



CENTRE FOR DISTANCE AND ONLINE EDUCATION (CDOE)

Website:

www.hpuniv.ac.in or <https://nadmissions.hpuniv.ac.in>

HANDBOOK OF INFORMATION

Academic Year:2026-27

Academic Session Beginning August, 2026

Admission to
Postgraduate/Undergraduate/Diploma Courses
HIMACHAL PRADESH UNIVERSITY
NAAC Accredited "A" Grade University
SUMMER HILL, SHIMLA-171005(INDIA)

IMPORTANT DATES FOR FILLING ONLINE ADMISSION FORM PG, UG & Diploma Courses

Start Date for Registration	27 th July, 2026
Last Date for Registration	20 th August, 2026

Online Application form fee (Rs. 500/-)

MBA (Approved by AICTE)

Start Date for Registration	27 th July, 2026
Last Date for Registration	20 th August, 2026

MBA Counselling Dates- 24th August 2026 (1stRound) & 09th September 2026 (2nd Round)

Online Application form fee (Rs.500/-), Processing fee (Rs. 200/-):Total=Rs. 700/-



संदेश

शिक्षा एक मानवीय क्रिया है। यह अपना वास्तविक उद्देश्य तभी पूरा कर पाती है, जब शिक्षार्थी को मानवीय मूल्यों और संवेदना से अनुप्रणित कर सके। शिक्षा का प्रयोजन किसी तकनीकी या व्यवसाय विशेष में दक्षता पैदा करने तक सीमित नहीं है, बल्कि जीवन में मूल्यबोध और मूल्यनिष्ठा की सहजता विकसित करना इसका प्रथम उद्देश्य होना चाहिए।

आधुनिक सामाजिक परिवेश में परिवर्तन की गति तेज एवं तुरन्त लक्षित होने वाली है। ज्ञान के प्रचार-प्रसार के माध्यम निरन्तर बढ़ते जा रहे हैं। कुछ सीखने के लिए आज किसी के पास जाने की आवश्यकता नहीं है। आधुनिकतम संचार साधनों के द्वारा सभी प्रकार का ज्ञान ग्रहण करने की गति तेज हुई है। अतः मानवीय विकास की इस प्रक्रिया के साथ शिक्षा का सामंजस्य भी आवश्यक है।

शिक्षा की प्रक्रिया में भी निरन्तर परिवर्तन हो रहे हैं, इस स्थिति के रहते शिक्षा व्यवस्था में वैश्विक स्तर पर दूरस्थ शिक्षा का महत्व बढ़ रहा है। दूरस्थ शिक्षा प्रत्येक आयुवर्ग और विभिन्न भौगोलिक स्थिति में रहने वाले लोगों को शिक्षा की सुविधा उपलब्ध कराने की दिशा में प्रभावी और उपयोगी सिद्ध हो रही है। इसके कारण मुक्त विश्वविद्यालयों से लेकर दूरस्थ शिक्षा का प्रसार बढ़ा है।

वास्तव में दूरस्थ शिक्षा आज के समय की आवश्यकता है तथा साक्षरता और शिक्षा के प्रति प्रत्येक क्षेत्र का नागरिक जागरूक हो गया है। प्रत्येक नागरिक को शिक्षा प्रदान करने का लक्ष्य भी दूरस्थ शिक्षा के माध्यम से प्राप्त किया जा सकता है।

मुझे यह जानकर प्रसन्नता है कि हमारे विश्वविद्यालय का दूरस्थ एवं ऑनलाइन शिक्षा केन्द्र शहर से लेकर गाँव तक के शिक्षार्थियों को उच्च स्तरीय शिक्षा अर्जित करने के लिए अच्छे अवसर प्रदान कर रहा है। इसमें कुछ नए व्यवसायिक पाठ्यक्रम भी शामिल किए गए हैं। मेरी कामना है कि हिमाचल प्रदेश विश्वविद्यालय का यह दूरस्थ एवं ऑनलाइन शिक्षा केन्द्र वास्तव में देशभर में ख्याति प्राप्त करे।

(आचार्य महावीर सिंह)

कुलपति हिमाचल प्रदेश विश्वविद्यालय
शिमला-5



संदेश

हिमाचल प्रदेश विश्वविद्यालय के दूरस्थ एवं ऑनलाइन शिक्षा केन्द्र (CDOE) में

आपका स्वागत है। हम आपका CDOE में स्वागत करते हुए अत्यंत हर्षित हैं और हिमाचल प्रदेश विश्वविद्यालय द्वारा प्रदान किए जा रहे दूरस्थ शिक्षा कार्यक्रमों में आपकी गहरी रुचि की सराहना करते हैं। हिमाचल प्रदेश विश्वविद्यालय की स्थापना वर्ष 1970 में हुई थी और वर्ष 1971 में विश्वविद्यालय ने पत्राचार पाठ्यक्रम निदेशालय की शुरुआत के साथ दूरस्थ शिक्षा के क्षेत्र में अपना सफर शुरू किया। समय के साथ-साथ यह निदेशालय वर्ष 1995 से अन्तराष्ट्रीय शिक्षा एवं मुक्त अध्ययन केन्द्र (ICDEOL) के रूप में जाना गया तथा वर्तमान में इसे दूरस्थ शिक्षा एवं मुक्त अध्ययन केन्द्र (CDOE) के नाम से जाना जाता है।

CDOE का प्रमुख उद्देश्य है—सुदूर और पिछड़े क्षेत्रों के छात्रों को एक सतत, खुली एवं लचीली शिक्षण प्रणाली के माध्यम से उच्च शिक्षा प्राप्त करने हेतु शैक्षिक अवसर प्रदान करना। केन्द्र इस बात के लिए प्रतिबद्ध है कि गुणवत्तापूर्वक उच्च शिक्षा को समय और स्थान की पारंपरिक सीमाओं से परे हर किसी के लिए सुलभ बनाया जाए। CDOE के माध्यम से चलाए जा रहे सभी स्नातक, स्नातकोत्तर एवं डिप्लोमा कोर्सों को विश्वविद्यालय अनुदान आयोग ; दूरस्थ शिक्षा ब्यूरो की मान्यता प्राप्त है। हमारा केन्द्र सभी छात्रों को सशक्त और अनुकूलनशील शिक्षण वातावरण प्रदान करता है। हम विभिन्न ऑनलाइन पाठ्यक्रमों की शुरुआत की योजना बना रहे हैं। जिससे आप अपनी गति और सुविधा के अनुसार सीख सकें। अभी हाल ही में CDOE के माध्यम से शिक्षा ग्रहण कर रहे छात्रों को बेहतर सुविधाएं प्रदान करने हेतु Digital Studio/MOOCs Recording Studio स्थापित किया गया है।

शिक्षा मंत्रालय भारत सरकार द्वारा क्रियान्वित राष्ट्रीय शिक्षा नीति 2020 का प्रमुख उद्देश्य सभी के लिए समावेशी, समान एवं गुणवत्तापूर्ण शिक्षा सुनिश्चित करना तथा 21वीं सदी की आवश्यकताओं के अनुरूप कुशल, नवाचारी और उत्तरदायी नागरिकों का विकास करना है। शिक्षा केवल अकादमिक उपलब्धियों तक सीमित नहीं है, बल्कि एक सार्थक करियर के लिए तैयार करने का माध्यम भी है। हमारा पाठ्यक्रम व्यावहारिक कौशल, वास्तविक जीवन की प्रासंगिकता और करियर की तैयारी पर केंद्रित है। अकादमिक उत्कृष्टता के साथ-साथ हम समालोचनात्मक सोच, समस्याओं को हल करने की क्षमता और डिजिटल साक्षरता जैसे आवश्यक कौशलों के विकास पर भी जोर देते हैं— जो आज के तेजी से बदलते वैश्विक रोजगार बाजार में सफलता के लिए अनिवार्य है।

जैसे ही आप हमारे साथ इस समृद्ध शैक्षिक यात्रा की शुरुआत करते हैं, हम आपको उपलब्ध संसाधनों का पूर्ण उपयोग करने के लिए प्रोत्साहित करते हैं। अपने पाठ्यक्रमों में सक्रिय रूप से भाग लें, ऑनलाइन चर्चाओं में सम्मिलित हों, और हमारे अनुभवी संकाय एवं सहायता कर्मियों से मार्गदर्शन प्राप्त करें। आपकी सफलता के लिए हम हर कदम पर आपके साथ हैं।

मैं आपको दूरस्थ एवं ऑनलाइन शिक्षा केन्द्र (CDOE) में शिक्षा ग्रहण करने के लिए आमंत्रित करता हूँ तथा आपके उज्ज्वल भविष्य के लिए शुभकामनाएं प्रेषित करता हूँ।

आचार्य प्रदीप कुमार
निदेशक, (CDOE)

CENTRE FOR DISTANCE AND ONLINE EDUCATION

दूरस्थ एवं ऑनलाइन शिक्षा केंद्र

HIMACHAL PRADESH UNIVERSITY

(Established in 1970 by an Act of the Himachal Pradesh Legislative Assembly)

NAAC Accredited "A" Grade University

Hon'ble Chancellor

Sh. Kavinder Gupta
(Governor of Himachal Pradesh)

Hon'ble Vice-Chancellor

Prof. Mahavir Singh

Director

Prof. Pardeep Kumar

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The CDOE wishes to emphasize that while every effort is made to ensure accuracy, the material in this book is subject to alterations or amendments in the light of overall policy and decisions of the University. The provisions of the Himachal Pradesh University Act, 1970, the Statutes and the Ordinances made thereunder shall have precedence over the published matter.

HIMACHAL PRADESH UNIVERSITY

Himachal Pradesh University, a premier institution of teaching and research in the country, is situated at Summer Hill, a suburb of Shimla at a distance of 5 km from the main town. It covers 200 acres of lush green land and offers a panoramic view with its distinctive architectural style. It was established in 1970 by an Act of the Himachal Pradesh Legislative Assembly. The University has 13 Faculties and 52 Teaching Departments covering various programmes such as Education, Vocational Studies, Commerce and Management, Languages, Law, Life and Physical Sciences, Social Sciences, Environment Development and Sustainability Studies, Engineering & Technology, Performing & Visual Arts, etc. The University also has its UGC–Malaviya Mission Teacher Training Centre which offers Orientation and Refresher Courses for University and college teachers. Most of the colleges (Govt./Private) within the State are affiliated to the University. In addition to this, the University runs Centre for Distance and Online Education (CDOE), Department of Evening Studies, University Institute of Legal Studies, University Institute of Technology and Regional Centre at Dharamshala, etc. Recently, Himachal Pradesh University established five new research and academic centres to promote interdisciplinary research and innovation. These centres include Centre for Green Energy and Nanotechnology; Himalayan Centre for Disaster Risk Reduction and Resilience; Centre for Artificial Intelligence on Cyber Physical Systems; Ramanujan Centre for Indian Knowledge System and Indian Mathematics; and Centre for Pahari Culture & Heritage.

DISTINCT FEATURES OF UNIVERSITY

- Accredited by National Assessment & Accreditation Council (NAAC)
- Pioneered NRI (Self Financing) Scheme
- Intellectually and Professionally enriched faculty
- H.P.U. Alumni excel in all spheres
- Human Resource Development Centre
- Commendable performance in sports and cultural activities at National level
- Congenial environment for higher studies
- Substantial number of students qualify NET, GATE and other competitive examination every year
- Linkages with national and international institutions
- The culture of holding seminars, workshops, conferences, symposia, etc.
- National level achievements in NCC, NSS, youth welfare programmes
- Digital Studio/MOOCs Recording Studio at CDOE.

Distance Education

Teaching through distance mode is now recognized as an effective method of instruction in all the advanced countries of the world. In the fast-developing socio-economic milieu of today, educational facilities need constant refurbishing and augmentation. It is now acknowledged by the academics of all shades that it is learning

which is important and not the channel or the process through which one gets enrolled for education. The educational system in India has been changing from time to time, taking into consideration the socio-political needs and economic conditions of the society. Although the contribution of conventional educational system cannot be underestimated, the fact remains that education through the formal mode has been accessible only to a few. The open and distance learning as an alternative mode of imparting instruction has, over the years, been meeting the demand for education of millions of people at different levels. It is an effort not only to solve the problem of over-crowding in our educational institutions but also to equip the adult community with tools and skills to attain professional competence. Over a few decades various Indian universities have adopted the programme of distance education and open learning.

CENTRE FOR DISTANCE AND ONLINE EDUCATION (CDOE)

Immediately after its establishment in 1970, the Himachal Pradesh University took a bold step towards proliferation of knowledge and democratization of educational opportunities by setting up a Directorate of Correspondence Courses. Since its inception, the University has played a pioneering role in launching programmes in distance education at the graduate and postgraduate levels. Over the years, the Directorate of Correspondence Courses moved towards absorbing the emerging philosophy of distance education and adopting multi-media approach to impart instruction. In view of this, the Directorate of Correspondence Courses was rechristened as the International Centre for Distance Education and Open Learning (ICDEOL) which is now renamed as Centre for Distance and Online Education (CDOE) as per the direction of the UGC-DEB. It is located in the H.P. University campus at Summer Hill, a suburb at the western end of Shimla. The Summer Hill Railway Station is a five-minute walk from the CDOE premises.

JURISDICTION

The distance education programme of the University is open to all residing in any part of India irrespective of race, creed or class subject to the fulfilment of minimum qualifications prescribed for admission and availability of seats. However, CDOE conducts PCPs/Examinations etc. in respect of UG/PG/Diploma Courses within the state of Himachal Pradesh as per UGC guidelines and Govt. of Himachal Pradesh Notification No. EDN-A-Ka(1)-22/2022 dated 12th January, 2023.

For all legal proceedings, if any, the jurisdiction shall be in the Courts of Shimla city only.

TRANSPORT

Local transport facilities like buses (private/state government), trains and University buses are available at regular intervals from Summer Hill to the main city.

FACULTY PROFILE

Sr. No.	Name	Intercom /EPBAX	Mobile	Email-ID
Department of Business Administration				
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Department of Economics				
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Department of English				
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Diploma in Data Science				
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Diploma in Computer Application				
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CDOE ADMINISTRATION

Name	Designation	EPBAX
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Smt. Sherab Dolma	Private Secretary to Director, CDOE	01772831327 01772833402
Sh. Sunil Kumar Bisht	Deputy Registrar (Accounts)	01772833404
	Deputy Registrar (Administration)	
Sh. Narender Mohan Nepta	Assistant Registrar (Academic)	01772833408 01772832834
Sh. Jai Kumar Sood	Advisor-cum-Consultant	01772833409
Sh. Jagdeep Singh Kanwar	Section Officer (Administration)	01772833405
Sh. Jasbir Singh	Section Officer (Accounts)	01772833414
		01772833416
Sh. Raj Kumar Rana	Section Officer (Academic-II) (MA.-English, Hindi, History, Sanskrit, Music , Political Science, Economics, Pub. Admin and Sociology)	01772833406 01772833410
	Section Officer (Academic-III) MAJMC, MA Education, B.Ed., (DYS, DCA, DDS)	01772833411
	Section Officer (Academic IV) (M.Com, MBA)	01772833412
Smt. Jogindera Devi	Section Officer (Academic-I) (BA/B.Com)	01772833407, 01772833423
	Section Officer (R&I Section)	01772833413
Smt. Sunita Devi	Incharge Library	01772833417 01772833418
Dr.Dalel Singh Thakur	Joint Director	01772833438 9418434443
Sh.Pardeep Sharma	Senior Editor	7018947112 9418060112
Sh. Desh Raj Pathania	Senior Editor	9418064373
Smt. Nisha Singla	Programmer, CDOE	8091706929
Ms. Shreya Sharma	Dealing Assistant (Inquiry)	01772833444 01772832239
Computer Centre (CDOE)	For all Technical Queries related to CDOE modules	01772833419

COMMITTEES

COMMITTEES CONSTITUTED AS PER THE UGC REGULATION 2020, vide Gazette of India notification Published on 04.09.2020

CENTRE FOR INTERNAL QUALITY ASSURANCE COMMITTEE

Sr. No.	Name of the Faculty/Officer/Official	Committee
1.	Vice-Chancellor, H.P.University, Shimla	Chairperson
2.	Prof. Hari Mohan, Mathematics(CDOE)	Member
3.	Prof. Bhawana Jharta, Pol. Science(CDOE)	Member
4.	Prof. Kuldeep Singh Katoch, Education(CDOE)	Member
5.	Prof. Surender Kumar Sharma, Education(CDOE)	Member
6.	Prof. Dr. Shailinder Sekhon, Director Centre for Distance and Online Education, Punjabi University, Patiala	Member
7.	Prof. Dr. Subheet Kumar Jain, Director Centre for Distance and Online Education, Guru Nanak Dev University, Amritsar	Member
8.	Registrar, H.P.University, Shimla-5	Member
9.	Finance Officer, H.P.University, Shimla-5	Member
10.	Director (CDOE) HPU, Shimla-5	Member-Secretary

1. Centre for Internal Quality Assurance (CIQA)

Sr.No.	Name of the Faculty/Officer/Official	Committee
1.	Director(CDOE)	Chairman
2.	Professor Hari Mohan, Mathematics(CDOE)	Member
3.	Professor Bhawana Jharta, Political Science(CDOE)	Member
4.	Professor Kuldeep Singh Katoch, Education(CDOE)	Member
5.	Professor Surender Kumar Sharma, Education(CDOE)	Member
6.	Deputy Registrar Admn./Assistant Registrar(Acad,CDOE)	Convener

2. Academic, Examination and Evaluation Committee

Sr.No.	Name of the Faculty/Officer/Official	Committee
1.	Dr. Shashi Kant Sharma, Associate Prof. (Education)	Chairman
2.	Dr. Ashok Kumar Bansal, Asst. Prof. (MBA)	Member
3.	Dr. Deepak Sharma, Asst.Prof. (Public Admn.)	Member

4.	Dr. Ajay Sood, Asst. Prof. (Economics)	Member
5.	Dr. Ruchi Verma, Asst. Prof. (Education)	Member
6.	Sh. Shiv Dass Katoch, Asst. Prof. (Pub.Admn.)	Member
7.	Mrs. Nisha Devi, Programmer, CDOE	Member
8.	Section Officer (Academic) CDOE	Convener

