



# CENTRE FOR DISTANCE AND ONLINE EDUCATION (CDOE)

**Website:**

[www.hpuniv.ac.in](http://www.hpuniv.ac.in) or <https://nadmissions.hpuniv.ac.in>

## HANDBOOK OF INFORMATION

**Academic Year: 2025-26**

**Academic session beginning July-August, 2025**

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

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

**Start Date for Registration** 01<sup>st</sup> August, 2025

**Last Date for Registration** 25<sup>th</sup> August, 2025

----- Online Application form fee (Rs. 500/-) -----

**MBA (Approved by AICTE)**

**Start Date for Registration** 01<sup>st</sup> August, 2025

**Last Date for Registration** 25<sup>th</sup> August, 2025

**MBA Counselling Date- 8<sup>th</sup> Sept 2025 (1<sup>st</sup> Round) & 10<sup>th</sup> Sept 2025 (2<sup>nd</sup> round counselling)**

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



## संदेश

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

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

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

वास्तव में दूरवर्ती 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 दूरवर्ती शिक्षा के माध्यम से प्राप्त किया जा सकता है।

मुझे यह जानकर प्रसन्नता है कि हमारे विश्वविद्यालय का दूरस्थ एवं ऑनलाईन 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 ऑनलाईन शिक्षा केन्द्र वास्तव में देशभर में ख्याति प्राप्त करे।

(आचार्य महावीर सिंह)

कुलपति

हिमाचल प्रदेश विश्वविद्यालय शिमला



## संदेश

वर्ष 1970 में हिमाचल प्रदेश विश्वविद्यालय की स्थापना के एक वर्ष उपरान्त डायरेक्टोरेट ऑफ कोरेसपोन्डेन्स वर्ष 1971 में अस्तित्व में आया। तदोपरान्त 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 ऑनलाईन शिक्षा केन्द्र” कर दिया गया है।

उत्तर भारत का सबसे पुराना तथा एक अग्रणी पत्राचार शिक्षण संस्थान होने के बावजूद इस केन्द्र ने 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। शिक्षा के सीमांत को पारंपरिक शिक्षा प्रणाली तक सीमित न रहकर 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 छात्र एवं कार्यरत कर्मचारियों को घर बैठे उच्च शिक्षा प्राप्त करने का सुअवसर प्रदान कर रहा है।

वर्तमान में दूरवर्ती शिक्षा उच्च शिक्षा प्राप्त करने का एक स्थापित अंग बन चुका है। मुझे यह जानकर प्रसन्नता है कि हमारे हिमाचल प्रदेश विश्वविद्यालय का दूरस्थ एवं ऑनलाईन 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 व्यावसायिक तथा रोजगारपरक पाठ्यक्रमों को भी शुरू किया गया है।

मुझे आशा है कि दूरस्थ एवं ऑनलाईन 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 शुभकामनाएँ प्रेषित करता हूँ।

डॉ० राजेन्द्र वर्मा

प्रति कुलपति

हिमाचल प्रदेश विश्वविद्यालय शिमला



## 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 focus 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 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.

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

# CENTRE FOR DISTANCE AND ONLINE EDUCATION

“दूरस्थ एवं ऑनलाईन शिक्षा केन्द्र”

## 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 thereunder shall have precedence over the published matter.

# Himachal Pradesh University

Himachal Pradesh University, a premier institution of teaching and research in the country, is situated at Summer Hill, a suburb of Shimla at a distance of 5 km from the main town. It covers 200 acres of lush green land and offers a panoramic view with its distinctive architectural style. It was established in 1970 by an Act of the Himachal Pradesh Legislative Assembly. The University has 10 Faculties and 40 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
- HPU Alumni Excelled in All Spheres
- HRDC 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 distance and open education



system as an alternative mode of imparting instruction has, over the years, been meeting the demand for education of millions of people at different levels. It is an effort not only to solve the problem of over-crowding in our educational institutions but also to equip the adult community with tools and skills to attain professional competence. Over the past four decades various Indian universities have adopted the programme of distance education and open learning.

## Centre for Distance and Online Education (CDOE)

Immediately after its establishment in 1970, the Himachal Pradesh University took a bold step towards proliferation of knowledge and democratization of educational opportunities by setting up a Directorate of Correspondence Courses. Ever since, the University has played a pioneering role in launching programmes in distance education at the postgraduate level. It was the first to impart instruction at postgraduate 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, a suburb at 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/Examination 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

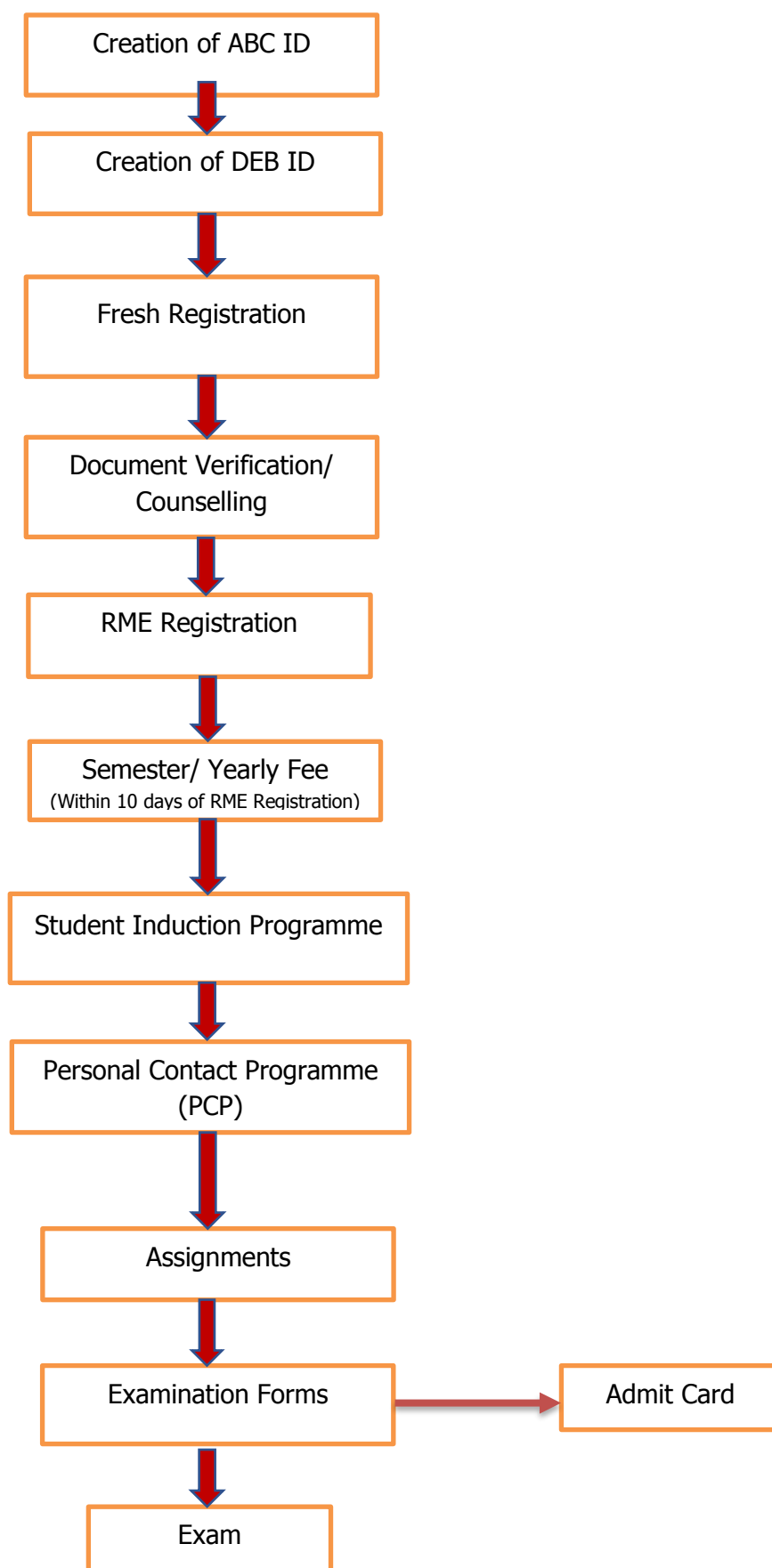
Local transport facilities like buses (private/state government), trains and University buses are available at regular intervals from Summer Hill to the main city.

