आचार्य सिकन्दर कुमार
कुलपति

हिमाचल प्रदेश विश्वविद्यालय
राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद् द्वारा प्रत्यायित ''ए'' ग्रेड विश्वविद्यालय
ज्ञान पथ, समरहिल, शिमला – 5

<u>संदेश</u>

मुझे यह जानकर अत्यन्त प्रसन्नता हो रही है कि हिमाचल प्रदेश विश्वविद्यालय के व्यवसायिक प्रबन्धन महाविद्यालय ने शैक्षणिक सत्र 2020-21 के लिए छंटनी परीक्षा के माध्यम से प्रवेश प्रक्रिया आरम्भ करने के लिए विवरणिका तैयार कर ली है।

इस विश्वविद्यालय ने अपने अस्तित्व के लगभग 50-वर्षों के इतिहास में शिक्षा के प्रचार-प्रसार में कई कीर्तिमान स्थापित किए हैं तथा यह विश्वविद्यालय पूरे प्रदेश का केवल एक मात्र सम्बद्धता प्रदान करने के अतिरिक्त अकेला सह-आवासीय उच्च शिक्षा का प्रगतिशील केन्द्र भी है। उच्चतर शिक्षा की चुनौतियों एवं नई सम्भावनाओं को मध्यनज़र रखते हुए इसे अधिक आकर्षक बनाने हेतु प्रतिस्पर्धात्मक परीक्षाओं में बेहतर प्रदर्शन हेतु अधिक ध्यान दिया जाना चाहिए। इस विश्वविद्यालय का उपयुक्त वातावरण उच्चतर शिक्षा ग्रहण करने के लिए अति अनुकूल है।

मैं हिमाचल प्रदेश विश्वविद्यालय में शिक्षा ग्रहण करने के लिए आने वाले सभी छात्र-छात्राओं को अपनी हार्दिक शुभकामनायें प्रेषित करता हूं तथा उनके उज्ज्वल भविष्य की कामना करता हूं। इसके अतिरिक्त मैं सभी छात्र-छात्राओं से अपेक्षा करता हूं कि आप सभी कोविड-19 ''कोरोना वायरस'' महामारी के संक्रमण से सुरक्षित रहें।

(सिकन्दर कुमार)

Message

Dear Students,

In today's fast growing World, Business Studies is there at the heart of every institution. Vocational and professional education is a bonus in terms of excellence of knowledge, exposure, career building and development of overall personality as it not only strives towards the better overall growth of students personality to be the leaders of society but also help them to mould themselves into good human beings which in turn, earns them respect in the society in their bright future. In the business organization, these are the requisites now-a- days and in this direction accessibility of educational institutions as per the requirements of the business organizations is of key importance. The University College of Business Studies, for the last two decades, has successfully accomplished its role as one of the most successful institution as per demand of the business enterprises to do so in the near future.

University College of Business Studies is the institution of Himachal Pradesh University which is imparting educational courses of Bachelor of Business Administration (BBA) and Bachelor of Computer Application (BCA) to the students belonging to rural as well as urban backgrounds on subsidized economic considerations.

I am confident that perusing higher education through UCBS will be one of the most exciting and fruit bearing personal experiences of your life, I personally believe that in addition to academic excellence, you all will avail this opportunity to realise your full potential and outshine the world. I wish a tremendous success to all of you with the activities and motives to be successfully achieved by the institution in the upcoming session and I therefore heartedly warm welcome you in UCBS Shimla.

Name:Prof. Pawan Garga
Designation: Director

Kulgeet

पवित्रित वेदमंत्रो से मनोरम देवभूमि–निलय
विराजे नवल नालन्दा उन्हीं की छाँव में मधुमय
हिमाचल विश्वविद्यालय
विविध विद्यावलय, जय जय !!