3. Territorial Jurisdiction and Mandatory Disclosures Committee

Sr.No.	Name of the Faculty/Officer/Official	Committee
1.	Dr. Rajesh Kumar Sharma, Associate Prof. (Education)	Chairman
2.	Dr. Dharam Pal (Economics)	Member
3.	Assistant Registrar(Admn/Acad)	Member
4.	Section Officer (Admn)/DA Acad.	Member
5.	Sh. Jai Kumar Sood (Advisor-cum-Consultant)	Convener

4. Human Resource and Infrastructural Committee

Sr.No.	Name of the Faculty/Officer/Official	Committee
1.	Dr. Joginder Singh Saklani, Associate Prof. (Pol. Science)	Chairman
2.	Dr. Sharda Verma, Asst. Prof. (History)	Member
3.	Dr. Usha Rani, Asst. Prof. (Hindi)	Member
4.	Dr Anjana Thakur, Asst. Prof. (Sociology)	Member
5.	Dr. Dharam Pal, Asst. Prof. (Economics)	Member
6.	Dr. Sandeep Kumar, Asst. Prof. (Comp. Science)	Member
7.	Sh. Jai Kumar Sood (Advisor-cum-Consultant)	Member
8.	Deputy Registrar Admn./Assistant Registrar (Academic)	Convener

5. Programme Project Report (PPR) Committee

Sr.No.	Name of the Faculty/Officer/Official	Committee
1.	Dr. Monika Sood, Asst. Prof. (Education)	Chairman
2.	Dr. Dev Raj, Asst.Prof.(Sanskrit)	Member
3.	Dr. Aarti Manglesh, Asst.Prof. (Mathematics)	Member
4.	Dr. Nisha Thakur, Asst. Prof. (English)	Member
5.	Dr. Suresh Kumar, Asst. Prof. (Commerce)	Member
6.	Dr. Sandeep Kumar, Asst. Prof.(Computer Science)	Member
7.	Section Officer (Accounts)	Convener

6. Self-Learning Material (SLM) Print & Online Committee

Sr.No.	Name of the Faculty/Officer/Official	Committee
1.	Dr. Ritika Sharma, Associate Prof. (Education)	Chairperson
2.	Dr. Joginder Singh Saklani, Associate Prof. (Pol. Science)	Member
3.	Dr. Arun Guleria, Associate Prof. (English)	Member
4.	Dr. Pradeep Singh Dehal, Asst. Prof. (Education)	Member
5.	Dr. Sharda Verma, Asst.Prof. (History)	Member
6.	Dr. Dev Raj, Asst. Prof. (Sanskrit)	Member
7.	Dr. Anjana Thakur, Asst. Prof. (Sociology)	Member
8.	Dr. Mrityunjay Sharma, Asst. Prof. (Music)	Member
9.	Dr. Aarti Manglesh, Asst. Prof. (Mathematics)	Member
10.	Dr. Sandeep Kumar, Asst.Prof. (Comp. Science)	Member
11.	Dr. Pallavi Bhardwaj, Asst. Prof. (English)	Member
12.	Dr. Ajay Sood, Asst. Prof. (Economics)	Member
13.	Dr. Mangat Ram, Asst. Prof. (Hindi)	Member
14.	Dr. Deepak Sharma, (Public Admn.)	Member
15.	Dr. Ajay, Asst. Prof. (MA JMC)	Member
16.	Sh. Pardeep Sharma (Senior Editor)	Member
17.	Sh. Desh Raj Pathania (Senior Editor)	Member
18.	Dr. Dalel Singh Thakur (Joint Director)	Convener

7. Learner Support Centres Committee

Sr.No.	Name of the Faculty/Officer/Official	Committee
1.	Dr. Arun Guleria, Associate Prof. (English)	Chairman
2.	Dr. Joginder Singh Saklani, Associate Prof. (Pol. Sc.)	Member
3.	Dr.Yog Raj, Asst. Prof. (Pol. Science)	Member
4.	Dr. Suresh Kumar, Asst. Prof. (Commerce)	Member
5.	Dr. Dharam Pal, Asst.Prof. (Economics)	Member
6.	Sh. Prem Prakash, Asst. Prof. (Economics)	Member
7.	Assistant Registrar (Admn.)	Convener

8. SWAYAM and MOOC and Online Courses Committee

Sr.No.	Name of the Faculty/Officer/Official	Committee
1.	Dr. Ritika Sharma, Associate Prof. (Education)	Chairperson
2.	Dr. Sharda Verma, Asst. Prof. (History)	Member

3.	Er. Ashok Kumar Kashyap, Asst. Prof. (Comp. Sci.)	Member
4.	Dr. Ruchi Verma, Asst. Prof. (Education)	Member
5.	Sh. Jai Kumar Sood, Advisor-cum-Consultant	Member
6.	Smt. Nisha Devi, Programmer, CDOE	Convener

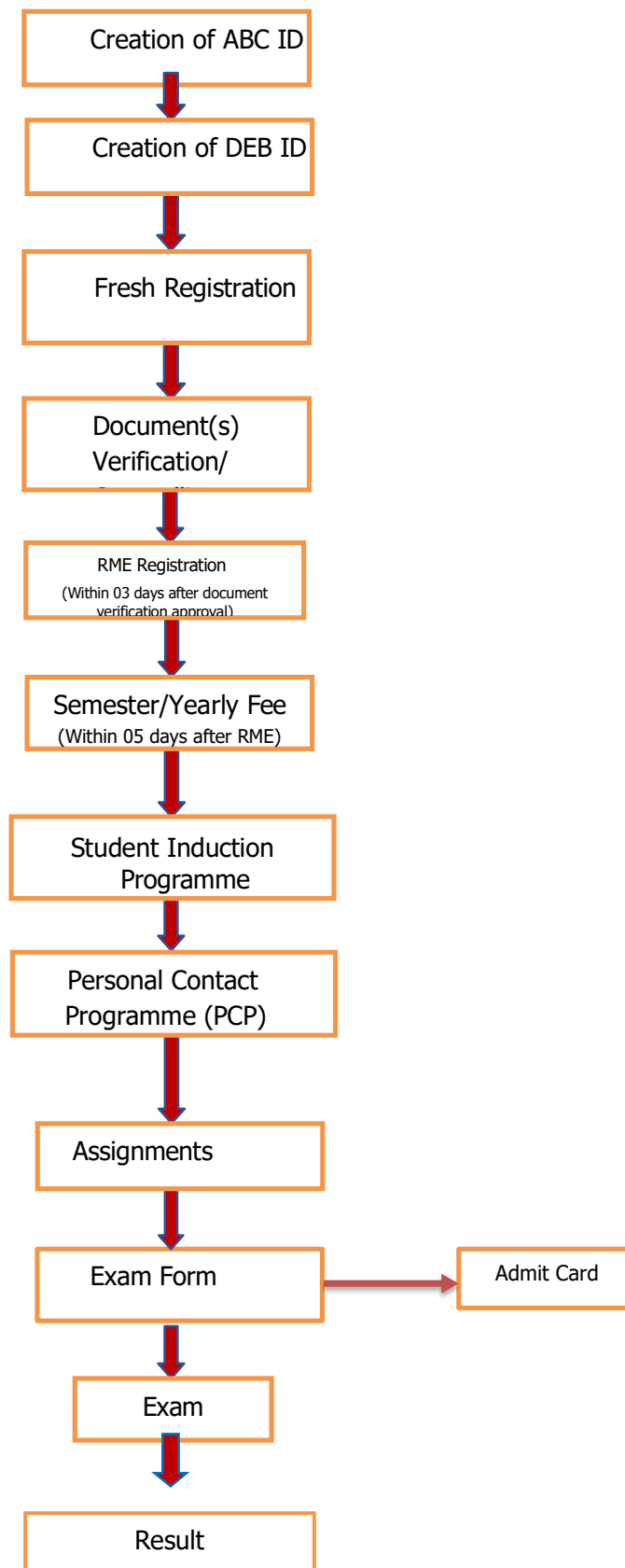
9. Grievance Redressal Mechanism Committee

Sr.No.	Name of the Faculty/Officer/Official	Committee
1.	Dr. Shashi Kant Sharma, Associate Prof. (Education)	Chairman
2.	Dr. Deepak Sharma, Asst. Prof. (Public Admn.)	Member
3.	Sh. Shiv Dass Katoch, Asst. Prof. (Public Admn.)	Member
4.	Dr. Nisha Thakur, Asst. Prof. (English)	Member
5.	Sh. Gaurav Sharma (Computer Operator)	Member
6.	Section Officer (R&I)/Superintendent Enquiry	Convener

10. Website Updates, UGC-DEB and Statutory Updates

Sr.No.	Name of the Faculty/Officer/Official	Committee
1.	Dr. Ritika Sharma, Associate Prof.(Education)	Chairperson
2.	Dr. Aarti Manglesh, Asst. Prof. (Mathematics)	Member
3.	Er. Ashok Kumar Kashyap, Asst. Prof. (Computer Science)	Member
4.	Ms. Nisha Devi (D.A Academic Admn.)	Member
5.	Sh. Gaurav Sharma (Computer Operator)	Member
6.	Sh. Jai Kumar Sood (Advisor-cum-Consultant)	Convener

ADMISSION FLOW CHART



NOTE:-It is mandatory for all students to create their ABC-ID (Academic Bank of Credit) and DEB-ID before getting registered for a fresh admission.

PROGRAMMES OFFERED

UG Programmes:		
Sr. No.	Name of Programme	Duration
1	Bachelor of Arts (B.A.)	3 Years
2	Bachelor of Commerce (B. Com.)	3 Years
PG Programmes:		
Sr. No.	Name of the Programme	Duration
1.	M.A. ENGLISH	2 Years
2.	M.A. HISTORY	2 Years
3.	M.A. ECONOMICS	2 Years
4.	M.A. MUSIC	2 Years
5.	M.A. SOCIOLOGY	2 Years
6.	M.A. PUBLIC ADMINISTRATION	2 Years
7.	M.A. POLITICAL SCIENCE	2 Years
8.	M.A. SANSKRIT	2 Years
9.	M.A. HINDI	2 Years
10.	M.A. JOURNALISM AND MASS COMMUNICATION (MA JMC)	2 Years
11.	MASTER OF BUSINESS ADMINISTRATION (MBA)	2 Years
12.	MASTER OF COMMERCE	2 Years
Diploma Courses:		
1	DIPLOMA IN YOGA STUDIES (DYS)	1 Year
2.	DIPLOMA IN DATA SCIENCE (DDS)	1 Year
3.	DIPLOMA IN COMPUTER APPLICATION (DCA)	1 Year

NOTE:

1. The Director reserves the right to withdraw a course in which enrollment of the candidates is less than 10.
2. The choice of courses is subject to further amendments/clarifications by HPU, CDOE, as well as available faculty/infrastructure. The Director reserves the right to restrict the subjects offered depending upon the availability of the faculty and infrastructure.

METHOD OF INSTRUCTION

The CDOE imparts instructions mainly through the Self Learning Material (SLM) supplemented with Personal Contact Programmes (PCPs) and assignments.

Medium of Instruction

The medium of instruction at the Postgraduate level is English except in the subjects of Hindi and Sanskrit. The study material will be made available in English; however, students can write their answers in examination either in English or Hindi. The lectures in personal contact programmes are generally delivered in English. At the Undergraduate level, Self Learning Material is made available in English or Hindi as per availability.

BRANCH-WISE E-MAIL IDS FOR STUDENTS TO SEND THEIR QUERIES

Sr. No.	Academic Branch CDOE	Email ID	Contact no.
1.	(Academic-I) (BA/B.Com)	acad1icdeol@gmail.com	01772833423,407
2.	(Academic-II) (MA. -English, Hindi, History, Sanskrit, Music, Political Sci, Economics. Pub. Admin., Sociology)	acad2icdeol@gmail.com	01772833406,410
3.	(Academic-III) (DYS, DCA, DDS, MAJMC, B.Ed. MA Edu.)	acad3icdeol@gmail.com	01772833411
4.	(AcademicIV) (M.Com, MBA)	acad4icdeol@gmail.com	01772833412
5.	Computer Centre	cc.cdoe.hpu@gmail.com	01772833419
6.	Helpdesk/Enquiry	cdoehelpdesk@mail.com	01772833444 01772832239

UNDERGRADUATE PROGRAMME

From the current academic session 2026-27, CDOE is offering 03 Year UG Degree Programme (Semester System).

CURRICULUM AND CREDIT FRAMEWORK FOR UG PROGRAMMES HIMACHAL PRADESH UNIVERSITY

Course & Academic Level	Sem-ester	Discipline Specific Courses-Core Subject- A&B(DSC) Credits-4	Discipline Specific Elective (DSE) Credits-4	Minor Course Subject- C(MC) Credits-4	Multidisciplinary courses (MDC) Credits-3	Skill Enhancement courses (SEC) Credits-3	Ability Enhancement courses (AEC) Credits-2	Internship/Apprenticeship/Project/Community Outreach (I/A/P/C) Credits-4	Value Addition courses (VAC) Credits-2	Total Credits
100-199 Introductory/ Foundational Level Courses	I	Subject- A (DSC A1) Subject- B (DSC B1)		Subject C (MC1)	MDC 1	SEC 1	AEC 1			20
	II	Subject-A (DSCA2) Subject-B (DSC B2)		Subject C (MC2)	MDC 2	SEC 2		I/A/P/C - 1	VAC 1	24
Level 4.5	Exit 1	Student on exit will be awarded Undergraduate Certificate (in the Field of Study) after securing 44 credits in Semester I and II.								44
200-299 Intermediate Level Courses	III	DSC A3 DSC B3		MC 3	MDC 3	SEC 3	AEC 2		VAC 2	22
		DSCA3/B3D SC3(i)								
	IV	DSC A4 DSC B4	DSE1 A/B	MC 4			AEC 3		VAC 3	20
		DSCA4/B4 DSC4(i)								
Level 5	Exit 2	Student on exit will be awarded Undergraduate Diploma (in the Field of Study/ Discipline) after securing 86 Credits on completion of Semester IV.								86
300-399 Higher Level Courses	V	DSCA5 DSCB5	DSE 2A/B DSE 3A/B	MC 5			AEC 4			22
		DSCA5/B5D SC5(i)								
	VI	DSCA6 DSCB6	DSE 4A/B DSE 5A/B	MC6						20
		DSCA6/B6 DSC6(i) DSC6(ii)								
Level 5.5	Exit 3	Student on exit will be awarded Bachelor of (in the Field of Study/ Discipline) after securing 128 credits on completion of Semester VI.								128

*Courses in bold (III to VI semesters) refer to the Major programs.

SIGNIFICANT NOTES:

1. The prescribed credit weightage includes Lecture, Tutorial, and Practical components.
2. In the first semester, students will be offered three different subjects within the same stream: A, B, and C (Core and Minor are provided here for illustrative purposes only).
3. At the end of the second semester, each student may choose one of two programmes: The Multi-Disciplinary/Interdisciplinary or Single Core Discipline (Major) programme. The student choosing the latter will be required to give his/her Major and Minor at the end of the second semester. Such choices, including DSCs made at the end of the second semester, shall remain in effect until the VI semester.
4. The DSCs of another discipline for the first two semesters of students who opt for Major programmes will be treated as Minors.
5. A DSC offered in one discipline will be treated as a Minor by another. Students can choose Minor Courses from two different subjects, but must earn a minimum of 12 credits in each.
6. MDCs must be selected from a broad discipline/pool of MDCs other than Major and Minor disciplines/subjects.
7. AEC/VAC/SEC-3 should be chosen from a pool of courses. Every discipline shall provide these courses, some of which will be offered discipline-specific, while the rest can be open to students of all other disciplines. However, the two SECs (SEC-1 & SEC-2) must be chosen from the discipline-specific (Core and Minor).
8. A maximum of two language courses can be opted for as Core and Minor. AECs should be in a language other than what is studied in DSCs/Minors.
9. I/A/P/C will be determined at the end of the first semester to enable students to carry out some I/A/P/C activities during winter vacation.

***As this scheme is being introduced for the first time, it is subject to modifications. Any changes applied in subsequent years after admission to the 1st Year will be retrospectively applicable. The CDOE offers only 03 Years Undergraduate Programmes.**

**SEMESTER-WISE COURSE AND CREDIT DISTRIBUTION OF UG PROGRAMME
MULTIDISCIPLINARY/INTERDISCIPLINARY**

Semester	Course Categories	Credits
I	3 Core Courses: Subject A, Subject B & SubjectC (4+4+4)	12
	1 Multidisciplinary Course	3
	1 Skill Enhancement Course	3
	1 Ability Enhancement Course	2
	Total	20
II	3 Core Courses: Subject A, Subject B & Subject C (4+4+4)	12
	1 Multidisciplinary Course	3
	1 Skill Enhancement Course	3
	1 Value-Addition Course	2
	1 I/A/P/C/ or Vocational Course*	4
	Total	24
Exit option with UG Certificate after securing 44 credits (* with 4 credits of I/A/P/C/ or work - based vocational course offered during winter/ summer term), along with entry option to second year or third semester in Multidisciplinary/ Interdisciplinary		
III	2 Core Courses (Major): On each from two Core Disciplines (A or B or C) (say, A and B) (4 +4)	8
	1 Minor Course: (say C, as A and B both have been selected as Core (Major)	4
	1 Multidisciplinary Course	3
	1 Skill Enhancement Course	3
	1 Ability Enhancement Course	2
	1 Value-Addition Course	2
	Total	22
IV	2 Core Courses (4+4)	8
	1 Minor Course	4
	1 Discipline-Specific Elective(Core discipline A or B)	4
	1 Ability Enhancement Course	2
	1 Value-Added Course	2
	Total	20
Exit option with UG Diploma after securing 86 credits along with entry option to third year or fifth semester		
V	2 Core Courses (4+4)	8
	1 Minor Course	4
	2 Discipline-Specific Electives (4+4)	8
	1 Ability Enhancement Course	2
	Total	22
VI	Core Courses (4+4)	8
	1 Minor Course	4
	2 Discipline-Specific Electives (4+4)	8
	Total	20
Award of 3 Year Bachelor's Degree after completion of 128 credits		

SUBJECTS OFFERED BY CDOE FOR B.A

ENGLISH	ECONOMICS	HINDI
HISTORY	MATHEMATICS	POLITICAL SCIENCE
PUBLIC ADMINISTRATION	SANSKRIT	SOCIOLOGY

COURSE PATTERN

BACHELOR OF ARTS

B.A. 1st Semester:

Each applicant will have to opt the six courses/ papers in B.A. 1st semester:

1) Core Course(s):

- a) DSC A1 (Subject A)
- b) DSC B1 (Subject B)
- c) MC-1 (Subject C)

An applicant can choose subjects (A, B & C) randomly from the above mentioned 9 subjects offered by CDOE.