### 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 i.e. [director.icdeol@gmail.com](mailto:director.icdeol@gmail.com) or can contact the concerned section on the contact numbers given below: -

<b>Computer Centre, CDOE</b>	<b>:</b>	<b>0177 2833419,</b>
<b>CDOE Reception/Enquiry</b>	<b>:</b>	<b>0177 2833444, 2832239</b>

## 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.	Email ID
<b>Department of Business Administration</b>				
1	Dr. Varun Abrol, Assistant Professor (on Leave)	-	9906035333	abrol.varun04@gmail.com
2	Dr. Ashok Kumar Bansal, Assistant Professor (Programme Coordinator)	-	9418152174 8219408820	ashokkumarbansal2009@gmail.com
<b>Department of Commerce &amp; Management</b>				
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
<b>Department of Economics</b>				
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	premcohpu@gmail.com
<b>Department of English</b>				
1	Dr. Ashwani Rana, Associate Professor	-	9418450330	dosto1970@gmail.com
2	Dr.(Ms) Priyanka Vaidya, Associate Professor (on Study Leave)		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, Assistant Professor	-	8219943988	drraniusha@gmail.com
2	Dr. Mangat Ram, Assistant Professor (Programme Coordinator)		8894559978	mangatramsharma1984@gmail.com
3	Dr. Manju Puri, Assistant Professor	839		
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	<a href="mailto:dr.aartimanglesh@gmail.com">dr.aartimanglesh@gmail.com</a>
Department of Music				

1	Dr. Jeet Ram, Professor	877	9459795543	<a href="mailto:jrmusic.sharma@gmail.com">jrmusic.sharma@gmail.com</a>
2	Dr. Mritunjay Sharma, Assistant Professor (Programme Coordinator)	875	9318510611	<a href="mailto:drmrityunjaysharma@gmail.com">drmrityunjaysharma@gmail.com</a>
3	Dr. Rajeev Sharma, Assistant Professor	873	9418493470	<a href="mailto:drrajeesharma@gmail.com">drrajeesharma@gmail.com</a>
<b>Department of Political Science</b>				
1	Dr. Bhawana Jharta, Professor	450	9418232780	<a href="mailto:Jhartabhawana08@gmail.com">Jhartabhawana08@gmail.com</a>
2	Dr. Joginder Singh Saklani, Associate Professor (Programme Coordinator)	430	9418452390	<a href="mailto:jogindersinghsaklani@gmail.com">jogindersinghsaklani@gmail.com</a>
3	Dr. Yog Raj, Assistant Professor	435	9418975201	<a href="mailto:dryogi79@gmail.com">dryogi79@gmail.com</a>
<b>Department of Public Administration</b>				
1	Dr. Anupama Singh, Professor	-		<a href="mailto:anupamakanwar@rediffmail.com">anupamakanwar@rediffmail.com</a>
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3	Mr. Shiv Dass Katoch, Assistant Professor		9882911386	<a href="mailto:shivdasskatoch@gmail.com">shivdasskatoch@gmail.com</a>
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<b>Department of Sanskrit</b>				
1	Dr. Dev Raj, Assistant Professor (Programme Coordinator)	439	9418244727	<a href="mailto:devmastetta@gmail.com">devmastetta@gmail.com</a>
2	Dr. (Mrs.) Deep Lata, Assistant Professor	816	9418579522	<a href="mailto:dr.dthakur78@gmail.com">dr.dthakur78@gmail.com</a>
3	Dr. Lata Devi, Assistant Professor	814	9817170159	<a href="mailto:dr.latadevi1976@gmail.com">dr.latadevi1976@gmail.com</a>
<b>Department of Sociology</b>				
1	Dr. Anjana Thakur, Assistant Professor (Programme Coordinator)	447	9418091967	<a href="mailto:chauhananjna14@gmail.com">chauhananjna14@gmail.com</a>
2	Dr. Anupama Bharti, Assistant Professor	897	8699898262	<a href="mailto:bharti.anupama09@gmail.com">bharti.anupama09@gmail.com</a>

<b>3</b>	Dr. Ashwani Kumar Sharma, Assistant Professor	-	7006464142	Kumash202@yahoo.co.in
<b>Diploma in Yoga Studies</b>				
<b>1</b>	Dr. Arpita Negi, Asst. Professor, (Programme Coordinator)	714	01772833715	arpita.negi@gmail.com
<b>Diploma in Tourist Guide</b>				
<b>1</b>	Er. Ashok Kumar Kashyap, Asst. Professor (Programme Coordinator)	-	8219208970	ashok.uiit2972@gmail.com

## **CDOE ADMINISTRATION**

<b>Name</b>	<b>Designation</b>	<b>EPBAX</b>
Prof. Pradeep Kumar	<b>Director, CDOE</b>	<b>01772832547</b> <b>01772833401</b>
Sh. Raj Kumar	<b>Personal Secretary to Director, CDOE</b>	01772831327 01772833402
Sh. Ramesh Kumar Sharma	<b>Deputy Registrar (Accounts)</b>	01772833404
	<b>Deputy Registrar (Administration)</b>	
Sh. Satish Kumar Sharma	<b>Assistant Registrar (Academic)</b>	01772833408 01772832834
Dr. K G Thakur	<b>Liaison-cum-Public Relations Officer</b>	01772833409
Sh. Narender Mohan Nepta	<b>Section Officer (Administration)</b>	01772833405
Sh. Om Prakash	<b>Section Officer (Accounts)</b>	01772833414 01772833416
Sh. Rajkumar Rana	<b>Section Officer (Academic-I) (BA/ B. Com)</b>	01772833407 01772833423
	<b>Section Officer (Academic-II) (MA. -English, Hindi, History, Sanskrit, Music &amp; Political Science, M.A. Eco., Pub. Admin., Sociology)</b>	01772833406 01772833410
	<b>Section Officer (Academic-III) MAJMC, MA Education, B.Ed., (DYS, DTG, DCA, DDS)</b>	01772833411
	<b>Section Officer (Academic IV) (M. Com, MBA)</b>	01772833412
Sh. Narender Mohan Nepta	<b>Section Officer (R &amp; I Section)</b>	01772833413
Smt. Sunita Devi	<b>Incharge Library</b>	01772833417 01772833418
Smt. Devindra Sharma	<b>Suptd. (Inquiry)</b>	01772833444 01772832239
Sh. Jai Kumar Sood	<b>Advisor cum Consultant</b>	
Dr. Dalel Singh Thakur	<b>Joint Director</b>	01772833438 9418434443
Sh. Pradeep Sharma	<b>Senior Editor</b>	7018947112 9418060112
Sh. Desh Raj Pathania	<b>Senior Editor</b>	9418064373
Smt. Nisha Singla	<b>Programmer, CDOE</b>	8091706929
Computer Centre (CDOE)	<b>For all Technical Queries related to admission</b>	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
<b>For the Functioning and Responsibilities see Annexure I</b>		

### 2. Academic, Examination and Evaluation Committee

Sr. No.	Name of the Faculty/Officer/Official	Committee
1.	Dr. Sashi kant, Associate Prof. (Education)	Chairman
2.	Dr. Ashok 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
<b>For the Functioning and Responsibilities see Annexure II</b>		

### 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 Academic)	Member
5.	Dr. K G Thakur (Public Relations Officer)	Convener
<b>For the Functioning and Responsibilities see Annexure III and maintain records of all details received from other committees (Soft &amp; hard copy both) for future reference and compliance to UGC-DEB.</b>		

### 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	Convener
8.	Deputy Registrar Admn./Assistant Registrar (Academic)	Convener
<b>For the Functioning and Responsibilities see Annexure IV</b>		

### 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
<b>For the Functioning and Responsibilities see Annexure V</b>		
<b>6. Self-Learning Material (SLM) Print &amp; Online Committee</b>		
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, Asst. 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. (MAJMC)	Member
18.	Sh. Pardeep Sharma (Senior Editor)	Member
19.	Sh. Desh Raj Pathania (Senior Editor)	Member
20.	Dr. Dalel Singh Thakur (Joint Director)	Convener
<b>For the Functioning and Responsibilities see Annexure VI &amp; VII</b>		

## **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. Sc.	Member
5.	Dr. Ruchi Verma, Asstt. Prof. Education	Member
6.	Sh. Jai Kumar Sood, Advisor-cum-consultant	Member
7.	Smt. Nisha Devi, Programmar, ICDEOL	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 (Public Admn)	Member
3.	Sh. Shiv Dass Katoch (Public Admn)	Member
4.	Dr. Nisha Thakur (English)	Member
5.	Dr. Vijay Singh Asst. Professor (Public Admn)	
6.	Sh. Vijayant Thakur (Programmer)	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 (MBA)	Chairman
2.	Dr. Aarti Manglesh, Asstt. Prof. Mathematics	Member
3.	Er. Ashok Kumar Kashyap (Computer Science)	Member
4.	Ms. Nisha (DA Academic Admn)	Member
5.	Sh. Vijayant Thakur (Programmer)	Member
6.	Dr. K G Thakur (Public Relation Officer)	Convener

**For the Functioning and Responsibilities see Annexure IX 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**

### **COURSE OF STUDY AND ADMISSION PROCEDURE FOR STUDENTS SEEKING ADMISSIONS TO B.A./B.COM. 1<sup>ST</sup> 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](http://www.ugc.ac.in), HPU Website [www.hpuniv.in](http://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.***

