.in) for online admission/application process.
- There is no offline mode to submit the application form.
- Download **Joint Prospectus of Government and Grant in-Aid Colleges**.
- Read Prospectus carefully before applying for any course.

### Step 1: Online Registration

1. Click on the link **e-Admissions (2020-21) on the website**.
2. Click on **Sign Up** to register on website by filling email ID, Mobile Number and Name (**Spellings of Name must be same as in Class-X marks sheet/certificate**).
3. Mobile Number will be the Login ID and Password will be sent to your registered mobile number through SMS.
4. Candidate can change the password, if she desires.
5. Candidate will be able to Login to the admission portal by using the password in all future visits to this portal.
6. Pay **Registration Fee online to proceed further to fill application form**. Note down the transaction number generated.
7. Payment verification will take maximum up to 24 hours. You can verify your payment by using the option **Payment Verification** on the website (**Note: Transaction number will be used to verify the status of transaction**).

### Step 2: Login to apply for courses

1. Login to the website [www.dhe.chd.gov.in](http://www.dhe.chd.gov.in) with your user id and password.
2. Click on **APPLICATION FORM**.
3. Click on **Degree College**.

4. Candidate will be asked two options:-  
2) New Student 2) Old Student
4. Candidate applying for the first time for 1st year of courses in UG/PG courses will click on the link **New Student**.
5. **Select Centralised Admission link** for courses for which admissions are centralised and **select Non-Centralised link** for courses for which admissions are non-centralised directly through the College.
6. Instruction page will be displayed once the candidate selects the Course of her choice.

### Step 3: Guidelines for Filling College Admission Form (Centralised and Non-Centralised Admissions Both)

1. **Visit College website [www.ggscw.ac.in](http://www.ggscw.ac.in) and download prospectus for detailed information. Study it thoroughly before applying for any course.**
2. Click on a link **Admissions (2020-21)** on website [www.ggscw.ac.in](http://www.ggscw.ac.in).
3. This will take the user to **admission.ggscw.ac.in** for further process.
4. **Click on New Registration** to register yourself on the admission portal of the College by filling your email ID, mobile number and Name (name spellings must be same as in Class-X marks sheet/ certificate).
  - a) An SMS will be automatically sent to the student with her password to be used for further process. Student will be able to login to the admission portal by using this password in all future visits to this portal.
  - b) Student can change the password if she so desires.
5. Click on **ADMISSION APPLICATION FORM**. Various columns and drop downs will appear on screen and student will have to fill or choose as applicable in her case and complete all the information. Student will also have

to upload all her scanned certificates /testimonials (pdf format) as following :

- 10<sup>th</sup> DMC
- 10+2 DMC
- DMC of last exam passed.
- Character Certificate
- Aadhaar Card
- Anti Ragging declaration affidavit (After Registering on [http://antiragging.in/Site/Affidavits\\_Registration.aspx](http://antiragging.in/Site/Affidavits_Registration.aspx))
- Scanned photograph and signature in JPEG format (Size 30 to 200KB)
- Migration Certificate (if applicable)
- Gap Year Certificate (if applicable)
- Reservation Certificate (if applicable)
- Other Category Certificate (Single Girl Child, Defence, Cancer Patient, Depended Children of Leprosy Effected Person, Thalassaemia Patient, Wards of Kashmiri Migrants, Children/Grand children of Freedom Fighter, 1984 Riot Victim, Sports, J&K Student, Wards of Martyrs/ Permanently Disabled of Kargil War, Rural Area Student, Border Area Student, Sports Gradation Certificate from Chandigarh Sports Department or any other)\*\*

\*\* Subject to change as per PU guidelines.

All data will be saved against student's registered ID. Student will be able to view and modify the information.

6. Click on **PAYMENT**. On completion of application form, student will have the option to make the payment of Rs. 650/- online using debit card, credit card, net banking, PayUmoney. A receipt will be generated after payment has been successfully made online.
  - a) Student can print a copy of online fee payment receipt as proof of having made the payment of Rs 650/-
7. Student will not be able to edit her information after making the payment. College authorities will scrutinize the

documents uploaded by the students to confirm that there is no shortcoming or deficiency in the application form. Student will be able to check the status of her application form on the College admission portal.

8. In case any deficiency is found in the form and any additional document(s) are required to be uploaded, an SMS will be sent to the student. Student form will be unlocked and she will be able to upload the additional document(s) demanded.
9. Original documents may be submitted by the student whenever she visit the campus. In the mean while her digital documents will be checked and verified by the College. If all documents are found in order, and admission slip will be generated which will be sent on students registered mobile number.

**NOTE:** In case the student fails to submit her fee online before midnight, the seat will be offered to the next eligible candidate.

### Procedure for existing (old) College students

1. Visit College website [www.ggscw.ac.in](http://www.ggscw.ac.in) and download prospectus for gathering all the details. Study it thoroughly before applying for any course.
2. Click on link **Admission (2020-21)** on website [www.ggscw.ac.in](http://www.ggscw.ac.in)
3. Click on link Admission - Old Students.

This will take the user for further process. Existing students will be required to login with the help of their ID and password already available with them and carry out the following steps :-

  - Enter result of her previous class as declared by the University
  - Upload all the documents.
  - Click on PAYMENT on completion of application form, student will have the option to make payment of Rs 650/- online using debit card, credit card, Net banking. A receipt

- will be generated after payment has been successfully made online.
4. Student can print a copy of online fee payment receipt as proof of having made the payment of Rs 650/-
  5. Student will have to print a copy of her complete form and online payment receipt and bring it to the College on the day of counseling along with all original certificates and testimonials.
  6. Student will not be able to edit her information after making the payment.
  7. College authorities will scrutinize the documents uploaded by students to confirm that there is no shortcoming or deficiency in the application form.
  8. In case any deficiency is found in the form and any additional documents are required to be uploaded, an SMS will be sent to the student. Student form will be unlocked and she will be able to upload the additional document demanded.
  9. Original documents may be submitted by the student whenever she visit the campus. In the mean while her digital documents will be checked and verified by the College.
  10. Student will be issued a computer generated ADMISSION SLIP. Against the ADMISSION SLIP issued to student she will be required to submit his/her fee ONLINE and take receipt printout. Student can make payment using any Debit Card/Credit Card / Net banking/ PayUmoney option as guided by payment gateway instructions.
  11. Reservation of seats in different categories will be made in accordance with the rules and instructions framed by the Chandigarh Administration, whereas in case of additional seats, admission will be made as per instructions issued by Panjab University from time to time.

**NOTE: All Admissions will be Provisional and subject to Scrutiny of the Admission Form and Verification of Original Documents (Online)**



# RESERVATION POLICY

The reservation of seats shall be governed by the Regulation 29.1 and 29.2 given at Page No.168 in P.U. Cal. Volume-I, 2007 and any intimation sent by the Deputy Registrar(Colleges).

## Categories of Reservation

Following are the categories for Reservations of seats (wherever applicable) in the College: Scheduled castes / Scheduled Tribes, Dependents of Defence / Para Military Personnel, wards of martyrs of Kargil War, Physically / Visually Challenged persons, Children and Grand Children of Freedom Fighters, Sportswomen, Dependants of victims of November 1984 Riots and Terrorism.

## Additional Seats

1. **Single Girl Child:** Two additional seats for Single Girl Child: one girl out of 2 girl children per unit per course subject to maximum limit of 4 out of the two girl children. The Additional seats will be only for those girl Children who are either a single girl Child of her parents or one amongst the only two girl Children with no male child.
2. **Cancer, AIDS, Thalassaemia Patient :** An additional seat each for Cancer, AIDS and Thalassaemia patient is available in all the courses for an eligible candidate.
3. **J & K Students:** 2 seats under supernumerary (additional) quota have been created for students from Jammu & Kashmir, as a part of the Special Scholarship Scheme for Jammu & Kashmir.
4. **Two Additional Seats for Rural Area Students:** Only those candidates will be considered in this category, which have passed their Matriculation and 10+2 examination from those rural schools that do not fall in the area of Municipal Corporation / Municipal Committee / Small Town / Notified Area. Further, the candidates should have been studying in such school for at least five years before passing the last examination. A candidate claiming such benefit will have to produce a certificate from the D.E.O. / Principal of the concerned institute of the area

certifying that the school from where the candidate has passed the Matriculation and 10+2 examination, falls within the aforesaid rural area.