- 2) **Skill Enhancement Courses (SEC-1):** SEC-1 must be chosen from the subjects opted as Discipline – Specific Core and Minor Courses.
- 3) **Multidisciplinary Courses (MDC-1):** A student will choose MDC-1 from multidisciplinary courses offered by the Departments of English, Hindi, Sanskrit, Economics, History, Mathematics, Political Science, Public Administration, Sociology and Commerce. This subject will be other than the subjects opted as core courses (DSCs and Minor).
- 4) **Ability Enhancement Courses (AEC-1):** This course is to be opted out of three languages – English, Hindi and Sanskrit. This option should be in a language other than what is opted as DSCs/ Minor.

NOTE:

- 1) A maximum of two language courses can be opted for DSCs & Minor courses. AECs should be in a language other than what is studied in DSCs / Minors.

B.A. 2nd Semester: Each student will have to opt the seven courses/ papers in B.A. 2nd semester.

1) Core Course(s):

- a. DSC A2 (Subject A)
- b. DSC B2 (Subject B)
- c. MC-2 (Subject C)

The choices for above courses shall remain the same as opted at the time of admission in 1st semester.

- 2) **Skill Enhancement Course (SEC-2):** SEC-2 must be chosen from the subjects opted as Discipline – Specific Core and Minor courses.
- 3) **Multidisciplinary Courses (MDC-2):** A student will choose MDC-2 from multidisciplinary courses offered by the Departments of Sanskrit, Hindi, English, History, Political Science, Economics, Public Administration, Mathematics, Sociology, and Commerce. This subject will be other than the subject opted as core courses (Major and Minor).

4) **Value Addition Course (VAC-1):** The course VAC-ENV (Environment Education and Awareness) will be offered as VAC-1.

5) **Internship/ Apprenticeship/ Project/ Community Outreach (I/A/P/C-1)**

BACHELOR OF COMMERCE

B.Com. 1st Semester:

Each applicant will have to opt the following six courses/papers in B.Com. 1st semester.

- 1) **Core Course (s):** A standardized set of courses will be offered as core courses in B.Com. 1st semester which are as follows:
 - i. DSC-I – B.C. 101 Business Organization & Management
 - ii. DSC-II – B.C. 102 Financial Accounting – I
 - iii. MC-I - B.C. 103 Business Law
- 2) **Skill Enhancement Course (SEC-I):** The course B.C. 104, E-Commerce will be offered as SEC-I.
- 3) **Multidisciplinary Course (MDC-I):** A student will choose MDC-1 from multidisciplinary courses offered by the Departments of English, Hindi, Sanskrit, Economics, History, Mathematics, Political Science, Public Administration and Sociology.
- 4) **Ability Enhancement Course (AEC-I):** One course to be opted out of 3 languages English, Hindi, and Sanskrit.

B.Com. 2nd Semester:

Each student will have to opt the following seven courses/ paper in B.Com. 2nd semester.

- 1) **Core Course (s):** A standardized set of courses will be offered as core courses in B.Com. 2nd semester which are as follows:
 - iv. DSC-I – B.C. 105 Principles of Marketing
 - v. DSC-II – B.C. 106 Financial Accounting - II
 - vi. MC-I - B.C. 107 Company Law
- 2) **Skill Enhancement Course (SEC-II):** The course B.C. 108, Entrepreneurship and Venture Creation will be offered as SEC-II.
- 3) **Multidisciplinary Course (MDC-II):** A student will choose MDC-II from multidisciplinary courses offered by the Departments of English, Hindi, Sanskrit, Economics, History, Mathematics, Political Science, Public Administration and Sociology.
- 4) **Value Addition Course (VAC-1):** The course VAC-ENV (Environment Education and Awareness) will be offered as VAC-1.
- 5) **Internship/ Apprenticeship/ Project/ Community Outreach (I/A/P/C-1)**

STRUCTURE OF SYLLABUS

SUBJECT-WISE STRUCTURE OF SYLLABUS FOR B.A. 1st and B.A. 2nd Semester)

HINDI

SEMESTER	COURSE	COURSE CODE	COURSE TYPE	COURSE NAME	CREDITS	Total Marks (Theory+I A)
1 st	DSC-1A/MC-1	HIN 111	Discipline Specific Course/ Minor Course	हिन्दी साहित्य का इतिहास (आदिकाल, भक्तिकाल तथा रीतिकाल)	4	100 (70+30)
	MDC-1	HIN 112	Multidisciplinary Course	सृजनात्मक लेखन के विविध क्षेत्र	3	75 (50+25)
	SEC-1	HIN 113	Skill Enhancement Course	प्रयोजनमूलक हिन्दी	3	75 (50+25)
	AEC-1	HIN 114	Ability Enhancement Course	हिन्दी भाषा और सम्प्रेषण	2	50 (35+15)
2 nd	DSC -2 A/MC-2	HIN 121	Discipline Specific Course/ Minor Course	मध्यकालीन काव्य	4	100 (70+30)
	MDC- 2	HIN 122	Multidisciplinary Course	अनुवाद विज्ञान	3	75 (50+25)
	SEC- 2	HIN 123	Skill Enhancement Course	समाचार संकलन और लेखन	3	75 (50+25)

PUBLIC ADMINISTRATION

SEMESTER	COURSE	COURSE CODE	COURSE TYPE	COURSE NAME	CREDITS	Total Marks (Theory+IA)
1 st	DSC-A1/ MC-1	PUBANEP-: 111	Discipline Specific Course/ Minor Course	Introduction to Public Administration	4	100 (70+30)
	MDC-1	PUBANEP-112	Multidisciplinary Course	Introduction to Constitution of India	3	75 (50+25)
	SEC-1	PUBANEP 113	Skill Enhancement Course	e-Governance	3	75 (50+25)
2 nd	DSC – A2/MC-2	PUBANEP -121	Discipline Specific Course/ Minor Course	Indian Administration	4	100 (70+30)
	MDC- 2	PUBANEP-122	Multidisciplinary Course	Indian Civil Services	3	75 (50+25)
	SEC- 2	PUBANEP-123	Skill Enhancement Course	Stress and Time Management	3	75 (50+25)

ECONOMICS

SEMESTER	COURSE	COURSE CODE	COURSE TYPE	COURSE NAME	CREDITS	Total Marks (Theory+IA)
1 st	DSC-A1/MC-1	ECONEP111	Discipline Specific Course/ Minor Course	Basic Microeconomics	4	100 (70+30)
	MDC-1	ECONEP112	Multidisciplinary Course	Fundamentals of Indian Economy	3	75 (50+25)
	SEC-1	ECONEP113	Skill Enhancement Course	Basic Statistics for Social Sciences	3	75 (50+25)
2 nd	DSC – A2/MC-2	ECONEP121	Discipline Specific Course/ Minor Course	Basic Macroeconomics	4	100 (70+30)
	MDC- 2	ECONEP122	Multidisciplinary Course	Contemporary Issues in Indian Economy	3	75 (50+25)
	SEC- 2	ECONEP123	Skill Enhancement Course	Economics of Agriculture in Himachal Pradesh	3	75 (50+25)

SOCIOLOGY

SEMESTER	COURSE	COURSE CODE	COURSE TYPE	COURSE NAME	CREDITS	Total Marks (Theory+IA)
1 st	DSC-A1/MC-1	SOC-101	Discipline Specific Course/ Minor Course	Introduction to Sociology	4	100 (70+30)
	MDC-1	SOC-102	Multidisciplinary Course	Social Problems in India	3	75 (50+25)
	SEC-1	SOC-103	Skill Enhancement Course	Sociology of Environment	3	75 (50+25)
2 nd	DSC –A2/MC-2	SOC-201	Discipline Specific Course/ Minor Course	Society in India	4	100 (70+30)
	MDC- 2	SOC-202	Multidisciplinary Course	Industrial Sociology	3	75 (50+25)
	SEC- 2	SOC-203	Skill Enhancement Course	Theory and Practice of Development	3	75 (50+25)

POLITICAL SCIENCE

SEMESTER	COURSE	COURSE CODE	COURSE TYPE	COURSE NAME	CREDITS	Total Marks (Theory+IA)
1 st	DSC-A1/MC-1	POLS-111	Discipline Specific Course/ Minor Course	Introduction to Political Theory	4	100 (70+30)
	MDC-1	POLS-112	Multidisciplinary Course	Society, Economy and Politics in Himachal Pradesh	3	75 (50+25)
	SEC-1	POLS-113	Skill Enhancement Course	Legislative Support	3	75 (50+25)
2 nd	DSC – A2/MC-2	POLS-121	Discipline Specific Course/ Minor Course	Indian Government and Politics	4	100 (70+30)
	MDC- 2	POLS-122	Multidisciplinary Course	Human Rights, Gender, and Environment	3	75 (50+25)
	SEC- 2	POLS-123	Skill Enhancement Course	Public Opinion and Survey Research	3	75 (50+25)

SANSKRIT

SEMESTER	COURSE	COURSE CODE	COURSE TYPE	COURSE NAME	CREDITS	Total Marks (Theory+I A)
1 st	DSC-A1/MC-1	SKT-DSC-111/ SKT-MC-111	Discipline Specific Course/ Minor Course	संस्कृत काव्य	4	100 (70+30)
	MDC-1	SKT-MDC-112	Multidisciplinary Course	श्रीमद्भगवद्गीता (द्वितीय अध्याय)	3	75 (50+25)
	SEC-1	SKT-SEC-113	Skill Enhancement Course	संस्कृत व्याकरण	3	75 (50+25)
	AEC-1	SKT-AEC-114	Discipline Specific Course/ Minor Course	नीति साहित्य	2	50 (35+15)
2 nd	DSC – A2/MC-2	SKT-DSC-121/ SKT-MC-121	Discipline Specific Course/ Minor Course	संस्कृत नाटक	4	100 (70+30)
	MDC- 2	SKT-MDC-122	Multidisciplinary Course	श्रीमद्भगवद्गीता (14वाँ एवं 17वाँ अध्याय)	3	75 (50+25)
	SEC- 2	SKT-SEC-123	Skill Enhancement Course	वेद एवं दर्शन	3	75 (50+25)

HISTORY

SEMESTER	COURSE	COURSE CODE	COURSE TYPE	COURSE NAME	CREDITS	Total Marks (Theory+IA)
1 st	DSC-A1/MC-1	HIST-111	Discipline Specific Course/ Minor Course	History of India (from the Earliest Times to Gupta Period)	4	100 (70+30)
	MDC-1	HIST-112	Multidisciplinary Course	Ancient History of India	3	75 (50+25)
	SEC-1	HIST-113	Skill Enhancement Course	An Introduction to Archaeology	3	75 (50+25)
2 nd	DSC –A2/MC-2	HIST-121	Discipline Specific Course/ Minor Course	History of India: Post Gupta to 1200 CE	4	100 (70+30)
	MDC- 2	HIST-122	Multidisciplinary Course	Medieval History of India	3	75 (50+25)
	SEC- 2	HIST-123	Skill Enhancement Course	Historical Tourism	3	75 (50+25)

MATHEMATICS

SEMESTER	COURSE	COURSE CODE	COURSE TYPE	COURSE NAME	CREDITS	Total Marks (Theory+IA)
1 st	DSC-A1/MC-1	MATH-111	Discipline Specific Course/ Minor Course	Differential Calculus	4	100 (70+30)
	MDC-1	MATH-112	Multidisciplinary Course	Mathematics for Competitive Examinations	3	75 (50+25)
	SEC-1	MATH-113	Skill Enhancement Course	Elementary Algebra	3	75 (50+25)
2 nd	DSC –A2/MC-2	MATH-121	Discipline Specific Course/ Minor Course	Ordinary Differential Equations	4	100 (70+30)
	MDC- 2	MATH-122	Multidisciplinary Course	Probability and Statistics	3	75 (50+25)
	SEC- 2	MATH-123	Skill Enhancement Course	Logic and Set	3	75 (50+25)

ENGLISH

SEMESTER	COURSE	COURSE CODE	COURSE TYPE	COURSE NAME	CREDITS	Total Marks (Theory+IA)
1 st	DSC-A1/MC-1	DSC ENG 111 / MC ENG 112	Discipline Specific Course/ Minor Course	Appreciating Literature-I (Poetry and Short Story)	4	100 (70+30)
	MDC-1	MDC ENG 113	Multidisciplinary Course	Literature from Himachal	3	75 (50+25)
	SEC-1	SEC ENG 114	Skill Enhancement Course	Basic Communication Skills	3	75 (50+25)
	AEC	AEC ENG 115	Ability Enhancement Course	Foundation Course in English	2	50 (35+15)
2 nd	DSC –A2/ MC-2	DSC ENG 121 / MC ENG 122	Discipline Specific Course/ Minor Course	Appreciating Literature-II (Non-Fictional Prose and Drama)	4	100 (70+30)
	MDC-2	MDC ENG 123	Multidisciplinary Course	Soft Skills and Personality Development	3	75 (50+25)
	SEC-2	SEC ENG 124	Skill Enhancement Course	Writing Skills	3	75 (50+25)

STRUCTURE OF SYLLABUS FOR B. COM.

Semester-I								
Sr.No.	Course Code	Title of the Course	Category of Courses	Teaching Hours per Week (L+T+P)	SEE	CIE	Total Marks	Credits
1	B.C.101	Business Organization & Management	DSC- I	4+0+0	70	30	100	4
2	B.C.102	Financial Accounting-I	DSC- II	4+0+0	70	30	100	4
3	B.C.103	Business Law	MC- I	4+0+0	70	30	100	4
4	B.C. MDC - I	General Management (GE)	MDC- I	3+0+0	50	25	75	3
5	B.C. 104	E-Commerce	SEC- I	3+0+0	50	25	75	3
6		To be chosen from the basket of languages	AEC- I	2+0+0	35	15	50	2
Sub–Total(A)					345	155	500	20

Semester-II								
Sr.No	CourseCode	Title of the Course	Category of Courses	Teaching Hours per Week (L+T+P)	SEE	CIE	Total Marks	Credits
1	B.C.105	Principles of Marketing	DSC- III	4+0+0	70	30	100	4
2	B.C.106	Financial Accounting-II	DSC- IV	4+0+0	70	30	100	4
3	B.C.107	Company Law	MC - II	4+0+0	70	30	100	4
4	B.C. MDC-II	Business Environment	MDC-II	3+0+0	50	25	75	3
5	B.C.108	Entrepreneurship and Venture Creation	SEC-II	3+0+0	50	25	75	3
6		Environment-related Courses (As prepared by the Department of Env. Science)	VAC-I	2+0+0	35	15	50	2
7		As per the guidelines of the University *	I/A/P/C *	0+0+2*	-	50*	50*	4
Sub-Total(B)					345	205*	550*	24*

**STRUCTURE OF SYLLABUS FOR PG PROGRAMMES UNDER CBCS
M.A. ECONOMICS**

Semester	Course Code	Nature of Course	CourseName	Credits	Theory Contact Hours(L- 4Hrs/Tutorial -2 hour)		MarksScheme	
					Lecture Credits	Tutorial (Seminar/ Assignment/G D /Quiz) Credits	Theory	Internal Assessment
I	ECON 111	DSC	Micro-Economics	6	4	2	80	20
	ECON 112	DSC	Elementary Mathematics for Economics	6	4	2	80	20
	ECON 113	DSC	International Economics	6	4	2	80	20
	ECON 114	DSC	Labour Economics	6	4	2	80	20
	SubTotal-1			24	16	8	Marks=400	
II	ECON 121	DSC	Macro-Economics	6	4	2	80	20
	ECON 122	DSC	Basic Statistics	6	4	2	80	20
	ECON 123	DSC	Money and Banking	6	4	2	80	20
	ECON 124	DSC	History of Economic Thought	6	4	2	80	20
	ECON 125	GE-I	Fundamental Concepts in Economics (Not for Economics Students)	4	3	1	80	20
	SubTotal-2			28	19	9	Marks=500	
III	ECON 231	DSC	Agricultural Economics	6	4	2	80	20
	ECON 232	DSC	Gender Economics	6	4	2	80	20
	ECON 233	DSC	Research Methodology	6	4	2	80	20
	ECON 234	DSE-I	Economics of Population	6	4	2	80	20
	ECON 236	AEC	Contemporary Economic Issues and data handling	4	3	1	80	20
	SubTotal-3			24	16	8	Marks=400	
IV	ECON 241	DSC	Indian Economy	6	4	2	80	20
	ECON 242	DSC	Public Finance	6	4	2	80	20
	ECON 243	DSC	Economics of Development and Planning	6	4	2	80	20
	ECON 245	DSE-IV	Industrial Economics	6	4	2	80	20
	ECON 246	GE-II	Economy of Himachal Pradesh (Not for Economics Students)	4	3	1	80	20
	SubTotal-4			28	19	9	Marks=500	

	Grand Total* (1+2+3+4) [* Grand Total includes only courses offered by the Department of Economics To students enrolled in MA Economics Course]	104	70	34	TotalMarks= 1800
Note 1: Course code number ECON236 is Non-CGPA Ability Enhancement course(AEC) Note 2: Select the Generic Course (GE-1 & GE-2) for 2nd & 4th Semesters from the list of Subjects <u>given on page no. 49.</u>					

M.A. ENGLISH

Sr. No.	Course Code	Title of the Paper/Course	Credits	Theory Contact Hours (L-5 Hours per Week/Tut.-1 Hour per Week)		Marks Scheme	
	DSCs			Lectures (Credits)	Tutorials	Theory	Internal Assessment
Semester-I							
1.	DSC MENG101	History of English Literature from Chaucer to 1800	6	5	1	80	20
2.	DSC MENG102	Poetry from Chaucer to Pope	6	5	1	80	20
3.	DSC MENG103	Shakespeare and His Contemporaries	6	5	1	80	20
4.	DSC MENG104	Nineteenth Century Fiction	6	5	1	80	20
		Total	24	20	4	Total Marks– 400	
Semester-II							
1.	DSC MENG201	History of English Literature:Nineteenth and Twentieth Centuries	6	5	1	80	20
2.	DSC MENG202	Romantic and Victorian Poetry	6	5	1	80	20
3.	DSC MENG203	Modern Fiction	6	5	1	80	20
4.	DSC MENG204	Growth and Structure of English Language	6	5	1	80	20
		Total	28	24	4	Total Marks– 400	
Semester-III							
1.	DSC MENG301	Literary Criticism	6	5	1	80	20
2.	DSC MENG302	Modern British and American Poetry	6	5	1	80	20
3.	DSC MENG303	Modern British Drama	6	5	1	80	20
4.	DSE I MENG304	World Fiction	6	5	1	80	20
5.	AEC MENG308	Literary Terms	4	4	0	80	20
Total			24	20	4	Total Marks– 500	
Semester-IV							
1.	DSC MENG401	Contemporary Literary Theory	6	5	1	80	20
2.	DSC MENG402	Indian Writing in English	6	5	1	80	20
3.	DSE II DSE MENG404	American Drama	6	5	1	80	20

4.	DSE III405	Indian Writing in Translation	6	5	1	80	20
Total			28	24	4	Total Marks – 500	

Note : Select the Generic Course (GE-1 & GE-2) for 2nd & 4th Semesters from the list of Subjects given on page no. 49.