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

## SUBJECT PATTERN FOR B.A. 1<sup>ST</sup> YEAR

### 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 shall must be from Social Sciences**

### Elective-I

2 papers

DSC-1A

6 Credits

DSC-1B

6 Credits

### Elective-II

2 papers

DSC-2A

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)**

1 paper

Environment Studies

4 Credits

**AECC-II**

**Core (Compulsory)**

1 paper

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**

<b>Sr. No.</b>	<b>Name of the Courses</b>
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 (MAJMC)
13.	DIPLOMA IN YOGA STUDIES (DYS)
14.	DIPLOMA IN TOURIST GUIDE (DTG)
15.	DIPLOMA IN DATA SCIENCE (DDS)
16.	DIPLOMA IN COMPUTER APPLICATION (DCA)

## **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 Instructions**

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**

<b>Sr. No.</b>	<b>Academic Branch</b>	<b>E mail ID</b>	<b>Contact no.</b>
1.	<b>(Academic-I)</b> (BA/ B. Com)	acad1icdeol@gmail.com	01772833423,407
2.	<b>(Academic-II)</b> (MA. -English, Hindi, History, Sanskrit, Music, Political Sci., Economics., Pub. Admin., Sociology)	acad2icdeol@gmail.com	01772833406,410
3.	<b>(Academic-III)</b> (DYS, DTG, DCA, DDS, MAJMC, B.Ed. MA Edu.)	acad3icdeol@gmail.com	01772833411
4.	<b>(Academic IV)</b> (M. Com, MBA)	acad4icdeol@gmail.com	01772833412

# STRUCTURE OF SYLLABUS

## SUBJECT-WISE STRUCTURE OF SYLLABUS FOR B.A. 1<sup>ST</sup> YEAR

SANSKRIT					
Year	Course	Course Code	Course Type	Course Name	Credit
1 <sup>st</sup>	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 <sup>st</sup>	English-I	ENG CE 101	Core	English –I Core English (Compulsory)	6
	DSC-1A	ENG DSC 102 (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 Honours	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 <sup>st</sup>	DSC-1A	HIND 102	Core	हिन्दी 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 <sup>st</sup>	DSC-1A	HIST A101	Core	History of India from the Earliest Times up to c. 300 CE	6
	DSC-1B	HIST A102	Core	History of India, c. 300 to 1206	6
MATHEMATICS					
1 <sup>st</sup>	DSC-1A	MATH 101TH	Core	Differential Calculus	6
	DSC-1B	MATH 102TH	Core	Differential Equations	6
MUSIC					
1 <sup>st</sup>	DSC-1A	MUSA 101TH	Core	Basic principles of Indian Music & Biographies of Musicians,	3
				Composers & Musicologists	
		MUSA 102 PR	Practical	Stage performance (Unit-II)	3

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

## B.A. 2<sup>ND</sup> YEAR SYLLABUS

<b>SANSKRIT</b>					
Year	Course	Course Code	Course Type	Course Name	Credit
2 <sup>nd</sup>	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
<b>ENGLISH</b>					
2 <sup>nd</sup>	English-II	ENG CE 201	Compulsory	English –II English (Compulsory)	6
	DSC-1C	ENG DSC 202	Core	British Literature (Play and Novel)	6
	DSC-1D	ENG DSC 203	Core	Literary Cross Currents	6
	AEEC/SEC-I	ENG AEEC/SEC 204	Skill Enhancement Course	Creative Writing, Book and Media Reviews	4
	AEEC/SEC-II	ENG AEEC/SEC 205	Skill Enhancement Course	Translation Studies and Principles of Translation (Basic Concepts and Readings)	4



<b>HINDI</b>					
2 <sup>nd</sup>	DSC-1C	HIND 202	Core	आधुनिक हिन्दी कविता	6
	DSC-1D	HIND 203	Core	हिन्दी गद्य साहित्य	6
	SKT/HINDI-2	HIND 201	Core (B.A./B.Com.)	अनिवार्य हिन्दी 'रचना पुंज'	6
	SEC-I	HIND 204	Skill Enhancement Course	कार्यालयी हिन्दी	4
	SEC-II	HIND 206	Skill Enhancement Course	अनुवाद विज्ञान	4
<b>HISTORY</b>					
2 <sup>nd</sup>	DSC-1C	HIST(A) 203	Core	History of India C. 1206-1707	6
	DSC-1D	HIST (A) 204	Core	History of India C. 1707 - 1950	6
	SEC-I	HIST (A) 213	Skill Enhancement Course	Historical Tourism	4
	SEC-II	HIST (A) 215	Skill Enhancement Course	An Introduction to Archaeology	4
<b>MATHEMATICS</b>					
2 <sup>nd</sup>	DSC-1C	MATH 201TH	Core	Real Analysis	6
	DSC-1D	MATH 202TH	Core	Algebra	6
	SEC-I	MATH 309TH	Skill Enhancement Course	Integral Calculus	4
	SEC-II	MATH 310TH	Skill Enhancement Course	Vector Calculus	4
<b>MUSIC</b>					
2 <sup>nd</sup>	DSC-1C	MUSA 201TH	Core	Ancient Granthas & Contributions of Musicologists	3
	DSC-2C	MUSA 202 PR	Practical	Stage performance	3
	DSC-1D	MUSA 203TH	Core	Medieval Granthas & Contributions of Musicians	3
	DSC-2D	MUSA204 PR	Practical	Viva-Voce	3
	SEC-I	MUSA 205PR		Value Based & Practical Oriented Course for Hindustani Music (Vocal/Inst.) Presentation & Documentation-I	4
	SEC-II	MUSA 206PR		Value Based & Practical Oriented Course for Hindustani Music (Vocal/Inst.) Presentation & Documentation-II	4
<b>POLITICAL SCIENCE</b>					
2 <sup>nd</sup>	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
<b>SOCIOLOGY</b>					
2 <sup>nd</sup>	DSC-1C	SOCL-A 201	Core	Sociological Theories	6
	DSC-1D		Core		6
	DSC-2C	SOCL-A 202	Core	Methods of Sociological Enquiry	6
	DSC-2D		Core		6
	SEC-I	SOCL-A 203	Skill Enhancement Course	Techniques of Social Research	4
	SEC-II	SOCL-A 204	Skill Enhancement Course	Sociology of Environment	4
<b>PUBLIC ADMINISTRATION</b>					
2 <sup>nd</sup>	DSC-1C	PUBA 201A	Core	Administrative Thinkers	6
	DSC-1D	PUBA 202 A	Core	Development Administration	6
	SEC-IA	PUBA 203A	Skill Enhancement Course	Computer Application & Office Management	4
	SEC-IIB	PUBA 204 A	Skill Enhancement Course	Human Resource & Logistic Management	4
<b>ECONOMICS</b>					
2 <sup>nd</sup>	DSC-1C	ECONA 201	Core	Principles of Macroeconomics-I	6
	DSC-1D	ECONA 202	Core	Principles of Macroeconomics-II	6
	SEC-I	ECONA 203	Skill Enhancement Course	Statistical Methods -I	4
	SEC-II	ECONA 205	Skill Enhancement Course	Statistical Methods -II	4

## B.A. 3<sup>RD</sup> YEAR SYLLABUS

<b>SANSKRIT</b>					
Year	Course	Course Code	Course Type	Course Name	Credit
3 <sup>rd</sup>	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
<b>ENGLISH</b>					
3 <sup>rd</sup>	DSE-1A	ENG DSE 303	Specific Elective	Soft Skills	6
	DSE-1B	ENG DSE 304	Specific Elective	Academic Writing & Composition	6
	AEEC/SEC-III	ENG AEEC/SEC 301	Skill Enhancement Course	Technical Writing	4
	AEEC/SEC-IV	ENG AEEC/SEC 302	Skill Enhancement Course	Business Communication	4

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

	GE-2	MUSA 308 TH	Generic Elective	Practical Hindustani Music Vocal/ Inst.	6
<b>POLITICAL SCIENCE</b>					
3 <sup>rd</sup>	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
<b>SOCIOLOGY</b>					
3 <sup>rd</sup>	DSE-1A	SOCL-A 304	Specific Elective	Marriage, Family & Kinship	6
	DSC-2A	SOCL-A 305	Specific Elective	Social Stratification	6
	SEC-III	SOCL-A 301	Skill Enhancement Course	Social Demography	4
	SEC-IV	SOCL-A 302	Skill Enhancement Course	Theory & Practice of Development	4
	GE-I	SOCL-A 307	Generic Elective	Polity & Society in India	6
	GE-II	SOCL-A 308	Generic Elective	Economy & Society	6
<b>PUBLIC ADMINISTRATION</b>					
3 <sup>rd</sup>	DSE-1A	PUBA 303A	Specific Elective	Local Governance IA	6
	DSE-1B	PUBA 306 A	Specific Elective	Financial Administration	6
	SEC-III C	PUBA 301A	Skill Enhancement Course	Leadership Styles & Conflict Management	4
	SEC-IVD	PUBA 302 A	Skill Enhancement Course	Stress & Time Management	4
<b>ECONOMICS</b>					
3 <sup>rd</sup>	DSE-1	ECONA 301	Specific Elective	Indian Economy	6
	DSE-8	ECONA 308	Specific Elective	Economic Systems	6
	SEC-5	ECONA 309	Skill Enhancement Course	Research Methodology	4
	SEC-7	ECONA 311	Skill Enhancement Course	Money & Banking	4