## 5. One Additional Seat for Border Area students

The border area students shall mean those candidates who have passed their matriculation and 10+2 examination from the Border Area Schools situated with 20 kilometers from the International border. A candidate claiming such benefit will have to produce a certificate from the Tehsildar or the Principal / Headmaster / Head of the School certifying that the School from where the candidate has passed the matriculation or 10+2 examination, falls within the aforesaid Border area.



## LATE ADMISSION

- a. Permission of the Vice-Chancellor, Panjab University is necessary for admission after the expiry of the last date for admission given with the Principal's permission.
- b. A student, whose result of 10+2 examination has not been declared by the School Board, may be admitted without late fee within 15 working days of the declaration of the result, depending upon the availability of seats and the fact that the Admission Form has been submitted as 'Result Awaited Case' before the last date of submission of Admission Forms. The attendance of such a student shall be counted from the date of admission. This would be applicable to Open School also. After expiry of this period, late admission approval from the Vice-Chancellor is required.
- c. In case of late declaration of result by Panjab University, normal admission will take place within 10 working days of declaration of the result. This rule will not apply to a candidate who passes the lower examination from any other University/Board.



## GENERAL / COMPARTMENT RULES FOR UG COURSES

### General Instructions

1. Admission to all classes will be ONLINE. Physical submission of the College Admission Form is not allowed.
2. Applicants will be admitted strictly in accordance with the rules and regulations in the Panjab University calendar/guidelines/ and other instruction which have been or may be issued by PU/DHE-UT from time to time.
3. Registration Fee will not be refunded under any circumstances.
4. Applicants must check the College website for Admission Schedule and Merit list for Admission to various courses.
5. An affidavit in duplicate from each candidate having gap year seeking admission to the College/Department to the effect that he/she was not disqualified by any Board/Body/Council/University and he/she was not already registered with the Panjab University (wherever applicable), must be obtained by the concerned College/Department before allowing admission. In case the candidate was disqualified, the period of disqualification and the activities in which the candidate was involved during the period of disqualification, should be indicated by the candidate in the said affidavit. A copy of the affidavit be sent to the University (R&S Branch) along with Registration Return. No candidate be admitted under any circumstances during the disqualification period. In case of re-admission after a long spell, the candidate must quote his/her old Registration Number of the Panjab University.
6. The candidate who is admitted in first/third/fifth semester will be allowed to be promoted to second/fourth/sixth semester respectively. However, for promotion from second to third or from fourth to fifth semester the candidate will

have to clear 50% of the total papers till that semester. It is further clarified that for calculating 50% fraction, like, 2.5, 3.5 or 4.5 will be considered as 3, 4 or 5 respectively.

7. The candidates, who got admission in 1st Semester in a College and after completing the 1st Semester, could not get the admission in 2nd Semester due to one or other reason, are being allowed admission in the 2nd Semester next year with the condition that the candidate must have attended the classes/appeared in examination in the College in 1st Semester, this provision/facility be extended to the candidates of 3rd and 5th Semester as well. Such a facility be extended to Post-Graduate students also. To overcome this problem, few admission dates for 2nd semester should also be allotted in January i.e. one week after the Winter Break as per P.U. Academic Calendar, 2020-21. (As per Syndicate Para 49 dated 01.05.2016).
8. The Vice-Chancellor has allowed to change a subject in any circumstances in the even semester examination whereas he/she will have to clear that subject as deficient in lower semesters examination which he/she has changed in the higher semester for qualifying the award of Bachelor's Degree (Vide Circular No. Misc./A-6/3295 dated 06-04-2018).

### Compartment Rules

A candidate who has been placed under compartment in the 10+2 examination conducted by a Board / Body / Council / University in India shall be eligible to seek admission in the 1st year of B.A. Course under 10+2+3 system of education provided she fulfils the following conditions:-

1. A candidate should have been placed in compartment in one subject only.
2. A candidate should have obtained at least 20% marks in the subject in which she has been placed in compartment (theory and practical taken together).
3. A candidate should have obtained 33% in the aggregate

of all the subjects (including the marks obtained by her in the subject of compartment) taken by her in the +2 examination.

4. The candidate securing less than 20% marks in the subject in which she has been placed in compartment at the +2 examination under semester system shall not be eligible to seek admission to the first year of B.A./ B.Com/BCA course/s.
5. A student of any other University, who is placed in the compartment in 1st & 2nd Semester/3rd & 4th Semester of B.A./ BCA/ B.Com/B.Sc Course will not be allowed to join the 3rd & 4th Semester /5th & 6th Semester of this University.

Admission of the candidate with a compartment, as indicated above, shall be provisional and will be confirmed only after he/she has cleared the compartment in two consecutive chances subsequent to his/her admission. In case the candidate does not clear the compartment at any of the two consecutive chances allowed to him/her subsequent to the date of his/her admission, his/her provisional admission to the course shall stand cancelled.



## MIGRATION

Students taking admission under Centralised admissions will be allowed to migrate during subsequent counselling schedule as per the rules prescribed in the Joint Prospectus.

All other migration will be as per Panjab University Guidelines.

### Candidates require Migration Certificate when:

- a) They are not from Panjab University; no migration will be permitted to a student with a combination of Subjects not provided in this College.
- b) Mid-term migration from any other university is not allowed.

A candidate who has passed her 1st year or 2nd year examination of B.A./B.Sc (General)/ B.Com/ BCA Course conducted by another University/ College affiliated to another University in India under specific authorization by the University concerned, be allowed to migrate to a College affiliated to this University in the 3rd Semester/ 5th Semester of the respective course (as per rules prescribed under Chapter XIV —'Migration of student' Page No. 289 to 304 of PU Calendar Volume III, 2016) on the condition that such a candidate will have to clear the deficient subject/s if any, within the permissible chances.

If the candidate is being admitted in the 2nd year of B.A./B.Sc./B.Com/ BCA, she will have to clear the deficient subject/s of 1st and 2nd Semester of B.A./B.Sc./B.Com/BCA as the case maybe.

Admission Committee will certify on the Admission Form regarding 'No Deficient Subject'.

## ADMISSION RULES FOR FOREIGN STUDENTS

Admission of the foreign students to the College will be governed by the Guidelines issued by the Dean Foreign Students, PU. Following is the Checklist of Documents for Foreign Students :

1. Original Passport / Visa (wherever applicable)
2. Valid Student Visa
3. A certificate of registration from the local police.
4. Date of Birth Certificate with the Father's/Mother's name
5. An eligibility certificate from the Panjab University to desired course
6. Original letter of certificate from present institution
7. Original Migration Certificate
8. Academic certificates and testimonials.
9. Original letters of scholarships in case of those who are Government of India sponsored scholars.

## MID SEMESTER EXAMINATIONS & INTERNAL ASSESSMENT

As per the instructions of Panjab University, Chandigarh, Internal Assessment is based on the result of mid-semester examinations conducted by the College in each paper of all the subjects as well as extracurricular activity and attendance (75% minimum).

- A student attending NCC Camps/Sports/Cultural Activities will seek prior permission for remaining absent in mid-term exams. She may be allowed to appear in a Special Test, if held at the discretion of the Head of the respective Department.
- A student is required to obtain a minimum of 25% marks in aggregate of all subjects in the House Examinations to be eligible for the University examination.

## COLLEGE LEAVE RULES

1. Leave must be applied for well in advance on the Leave Form available in the College Office.
2. An application for leave must be countersigned by the student's parent/guardian.
3. Leave for 3 to 7 days will be granted by the Mentor/Tutor and for more than 7 days by Dean, Academics.
4. In case of serious illness, an authentic medical certificate by Government Physician must be submitted to the College office
5. If a student is absent from College without any information for more than 7 days, her name will be struck off from the College Rolls.

## INTERNAL COMPLAINTS COMMITTEE

As per the guidelines of UGC and the Hon'ble Supreme Court, an Internal Complaints Committee has been formed in the College. Headed by the Principal, functioning of the Committee involves the complaint procedure to report/file a complaint. The members of the Committee discuss and inquire into the complaint. This Committee works towards creating a healthy, respectful and congenial atmosphere in the College.