M.A. PUBLIC ADMINISTRATION

Sr. No.	Course Code	Title of the Paper	Credits	Marks Scheme	
	DSCs			Theory	Internal Assessment
Semester I					
1.	MPUB 101	Introduction to Public Administration	6	80	20
2.	MPUB 102	Administrative Thinkers	6	80	20
3.	MPUB 103	Indian Administration	6	80	20
4.	MPUB 104	Financial Administration	6	80	20
Total			24	Total Marks-400	
Semester II					
1.	MPUB 201	Sustainable Development Administration	6	80	20
2.	MPUB 202	Administrative & Constitutional Law	6	80	20
3.	MPUB 203	Personnel Administration & Human Resource Management	6	80	20
4.	GE-1		4	80	20
Total			22	Total Marks-400	
Semester III					
1.	MPUB 301	Digital Governance and Emerging issues in Public Administration	6	80	20
2.	MPUB 302	State & Local Governance	6	80	20
3.	MPUB 303	Research Methodology & Research Ethics	6	80	20
4.	MPUB304(DSE-I)	International Administration	6	80	20
5.	MPUB307-AEC (Non CGPA)	Skills & Techniques of Administration			
Total			24	Total Marks-400	
Semester IV					
1.	MPUB 401	Public Policy & Governance	6	80	20
2.	MPUB 402	Ethics in Governance	6	80	20
3.	MPUB 403(DSE-II)	Disaster Management Techniques	6	80	20
4.	GE-2				
Total			24	Total Marks-400	

Note : Select the Generic Course (GE-1 & GE-2) for 2nd & 4th Semesters from the list of Subjects given on page no. 49.

M.A. PERFORMING ARTS (MUSIC)

Course Code	Course Type	Course Name	Paper Type	Max. Marks	ES E	CC A	Min.Pass marks ESC+CA	Total Pass marks	Teaching Hours Per Week	Credit
Semester-I										
MUSI-101TH	Core Course	Historical Study of Indian Music	Theory	100	80	20	32+8	40	4	4
MUSI-102TH	Core Course	Seminar [#]	Theory	50 [#]	-	-	-	20	2	2
MUSI-103PR	Core Course	Stage Performance	Practical	150	100	50	40+20	60	12	6
MUSI-104PR	Core Course	Viva-voce	Practical	150	100	50	40+20	60	12	6
Semester-II										
MUSI-201TH	Core Course	General Study of Ragas, Taalas and Instruments	Theory	100	80	20	32+8	40	4	4
MUSI-202PR	Core Course	Stage Performance	Practical	150	100	50	40+20	60	12	6
MUSI-203PR	Core Course	Viva-voce	Practical	150	100	50	40+20	60	12	6
MUSI-204PR	Core Course	General Study of Ragas and Light Music	Practical	150	100	50	40+20	60	12	6
--	Elective Course (Departmental)		Practical	100	80	20	32+8	40	4	4
Semester-III										
MUSI-301TH	Core Course	General Study of Granthas And Theoretical survey of Indian Music	Theory	100	80	20	32+8	40	4	4
MUSI-302PR	Core Course	Stage Performance	Practical	150	100	50	40+20	60	12	6
MUSI-303PR	Core Course	Viva-voce	Practical	150	100	50	40+20	60	12	6
MUSI-304TH	Research Project*	Research Project*	Theory	100	80*	20*	32+8	40	-	4
MUSI-305PR	AECC	Playing Techniques of Synthesizer	Practical	50	40	10	16+4	20	2	2

Semester-IV										
MUSI-401TH	Core Course	Comparative Study of Ragas, Taalas & Musical compositions	Theory	100	80	20	38+8	40	4	4
MUSI-402TH	Core Course	Seminar [#]	Theory	50 [#]	-	-	-	20	2	2
MUSI-403PR	Core Course	Stage Performance	Practical	150	100	50	40+20	60	12	6
MUSI-404PR	Core Course	Viva-voce	Practical	150	100	50	40+20	60	12	6
MUSI-405PR	Core Course	General Study of Ragas and Light Music	Practical	150	100	50	40+20	60	12	6
--	Elective Course (Departmental)		Practical	100	80	20	32+8	40	4	4
			Total	2550						102
Elective Courses (For Department Students only)										
Course Code	Course Type	Course Name	Paper Type	Max. Marks	ES	CC	Min. Pass ESE+CCA	Total Pass Marks	Teaching Hours Per Week	Credit
Semester-II										
MUSI-501PR	Elective Course-I	Basics Techniques of Harmonium Playing	Practical	50	25	25	50	45	4	2
MUSI-503PR	Elective Course-III	Basic Techniques of Tabla Playing (Practical)	Practical	50	25	25	50	45	4	2
Semester-IV										
MUSI-502PR	Elective Course-II	Himachali Folk Music	Practical	50	25	25	50	45	4	2
MUSI-504PR	Elective Course-IV	Advance Techniques of Tabla Playing (Practical)	Practical	50	25	25	50	45	4	2

MA SANSKRIT

Semester	Course Code	Nature of Course	Course Name	Credits	Theory Contact Hours (L-5Hrs/Tutorial-1 hour)		Marks Scheme	
					Lectures Credits	Tutorial (Seminar/ Assignment/ Class test) Credit	Theory	Internal Assessment
I izFke 'kk.ekfldh	MSKTC-101	Core	नाटक तथा काव्य	6	5	1	80	20
	MSKTC -102	Core	गद्य काव्य तथा साहित्यालोचन	6	5	1	80	20
	MSKTC-103	Core	न्याय वैशेषिक	6	5	1	80	20
	MSKTC-104	Core	सांख्य एवं वेदान्त	6	5	1	80	20
			Sub Total-1	24	20	4	Total Marks=400	
II f}rh; 'kk.ekfldh	MSKTC -201	Core	वेद	6	5	1	80	20
	MSKTC -202	Core	निरुक्त तथा उपनिषद्	6	5	1	80	20
	MSKTC -203	Core	व्याकरण	6	5	1	80	20
	MSKTC -204	Core	व्याकरण	6	5	1	80	20
	-----	GE-I		4	4	-	80	20
			Sub Total-2	28	24	4	Total Marks=500	
III Rk'rh; 'kk.ekfldh	MSKTC-301	Core	भाषा विज्ञान (सिद्धान्त)	6	5	1	80	20
	MSKTC -302	Core	संस्कृत भाषा की संरचना	6	5	1	80	20
	MSKTC-303	Core	काव्य शास्त्र (काव्यप्रकाश 1-6 उल्लास)	6	5	1	80	20
	MSKTE-304 (I)	DSE-I	काव्य शास्त्र (काव्यप्रकाश	6	5	1	80	20
	MSKTE- 305 (Non- CGPA)	AEC Compulsory	छंद(लौकिक) एवं व्यावहारिक संस्कृत लिखित=40 मौखिक=40	4	2	2	80	20
			Sub Total-3	24	20	4	Total Marks=400	
IV prqFkZ 'kk.ekfldh	MSKTC-401	Core	संस्कृत साहित्य का इतिहास	6	5	1	80	20
	MSKTC-402	Core	नाटक तथा नाट्यशास्त्र	6	5	1	80	20
	MSKTC-403	Core	निबन्ध तथा अनुवाद	6	5	1	80	20
	MSKTE-404 (I)	DSE-III	गद्य पद्य तथा चम्पू काव्य (सुबन्धु वासवदत्ता, दशकुमारचरित सप्तम उच्छवास, शिशुपालवध प्रथम सर्ग, चम्पूभारत प्रथम स्तवक)	6	5	1	80	20
	-----	GE-IV	-----	4	4	-	80	20
			Sub Total - 4	28	24	4	Total Marks=500	
			Grand Total (1+2+3+4)	104	88	16	=1800	

Note : Select the Generic Course (GE-1 & GE-2) for 2nd & 4th Semesters from the list of Subjects given on page no. 49.

M.A. POLITICAL SCIENCE

SEMESTER -I							
Sr.No.	Course Code	Title of the Paper	Credits	Theory Contact Hours (L5hrs./Tut.-1hr. per week)		Marks Scheme	
	DSCs			Lectures (Credits)	Tutorial	Theory	Internal Assessment
1	POLS 101	Western Political Thinkers	6	5	1	80	20
2	POLS 102	Comparative Politics: Approaches & Processes	6	5	1	80	20
3	POLS 103	Theories & Concepts of International Relations	6	5	1	80	20
4	POLS 104	Indian Politics I: Political Institutions	6	5	1	80	20
	Total		24	20	4	TotalMarks-400	
SEMESTER- II							
1	POLS 201	Contemporary Debate in Political Theory	6	5	1	80	20
2	POLS 202	Comparative Political Analysis:Concepts & Recent Theories	6	5	1	80	20
3	POLS 203	Indian Politics II:Political Processes	6	5	1	80	20
4	GE-I		4			80	20
	Total		22	19	3	TotalMarks-400	
SEMESTER- III							
1	POLS 301	Indian Political Thinkers	6	5	1	80	20
2	POLS 302	India's Foreign Policy	6	5	1	80	20
3	POLS 303	Recent Trends in the Politics of South Asia (SAARC countries)	6	5	1	80	20
4	POLS 304	International Organization	6	5	1	80	20
5	POLS 307 AEC(No n CGPA)	Environment and Politics					
	Total		24	20	4	TotalMarks-400	
SEMESTER- IV							
1	POL S 401	Public International Law	6	5	1	80	20
2	POLS 402	State Politics in India with Special Reference to Himachal Pradesh	6	5	1	80	20
3	POLS 403	Public Policy & Governance in India	6	5	1	80	20
4	POLS 407 (GE)	International Political Economy (Not for Political Science Students)	4	4	-	80	20
	Total		22	19	3	TotalMarks-400	

Note : Select the Generic Course (GE-1) for 2nd Semester from the list of Subjects given on page no. 49.

MASTER OF COMMERCE (M.COM.)

Course Code	Nature Of Course	Title of the Course	Credits	Theory Contact Hours/week		Marks		
				Lecture Hours Per week	Tutorial Hours Per week	Theory	Internal Assessment	Total Marks
1st Semester								
MC 101	DSC	Management Theories and Practices	4	4	1	80	20	100
MC 102	DSC	Business Environment	4	4	1	80	20	100
MC 103	DSC	Managerial Economics	4	4	1	80	20	100
MC 104	DSC	Statistical Analysis for Decision Making	4	4	1	80	20	100
MC 105	DSC	Income Tax Laws and Administration	4	4	1	80	20	100
MC 106	DSC	Corporate Legal Framework	4	4	1	80	20	100
		Total Credits and Marks (1st Semester)	24	24	6	480	120	600
2 nd Semester								
MC 201	DSC	Corporate Financial Accounting	4	4	1	80	20	100
MC 202	DSC	Human Resource Management	4	4	1	80	20	100
MC 203	DSC	Corporate Finance and Policy	4	4	1	80	20	100
MC 204	DSC	Marketing Management	4	4	1	80	20	100
MC 205	DSC	Research Methodology and Data Science	4	4	1	80	20	100
MC 206	DSC	Corporate Governance & Business Ethics	4	4	1	80	20	100
MC-GE-I	GE	Organizational Behavior and Development (Not for M.Com. Students)	4	4	1	80	20	100
		Total Credits and Marks (2 nd Semester)	28	28	7	560	140	700
3 rd Semester								
MC 301	DSC	AdvancedCost Accounting	4	4	1	80	20	100
MC 302	DSC	International Financial Management and Policy	4	4	1	80	20	100
MC 303	DSC	Financial Institutions & Markets	4	4	1	80	20	100
Specialization: Students are required to choose ONE Course from each Specialization.								
Accounting and Finance								
MC 304(a)	DSE	Management Control Techniques Or	4	4	1	80	20	100
MC 304(b)	DSE	Stock Market Operations						

Marketing								
MC 305(a)	DSE	E-Commerce and Digital Marketing	4	4	1	80	20	100
MC 305(b)	DSE	Or Supply Chain Management and Logistics						
Human Resource Management								
MC 306(a)	DSE	Industrial Psychology	4	4	1	80	20	100
MC 306(b)	DSE	Or Strategic Human Resource Management						
MC 307	AECC	Computer Application in Business (Audit Pass)	0	4	1	80	20	100
		Total Credits and Marks (3rd Semester)	24	28	7	560	140	700
4 th Semester								
MC 401	DSC	Security Analysis and Portfolio Management	4	4	1	80	20	100
MC 402	DSC	Entrepreneurship Development and Project Management	4	4	1	80	20	100
MC 403	DSC	Strategic Management and Business Policy	4	4	1	80	20	100

Specialization: Students are required to choose ONE Specialization out of three Specializations and out of selected Specialization, choose any two Courses.

Accounting and Finance								
MC 404AF(a)	DSE	Advanced Financial Management and Policy	4	4	1	80	20	100
MC 404AF(b)	DSE	Business Taxation	4	4	1	80	20	100
MC 404AF(C)	DSE	Forensic Accounting and Auditing	4	4	1	80	20	100
Or								
Marketing								
MC 404MKT(a)	DSE	Consumer Behavior	4	4	1	80	20	100
MC 404MKT(b)	DSE	Retail Management	4	4	1	80	20	100
MC 404MKT(C)	DSE	Rural Marketing	4	4	1	80	20	100
Or								
Human Resource Management								
MC 404HRM (a)	DSE	Human Resource Development	4	4	1	80	20	100
MC HRM(b)	DSE	Management of Industrial Relations	4	4	1	80	20	100
MC HRM(C)	DSE	Labour Legislation and Employee Welfare	4	4	1	80	20	100
MC 405	DSC	Project Report and Viva-Voce	4	-	-	100 (75marks for Project Report and 25 marks for Viva-Voce)		100
MC 406	DSC	Comprehensive Viva-Voce (Based on Courses Studied During all Four Semesters)	4	-	-	100		100

MC-GE-II	GE	Indian Ethos, Life Skills and Business (Not for M.Com.Students)	4	4	1	80	20	100
		Total Credits and Marks (4th Semester)	32	28	6	680	120	800
		Grand Total Credits and Total Marks	108	104	26	2280	520	2800

Note : Select the Generic Course (GE-1 & GE-2) for 2nd & 4th Semesters from the list of Subjects given on page no. 49.

M.A. JOURNALISM & MASS COMMUNICATION

Course Code				Title of the course	Credits				Marks Distribution			
LE	SUB	SEM	NO.		L	T	P	TOT	IA	PR	ESE	TOT
M	JMC	1	01	Communication Theory	5	1	0	6	20	0	80	100
M	JMC	1	02	Modern Journalism	4	1	1	6	20	0	80	100
M	JMC	1	03	Film and Television Studies	4	1	1	6	20	0	80	100
M	JMC	1	04	Convergence Media	4	1	1	6	20	0	80	100
M	JMC	2	01	Advertising and Online Promotion	4	1	1	6	20	0	80	100
M	JMC	2	02	Broadcast and Social Media Journalism	4	1	1	6	20	0	80	100
M	JMC	3	01	Communication Research	5	1	0	6	20	0	80	100
M	JMC	3	02	Public Relations and Public Opinion in Digital Age	4	1	1	6	20	0	80	100
M	JMC	4	01	Media Ethics, Laws and Development	5	1	0	6	20	0	80	100
M	JMC	4	02	Visual Communication and Design	4	1	1	6	20	0	80	100

Skill Enhancement Core Courses

Semester-I												
M	JMC	1	05	Value-added Communication Practice-1	0	1	3	4	20	80	0	100
Semester-II												
M	JMC	2	03	Value-added Communication Practice-2	0	2	4	6	20	80	0	100
Semester-III												
M	JMC	3	03	Audio-Video Production	4	1	1	6	20	80	0	100
Semester-IV												
M	JMC	4	03	Dissertation	0	1	3	4	20	80	0	100
M	JMC	4	04	Major Project	0	0	4	4	20	80	0	100

Ability Enhancement Core Course

Course Code				Title of the course	Credits				Marks Distribution			
LE	SUB	SEM	NO.		L	T	P	TOT	IA	PR	ESE	TOT
M	JMC	3	04	Industry Internship	0	0	4	4	20	80	0	100

Discipline Specific Elective Courses

Semester-I												
M	JMC	1	06	Community and Community Media	3	1	0	4	20	0	80	100
Semester-II												
M	JMC	2	04	Development Communication	3	1	0	4	20	0	80	100
Semester-III												
M	JMC	3	05	Media and Cultural Studies	3	1	0	4	20	0	80	100
Semester-IV												
M	JMC	4	05	Comprehensive Viva Voce	0	0	4	4	0	100	0	100
M	JMC	4	06	Constitution, Human Rights and Journalism	3	1	0	4	0	100	0	100

Generic Elective Courses

Semester-II												
M	JMC	2	05	Basics of Convergence Media	4	0	0	4	20	0	80	100
Semester-IV												
M	JMC	4	07	Ethico-Legal Issues in Media	4	0	0	4	20	0	80	100

M.A. HISTORY

Sr.No.	Course Code	Course Title	Core/DSE/G E	Theory+ IA	Credits
SEMESTER-I (All 4 Core Courses)					
1	HIST 101	History and Historiography	Core	80+20	6
2	HIST 102	Ancient Societies	Core	80+20	6
3	HIST 103	Aspects of Medieval Society	Core	80+20	6
4	HIST 104	Aspects of Society and Culture in Early Modern Europe, c. 1450-1700	Core	80+20	6
SEMESTER-II (3 Core Courses+1GE=4Courses)					
1	HIST 221	History of Early India (upto c.AD1200)	Core	80+20	6
2	HIST 222	History of Medieval India (13 th to18 th Centuries)	Core	80+20	6
3	HIST 223	History of Modern India (1757-1947)	Core	80+20	6
4	GE-1			80+20	4
SEMESTER-III (3 Core Courses+1DSE=4 Courses (+IAEC o f NON CGPA)					
1	HIST 331	History of Ecology and Environment in India	Core	80+20	6
2	HIST 332	Modern World(c.1780to1950)	Core	80+20	6
3	HIST 334	Contemporary World(1945-2000)	Core	80+20	6
4	HIST 335C	Constitutional and Administrative History of India (1765-1947)	DSE	80+20	6
5	HIST 340	Research and Publication Ethics	AEC (Non CGPA)	80+20	2
SEMESTER-IV (DSE course 442+2DSE Courses from their specialization+1GE=4Courses)					
1	HIST 442	India Since Independence(1947-1990s)	DSE	80+20	6
DSE(One course from their specialization)					
2	HIST445C	Socialand Cultural Changesin Modern India	DSE	80+20	6
DSE(One course from their specialization)					
3	HIST 446C	Economic History of Modern India(1757-1947)	DSE	80+20	6
4	GE-2			80+20	4

Note : Select the Generic Course (GE-1 & GE-2) for 2nd & 4th Semesters from the list of Subjects given on page no. 49.