## **STRUCTURE OF SYLLABUS FOR B.COM.**

Course No.	Course Title	Course Type	Credit
<b>Year-I</b>			
	Environmental Studies	<b>Ability-Enhancement Compulsory Course (AECC)-1</b>	4
<b>BC 1.1</b>	Financial Accounting	<b>Core Course C-1</b>	6
<b>BC 1.2</b>	Business Organization and Management	<b>Core Course C-2</b>	6
	English – 1 Core English (Compulsory for B.A./B. Com)	<b>Core Course C-3</b>	6
	Language: English/Hindi/Modern Indian Language	<b>Ability-Enhancement Compulsory Course(AEC)-2</b>	4
<b>BC 1.3</b>	Business Law	<b>Core Course C-4</b>	6
<b>BC 1.4</b>	Business Statistics and Mathematics	<b>Core Course C-5</b>	6
	Hindi-I / Modern Indian Language	<b>Core Course C-6</b>	6
<b>Year-II</b>			
<b>BC 2.1</b>	Company Law	<b>Core Course C-7</b>	6
<b>BC 2.2</b>	Income Tax Law and Practice	<b>Core Course C-8</b>	6
	English-II	<b>Core Course C-9</b>	6
<b>BC 2.3</b>	Computer Applications in Business	<b>Skill-Enhancement Elective Course (SEC)-1</b>	4
<b>HIND 201</b>	Hindi-II	<b>Core Course C-10</b>	6
<b>BC 2.4</b>	Corporate Accounting	<b>Core Course C-11</b>	6
<b>BC 2.5</b>	Cost Accounting	<b>Core Course C-12</b>	6
<b>BC 2.6</b>	E-Commerce	<b>Skill-Enhancement Elective Course (SEC)-2</b>	4
<b>Year- III</b>			
<b>BC 3.1 (a) BC 3.1 (c)</b>	Any one of the followings- Human Resource Management Fundamentals of Financial Management	<b>Discipline Specific Elective (DSE)-1</b>	6
<b>BC 3.2(a) BC 3.2(b)</b>	Any one of the followings Corporate Governance and Auditing Goods and Services Tax (GST)	<b>Discipline-Specific Elective (DSE)-2</b>	6
<b>BC 3.3</b>	Entrepreneurship	<b>Skill-Enhancement Elective Course (SEC)-3</b>	4
<b>ECONA 313</b>	Economy of Himachal Pradesh	<b>Generic Elective (GE)-1</b>	6
<b>BC 3.5 (c)</b>	Management Accounting	<b>Discipline Specific Elective (DSE)-3</b>	6
<b>BC 3.6 (b)</b>	Office Management and Secretarial Practice	<b>Discipline Specific Elective (DSE)-4</b>	6
<b>BC 3.7</b>	Personal Selling and Salesmanship	<b>Skill-Enhancement Elective Course (SEC)-4</b>	4
<b>ECONA 314</b>	Indian Economy	<b>Generic Elective (GE)-2</b>	6

## PG Syllabus under CBCS MA 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 /Q uiz) Credits	Theory	Internal Assessment
I	ECON111	DSC	Micro-Economics	6	4	2	80	20
	ECON112	DSC	Elementary Mathematics for Economics	6	4	2	80	20
	ECON113	DSC	International Economics	6	4	2	80	20
	ECON114	DSC	Labour Economics	6	4	2	80	20
			Sub Total -1	24	16	8	Marks=400	
II	ECON121	DSC	Macro-Economics	6	4	2	80	20
	ECON122	DSC	Basic Statistics	6	4	2	80	20
	ECON123	DSC	Money and Banking	6	4	2	80	20
	ECON124	DSC	History of Economic Thought	6	4	2	80	20
	ECON125	GE-I	Fundamental Concepts in Economics	4	3	1	80	20
			Sub Total -2	28	19	9	Marks=500	
III	ECON231	DSC	Agricultural Economics	6	4	2	80	20
	ECON232	DSC	Gender Economics	6	4	2	80	20
	ECON233	DSC	Research Methodology	6	4	2	80	20
	ECON234	DSE-I	Economics of Population	6	4	2	80	20
	ECON236	AEC	Contemporary Economic Issuesand data handling	4	3	1	80	20
			Sub Total - 3	24	16	8	Marks=400	
IV	ECON241	DSC	Indian Economy	6	4	2	80	20
	ECON242	DSC	Public Finance	6	4	2	80	20
	ECON243	DSC	Economics of Development and Planning	6	4	2	80	20
	ECON245	DSE-IV	Industrial Economics	6	4	2	80	20
	ECON246	GE-II	Economy of Himachal Pradesh	4	3	1	80	20
			Sub Total - 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	
Note: - Course code number ECON 236 is Non-CGPA Ability Enhancement course (AEC)								

## MA English (CBCS)

Sr. No.	Course Code	Title of the Paper/Course	Credits	Theory Contact Hours (L-5 Hours per Week/Tut.-1 Hour perWeek)		Marks Scheme	
	DSCs			Lectures (Credits)	Tutorials	Theory	Internal Assessment
Semester- I							
1.	DSC MENG 101	History of English Literature from Chaucer to 1800	6	5	1	80	20
2.	DSC MENG 102	Poetry from Chaucer to Pope	6	5	1	80	20
3.	DSC MENG 103	Shakespeare and His Contemporaries	6	5	1	80	20
4.	DSC MENG 104	Nineteenth CenturyFiction	6	5	1	80	20
		Total	24	20	4	Total Marks – 400	
Semester- II							
1.	DSC MENG 201	History of English Literature: Nineteenth and Twentieth Centuries	6	5	1	80	20
2.	DSC MENG 202	Romantic andVictorian Poetry	6	5	1	80	20
3.	DSC MENG 203	ModernFiction	6	5	1	80	20
4.	DSC MENG 204	Growth andStructure 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 MENG 302	Modern Britishand American Poetry	6	5	1	80	20
3.	DSC MENG303	Modern BritishDrama	6	5	1	80	20
4.	DSE I MENG 304	World Fiction	6	5	1	80	20
5.	AEC MENG 308	Literary Terms	4	4	0	80	20
		Total	24	20	4	Total Marks – 500	
Semester- IV							
1.	DSC MENG 401	Contemporary Literary Theory	6	5	1	80	20
2.	DSC MENG 402	Indian Writingin English	6	5	1	80	20
3.	DSE II DSE MENG 404	American Drama	6	5	1	80	20
4.	DSE III 405	IndianWriting 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	
	DSCs			Theory	Internal Assessment
Semester I					
1.	MPUB 101	Introduction to Public Administration	6	80	20
2.	MPUB 102	Administrative Thinkers	6	80	20
3.	MPUB 103	Indian Administration	6	80	20
4.	MPUB 104	Financial Administration	6	80	20
Total			24	Total Marks - 400	
Semester II					
1.	MPUB 201	Sustainable Development Administration	6	80	20
2.	MPUB 202	Administrative & Constitutional Law	6	80	20
3.	MPUB 203	Personnel Administration & Human Resource Management	6	80	20
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.	MPUB 304(DSE-I)	International Administration	6	80	20
5.	MPUB 307- 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
<b>Semester I</b>										
MUSI-101TH	Core Course	Historical Study of Indian Music	Theory	100	80	20	32+8	40	4	4
MUSI-102TH	Core Course	Seminar <sup>#</sup>	Theory	50 <sup>#</sup>	-	-	-	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
<b>Semester II</b>										
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
<b>Semester III</b>										
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
<b>Semester IV</b>										
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 <sup>#</sup>	Theory	50 <sup>#</sup>	-	-	-	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
			<b>Total</b>	<b>2550</b>						<b>102</b>
<b>Elective Courses (For Department Students only)</b>										
Course Code	Course Type	Course Name	Paper Type	Max. Marks	ESE	CCA	Min. Pass ESE+CCA	Total Pass Marks	Teaching Hours Per Week	Credit
<b>Semester II</b>										

