



CENTRE FOR DISTANCE AND ONLINE EDUCATION (CDOE)

Website:

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

HAND BOOK OF INFORMATION

Academic Year:2025-26

Academic session beginning from January, 2026

**Admission to
Postgraduate/Undergraduate/Diploma Courses
HIMACHAL PRADESH UNIVERSITY**

NAAC Accredited "A" Grade University

SUMMERHILL, SHIMLA-171005(INDIA)

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

Start Date for Registration

19th January, 2026

Last Date for Registration

28th February, 2026

Online Application form fee (Rs.500/-)

MBA (Approved by AICTE)

Start Date for Registration

19th January, 2026

Last Date for Registration

28th February, 2026

MBA Counselling Dates-6th March 2026 (1st Round) & 12th March 2026 (2nd round)

Online Application form fee (Rs.500/-), Processing fee (Rs.200/-):Total=Rs700/-



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 प्रतिक्रिया में भी निरन्तर परिवर्तन हो रहे हैं, इस स्थिति के रहते शिक्षा व्यवस्था में वैशिक स्तर पर दूरस्थ शिक्षा का महत्व बढ़ रहा है। दूरस्थ शिक्षा प्रत्येक आयुर्वर्ग 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

वर्ष 1970 में हिमाचल प्रदेश विश्वविद्यालय की स्थापना के एक वर्ष उपरान्त डायरेक्टोरेट ऑफ कोरेसपोन्डेन्स (DCC) वर्ष 1971 में अस्तित्व में आया। तत्पश्चात वर्ष 1995 में DCC का नाम परिवर्तन करके अन्तर्राष्ट्रीय दूरवर्ती शिक्षा एवं मुक्त अध्ययन केन्द्र (ICDEOL) कर दिया गया। वर्तमान में विश्वविद्यालय अनुदान आयोग के दिशानिर्देशों के अनुसार केन्द्र का नाम "दूरस्थ एवं ऑनलाइन शिक्षा केन्द्र" कर दिया गया है।

उत्तर भारत का सबसे पुराना तथा एक अग्रणी पत्राचार शिक्षण संस्थान होने के बावजूद यह केन्द्र बदलते हुए शिक्षा के स्वरूप तथा शिक्षण पद्धतियों में हुए परिवर्तन को अंगीकार करते हुए विभिन्न स्नातक, स्नातकोत्तर एवं डिप्लोमा कोर्सों में शिक्षा प्रदान कर रहा है।

इस संस्थान का मूल उद्देश्य शिक्षा का व्यापक प्रसार व प्रचार राष्ट्रीय स्तर पर करने का रहा है तथा शिक्षा के सीमांत को पारम्परिक शिक्षा प्रणाली तक सीमित न रखकर मुक्त एवं दूरस्थ शिक्षा प्रणाली के माध्यम से आगे बढ़ाने का प्रयास रहा है। यह केन्द्र विश्वविद्यालय अनुदान आयोग द्वारा स्थापित दिशानिर्देशों के अनुसार कार्य कर रहा है तथा जो छात्र नियमित तौर पर कक्षा व्याख्यान में भाग लेने में असमर्थ है, ऐसे अभ्यर्थियों तथा हिमाचल के दुर्गम, दूर-दराज क्षेत्रों के छात्रों एवं कार्यरत कर्मचारियों को घर बैठे उच्च शिक्षा प्राप्त करने का सुअवसर प्रदान कर रहा है।

वर्तमान में दूरस्थ एवं ऑनलाइन शिक्षा केन्द्र उच्च शिक्षा प्राप्त करने का एक स्थापित अंग बन चुका है। मुझे यह जानकर प्रसन्नता है कि हमारे हिमाचल प्रदेश 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 समय-समय पर व्यवसायिक तथा रोजगारपरक पाठ्यक्रमों को भी शुरू किया गया है।

मुझे आशा है कि दूरस्थ एवं ऑनलाइन शिक्षा केन्द्र, हिमाचल प्रदेश विश्वविद्यालय शिमला में आप अपनी लगन, मेहनत तथा इच्छा शक्ति से उच्च शिक्षा ग्रहण करके अपना लक्ष्य हासिल करने में सफल रहेंगे। मैं आपको इस संस्थान में शिक्षा ग्रहण करने के लिए आमंत्रित करता हूँ तथा आपके उज्ज्वल भविष्य के लिए शुभकामनां प्रेषित करता हूँ।

आचार्य राजेन्द्र वर्मा
प्रति-कुलपति हिमाचल प्रदेश विश्वविद्यालय
शिमला-5



Director's Message

It gives me great pleasure to welcome you to the Centre for Distance and Online Education (CDOE), Himachal Pradesh University and appreciate your keen interest in the Distance Education Programmes offered by the Centre for Distance and Online Education (CDOE), Himachal Pradesh University. Established in 1970, Himachal Pradesh University began its journey in distance learning with the creation of the Directorate of Correspondence Courses in 1971. Over the years, this initiative evolved into the International Centre for Distance Education and Open Learning (ICDEOL) and is now known as the Centre for Distance and Online Education (CDOE).

Our primary mission at CDOE is to extend educational opportunities to students in remote and far-flung areas through a sustainable, open, and flexible learning system. All the courses run through Open and Distance Learning mode are duly recognized by the UGC (DEB). This centre is committed to making quality higher education accessible to all, transcending traditional barriers of time and place. At CDOE, we offer a robust and adaptable learning environment designed to meet the diverse needs of modern learners. With plans to launch a range of online courses, we aim to provide you with the flexibility to learn at your own pace, on your own schedule—making it easier to balance your studies with professional and personal commitments.

At our institution, education goes beyond academic achievement— we are committed to preparing students for meaningful and successful careers. Our curriculum is designed to emphasize practical skills, real-world applications, and career readiness. A dedicated placement cell actively partners with leading companies and organizations to facilitate excellent employment opportunities. Alongside academic excellence, the centre focuses on the development of skills such as critical thinking, problem-solving and digital literacy to meet the demands of rapidly evolving global job market.

As you embark on this enriching educational journey with us, we encourage you to participate actively in your courses, engage in online discussions, and seek guidance from our experienced faculty and support staff. Your success is our priority, and we are committed to support you at every step of the way.

I extend my best wishes for your academic success and hope that your time with us lays a strong foundation for a rewarding career, personal growth, and many notable achievements in the future.

A handwritten signature in blue ink, appearing to read "Pardeep Kumar".

Professor Pardeep Kumar
Director (CDOE)
Email id: director.icdeol@gmail.com

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

Shiv Pratap Shukla

(Governor of Himachal Pradesh)

Hon'ble Vice-Chancellor

Prof. Mahavir Singh

Hon'ble Pro Vice-Chancellor

Prof. Rajinder Verma

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 there under 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, Engineering and Technology, 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 Human Resource Development 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), Centre for Evening Studies, School of Legal Studies, University Institute of Technology and Regional Centre at Dharamshala, etc.

Distinct Features of University

- Accredited by National Assessment & Accreditation Council (NAAC)
- Pioneered NRI (Self Financing) Scheme
- First to start Distance Education in the country
- Intellectually and Professionally enriched faculty
- H.P.U. Alumni Excelled 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 examinations 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

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 **CDOE Prospectus January, 2026**

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 boldstep towards proliferation of knowledge and democratization of educational opportunities by setting up a Directorate of Correspondence Courses. Ever since, the University has played a pioneering role in launching programmes in distance education at the graduate and postgraduate levels. It was the first to impart instruction at post graduate level in social-sciences, humanities, commerce and teacher training through the mode of distance education. 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 complex at Summer Hill, as suburb the western end of Shimla. Summer Hill Railway Station is a five-minute walk from the CDOE complex.

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 territorial Jurisdiction of Himachal Pradesh as per UGC guidelines through Public Notice F.N. 12-9/2010 (DEB-III) dated 18th July, 2016.

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.

