



HAND BOOK OF INFORMATION

(FOR ADMISSION ON MERIT BASIS)

MA (Physical Education)

SESSION 2024-2025

HIMACHAL PRADESH UNIVERSITY
SUMMER HILL, SHIMLA – 171005

(Last date of filling the on-line application form is 07.09.2024)



प्रो० सत प्रकाश बंसल
कुलपति

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



सन्देश

मुझे यह जानकर हर्ष हो रहा है कि विश्वविद्यालय के स्नातकोत्तर केन्द्र में वरियता के आधार पर प्रवेश हेतु विवरणिका तैयार कर ली गई है तथा इसमें सत्र 2024-2025 से सम्बन्धित सम्पूर्ण जानकारी प्रदान की गई है।

हिमाचल प्रदेश विश्वविद्यालय ने अपने अस्तित्व के लगभग 54 वर्षों में शिक्षा के प्रचार-प्रसार में कई कीर्तिमान स्थापित किए हैं तथा यह विश्वविद्यालय पूरे प्रदेश में सबसे पुराना एक मात्र सम्बद्धता प्रदान करने के अतिरिक्त अकेला सह-आवासीय उच्च शिक्षा का प्रगतिशील केन्द्र है।

नई सम्भावनाओं और चुनौतियों को दृष्टिगत रखते हुए विश्वविद्यालय में अध्ययन को और अधिक प्रतिस्पर्धात्मक बनाने हेतु अध्यापन को न केवल कक्षा शिक्षण के लिए अपितु ऑनलाइन भी सूचना प्रौद्योगिकी तकनीक के माध्यम से परिपूर्ण बनाया गया है। मुझे पूर्ण विश्वास है कि यह विश्वविद्यालय छात्रों के लिए उच्चतर शिक्षा ग्रहण करने हेतु उपयुक्त वातावरण प्रदान करेगा।

मैं यहां शिक्षा ग्रहण करने के लिए आने वाले सभी छात्र-छात्राओं को अपनी हार्दिक शुभकामनायें देता हूँ।

(आचार्य सत प्रकाश बंसल)



आचार्य राजेन्द्र वर्मा
प्रति-कुलपति

हिमाचल प्रदेश विश्वविद्यालय
राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद् द्वारा प्रत्यायित “ए” ग्रेड विश्वविद्यालय
ज्ञान पथ, समरहिल, शिमला - 5



संदेश

मुझे यह जानकारी प्रसन्नता हो रही है कि हिमाचल प्रदेश विश्वविद्यालय के स्नातकोत्तर केन्द्र में वरियता आधार पर सत्र 2024-2025 में प्रवेश हेतु विवरणिका तैयार कर ली गई है।

हिमाचल प्रदेश विश्वविद्यालय पूरे प्रदेश में सबसे पुराना एक मात्र उच्च शिक्षा का प्रगतिशील केन्द्र है तथा उच्चतर शिक्षा को नई उंचाईयों तक पहुंचाते हुए हिमाचल प्रदेश विश्वविद्यालय ने अपने अस्तित्व के महत्वपूर्ण वर्ष पूर्ण कर लिए हैं।

मुझे पूर्ण विश्वास है कि यह विश्वविद्यालय छात्रों के लिए उच्चतर शिक्षा ग्रहण करने हेतु उपयुक्त वातावरण प्रदान करेगा। नई सम्भावनाओं और चुनौतियों को दृष्टिगत रखते हुए विश्वविद्यालय में अध्ययन को और अधिक प्रतिस्पर्धात्मक बनाने हेतु अध्यापन को न केवल कक्षा शिक्षण के लिए अपितु ऑनलाइन भी सूचना प्रौद्योगिकी तकनीक के माध्यम से परिपूर्ण बनाया गया है।

मैं यहां शिक्षा ग्रहण करने के लिए आने वाले सभी छात्र-छात्राओं को अपनी हार्दिक शुभकामनाएं देता हूँ।

(आचार्य राजेन्द्र वर्मा)

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HIMACHAL PRADESH UNIVERSITY

1. INTRODUCTION:

Himachal Pradesh University, named after the State of Himachal Pradesh, was established on 22nd July, 1970. The University is located at Summer Hill, a suburb at the western end of Shimla at a distance of 5 Kms from the town about 15Kms from Jubber Hatti Air Port and at a distance of about 200 metres from Summer Hill Railway station.