धरा जो शक्तिपीठों की, धरा शत कोटि तीर्थों की
धरा जो शैलसंस्कृति की, धरा जो नृत्य–गीतों की
जहाँ रावी–विपाशा चन्द्रभागा पुण्य सलिलायें
कुसुम गलहार बनती हैं शतद्रू संग, सरितायें

धरा माण्डव्य ऋषि की परम पावन, ज्ञानमय–चिन्मय
हिमाचल विश्वविद्यालय
विविधविद्यावलय, जय जय !!

जहाँ तक रम्य धौलाधार पर्वत–श्रृंखला दिखतीं
वहाँ तक ज्ञान मधु रश्मियाँ नितफैलती रहतीं
थिरकते पाँव नाटी पर, लरजते गीत चम्बा के
स्वयं श्री शारदा साकार हो उठतीं उन्हें गाके

लिये 'शास्त्रे च शस्त्रे कौशलम्' का मंत्र जो निर्भय
हिमाचल विश्वविद्यालय
विविधविद्यावलय, जय जय !!

तपोरत देवदारु खड़े तथागत–सदृश हैं लगते
सुभग सन्देश मैत्री का निरन्तर बाँटते रहते
हिमाचल का परम गौरव, सदन विद्या–कलाओं का
सदन विज्ञान का, तकनीकियों का, योग्यताओं का
निरन्तर बढ़ रहा आगे उदित रवि सा, सतत समुदय
हिमाचल विश्वविद्यालय
विविधविद्यावलय, जय जय !!

Faculty

Sr. No.	Photo	Name of the Faculty	Designation	Phone Number	E-Mail ID
1.		Prof. Pawan Garga	Director	94182-76540	pkgarga@yahoo.co.in
2.		Sunil Mankotia	Assistant Professor	94189-00004	mankotia.sunil@gmail.com
3.		Sanjeet Sharma	Assistant Professor	98574-64620	sanjeetsharma1981@gmail.com

Regular Visiting Faculty from H P University, Shimla

1. **Faculty of Commerce & Management Studies**

   - Professor O P Verma
   - Professor Kulbhushan Chandel
   - Professor Devinder Sharma

2. **Department of Economics**

   - Professor K C Sharma

3. **Department of Computer Sciences**

   - Professor Manu Sood
   - Professor Amarjeet Singh
   - Professor Aman Sharma
   - Professor Anita Ganpati
   - Professor Jawahar Thakur

4. Department of Law

- Professor Raghuvinder Singh

Special Guest Faculty

- Prof.J.P.Sharma, Head & Dean, Dept. of Commerce & Financial Studies, Delhi School of Economics,University of Delhi, Delhi.
- Prof. R.D. Sharma, Dean Academic Affairs, University of Jammu, Jammu.
- Prof. Ravinder Vinayak, Dean Academic Affairs, MD University, Rohtak.
- Prof. Ashok Aima, Head Dept.of Management Studies Central University, Jammu.
- Prof. Narinder Kumar,Director, Distance Education, M.D.University Rothak.
- Prof. Sandeep Kulsheshtra,Head Academics,IITTM, Gawalior
- Prof. Manjeet Singh, School of Management Studies, Punjabi University Patiala.
- Prof. M.C Garg, Deptt. Of Management Studies, GJU, Hisar.
- Prof. Meenakshi Gandhi,Bharati Vidyapeath,University, Institute of Management & Research, New Delhi.

Other Guest Faculty Drawn From Outside

- Visiting Professors from various Universities.
- Himachal Pradesh Financial Corporation
- Department of Industries.
- Professionals from various Public and Private Sector undertakings.