Change in Correspondence Address

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

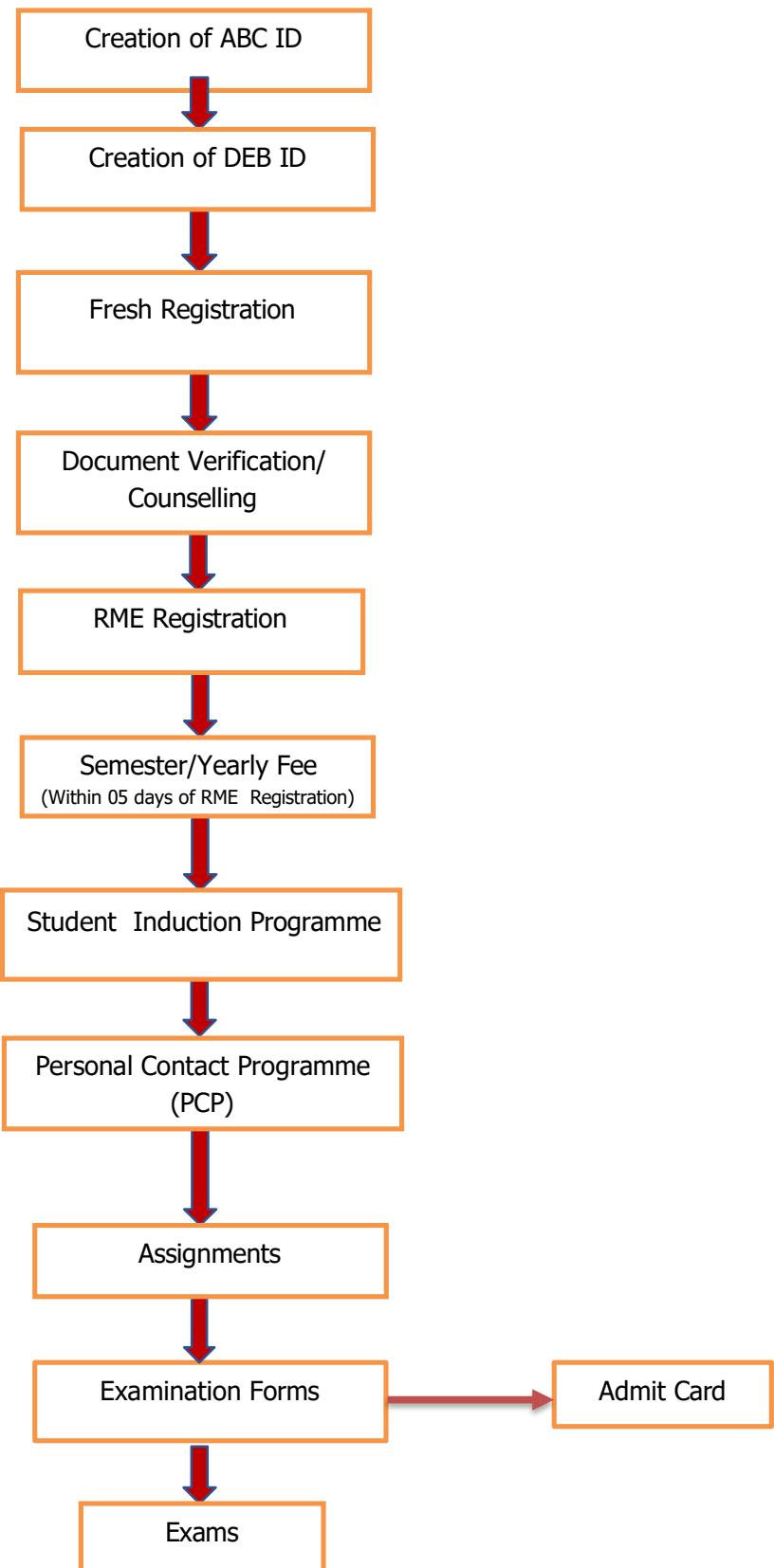
CDOE Reception/Enquiry

: 0177 2833444, 2832239

Computer Centre, CDOE

: 0177 2833419(for technical queries)

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.

Faculty Profile

Sr. No.	Name	Intercom /EPBAX	Mob. No.	EmailID
Department of Business Administration				
1	Dr. Varun Abrol, Assistant Professor	-	9906035333	abrol.varun04@gmail.com
2	Dr. Ashok Kumar Bansal, Assistant Professor (Programme Coordinator)	-	9418152174 8219408820	ashokkumarbansal2009@gmail.com
Department of Commerce & Management				
1	Dr. Devinder Sharma, Professor	819	8988122373	devsml@rediffmail.com
2	Dr. Suresh Kumar, Assistant Professor (Programme Coordinator)	433	9418485813	suresh.commerce@gmail.com
3	Dr. Vijeta Sharma, Assistant Professor	-	9459334563	sharma.vijeta8@gmail.com
Department of Economics				
1	Dr. Dharam Pal, Assistant Professor (Programme Coordinator)	503	9417568282	dharampaleco@gmail.com
2	Dr. Ajay Sood, Assistant Professor	434	9418452223	ajaysood247@gmail.com
3	Sh. Prem Prakash, Assistant Professor	514	8626855046	premeco@hpu@gmail.com
Department of English				
1	Dr. Ashwani Rana, Associate Professor	-	9418450330	dosto1970@gmail.com
2	Dr.(Mrs.) Priyanka Vaidya, Associate Professor	-	8219503009	drpriyankavaidya@gmail.com
3	Dr. Arun Guleria, Associate Professor (Programme Coordinator)	425	9418387800	guleriaarun@yahoo.co.in
4	Dr. (Mrs.) Nisha Thakur, Assistant Professor	-	8894312772	nishathakurshimla@gmail.com
5	Dr. (Mrs.) Pallavi Bhardwaj, Assistant Professor	448	8278842268	pallavibhardwaj31@gmail.com

Department of Hindi

1	Dr. Usha Rani, Assistant Professor	-	8219943988	drraniusha@gmail.com
2	Dr. Mangat Ram, Assistant Professor (Programme Coordinator)	-	8894559978	mangatramsharma1984@gmail.com
3	Dr. Manju Puri, Assistant Professor	-		hindi.manju@gmail.com

Department of History

1	Dr. Ankush Bhardwaj, Associate Professor	-	9876035002	ankushbhardwaj333@gmail.com
2	Dr. Sharda Verma, Assistant Professor (Programme Coordinator)	440	7018094608	sharda74verma@mail.com
3	Dr. Anjali Verma, Assistant Professor	862	01772833862	verma.anjali11@yahoo.com

Department of Information Technology of Distance Education

1	Dr. Sandeep Kumar, Assistant Professor	-	9896035762	sandeepnain77@gmail.com
2	Sh. Ashok Kumar Kashyap, Assistant Professor (Programme Coordinator)	-	8219208970	ashokuiit2972@gmail.com

Department of Journalism & Mass Communication

1	Dr. Shashi Kant, Professor	731	01772833731	sashikanthpu@gmail.com
2	Dr. Ajay Kumar, Assistant Professor, (Programme Coordinator)	729	9857830299	hpuajay@gmail.com

Department of Mathematics

1	Dr. Hari Mohan, Professor	442	177-2833443	hmmathhpu@gmail.com
2	Dr. Pardeep Kumar, Professor	443	177-2833442	pkdureja@gmail.com
3	Dr. Aarti Manglesh, Assistant Professor (Programme Coordinator)	-	7018676528	dr.aartimanglesh@gmail.com

Department of Music

1	Dr. Jeet Ram, Professor	877	9459795543	jrmusic.sharma@gmail.com
2	Dr. Mritunjay Sharma, Assistant Professor (Programme Coordinator)	875	9318510611	drmritunjaysharma@gmail.com
3	Dr. Rajeev Sharma, Assistant Professor	873	9418493470	drrajeevsharma@gmail.com

Department of Political Science

1	Dr. Bhawana Jharta, Professor	450	9418232780	Jhartabhawana08@gmail.com
2	Dr. Joginder Singh Saklani, Associate Professor (Programme Coordinator)	430	9418452390	jogindersinghsaklani@gmail.com
3	Dr. Yog Raj, Assistant Professor	435	9418975201	dryogi79@gmail.com

Department of Public Administration

1	Dr. Anupama Singh, Professor	-		anupamakanwarhpu@gmail.com
2	Dr. Deepak Sharma, Assistant Professor (Programme Coordinator)	-	9878800086	deepaksharma49@yahoo.co.in
3	Mr. Shiv Dass Katoch, Assistant Professor	-	9882911386	shivdasskatoch@gmail.com
4	Dr. Vijay Singh, Assistant Professor	-	9418130058	com.vvs@gmail.com

Department of Sanskrit

1	Dr. Dev Raj, Assistant Professor (Programme Coordinator)	439	9418244727	devmastetta@gmail.com
2	Dr.(Mrs.)Deep Lata, Assistant Professor	816	9418579522	dr.dthakur78@gmail.com
3	Dr.Lata Devi, Assistant Professor	814	9817170159	dr.latadevi1976@gmail.com

Department of Sociology

1	Dr. Anjana Thakur, Assistant Professor (Programme Coordinator)	447	9418091967	chauhananjna14@gmail.com
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2	Dr. Anupama Bharti, Assistant Professor	897	8699898262	bharti.anupama09@gmail.com
3	Dr. Ashwani Kumar Sharma, Assistant Professor	-	7006464142	Kumash202@yahoo.co.in
Diploma in Yoga Studies				
1	Dr. Arpita Negi, Asstt. Professor, (Programme Coordinator)	714	01772833715	arpita.negi@gmail.com

CDOE ADMINISTRATION

Name	Designation	EPBAX
Prof. Pardeep Kumar	Director, CDOE	01772832547 01772833401
Smt. Sherab Dolma	Private Secretary to Director,CDOE	01772831327 01772833402
Sh. Ramesh Kumar Sharma	Deputy Registrar (Accounts)	01772833404
	Deputy Registrar (Administration)	
Sh. Satish Kumar Sharma	Assistant Registrar (Academic)	01772833408 01772832834
Sh. Jai Kumar Sood	Advisor-cum-Consultant	01772833409
Sh. Narender Mohan Nepta	Section Officer (Administration)	01772833405
Sh. Om Prakash	Section Officer (Accounts)	01772833414 01772833416
Sh. Raj kumar Rana	Section Officer (Academic-I) (BA/B.Com)	01772833407 01772833423
	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
Sh.Narender Mohan Nepta	Section Officer (R&I Section)	01772833413
Smt. Sunita Devi	Incharge Library	01772833417 01772833418
Smt.Devindra Sharma	Suptd. (Inquiry)	01772833444 01772832239
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
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 Sharma, Mathematics(CDOE)	Member
3.	Prof. Anupama Singh,Public Admn.(CDOE)	Member
4.	Prof. Bhawna Jharta, Pol. Science(CDOE)	Member
5.	Prof. Kuldeep Singh Katoch, Education(CDOE)	Member
6.	Prof. Surender Kumar Sharma,Education(CDOE)	Member
7.	Prof. Payal Mago, Director, Campus of Open Learning at Keshav Puran, University of Delhi	Member
8.	Prof. Harsh Gandhar,Director, USOL Panjab University, Chandigarh.	Member
9.	Registrar,H.P.University,Shimla-5	Member
10.	Finance Officer,H.P.University,Shimla-5	Member
11.	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)	Director/Chairman
2.	Professor Hari Mohan, Mathematics(CDOE)	Member
3.	Prof. Anupama Singh,Public Admn.(CDOE)	Member
4.	Professor Bhawana Jharta, Political Science(CDOE)	Member
5.	Professor Kuldeep Singh Katoch, Education(CDOE)	Member
6.	Professor Surender Kumar Sharma, Education(CDOE)	Member
7.	Deputy Registrar Admn./Assistant Registrar(Acad,CDOE)	Convener

For the Functioning and Responsibilities see Annexure I

2. Academic, Examination and Evaluation Committee

Sr.No.	Name of the Faculty/Officer/Official	Committee
1.	Dr. Sashikant Sharma, Associate Prof. (Education)	Chairman
2.	Dr. Ashok Kumar Bansal, Asstt. Prof. (MBA)	Member
3.	Dr. Deepak Sharma, Asstt.Prof. (Public Admn.)	Member
4.	Dr. Ajay Sood, Asstt. Prof. (Economics)	Member

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

For the Functioning and Responsibilities:- see Annexure II

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

For the Functioning and Responsibilities see :- AnnexureIII and maintain records of all details received from other committees (Soft & hard copy both) for future Reference and compliance to UGC-DEB.