1.1 ACADEMIC PROGRAMMES AT A GLANCE:

The University has 36 Teaching Departments, 03 Institutes, 02 Schools, 05 Centres and 06 Functional Chairs covering various programmes of study in the Faculties of Physical Sciences, Life Sciences, Social Sciences, Commerce & Management, Education, Law, Languages, Performing & Visual Arts, Environment, Development & Sustainability Studies, Engineering & Technology. Various academic programmes offered are of the Certificates, Diplomas, Advanced Diplomas, PG Diplomas, Graduate, Master, and Doctoral level courses. Five-year course BA.LLB (Hons.) is also offered at the University Institute of Legal Studies (UILS). The University also offered courses like M.Tech., B. Tech., BBA, BCA, etc.

The courses offered at Himachal Pradesh University's Regional Centre located at Dharamshala include LLB, M.Sc. Geology, M.A./ M.Sc. Mathematics, M.A. (English, Political Science, Economics, Hindi, Sanskrit, History, Public Administration, Journalism and Mass Communication), MCA and MBA.

1.2 FACILITIES:

Himachal Pradesh University is spread over an area of 213 bighas and has a distinctive architecture. The artistically designed buildings house various teaching departments, well-equipped laboratories and a large library. Within the library, a cyber cafe (Centre of Information Technology) with the INTERNET INFLIBINET facility is operative. Besides residential accommodation for the teaching and non-teaching staff, there are nine hostels for girls and four hostels for boys. The University has an auditorium with a seating facility for 750 persons. In addition, the following facilities are also available on the campus: -

(1) A branch of the State Bank of India (2) A branch of H.P. State Co. Operative Bank (3) University Health Centre (4) An Employment Information and Guidance Bureau (5) A Co-operative Store and a market (6) Post Office (7) An Outdoor Stadium (8) Transport Facilities (9) Computer Facilities and Internet access (10) and a Canteen.

2. TEACHING FACULTIES AND DEPARTMENTS:

A Faculty of Commerce and Management

1. Department of Commerce
2. Himachal Pradesh University Business School
3. Institute of Vocational Studies (Tourism)

B. Faculty of Education

1. Department of Education
2. Department of Physical Education

C. Faculty of Languages

1. Centre for Buddhist Studies
2. Department of English
3. Department of Hindi
4. Department of Modern European and Foreign Languages
5. Department of Sanskrit

D. Faculty of Law

1. Department of Law

E. Faculty of Performing and Visual Arts

1. Department of Performing Arts

2. Department of Visual Arts
- F. Faculty of Physical Sciences**
 1. Department of Chemistry
 2. Department of Computer Science
 3. Department of Mathematics & Statistics
 4. Department of Physics
 5. Department of Data Science and Artificial Intelligence
- G. Faculty of Life Sciences**
 1. Department of Bio-Sciences
 2. Department of Biotechnology
 3. Department of Environment Science
 4. Department of Microbiology
 5. Department of Forensic Science
- H. Faculty of Social Sciences**
 1. Department of Economics
 2. Department of History
 3. Department of Journalism and Mass Communication
 4. Department of Political Science.
 5. Department of Psychology
 6. Department of Public Administration.
 7. Department of Yoga Studies
 8. Department of Sociology
 9. Department of Life Long Learning
 10. Department of Defence & Strategic Studies
 11. Department of Library & Information Science
 12. Department of Population Studies
 13. Department of Archaeology and Ancient History
 14. Department of Geography
 15. Deen Dayal Upadhyay thought
- I. Faculty of Environment, Development and Sustainability Studies**
 1. Department of Inter Disciplinary Studies
- J. Faculty of Engineering and Technology**
 1. University Institute of Technology (UIT)
- K. Faculty of Ayurveda & Homeopathy**
- L. Faculty of Dental Sciences**
- M. Faculty of Medical Sciences**

All the Teaching Departments of the University are located at Summer Hill, Shimla-171005.