NON TEACHING STAFF

Name	Designation
Mr. Manoj Kumar	Jr. Asstt
Mr.Rajat Dhiman	Clerk
Ms. Shalini Sood	Clerk
Ms. Reena Devi	Peon
Ms. Bindra Devi	Peon
Mr. Dheeraj Awathi	Peon
Mr. Manmohan Singh	Chowkidar

Contact us
Postal Address:-

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Prof. Pawan Garga (Director)
University College of Business Studies
HPU, Ava-Lodge, Chaura Maidan, Shimla-171004
Phone : 0177-2805146, 0177-2807790
E-mail :ucbs.hpu@gmail.com

ELIGIBILITY FOR ADMISSION TO BBA:

Plus Two examination under 10+2 system or examination equivalent there to of a Board/ University established by Law in India with **45% marks** (**40% marks** for Scheduled Caste/ Schedule Tribes)

OR

Any examination of a University/ Board/ College or School in foreign country recognized as equivalent for the above purpose by the Vice-Chancellor/ equivalence committee of its own or on recommendations of Association of Indian Universities with **45% marks** (**40% marks in case of SC/ST**).

SUBSIDIZED SEATS:

BASIS OF ADMISSION (BBA)

The admission to **40 subsidized seats** is based on competitive examination which comprises application ratings, written test (**comprising of four parts e.g. General English, General Mathematics, General Knowledge and general Management), Group discussion and interview**. The weightage assigned in computing merit is as follows:

1. **Application Ratings:** (**15 Marks each for Matric and 10+2 examination** levels on the basis of percentage scored in the examination. While computing merit a candidate having commerce or Mathematics as a subject at 10+2 Level will be given additional weightage of 10% of the percentage of aggregate marks obtained by him/her in 10+2 examination).
2. **Written Test**: 50 Marks
3. **Group Discussion**: 10 Marks
4. **Interview**: 10 Marks

The written test is also used for the screening the candidates for the Group Discussion and Interview. Normally, three candidates for each seat are called on the basis of written test for further processing for selection. **No re-evaluation or rechecking of marks is allowed for written test.**

NON-SUBSIDIZED SEATS:

For Non-Subsidized seats admission shall be based on the percentage of marks scored in Matric and 10+2 exam passed (carrying equal weightage). The candidates on merit depending upon the number of seats, shall be admitted to the course and there will not be any kind of reservation. The college reserves the right to increase or decrease the number of seats depending upon the availability of facilities.

NO WRITTEN TEST FOR NON-SUBSIDIZED SEATS AND NO RESERVATIONS OF ANY KIND IN THIS CATEGORY.

AGE LIMIT:

The maximum age limit for the course is **22 years** on the 1st July of the year concerned, provided that in case of the candidates belonging to Scheduled Castes/ Scheduled Tribes, the upper age limit will be **relaxed by three years**. Provided further that the Vice-Chancellor shall have the power to permit age relaxation for reasons to be recorded in writing up to a **maximum of three months**.

ELIGIBILITY FOR ADMISSION TO BCA:

Plus Two examination under 10+2 system or examination equivalent there to of a Board/ University established by Law in India with **40% marks** (**35% marks for Scheduled Caste/ Schedule Tribes**)

OR

Any examination of a University/ Board/ College or School in foreign country recognized as equivalent for the above purpose by the Vice-Chancellor/ equivalence committee of its own or on recommendations of Association of Indian Universities with **40% marks** (**35% marks in case of SC/S**T).

SUBSIDIZED SEATS:

BASIS OF ADMISSION (BCA)

The final admission to BCA is based on a competitive examination alone for **30 subsidized seats**. The competitive test shall comprise of three parts e.g. **Mathematics (40%), Logical Ability (40%) and General Awareness (20%).**

Note: Separate Merit List shall be prepared for subsidized category and Non-Subsidized category.

NON-SUBSIDIZED SEATS:

For Non-Subsidized seats admission shall be based on the percentage of marks scored in Matric and 10+2 exam passed (carrying equal weightage). The candidates on merit depending upon the number of seats, shall be admitted to the course and there will not be any kind of reservation. The college reserves the right to increase or decrease the number of seats depending upon the availability of facilities.

NO WRITTEN TEST FOR NON-SUBSIDIZED SEATS AND NO RESERVATIONS OF ANY KIND IN THIS CATEGORY.