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
<b>Semester IV</b>										
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 t/ 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	सांख्य एवं वेदान्त	6	5	1	80	20
			<b>Sub Total-1</b>	<b>24</b>	<b>20</b>	<b>4</b>	<b>Total Marks=400</b>	
II द्वितीय षाण्मासिकी	MSKTC -201	Core	वेद	6	5	1	80	20
	MSKTC -202	Core	निरुक्त तथा उपनिषद्	6	5	1	80	20
	MSKTC -203	Core	व्याकरण	6	5	1	80	20
	MSKTC -204	Core	व्याकरण	6	5	1	80	20
	MSKTC-205 (I)	GE-I	श्रीमद्भगवद्गीता (द्वितीय व सप्तदश अध्याय)	4	4	-	80	20
			<b>Sub Total-2</b>	<b>28</b>	<b>24</b>	<b>4</b>	<b>Total Marks=500</b>	
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
			<b>Sub Total-3</b>	<b>24</b>	<b>20</b>	<b>4</b>	<b>Total Marks=400</b>	
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 अनुवाद	6	5	1	80	20
	MSKTE-404 (I)	DSE-III	गद्य पद्य तथा चम्पू काव्य (सुबन्धु वासवदत्ता, दशकुमारचरित सप्तम उच्छवास, शिशुपालवध प्रथम सर्ग, चम्पूभारत प्रथम स्तवक)	6	5	1	80	20
	MSKTC-405 (II)	GE-IV	नीति साहित्य (चाणक्य नीति)	4	4	-	80	20
			<b>Sub Total - 4</b>	<b>28</b>	<b>24</b>	<b>4</b>	<b>Total Marks=500</b>	
			<b>Grand Total (1+2+3+4)</b>	<b>104</b>	<b>88</b>	<b>16</b>	<b>=1800</b>	

## MA Political Science

SEMESTER I							
Sr. No.	Course Code	Title of the Paper	Credits	Theory Contact Hours (L 5hrs./Tut.- 1hr. per week)		Marks Scheme	
	DSCs			Lectures (Credits)	Tutorial	Theory	Internal Assessment
1	<b>POLS 101</b>	Western Political Thinkers	6	5	1	80	20
2	<b>POLS 102</b>	Comparative Politics: Approaches &Processes	6	5	1	80	20
3	<b>POLS 103</b>	Theories & Concepts of International Relations	6	5	1	80	20
4	<b>POLS 104</b>	Indian Politics I: Political Institutions	6	5	1	80	20
	<b>Total</b>		<b>24</b>	<b>20</b>	<b>4</b>	<b>Total Marks- 400</b>	
SEMESTER- II							
1	<b>POLS 201</b>	Contemporary Debate in Political Theory	6	5	1	80	20
2	<b>POLS 202</b>	Comparative Political Analysis: Concepts & Recent Theories	6	5	1	80	20
3	<b>POLS 203</b>	Indian Politics II: Political Processes	6	5	1	80	20
	<b>Total</b>		<b>22</b>	<b>19</b>	<b>3</b>	<b>Total Marks- 400</b>	
SEMESTER- III							
1	<b>POLS 301</b>	Indian Political Thinkers	6	5	1	80	20
2	<b>POLS 302</b>	India's Foreign Policy	6	5	1	80	20
3	<b>POLS 303</b>	Recent Trends in the Politics of South Asia (SAARC countries)	6	5	1	80	20
4	<b>POLS 304</b>	304. International Organization	6	5	1	80	20
5	<b>POLS 307 AEC (Non CGPA)</b>	Environment and Politics					
	<b>Total</b>		<b>24</b>	<b>20</b>	<b>4</b>	<b>Total Marks- 400</b>	
SEMESTER- IV							
1	<b>POLS 401</b>	Public International Law	6	5	1	80	20
2	<b>POLS 402</b>	State Politics in India with Special Reference to Himachal Pradesh	6	5	1	80	20
3	<b>POLS 403</b>	Public Policy & Governance in India	6	5	1	80	20
4	<b>POLS 407 (GE)</b>	International Political Economy	4	4	-	80	20
	<b>Total</b>		<b>22</b>	<b>19</b>	<b>3</b>	<b>Total Marks- 400</b>	

## Master of Commerce (M.Com.)

Course Code	Nature of Course	Title of the Course	Credits	Theory Contact 4 Hours/week		Marks		
				Lecture Hours Per week	Tutorial Hours Per week	Theory	Internal Assessment	Total Marks
1st Semester								
MC101	DSC	Management Theories and Practices	4	4	1	80	20	100
MC102	DSC	Business Environment	4	4	1	80	20	100
MC103	DSC	Managerial Economics	4	4	1	80	20	100
MC104	DSC	Statistical Analysis for Decision Making	4	4	1	80	20	100
MC105	DSC	Income Tax Laws and Administration	4	4	1	80	20	100
MC106	DSC	Corporate Legal Framework	4	4	1	80	20	100
		Total Credits and Marks (1st Semester)	24	24	6	480	120	600
2nd Semester								
MC201	DSC	Corporate Financial Accounting	4	4	1	80	20	100
MC202	DSC	Human Resource Management	4	4	1	80	20	100
MC203	DSC	Corporate Finance and Policy	4	4	1	80	20	100
MC204	DSC	Marketing Management	4	4	1	80	20	100
MC205	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 (2ndSemester)	28	28	7	560	140	700
3rd Semester								
MC301	DSC	Advanced Cost Accounting	4	4	1	80	20	100
MC302	DSC	International Financial Management and Policy	4	4	1	80	20	100
MC303	DSC	Financial Institutions & Markets	4	4	1	80	20	100
Specialization: Students are required to choose ONE Course from each Specialization.								
Accounting and Finance								
MC304 (a)	DSE	Management Control Techniques Or Stock Market Operations	4	4	1	80	20	100
MC304 (b)	DSE							
Marketing								
MC305 (a)	DSE	E-Commerce and Digital Marketing Or Supply Chain Management and Logistics	4	4	1	80	20	100
MC305(b)	DSE							

Human Resource Management								
MC306 (a)	DSE	Industrial Psychology	4	4	1	80	20	100
MC306 (b)	DSE	Or Strategic Human Resource Management						
MC 307	AECC	Computer Application in Business (Audit Pass)	0	4	1	80	20	100
		Total Credits and Marks (3rd Semester)	24	28	7	560	140	700
4th Semester								
MC401	DSC	Security Analysis and Portfolio Management	4	4	1	80	20	100
MC402	DSC	Entrepreneurship Development and Project Management	4	4	1	80	20	100
MC403	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 404 AF (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
MC404MKT (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 404 HRM (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
MC405	DSC	Project Report and Viva-Voce	4	-	-	100 (75 marks for Project Report and 25 marks for Viva-Voce)		100
MC406	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
		<b>Grand Total Credits and Total Marks</b>	<b>108</b>	<b>104</b>	<b>26</b>	<b>2280</b>	<b>520</b>	<b>2800</b>

## MA 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

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

### Ability Enhancement Core Course<sup>\*</sup>

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

### Discipline Specific Elective Courses

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

### Generic Elective Courses<sup>^</sup>

<b>Semester II</b>												
M	JMC	2	05	Basics of Convergence Media	4	0	0	4	20	0	80	100
<b>Semester IV</b>												
M	JMC	4	07	Ethico-legal Issues in Media	4	0	0	4	20	0	80	100



## MA History

Sr.No.	Course Code	Course Title	Core/DSE/GE	Theory+ IA	Credits
<b>SEMESTER I (All 4 Core Courses)</b>					
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
<b>SEMESTER II (3 Core Courses +1GE=4 Courses)</b>					
1	HIST 221	History of Early India (up to c. AD 1200)	Core	80+20	6
2	HIST 222	History of Medieval India (13 <sup>th</sup> to 18 <sup>th</sup> Centuries)	Core	80+20	6
3	HIST 223	History of Modern India (1757-1947)	Core	80+20	6
<b>SEMESTER III (3 Core Courses +1 DSE =4 Courses (+ 1 AEC of NON CGPA)</b>					
1	HIST 331	History of Ecology and Environment in India	Core	80+20	6
2	HIST 332	Modern World (c.1780 to 1950)	Core	80+20	6
3	HIST 334	Contemporary World (1945-2000)	Core	80+20	6
4	HIST 335 C	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
<b>SEMESTER IV (DSE course 442 + 2 DSE Courses from their specialization +1GE =4Courses)</b>					
1	HIST 442	India Since Independence (1947-1990s)	DSE	80+20	6
<b>DSE (One course from their specialization)</b>					
2	HIST 445 C	Social and Cultural Changes in Modern India	DSE	80+20	6
<b>DSE (One course from their specialization)</b>					
3	HIST 446 C	Economic History of Modern India (1757-1947)	DSE	80+20	6