3. ADMISSIONS/ TEACHING/ EXAMINATION/ VACATION SCHEDULE FOR SESSION 2024-2025.

Admission Date :

A

Last date for receipt of online Admission form
in respect of M.A. (Physical Education).

07.09.2024

B

Dates of Ground Test:

C.

The schedule of Counselling / Admission

will be notified later on.

1. The candidates would be called for interview/admission in order of merit in the ratio of 1:3 times of the vacant seats.
2. It will be the responsibility of the candidate to produce the result of the qualifying examination on the date of the interview. In case he/she anticipates that the result may not be declared by the date of the interviews, it should be obtained confidentially from the University and produced at the time of the interview.
3. In case, some seats remain vacant or fall vacant subsequently, the same will be filled after calling the candidates in order of merit, only out of the list of the candidates who have been interviewed earlier and were eligible (having passed the qualifying examination on the date of interview). Call letters will be issued to all such candidates and their names will also be displayed on the notice board.
4. The final eligibility of the candidate will be determined by the admission committee after verification of the original documents. In case of unavoidable reasons, the candidates who are not able to appear in person may depute an authorized person along with all the required original and Photostat documents for verification and may also convey his /her choice of the college with the letter of authority, failing which the merit of the candidate will stand cancelled. Authority letter to be filled up is given at the end of the HBI.

D Last date for admission against the vacant / vacated seats (if any): **will be notified later on**

4 Fees and other dues: In case, the rates of fee and other dues are enhanced by the University, the same will be applicable for the session 2024-2025 also.

A On Admission	Rupees
1. Caution fee in all courses (except LL.B./MA(JMC)) (Refundable)	300.00
2. Admission fee for all courses except MA(JMC)/ LL.B.	150.00
3. Admission fee for MA(JMC)/LL.B.	100.00
4. Library Security M.A. / M.Sc. (Refundable)	300.00
6. Library Security for LL.B.(Refundable)	600.00
7. Practical Fee for LL.B.	600.00
8. University Development Fund (Non-Subsidized seat)	500.00
9. University Development Fund (Subsidized seat)	250.00
10. University Development Fund from IRDP / BPL Student	100.00

B Annual Charges:

Rupees

1. Continuation Fee	100.00
2. Sports Fee	100.00
3. Medical Fee	50.00
4. House Examination Fee (in case of M.A. Physical Education.)	50.00
5. Holiday Home Fee	20.00
6. Students' Aid Fund	50.00
7. Youth Welfare Fee	50.00
8. Identity Card Fee	50.00
9. House Examination Fee for M.Ed.	600.00
10. Breakage Fee (in case of M.A. Physical Education)	700.00
11. Magazine Fee	50.00
12. Cultural Activity Fund	50.00
13. Red Cross Fund (for all courses in the Faculty of Education)	20.00
14. Common Room Charges	20.00
15. Purchase of Equipments and its maintenance (in case of M.Ed.)	600.00
16. Extension Lecture Fee for M.Ed.	200.00
17. Breakage (in case of M.P.Ed.)	700.00
18. Rovers and Rangers Unit	50.00

C Monthly Charges

Rupees

Tuition Fee (Chargeable for 12 months in a year)

1	M.Sc.	200.00
2	M.P.Ed./M.A. Physical Education	200.00
3	MA(JMC)/M.Ed./MA. English / LL.B.	100.00
4	Dilapidation Fee	10.00
5	Amalgamated Fund	100.00
6	Population Education Club Fee	10.00

Note :For late deposition / payment of fee, a fine of Rs. 10.00 per day, subject to a maximum of Rs. 100.00 will be charged and thereafter the name of the defaulter will be struck off.