## STUDENT WELFARE SOCIETY

**Student Council:** The Student Council is constituted as per University rules. Elections of Class Representatives and Members of the Executive committee are held every year. Any student of the College can compete for the election of The Student Council except, a student above who has failed to complete successfully a course of studies (pertaining to a University Examination) within the prescribed period, without break; student who has been detained in any class and student who has been held guilty of gross misconduct/ indiscipline.

## MENTORING

To promote student interaction with the teachers outside the classroom, each student is placed under the personal supervision of a mentor. The mentor provides guidance, counsel the students and also keeps a record of progress, to assist the students in attainment of their maximum potential. Mentor Meetings are held regularly.

## COUNSELLING CELL

The College believes in providing regular and need-based counselling to its students in order to help them deal with the challenges of the competitive world. There is a trained Counsellor and persistent support from Faculty members for each student of the Institution.

## PLACEMENT CELL

The Placement Cell concentrates on overall development of students by enhancing their technical knowledge and soft skills. Students attend various Training programs and placement drives organised in the campus as well as in other Institutions.



## WITHDRAWAL AND REFUND RULES

- A student who wishes to leave the College must apply in writing to the Principal, and the application must be countersigned by her parent/ guardian. No student will be permitted to leave the College until she has cleared her College dues.
- Fees and other dues once paid shall not be refunded.
- Security deposited with the College at the time of admission

will be refunded when a student leaves the College.

- In cases where the refund of security deposit is applicable all claims must be made, in writing, within 6 months of the date of withdrawal failing which no such claim will be entertained. A student shall have to pay the College fee and all other dues until her name is formally withdrawn. All refunds will be as per UGC / Panjab University Guidelines.

## Participative Learning Platforms in the College

### NATIONAL SERVICE SCHEME (NSS)

The College has two units of NSS. Number of Seats being limited, volunteers are enrolled on the basis of FIRST COME FIRST SERVE. NSS helps to enrich student's personality and deepen their understanding of the social environment. It too helps to enhance socio-economic awareness and encourage the students to impart the same to the community of the area adopted. The main objective of NSS is to identify the needs and problems of the community and involve the students in problem solving process; to develop competence required for group living and sharing of responsibilities; to help volunteers acquire leadership qualities and democratic attitude and to always practice national integration and social harmony. Under this scheme, students are engaged in various outreach programmes such as Literacy Campaigns, Blood Donation Camps, Motivational Camps, Awareness Talks, Rural and Urban Projects, etc. Community service ventures give an opportunity to the students to interact with the villagers and slum dwellers, thereby exposing them to the realities of life, and bringing about a positive change in their social perception. NSS Volunteers are required to put in 120 hours of work during the session including a 7-day service camp.



## NATIONAL CADET CORPS (NCC)

NCC inculcates spirit of discipline and patriotism amongst the students. It helps to broaden their outlook and develop the quality of leadership and spirit of fraternity. The College unit offers Army and Navy Wing. Cadets get opportunity to participate in Annual Training Camp, Army Detachment Camp, National Integration Camp, Basic and Advanced Leadership Camps. Cadets are sensitized to India's diversity in National Integration, Nau Sainik and Thal Sainik Camps, All India Leadership Training and Republic Day Camps. There are other activities that are organised for holistic development of the Cadets, namely regular Drill, firing, swimming, cyclothon, cleanliness drives, ship modelling, boat pulling and community work. The College NCC unit recruits about 120 cadets, who are given basic training in small arms and parades. As per the NCC rules, a Cadet is required to attend the annual training camp of the unit and undergo service training of 40 parades during the academic session. The holders of NCC, A, B and C certificate shall be given the weightage in marks for admission to various courses in the University teaching departments and its affiliated Colleges. The weightage of marks is as under: A-1% | B-2% | C-3%. The maximum weightage in marks is 4% for distinction in any or all the curricular activities.

## GURMAT VICHAR SABHA

The Gurmat Vichar Sabha endeavors to enrich the lives of the young women by developing firm spiritual strength in them. The inculcation of strong ethical, moral and spiritual values is made possible by actively involving the students in various religious activities. Theological discourses/ workshops are arranged in the College, which help the students to evolve as good human beings and contribute meaningfully to society at large.



## COLLEGE MAGAZINE

The College Magazine *Gyan Manik* is published annually. It contains a collection of articles, poems, stories, etc., in different languages by the students as well as the teachers. The Editorial Board, headed by a senior faculty member from the language department, comprises teachers and students who select the best articles and edit them for publication. Through their contributions, students are given an opportunity to develop their writing skills and give expression to their thoughts and imagination. Based on the quality of their inputs, prizes are awarded to the Best Contributors in each section. Literary Society 'Abhivyakti' works towards honing the creative skills of the students.

# Prizes/Scholarships and Concessions

The outstanding students who bring laurels to the College in Academics, Sports and Cultural activities are felicitated on the Annual Prize Distribution Function of the College.

## ACADEMIC PRIZES

- Prizes are awarded to those students who stand First/Second in a subject / aggregate in the House Examinations, provided she gets pass marks in all the subjects and at least 60% marks in the subject for which she is to be awarded a prize.
- Prizes are also awarded to those students who achieve merit positions in the University examination.
- Roll of Honour is awarded to the students securing distinction/position in the University Examination.

## SPORTS PRIZES/MEDALS

Prizes are awarded to the players for their outstanding performances in various games and sports under the following categories:

- Best Sports Woman of the year
- Cash Prizes for 1st, 2nd or 3rd Position in Inter-College Competitions.
- Cash Prizes for 1st, 2nd or 3rd Position in All India Inter University Competitions.
- Cash Prized for 1st, 2nd or 3rd Position in National Competitions.
- Cash award is given to National Level players.

## CULTURAL PRIZES

Prizes are awarded in the following categories:

- All Round Best Student of the year. (A student aspiring for the prize must have distinction in academics, sports, cultural activities and show good conduct throughout the year).
- The Best Outgoing Student.
- The Best Reader of Library books.
- The Best Singer.
- The Best Dancer.
- The Best Actor.
- The Best Speaker.
- The Best Writer (of each section of the College Magazine).
- The Best NSS Volunteer.
- The Best NCC Cadet.
- The Best Artist
- The Best in Home-Science
- The Best in Music (I)
- The Best Volunteer in Gurmat Vichar Sabha.

A student who is found guilty of misconduct / or is irregular in her classes or fails in the House Examinations shall not be eligible for any prize. For a prize in any cultural activity only those students who participate in the Inter-College Youth Festival Competition organised by the Panjab University will be considered.



## SCHOLARSHIPS / CONCESSIONS

S No	Scheme *	Source
1	Post Matric Scholarship Scheme for Minorities	<p>For further details, visit  <a href="http://www.scholarships.gov.in">www.scholarships.gov.in</a>  <a href="http://www.nsp.gov.in">www.nsp.gov.in</a></p>
2	Post-Matric Scholarship for Students With Disabilities	
3	Central Sector Scheme of Scholarship for College And University Students	
4	Prime Minister's Scholarship Scheme for Central Armed Police Forces and Assam Rifles	
5	Prime Minister's Scholarship Scheme for Wards of States/UTs Police Personnel Martyred During Terror/Naxal Attacks	
6	Prime Minister's Scholarship Scheme for Rpf/Rpsf	
7	Ishan Uday - Special Scholarship Scheme for North Eastern Region	
8	PG Scholarship for University Rank Holders(Ist and IInd Rank Holders)	
9	Post Matric Scholarship for SC Students-Chandigarh	
10	Post Matric Scholarship Scheme for OBC Students	
11	Dr.Ambedkar Post Matric Scholarship for Economically Backward Class Students	
12	Scholarship Scheme for SC/ST/OBC & PWD	Hindustan Petroleum Corporation Limited
13	Prime Minister Special Scholarship for J&K Students	<a href="https://www.aicte-jk-scholarship-gov.in/">https://www.aicte-jk-scholarship-gov.in/</a>
14	Sports Talent Scholarship (outstanding players who represented UT Chd and obtained I, II & IIIrd position)	Sports Department, UT Chandigarh
15	Merit-Cum-Means Based Scholarship Scheme (Sita Ram Jindal Foundation)	<a href="https://www.sitaramjindalfoundation.org">https://www.sitaramjindalfoundation.org</a>
16	Guru Harkrishan Educational Society Scholarship for Needy Students	Guru Harkrishan Educational Society Scholarship, Chandigarh
17	Post Matric Scholarship Schemes for OBC, EBC, SC Students of Manipur	Government of Manipur <a href="http://www.manipurobcsc.gov.in/">http://www.manipurobcsc.gov.in/</a> <a href="https://osmsmanipur.in/">https://osmsmanipur.in/</a>