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, Asstt. Prof. Hindi	Member
4.	Dr Anjana Thakur, Asstt. Prof. Sociology	Member
5.	Dr. Dharam Pal, Asstt. Prof. Economics	Member
6.	Dr. Sandeep Kumar, Asstt. Prof. Comp. Science	Member
7.	Sh. Jai Kumar Sood (Advisor-cum-Consultant)	Member
8.	Deputy RegistrarAdmn./Assistant Registrar (Academic)	Convener

For the Functioning and Responsibilities see:- Annexure IV

5. Programme Project Report (PPR) Committee

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

For the Functioning and Responsibilities see:- Annexure V

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

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

For the Functioning and Responsibilities see:- Annexure VI & VII

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, Asstt. Prof. (Pol. Science)	Member
4.	Dr. Suresh Kumar, Asstt. Prof. (Commerce)	Member
5.	Dr. Dharam Pal, Asstt. Prof. (Economics)	Member
6.	Sh. Prem Prakash, Asstt. Prof. (Economics)	Member
7.	Assistant Registrar (Admn.)	Convener

For the Functioning and Responsibilities see:- Annexure VIII

8. SWAYAM and MOOC and Online Courses Committee

Sr.No.	Name of the Faculty/Officer/Official	Committee
1.	Dr. Ritika Sharma, Associate Prof.(Education)	Chairman
2.	Dr. Sharda Verma, Asstt. Prof. (History)	Member
3.	Dr.Varun Abrol, Asstt. Prof. (MBA)	Member
4.	Er. Ashok Kumar Kashyap, Asstt. Prof. (Comp. Sci.)	Member
5.	Dr. Ruchi Verma, Asstt. Prof. (Education)	Member
6.	Sh. Jai Kumar Sood, Advisor-cum-Consultant	Member
7.	Smt. Nisha Devi, Programmar, CDOE	Convener
For the Functioning and Responsibilities see:- Annexure IX		

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, Asstt. Prof. (Public Admn.)	Member
3.	Sh. Shiv Dass Katoch, Asstt. Prof. (Public Admn.)	Member
4.	Dr. NishaThakur, Asstt. Prof. (English)	Member
5.	Dr.Vijay Singh, Asstt. Professor (Public Admn.)	Member
6.	Sh.Gaurav Sharma (Computer Operator)	Member
7.	Section Officer (R&I)/Superintendent Enquiry	Convener
For the Functioning and Responsibilities see:- Annexure X		

10. Website Updates UGC-DEB and Statutory Updates

Sr.No.	Name of the Faculty/Officer/Official	Committee
1.	Dr. Ashok Kumar Bansal, Asstt. Prof (MBA)	Chairman
2.	Dr. Aarti Manglesh, Asstt. Prof. (Mathematics)	Member
3.	Er. Ashok Kumar Kashyap, Asstt. Prof. (Computer Science)	Member
4.	Ms. Nisha Devi (DA Academic Admn.)	Member
5.	Sh. Gaurav Sharma (Computer Operator)	Member
6.	Sh. Jai Kumar Sood (Advisor-cum-Consultant)	Convener
For the Functioning and Responsibilities see Annexure XI and website updation as per need of UGC-DEB latest regulation and Co-ordinate with Committee No.3 for all UGC-DEB related matters.		

PROGRAMMES OFFERED

COURSES OF STUDY AND ADMISSION PROCEDURE FOR STUDENTS SEEKING ADMISSIONS TO B.A./B.COM. 1ST YEAR UNDER THE CHOICE BASED CREDIT SYSTEM (CBCS).

The H.P. University switched over from the RUSA CBCS to UGC CBCS from the academic session 2016- 17 with a view to improving quality of education and employability of the students. For more information students can visit UGC website www.ugc.ac.in, HPU Website www.hpuniv.in.

The CHOICE BASED CREDIT SYSTEM (CBCS) is an internationally acknowledged instructional pattern developed to suit the needs of the students and to enable them to keep pace with the developments in higher education across the globe. It provides for a comprehensive and purposeful engagement between the teacher and the taught through a well-planned instructional package.

Under the CBCS system a UG student has considerable freedom to choose courses from the following categories given below:

- ABILITY ENHANCEMENT COMPULSORY COURSES (AECC)
- SKILL ENHANCEMENT COURSES (SEC)
- CORE COURSES
- DISCIPLINE SPECIFIC ELECTIVE (DSE)
- GENERIC ELECTIVE (GE)

As per the CBCS System, a UG degree in Humanities/Social Sciences/Commerce may be awarded if a student completes 4 core papers each in two disciplines of choice, 2 core papers each in English and Hindi/MIL, respectively, 2 Ability Enhancement Compulsory Courses (AECC), minimum 4 Skill Enhancement Courses (SEC), 2 papers each from a list of Discipline Specific Elective papers based on the two disciplines of choice selected above, respectively, and two papers from the list of Generic Elective papers.

Note: A student can opt for more number of Elective and AE Elective papers than proposed under the model curriculum of UGC. However, the total credit score earned will not exceed 140 credits for UG Degree.

UNDER CBCS SYSTEM			
Bachelor of Arts			
English	Public Administration	Mathematics	Economics
History	Hindi	Political Science	Sanskrit
Music(Vocal & Instrumental)		Sociology	

SUBJECT PATTERN FOR B.A.1STYEAR

Elective-I

DSC

One from above subjects

Elective-II

DSC

One of the above subject other than **Elective-I**

NB: If Elective-I is a Language subject then Elective-II must be from Social Sciences

Elective-I

2 papers

DSC-1A

6 Credits

DSC-1B

6 Credits

Elective-II

DSC-2A

2 papers

6 Credits

DSC-2B

6 Credits

Core English (Compulsory)

1 paper

6 Credits

MIL/Hindi/SKT (Compulsory)

1 paper

6 Credits

AECC-I

Core (Compulsory)

Environment Studies

1 paper

4 Credits

AECC-II

Core (Compulsory)

English/Hindi/Sanskrit (one out of three languages) 4 Credits

Note:-Total 8 Papers are to be chosen.

-The choice availability 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 and subject combinations depending upon the availability of faculty and infrastructure.

PROGRAMMES OF STUDY UNDER POST-GRADUATE AND DIPLOMA COURSES

Sr. No.	Name of the Courses
1.	M.A. ENGLISH
2.	M.A. HISTORY
3.	M.A. ECONOMICS
4.	M.A. MUSIC
5.	M.A. SOCIOLOGY
6.	M.A. PUBLIC ADMINISTRATION
7.	M.A. POLITICAL SCIENCE
8.	M.A. SANSKRIT
9.	M.A. HINDI
10.	MASTER OF COMMERCE
11.	MASTER OF BUSINESS ADMINISTRATION (MBA)
12.	M.A. JOURNALISM AND MASS COMMUNICATION (MA JMC)
13.	DIPLOMA IN YOGA STUDIES (DYS)
14.	DIPLOMA IN DATA SCIENCE (DDS)
15.	DIPLOMA IN COMPUTER APPLICATION (DCA)

NOTE:-The Director reserves the right to withdraw a course in which enrollment of the candidate(s) is/are below 10.

METHODS OF INSTRUCTION

The CDOE imparts instructions mainly through the medium of printed Self Learning Material (SLM) supplemented with Personal Contact Programmes (PCPs) and assignments. Efforts are afoot to equip our traditional libraries with audio/video cassettes in addition to usual stock of books.

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 in Hindi. The lectures in personal contact programmes are generally delivered in English. However, a student can get clarifications in Hindi during personal contact programmes as well as practicum either in Hindi or English. At the Undergraduate level, instructional material is made available in English or Hindi as per availability.