M.A. SOCIOLOGY

Semester	Course Code	Nature of Course	Course Name	Credits	Theory Contact Hours (L-5hrs/Tut.-1hr)		Marks Scheme	
					Lectures Credits	Tutorial (Seminar/ GD /Quiz) Credit	Theory	IA
I	SOC-C-101	DSC	Classical Sociological Tradition-I	6	5	1	80	20
	SOC-C-102	DSC	Methodology of Social Research	6	5	1	80	20
	SOC-C-103	DSC	Social Stratification and Change	6	5	1	80	20
	SOC-C-104	DSC	Sociology of Environment	6	5	1	80	20
	TotalCredits			24	20	4	Total Marks=400	
II	SOC-C-201	DSC	Classical Sociological Tradition-II	6	5	1	80	20
	SOC-C-202	DSC	Perspectives on Indian Society	6	5	1	80	20
	SOC-C-203	DSC	Sociology of Family, Marriage and Kinship	6	5	1	80	20
	SOC-O-204	GE	Social Demography (Not for Sociology Students)	4	4	-	80	20
	TotalCredits			22	19	3	Total Marks=400	
III	SOC-C-301	DSC	Theoretical Perspective in Sociology-I	6	5	1	80	20
	SOC-C-302	DSC	Sociology of Development	6	5	1	80	20
	SOC-C-303	DSC	Gender and Society	6	5	1	80	20
	SOC-C-304	AEC (Non-CGPA)	Social Statistics and Computer Analysis	4	4	-	80	20
	SOC-E-305	DSE-I	Rural Sociology	6	5	1	80	20
	Total Credits			24	20	4	Total Marks=400	
	Mandatory Non CGPA AEC			04	04	-	Total Marks=100	
	SOC-C-401	DSC	Theoretical Perspective in Sociology-II	6	5	1	80	20
	SOC-C-402	DSC	Comparative Sociology	6	5	1	80	20
	SOC-E-403	DSE-I	Social Psychology	6	5	1	80	20

IV	SOC-O-406	GE	Crime and Society (Not for Sociology Students)	4	4	-	80	20
	Total Credits			22	19	3	Total Marks=400	
Grand Total No.of Credits				92	78	14	Grand Total Marks =1600	

Note : Select the Generic Course (GE-1 & GE-2) for 2nd & 4th Semesters from the list of Subjects given on page no. 49.

MA HINDI

सेमेस्टर	कोर्स कोड	प्रश्नपत्रों के शीर्षक	क्रेडिट : व्याख्यान-5 घंटे प्रतिदिन अनुशिक्षण-1 घंटा प्रति सप्ताह	रेगुलर विद्यार्थियों हेतु अंक विभाजन: थ्योरी=80 आंतरिक मूल्यांकन: (समनुदेशन=10, प्रस्तुतिकरण=5 उपस्थिति= 5) =20	पत्राचार विद्यार्थियों हेतु अंक थ्योरी=80 आंतरिक मूल्यांकन समनुदेशन=20	प्राइवेट विद्यार्थियों हेतु अंक विभाजन=100
सेमेस्टर 1	MHIN 101	मध्यकालीन काव्य	5+1=6	80+20=100		100
	MHIN 102	हिन्दी साहित्य का इतिहास आदि, भक्ति एवं रीतिकाल	5+1=6	80+20=100		100
	MHIN 103	हिन्दी नाटक एवं उपन्यास	5+1=6	80+20=100		100
	MHIN 104	भाषा-विज्ञान	5+1=6	80+20=100		100
सेमेस्टर 2	MHIN 201	भक्ति एवं रीति-काव्य	5+1=6	80+20=100		100
	MHIN 202	हिन्दी साहित्य का इतिहास आधुनिक काल	5+1=6	80+20=100		100
	MHIN 203	आधुनिक गद्य साहित्य	5+1=6	80+20=100		100
	MHIN 204	हिन्दी भाषा एवं देवनागरी लिपि	5+1=6	80+20=100		100
	MHIN 205	मीडिया लेखन एवं हिन्दी पत्रकारिताGE-I (Not for Hindi Students)	04	80+20=100		100
सेमेस्टर 3	MHIN 301	भारतीय काव्य शास्त्र एवं साहित्यलोचन	5+1=6	80+20=100		100
	MHIN 302	अनुवाद विज्ञान	5+1=6	80+20=100		100
	MHIN 303	छायावादी काव्य	5+1=6	80+20=100		100
	MHIN 304	आधुनिक हिंदी उपन्यास (विकल्प दो)	5+1=6	80+20=100		100
	MHIN 305 AECC	हिन्दी साहित्य एवं पर्यावरण				
सेमेस्टर 4	MHIN 401	छायावादोत्तर काव्य	5+1=6	80+20=100		100
	MHIN 402	पाश्चात्य समीक्षा सिद्धांत	5+1=6	80+20=100		100
	MHIN 403	शोध प्रविधि	5+1=6	80+20=100		100
	MHIN 404	लोक साहित्य सैद्धांतिक विवेचन एवं प्रायोगिक आयाम	5+1=6	80+20=100		100

	MHIN 405	हिंदी साहित्य और सिनेमा (जेनरिक -II) (Not for Hindi Students)	04	80+20=100	100
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Note : Select the Generic Course (GE-1 & GE-2) for 2nd & 4th Semesters from the list of Subjects given on page no. 49.

M.B.A. (MASTER OF BUSINESS ADMINISTRATION)

SEMESTER	COURSE CODE	CORE COURSES	Credits
FIRST	101	Management Practices & Organizational Behaviour	4
	102	Business Statistics	4
	103	Managerial Economics	4
	104	Business Environment	4
	105	Indian Ethos & Business Ethics	4
	106	Accounting for Managers	4
		Total Credits 1st semester	24
SECOND	COURSE CODE	CORE COURSES	
	201	Organizational Change & Development	4
	202	Management Science	4
	203	Human Resource Management	4
	204	Financial Management	4
	205	Marketing Management	4
	206	Operations Management	4
	207	Research Methodology	4
		GENERIC ELECTIVE	
	MGT-GE-1	Fundamentals of Management (Not for MBA Students)	4
		Total Credits 2nd semester	32
THIRD	COURSE CODE	CORE COURSES	
	301	Strategic Analysis	4
	302	Entrepreneurship Development	4
		SKILL/ABILITY ENHANCEMENT COURSE	
	303	Executive and Business Skills	2
		ELECTIVE COURSE FOR DUAL SPECIALIZATIONS (SPECIFIC)	
	FM-01	Financial Institutions & Markets	4
	FM-02	Advanced Financial Management	4
	MM-01	Marketing Research	4
	MM-02	Strategic Marketing	4
	HRM-01	Industrial Relations	4
	HRM-02	Labour Legislations	4
		Total Credits 3rd semester	24
FOURTH	COURSECODE	CORECOURSES	
	401	Strategic Management	4
		GENERIC ELECTIVE	
	MGT-GE-2	Entrepreneurial Skills (Not for MBA students)	4
		INTERNSHIP/FIELD WORK/VIVA-VOCE	
	404	On-The-Job-Training/Internship Report	4
	405	Project Report	4
	406	Comprehensive Viva-Voce	4
		ELECTIVE COURSE FOR DUAL SPECIALIZATIONS (SPECIFIC)	
	FM-05	Investment Analysis & Portfolio Management	4
	FM-06	Project Planning, Analysis & Management	4
	MM-05	Advertising Management	4
	MM-06	Rural Marketing	4
	HRM-05	Industrial Psychology	4
	HRM-06	Strategic Human Resource Management	4
		Total Credits 4th semester	36
		Total Credits	114

Note : Select the Generic Course (GE-1 & GE-2) for 2nd & 4th Semesters from the list of Subjects given on page no. 49.

NOTE: - It is compulsory for students in MA/ M.Com./ MBA-2nd semester to choose an option of Generic subjects given below which must be different from the subjects they have taken up for their PG course. List of Generic Subjects offered by CDOE are as under: -

Sr. No.	Subject	Paper Code	Name of Generic Subject	Credit
(i)	Commerce	MC-GE-I	Organizational Behaviors & Development (Not for Commerce Students)	4
(ii)	Economics	ECON-125-GE	Fundamental Concepts in Economics (Not for Economics Students)	4
(iii)	Sociology	SOC-O-204GE	Social Demography (Not for Sociology Students)	4
(iv)	Hindi	MHIN-205-GE	Hindi Patrrakarita evm Media Lekhan (Not for Hindi Students)	4
(v)	Education	EDUGE301-GE	Pedagogy of Social Science (Not for Education Students)	4

NOTE: - It is compulsory for students in MA/ M.Com./ MBA-4th semester to choose an option of Generic subjects given below which must be different from the subjects they have taken up for their PG course. List of Generic Subjects offered by CDOE are as under: -

Sr. No.	Subject	Paper Code	Name of Generic Subject	Credit
(i)	Commerce	MC-GE-II	Indian Ethos, Life Skills and Business (Not for Commerce Students)	4
(ii)	Economics	ECON-246-GE	Economy of Himachal Pradesh (Not for Economics Students)	4
(iii)	Sociology	SOC-O-406-GE	Crime & Society (Not for Sociology Students)	4
(iv)	Hindi	MHIN-405-GE	Hindi Sahitya aur Cinema (Not for Hindi Students)	4
(v)	Education	EDUGE-302-GE	Pedagogy of Sciences (Not for Education Students)	4
(vi)	MA JMC	MJMC-22406	Ethico-Legal issues in Media (Not for MA JMC Students)	4
(vii)	Political Sci.	POLS-407-GE	International Political Economy (Not for Pol. Sc. Students)	4

STRUCTURE OF SYLLABUS FOR DIPLOMA COURSES

Course Name	Semester-I	Semester-II
Diploma in Computer Application	DCA-101 Problem Solving Using C	DCA-201 Computer Networks
	DCA-102 Office Applications	DCA-202 Internet Technology and Web Page Design
	DCA-103 Computer Fundamentals	DCA-203 Database Management System
	DCA-104 Operating System	DCA-204E-Commerce
	DCA-151 Lab-I(Problem Solving using C)	DCA-251Lab-III (Database Management System)
	DCA-152 Lab-II (Office Applications)	DCA-252Lab-IV(Internet Technology and Web Page Design)

Course Name	Semester-I	Semester-II
Diploma in Data Science	DDS-101 Fundamentals of Computer and Data Science	DDS-201 Statistics for Data Science
	DDS-102 Fundamentals of Programming Using C	DDS-202 Data Warehousing and Mining
	DDS-103DataStructure	DDS-203 Python for Data Analytics
	DDS-104 Database Management System	DDS-204R for Data Analytics
	DDS-151 Lab-I (Data Structure Using C Language)	DDS-251Lab-III (Python for Data Analytics)
	DDS-152 Lab-II (Database Management System)	DDS-252 Lab-IV (R for Data Analytics)
		DDS-253 Project Work

Course Name	One Year Diploma
Diploma in Yoga Studies	DYS-C101 Concept of Yoga and its Traditional Aspects
	DYS-C102 Foundations of Hathyoga and its Practices
	DYS-C103 Human Anatomy,Physiology,Diet and Yoga Therapy
	Practical -Shodan Kriyas, Asanas, Mudra-Bandha & Meditation
	Practical - Yogic Sukshma and Sthool Vyayam,Pranayama,Meditation and Viva

ELIGIBILITY CONDITIONS

ELIGIBILITY/QUALIFICATIONS FOR ADMISSION TO VARIOUS COURSES

B.A.

THREE-YEAR DEGREE COURSE

The following eligibility conditions are applicable for admission to B.A-1st Semester:

- a. A student who has passed 12th standard or equivalent examination in any stream from a recognised institution (UGC-CCFUGP: 3.2.3).
- b. Admission to the 3-year UG programme will be based on the preference of the Major, if any. In case a student does not want to opt for any major in the 3-year programmes they will be admitted based on their preferences for subject combinations.
- c. Admission to a discipline-specific course or major will be subject to the availability of the subject and the capacity of the college/department/centre.
- d. No student shall be eligible for admission to a Programme in any discipline unless he/she fulfils the prerequisites of courses as fixed by the university.

Note: Polytechnic Diploma holders seeking admission to the B.A. Programme are required to obtain an Equivalence certificate from the Himachal Pradesh Board of School Education (HP BOSE) Dharamshala certifying that their Diploma is equivalent to 10+2 of the HP Board.

B.COM

THREE-YEAR DEGREE COURSE

Admission to B.Com-1st semester shall be open to a person who has passed +2 examinations of a Board/University established by law in India with Maths/Economics as compulsory subjects at 10+2 stage.

OR

Senior Secondary School Certificate Examination (Class XII) of the Central Board of Secondary Education, New Delhi or an examination recognized as equivalent thereto with Maths/ Economics as compulsory subject. The aggregate marks required will be determined on the basis of one language and three other pass elective subjects.

OR

Pre-University examination (two years after ten-year schooling) with Maths/Economics as a compulsory subject of an Indian University/Board recognized by the H.P. University.

OR

Intermediate examination with Maths/Economics as a compulsory subject of an Indian University/Board or an examination equivalent thereto or Indian School Certificate Examination (Class XII) with Maths and Economics as compulsory subjects of the Council of Indian School Certificate Examination, New Delhi.

OR

Any examination of a University/Board College or School of a foreign country recognized as equivalent with Maths/Economics as a compulsory subject for the above purpose by the Vice- Chancellor/Equivalence Committee either of its own or on the recommendation of the Association of Indian Universities.

- The candidates who have passed the qualifying examination with commerce stream shall be given preference in admission to B.Com. Programme.

Note: Polytechnic Diploma holders seeking admission to the B.Com. Programme are required to obtain an Equivalence certificate from the Himachal Pradesh Board of School Education (HPBOSE) Dharamshala certifying that their Diploma is equivalent to 10+2 of the HP Board and that Mathematics or Economics was one of the subject studied.

Change in Correspondence Address

If any student wants to change his/ her address for correspondence, he/she can represent through an email on director.icdeol@gmail.com / directorcdohpu@gmail.com or can contact the concerned section on the contact numbers given below: -

CDOE Reception/Enquiry

: 0177 2833444, 2832239

Computer Centre, CDOE

: 0177 2833419 (for technical queries)

MASTER OF COMMERCE (M.COM)

B.Com. (old), B.Com. (RUSA) or Bachelor's degree in Business Administration or B.A. with Commerce or B.A./B. Sc./M.A./ M.Sc. degree with Economics/Statistics/Mathematics as one of the elective subjects.

OR

Degree of a foreign university which may be recognized as equivalent by the Vice-Chancellor with such conditions as he may impose regarding the additional courses of study which the candidate would be required to qualify for the degree.

Note: A student who has compartment/re-appear in B.A./B.Com. etc. will not be admitted to M.Com.

M.A (JMC)

Bachelor's Degree in any discipline recognized by the University.

MASTER OF BUSINESS ADMINISTRATION (MBA)

Admission to MBA shall be open to the holder of any Bachelor's degree of a University established by law in India, with at least 50% marks (45% marks in the case of Scheduled Caste/Scheduled Tribe candidates)

OR

The degree of a foreign university which may be recognized as equivalent for the purpose by the Vice-Chancellor with such conditions as he/ she may impose regarding the additional courses of study, which the candidate would be required to pass to qualify for the degree.

Note:

- 1. A student having compartment/reappear in Bachelor's Degree shall not be eligible for admission to MBA.**
- 2. As the number of seats has been restricted to 300, admission shall be made on the basis of merit at the qualifying examination. In case of a tie, the same shall be resolved as per University Rules. 120-point prescribed roster for admission shall be applicable for SC/ST/PH categories.**

MASTER OF ARTS

B.A./B.Sc./B.Com./B.Sc.(Agri.) /B.Sc. (Home Sc.) /B.Sc. in Hospitality and Hotel Management / MBBS / BAMS/GAMS/ B. Pharma / B.T. or B.Ed. / B. Lib. Sc. /B.L. /B.A.Sc. / B.E. / B.Tech./Vashista Shastri/BBA/ BCA of University established by Law in India or Honours Bachelor Degree.