\*Subject to announcements by various scholarship awarding agencies

The list of scholarships which are being awarded to the students of affiliated Colleges by office of **Dean College Development Council** in the following categories is available on the website of **Dean, College Development Council** Panjab University i.e. <http://dcdc.puchd.ac.in/>

1. Means Cum Merit

2. Sports

3. Single Girl Child

4. Physically Disabled

5. Aids/Cancer Patient

6. Youth Welfare

- Students belonging to Scheduled Castes, Scheduled Tribes and Backward Classes can avail fee concession and scholarships as per Government Rules.
- National Loan Scholarship is granted to students who have secured First division in the University Examination, provided that they belong to EWS.
- University merit scholarships and Government merit scholarships are also given to the brilliant students.
- Two Macauliffe Memorial Scholarships are awarded by the Sikh Cultural Society U.K. on the basis of merit-cum-proficiency in Theology.
- Two Bibi Sat Bharai Chhatwal Scholarships are awarded by the Sikh Cultural Society, U.K. on the basis of merit-cum-proficiency in Theology.
- Sardarni Baljit Kaur Tulsi Scholarships for five brilliant and outstanding students.
- Dr Gajendra Singh Scholarship.
- S. Dilbagh Singh Scholarship.
- Sardarni Mohinder Kaur scholarship for two needy meritorious students.

A special Award for Excellence has been instituted in the memory of Late Mrs Ravinder Kaur Shergill, Founder Principal of the College. The Award comprises an amount of 25,000/- to

be given to a meritorious student for all round excellence and who meets the conditions set by the family of Mrs R K Shergill.

- For information regarding the scholarships, the students can contact the Scholarship Committee.
- It is mandatory for the students to have a Bank Account for availing any Scholarship.

In addition to above information other scholarships available to the students of Panjab University are also available on Panjab University website: <http://puchd.ac.in/>

*The College provides help to the needy and deserving students in the form of books, scholarships and grants from the Students' Aid Fund, Raahat.*



# ENVIRONMENT SOCIETY 'VASUDHA'

The Environment Society 'Vasudha' is committed to spreading awareness regarding environment preservation and promoting three 'R's i.e. Reduce, Re-cycle and Re-use. The Society organises various activities on environment related topics.



# CODE OF CONDUCT AND DISCIPLINE

1. Ragging is strictly prohibited. Ragging in any form in the College campus, hostel or anywhere outside the College campus will be treated as a serious crime.
2. Use of mobile phones in the classrooms and library is strictly prohibited.
3. The following activities are strictly prohibited :
  - Littering the campus.
  - Scribbling on the walls and College property.
  - Making noise in the corridors.
  - Tampering with vehicles of the staff members.
  - Smoking, drinking and playing cards.
  - Any obscene reading/ viewing material.
  - Interfering with any apparatus or enter any laboratory other than directed.
4. The College Notice Boards should be read daily to keep abreast of the ongoing activities. Ignorance of orders/ notices duly displayed on the Notice Board shall not be accepted as an excuse for non-compliance.
5. It is mandatory for all students to carry their Id-cards to College daily.
6. Parents are advised to remain in touch with the faculty members to keep a track of their ward's academic performance, attendance, conduct and inform of any change in postal address or telephone numbers in office with immediate effect.
7. Right to detain and refuse admission: The College reserves the right to refuse admission to a student or to detain him/ her on the following grounds:
  - Indiscipline of any kind
  - Not qualifying the eligibility conditions as laid by Panjab University

- Shortage of Attendance
  - Ragging (As per the guidelines from Hon'ble Supreme Court of India)
  - Drugs/alcohol/any intoxicant
8. No Responsibility of any loss: Students are advised not to bring heavy cash, jewellery or any other expensive items to College as the College authorities will not be responsible for any loss.

**Note:** Students who violate the above code of conduct are liable to be PENALISED entailing heavy fine, withdrawal of concession, scholarship (if any) and in extreme case even expulsion from the College.





# COURSES OF STUDY

## BA I

### Eligibility

A candidate who has passed 10+2 examination under the 10+2+3 system of education from any recognized Board/ University in India, the equivalence of which is recognized by Panjab University, is eligible for admission to the B.A. 1st year if she has obtained 33% marks in the aggregate of the qualifying examination.

Candidates who have passed 10+2 examination from the recognized Open Schools are eligible for admission to B.A. 1st year course only if their result is shown as "Pass" in their certificate issued by the said Open Schools and they have obtained the requisite percentage of marks prescribed under the University Regulations for admission to the concerned course. In case their result has not been shown as "Pass" in the relevant column of the said certificate they being ineligible will not be admitted.

Candidates from the Board that are not recognized by Panjab University will not be allowed admission. The programme of study consists of 24 credits (8 credits per semester). Each credit has a value of 100 marks. A subject studied for the whole year carries two credits. All the theory papers and practicals irrespective of their credit value are studied throughout the academic year.

### Subject Combinations

Every student is required to study two compulsory subjects and three elective subjects.

### Compulsory Subjects

1. English
2. Punjabi/ History and Culture of Punjab: Only the following students may take up History and Culture of Punjab in place of Punjabi Compulsory:
  - a. Candidates who are not domicile of Punjab and have not

studied Punjabi at Matriculation or 10+2 level either as an elective or additional (optional) subject (vide the Panjab University letter no. ST 9595, dated 3 October, 2011)

- b. Wards of Defence Personnel and Central Govt. Employees who are transferable on all-India basis.
  - c. Foreigners
3. Environment, Road Safety Education, Violence against Women/ Children and Drug Abuse: It is a compulsory paper, which the candidates are required to pass with at least 33% marks either in Second, Fourth and Sixth Semester of the Course, failing which the Degree will not be issued.

### Elective Subjects

A student is required to select any three elective subjects of 2 credits each, selecting not more than one subject from any of the following sets of combinations:

- English/Hindi/Punjabi
- Physical Education/ Psychology
- Home Science/ Public Administration
- Economics/Fine Arts
- Music (Instrumental)
- Political Science
- Functional English
- Sociology/ Computer Science
- History

Students cannot opt for more than two practical subjects.

In case of subjects having practicals, the theory papers and practicals together will be of 2 credits value. The candidate will have to pass in theory and practical(s) separately.

### Change of Subjects

Panjab University allows to change a subject in circumstances in the even semester examination whereas he/she will have to clear that subject as deficient in lower semester examination which he/she has changed in the higher semester for qualifying the award of Bachelor's Degree.

**A Value added Course in English has been introduced by the College, this session:**

**Odd Semester:** Basic Communication Skills

**Even Semester :** Advanced Communication Skills

The course will introduce learners to various levels of communication in English, improving the learner's reading and writing competency with comprehensive knowledge of grammar, syntax, introduction to business as well as creative writing and pronunciation.

### **BA II, III**

Student who has passed any of the following is eligible to join BA II/III:

- BA I/II from Panjab University
- BA I/II from any other University with same subjects/ scheme of course prescribed or will have to pass deficient subjects. Eligibility is required to be confirmed from the Panjab University, Chandigarh.
- The students have the option of taking up Honours in an elective subject they had studied in BA I when they take admission to BA II.

### **BA Honours**

A student can opt for Honours in English/ Economics/ Psychology provided:-

1. Students having secured at least 50% marks in the concerned elective subject in BA (1st and 2nd Semester) can opt for Honours Course in BA (3rd Semester).
2. Classes in Honours will commence only if the number of students opting for Honours in a particular subject is at least ten.

## **B Sc I (Non Medical / Computer Science)**

### **Eligibility**

Admission to B Sc I is centralised for more details visit [dhe.chd.ac.in](http://dhe.chd.ac.in).

### **Subject Combinations**

#### **Compulsory Subjects**

Punjabi/HCP

Environment, Road Safety Education and Violence against Women and Children and Drug Abuse.