AGE LIMIT:

The maximum age limit for the course is **21 years** for male candidates of General Category, **23 years** for female candidates of General category and **24 years** for both male and female Scheduled Caste/ Scheduled Tribe category as on the 1st July of the year concerned. The Vice-Chancellor may permit age relaxation up to **maximum of three months**.

RESERVATION

Admission shall be subject to the following conditions:

A. 15% and 7.5% seats shall be reserved for SC and ST candidates respectively, who have passed their qualifying examination from H P Board of School Education or any other school located within the territorial jurisdiction of Himachal Pradesh from any other Board like CBSE or ICSE etc.
B. The remaining 77.5% seats shall be filled as under:
    i. 25% of seats for admission shall be open for all the candidates irrespective of the institution from where they have passed their qualifying examination
    ii. 75% of seats shall be filled out of the candidates who have passed their qualifying examination from H P Board of School Education or any other school located within the territorial jurisdiction of Himachal Pradesh from any other Board like CBSE or ICSE etc. Subject to the following reservations:
        a. 5% of the seats shall be reserved for outstanding sportsmen/Women.
        b. 5% of seats shall be reserved for outstanding cultural activists.
        c. 5% of seats shall be reserved for physically handicapped candidates.
        d. Provided that the minimum eligibility for admission to the course in the case of SC/ST will be 5% lower than the eligibility condition for other students.
        e. The rules of H P University shall be applicable in the case of above reservations in the college.

FEE STRUCTURE

BBA COURSE

Subsidized Seat	Rs. 25,000/- Per Annum
Non-Subsidized Seat	Rs. 60,000/- Per Annum

BCA COURSE

Subsidized Seat	Rs. 30,000/- Per Annum
Non-Subsidized Seat	Rs. 65,000/- Per Annum

NOTE: University Development Fund will be charged from the students only once at the time of admission as below:

1. Non-Subsidized Seat: Rs.500/-
2. Subsidized Seat: Rs.250/-
3. IRDP/BPL students: Rs. 100/-

SEMESTER-WISE COURSE OUTLINE(S) BBA/ BCA

CBCS BACHELORS IN BUSINESS ADMINISTRATION (Template)-144 credits

Three Years (6-Semesters)

(BBA –I & II Semester effective from 2016-17 (**already approved by Academic Council),** BBA-III & IV Semester effective from 2017-18 and BBA V & VI Semester effective from 2018-19)

Course Structure			Credits	Marks		
Cours e No.	**Semester I**			**CCA**	**ESE**	**Total**
101	Environmental Science	Ability Enhancem ent Compulsory **(AECC)-I**	Common with B.A./B.Sc./B.Com.			
102	Fundamental of Management & Organizational Behaviour	Core Course	6 (L5 +T1)	30 (Max.) 13 (Min)	70 (Max) 32(Min)	100 (Max) 45(Min)
103	Statistics of Business Decisions	Core Course	6 (L5 +T1)	30 (Max.) 13 (Min)	70 (Max) 32(Min)	100 (Max) 45(Min)
104	Entrepreneur ship Development	Generic Elective (GE)-I	6 (L4 +T2)	30 (Max.) 13 (Min)	70 (Max) 32(Min)	100 (Max) 45(Min)
Semester -II						
201	Business Communication (Language: English/ MIL)	Ability Enhancem ent Compulsory **(AECC)-II**	Common with B.Com. **Hon's**			
202	Manageri al Economi cs	Core Course	6 (L5 +T1)	30 (Max.) 13 (Min)	70 (Max) 32(Min)	100 (Max) 45(Min)
203	Business Accounti ng	Core Course	6 (L5 +T1)	30 (Max.) 13 (Min)	70 (Max) 32(Min)	100 (Max) 45(Min)
204	Ethics & Corporate Social Responsibility	Generic Elective (GE)- II	6 (L4 +T2)	30 (Max.) 13 (Min)	70 (Max) 32(Min)	100 (Max) 45(Min)

CBCS Bachelors in Business Administration

Syllabus for III & IV Semester effective from session 2017-18 & for V and VI Semester effective from Session 2018-19 onwards