Provided that for admission to Correspondence Courses, a student should have passed the qualifying examination and irrespective of the fact whether he/she has studied the subject chosen for Master of Arts studies at the qualifying examination or not.

Provided further that a candidate having passed LL.B./B.Ed. /M.Ed. in the second division or Master's Degree examination shall also be eligible for admission through correspondence course.

OR

A Bachelor's Degree of a University established by Law in India (with the subject of study for M.A./M.Sc. as one of the subjects) with a minimum of 48 credits in major subjects, 48 credits in two minor subjects, 9 credits in compulsory, 1 credit in GI & hobby with aggregate of 106 credits for the award of pass degree. In addition to this the minimum eligibility for admission to Postgraduate Course

will be 20-24 credits in the subject concerned in the Undergraduate Degree.

M.A. MUSIC

A candidate who has obtained Bachelor degree in Music (Vocal) shall be eligible for admission in M.A. (Vocal) and a candidate who has obtained Bachelor's degree in Music (Instrumental) shall be eligible for admission in M.A. Music (Instrumental).

OR

The candidates possessing Sangeet Visharad from Pracheen Kala Kendra, Chandigarh, or Sangeet Prabhakar from Prayag Sangeet Samiti, Prayagraj(Allahabad), alongwith B.A./B.Sc./B.Com. Or any other Bachelor's degree in any discipline from UGC recognized University, are eligible for admission to M.A. Music (Vocal/instrumental). This provision shall be applicable only to those candidates who have not studied Music as a subject at the Undergraduate level and shall be considered solely for admission purposes.

OR

Degree of a foreign University which may be recognized as equivalent for the purpose by the Vice-Chancellor with such conditions as he may impose regarding the additional courses of study, which the candidate would be required to pass to qualify for the degree.

OR

A Bachelor's Degree of a University established by Law in India (with the subject of study for M.A./M.Sc. as one of the subjects) with a minimum of 48 credits in major subjects, 48 credits in two minor subjects, 9 credits in compulsory, 1 credit in GI & hobby with aggregate of 106 credits for the award of pass degree. In addition to this, the minimum eligibility for admission to Postgraduate Course will be 20-24 credits in the subject concerned in the Undergraduate Degree.

DIPLOMA IN YOGA STUDIES (DYS)

A candidate possessing a graduate degree in any faculty from a recognized University in India or abroad shall be eligible for admission to the Diploma in Yoga Studies.

A candidate should be medically fit. A Medical Fitness Certificate in this regard issued from the government hospital shall be produced by the candidate.

DIPLOMA IN DATA SCIENCE (DDS)

Duration: One year

Eligibility: Graduation in any stream with 50% aggregate marks (45% for SC/ST/PWD).

DIPLOMA IN COMPUTER APPLICATIONS (DCA)

Duration: One year

Eligibility: 10+2 in any stream with 50% aggregate marks (45% for SC/ST/PWD)

ADMISSION PROCEDURE AND RULES

The CDOE offers online admission facility through the University website www.hpuniv.ac.in. or students may directly go to the link <https://nadmission.hpshimla.in>. The candidates submitting the Admission Form through this system can download the Handbook of Information free of cost from CDOE website www.hpuniv.ac.in. However, an amount of Rs. 500 is charged as Prospectus fee (non-refundable).

NOTE: - It is mandatory for all students to create their ABC-ID (Academic Bank of Credit) and DEB-ID before getting registered for fresh admission.

- Students can register on ABC Portal through the link-<https://www.abc.gov.in/>
- YouTube link for how to create ABC ID-<https://www.youtube.com/watch?v=Gw3DUHaJg1c>
- Link to create DEB ID-<https://deb.ugc.ac.in/StudentDeBID>

Note:-The applicant must provide his/her mobile number and E-mail ID for the purpose of admission.

ABOUT ADMISSION FORM

All the admissions are made Online by filling Online Admission Form. The procedure of filling the online application form is mentioned below:

(A) Instructions for filling the ONLINE ADMISSION FORM :

1. Before selecting a programme/course for which you wish to apply, carefully read the document titled "**Guidelines/Steps to Fill the Online Admission Form**", available at the following link: https://nadmissions.hpshimla.in/HPU_DOCUMENTS/ICDEOL_admission_steps.pdf, before filling the Online Admission Form.
2. Select the **Programme/Course** for which you intend to seek admission.
3. Complete the Online Admission Form by providing the required information under the following sections:
 - Personal Information
 - Educational Qualifications and Document Details
 - Territorial Jurisdiction Certificate (Annexure-III), which is mandatory only for applicants who have obtained their Graduation degree through the Open and Distance Learning (ODL) mode from an institution outside the State of Himachal Pradesh, wherever applicable.
 - Application Summary

● Payment

4. Upload all the prescribed documents in the specified format and ensure that the information furnished is complete and accurate (**size of the uploaded photo should be upto 50 kb and document upto 200kb**)
5. Verify all the particulars entered in the application form before final submission. Once submitted, the application may not be available for editing.
6. Submit the Online Admission Form and retain a copy of the submitted application and payment receipt for future reference.

(B) PAYMENT OPTION: Registered candidate may deposit fee by any of the following modes of payment:

- a. NET BANKING
- b. DEBIT CARD
- c. CREDIT CARD
- d. UPI Mode

NOTE:-Prospectus Fee and Counseling Fee (if in any Course) will be charged from the students through online mode. After submission of Prospectus Fee and Counseling Fee (if in any Course), the concerned branch will verify the uploaded documents. After that the candidates have to deposit the programme fees. Kindly check the website regularly i.e. www.hpuniv.ac.in. Or <https://www.hpuniv.ac.in/university-detail/home.php?icdeol> for any updates related to the course.

Note:-

- 1) Create an email account if you don't have one.
- 2) You must give a mobile number in basic details. If you don't have a mobile number, please enter your guardian's mobile number for future correspondence in this regard.
- 3) All mandatory fields in the online admission form are marked with red asterisk (*).

1. B.A./B.Com. 1st Semester			
Last Date for online Registration		-	20.08.2026
Submission of Fees		-	within 05 Days of RME Registration
2. M.A./M.Com./MA(JMC)/DYS/DDS/DCA			
Last Date for online registration		-	20.08.2026
Submission of fees		-	within 05 Days of RME Registration

Note:-Students are advised to consult/visit the website i.e. www.hpuniv.ac.in and www.hpuniv.ac.in/university-detail/home.php?icdeol for latest news/information from time to time.

REFUSAL OF ADMISSION

- Notwithstanding anything contained in the rules, a student shall be refused admission if his/her conduct during any previous stay in the University has been unsatisfactory.
- A student who has been expelled or rusticated shall not be admitted to any course of study without the prior approval of the Vice-Chancellor.
- A student disqualified by any University shall not be given admission during the period of his/her disqualification.
- Admission of a student can be cancelled if at any time it is found that he/she has furnished incorrect information or has suppressed facts to secure admission.

CANCELLATION OF ADMISSION

If a student does not comply with the directions/instructions/requirements within a period specified by the CDOE his /her admission shall be cancelled.

Admission of a student shall be cancelled straightway without assigning any reasons: - If he/she misbehaves or does not observe decorum or indulges in disrupting the functioning of CDOE and/ or the University in speeches or in writing without any valid reasons and in case it is found at some later stage that the candidate has supplied the wrong information or fake certificate, the fee paid by the candidate will be forfeited.

FEE STRUCTURE FOR SESSION 2026-27 (BEGINNING AUGUST 2026)

Sr.No	Courses-Name	Fee
1	B.A-I-Year (Other Students)	6740
	B.A-I-Year(IRDP-BPL)	6490
	B.A-II-Year(Other Students)	5340
	B.A-II-Year(IRDP-BPL)	5090
	B.A-III-Year(Other Students)	5340
	B.A-III-Year(IRDP-BPL)	5090
2	B.Com-I-Year (Other Students)	7520
	B.Com-I-Year(IRDP-BPL)	7270
	B.Com-II-Year(Other Students)	6120
	B.Com-II-Year(IRDP-BPL)	5870
	B.Com-III-Year(Other Students)	6120
	B.Com-III-Year(IRDP-BPL)	5870
3	All M.A's -I,III Sem(Other Students)	4790
	All M.A's -I,III Sem(IRDP-BPL)	4540
	All M.A's -II,IV Sem	4290
4	M.A -(JMC) I,III Sem(Other Students)	7900
	M.A -(JMC)I,III Sem(IRDP-BPL)	7650
	M.A -(JMC)II,IV Sem	7400

5	M.A -(Music) I,III Sem(Other Students)	15800
	M.A -(Music)I,III Sem(IRDP-BPL)	15550
	M.A -(Music) II,IV Sem	15300
6	M.A -(Education) I,III Sem(Other Students)	6090
	M.A -(Education)I,III Sem(IRDP-BPL)	5840
	M.A -(Education) II,IV Sem	5590
7	M.Com I,III Sem(Other Students)	5180
	M.Com I,III Sem(IRDP-BPL)	4930
	M.A -II,IV Sem	4680
8	MBA I,III Sem(Other Students)	18800
	MBA I,III Sem(IRDP-BPL)	18550
	MBA -II,IV Sem	18300
*	MBA_I-Sem MBA_III-Sem (Ward of HPU Employees) (Other Students)	16800
	MBA_II-Sem MBA_IV-Sem	16300
9	B.Ed I-Year(Other Students)	25660
	B.Ed I-Year(IRDP-BPL)	25410
	B.Ed II-Year(Other Students)	25660
	B.Ed II-Year(IRDP-BPL)	25410
10	Diploma Yoga Studies (Annual System)/Other Students	21600
	Diploma Yoga Studies (Annual System)/IRDP/BPL	21350
11	Diploma Data Scienc-I Sem(Other Students)	10600
	Diploma Data Science-I Sem(IRDP/BPL)	10350
	Diploma Data Science-II Sem	10100
12	Diploma Computer Application-I Sem(Other Students)	10600
	Diploma Computer Application-I Sem(IRDP/BPL)	10350
	Diploma Computer Application-II Sem	10100

Notes:

- 1) The above fee structure includes only admission fee, tuition fee, PCP fee etc. The examination & HPU registration fee shall be charged by the Controller of Examinations, H.P.University at the time of filling online RME/ examination form.
- 2) The fee will be deposited only through online mode.
- 3) Students of M.Com (4th semester) for the course MC 405 and from MBA students (4th semester) for the course MBA 405 shall have to deposit fee of Rs 1000/- through online mode on account of Project report.

4) The fee structure is subject to revision from time to time. The revised fee, if any, shall be applicable for the relevant session/semester.

CONCESSIONS:

1. **For Disabled Students:** As per the orders of the Hon'ble High Court CWPIL No. 30, 2011, the students with special needs with more than 40% disability admitted to any course of study running in the H. P. University Shimla-5, will not be charged any fees.
2. **SC/ST and Girls Students:** The Himachali Candidates belonging to the SC/ST Categories and Women candidates of Himachal Pradesh will be allowed to enrol with CDOE in **B.A.** only by paying a fee of Rs.800/-as CDOE PCP fee and a fee of Rs. 800 for the study material (SLM) per semester. Such candidates shall be considered the students of CDOE for all purposes. However, no fee concession or relaxation shall be applicable to the B. Com. Programme, irrespective of category (SC/ST/OBC) or gender (boys or girls).
3. **In MBA Programme,** 50% of tuition fee will be refunded in the favour of wards of the University Employee as per EC decision vide item no. 9 dated 20/07/2022

Note: - The above fee is subject to revision from time to time. The revised fee, if any shall be applicable for the current academic session.

NOTE: For **renewal** candidates the late fee in different slabs on the last date (at 04:30 PM) of depositing Admission/ Course fee in UG/PG/ Diploma courses as per EC decision vide Resolution No. 13 dated 30/05/2022 is as here under.

- (I) Late fee for 1st fortnight after the last date is over -**Rs.500**
- (II) Late fee for next fortnight- **Rs.1000**
- (III) Late fee with the approval of Vice Chancellor (15 days before the commencement of Examination)-**Rs.1500**

REFUND OF FEE

If a student chooses to withdraw from the programme of study in which he/ she is enrolled, the institution concerned shall follow the five tier system given below for the refund of fee as per UGC guidelines: -

Category	Percentage of Refund of Fee	Point of Time when notice of withdrawal of admission is received in the HEI
(1)	100%	15 Days or more before the formally notified last date of admission
(2)	90%	Less than 15 Days before the formally notified last date of admission
(3)	80%	15 Days or less after the formally notified last date of admission
(4)	50%	30 Days or less but more than 15 days after formally notified last date of admission
(5)	00%	More than 30 Days after formally notified last date of admission

Deposited fee cannot be adjusted in subsequent year/semester. Also, no refund is permissible on any grounds if a student discontinues studies or is declared ineligible to appear in the examination or fails to appear in the examination.

PERSONAL CONTACT PROGRAMMES & ASSIGNMENTS

The Self Learning Study Material is meaningfully supplemented with properly planned and organized personal contact programmes. As a very important strategy of face-to-face classroom teaching, the interactions during personal contact programmes benefit students immensely.

DURATION OF PERSONAL CONTACT PROGRAMMES

B.A./B.Com. (each semester)	Seven days
M.A. (each semester)	Seven days
M.A. Music (each semester)	Ten days(compulsory)
M.Com. (each Semester)	Seven days
M.A.JMC (each Semester)	Seven days
MBA (each semester)	Seven days
Diploma in Yoga Studies (Annual)	Twenty days (compulsory)
Diploma in Data Science (each semester)	Ten days (compulsory)
Diploma in Computer Applications (each semester)	Ten days (compulsory)

Note:-In the Subjects where Personal Contact Programmes are compulsory, 75% attendance is mandatory.

ASSIGNMENTS:

Note1: Assignments are compulsory. The students of CDOE enrolled in UG/PG/Diploma courses must attempt the assignments and send them to the Director, CDOE, H.P.University, Shimla.

Note2: Students will have to submit assignments within 10 days after completion of PCP, furnishing the following information: Name, Roll Number, Course, and Semester & Subject.

Note3: Admit Cards will be generated only after the submission of assignments and uploading of Internal Assessment.

Note-4: After due date of submission, assignments may be submitted by the students with the approval of the Director, CDOE.

LEARNING SUPPORT CENTRES

For UG/PG and Diploma Courses:-

1. Govt. College Rampur Bushahr, Distt. Shimla (H.P.)
2. NSCB Govt. College Hamirpur, Distt. Hamirpur (H.P.)
3. PG Govt.Degree College, Nahan, Distt. Sirmaur (H.P.)
4. HPU Regional Centre Khaniyara Dharmshala, Distt. Kangra (H.P.)
5. Vallabh Govt. College Mandi, Distt. Mandi (H.P.)

INFORMATION REGARDING EXAMINATIONS

List of examinations centers for UG and PG/Diploma courses is available on the website www.hpuniv.ac.in.

TENTATIVE EXAMINATION CENTRES FOR UNDER GRADUATE CLASSES

District Bilaspur

1. Govt. College Bilaspur (HP) for regular/ICDEOL Students.
2. Swami Vivekanand Govt. College Ghumarwin, Distt. Bilaspur, H.P. for regular/ICDEOL students.
3. Govt. College Jhanduta, Distt. Bilaspur (HP) for regular/ICDEOL students.
4. Govt. College Jukhala, Distt. Bilaspur (HP) for regular/ICDOL students.
5. Govt. College Shri Naina Devi Ji, Distt. Bilaspur (HP) for regular students.

District Hamirpur

6. Govt. College Barsar, Tehsil Barsar, Distt. Hamirpur (HP) for regular/ICDEOL students.
7. Govt. College Bhoranj (Tarakwari), Distt. Hamirpur (HP) for regular/ICDEOL and for regular students of Maharani Laxmi Bai Kanya Mahavidyalya Bhareri, Distt. Hamirpur (HP).
8. B.B.N. College Chakmoh, Distt. Hamirpur (HP) for regular students.
9. Gautam Girls College, Hamirpur, Distt. Hamirpur (HP) for regular students.
10. Govt. College, Hamirpur (HP) for regular/ICDEOL students.
11. Sidharth Govt. College, Nadaun, Distt. Hamirpur (HP) for regular/ICDEOL students.
12. Thakur Jagdev Chand Govt. College, Sujampur-Tihra, Distt. Hamirpur (HP) for regular/ICDEOL
13. Govt. College Dhaneta, Distt. Hamirpur (HP) for regular college students.

District Kinnaur

14. Govt. College Reckong Peo, Distt. Kinnaur (HP) for regular/ICDEOL students.

District Shimla

15. St. Bede's College, Shimla for regular students of the college.
16. H.P University Centre for Evening Studies, Shimla for regular students of the college.
17. Centre of Excellence Govt. College Sanjauli, Shimla-6 (HP) for regular/ICDEOL (250 students).
18. Govt. College Chail Koti, Distt. Shimla, H.P for regular college students.
19. Rajkiya kanya Mahavidyalya (R.K.M.V) Shimla (HP) for regular/ICDEOL (250 students)
20. Rajiv Gandhi Memorial Govt. College Chaura Maidan (Kotshera), Distt. Shimla-4 (HP) for regular/ICDEOL (150 students).
21. D.A.V College Kotkhai, Distt. Shimla (HP) for regular students of the college.
22. Govt. College Kumarsain, Distt. Shimla, H.P. for regular/ICDEOL students.
23. Govt. College Nankhari, Distt. Shimla, H.P. for B.A. regular/ICDEOL students.
24. Govt. College Nerwa, Tehsil Chopal, Distt. Shimla, H.P. for regular/ICDEOL students.

25. Govt. College Rampur Bushehar, Distt. Shimla, (HP) 172001 for regular/ICDEOL students.
26. Govt. College Saraswati Nagar, Sawara, Distt. Shimla, H.P. for regular/ICDEOL students.
27. Govt. College Seema, Distt. Shimla, H.P. for regular/ICDEOL students.
28. Govt. College Sunni, Distt. Shimla, H.P. for regular/ICDEOL students.
29. Govt. College Theog, Distt. Shimla, H.P. for regular/ICDEOL students.
30. Govt. College Dhama at 16 miles, Distt. Shimla, H.P. for regular college students.
31. Govt. College Tikkar, Distt. Shimla, H.P. for regular college students.
32. Govt. College Chopal, Distt. Shimla, H.P. for regular college students.