(It is a compulsory paper, which the candidates are required to pass with at least 33% marks either in Second, Fourth and Sixth Semester of the Course, failing which the Degree will not be issued. )

#### **Three Elective Subjects:**

Physics, Maths, Chemistry / Computer Science.

B Sc II - A compulsory subject of English is to be studied by the student.

### **B Sc II / III**

Each student is required to study the same subject combination of 3 elective subjects as she had studied in B Sc I.

## **B Com I**

### **Eligibility**

Admission to B Com I is centralised, for more details visit [dhe.chd.ac.in](http://dhe.chd.ac.in). The admission eligibility criteria of B Com I has been revised by Panjab University, Chandigarh.

1. 3.1 (A) Admission to the 1st semester of B.Com. Degree Course shall be open to a person who has passed one of the following examinations conducted by a recognized Board / Council /University:
  - a) 10+2 examination or B.Com. Part-I (Old scheme) of Panjab University with three of the following subjects securing at least 45% marks in aggregate:

- i. Commerce (or Theory of Commerce or Foundation Course in Commerce)
- ii. Accountancy (or Book Keeping and Accountancy)
- iii. Economics
- iv. Business Organization (or Business Management or Theory and Practice of Management)
- v. Insurance (or General Insurance or Life Insurance)
- vi. Banking and Trade
- vii. Commercial Geography
- viii. Office Management and Secretarial Practice (or Office Organization and Management)
- ix. Mercantile Law (or any Company Law)
- x. Auditing
- xi. Typewriting and Stenography/Computers (for typewriting)

**Additional subjects:**

- Accountancy/Accounts/Accounting
- Cost Accounting
- Accounting for Business
- Derivative Market Operation
- Advance and Foreign Exchange
- Economics Geography
- Advanced Maths & Computer Applications
- Economics
- Auditing
- E-Commerce
- Banking
- Elements of Accounting
- Booking Keeping and Accountancy
- Elements of Cost Accounting and Auditing
- Business Economics & Quantitative Methods

- Elements of Cost Accounting
- Business Mathematics
- Entrepreneurship
- Business Organization & Management
- Factory Organization/Office Administration/Financial Accounting
- Business Studies
- Business Studies II
- Financial Market Management
- Capital Market Operations
- Fundamental of E-Business
- Commerce
- Human Resource Management
- Computerized Accounting II
- Income Tax
- Informatics Practices
- Office Communication
- Insurance
- Office Procedures and Practices
- Introduction to Financial Markets
- Organization of Commerce
- Investment Management
- Principles and Practices of Life Insurance
- Legal Studies
- Principle of Management & Economics
- Management and Marketing of Insurance
- Retailing
- Management of Resources
- Retail Management
- Marketing ● Salesmanship

- Marketing and Salesmanship
- Secretarial Practices and Accounting
- Marketing Management and Retail Business
- Shorthand
- Materials Management
- Statistics Store Accounting
- Mathematics
- Type Writing
- Mathematics (B)
- Theory and Practice of Commerce
- Management of Bank Office
- Taxation
- Modern Office Practice-II

**OR**

b) 10+2 Examination or B.A. Part-I (Old Scheme) of Panjab University with at least two of the subjects mentioned in (a) securing at least 50% marks in aggregate;

**OR**

c) 10+2 Examination or B.A.-I/B.Sc.-I Examination of Panjab University (Old Scheme) not covered in (b) securing at least 50% marks.

**OR**

d) Any other examination recognized by Panjab University as equivalent to (a) or (b) or (c) as given above with requisite percentage of marks given under each clause.

Provided that a candidate seeking admission to the 1st semester of B.Com. should have passed the subject of English at 10+2 examination and in cases where passing in English is not necessary according to the regulations of certain Boards/Bodies/Councils/ Universities in India, admission of the candidate shall be provisional and will be confirmed only after he/she has cleared the subject of English as a deficient subject from

the parent Board/Body/Council/University in two consecutive chances subsequent to his/her admission. In case a candidate does not clear the relevant subject in any of the two consecutive chances allowed to him/her subsequent to the date of his/her admission, his/her provisional admission to the course shall stand cancelled.

### **B Com Honours**

A student of B Com II can take up Honors in the subject of Economics, Management Studies, Banking provided she secures 50% marks in the aggregate of B Com 1st year Examination.

### **B Com II/III**

The students of the College who have passed B Com I/II examination are eligible to join B Com II, III respectively, with the same subject combinations.

### **Course Scheme**

Every student is required to study the following subjects:

#### **Semester I**

- 101A Punjabi or 101B History and culture of Punjab
- 102 English and Business Communication
- 103 Interdisciplinary- Psychology for Managers
- 104 Business Economics I
- 105 Principles of Financial Accounting
- 106 Commercial Laws
- 107 Principals and Practices of Management

#### **Semester II**

- 201A Punjabi or 201B History and Culture of Punjab
- 202 English and Business Communication
- 203 Interdisciplinary- E-commerce
- 204 Business Economics II
- 205 Corporate Accounting
- 206 Business Laws

## 207 Human Resource Management

Environment, Road Safety Education and Violence and Drug Abuse (It is a compulsory paper, which the candidates are required to pass with at least 33% marks either in Second, Fourth and Sixth Semester of the Course, failing which the Degree will not be issued. )

### **Semester III**

- 301 Interdisciplinary Issues in Indian Commerce
- 302 Cost Accounting
- 303 Company Law
- 304 Business Mathematics and Statistics
- 305 Banking and Insurance
- 306 Goods & Services Tax

#### **Options of Subjects for Honours:\***

- 308 Development Economics
- 309 Advertising and Brand Management
- 310 Bank Management

\* Subject to minimum of 10 students in respective subject

### **Semester IV**

- 401 Interdisciplinary Security Analysis and Portfolio Management
- 402 Advanced Accounting
- 403 Auditing and Secretarial Practice
- 404 Cost Management
- 405 Marketing Management
- 406 Quantitative Techniques and Methods

#### **Options of Subjects for Honours:**

- 407 Contemporary issues in Accounting
- 408 Industrial Economics
- 409 Consumer Behavior
- 410 Bank Legislation

### **Semester V**

- 501 Income Tax Law
- 502 Management Accounting
- 503 Indian Economy
- 504 Production Operation and Management
- 505 Entrepreneurship and Small Business
- 506 Financial Markets & Services

#### **Options of Subjects for Honours:**

- 507 Strategic Financial Management
- 508 Money and Banking
- 509 Compensation Management
- 510 Electronic Banking and Risk Management

### **Semester VI**

- 601 Direct Tax Laws
- 602 Financial Management
- 603 Issues in Financial Reporting
- 604 Social and Business Ethics
- 605 Operational Research
- 606 Sectoral Aspects of Indian Economy

#### **Options of Subjects for Honours:**

- 607 Investment Management
- 608 International Economics
- 609 Training & Development
- 610 Bank Marketing

### **BCA-I**

Admission to BCA I is centralised for more details visit [dhe.chd.ac.in](http://dhe.chd.ac.in) .

### **Semester I**

- BCA-16-101 English(Compulsory)-A
- BCA-16-102 Fundamentals of Mathematical Statistics

BCA-16-103 Computer Fundamentals and Computing Software

BCA-16-104 Problem Solving Through C

BCA-16-105 Lab based on BCA-16-103

BCA-16-106 Lab based on BCA-16-104

Compulsory Subject : Environment Road Safety Education & Violence against Women & Children and Drug Abuse (It is a compulsory paper, which the candidates are required to pass with at least 33% marks either in Second, Fourth and Sixth Semester of the Course, failing which the Degree will not be issued. ).