Branch-wise Email 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

STRUCTURE OF SYLLABUS

SUBJECT-WISE STRUCTURE OF SYLLABUS FOR B.A. 1ST YEAR

SANSKRIT					
Year	Course	Course Code	Course Type	Course Name	Credit
1 st	DSC-1A	SKT-DSC-101	Core	संस्कृत काव्य	6
	DSC-1B	SKT-DSC-102	Core	संस्कृत गद्यकाव्य	6
	Hindi/Skt/Mil-1	SKT-DSC-103	Core (B.A./B.Com.)	नीति साहित्य	6
	AECC-II	SKT-AECC-104	Core compulsory	उपनिषद्, श्रीमद्भगवद्गीता तथा पाणिनीय शिक्षा	4
ENGLISH					
1 st	English-I	ENG CE101	Core	English-I Core English (Compulsory)	6
	DSC-1A	ENG DSC102 (English Hons GE 101)	Core/GE-1 for Honours	DSC 1A English Literature -I Essays, Stories and Poems	6
	DSC-1B	ENG DSC 103/ Eng Hons GE 102	Core GE-2 For Honors	DSC-1B English Literature-2 Poems, Short Stories and Essays	6
	Ability Enhancement Compulsory Course AECC	ENG AECC 104	Core Compulsory	AECC-2 Writing skills	4
HINDI					
1 st	DSC-1A	HIND 102	Core	तिन्दी साहित्य का इतिहास	6
	DSC-1B	HIND 103	Core	मध्यकालीन हिन्दी कविता	6
	SKT/HINDI-1	HIND 101	Core(B.A./B.Com.)	प्रयोजनमूलक हिन्दी	6
	AECC-II	HIND 104	Ability enhancement Compulsory course	हिन्दी भाषा और सम्प्रेषण	4
HISTORY					
1 st	DSC-1A	HIST A101	Core	History of India from the Earliest Time upto c.300 CE	6
	DSC-1B	HIST A102	Core	History of India, c.300 to 1206	6
MATHEMATICS					
1 st	DSC-1A	MATH 101TH	Core	Differential Calculus	6
	DSC-1B	MATH 102TH	Core	Differential Equations	6
MUSIC					
1 st	DSC-1A	MUSA 101TH	Core	Basic principles of Indian Music & Biographies of Musicians, Composers & Musicologists	3

		MUSA 102PR	Practical	Stage performance (Unit-II)	3
	DSC-1B	MUSA 103TH	Core	Theory of Indian Music (General)& Biographies of Musicians, Composers & Musicologists	3
		MUSA 104PR	Practical	Viva-Voce (Unit-II)	3
POLITICAL SCIENCE					
1 st	DSC-1A	POLS 101	Core	Introduction to Political Theory	6
	DSC-1B	POLS 102	Core	Indian Government and Politics	6
SOCIOLOGY					
1 st	DSC-1A	SOCL A101	Core	Introduction to Sociology	6
	DSC-2A	SOCL A102	Core	Society in India	6
PUBLIC ADMINISTRATION					
1 st	DSC-1A	PUBA 101A	Core	Administrative Theory	6
	DSC-1B	PUBA 102A	Core	Indian Administration	6
ECONOMICS					
1 st	DSC-1A	ECONA 101	Core	Principles of Micro Economics-I	6
	DSC-1B	ECONA 102	Core	Principles of Micro Economics-II	6

B.A. 2ND YEAR SYLLABUS

SANSKRIT					
Year	Course	CourseCode	CourseType	CourseName	Credit
2 nd	DSC-1C	SKT-DSC-201	Core	संस्कृत नाटक	6
	DSC-1D	SKT-DSC-202	Core	संस्कृत व्याकरण	6
	Hindi/Skt/Mil-2	SKT-DSC-203	Core(B.A./B.Com.)	व्याकरण एवं संयोजन	6
	AEEC/SEC-I	SKT-AEEC/SEC-205	Skill Enhancement Course	आयुर्वेद के मूल सिद्धान्त	4
	AEEC/SEC-II	SKT-AEEC/SEC-206	Skill Enhancement Course	संस्कृत छन्द एवं गायन	4
ENGLISH					
2 nd	English-II	ENGCE 201	Compulsory	English-II English (Compulsory)	6
	DSC-1C	ENGDSC202	Core	British Literature (Play and Novel)	6
	DSC-1D	ENGDSC203	Core	Literary Cross Currents	6
	AEEC/SEC-I	ENGAECC/SEC 204	Skill Enhancement Course	Creative Writing, Book and Media Reviews	4

AEEC/SEC-II	ENGAECC/SEC 205	Skill Enhancement Course	Translation Studies and Principles of Translation (Basic Concepts and Readings)	4
HINDI				
2 nd	DSC-1C	HIND 202	Core	आधुनिक हिन्दी कविता
	DSC-1D	HIND 203	Core	हिन्दी गद्य साहित्य
	SKT/HINDI-2	HIND 201	Core (B.A./B.Com.)	अनिवार्य हिन्दी 'रचनापुंज'
	SEC-I	HIND 204	Skill Enhancement Course	कार्यालयी हिन्दी
	SEC-II	HIND 206	Skill Enhancement Course	अनुवाद विज्ञान
HISTORY				
2 nd	DSC-1C	HIST(A)203	Core	History of India C.1206-1707
	DSC-1D	HIST(A)204	Core	History of India C.1707-1950
	SEC-I	HIST(A)213	Skill Enhancement Course	Historical Tourism
	SEC-II	HIST(A)215	Skill Enhancement Course	An Introduction to Archaeology
MATHEMATICS				
2 nd	DSC-1C	MATH 201TH	Core	Real Analysis
	DSC-1D	MATH 202TH	Core	Algebra
	SEC-I	MATH 309TH	Skill Enhancement Course	Integral Calculus
	SEC-II	MATH 310TH	Skill Enhancement Course	Vector Calculus
MUSIC				
2 nd	DSC-1C	MUSA 201TH	Core	Ancient Granthas & Contributions of Musicologists
	DSC-2C	MUSA 202PR	Practical	Stage performance
	DSC-1D	MUSA 203TH	Core	Medieval Granthas & Contributions of Musicians
	DSC-2D	MUSA 204 PR	Practical	Viva-Voce
	SEC-I	MUSA 205PR		Value Based & Practical Oriented Course for Hindustani Music (Vocal/Inst.) Presentation & Documentation-I
	SEC-II	MUSA 206PR		Value Based & Practical Oriented Course for Hindustani Music (Vocal/Inst.) Presentation & Documentation-II

POLITICAL SCIENCE					
2 nd	DSC-1C	POLS 201	Core	Comparative Government & Politics	6
	DSC-1D	POLS 202	Core	Introduction to International Relations	6
	SEC-I	POLS 203	Skill Enhancement Course	Legislative Support	4
	SEC-II	POLS 204	Skill Enhancement Course	Public Opinion & Survey Research	4
SOCIOLOGY					
2 nd	DSC-1C	SOCL-A201	Core	Sociological Theories	6
	DSC-1D		Core		6
	DSC-2C	SOCL-A202	Core	Methods of Sociological Enquiry	6
	DSC-2D		Core		6
	SEC-I	SOCL-A203	Skill Enhancement Course	Techniques of Social Research	4
	SEC-II	SOCL-A204	Skill Enhancement Course	Sociology of Environment	4
PUBLIC ADMINISTRATION					
2 nd	DSC-1C	PUBA 201A	Core	Administrative Thinkers	6
	DSC-1D	PUBA 202A	Core	Development Administration	6
	SEC-IA	PUBA 203A	Skill Enhancement Course	Computer Application & Office Management	4
	SEC-IIB	PUBA 204A	Skill Enhancement Course	Human Resource & Logistic Management	4
ECONOMICS					
2 nd	DSC-1C	ECON A201	Core	Principles of Macroeconomics-I	6
	DSC-1D	ECON A202	Core	Principles of Macro economics-II	6
	SEC-I	ECON A203	Skill Enhancement Course	Statistical Methods-I	4
	SEC-II	ECON A205	Skill Enhancement Course	Statistical Methods-II	4

B.A. 3RD YEAR SYLLABUS

SANSKRIT					
Year	Course	CourseCode	CourseType	CourseName	Credit
3 rd	DSE-1A	SKT-DSE-301	Specific Elective	व्यक्तित्व विकास का भारतीय दृष्टिकोण	6
	DSE-1B	SKT-DSE-302	Specific Elective	साहित्यिक समालोचना	6
	AEEC/SEC-III	SKT-AEEC/SEC-305	Skill Enhancement Course	भारतीय रंगशाला	4
	AEEC/SEC-IV	SKT-AEEC/SEC-306	Skill Enhancement Course	भारतीय वास्तुशास्त्र	4
ENGLISH					
3 rd	DSE-1A	ENGDSE303	Specific Elective	Soft Skills	6

DSE-1B	ENGDSE304	Specific Elective	Academic Writing & Composition	6
AEEC/SEC-III	ENGAECC/SEC 301	Skill Enhancement Course	Technical Writing	4
AEEC/SEC-IV	ENGAECC/SEC 302	Skill Enhancement Course	Business Communication	4
HINDI				
3 rd	DSE-1A	HIND 305	Specific Elective	लोकसाहित्य
	DSE-1B	HIND 306	Specific Elective	छायाचादोत्तर हिन्दी कविता
	SEC-III	HIND 301	Skill Enhancement Course	रंग आलेख एवं रंगमंच
	SEC-IV	HIND 304	Skill Enhancement Course	समाचार संकलन और लेखन
HISTORY				
3 rd	DSE-1A	HIST(A)305	Specific Elective	Modern and Contemporary World History-I: 1871-1919
	DSE-1B	HIST(A)307	Specific Elective	Modern and Contemporary World History-II: 1919-1992
	SEC-III	HIST(A)317	Skill Enhancement Course	Indian History & Culture
	SEC-IV	HIST(A)320	Skill Enhancement Course	Understanding Popular Culture
	GE-I	HIST(A)309	Generic Elective	Women in Indian History
	GE-II	HIST(A)312	Generic Elective	History of Himachal Pradesh:1815-1972
MATHEMATICS				
3 rd	DSE-1A	MATH 303TH	Specific Elective	Linear Algebra
	DSE-1B	MATH 304TH	Specific Elective	Numerical Methods
	SEC-III	MATH 313TH	Skill Enhancement Course	Probability & Statistics
	SEC-IV	MATH 317TH	Skill Enhancement Course	Transportation & Game Theory
MUSIC				
3 rd	SEC-3	MUSA 301TH	Core	Value Based & Practical Oriented Course for Hindustani Music (Vocal/Inst.) Presentation & Documentation-III
	SEC-4	MUSA 301PR	Practical	Value Based & Practical Oriented Course for Hindustani Music (Vocal/Inst.) Presentation & Documentation-IV
	DSE-1A	MUSA 303TH		Theory of Indian Music and study of ancient Granthas and Ragas Vocal/ Inst.
	DSE-2A	MUSA 304PR	Practical	Practical Vocal/Inst. Hindustani Music