## MA Sociology

Semester	Course Code	Nature of Course	Course Name	Credits	Theory Contact Hours (L- 5hrs/Tut.- 1 hr)		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: व्याख्यान-5 घंटे प्रतिदिन अनुशिक्षण-1 घंटा प्रति सप्ताह	रेगुलर विद्यार्थियों हेतु अंक विभाजन: थ्योरी=80 आंतरिक मूल्यांकन: (समनुदेशन=10, प्रस्तुतिकरण=5 उपस्थिति= 5) =20	पत्राचार विद्यार्थियों हेतु अंक थ्योरी=80 आंतरिक मूल्यांकन समनुदेशन=20	प्राइवेट विद्यार्थियों हेतु अंक विभाजन=100
सेमेस्टर 1	MHIN 101	मध्यकालीन काव्य	5+1=6	80+20=100		100
	MHIN 102	हिन्दी साहित्य का इतिहास आदि, भक्ति एवं रीतिकाल	5+1=6	80+20=100		100
	MHIN 103	हिन्दी नाटक एवं उपन्यास	5+1=6	80+20=100		100
	MHIN 104	भाषा-विज्ञान	5+1=6	80+20=100		100
सेमेस्टर 2	MHIN 201	भक्ति एवं रीति-काव्य	5+1=6	80+20=100		100
	MHIN 202	हिन्दी साहित्य का इतिहास आधुनिक काल	5+1=6	80+20=100		100
	MHIN 203	आधुनिक गद्य साहित्य	5+1=6	80+20=100		100
	MHIN 204	हिन्दी भाषा एवं देवनागरी लिपि	5+1=6	80+20=100		100
	MHIN 205	मीडिया लेखन एवं हिन्दी पत्रकारिता GE-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 हिंदी उपन्यास (विकल्प दो)	5+1=6	80+20=100		100
	MHIN 305 AECC	हिन्दी साहित्य एवं पर्यावरण				
सेमेस्टर 4	MHIN 401	छायावादोत्तर काव्य	5+1=6	80+20=100		100
	MHIN 402	पाश्चात्य समीक्षा सिद्धांत	5+1=6	80+20=100		100
	MHIN 403	शोध प्रविधि	5+1=6	80+20=100		100
	MHIN 404	लोक साहित्य सैद्धांतिक विवेचन एवं प्रायोगिक आयाम	5+1=6	80+20=100		100
	MHIN 405	हिंदी साहित्य और सिनेम (जेनरिक -II)	04			

## MBA (MASTER OF BUSINESS ADMINISTRATION)

SEMESTER	COURSE CODE	CORE COURSES	Credits
<b>FIRST</b>	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
		<b>Total Credits 1<sup>st</sup> semester</b>	<b>24</b>
<b>SECOND</b>	<b>COURSE CODE</b>	<b>CORE COURSES</b>	
	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
		<b>GENERIC ELECTIVE</b>	
	MGT-GE-1	Fundamentals of Management	4
		<b>Total Credits 2<sup>nd</sup> semester</b>	<b>32</b>
<b>THIRD</b>	<b>COURSE CODE</b>	<b>CORE COURSES</b>	
	301	Strategic Analysis	4
	302	Entrepreneurship Development	4
		<b>SKILL / ABILITY ENHANCEMENT COURSE</b>	
	303	Executive and Business Skills	2
		<b>ELECTIVE COURSE FOR DUAL SPECIALIZATIONS (SPECIFIC)</b>	
	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
		<b>Total Credits 3<sup>rd</sup> semester</b>	<b>24</b>
	<b>COURSE CODE</b>	<b>CORE COURSES</b>	
<b>FOURTH</b>	401	Strategic Management	4
		<b>GENERIC ELECTIVE</b>	
	MGT-GE-2	Entrepreneurial Skills	4
		<b>INTERNSHIP / FIELD WORK / VIVA-VOCE</b>	
	404	On-The-Job-Training / Internship Report	4
	405	Project Report	4
	406	Comprehensive Viva-Voce	4
		<b>ELECTIVE COURSE FOR DUAL SPECIALIZATIONS (SPECIFIC)</b>	
	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
		<b>Total Credits 4<sup>th</sup> semester</b>	<b>36</b>
		<b>Total Credits</b>	<b>114</b>

**NOTE: - It is compulsory for the students who are enrolled in MA/ M.Com./ MBA 2<sup>nd</sup> 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-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-204 GE	Social Demography (Not for Sociology Students)	4
(iv)	Hindi	MHIN-205-GE	Hindi Patrakarita evm Media Lekhan (Not for Hindi Students)	4
(v)	Education	EDUGE 301-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 4<sup>th</sup> 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, Life skills and business (Not for Commerce Students)	4
(ii)	Economics	ECON-246-GE	Economy of Himachal Pradesh (Not for Economics Students)	4
(iii)	Sociology	SOC-O-406-GE	Crime & Society (Not for Sociology Students)	4
(iv)	Hindi	MHIN-405-GE	Hindi Sahitya aur Cinema (Not for Hindi Students)	4
(v)	Education	EDUGE 302-GE	Pedagogy of Sciences (Not for Education Students)	4
(vi)	MA JMC	MJMC 22406	Ethico- Legal issues in Media (Not for MA JMC Students)	4
(vii)	Political Sci.	POLS 407-GE	International Political Economy (Not for Pol. Sc. Students)	4

## Syllabus of Diploma Courses

Course Name	Semester-I	Semester-II
<b>Diploma in Computer Application</b>	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)

Course Name	Semester-I	Semester-II
<b>Diploma in Data Sciences</b>	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

Course Name	One Year Diploma
<b>Diploma in Yoga Studies</b>	DYS-C 101 Concept of Yoga and Its Traditional Aspects
	DYS-C 102 Foundations of Hath yoga and its Practices
	DYS-C 103 Human Anatomy, Physiology, Diet and Yoga Therapy
	<b>Practical-</b> Shodan Kriyas, Asanas, Mudra- Bandha & Meditation
	<b>Practical-</b> Yogic Sukshma and Sthool Vyayam, Pranayama, Meditation and Viva

Course Name	Semester-I	Semester-II
<b>Diploma in Tourist Guide</b>	DTG-01 Introduction to Tourism	DTG-04 Tourism Product & Destination of Himachal Pradesh
	DTG-02 Tourism Products of India	DTG-05 Adventure Tourism in Himachal Pradesh
	DTG-03 Linkage of Tour Guide with Travel Industry	DTG-06 Itinerary Preparation and Tour Costing
	DTG-07 Viva of ON- THE- JOB Training Report and General Viva	

# **ELIGIBILITY CONDITIONS**

## **ELIGIBILITY/QUALIFICATIONS FOR ADMISSION TO VARIOUS COURSES**

### **B. A. 1<sup>ST</sup> YEAR (UNDER CBCS SYSTEM) THREE -YEAR DEGREE COURSE**

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

#### **2.1 For Admission**

A pass in the Senior Secondary (+2) Examination (Academic Stream) conducted by the H.P Board of School Education (or in case of *Shashtri*, pass. in *Prak Shashtri* from Sanskrit Colleges affiliated to the HPU) or an examination accepted as equivalent thereto by the various bodies of the H.P. University.

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

### **B.COM. 1st Year (UNDER CBCS SYSTEM) (THREE-YEAR DEGREE COURSE)**

Admission to B.Com. Ist 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 thereto or Indian School Certificate Examination (Class XII) with Maths and Economics as compulsory subjects of the Council of Indian School Certificate Examination, New Delhi.

OR

Any examination of a University/Board College or School of a foreign country recognised 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.

## 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 who has compartment / re-appear in B.A./B.Com. etc. will not be admitted to M.Com.**

## MA (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 first 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 have 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.***

## 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 TOURIST GUIDE (DTG)

Plus Two (10+2) in any discipline.

## 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)

## 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.

**8.40 (Ord.) Note:** A candidate who appears in the examination of first semester and fails to obtain pass marks in any course may be permitted to proceed from first semester to but he/she shall be permitted to proceed from first semester to second semester without appearing in first semester by paying the fee as prescribed by the authority from time to time. It will be applicable in all semesters i.e. second to third, third to fourth and fourth to first where students sought admission directly in second semester.

# **ADMISSION PROCEDURE AND RULES**

## **For online admission:**

The CDOE offers online admission facility through its own website [www.hpuniv.ac.in](http://www.hpuniv.ac.in). or students may directly go to the link <https://nadmission.hpuniv.ac.in>. The candidates submitting the Admission Form through this system can download the Prospectus free from CDOE website [www.hpuniv.ac.in](http://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- Click on "UG/ PG/ Diploma" to access the list of programmes.
- 2- Choose the programme and click on the programme name.
- 3- Before clicking on the programme please click on the instructions for filling online application form, a pdf file will be open kindly read carefully.
- 4- Click on the programme name for which you are willing to apply.
- 5- After clicking on the programme, a pop up will open terms and conditions.
- 6- Kindly check the terms and conditions. After that you will be redirected to personal information page.
- 7- 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

f) Submit application form

8- Please fill the personal information first.

9- After filling the personal information click on save button on the last page.