Course Structure			Credits	Marks			
Course No.	**Semester III**			**CCA**	**ESE**	**Total**	
301	Macroeconomics	Core Course	6 (L5 +T1)	30 (Max.) 13 (Min)	70 (Max) 32(Min)	100 (Max) 45(Min)	
302	Principles of Marketing	Core Course	6 (L5 +T1)	30 (Max.) 13 (Min)	70 (Max) 32(Min)	100 (Max) 45(Min)	
303	Management Accounting	Core Course	6 (L5 +T1)	30 (Max.) 13 (Min)	70 (Max) 32(Min)	100 (Max) 45(Min)	
304	India's Diversity & Business	Generic Elective -III	6 (L4 +T2)	30 (Max.) 13 (Min)	70 (Max) 32(Min)	100 (Max) 45(Min)	
305	Personality Development & Communication Skills	Skill Enhancement Course-I	6 (L4 +P2)	30 (Max.) 13 (Min)	**Theory** 50(Max.) 23(Min)	**Practical** 20(Max.) 9(Min.) **Internal**	100 (Max) 45(Min)
Semester IV							
401	Business Research	Core Course	6 (L5 +T1)	30 (Max.) 13 (Min)	70 (Max) 32(Min)		100 (Max) 45(Min)
402	Human Resource Management	Core Course	6 (L5 +T1)	30 (Max.) 13 (Min)	70 (Max) 32(Min)		100 (Max) 45(Min)
403	Financial Management	Core Course	6 (L5 +T1)	30 (Max.) 13 (Min)	70 (Max) 32(Min)		100 (Max) 45(Min)
404	Tax Planning	Generic Elective -IV	6 (L4 +T2)	30 (Max.) 13 (Min)	70 (Max) 32(Min)		100 (Max) 45(Min)
405	IT Tools in Business	Skill Enhancement Course-II	6 (L4 +P2)	30 (Max.) 13 (Min)	**Theory** 50(Max.) 23(Min)	**Practical** 20(Max.) 9(Min.) **Internal**	100 (Max) 45(Min)
Semester V							
501	Quantitative Techniques for Management	Core Course	6 (L5 +T1)	30 (Max.) 13 (Min)	70 (Max) 32(Min)		100 (Max) 45(Min)
502	Legal Aspects of Business	Core Course	6 (L5 +T1)	30 (Max.) 13 (Min)	70 (Max) 32(Min)		100 (Max) 45(Min)
503	**(DSE-I Finance)** Investment Banking & Financial	DSE **Note: Students can opt any one**	6 (L5 +T1)	30 (Max.) 13 (Min)	70 (Max) 32(Min)		100 (Max) 45(Min)

	Services **OR** **(DSE-II Marketing)** Consumer Behaviour **OR** **(DSE-III Human Resource)** HRD: Systems and Strategies **OR** **(DSE-IV Management of Global Business)** International Trade: Policies and Strategies	**of the specialization in Vth Semester and the same will continue in the VIth Semester.**				
504	**(DSE-I Finance)** Investment Analysis & Portfolio Management **OR** **(DSE-II Marketing)** Retail Management **OR** **(DSE-III Human Resource)** Training and Management Development **OR** **(DSE-IV Management of Global Business)** Global Business Environment	DSE	6 (L5 +T1)	30 (Max.) 13 (Min)	70 (Max) 32(Min)	100 (Max) 45(Min)
Semester VI						
601	Business Policy & Strategy	Core Course	6 (L5 +T1)	30 (Max.) 13 (Min)	70 (Max) 32(Min)	100 (Max) 45(Min)
602	Financial Institutions & Markets	Core Course	6 (L5 +T1)	30 (Max.) 13 (Min)	70 (Max) 32(Min)	100 (Max) 45(Min)
603	**(DSE-I Finance)** Project Appraisal & Analysis **OR**	DSE	6 (L5 +T1)	30 (Max.) 13 (Min)	70 (Max) 32(Min)	100 (Max) 45(Min)