DSE-1B	MUSA 305TH		Theory of Indian Music and Gharana Tradition Vocal/Inst.	3
DSE-2B	MUSA 306PR	Practical	Practical Vocal/Inst. Hindustani Music	3
GE-1	MUSA 307TH	Generic Elective	Theory of Indian Music Vocal/ Inst.	6
GE-2	MUSA 308TH	Generic Elective	Practical Hindustani Music Vocal/ Inst.	6

POLITICAL SCIENCE

3 rd	DSE-1A	POLS 301(A)	Specific Elective	Themes in Comparative Political Theory	6
	DSE-1B	POLS 302(A)	Specific Elective	Democracy & Governance	6
	SEC-III	POLS 303	Skill Enhancement Course	Democratic Awareness through Legal Literacy	4
	SEC-IV	POLS 304	Skill Enhancement Course	Conflict & Peace Building	4
	GE-I	POLS 305	Generic Elective	Society, Economy & Politics in Himachal Pradesh	6
	GE-II	POLS 306	Generic Elective	Human Rights, Gender and Environment	6

SOCIOLOGY

3 rd	DSE-1A	SOCL-A304	Specific Elective	Marriage, Family & Kinship	6
	DSC-2A	SOCL-A305	Specific Elective	Social Stratification	6
	SEC-III	SOCL-A301	Skill Enhancement Course	Social Demography	4
	SEC-IV	SOCL-A302	Skill Enhancement Course	Theory & Practice of Development	4
	GE-I	SOCL-A307	Generic Elective	Polity & Society in India	6
	GE-II	SOCL-A308	Generic Elective	Economy & Society	6

PUBLIC ADMINISTRATION

3 rd	DSE-1A	PUBA 303A	Specific Elective	Local Governance IA	6
	DSE-1B	PUBA 306A	Specific Elective	Financial Administration	6
	SEC-IIIC	PUBA 301A	Skill Enhancement Course	Leadership Styles & Conflict Management	4
	SEC-IVD	PUBA 302A	Skill Enhancement Course	Stress & Time Management	4

ECONOMICS

3 rd	DSE-1	ECON A301	Specific Elective	Indian Economy	6
	DSE-8	ECON A308	Specific Elective	Economic Systems	6
	SEC-5	ECON A309	Skill Enhancement Course	Research Methodology	4
	SEC-7	ECON A311	Skill Enhancement Course	Money & Banking	4

STRUCTURE OF SYLLABUS FOR B.COM.

CourseNo.	CourseTitle	CourseType	Credit
Year-I			
	Environmental Studies	Ability-Enhancement Compulsory Course(AECC)-1	4
BC1.1	Financial Accounting	Core CourseC-1	6
BC1.2	Business Organization and Management	Core CourseC-2	6
	English-1 Core English (Compulsory for B.A./B.Com)	Core CourseC-3	6
	Language:English/Hindi/Modern Indian Language	Ability-Enhancement Compulsory Course(AEC)-2	4
BC1.3	Business Law	Core CourseC-4	6
BC1.4	Business Statistics and Mathematics	Core CourseC-5	6
	Hindi-I/Modern Indian Language	Core CourseC-6	6
Year-II			
BC2.1	Company Law	Core CourseC-7	6
BC2.2	IncomeTax Law and Practice	Core CourseC-8	6
	English-II	Core CourseC-9	6
BC2.3	Computer Applications in Business	Skill-Enhancement Elective Course(SEC)-14	
HIND 201	Hindi-II	Core CourseC-10	6
BC2.4	Corporate Accounting	Core CourseC-11	6
BC2.5	Cost Accounting	Core CourseC-12	6
BC2.6	E-Commerce	Skill-Enhancement Elective Course (SEC)-24	
Year- III			
BC3.1(a) BC3.1(c)	Any one of the followings- Human Resource Management Fundamentals of Financial Management	Discipline Specific Elective(DSE)-16	
BC3.2(a) BC3.2(b)	Any one of the followings Corporate Governance and Auditing Goods and ServicesTax (GST)	Discipline-Specific Elective(DSE)-26	
BC3.3	Entrepreneurship	Skill-EnhancementElectiveCourse(SEC)-3 4	
ECONA 313	Economy of Himachal Pradesh	Generic Elective(GE)-1	6
BC3.5(c)	Management Accounting	Discipline Specific Elective(DSE)-3	6
BC3.6(b)	Office Management and Secretarial Practice	Discipline Specific Elective(DSE)-4	6
BC3.7	Personal Selling and Salesmanship	Skill-Enhancement Elective Course(SEC)-4	4
ECONA 314	Indian Economy	Generic Elective(GE)-2	6

PG Syllabus under CBCS M.A. Economics

Semester	Course Code	Nature of Course	Course Name	Credits	Theory Contact Hours(L-4Hrs/Tutorial -2 hour)		Marks Scheme			
					Lecture Credits	Tutorial (Seminar/Assignment/GD/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	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	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	Total Marks= 1800			
<p>Note:- Course code number ECON236 is Non-CGPA Ability Enhancement course(AEC)</p>										

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	
				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	

M.A. Public Administration

Sr. No.	Course Code	Title of the Paper	Credits	Marks Scheme		
				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	
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	
Total			24	Total Marks-400		

M.A. Performing Arts (Music)

Course Code	Course Type	Course Name	Paper Type	Max. Marks	ESE	CCA	Min.Pass marks ESC+CCA	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
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SemesterII

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

SemesterIII

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

SemesterIV

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	ESE	CCA	Min.Pass ESE+CCA	Total Pass Marks	Teaching Hours Per Week	Credit
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SemesterII

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

SemesterIV

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 प्रथम षाण्मासिकी	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	सार्वज्ञ एवं वेदान्त	6	5	1	80	20	
			Sub Total-1	24	20	4	Total Marks=400		
II द्वितीय षाण्मासिकी	MSKTC-201	Core	वेद	6	5	1	80	20	
	MSKTC-202	Core	निरुत्त तथा उपनिषद	6	5	1	80	20	
	MSKTC-203	Core	व्याकरण	6	5	1	80	20	
	MSKTC-204	Core	व्याकरण	6	5	1	80	20	
	MSKTG-205 (I)	GE-I	श्रीमद्भगवदगीता (द्वितीय व सप्तदश अध्याय)	4	4	-	80	20	
			Sub Total-2	28	24	4	Total Marks=500		
III तृतीय षाण्मासिकी	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 चतुर्थ षाण्मासिकी	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 अनुग्राद	6	5	1	80	20	
	MSKTE-404 (I)	DSE-III	गद्य पद्य तथा चम्पू काव्य (सुबन्धु वासवदत्ता, दशकुमारचरित सप्तम उच्छ्वास, शिशुपालवध प्रथम सर्ग, चम्पूभारत प्रथम स्तवक)	6	5	1	80	20	
	MSKTG-405 (II)	GE-IV	नीति साहित्य (चाणक्य नीति)	4	4	-	80	20	
			Sub Total - 4	28	24	4	Total Marks=500		
			Grand Total (1+2+3+4)	104	88	16	=1800		

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
	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	304. International Organization	6	5	1	80	20
5	POLS 307 AEC(Non CGPA)	Environment and Politics					
	Total		24	20	4	TotalMarks-400	
SEMESTER- IV							
1	POLS 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	4	4	-	80	20
	Total		22	19	3	TotalMarks-400	

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
Ist 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	IncomeTax Laws and Administration	4	4	1	80	20	100
MC 106	DSC	CorporateLegal Framework	4	4	1	80	20	100
		Total Credits and Marks (Ist Semester)	24	24	6	480	120	600
2nd 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	4	4	1	80	20	100
		Total Credits and Marks (2nd Semester)	28	28	7	560	140	700
3rd 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 Stock Market Operations	4	4	1	80	20	100
MC 304(b)	DSE							
Marketing								
MC 305(a)	DSE	E-Commerce and Digital Marketing Or Supply Chain Management and Logistics	4	4	1	80	20	100
MC 305(b)	DSE							

Human Resource Management								
MC 306(a)	DSE	Industrial Psychology Or Strategic Human Resource Management	4	4	1	80	20	100
MC 306(b)	DSE							
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

4th 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	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

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
Semester-II									
M	JMC	2	03	Value-added Communication Practice-2		0	2	4	6
Semester-III									
M	JMC	3	03	Audio-Video Production		4	1	1	6
Semester-IV									
M	JMC	4	03	Dissertation [#]		0	1	3	4
M	JMC	4	04	Major Project		0	0	4	4

Ability Enhancement Core Course *

Course Code				Title of the course		Credits				Marks Distribution			
Semester-III													
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
Semester-II									
M	JMC	2	04	Development Communication		3	1	0	4
Semester-III									
M	JMC	3	05	Media and Cultural Studies		3	1	0	4
Semester-IV									
M	JMC	4	05	Comprehensive Viva Voce [#]		0	0	4	4
M	JMC	4	06	Constitution, Human Rights And Journalism ^{**}		3	1	0	4

Generic Elective Courses[^]