### **Semester II**

BCA-16-201 English (Compulsory)-B

BCA-16-202 Computer Organization

BCA-16-203 Fundamentals of Web Programming

BCA-16-204 Object Oriented Programming using C++

BCA-16-205 Lab based on BCA-16-203

BCA-16-206 Lab based on BCA-16-204

### **Semester III**

BCA-16-301 Punjabi-A

BCA-16-302 History & Culture of Punjab —A

BCA-16-303 Information System Design and Implementation

BCA-16-304 Computer Oriented Numerical Methods

BCA-16-305 Data Structures

BCA-16-306 Lab based on BCA-16-304

BCA-16-307 Lab based on BCA-16-305

### **Semester IV**

BCA-16-401 Punjabi-B

BCA-16-402 History & Culture of Punjab -B

BCA-16-403 Software Project Management

BCA-16-404 Operating System Concepts and Linux

BCA-16-405 Database Management System

BCA-16-406 Lab based on BCA-16-404

BCA-16-407 Lab based on BCA-16-405

### **Semester-V**

BCA-16-501 Computer Networks

BCA-16-502 Discrete Mathematical Structure

BCA-16-503 Java Programming

BCA-16-504 Web Application Development using PHP

BCA-16-505 Lab based on BCA-16-503

BCA-16-506 Lab based on BCA-16-504

### **Semester-VI**

BCA-16-601 E-Commerce

BCA-16-602 Application Development using UB.NET

BCA-16-603 Computer Graphics & Multimedia Applications

BCA-16-604 Lab based on BCA-16-603

BCA-16-605 Major Project & Seminar

## **Post Graduate Degree Programmes**

### **MA I English\***

#### **Eligibility**

Students must possess anyone of the following qualifications:

- I. BA with Honours in English
- II. Bachelor's degree in any discipline with at least 50% marks in the aggregate.
- III. Diploma in Physical Education or Post Graduate Diploma in Library Science after having passed BA or B Sc
- IV. BA (General) in full subjects obtaining at least 45% marks in English as an Elective Subject.
- V. Masters degree in a subject other than English.
- VI. BA examination under Social Service regulations or under War Regulations and has subsequently passed in English in the BA examination obtaining at least 45% marks.

## **Semester I**

Paper I Literary Movements-I

Paper II Approaches to Literary Criticism – I

(Paper I and II are Compulsory Papers)

Paper III and IV are Optional Papers. The College offers the following options:

Paper III British Literature – I

Paper IV British Literature -II

## **Semester II**

Paper V Literary Movements-II

Paper VI Approaches to Literary Criticism – II

(Paper VI and VII are optional Papers) The College offers the following options:

Paper VII British Literature – III

Paper VIII British Literature – IV

\*Classes are on co-opt basis with SGGS College, Sector-26, Chandigarh.

## **MA II English**

### **Eligibility**

To qualify for the award of an MA/M Sc degree in each subject taught under the Semester System, a candidate shall be required to complete successfully course work of 64 credits. The normal work load of a student during a semester will be of 16 credits. To qualify for the grant of credits for a particular course, a candidate must get at least the pass marks. If she fails in the course, she will not get credit for it. If at the end of the second semester the successfully completed courses remain less than 16 credits, she will not be allowed to join the third semester. At the end of the third semester she must have successfully completed 24 credits to enable her to join fourth semester.

## **Semester III**

Paper IX Critical Theory-I

College offers the following options:

Paper X Shakespeare-I

Paper XI Post Colonial Literatures-I

Paper XII Writings from Punjab-I

Paper XIII: Dissertation Work/Research Methods (Option to be decided by the Institution later in the semester)

## **Semester IV**

Paper XIV Critical Theory-II is compulsory

College offers the following options:

Paper XV: Shakespeare-II

Paper XVI: Post Colonial Literatures-II

Paper XVII: Writings from Punjab-II

Paper XVIII: Skill Enhancement/Social Outreach (Option to be decided by the Institution later in the semester)

Candidates should visit Panjab University website:puchd.ac.in for updated syllabus of MA English 2020-21.

## **MA Economics\***

### **Eligibility**

A person who has passed one of the following examination from the Panjab University or an examination recognized by the syndicate as equivalent thereto, shall be eligible to join the MA degree course in Economics.

- I) A Bachelor's degree obtaining at least 45 percent marks in the subject of Postgraduate course or 50 percent marks in the aggregate.
- II) BA with Honours in the subject of the Postgraduate course or B Sc Hons. School Course.
- III) Master's degree examination in any other subject.

\*Classes will be held on co-opt basis with SGGS College, Sector-26, Chandigarh.

## Course Scheme

MA in Economics will be a four semester full time programme. The course will be organized over two years, each year consisting of two semesters —the summer semester and the winter semester. The programme of study consists of sixteen courses out of which 12 are core course —compulsory for all students —and 4 are elective course. Each of these courses will carry 100 marks, of which 20 marks will be for internal assessment and 80 marks for the end semester examinations will be held in December (Semester I and III) and April (Semester II and IV). The teaching hours will be 50 per course per semester. The courses will be offered according to the following schedule:

### Semester-I

MAECO 101 Micro Economics-I  
MAECO 102 Contemporary issues in Indian Economy-I  
MAECO 103 Quantitative Methods  
MAECO 104 Economics of Public Finance

### Semester-II

MAECO 201 Micro Economics-II  
MAECO 202 Contemporary issues in Indian Economy-II  
MAECO 203 Quantitative methods-II  
MAECO 204 International Economics

### Semester-III

MAECO 301 Macro Economics-I  
MAECO 302 Economics of Growth and Development-I  
MAECO 303 Economics of Agriculture-I  
MAECO 304 Economics of Population

### Semester-IV

MAECO 401 Macro Economics-II  
MAECO 402 Economics of Growth and Development-II  
MAECO 403 Economics of Agriculture-II  
MAECO 404 Economics of Money and Banking

## Master of Commerce I

Admission to M Com is centralised for more details visit : [dhe.chd.ac.in](http://dhe.chd.ac.in)

## Master of Commerce II

The students of the College who have passed M Com I are eligible to join in M Com II Courses Scheme-Each paper will be of 100 marks.

### Semester-I

MC 101 Managerial Economics  
MC 102 Quantitative Methods for Business  
MC 103 Modern Accounting Theory & Reporting Practices  
MC 104 Organization Theory and Behaviour  
MC 105 Marketing Management  
MC 106 Management Information System  
MC 107 Workshop on IT Applications In Commerce

### Semester-II

MC 201 Business Environment  
MC 202 Research Methodology in Commerce  
MC 203 Financial Management and Policy  
MC 204 Production and Materials Management  
MC 205 Operations Research  
MC 206 Business Policy & Strategic Management  
MC 207 Summer Training Report and Viva Voce

### Semester-III

Paper 1 MC 301 Business Performance Measurement  
Paper 2 MC 302 Tax Planning and Management  
Paper 7 MC 315 Workshop of Financial Markets & Instruments  
For Paper 3, Paper 4, Paper 5, Paper 6 Students have to select two groups from groups A, B & D.  
Group A is fixed.

Paper 7 MC 315 Workshop on Financial Markets and Instruments

Group A: Marketing

MC 303 Integrated Marketing Communication & Brand Equity

MC 304 Marketing Research

Group D: Accounting & Finance

MC 309 Strategic Cost Management

MC 310 International Accounting

Note: Group A is compulsory.

#### **Semester-IV**

Paper 1 MC 401 Project Planning and Control

Paper 2 MC 402 Knowledge Management

Paper 3 MC 403 Business Ethics and Corporate Governance

Every student has to select any one group from the two groups selected in the third semester (Selected group in the 4th semester will be having three papers) (MC 404 to MC 421)

The three options offered by the College are subject to minimum of 10 students

Group A: Marketing

MC 404 Advertising and Sales Management

MC 405 Services Marketing

MC 406 Consumer Behavior

MC 422 Comprehensive Viva-voce



## COMPARTMENT RULES FOR POST GRADUATION COURSES

A candidate who is placed under compartment in one subject in BA III Year examination of Panjab University shall be allowed to join MA I Semester class provisionally, if she fulfils other requirements and provided:

- i) The subject in which she has to re-appear is not offered for the MA First Year examination
- ii) If she fails to clear the compartment subject of the BA III Year examination in the next two consecutive chances immediately following the examination in which she was placed under compartment, her provisional admission to MA I Year (I and II Semesters) examination shall be cancelled.

- The rules incorporated in this Prospectus are subject to the over-riding effect of the relevant Regulations and Rules contained in the Panjab University Calenders as also the resolutions adopted by the Syndicate. In case of any inconsistency between what is said in Prospectus and that in the Regulations & Rules of Panjab University etc., the latter shall prevail. In case of any changes, additions to admission rules or guidelines by the Panjab University at any later stage, the same shall be displayed on the College website.
- The Papers offered in all the Courses of Study are subject to any change from Panjab University at any point of time.