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

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

**NOTE: - Prospectus Fee and counselling Fees (if in any Course) will be charged from the students through online mode. After submission of Prospectus Fee and counselling Fee (if in any Course), the concern 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](http://www.hpuniv.ac.in).**

**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. 1<sup>st</sup> Year**

**Last Date for online registration - 25.08.2025**

**Submission of fees - Within 10 Days of RME Registration**

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

**Last Date for online registration - 25.08.2025**

**Submission of fees - Within 10 Days of RME Registration**

**Note: - (i) Late examination fee as per schedule notified by the Controller of Examinations for various classes from time to time shall also be charged.**

**(ii) Students are advised to consult/visit the website i.e. [www.hpuniv.ac.in](http://www.hpuniv.ac.in) for latest news/information from time to time.**

## **Refusal of Admission**

Notwithstanding anything contained in the rules, a student shall be refused admission if his/her conduct during any previous stay in the University has been unsatisfactory.

A student who has been expelled or rusticated shall not be admitted to any course of study without the prior approval of the Vice-Chancellor.

A student disqualified by any University shall not be given admission during the period of his/her disqualification.

Admission of a student can be cancelled if at any time it is found that he/she has furnished incorrect information or has suppressed facts to secure admission.

## Cancellation of Admission

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

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

***Note: Migration- No migration shall be allowed to the student 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.hpshimla.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 website i.e. [www.hpuniv.ac.in](http://www.hpuniv.ac.in) 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 enrol 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**

<b>Course/Class</b>	<b>Fee for students already registered With H.P. University</b>
B.A. 1 <sup>st</sup> Year (Annual)	4800/-
B.A. 2 <sup>nd</sup> & 3 <sup>rd</sup> per Year	3400/-
B.Com. 1 <sup>st</sup> Year (Annual)	5400/-
B.Com. 2 <sup>nd</sup> & 3 <sup>rd</sup> (per Year)	4000/-
M.A. (Semester system)	3300/- Each semester
M.A. (JMC) (Sem. System)	7400/- Each semester
M.A. Music (Semester system)	15300/- Each semester
M.Com. (Semester system)	3600/- Each semester
MBA (Sem system)	18300/- Each semester
Diploma Yoga Studies (Annual system)	21100/- (Annual)
Diploma Tourist Guide (Semester system)	10100/- Each semester
Diploma in Data Science (Semester system)	10100/- Each semester
Diploma in Computer Application (Semester system)	10100/- Each semester

**Note: 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 - Extra fee of Rs 1000/- will be charged from M.Com students (4<sup>th</sup> semester) for the course MC 405 and from MBA students (4<sup>th</sup> semester) for the course MBA 405 through online mode on account of Project report.**

***Note -The fee structure is subject to revision from time to time. The revised fee if any shall be applicable for the relevant session/semester.***

### **Concessions-**

- 1. For Disabled Students:** As per the orders of the Hon'ble High Court CWPIIL 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.
- 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
- 4.** 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.
  - Late fee for 1<sup>st</sup> fortnight after the last date is over- **Rs. 500**
  - Late fee for next fortnight- **Rs. 1000**
  - 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

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 PROGRAMME

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 Tourist Guide (each semester)	Ten days (compulsory)
Diploma in Data Science (each semester)	Ten days (compulsory)
Diploma in Computer Applications (each semester)	Ten days (compulsory)

**Note 1:- During Personal Contact Programme where PCPs are compulsory 75% attendance is compulsory.**

**Note 2:- Assignments are compulsory. The students of ICDEOL enrolled in UG/PG/Diploma courses must answer the assignments and mail the response sheet to the Director, ICDEOL, H.P. University, Shimla.**

**Note 3:- Students will have to submit assignments within 10 days after completion of PCP, furnishing the following information: Name, Roll Number, Course, Semester & subject.**

**Note 4:- Admit Cards will be generated only after the submission of assignments/ uploading of Internal Assessment.**

**After due date of submission, assignments will be submitted with the approval of the Director, ICDEOL.**

## **LEARNING SUPPORT CENTRES**

**For UG/PG and Diploma Courses: -**

1. Govt. College Rampur Bushahr.
2. NSCB Govt. College Hamirpur.
3. PG Govt. Degree College, Nahan, Sirmaur.
4. HPU Regional Centre Khaniyara Dharmshala.
5. Vallabh Govt. College Mandi.

## **Information Regarding Examination**

List of examination centers for UG and PG/Diploma courses is available on the website [www.hpuniv.ac.in](http://www.hpuniv.ac.in).

### **TENTATIVE EXAMINATION CENTRES FOR UNDER GRADUATE CLASSES**

#### **District Bilaspur**

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

#### **District Hamirpur**

6. Govt. College Barsar, Tehsil Barsar, Distt. Hamirpur (HP) for regular/ICDEOL students.

7. Govt. College Bhoranj (Tarakwari), Distt. Hamirpur (HP) for regular/ICDEOL and for regular students of Maharani Laxmi Bai Kanya Mahavidyalya Bhareri, Distt. Hamirpur (HP).
8. B.B.N. College Chakmoh, Distt. Hamirpur (HP) for regular students.
9. Gautam Girls College, Hamirpur, Distt. Hamirpur (HP) for regular students.
10. Govt. College, Hamirpur (HP) for regular/ICDEOL students.
11. Sidharth Govt. College, Nadaun, Distt. Hamirpur (HP) for regular/ICDEOL students.
12. Thakur Jagdev Chand Govt. College, 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 Mahavidyalya (R.K.M.V) Shimla (HP) for regular/ICDEOL (250 students)
20. Rajiv Gandhi Memorial Govt. College Chaura Maidan (Kotsheera), 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. Collge 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 Diggall, 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 Chowkimanian, 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 Shivrangarm, 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 Riwalser, 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	<b>Shimla</b> (the centres will be allotted at the time of issuance of Roll No's)
2	H.P. University Centre for Evening Studies, The Mall, Shimla-171001 for II/IV semesters examinations for regular college students and also for M.A. English, M.Com. M.Sc. Botany, Zoology II/IV semesters, regular students of St. Bede's College, Shimla- 171002.
3	Indian Institute of Education, Hari Devi, Ghanahatti, Shimla-171011 for LL.B. II/IV/VI regular students of the Institute
4	Govt. College Seema (Rohroo), Distt. Shimla for II/IV semesters
5	Govt. College Rampur-Bushehar, Distt. Shimla for all semesters and also for M.Sc. Botany, Zoology, Physics, Chemistry, Geography.
6	Lal Bahadur Shastri Govt. Degree College Sarswatanagar, Distt. Shimla for M.A History, Hindi & Political Science II/IV Semester
7	Govt. College Nerwa, Distt. Shimla for M.A Political Science, M.Com & English II/IV Semester
8	Govt. College Solan, Distt. Solan for all semesters and also for M.Sc. Botany, Zoology, Chemistry, Biotechnology, Microbiology, MTTM
9	Govt. College Nalagarh, District Solan for II/IV semesters and also for M.Sc. Chemistry & LLB
10	Govt. College Nahan, Distt. Sirmour for all semesters and also for MBA.
11	H.P. College of Law Education, Kala Amb, District Sirmour for LL.B
12	Guru Govind Singh Memorial Govt. College Paonta Sahib, Distt. Sirmour, H.P. for II/IV Semester
13	Govt. College Shillai, Distt. Sirmour only for M.A. English , Hindi, Political Science & History II/IV semester
14	Govt. College Bilaspur, Distt. Bilaspur for all semesters and also for M.Sc. Physics & Chemistry
15	Swami 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/ BHM and also for MA II/IV semesters
18	Baba Balak Nath (B.B.N.) College Chakmoh, Distt. Hamirpur for II/IV semester

19	DDM Sai Law College of Education, Killar, Nadaun, District Hamirpur for LL.B.
20	Govt. College Una, Distt. Una for all semesters and also for the students of Govt. College Beetan of M.A English, LLB
21	Govt. College Amb, Distt. Una for II/IV Semester
22	S.V.S.D. Degree College Bhatoli, District Una for M.Com. & M.A./ M.Sc. Mathematics II/ IV semesters
23	Govt. College Daulatpur Chowk, Distt. Una for II/IV semester
24	Govt. College Bangana for M.Com, M.A. Hindi, English for II/IV Semester.
25	Vallabh Govt. College Mandi, Distt. Mandi for IV semesters regular/re-appear and I/II/III semester re-appear and also for M.Sc. Botany, Zoology, Physics, Chemistry, MBA, M.A Music & Education IV semester regular/re-appear and I/II/III semester re-appear& also for the students of ICDEOL under CBCS
26	Govt. College Arki, Distt. Solan, H.P. for regular/ICDEOL students.
27	Govt. College Karsog, Distt. Mandi, H.P. for IV semesters regular/re-appear and II semester re-appear
28	H.P. University Regional Centre Khaniyara, Mohli, Dharamshala, Distt. Kangra for all semesters for the students of Regional Centre/ ICDEOL and also for MCA, MA Education, MBA, M.Sc. Geology, LLB
29	MCM D.A.V. College Kangra, Distt. Kangrafor 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-appea
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 JLNCG 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 July 2025 to June 2026**

**End Term Examination: - March/ April 2026**

### **FOR POST GRADUATE AND DIPLOMA COURSES**

**Ist/IIIrd Semesters: From July/August 2025 to November/ December 2025**

**IIInd/ IVth Semesters: From January/ February 2026 to May/ June 2026**

**Term End Examinations: November/December & May/June.**

## **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](http://www.hpuniv.ac.in). or directly go to the link <https://nexams.hpuniv.ac.in>. It is the responsibility of student to download admit card.