	(DSE-II Marketing) Distribution & Supply Chain Management **OR**					
	(DSE-III Human Resource) Performance and Compensation Management **OR**					
	(DSE-IV Management of Global Business) Multinational Business Finance					
604	**(DSE-I Finance)** Project Report **OR**	DSE	6			100 (Max) 45(Min) **(External Evaluation)**
	(DSE-II Marketing) Project Report **OR**					
	(DSE-III Human Resource) Project Report **OR**					
	(DSE-IV Management of Global Business) Project Report					

HIMACHAL PRADESH UNIVERSITY
BACHELOR OF COMPUTER APPLICATIONS (BCA)
Effective from 2012 onwards

First Year (1st Semester)

Paper Code	Paper Title	Credit	ESE	CCA	Max. Marks	Exam Duration Hours
BCA0101	Mathematics-I	4	70	30	100	3
BCA0102	Applied English	4	70	30	100	3
BCA0103	Computer Fundamentals	4	70	30	100	3
BCA0104	C Programming	4	70	30	100	3
BCA0105	Office Automation Tools	4	70	30	100	3
BCA0104(P)	C Programming Lab-I	3	35	15	50	3
BCA0105(P)	Office Automation Tools Lab-II	3	35	15	50	3
Total					**600**	

First Year (2nd Semester)

Paper Code	Paper Title	Credit	ESE	CCA	Max. Marks	Exam Duration Hours
BCA0201	Mathematics-II	4	70	30	100	3
BCA0202	Communicative English	4	70	30	100	3
BCA0203	Digital Electronics	4	70	30	100	3
BCA0204	Data Structures	4	70	30	100	3
BCA0205	Data Base Management System	4	70	30	100	3
BCA0204(P)	Data Structures Lab-III	3	35	15	50	3
BCA0205(P)	Data Base Management System Lab-IV	3	35	15	50	3
Total					**600**	

Second Year (3rd Semester)

Paper Code	Paper Title	Credit	ESE	CCA	Max. Marks	Exam Duration Hours
BCA0301	Mathematics-III	4	70	30	100	3
BCA0302	Business Practices and Management	4	70	30	100	3
BCA0303	Computer Organization	4	70	30	100	3
BCA0304	Object Oriented Programming with C++	4	70	30	100	3
BCA0305	Desktop Publishing and Designing	4	70	30	100	3
BCA0304(P)	Object Oriented Programming with C++ Lab-V	3	35	15	50	3
BCA0305(P)	Desktop Publishing and Designing Lab-VI	3	35	15	50	3
Total					**600**	

Second Year (4th Semester)

Paper Code	Paper Title	Credit	ESE	CCA	Max. Marks	Exam Duration Hours
BCA0401	Personnel Management	4	70	30	100	3
BCA0402	Accounting	4	70	30	100	3
BCA0403	System Analysis and Design	4	70	30	100	3
BCA0404	Internet Technology & Web Page Design	4	70	30	100	3
BCA0405	Programming in Visual Basic	4	70	30	100	3
BCA0404(P)	Internet Technology & Web Page Design Lab-VII	3	35	15	50	3
BCA0405(P)	Programming in Visual Basic Lab-VIII	3	35	15	50	3
Total					**600**	

Third Year (5th Semester)

Paper Code	Paper Title	Credit	ESE	CCA	Max. Marks	Exam Duration Hours
BCA0501	Operating System	4	70	30	100	3
BCA0502	eCommerce	4	70	30	100	3
BCA0503	Management Information System	4	70	30	100	3
BCA0504	ASP.net Technologies	4	70	30	100	3
BCA0505	Computer Oriented Statistical Methods	4	70	30	100	3
BCA0504(P)	ASP.net Technologies Lab-IX	3	35	15	50	3
BCA0505(P)	Computer Oriented Statistical Methods Lab-X	3	35	15	50	3
Total					**600**	

Third Year (6th Semester)