District Sirmour

33. Govt. College Haripurthar, Distt. Sirmour, H.P. for regular/ICDEOL students.
34. Govt. College Nahan, Distt. Sirmour, H.P. for regular/ICDEOL students.
35. Govt. Degree College Shri Renuka Ji (Dadahu), Tesil Nahan, Distt. Sirmour (HP) for regular students of the college.
36. Guru Govind Singh Memorial Govt. College Paonta Sahib, Distt. Sirmour, H.P. for regular/ICDEOL.
37. B.K.D. Degree College for Women Paonta Sahib, Distt. Sirmour (HP) for regular college students.
38. Govt. College Bharali, Anjbhoj Transgiri Area, P.O. Nagheta, Distt. Sirmour, H.P. for regular students.
39. Govt. College Rajgarh, Distt. Sirmour, H.P. for regular/ICDEOL students.
40. Govt. College Sangrah, Distt. Sirmour, H.P. for regular/ICDEOL students.
41. Govt. College Sarahan, Distt. Sirmour, H.P. for regular/ICDEOL students.
42. Govt. College Shillai, Distt. Sirmour, H.P. for regular/ICDEOL students.
43. Govt. College Kafota, Distt. Sirmour, H.P. for regular college students.
44. Govt. Degree College, Shri Renuka Ji, Dadahu, Sirmour
45. Govt. College Ronhat, Distt. Sirmour, H.P. for regular students.

District Solan

46. Govt. College Arki, Distt. Solan, H.P. for regular/ICDEOL students.
47. Govt. College Dharampur, Distt. Solan, H.P. for regular/ICDEOL students.
48. Govt. College Diggai, Distt. Solan, H.P. for regular college students.
49. Govt. College Nalagarh, Distt. Solan, H.P. for regular/ICDEOL students.
50. Govt. College Barotiwala, Distt. Solan, H.P. for regular college students.
51. Govt. College Solan, H.P. for the regular/ICDEOL/Sai Institute of Higher Education Damrog, P.O. Shamati, Solan (HP) and B.Sc. (Hons.) Microbiology & Biotechnology students of Shoolini Institute of Life Sciences and Business Management, Anand Campus, The Mall, Solan, H.P.
52. G.G.D.S.D College Subathu, Distt. Solan (H.P) for regular/ICDEOL students.
53. Govt. College Kandaghat, Distt. Solan, H.P. for regular college students.

54. Govt. Degree College Jainagar, Distt. Solan, H.P. for regular college students.
55. Govt. Degree College Darlaghat, Distt. Solan, H.P. for regular college students.
56. Govt. Degree College Ramshahar, Distt. Solan, H.P. for regular college students.

District Una

57. M.P. Govt. College Amb, Distt. Una (HP) 177203 for regular/ICDEOL students.
58. Swamy Vivekanand Degree College Chintpurni, Distt. Kangra, H.P. for regular college students.
59. Govt. College Bangana, Distt. Una (HP) for regular/ICDEOL students.
60. Govt. College Chowkimanar, Tehsil Bangana, Distt. Una (HP) for regular college students.
61. Govt. Gujjar College Beatan, Distt. Una (HP) for regular/ICDEOL students.
62. S.V.S.D. College Bhatoli, Distt. Una (HP) for regular/ICDEOL students.
63. Govt. College Daulatpur Chowk, Distt. Una (HP) for regular/ICDEOL students.
64. Govt. college Kotla Khurd, Distt. Una (HP) for regular college students.
65. Govt. College Khad, Tehsil Amb, Distt. Una (HP) for regular college students.
66. Govt. College Una (HP) for regular/ICDEOL students.
67. Govt. College Haroli, Distt. Una (HP) for regular college students.

District Chamba

68. DAV College Banikhet, Distt. Chamba (HP) for regular college students.
69. Govt. College Bharmour, Distt. Chamba (HP) for regular/ICDEOL students.
70. Govt. College Chamba (HP) for regular/ICDEOL students.
80. Govt. College Chowari, Distt. Chamba (HP) for regular/ICDEOL students.
81. Govt. College Pangti at Killar, Distt. Chamba (HP) for regular/ICDEOL students.
82. Govt. College Salooni, Distt. Chamba (HP) for regular/ICDEOL students.
83. Govt. College Tissa, Distt. Chamba (HP) for regular/ICDEOL students.
84. Govt. College Sihunta, Teh . Batiyat, Distt. Chamba (HP) for regular college students.
85. Govt. College Lylh Kothi, Distt. Chamba (HP) for regular college students.
86. Govt. College Bhalei, Distt. Chamba (HP) for regular college students.
87. Govt. College Telka, Distt. Chamba (HP) for regular college students.

District Kangra

88. Pt. Sant Ram Govt. College Baijnath, Distt. Kangra (HP) for regular/ICDEOL students.
89. Pt. Anant Ram S.D. Govt College Baroh, Distt . Kangra (HP) only for regular college students.
90. W.R.S. Govt Dehri, Distt. Kangra (HP) for regular/ICDEOL students.
91. Govt. College Dhaliara, Distt. Kangra (HP) for regular/ICDEOL students.
92. Govt. College Dadasiba, Distt. Kangra (HP) for regular college students.
93. Govt. College Jandaur, Teh . Kotla Beher, Distt. Kangra (HP) for regular college students.
94. Govt. College Dharmshala, Distt. Kangra (HP) for regular/ICDEOL students.
95. Govt. College Lanj, Distt. Kangra (HP) for B.A./B. Com for regular/ICDEOL students.

96. Govt. College Shahpur, Distt. Kangra (HP) for regular/ICDEOL students.
97. Govt. College Haripur (Guler), Distt. Kangra (HP) for regular/ICDEOL students.
98. Govt. College Indora, Distt. Kangra (HP) for regular/ICDEOL students.
99. Kanwar Durga Chand Memorial Govt. College Jaisinghpur, Distt. Kangra (HP) for regular/ICDEOL students.
100. Govt. College Jawalaji, Jawalamukhi, Distt. Kangra (HP) for regular college students.
101. DAV College Kangra (HP) for regular college students.
102. Govt. College Khundian, Distt. Kangra (HP) for regular/ICDEOL students.
103. F.D. Degree College Mand Miani, Distt. Kangra (HP) for regular students fo the college only.
104. Govt. College Nagrota Bagwan, Distt. Kangra (HP) for regular/ICDEOL students.
105. Govt. College Takipur, Distt. Kangra (HP) for regular college students.
106. Govt. College Nagrota Surian, Distt. Kangra (HP) for B.A./B. Com regular/ICDEOL students.
107. Govt. College Naura, Distt. Kangra (HP) for regular/ICDEOL students.
108. Govt. Arya Degree College Nurpur, Distt. Kangra (HP) for regular/ICDEOL students.
109. S.C.V.B Govt. College Palampur, Distt. Kangra (HP) for regular/ICDEOL students.
110. K.L.B. DAV College Palampur, Distt. Kangra (HP) for regular/ICDEOL students.
111. G.G.D.S.D. College Rajpur (Palampur), Distt. Kangra(HP) for regular college students.
112. S.V.N.G. Govt. College Shrivnagarm, Via Khera, Tehsil Jaisinghpur, Distt. Kangra (HP) for regular/ICDEOL students.
113. D.D.M.P. College, Sugh Bhatoli, Distt. Kangra (HP) for regular college students.
114. Govt. College Thural, Distt. Kangra (HP) for regular/ICDEOL students.
115. Govt. College Rey, Distt. Kangra (HP) for regular college students.
116. Govt. College Rakkar, Distt. Kangra (HP) for regular college students.
117. Govt. College Dehra, Distt. Kangra (HP) for regular college students.
118. Govt. Degree College Matour, Distt. Kangra (HP) for regular college students.
119. Govt. Degree College Multhan, Choota Bhangal Area, Distt. Kangra (HP) for regular college students.

District Kullu

120. Govt. College Anni at Haripur, Distt. Kullu (HP) for regular/ICDEOL students.
121. Govt. College Banjar, Distt. Kullu (HP) for regular/ICDEOL students.
122. Govt. College Gadagusain, Distt. Kullu (HP) for B.A regular/ICDEOL students.
123. Govt. College Haripur at Manali, Distt. Kullu (HP) for regular/ICDEOL students.
124. Govt. College Kullu (HP) for regular/ICDEOL students.
125. Govt. College Sainj, Distt. Kullu (HP) for regular college students.
126. Govt. College Nirmand, Distt. Kullu (HP) for regular college students.

District Mandi

127. Govt. College Bassa (Gohar), Distt. Mandi (HP) for regular/ICDEOL students.
128. Govt. College Baldwara, Distt. Mandi (HP) for regular college students.
129. Govt. College Drang at Narla, Distt. Mandi (HP) for regular/ICDEOL students.
130. Govt. College Dharampur, Distt. Mandi (HP) for regular/ICDEOL students.
131. R.G.M. Govt. College Jogindernagar Distt. Mandi (HP) for regular/ICDEOL students.
132. Govt. College Karsog, Distt. Mandi (HP) for regular/ICDEOL students.
133. Govt. College Lad Bharol, Distt. Mandi (HP) for B.A. regular/ICDEOL students.
134. Vallabh Govt. College Mandi (HP) for regular/ICDEOL students.
135. Govt. College Nihri, Distt. Mandi (HP) for regular/ICDEOL students.
136. Govt. College Panarsa, Distt. Mandi (HP) for regular/ICDEOL students.
137. Govt. College Riwalas, Distt. Mandi (HP) for B.A. regular/ICDEOL students.
138. Govt. College Sandhol, Distt. Mandi (HP) for regular/ICDEOL students.
139. Govt. College Saraj at Lambathach, Distt. Mandi (HP) for regular/ICDEOL students.
140. Govt. College Sarkaghat, Distt. Mandi (HP) for regular/ICDEOL students.
141. M.L.S.M. College Sundernagar, Distt. Mandi (HP) for regular/ICDEOL students.
142. Govt. College Kotli, Distt. Mandi (HP) for regular college students.
143. Govt. Degree College Dehar, Distt. Mandi (HP) for regular college students.

TENTATIVE EXAMINATION CENTRES FOR POST GRADUATE CLASSES

Sr.No.	Name of the Institution/Examination Centre
1	Shimla (the centres will be allotted at the time of issuance of Roll No's)
2	H.P.University Centre for Evening Studies, The Mall, Shimla-171001 for II/IV semesters examinations for regular college students and also for M.A.English, M.Com. M.Sc.Botany, Zoology II/IV semesters, regular students of St. Bede's College, Shimla-171002.
3	Indian Institute of Education, Hari Devi, Ghanahatti, Shimla-171011 for LL.B. II/IV/VI regular students of the Institute
4	Govt. College Seema (Rohroo), Distt. Shimla for II/IV semesters
5	Govt. College Rampur-Bushehar, Distt. Shimla for all semesters and also for M.Sc. Botany, Zoology, Physics, Chemistry, Geography.
6	Lal Bahadur Shastri Govt. Degree College Sarswati nagar, Distt. Shimla for M.A History, Hindi & Political Science II/IV Semester
7	Govt. College Nerwa, Distt. Shimla for M.A Political Science, M.Com & English II/IV Semester
8	Govt. College Solan, Distt. Solan for all semesters and also for M.Sc. Botany, Zoology, Chemistry, Biotechnology, Microbiology, MTTM

9	Govt. College Nalagarh, District Solan for II/IV semesters and also for M.Sc. Chemistry & LLB
10	Govt. College Nahan, Distt. Sirmour for all semesters and also for MBA.
11	H.P. College of Law Education, Kala Amb, District Sirmour for LL.B
12	Guru Govind Singh Memorial Govt. College Paonta Sahib, Distt. Sirmour, H.P. for II/IV Semester
13	Govt. College Shillai, Distt. Sirmour only for M.A. English, Hindi, Political Science & History II/IV semester
14	Govt. College Bilaspur, Distt. Bilaspur for all semesters and also for M.Sc. Physics & Chemistry
15	Swami Vivekan and Govt. College Ghumarwin, Distt. Bilaspur, H.P. for all Semesters and also for M.Sc. Botany, Zoology, Physics & Chemistry
16	NSCBM Govt. College Hamirpur, Distt. Hamirpur for all semesters and also for M.Sc. Botany, Zoology, Physics, Chemistry, MBA & M.A Music
17	Gautam Girls College Hamirpur, Distt. Hamirpur for M.Sc. Physics/Chemistry/Botany/Zoology/BHMA and also for MA II/IV semesters
18	Baba Balak Nath (B.B.N.) College Chakmoh, Distt. Hamirpur for II/IV semester
19	DDM Sai Law College of Education, Killar, Nadaun, District Hamirpur for LL.B.
20	Govt. College Una, Distt. Una for all semesters and also for the students of Govt. College Beetan of M.A English, LLB
21	Govt. College Amb, Distt. Una for II/IV Semester
22	S.V.S.D. Degree College Bhatoli, District Una for M.Com. & M.A./M.Sc. Mathematics II/IV semesters
23	Govt. College Daulatpur Chowk, Distt. Una for II/IV semester
24	Govt. College Bangana for M.Com, M.A. Hindi, English for II/IV Semester.
25	Vallabh Govt. College Mandi, Distt. Mandi for IV semesters regular/re-appear and I/II/III semester re-appear and also for M.Sc. Botany, Zoology, Physics, Chemistry, MBA, M.A Music & Education IV semester regular/re-appear and I/II/III semester re-appear & also for the students of ICDEOL under CBCS
26	Govt. College Arki, Distt. Solan, H.P. for regular/ICDEOL students.

27	Govt. College Karsog, Distt. Mandi, H.P. for IV semesters regular/re-appear and II semester re-appear
28	H.P.University Regional Centre Khaniyara, Mohli, Dharamshala, Distt. Kangra for all semesters for the students of Regional Centre/ICDEOL and also for MCA, MA Education, MBA, M.Sc.Geology, LLB
29	MCM.D.A.V. College Kangra, Distt. Kangra for M.Sc.Physics/ Chemistry /Mathematics / Botany/ Zoology/ English/ M. Com for IV semesters regular/re-appear and I/II/III semester re-appear.
30	Govt. College Dharamshala, Distt. Kangra for IV semesters regular/re-appear and I/II/III semester re-appear and also for M.Sc. Chemistry Geography & M.A Music, IV semesters regular/re-appear and I/II/III semester re-appear & also for the students of ICDEOL under CBCS
31	S.C.V.B. Govt. College Palampur, Distt. Kangra for IV semesters regular/re-appear and II semester re-appear.
32	Govt. College Nagrota Bagwan, Distt. Kangra, H.P.for M.A. English/M.Com./Mathematics. IV semesters regular/re-appear and II semester re-appear.
33	Govt. College Dhaliara, Distt. Kangra for IV semesters regular/re-appear and I/II/III semester re-appear & MBA and also for M.Sc. Physics, Chemistry Mathematics, Botany, Zoology & M. Com IV semesters regular/re-appear and I/II/III semester re-appear
34	W.R.S. Govt. PG College Dehri, Tehsil Nurpur, Distt. Kangra for IV semesters regular/re-appear and I/II/III semester re-appear and also for M.Sc. Physics IV semesters regular/re-appear and I/II/III semester re-appear and also for the students of M.Sc. Mathematics of Govt. College Indora, Distt. Kangra
35	Govt. College Nurpur, Distt. Kangra for IV semesters regular/re-appear and II semester re-appear
36	Govt. College Baijnath, Distt. Kangra, H.P. for IV semesters regular/re-appear and II semester re-appear
37	K.L.B. D.A.V. College, Palampur, Distt. Kangra (HP) M.A./M. Com IV semesters regular/re-appear and II semester re-appear private students
38	Govt. College Kullu, Distt. Kullu for IV semesters regular/re-appear and I/II/III semester re-appear and also for the students of JLNGC Haripur

	Manali for M.A. Political Science & also for the students of ICDEOL under CBCS
39	Govt. College Reckong Peo, for II/IV semesters
40	Govt. College Chamba, Distt. Chamba for IV semesters regular/re-appear and I/II/III semester re-appear & also for the students of ICDEOL under CBCS
41	BTC DAV College Banikhet, Distt. Chamba for M.Sc. Physics & Chemistry for IV semesters regular/re-appear and I/II/III semester re-appear

Note: -The Controller of Examination reserves the rights to create, close/allotment of Examination Centres depending upon the strength of the students.

SCHEME OF EXAMINATION

FOR B.A./B.COM.:

Each academic year shall comprise of two semesters:

1st/3rd/5th Semesters: From July to December 2026

2nd/4th/6th Semesters: From January to June 2027

End Semester Examination may be held in the months of October/ November and April/May.

FOR POSTGRADUATE AND DIPLOMA COURSES

1st/3rd Semesters: From July to December 2026

2nd/4th Semesters: From January to June 2027

End Semester Examination may be held in the months of November/ December and May/June

ONLINE EXAMINATION FORM

The students of UG/PG/Diploma Classes have to fill the online examination form which is available on Himachal Pradesh University website www.hpuniv.ac.in or they may proceed directly go to the link <https://nexams.hpuniv.ac.in>. It is the responsibility of the student to download admit card.

- The examination fee is subject to revision from time to time. The revised fee, if any, shall be applicable for the relevant session/semester.
- Late examination fee as per schedule notified by the Controller of Examinations for various classes from time to time shall also be charged.

UNIVERSITY EXAMINATIONS

The CDOE is an institution owned and controlled by authority of Himachal Pradesh University. The examination in respect of the CDOE student is conducted by the University. All matters relating to the

examination, i.e. result, marks-sheet, degree etc. are dealt with by the Controller of the Examination. **Representations/ applications in this regard, if any, must, therefore, be addressed to the office of the Controller of Examinations with a copy to the CDOE, H.P. University, Shimla- 171005.**

MEDIUM OF EXAMINATION

The medium of examination in the subjects of English shall be English and in all other subjects, the medium of examination shall be either Hindi or English. In case of Sanskrit, the medium shall be Sanskrit or Hindi. Please note that study material is provided in English/Hindi/Sanskrit.

M.A./M.Com.