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



**Note: -**

1. Those students who opt for music as elective subject in B.A. will pay 50/- extra as practical fee and the same will be charged for each practical paper along with admission fees.
2. 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.
3. Fee for each subsequent semesters of M.A./M.Com./MBA/DYS/DTG will be charged as is given in the fee structure table except the registration fee.
4. The fee will be deposited only through online mode.
5. CDOE office at SHIMLA shall remain closed on each 2<sup>nd</sup> Saturday & every Sunday.

**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 October and November.

**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 lesson/study material is provided in English excepting Hindi and Sanskrit.

***Note:- Submission of assignment is compulsory. In order to be eligible to appear in the End Term Examination a student must attempt at least 75% of assignment questions and send the same to the Director, CDOE, Summer-Hill, Shimla-171005. At least 35% minimum marks need to be secured in each assignment.***

**M.A. / M.Com.****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](http://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/compartement/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](http://www.hpuniv.ac.in)**

### **Examination fee for failed/re-appear students**

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

Save as elsewhere provided, in an examination in which a candidate has to appear to complete the degree of an undergraduate 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 postgraduate 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. 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/compartament candidates who apply for Re-checking / Re-evaluation of their scripts are advised to fill in the Examination Form for the forthcoming examination in time, without waiting for the Re-Checking / Re-evaluation result.

## **Improvement of scores and division**

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

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

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

- (i) A person who has obtained or has become eligible for the award of the degree from the University.
- (ii) A person who being 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 subparagraph (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 pass marks 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. DYS/ DTG        | 40%                                |

## **LIBRARY FACILITIES**

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 24675 books including bound volumes of periodicals.

## **WORKING HOURS**

The library of CDOE at Shimla remains open from 10:00 a.m. to 5:00 p.m. throughout 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 passbook 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 is housed in a multi-storey building with a space to accommodate more than two lakhs of volumes in stack halls and about 600 readers in the reading halls.

***This 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

<b>Number of seats for boys</b>	<b>40</b>	
<b>Number of seats for girls</b>	<b>40</b>	
<b>Hostel Warden for boys</b>	<b>Dr. Yog Raj</b>	<b>Contact no. 9418975201</b>
<b>Hostel Warden for girls</b>	<b>Dr. Usha Rani</b>	<b>Contact no. 8219943988</b>

***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.***

## **Student Grievance/ Query Submission Portal**

<https://nstudentportal.hpushimla.in/>

## **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](http://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,  
ICDEOL Library,  
H.P. University, Shimla-5

Sir,

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

I hereby 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) Registration No. .... Class .....
- d) Subject..... Semester.....
- e) State if admitted direct to IInd semester, yes/No.....
- f) ICDEOL Roll No .....
- g) Correspondence address (capital letters) .....  
.....  
.....Pin Code.....
- h) Permanent address (capital letters) .....  
.....  
..... Pin Code.....

I enclose herewith my two passport size photographs alongwith 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 .....ICDEOL Roll No.....  
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 connection by  
the student from ICDEOL.

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  
ICDEOL Library  
H.P. University Shimla-5



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

**MEMBERSHIP FORM FOR STUDENTS**

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

Full Name (Block Letters) .....

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

Correspondence Address.....

.....

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

.....

.....

Dated.....

Applicant's Full Signature

-----

I recommend that the applicant be enrolled as a member of the CDOE Library. I undertake that the library security/detailed marks cards will not be released/ issued to him/her unless he/she produces clearances 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, Summer Hill, Shimla-5**

Borrower No .....

**LIBRARY SECURITY REFUND-FORM**

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

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

1. Name of the applicant .....  
 Father's name .....  
 Class ..... ICDEOL Roll No .....  
 Year/Session of joining the ICDEOL .....  
 I certify that nothing is due against my name and therefore, request that the amount of library security deposited by me vide ICDEOL 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 register at sr. No .....dated ..... and verified  
 for payment of Rs..... (Rupees ..... ) only  
 Nothing is due from the student.

**Signature of Circulation Asstt.**

**Deputy. Librarian  
ICDEOL 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 (ICDEOL)**

5. ACCOUNT BRANCH (CDOE)  
 Passed for payment of Rs..... (Rupees ..... )  
 bill/voucher No ..... cheque No ..... date.....

**Dealing Asstt.**

**Supdt./S.O.**

**Asstt./Dy. Registrar (ICDEOL)**

6. **FOR STUDENT USE**

**PRE-RECEIPT**

Received a sum of Rs ..... (Rupees ..... only)  
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, Summer Hill, Shimla-5**

ICDEOL 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 passed..... Examination 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 .....

<b>Title of Course</b>	<b>Pass marks</b>	<b>Marks obtained</b>	<b>When passed</b>
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, ICDEOL**

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, ICDEOL 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 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.
6. One self-addressed envelope 10x23 cm 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, Summer Hill, 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. ICDEOL Roll No ..... 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  
Summer-Hill, Shimla-171 005**

**FORM FOR RE-EVALUATION**

**ICDEOL Roll No.** .....

**Exam. Roll No.**.....

**Note:**

1. This application form must be filled in by the candidate himself/herself.
2. The Re-evaluation form be sent to the **Asstt./Dy. Registrar, Re-evaluation, H.P.U. Shimla-5.**
3. Original result card must be enclosed with this form. IPO's/Bank draft should be drawn in favour of the **Finance Officer H.P. University, Shimla-5**
4. **Attach prescribed** Re-evaluation fee per paper including cost of form per paper.

1. Name of the candidate. ....  
(in block letters)
2. Father's name .....  
(in block letter)
3. Name of the. examination .....
4. Examination Roll No. .... Year & Session.....
- 5

Subject Offered	Marks obtained
.....	.....
.....	.....
.....	.....
.....	.....
6. Particulars of the subject in which re-evaluation is sought:

Title of Paper	Paper/Course (with option)
.....	.....
.....	.....
.....	.....
.....	.....
7. Date of issuance of the mark-sheet by the university..... serial  
No. of the mark-sheet .....which is enclosed
8. Amount of re-evaluation fee Rs .....  
IPO's/Bank draft/cash receipt No ..... dated .....remitted/deposited.
9. Address for correspondence .....  
.....
10. Specimen handwriting of the candidate  
.....

Dated .....

Place.....

**Signature of the candidate**

**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 FROM REGISTER OF  
STUDENT**

**Note:**

- 1. Please Include Prescribed Form Cost While Sending This Application Form.**
- 2. To Be Sent To the Director, ICDEOL, 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 ..... Roll No ..... 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/Bank Draft/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.1

For applicant who are on the rolls of the ICDEOL of the university or had left the **ICDEOL** 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 be 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 within 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.



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

Roll No. ....

(To be filled by the University)

<b>M.A.</b>	Pvt. (Full) : Rs. 1000.00 Re-appear: Rs. 500.00 (PP)	<b>M. Sc</b>	Pvt. (Full) : Rs. 1200.00 Re-appear: Rs. 500.00 (PP)	<b>M.Com</b>	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](http://www.hpuniv.nic.in) & [www.hpuniv.in](http://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. ICDEOL

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						

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

Roll No. \_\_\_\_\_ month \_\_\_\_\_ Year \_\_\_\_\_ in \_\_\_\_\_ class.

Affix latest attested  
 photography duly  
 attested

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/IPO No. \_\_\_\_\_ 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 30<sup>th</sup> 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 – 171 005 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 IInd 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**

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## 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/ Daughter of Sh. \_\_\_\_\_

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.**

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

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.....

**Attach  
Photo**

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)

.....  
.....

**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 Chhatravaas in compliance to the recommendations of the Hon'ble Supreme Court of India in SLP No. 24295 of 2006 (Raghavan 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. (concerned class)**

**Section Officer (Concerned Academic)**

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

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

## To whom it may concern

This is to certify that Mr. / Ms.....S/o. D/o  
..... Completed his/ her (graduation).....  
under Exam Roll no. .... session... .....Affiliated  
University..... within the territorial jurisdiction of the  
concerned state.

Head of the Institution with Seal

**ANNEXTURE – 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 provided/uploaded on ICDEOL website and SMS be provided for the same on Mobile Numbers if provided by the students.
- NO SEPARATE LETTERS BE ISSUED/SENT IN FORM OF HARD COPY (THROUGH POST) BY THE INSTITUTION.
- For any Communication/ information/ updates please visit [www.hpuniv.ac.in](http://www.hpuniv.ac.in).

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)**

I ..... aged ..... years son/daughter of Sh./Smt ..... R/O.  
..... hereby 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 this..... day of ..... (Month/Year).