SemesterII									
M	JMC	2	05	Basics of Convergence Media		4	0	0	4
SemesterIV									
M	JMC	4	07	Ethico-legal Issues in Media		4	0	0	4

M.A. History

Sr.No.	Course Code	CourseTitle	Core/DSE/GE	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
SEMESTER III (3CoreCourses+1DSE=4 Courses (+IAECofNONCGPA)					
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 course442+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

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
	Total Credits			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	4	4	-	80	20
	Total Credits			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	
IV	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
	SOC-O-406	GE	Crime and Society	4	4	-	80	20
	Total Credits			22	19	3	Total Marks=400	
Grand Total No.of Credits				92	78	14	Grand Total Marks =1600	

MA Hindi

सेमेस्टर	कोर्स कोड	प्रश्नपत्रों के शीर्षक	क्रेडिट :	रेगुलर विद्यार्थियों हेतु अंक विभाजन: थ्योरी=80 घंटे प्रतिदिन अनुशिष्टण=1 घंटा प्रति सप्ताह उपस्थिति= 5) =20	पत्राचार विद्यार्थियों हेतु अंक थ्योरी=80 आंतरिक मूल्यांकन (समनुदेशन=10, प्रस्तुतिकरण=5 समनुदेशन=20	प्राईवेट 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	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 हिन्दी 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 सभीक्षा 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	हिन्दी साहित्य और सिनेमा (जेनरिक -II)	04			

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	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 SPECILIZATIONS (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	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 SPECILIZATIONS (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: - It is compulsory for the students who are enrolled in MA/ M.Com./ MBA

2nd semester through CDOE to choose an option, out of Generic subjects which
CDOE-Prospectus January, 2026

should be from any other subjects than 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-1	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 Patrakarita 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 the students who are enrolled in MA/M.Com./MBA 4th semester through CDOE to choose an option,out of Generic subjects which should be from any other subjects than 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,Lifeskills 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	EDUGE302-GE	Pedagogy of Sciences (Not for Education Students)	4
(vi)	MA JMC	MJMC22406	Ethico-Legal issues in Media (Not for MA JMC Students)	4
(vii)	Political Sci.	POLS407-GE	International Political Economy (Not for Pol. Sc. Students)	4

Syllabus of Diploma Courses

CourseName	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-204 E-Commerce
	DCA-151 Lab-I (Problem Solving using C)	DCA-251 Lab-III (Database Management System)
	DCA-152 Lab-II (Office Applications)	DCA-252 Lab-IV (Internet Technology and Web Page Design)

CourseName	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-103 Data Structure	DDS-203 Python for Data Analytics
	DDS-104 Database Management System	DDS-204 R for Data Analytics
	DDS-151 Lab-I (Data Structure Using C Language)	DDS-251 Lab-III (Python for Data Analytics)
	DDS-152 Lab-II (Database Management System)	DDS-252 Lab-IV (R for Data Analytics)
		DDS-253 Project Work

CourseName	One Year Diploma
Diploma in Yoga Studies	DYS-C101 Concept of Yoga and Its Traditional Aspects
	DYS-C102 Foundations of Hatha Yoga 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. 1ST YEAR (UNDER CBCS SYSTEM) THREE-YEAR DEGREE COURSE

Admission to B.A. 1st Year shall be open to a candidate who has passed the examinations under 10+2 or an equivalent examination conducted by a Board/University established by law in India. The candidate should have passed in four written subjects including English.

OR

A pass in the Senior Secondary (+2) Examination (Academic Stream) conducted by the H.P Board of School Education or an examination accepted as equivalent thereto by the various bodies of the H.P. University.

B.COM. 1ST Year (UNDER CBCS SYSTEM) (THREE-YEAR DEGREE COURSE)

Admission to B.Com. 1st year 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 recognised 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 recognised by the H.P. University.

OR

Intermediate examination with Maths/Economics as a compulsory subject of an Indian University/Board or an examination equivalent there to 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.

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.

Please Note:- A student whoh 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.

Please 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's 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

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 Medical Officer of the Institute shall be produced. A Medical Examination shall be conducted in the Institute. Candidate suffering from any chronic disease and advised not to seek admission to this Course.

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

For online admission:

The CDOE offers online admission facility through its own website www.hpuniv.ac.in, or students may directly go to the link <https://nadmission.hpushimla.in>. The candidates submitting the Admission Form through this system can download the Prospectus free from CDOE website www.hpuniv.ac.in. However, an amount of Rs.500/- is charged as prospectus fee (non-refundable). It is mandatory for the students **to deposit hard copy of the form along with self-attested photocopies of required documents in concerned branch by hand or by post.**

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 their own Mobile no. and Email ID for admission purpose in order to avoid any inconvenience.

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 the programme/course for which you are willing to apply
Please read the instructions mentioned on file "Guidelines/Steps to fill admission form" carefully before filling the online application form.
- 2 Choose/click the programme name for which you are willing to apply
- 3 After clicking on the programme, a popup will open with terms and conditions.
- 4 Kindly check the terms and conditions, after that you will be directed to fill your personal information and further pages.
- 5 Online Admission form has following subsequent information:-
 - a) Personal Information
 - b) Education and Document Details
 - c) Territorial Jurisdiction Certificate required in case of student passed his graduation through ODL mode out of Himachal Pradesh(Annexure-9)
 - d) Application Summary
 - e) Payment
- 6) Submit application form after duly filling and uploading the required documents.

(B) PAYMENTOPTION: 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 concernd branch will verify the uploaded documents. After that the candidates have to deposit the course fees. Kindly check the website regularly i.e. www.hpuniv.ac.in. Or <https://www.hpuniv.ac.in/university-detail/home.php?icdeol> for updates related to the course.

Note:-

- 1- Create an email account if you already 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 further correspondence in this regard.
- 3- All mandatory fields in the online admission form are marked with red Asterisk (*).

1. B.A./B.Com.1stYear

Last Date for online Registration - **28.02.2026**

Submission of Fees - **within 05 Days of RME Registration**

2. M.A./M.Com./MA(JMC)/DYS/DDS/DCA

Last Date for online registration - **28.02.2026**

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

Not notwithstanding any thing 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 incase 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.

Migration:

No migration shall be allowed to the students enrolled in Academic session (beginning from January) owing to unlike/distinct Academic Session procedure.

Renewal of Admission for next class/semester

Once a student has been enrolled in a class, he/she can directly go to the link <https://nstudentportal.hpushimla.in> to fill up the renewal for the next semester/year simply by login with his/her User ID and Password.

Note: - Students are advised to regularly visit the HPU and CDOE (ICDEOL) websites i.e. www.hpuniv.ac.in and <https://hpuniv.ac.in/university-detail/home.php?icdeol> respectively for latest news/information.

Note: - As per UGC Public Notice vide F. No. 12-1/2024(DEB-1) Dated 26/04/2024, HEIs recognized entitled to offer ODL programmes are directed not to enroll any foreign nationals in Open and Distance Learning (ODL) Programmes. Accordingly, only learner residing in India may be enrolled in ODL Programmes in compliance to the territorial jurisdiction for all the activities of learner as defined in Annexure-III of UGC (ODL Programmes and Online Programmes) Regulations, 2020.

FEE STRUCTURE FOR SESSION 2025-26 (JAN 2026)

Course/Class	Fee for students already registered with H.P.University (in Rs.)
B.A.1 st Year (Annual)	6240/-
B.A.2 nd & 3 rd (per Year)	4840/-
B.Com.1 st Year (Annual)	7020/-
B.Com.2 nd & 3 rd (perYear)	5620/-
M.A. (Semester system)	4290/-Each semester
M.A. (JMC) (Sem.System)	7400/-Each semester
M.A. Music (Semester system)	15300/-Each semester
M.Com. (Semester system)	4680/-Each semester
MBA (Semester system)	18300/-Each semester
Diploma in Yoga Studies (Annual system)	21100/-(Annual)
Diploma in Data Science (Semester system)	10100/-Each semester
Diploma in Computer Application (Semester system)	10100/-Each semester

Note 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.

Note 2:-

- Those students who opt for music as elective subject in B.A.will pay Rs.50/-extra as practical fee and the same will be charged for each practical paper along with admission fees.
- Fee for each semester in case of B.A./B.Com. Yearly system will be charged as is given in the above table except for the registration fee.
- Fee for each subsequent semesters of M.A./M.Com./MBA/DYS will be charged as is given in the fee structure table except the registration fee.
- The fee will be deposited only through online mode.

Note 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.

Note 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.

- CDOE office at SHIMLA shall remain closed on each 2nd Saturday & every Sunday

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.500/-as CDOE registration fee and a fee of Rs. 500/- for the Study Material (SLM). Such candidates shall be considered the students of CDOE for all purposes.
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.
- 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: 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 1 st 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.(Yearly)	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:-During Personal Contact Programme where PCPs are compulsory 75% attendance is compulsory.

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/ uploading of Internal Assessment.

Note 4: - At least 35% minimum marks need to be secured in each assignment.

- 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 Mahavidyalaya 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, Sujanpur-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 Mahavidyalaya (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 Dhami 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 Haripurdhar, 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 Diggal, 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 Chowkimaniar, 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 Pangi 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 Shivnagarm, 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 Riwalsar, 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, ZoologyII/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 forII/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 Vivekanand 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/BHMANDAL also for MAII/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.UNDER CBCS SYSTEM

Each academic year shall comprise of one Year (Under CBCS System):

Academic Year: From January to December 2026

End Term Examination: - September/ October 2026

FOR POST GRADUATE AND DIPLOMA COURSES

Ist/ IIIrd Semesters: From January to June 2026

IIInd/ IVth Semesters: From July to December 2026

End Term Examinations: May/ June & Nov/ December 2026

ONLINE EXAMINATION FORM

The students of UG/PG/Diploma Classes have to fill the online examination form which is available on CDOE website www.hpuniv.ac.in. or directly go to the link <https://nexams.hpushimla.in>. It is the responsibility of 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.