## WHOM TO CONTACT

1	Admission & Eligibility	Ms Prabhjot Kaur	9815709191
		Ms Sukhmeen Kaur	9888400093
		Ms Lucky Malhotra	9216102220
2	Attestation of copies of Certificates and Testimonials	Ms Harpreet Kaur	9815184065
3	Time table, change of subject/faculty	Dr Jaswinder Kaur	9876498893
4	DMC, Degree Certificate, Character/bonafide Certificate University/College Results etc., House Examination Award, Lecture Shortage, Attestation of certificate and testimonials. Annual convocation matters.	College Office Window No. -3 (11.00 am to 1.00pm) (Mon. Wed. Fri.)	
5	Scheduled Castes/Backward Class and other Scholarships.	Dr Gurvinder Singh	6280983302
6	All types of Scholarship application, Misc. Certificate, Roadways Bus Pass/ Attestation/ Railway Concession	College Office Window No.-5 (11.00 am to 1.00pm) (Mon. Wed. Fri.)	
7	All fee related queries / Fee Certificate	College Office Window No.-2 (11.00 am to 1.00pm) (Mon. Wed. Fri.)	
8	Submission of documents for University/College registration/Migration/ Compartment cases, Fee Refund Application Annual/Semester Examination Form and Collection of Roll Numbers, Attestation of Certificate/ Testimonials. Eligibility for University Examination.	College Office Window No.-4 (11.00 am to 1.00pm) (Mon. Wed. Fri.)	
9	Leave upto 7 Days	Mentor/Tutor	
10	Leave more than 7 Days	Ms Prabhjot Kaur	9815709191
11	Registrar	Ms Harpreet Kaur	9872300008
12	Bursar	Dr Amneet Kaur	9780025967
13	Public Relation Officer	Ms Suparna Randhawa	9417351348
14	Student Welfare Society	Ms Jasneet Kaur Malhi	9815991834
15	Career Advising & Placement Services	Dr Jaspreet Kaur	9872888075
16	College Magazine/Prospectus/Annual Report	Dr Sarabjit Kaur	9888088802
17	Anti- Ragging Cell	Ms Harbinder Mahajan	9876498893
18	Cultural Activities	Dr Reena Parti	8288004859
19	Grievances Redressal Cell	Ms Sukhdeep kaur	9815467679
20	Internal Complaints Committee	Dr Jaspreet Kaur	9872888075
21	Research Cell Coordination	Dr Surinder Kaur	7986148897
22	Educational Tours/Trips and Visits	Dr Savneet Kaur (Commerce)	9888561274
23	Hostel Chief Warden	Ms Sukhdeep Kaur	9815467679
24	Nodal Officer, Gender Champions' Club	Dr Jaswinder Kaur	7837305458

# Guru Gobind Singh College for Women Office Bearers/Deans (2020-21)

## OFFICE BEARERS/DEANS

Dean, Academics	Ms Prabhjot Kaur
Dean, Non-Centralised Admissions	Dr Jaswinder Kaur
Dean, Centralised Admissions	Ms Sukhmeen Kaur , Ms. Lucky Malhotra
Registrar	Ms Harpreet Kaur
Controller of Examinations (CoE)	Ms Meenu Sharma
Dean, Students' Welfare	Ms Jasneet Kaur Malhi
Co-ordinator-UGC Cell	Ms Prabhjot Kaur
Dean, Publications	Dr Sarabjit Kaur
Dean, Foreign Students	Ms Lucky Malhotra
Dean, Research	Dr Surinder Kaur
Dean, Cultural Activities	Dr Reena Parti, Ms Meenu Sharma
Bursar	Dr Amneet Kaur

## CELLS/COMMITTEES AND SOCIETIES

Academic Development	Ms Prabhjot Kaur, Dr Jaswinder Kaur, Dr Jaspreet Kaur (Academic Audit), Dr Jaslene Dhaliwal, Dr Pooja Malhotra (IQAC Coordinator), Ms Meenu Sharma, Ms Harpreet Kaur and President-Student Council
Advisory Committee	Ms Prabhjot Kaur, Dr Jaslene Dhaliwal, Dr Jaswinder Kaur, Dr Jaspreet Kaur, Ms Sukhmeen Kaur, Ms Harbinder Mahajan, Dr Ramnik Kohli, Dr Aradhana, Ms Harpreet Kaur, Ms Meenu Sharma (COE)
Alumni Association	Dr Reena Parti, Dr Amandeep Kaur(Phy Ed), Dr Amneet Kaur, Ms Ramandeep Kaur, Ms Arshveer Kaur
AISHE	Dr Reena Parti, Ms Davinder Kaur, Ms Nishwinder Kaur, Mr TSCheema (Supdt.)

Internal Complaints Committee (ICC)	Dr Jatinder Kaur (Principal), Dr Jaspreet Kaur, Dr Amandeep Kaur (Phy Ed), Dr Savneet (Psy), Dr Sujata Vohra, Mr TS Cheema (Supdt.), Hostel Warden and 2 Student Representatives
Anti-Ragging Cell	Ms Harbinder Mahajan, Dr Aradhana, Dr Amandeep Kaur(Phy Ed), Hostel Warden, Student Representatives
Building Committee	Dr Jatinder Kaur (Principal), Sh Harpreet Singh (Representative of Univ.), Sh Karam Chand (Representative of CPWD), Ms Prabhjot Kaur, Dr Gurvinder Singh, Dr Amolak Singh Bhullar, Dr Sujata Vohra, Representative from User Teaching Deptt., Mr TS Cheema (Supdt.), Ms Rajwinder Kaur (Jr. Assistant) and the Architect
Cleanliness Committee	Ground Floor- Ms Sukhmeen Kaur, Ms Jasneet Kaur Malhi, First Floor- Dr Ramnik Kohli, Ms Maninder Kaur, Second Floor- Dr Jaspreet Kaur, Dr Sonia Sharma
Canteen Committee	Dr Jaslene Dhaliwal, Dr Jaswinder Kaur, Ms Sukhmeen Kaur, Ms Jasneet Kaur Malhi, Dr Savneet (Psy)
Chief Editor (College Magazine)	Dr Sarabjit Kaur
Counselling Cell	Ms Prabhjot Kaur, Dr Jaspreet Kaur, Dr Aradhna, Dr Savneet (Psy), Ms Maninder Kaur
Dance Society	Dr Savneet Kaur (Commerce)
Discipline Committee	Dr Jaswinder Kaur, Dr Harneet Kaur Sandhu, Dr. Amandeep Kaur (Phy Ed), Ms Maninder Kaur, Dr Savneet Kaur (Commerce), Mr TS Cheema (Supdt.) Hostel Warden, Office Bearers of Student Council
Dramatics Society- Rangtoli	Dr Madhur
Editorial Board	Ms Sukhmeen Kaur, Dr Aradhana, Dr Harneet Kaur Sandhu, Dr Savneet Kaur, Ms Maninder Kaur, Dr Sujata Vohra
Environment Society (Vasudha)	Ms Lucky Malhotra, Ms Harpreet Kaur, Dr Sujata Vohra
Scholarship Committee	Dr Gurvinder Singh, Dr Jasneet Kaur (HCP), Mr Harman Singh Sian
Grievance Redressal Cell	Ms Sukhdeep Kaur, Dr Reena Parti, Dr Aradhna, Dr Amandeep Kaur, Dr Gurvinder Singh, Mr TSCheema (Supdt.), Student Representative
Giddha Society/Luddi	Ms Sukhmeen Kaur
Governor Flagship Programme	Dr Reena Parti
Gurmat Vichar Sabha	Ms Sukhmeen Kaur, Dr Surinder Kaur
Hostel Committee	Ms Sukhdeep Kaur (Chief Warden), Ms Sukhmeen Kaur, Dr Jaspreet Kaur, Dr Amandeep Kaur, Ms Harpreet Kaur(Eco), Ms Meenu Sharma