I) END SEMESTER EXAMINATION (ESE):

A candidate who does not pass the examination (ESE) in any course(s) (or due to some reason is not able to appear in the ESE, other conditions being fulfilled, and so is considered as 'Fail'), shall be permitted to appear in such failed course(s) in the subsequent ESE to be held in the following November/December or May/June.

II) RE-APPEAR SYSTEM FOR PAPERS OF THE PREVIOUS SEMESTER(S)

It will not be necessary for a candidate who is not successful in the semester examination to seek re-admission in the same semester. Such a student may appear in the University examination as a "Re-appear candidate/as an Ex-Student" along with the next semester examination. Students who opt to appear in an examination as failed/re-appear candidates should submit their Re-appear forms as given in the University website www.hpuniv.ac.in and fee directly to the Controller of Examinations, H.P. University, Shimla-5. The students are also advised to send these examinations forms and fee for each semester separately. A student appearing as failed/compartement/re-appear/ex-student of the CDOE shall use a distinct form specially meant for such students. Separate form for each semester for P.G. examinations is required to be submitted to the Controller of Examinations, H.P. University, Shimla -171 005 along with the prescribed fee. The same may be downloaded from the University website i.e. www.hpuniv.ac.in

MAXIMUM DURATION FOR COMPLETION AND AWARD OF DEGREE

The maximum duration for completion and award of degree at the under graduate and postgraduate levels or diploma courses at CDOE shall be double the minimum duration of the respective programmes.

CANCELLATION OF EXAMINATION

The Executive Council may cancel the examination of a candidate, if it is found that he/she was not eligible to appear in the examination but had obtained admission through misrepresentation or wrong statement of facts. Such a student shall be disqualified from appearing at any University examination for a period which may extend up to five years.

The pending result of such defaulting candidates who fail to settle their discrepancies in respect of examination fee, submission of academic particulars, certificates etc. up to the commencement of the following annual examination, in case of undergraduate classes and up to the next semester

examination in case of postgraduate courses, shall stand cancelled.

RE-EVALUATION OF ANSWER BOOKS

Re-evaluation of answer books is permissible under ordinance 6.70 of the First Ordinances of the H.P. University. Main provisions are as under:-

If a candidate feels that the answer-book has not been fairly evaluated she/he, within 21 days of the issue of the detailed marks card by the University may apply to the Controller of Examinations on a prescribed application form accompanied by the marks card in original and the prescribed fee @ Rs. 1000/- per paper for UG/ Diploma courses and Rs. 1200/- per paper for PG courses (excluding cost of form) by online payment.

The re-evaluation fee once deposited with the University shall not be refunded. However, the re-evaluation fee will be re-funded if application has been rejected under clause 6.70 (a) & (g) of the Ordinances of the University.

The score on re-evaluation shall supersede the original score provided that in case of a candidate securing pass or more marks on original evaluation, the downward revision on re-evaluation shall not go lower than that the level of pass marks in the paper concerned.

Whatever be the change in awards after re-evaluation, the same shall be conveyed to the candidate by the Controller of Examinations.

A candidate who applies for re-evaluation shall not be entitled to claim any retrospective benefit such as admission / promotion to any course / class, eligibility to sit for the entrance test or the grant of scholarship/award/medal, etc. on the basis of the result of re-evaluation which shall not be considered as a time-bound process.

A defaulting student will not be entitled to apply for re-evaluation after expiry of the date, i.e. after 21 days from the date of the declaration of the general result of the class concerned if the result has been delayed on account of his own fault.

The re-appear/failed/compartament candidates who apply for Re-checking / Re-evaluation of their scripts are advised to fill in the Examination Form for the forthcoming examination in time, without waiting for the Re-Checking / Re-evaluation result.

IMPROVEMENT OF SCORES AND DIVISION

No one who has already passed an examination of the University established by law in India shall be permitted to re-appear in the same examination.

Provided that before a candidate becomes eligible for the award of the degree, may apply for the cancellation of the result of any course(s) in which he/she may have passed in any semester examination and may re-appear in the corresponding semester examination(s) to improve his/her score in the particular course(s).

Provided further that a person belonging to any of the following categories who has already obtained or has become eligible for the award of the degree may be allowed to re-appear in the same examination to improve division.

- (i) A person who has obtained or has become eligible for the award of the degree from the University.
 - (ii) A person who being employed as a whole-time teacher in the University or a college affiliated
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to or maintained by it and has obtained such a degree from any other University established by law in India.

A candidate belonging to category(i) above may be allowed to appear in any course(s) which may be either entirely new or in which he may wish to appear again to improve the score if he has already obtained the degree or may have the option after the declaration of final result whether he wants to take the degree or to get one or more courses of the final semester cancelled to improve his score in the course / courses but the option must be exercised by the candidate within one month of the date of declaration of result of IV Semester. Marks obtained by him/her in the course in which he/ she re-appeared and the marks obtained by him/her in the earlier examination in the courses in which he / she does not appear shall determine his / her new division.

The result of the candidate appearing for the improvement of division shall only be declared if he/she is able to improve his/her division or get at least 55% marks in the aggregate of the result desired to be improved.

A candidate belonging to categories (ii) and (iii) above shall have to appear in all the courses prescribed for all the four semesters but he/she shall have the option to complete the examination either in one year or in two years. If candidate permitted to appear in an examination for the purpose of improving his/her score in course(s) under the first provision sub paragraph (i) above fails in the said course(s) he/she shall be declared as “re-appear” in the course concerned and shall be allowed to be governed by the same rules as are applicable to re-appear candidates.

Provided that no candidate shall be allowed to get his/her score in any course(s) cancelled more than once and if a candidate after getting his/her course(s) cancelled does not appear in the corresponding examination, his/her previous score in the course(s) shall stand but shall not be given another chance to get the score cancelled.

Provided further that a candidate permitted to re-appear in the examination for the purpose of improving his/her division shall be allowed only two attempts in each paper within a maximum period of five years after he / she has qualified for the award of the degree.

Provided further that such candidates shall have to appear in the corresponding semester examination(s) and according to the syllabus of studies in force at the time of said examination(s).

PASS MARKS IN UNIVERSITY EXAMINATIONS

a) For UG Programmes:

Pass marks of each subject including Internship/Apprenticeship/Minor Project/Community Outreach/Dissertation/Research Project; 35% minimum in each individual component (CCE, ESE, Practical etc) and 40 % in Aggregate of a subject. However, the qualifying marks for accredited online courses shall be in accordance with Swayam/MOOCs guidelines.

b) For PG & Diploma Programmes:

The pass marks in each course/subject are as under;

- | | |
|------------------|-----|
| 1. M.A/M.Com. | 40% |
| 2. M.A.(JMC)/MBA | 40% |
| 3. DDS/DCA | 40% |
| 4. DYS | 45% |

NOTE: A candidate shall not be declared successful in the MBA examination, unless he/she obtains at-least pass marks in all the courses prescribed for all the four semesters, and 50% in aggregate of all the four semesters.

STUDENT GRIEVANCE/QUERY SUBMISSION PORTAL

For any unresolved issues pertaining to Admission, Examination, Results etc., a CDOE student may address his/her grievance by submitting an application on the link given below:-
<https://nstudentportal.hpshimla.in/>

LIBRARY FACILITY

The library plays a significant role in an academic institution. A society needs libraries for imparting better education, both formal and non-formal. Distance education basically involves self-study on the part of students for which library support is most essential. Accordingly, constant efforts are being made to upgrade the library of the CDOE. The library has a total collection of more than 24894 books including bound volumes of periodicals.

WORKING HOURS

The library of CDOE at Shimla remains open from 10:00 a.m. to 5:00p.m. through out the year except on Second Saturday, Sunday and other University holidays.

ENROLMENT AS A LIBRARY MEMBER

The library is primarily for the use of students and the members of the teaching departments of the CDOE. Students interested in taking membership of the library are required to deposit prescribed security which is refundable when a student ceases to be a member of the library after adjusting anything due from him/her. Refund will be made within one year after expiry of validity of membership. Library Security refund form is given in the Prospectus (**Annexure-I**).

MEMBERSHIP, REGISTRATION AND BORROWING PROCEDURE

A person eligible and desirous of becoming a member of library shall fill-in and sign a membership registration form (**Annexure-I**) and membership card (**Annexure-I**) and sends them to Deputy Librarian along with two passport size photographs duly attested by a Gazetted Officer/Principal or by the **Assistant/Deputy Registrar** of the CDOE. Each student member shall be issued Library Identity-cum-Membership passbook at the time of enrolment which entitles him/her to take on loan two books at a time. **Members will be enrolled during March to November.** Library membership form and card duly filled in must be submitted by the student along with two passport size photographs duly attested and Rs. 1200/- in case of U.G. Classes and Rs. 1500/- for P.G. classes as security money through online mode. The circulation of documents will remain closed from 1st January to 15th February.

The loan period of books is 21 days for local members. For delay beyond the prescribed period, overdue charges @ 2 per book per day for late return and price for loss mutilation of documents shall have to be paid. Apart from this 200/- will be charged for duplicate library-Identity-cum-Membership Passbook. Triplicate (**after loss of duplicate pass book**) library pass book will be issued on payment Rs.500/-.

In addition to the facility available at the CDOE library, the CDOE students can avail the facility of inter- library loan of books from the main library of the University. The University library housed in a multi- storey building with a space to accommodate more than two lakhs of volumes in stack halls and about 600 readers in the reading halls.

This handbook of information must be read carefully by the students as the rules and procedures given in it will save them from unnecessary correspondence and queries. Change in the fee structure and admission/renewal schedule etc., if any, will be communicated to the students on roll in due course of time.

Notes:-1.Students found to have been involved in the act of ragging will be dealt with as per provision of statute 23- A and recommendations of the Committee constituted by the Hon'ble Supreme Court of India in SLP No.24295 of 2006 (Raghavan's Committee Report)

2. At the time of admission, students are required to submit a signed declaration affirming their non- involvement in the use/ abuse of illicit drugs (Performa attached in Annexure-V)

HOSTEL FACILITY

The Hostel facility is provided to boys and girls during the PCPs and Examinations. The students can apply for the Hostel by clicking on the given below link:-https://nexams.hpshimla.in/IHSD_Default.aspx

Number of seats for boys	40	
Number of seats for girls	40	
Hostel Warden for boys	Dr.Yog Raj	Contact Number: 9418975201
Hostel Warden for girls	Dr.Usha Rani	Contact Number: 8219943988

E-mail ID:

1. For Boys Hostel:boyshostelcdoe@gmail.com
2. For Girls Hostel: girlshostelcdoe@gmail.com

Hostel Fee:

1. Rs. 200/- per bed per day (comprising of Rs. 150 rent + Rs. 50 for electricity, water charges, and cleanliness).
2. A double bed with common bathroom will be charged Rs. 400 per day.
3. A room having four-beds with a common bathroom will be charged Rs. 800 per day.

NOTE: Once the hostel rent/charges are deposited, the same shall not be refunded.

Note*Free Hostel Accommodation will be provided for person with disabilities as per section 21 of the right of Persons with Disabilities Act 2016 notified vide notification No. 3-1/78-HPU(Genl.) Vol-XXII, Dated 18/11/2021.

ANNEXURES

1. Annexure -I: Library Membership Form for CDOE students
2. Annexure -II: Library Security Refund Form
3. Annexure -III: Territorial Jurisdiction Certificate
4. Annexure-IV: Cover page for submission of Assignments by the students
5. Annexure-V: Declaration Form (Regarding abuse of Illicit Drugs)

Note:- Above forms(I-V) are also available on the website i.e. www.hpuniv.ac.in.

**Centre for Distance and Online Education
Himachal Pradesh University, Summer Hill, Shimla-5**

LIBRARY MEMBERSHIP FORM

The Deputy Librarian
CDOE Library,
H.P.University, Shimla-5

Sir,

I have gone through the library rules and undertake to observe the same during studentship with the CDOE , Himachal Pradesh, University, Shimla-5.

I here by remit a sum of Rs..... as library security vide transaction
NO.....dated..... vide cash receipt No.....

My Particulars are as under:

- a) Name in Full (capital letters) Mr./Ms.....
- b) Father's Name.....
- c) RegistrationNo.....Class.....
- d) Subject..... Semester.....
- e) State if admitted direct to IInd semester, Yes/No.....
- f) CDOE Roll No
- g) Correspondence address (capital letters).....
.....
.....Pin Code.....
- h) Permanent address (capital letters).....
.....
.....Pin Code.....

I enclose here with my two passport size photographs along with membership form duly attested by
.....Designation.....

Address.....

I pledge that I will not misuse the library facilities and in case of any default, I shall be liable to pay the penalty imposed by the Director.

It is certified that I am not employed. However the official address of my parents/guardian is given as
under Name

.....Relation.....

Official Address.....Pin Code.....

It is certified that I am employed in govt./public sector/private concern as.....
(designation) official address

I may therefore, be enrolled as a local/outstation member of the library.

Yours faithfully,

Dated.....

Signature of the Candidate

FOR OFFICE USE

The particulars of Mr./Ms.
Class.....Subject.....CDOE RollNo.....
Semester.....have been verified from the relevant
admission record of the student and are correct. He/She is a bonafied student of the CDOE. Necessary "no dues
certificate" will be obtained from the library at the time of migration/final examination/termination of course by the
student from CDOE.

Dealing Asst.

Section Officer

Deputy. Registrar CDOE

FOR LIBRARY USE

Library membership enrolment form of Mr./Ms.....
is in order.The requisite security amount.(Rs.....Rupees.....)
Only has been paid by the applicant and necessary entry made in the library security register at
Sr.No.....dated.....and he/she is enrolled as local/outstation member
Of the library under borrower no.....

Signature of Circulation Asst.

**Deputy. Librarian
CDOE Library
H.P. University, Shimla-5**

**Centre for Distance and Online Education
Himachal Pradesh University, Summer Hill, Shimla-5**

MEMBERSHIP FORM FOR STUDENTS

Please enroll me as member of the CDOE library, I promise to obey all its rules:

Full Name (Block Letters)

Department.....Class.....Semester.....Roll No.....

Correspondence Address.....

.....

Father's/Guardian's Name and Permanent Address.....

.....

.....

Dated.....

Applicant's Full Signature

I recommend that the applicant be enrolled as a member of the CDOE Library. I undertake that the library security/detailed marks cards will not be released/ issued to him/her unless he/she produces clearance certificates from the library. The information furnished overleaf has been verified by my office.

Section Officer

AR/DR CDOE

Office Stamp

Deputy Librarian

Incharge Circulation

**Centre for Distance and Online Education
Himachal Pradesh University, Summer Hill, Shimla-5**

Borrower No.....

LIBRARY SECURITY REFUND- FORM

(Column NO.1&6 to be filled and signed by the student.)

(This form duly completed should be sent direct to the Deputy Librarian along with Pass-book-cum-Identity Card and original receipt of Library Security.)

1. Name of the applicant.....
 Father's name.....
 Class.....CDOE Roll No.....
 Year/Session of joining the CDOE
- I certify that nothing is due against my name and therefore, request that the amount of library security deposited by me vide CDOE receipt No dated Rsmay
 Kindly be refunded to me.

Dated.....

Signature of the Student

2. Library Security deposited vide receipt No.....dated.....
 For Rshas been entered in the library
 Security refund registration Sr.No.....dated.....and verified
 for payment to Rs.....(Rupees.....) only
 Nothing is due from the student.

Signature of Circulation Asst.

**Deputy Librarian
CDOE Library, Shimla**

FOR OFFICE USE

3. ACADEMIC BRANCH (CDOE)

Nothing is due from the student.

Signature of the Dealing Asst.

Signature of the Supdt./Section Officer

4. REFUND ALLOWED

Director (CDOE)

5. ACCOUNT BRANCH(CDOE)

Passed for payment of Rs..... (Rupees)

bill/ voucher No.....Cheque Nodate.....

Dealing Asst.

Supdt. /S.O.

Asst./Dy.Registrar (CDOE)

6. **FOR STUDENT USE**

PRE-RECEIPT

Received a sum of Rs Rupeesonly)
From the Director, CDOE, Shimla-5, on account of payment of Library security amount refund.

1. Student Name.....
2. Bank Account No.....
3. Bank Name.....
4. IFSC Code.....
5. Mobile No

Signature of the Student

TO WHOM IT MAY CONCERN

This is to certify that Mr./Ms..... S/o.D/o

.....has completed his/her (UG/PG).....

Under Exam Roll no session..... Affiliated

Board/University.....within the territorial jurisdiction of the concerned
state as per UGC guidelines.

Head of the Institution with Seal

The students must furnish the following details on the front page of each course assignment:-

Name:-

Father's/Mother's name: -

Roll No:-

Registration No:-

Course Name:-

Course Code:-

Mobile No:-

Email id:-

The students must send the hard copy of each assignment and address the same to the Director, CDOE, H.P. University, Shimla -5.

DECLARATION FORM (REGARDING ABUSE OF ILLICIT DRUGS)

Iaged.....years on/daughter of Sh./Smt R/O.

... here by declare that:

A) I shall not make any form of abuse of narcotic drugs or psychotropic substances while being a student of the University.

B) I shall bring into the notice of authorities designated by the University for this purpose, the incidence of any illicit drug or substance abuse occurring within the University Campus which might have come to my knowledge and also about any drug dealer/peddler who according to my information is carrying out or is trying to carry out activities related to supply of illicit drugs within the University Campus.

C) If I am found with illegal drugs in the University Campus, I will have no objection for expelling me from the University at any time.

Declaration: I.....aged..... years, son/daughter of Sh..... R/o.

..... hereby declare that the contents of the above declaration have been issued

by me at my Own will and I have concealed nothing therefrom.

Signature

Signed on this day of(Month/Year).

IMPORTANT INFORMATION FOR STUDENTS

- Information regarding Personal Contact Program/Viva-voce Examination/On-the-Job Training/Project Report/Practicals/Assignments of the UG/PG/ Diploma courses will be uploaded on CDOE website and SMS regarding this will be sent on mobile numbers provided by the students.No separate letter will be sent by the CDOE Office to the individual student.
- For any Communication/information/updates please visit www.hpuniv.ac.in and <https://www.hpuniv.ac.in/university-detail/home.php?icdeol>