Examination Schedule

The examination for M.A./M.Com. (January Session) are conducted every year on Semester basis normally in May/June for I/III semester and in Nov/Dec for II/IV semester. The examination for B.A./B.Com classes (January Session) are conducted on yearly basis, in the month of September /October.

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 October/November or April/May.

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 year/semester separately.** A student appearing as failed/compartment/re-appear/ex-student of the CDOE shall use a distinct form specially meant for such students. **Separate form for each semester/year 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 University Website i.e. www.hpuniv.ac.in**

Examination fee for failed/re-appear students

M.A.	:	One Paper:500/-	More than one paper:1000/-
M.Com./MBA	:	One Paper:500/-	More than one paper:1200/-
DYS/DCA/DDS	:	One Paper:500/-	More than one paper:1200/-

Note* The above fee is subject to change by the Controller of Examination (HPU).

Time period between the examinations of the same degree

Same as elsewhere provided, in an examination in which a candidate has to appear to complete the degree of an under graduate class, the period between the examination that he/she has passed before and the next examination shall not exceed three years and in case of a candidate of post graduate class (under semester system) such period between one semester and another shall not exceed two years.

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 may within 21 days of the issue of the detailed marks card by the University and apply to the Controller of Examinations on a prescribed application form accompanied by the marks card in original and the prescribed fee at the rate 420/- (including cost of form) for PG-classes in the form of IPOs/B.D./Online drawn in favour of Finance Officer, H.P.University, Shimla-171005. Prescribed application form for re-evaluation is attached with Annexure.

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/compartment 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 a resident of the area within the territorial jurisdiction or the University has obtained his degree from the Punjab University, Chandigarh before establishment of this University.
- (iii) A person who being employed as a whole-time teacher in the University or a college affiliated 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 a 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

The passmarks in each course/subject are as under:

- | | |
|------------------|-----------------------------------|
| 1. B.A/ B.Com. | Absolute/Relative Grading System. |
| 2. M.A/M.Com. | 36% |
| 3. M.A.(JMC)/MBA | 40% |
| 4. DDS/DCA/DYS | 40% |

Student Grievance/Query Submission Portal

For any unresolved issues pertaining to Admission, Examination, Results etc; a CDOE student(s) may address his/her grievance by submitting an application on the link given below:-

<https://nstudentportal.hpushimla.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 24675 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**).

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**) and membership card (**Annexure**) 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 a demand draft amounting to 1200/- in case of U.G. Classes and 1500/- for P.G. classes as security money drawn in favour of the Director, CDOE. **This library security money should be sent through a draft separately to Deputy Librarian CDOE, H.P. University, Shimla-5.** 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 shoused 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 hand-book of information must be preserved 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. Before admission, students are required to submit a signed declaration affirming their non- involvement in the use/ abuse of illicit drugs (Performa attached in Annexures)

Hostel Facility

The Hostel facility is provided to boys and girls during the PCPs and Examinations. The form for applying Hostel facility is available at Annexure No.8

Number of seats for boys **40**

Number of seats for girls **40**

Hostel Warden for boys **Dr.Yog Raj** **Contactno. 9418975201**

Hostel Warden for girls **Dr.Usha Rani** **Contactno. 8219943988**

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. Library Membership Form for CDOE students
2. Library Security Refund Form
3. Application form for applying Consolidated Marks Card/Provisional Certificate
4. Form for the Degree in Absentia
5. Form for Re-Evaluation (only for offline students)
6. Form for Inter University Migration Certificate (only for offline students)
7. Examination Form for Re-appear Candidates(only for offline students)
8. Form for Hostel Facility
9. Territorial Jurisdiction Certificate
10. Annexure-10
11. Annexure-11
12. Annexure-12 Declaration from Students(Regarding abuse of illicit Drugs)

Note:- Above forms(1-12) are also available on the website i.e. www.hpuniv.ac.in.

Note: Please Include Prescribed Cost of Form While Sending This Internet Downloaded Form

**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 by bank draft/
IPO's NO.....dated..... in favour of Director, CDOE, Shimla-5

Or 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 Asstt.

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 Asstt.

**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 (BlockLetters)

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

Note: Please Include Prescribed Cost of Form While Sending This Internet Downloaded Form

**Centre for Distance and Online Education
Himachal Pradesh University, SummerHill, 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 Rs may

Kindly be refunded to me.

Dated.....

Signature of the Student

2. Library Security deposited vide receipt No.....dated.....

For Rs has 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.

Deputy Librarian

Signature of Circulation Asstt.

CDOE Library, Shimla

FOR OFFICE USE

3. ACADEMIC BRANCH (CDOE)

Nothing is due from the student.

Signature of the Dealing Asstt

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 Asstt.

Supdt. /S.O.

Asstt./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

Note: Please Include Prescribed Cost of Form While Sending This Internet Downloaded Form
Centre for Distance and Online Education
Himachal Pradesh University, SummerHill, Shimla-5

CDOE Roll No.....Exam.Roll No.....

**Application form for the supply of
Consolidated Marks Card/ Provisional Certificate**

Incomplete form will not be entertained nor an interim query relating thereto will be replied

The Controller of Examinations
Himachal Pradesh University,
Shimla-171 005

Dear Sir,

I have passedExamination from the H.P.University, in the
Month of.....year..... I request you to kindly
Supply me a consolidated marks card/provisional certificate. I am remitting prescribed fee Rs
.....through IPOs/DD drawn in favour of the **Finance Officer, Himachal
Pradesh University, Shimla-5.**

My particulars are as under:

1. Name of the candidate.....
(in block letters).....
2. Father's name
3. Examination passed.....month.....Year.....
4. Examination Roll No.....marks obtained

Title of Course	Pass marks	Marks obtained	When passed
1.....
2.....
3.....
4.....
5.....
6.....
7.....
8.....
9.....
10.....

11.
12.
13.
14.
15.
16.

Address for dispatch of certificate

.....
.....

Dated.....

Signature of the candidate

Particulars given above are verified and there is no objection for issuance of the desired detailed marks card/provisional certificate/consolidated marks card.

Director, CDOE

Dated..... (With office stamp)

FOR OFFICE USE

Particulars checked:

Consolidated marks card/provisional certificate/duplicate certificate bearing Sr No.

.....
Issued on.....

Dealing Asstt.

Supdt./S.O.

Note:

1. Please add prescribed cost for form while sending this Internet downloaded form.
2. The application form is to be submitted to the Director, CDOE for attestation and transmission to the Controller of Examinations.
3. The incomplete form will not be entertained nor an interim query relating thereto will be replied.
4. Separate form for each certificate with separate remittance of fee to be submitted.
5. The DD/IPO's should be drawn in favour of the **Finance Officer, H.P. University, Shimla-171005.**
6. Form without proper fee and attestation will not be entertained.
7. One self-addressed envelope 10x23cm is attached with the form.

Note: Please Include Prescribed Cost of Form While Sending This Internet Downloaded Form

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

**APPLICATION FORM
FOR THE DEGREE IN ABSENTIA**

The Controller of Examinations,
Himachal Pradesh University,
Shimla-171 005.

Sir

I intend to take my degree of in absentia and request that I may be admitted to the same. I am sending herewith an Indian Postal Order/Bank Draft worth Rs. or I have deposited Rs. with the university Cashier vide receipt No. dated

My particulars are as under

1. Name of the applicant (in capital English letters)

.....
(in Hindi).....

2. Father's Name ((in capital English letters)

(Hindi).....
(in capital letters)

3. Enrolment No.....

4. Exam.Roll No.....

5. Examination passed..... year.....

6. Subject.....

7. CDOE RollNo..... Session..... Month.....

8. Permanent address.....

Date.....

Signature of Applicant

Attestation by the Director, CDOE, H.P.University with official stamp.

Name and Designation with
Official stamp

Note: Please Include Prescribed Cost of Form While Sending This Internet Downloaded Form

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

S.No.H.P.U.....

(To be left blank for office use)

**FORM FOR APPLYING FOR
INTER-UNIVERSITY MIGRATION CERTIFICATE/COPY OF ENTRIES FORM REGISTER OF
STUDENT**

Note:

1. Please Include Prescribed Form Cost While Sending This Application Form.
2. To Be Sent To the Director, CDOE , HPU, Shimla-5

1. Name of the applicant
2. Father's Name.....
3. Registration No.....
4. Particulars of last examination of this university he/she appeared/passed..
Examination:year.....
Session.....RollNo.....Result.....
5. Name of institution or district in case of private students. (From where the applicant appeared in the last examination)
6. Name of institution where the applicant is now studying.....
7. Fee of Rs remitted by postal Order/BankDraft/cash receipt No.....dated The Postal Order/Bank Draft should be crossed and drawn in favour of the Finance Officer, Himachal Pradesh University, Shimla-5 and should be sent along with this form under registered cover.
8. Address to which the certificate should be sent
.....
.....

Dated.....

Signature of candidate

FOR OFFICE USE

Fee received vide university receipt No.....

Dated.....

Cashier.....

Particulars verified, May be sanctioned

**Dealing Clerk/ Assistant
Supdt./Section Officer
Sanctioned**

Asst./Dy. Registrar

CERTIFICATE NO. I

For applicant who are on the rolls of the CDOE of the university or had left the **CDOE** without appearing in the university examination or whose names were struck off from the rolls or who have appeared in examination.