IQAC Cell	Dr Jatinder Kaur (Principal), Col (Retd) JS Bala (Secretary, SES), Dr Pooja Malhotra (Coordinator), Dr Sonia Sharma (Co-coordinator), Ms Harbinder Chahal, Dr Reena Parti, Dr Harneet Kaur Sandhu, Ms Jasneet Kaur Malhi, Dr Amandeep Kaur (Phy Ed), Dr Amneet Kaur, Dr Savneet Kaur (Commerce), Ms Maninder Kaur, Sh TS Cheema (Supdt.), Ms Sukhdeep Kaur (Librarian), Hostel Warden, Dr SS Gill (Ex-VC, Baba Farid Univ.), SS Viridi, Ms Amanpreet Kaur (Alumnus)
Library Committee	Ms Sukhdeep Kaur(Librarian), Dr Surinder Kaur, Dr Savneet (Psy), Dr Sonia Sharma, a student Representative
Literary Society- Abhivyakti	Ms Sukhmeen Kaur, Dr Aradhana, Dr Ramnik Kohli
Media Committee	Dr Garima Arora, Dr Manreet Kaur Dhaliwal, Dr Amolak Singh Bhullar
Mentoring (Convenor)	Dr Aradhana
NIRF	Dr Ramnik Kohli (Convenor), Dr Harneet Kaur Sandhu, Dr Pooja Malhotra, Dr Savneet, Ms Maninder Kaur
National Cadet Corps	Sub/Lt (Dr) Amneet Kaur (Naval Wing), Lt (Dr) Ritu Dhanoa (Army Wing)
National Service Scheme	Ms Arshveer Kaur, Ms Savita Saini
NGO RAAHAT	Ms Prabhjot Kaur, Dr Aradhana
Placement Cell	Dr Jaspreet Kaur, Ms Jasneet Kaur Malhi, Ms Maninder Kaur, Dr Sujata Vohra, Ms Amrita
Research Committee	Dr Surinder Kaur, Dr Gurvinder Singh, Ms Sukhdeep Kaur, Dr Pooja Malhotra, Dr Savneet (Psy), Dr Sonia Sharma
RUSA	Dr Jatinder Kaur, Principal (Chairperson), Ms. Prabhjot Kaur (RUSA Institutional Co-ordinator), Dr Jaspreet Kaur-Nodal Officer- Construction, Dr Harneet Kaur Sandhu- Nodal Officer - Academics, Ms Maninder Kaur- Nodal Officer- Equipment procurement, Mr TS Cheema (Supdt.)
Sports Committee	Dr Amandeep Kaur, Dr Amolak Singh Bhullar, Ms Harbinder Mahajan, Ms Jasneet Kaur Malhi, Ms Jasneet Kaur (HCP)
Security/Safety Committee	Ms Harpreet Kaur, Ms Meenu Sharma, Ms Maninder Kaur, Mr Gurwinder Singh (Technical Asstt.)
Covid 19 Awareness Committee	Ms Prabhjot Kaur, Dr Jaslene Dhaliwal, Dr Jaswinder Kaur, Dr Jaspreet Kaur, Ms Sukhmeen Kaur, Ms Harbinder Mahajan, Dr Ramnik Kohli, Dr Aradhana, Ms Harpreet Kaur, Ms Meenu Sharma (COE)
Time Table Committee	Dr Jaswinder Kaur, Dr Harneet Kaur Sandhu, Dr Surinder Kaur, Dr Savneet Kaur (Commerce), Ms Maninder Kaur, Dr Sujata Vohra
Trips & Tours	Dr Savneet Kaur (Commerce), Ms Arshveer Kaur

## CLUB COORDINATORS

Gender Champions' Club	Dr Jaswinder Kaur, Dr Anju Bala
Fine Arts Club	Dr Anju Bala
Home Science Club	Ms Jasneet Kaur Malhi
IT Club	Ms Maninder Kaur
Music Club	Ms Lucky Malhotra
Ehsaas-Red Ribbon Club	Ms Jasneet Kaur Malhi, Lt (Dr) Ritu Dhanoa
ROTARACT CLUB	Ms Sukhdeep Kaur, Dr Anju Bala
Legal Literacy Club	Ms Suparna Randhawa, Dr Jasneet Kaur (HCP)
Electoral Literacy Club	Ms Suparna Randhawa, Dr Jasneet Kaur (HCP)
History Society	Dr Surinder Kaur, Dr Jasneet Kaur (HCP)
Business and Commerce Club	Dr Jaspreet Kaur, Dr Pooja Malhotra, Dr Amneet Kaur
BE POSITIVE Club	Dr Savneet (Psy)
Unnat Bharat Abhiyaan	Dr Savneet Kaur (Commerce)
Saksham Club	Ms Jasneet Kaur Malhi



## FEE DETAILS

Fee structure for all the classes will be displayed on the College Website as and when received from Panjab University, Chandigarh.

### MODE OF PAYMENT

Students are required to follow the dates for payment of dues, which will be notified on the College Website. Any Application for delay in payment will not be entertained.

### Payment of Dues

Student will pay their dues as per the following schedule:

1. Fee along with the annual dues At the time of admission
  2. Examination Fee and other charges In the month of October, 2020 and March, 2020
  3. No dues Clearance 2nd week of April, 2021
- The name of the students who do not pay the fees up to the end of the month will be struck off from the College rolls. They may be re-admitted on payment of re-admission fee along with the due late fee fine at the discretion of the Principal.
  - The fee counters will remain open from 9.30 a.m. to 1.00 p.m. during the schedule of the month in which the fees fall due. But on all other days the counters will remain open from 10.00 a.m. to 12.00 noon.
  - In the interest of their wards, parents are requested to ensure the payment of fee is in time.

## DISCLAIMER

Although every effort has been made to provide reliable and accurate information, the Principal doesn't warrant or assume any legal liability/responsibility for any error at any stage of compilation. Number of contents in this prospectus are subject to change by Panjab University/ Director Higher Education, UT, Chandigarh or the College Authorities from time to time.



# ACADEMIC CALENDAR PANJAB UNIVERSITY, CHANDIGARH

Academic Calendar (Tentative) for the session 2020-21 for the Panjab University Affiliated Colleges with Under Graduate & Post Graduate Courses having semester System of examination :-

<b>Admission Schedule</b>			
Admission Process for ongoing classes	27-07-2020 (Monday)	to	22-08-2020 (26 Days) (Saturday)
Normal Admission For new classes (UG 1st Year)	03-08-2020 (Monday)	to	22-08-2020 (20 Days) (Saturday)
Commencement of Teaching for 1st Year UG Classes	01-09-2020 (Tuesday)		
Late Admission to be allowed by the Principal of the College with late fee of Rs. 600*/- per student	24-08-2020 (Monday)	to	07-09-2020 (Monday) 13-Days
<b>Commencement of Online Teaching</b>			
For ongoing Classes	03-08-2020 (Monday)		
Late Admission in Panjab University, Affiliated Colleges to be allowed by the Vice-Chancellor with late fee of Rs. 2040*/- per student	08-09-2020 (Tuesday)	to	30-09-2020 (23 Days) (Wednesday)
<b>*Or any revision of late admission fees by the syndicate/Senate</b>			
<b>Academic Term-1 Odd semesters</b>	01-08-2020 (Saturday)	to	28-11-2020 (Saturday)
<b>End Semester Examinations</b>	02-12-2020 (Wednesday)	to	24-12-2020 (20 days) (Thursday)
<b>Semester Vacation (Winter Break)</b>	25-12-2020 (Friday)	to	02-01-2021 (9 days) (Saturday)
<b>Academic Term-II Even Semester Colleges reopens after semester Examination</b>	04-01-2021 (Monday)	to	07-05-2021 (Friday)
<b>End Semester Examinations</b>	10-05-2021 (Monday)	to	02-06-2021 (21 days) (Wednesday)
<b>Summer Vacation (Tentative)</b>	03-06-2021 (36 days) (Thursday)	to	07-07-2021 (Wednesday)
<ul style="list-style-type: none"> <li>• Admission to PG classes will be decided after a decision is taken about the assessment of UG classes.</li> <li>• Classes in College Campuses will start after permission is given by the Govt.</li> </ul>			





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# Guru Gobind Singh College for Women

## Sector 26, Chandigarh.

A Premier Multi Faculty Post Graduate Institution (NAAC Re-Accredited)  
An Institution of Sikh Educational Society, Chandigarh

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