Paper Code	Paper Title	Credit	ESE	CCA	Max. Marks	Exam Duration Hours
BCA0601	Computer Networks	4	70	30	100	3
BCA0602	Numerical Methods	4	70	30	100	3
BCA0603	Multimedia Technology	4	70	30	100	3
BCA0604	Computer Graphics	4	70	30	100	3
BCA0605	Software Engineering	4	70	30	100	3
BCA0604(P)	Computer Graphics Lab-XI	3	35	15	50	3
BCA0606	Major Project	3	35	15	50	
Total					**600**	

Online Application fee for BBA/BCA Course :-

	Subsidized Seats	Non-Subsidized
For General Category	400/-	900/-
For SC/ST/Antyodya / IRDP	250/-	900/-

The number of seats for Subsidized and Non Subsidized categories are as under

Course	Subsidized	Supernumerary Seats		Non Subsidized	Wards of HPU Employees
		Single Girl Child	J & K Migrants		
BBA	40	2	2	20	3
BCA	30	2	2	20	3

Library Facility

Library is the soul of any educational Institute and plays a significant role in all learning activates, more so in the learning of Management Studies and Computer Science. There is a continuous effort to update our study material resources. Our study resources include manuals, journals, perodicals, magazines, newspaper and the like with photocopying facility.

Academic

Duration of the Courses:

The duration of BBA and BCA Courses is 3 years spread over 6 semesters on full time basis The institution envisages a close collaboration with the industry by holding industrial tours and trainings to the students, projects preparation and liaison with the firms for placement of students under the supervision of industry peers and faculty

Computer Lab

In today's technologically driven world, we undertake it as our responsibility to equip our students with adequate computer knowledge. The institute has a fully functional high-tech Computer Lab with latest operating system and software. Students are motivated to develop interest in computer and information Technology, to enable them to face today's completive world. The students are acquainted with application of latest technology in the field of management and computer science. The facilities like Leased line for 24 hours internet access, LAN with servicers, E-mail and LCD projector etc. has also been provided

Dress Code

All students of BBA/BCA three Year course will observe the Dress Code except on Wednesday

Attendance Requirements

Each student will have to attend minimum 75% Lectures/ Tutorials / Practicals. A student having less than 75% attendance will not be allowed to appear in the End- Semester Examination

Provided that the Director of the institute may allow a student to appear in the examination on reasonable grounds, if such a student has attended at least 60% in the individual subject and 66% in aggregate of all the subjects/ such a student will apply for exemption in a prescribed form accompanied by clear reason(s) for absence to Director of the Institute.

Important Telephone Numbers

Country Code: 091, City STD Code: 0177

Vice- Chancellor : 2831363

Pro- Vice Chancellor : 2831196

Dean of Studies : 2830922

Dean Students Welfare : 2830926

Registrar : 2830912

Finance Officer : 2830913

Controller of Examination : 2830911

Dean, Faculty of Law : 2830935

University Health Centre : 2830941

Chief Security Officer : 2831270

Director UCBS : 2805146

ANTI-RAGGING COMMITTEE/SQUAD

Prof. Pawan Garga	Director	9418276540
Dr. Sunil Mankotia	Asstt. Professor	9418900004
Dr. Sanjeet Sharma	Asstt. Professor	9857464620
Mr. Manoj Kumar	Jr. Asstt.	9148670344
Mr. Rajat Dhiman	Clerk	9418519336
Ms. Shalini Sood	Clerk	8219305014

Placement

The institution envisages a close collaboration with the industry. Placement of the students in the industry is the major concern of the institute. For this purpose, under the administration of the institution, every year the prospective employers are invited and liaison is created between the prospective employers and the students. This is the initiative of the institution which is a dynamic step towards effective use of the potential proving relevance of the courses being done by the students from this institution

Although proper care and precaution has been taken while drafting the Prospectus **for the session 2020-21.** However, if any discrepancy is fund at later stage shall be subject to ratification/ correction as per the Rules and Regulations of HPU applicable on UCBS.