Forwarded with the remarks that I have no objection to the issue of the university migration certificate to the applicant.

Director, CDOE

Dated.....

Official Stamp.....

CERTIFICATE NO. II

(Affidavit to the sworn before a First Class Magistrate)

(For applicants who have lost the original migration certificate and require another one)

I solemnly declare that the migration certificate previously issued to me by the Registrar, Himachal Pradesh University, Shimla-5 has been lost to enable me to join the another university and I did not join any university on the basis of the same.

Attested.....

Signature of the applicant

Signature.....

Address.....

INSTRUCTIONS

1. All the required particulars should be carefully filled in by the applicant. The office will not be responsible for any delay in case the form is not complete in all respects.
2. Prescribed fee in the form of DD/IPO's should be **drawn in favour of the Finance Officer, H.P. University, Shimla-5.**
3. **Include Prescribed Form Cost While Sending This Application Form**

- Note:** 1. Migration Certificate to the students who have taken any examination from this university will be issued after declaration of their results.
2. The certificate are usually issued with in a fortnight of the receipt of the application form and fee provided that the application form is complete in all respect. No person shall be entitled to apply on behalf of another person or to receive his own or another person's certificate personally from the office.
 3. Migration fee is not refundable in any case.
 4. An attested copy of the detailed marks card of the last examination taken/passed be attached with the application form.

Annexure-7

HIMACHAL PRADESH UNIVERSITY
GYAN PATH, SUMMER HILL, SHIMLA – 171 005
(For Private and Re-appear Candidates)

Roll No

(To be filled by the University)

M.A.	Pvt.(Full):Rs.1000.00 Re-appear:Rs.500.00(PP)	M. Sc	Pvt.(Full):Rs.1200.00 Re-appear:Rs.500.00(PP)	M.Com	Rs.1200.00 Re-appear:Rs.500.00(PP)
Practical Fee All Subjects Rs.500.00 per practical (For more details regarding fee and other please visit H.P.University website i.e. www.hpuniv.nic.in & www.hpuniv.in)					

FOR OFFICE USE ONLY

A. Ineligible due to _____

1. Late fee amounting to Rs._____ required.
2. Registration Number required.
3. SC, ST, Physically Handicapped, Lower Class Examination Certificate required.
4. Government Service bonafide certificate required.

 University Cash
 Receipt
 University/Bank
 Receipt No. _____
 Dated _____

B. Diary No. _____ Dated _____

1. Examination Centre Opted (i) _____ (ii) _____

2. Class _____ Subject _____ Semester _____

3. Name of Candidate (in Capital letters) _____
(in Hindi) _____4. Father's/ Mother Name (in Capital letters) _____
(in Hindi) _____

5. Registration/Enrolment No. _____ 6. Gender _____

(Attested Copy should be
enclosed)

7. Date of Birth _____ 8. Category (SC/ST/PH) _____ (attach attested copy)

9. Course/Subjects in which appearing: 1. _____ 2. _____ 3. _____ 4. _____

10. Medium of Instructions (Hindi/English): _____ 11. Mobile No. _____

12. Capacity in which appearing: 1. Late College Student 2. Private 3. CDOE

13. Are you appearing for the Re-appear/Improvement of Score/Division? _____

14. Particulars of the last examination passed/appeared (for fresh candidates of I Semester and Direct II Semesters' Candidates only):

Subject Concerned						
Examination	Subject	Marks Obtained	Maximum Marks	Roll No.	Year	University
B.A./B.Sc./B.Com I						
B.A./B.Sc./B.Com II						
B.A./B.Sc./B.Com III						
M.A./M.Sc./M.Com.						
MBA/B.Ed./LL.B/M.Ed						

 Affix latest attested
 photograph (duly
 attested)

15. Earlier/last appeared/re-appear: Subject _____ Exam _____

_ Roll No. _____ Month _____ Year _____ in _____ class.

16. Whether simultaneously appearing in other examination, if so state: Roll No. _____

Class _____ Subject _____ Semester _____

Session _____

17. Permanent Address _____

18. Correspondence Address _____

19. Particulars of fee sent through (i) Bank Draft/IPONo. _____ Date _____

I solemnly declare that the above particulars filled in by me are correct and that in case of any discrepancy found therein, I shall be responsible for the consequences. I also certify that I have not been debarred to appear in the examination or any case of unfair means is pending against me. I will not have any claim in case my examination form is rejected due to incomplete information including examination fee.

(Signature of Student)

CERTIFICATE

Certified that:

- a) The candidate has passed/appeared in _____ Examination in _____ under Roll No. _____ From _____ University as per particulars given by the candidate above. (Attach attested copies of certificate)
- b) The candidate is a resident of the areas within the territorial jurisdiction of H.P. University for the last 12 months preceding the date of examination and the particulars given above are correct.
- c) That the candidate is a blind/permanent handicapped from writing and the particulars given by him/her are correct.
- d) The candidate is a blind/permanent handicapped from writing and the particulars given by him/her are correct.
- e) The candidate is in the service of this office for the last three years (as on 30th November of the preceding year) and that particulars given by him/her are correct. (Attach attested copies of certificate)
- f) The candidate is an ex-serviceman have served as _____ in _____ Armed Force from _____ to _____ and particulars given by him/her are correct.
- g) The candidate is serving personnel of Indian Armed Force.

Place _____

Dated _____

(Signature of Attesting Authority with Stamp)

GENERAL INSTRUCTIONS

1. Examination fee is to be paid in favour of Finance Officer, H.P. University, Summer Hill, Shimla - 171005 in shape of Bank Draft/IPO payable at Summer Hill, Shimla - 171 005.
2. Please fill in separate form for each semester.
3. Incomplete Forms are liable to be rejected.
4. **THREE SELF ADDRESSED ENVELOPES SHOULD BE ENCLOSED WITH THE FORM.**
5. The relevant certificate is to be signed/attested by the competent/concerned authority only. Authorities competent to attest the admission forms of private candidates are Head of Office in case of employees/teachers/service personnel and Head of Institution/Departments/Principals/Gazetted Officers of State/Central Govt. /Officers of the H.P. University of the rank of Assistant Registrar and above, E.C. Members/Magistrate 1st Class.
6. Candidate appearing for the first time from this University must get himself/herself registered as a student of the University for which he/she should fill up the prescribed form and send to the Deputy Registrar (Registration & Migration), H.P. University, Shimla-5.
7. The candidates who are appearing privately for the first time in MA first semester or direct second semester may enclose attested copies of BA/B.Sc. (I, II, III) for ascertaining their eligibility of 45% in the subject concerned (or for SC/ST 40%) OR second division in BA/B.Sc failing which their candidature shall stand rejected automatically.
8. The candidates doing MA from Direct 1st Semester are supposed to do first semester appearing in IV Semester examination **CLOCK WISE**.
9. Examination/Admission fee once paid is neither refundable nor adjustable in any subsequent examination, unless the office finds the candidate ineligible to appear in the examination.
10. It is to be ensured by the student himself/herself that he/she is eligible for a particular examination for which he/she is applying and the University doesn't hold itself responsible if a student examination form cannot be accepted or is rejected by the University.
11. In case of any dispute the decision of the University will be final and shall be binding on all students. All disputes will be subject to the jurisdiction of the University where head office of the University is located.
12. All Roll No. issued to students are purely provisional subject eligibility and they will have no right for declaration of result on mere appearing in the examinations.

CONTROLLER OF EXAMINATIONS

ADMIT CARD

PURELY PROVISIONAL SUBJECT TO ELIGIBILITY)

Roll No. _____

(Roll No. To be assigned by the Office)

(To be filled in by the Candidate)

**Affix your latest
colour attested
passport size
photograph.

Do not staple**

Admit (Name of the Candidate) _____

son/DaughterofSh. _____

to the examination of MA/M.Sc/M.Com/LL.B etc. _____

_____ Semester _____ to be held in

_____ on the dates as given in the Date Sheet at

examination centre _____

Signature of Candidate ----- Controller of Examinations

Himachal Pradesh University.

Centre for Distance and Online Education
H.P.University, Summer Hill, Shimla-5
(NAAC Accredited 'A'GradeUniversity)

1. Name of the applicant.....

2. Father's Name.....

3. Department.....Class/Semester.....

Roll No.....

4. Identity Proof.....(Attach Photocopy)

5. Purpose of visit.....w.e.f.....

6. Permanent/Correspondence address.....

7. Charges per Day@Rs150/.....

8. Name and Address of the Local Guardian with Mobile No. (Person to be contacted in case of emergency)

**Attach
Photo**

DECLARATION

I hereby declare that, I will not indulge in any act of ragging, indiscipline, misconduct, political and unlawful activities and allow any person to stay in my room without the permission of warden,if I am found guilty of such offence, I will have no claim against the **expulsion/rustication** from the Chattravaas in compliance to the recommendations of the Hon'ble Supreme Court of India in SLP No. 24295 of 2006 (Reghavan Committee's Report).

Dated:

Signature of the Applicant with Mobile No.

VERIFICATION BY THE CONCERNED DEPARTMENT/BRANCH

.....
.....
His/Her name is recommended for admission to the Hostel.

Signature of Dealing Asst. (concernedclass)

Section Officer (Concerned Academic)

**Signature of Dy. Registrar (Academic)
with office seal**

**Signature of the Warden,
with office seal**

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

ANNEXURE-10

- 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>

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 FROM STUDENTS (REGARDING ABUSE OF ILLICIT DRUGS)

Iaged.....years on/daughter of Sh./Smt.....R/O.
..... here by declare that:

1. I shall not make any form of abuse of narcotic drugs or psychotropic substances while being a student of the University.
2. 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.
3. 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 thisday of (Month/Year).