- The Government of Himachal Pradesh, Department of Education vide letter NO. Shiksha-II(J)2-1/89 dated 2-8-1995 received from the Registrar's Office vide letter No. 4-41/93-HPU(Genl)dated 16th September, 1995 has exempted tuition fee for girls for admissions to various courses.**
- The Registrar, H.P. University, Shimla vide letter/notification No. 4-16/2012HPU(Acad.) dated 2.1.2013 has conveyed the decision of Executive Council of its meeting held on 17.9.2012 taken vide Any Other Item adopted the H.P. State Govt.'s Instructions/Rules that no tuition fee be charged from the students with 40% and above disability:
The student with special needs with more than 40% disability, admitted in any course of study running in the Himachal Pradesh University, Shimla-5 will not be charged any fees with effect from the current academic session 2015-16 vide notification No. 4-51/2015 HPU(Acad) dated 25 July 2015.
- The Fees is to be paid online.
- The Annual charges for both the semesters in a year will be payable at the time of admission.
- The monthly dues will be realised in two instalments in each semester according to the following schedule:
 - At the time of Admission: Fee for July, August and September.
 - In September: Fee for October, November and December.
 - In December: Fee for January, February and March.
 - In March: Fee for April, May and June.
- The Chairpersons / Directors of the Teaching Departments / Institutes will decide the date for the Semester continuation Fee at their own level in consultation with the Department Council.
- The last date for depositing the fee/dues for admission/continuation to III / V Semester of various Post Graduate/ LL.B. Classes with late fee will be notified later on to enable the Chief Warden office to start the process of allotment of Hostel to the fresher's.
The fee for every quarter must be paid according to the above schedule. The names of defaulters will stand automatically struck off the rolls on the first day of the month for which the fee has not been paid. If due to inadvertence, a defaulter's name is not struck off, the attendance for the period for which name should have been struck off will not be counted. A defaulter may be re-admitted by the end of the following month for which the fee has not been paid with the special permission of the Dean of Studies on payment of Rs. 100.00. The re-admission will be allowed on specific recommendations of the Chairperson concerned.
In case the fee is not paid upto the end of the following month, the re-admission shall not be allowed in any case.
- If a student chooses to withdraw from the program of study in which he/she is enrolled, the institution concerned shall follow the following five tier system for the refund of fees remitted by the student.

Sr. No.	Percentage of Refund of Aggregate fees*	Point of time when notice of withdrawal of admission is received in the University/ Department
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.	0%	More than 30 days after formally notified last date of admission

- a) In case of 1. in the table above, the HEI concerned shall deduct an amount not more than 5% of the fees paid by the student, subject to a maximum of Rs. 5,000/- as processing charges from the refundable amount.
- b) Fees shall be refunded by the HEI to an eligible student within fifteen days from the date of receiving a written application from him/her in this regard.
- 9 Special Charges:
If a student is not already registered with Himachal Pradesh University, the Registration Fee charged will be extra.

5. INFORMATION REGARDING ADMISSION TO VARIOUS COURSES-GENERAL :-

- 1 The subject and marks in qualifying examination as mentioned in the respective courses
- 2 The upper age limit 26 years for boys and 28 years for girls and 29 years in case of SC/ST candidates (both for boys and girls) as on 1st July of the concerned year.

Note: Himachal Pradesh University has adopted the age relaxation upto a maximum of 5 years to persons with disabilities in admission to various courses vide UGC letter No. 6-1/2002(CPP-II)-Vol.III dated July, 2006 received from the Academic Branch vide Office letter No. 4-16/93-HPU(Acad) vol-IV dated 14th September, 2006. (except M.A. (Physical Education))

- 3 In CWP No. 1992 of 2017 titled Archana Thakur Vs State of Himachal Pradesh and others the Hon'ble High court of Himachal Pradesh has directed that vacant reserved seats meant for SC and ST categories in educational institutes including Schools, Colleges and Universities, which remain unfilled after exhausting the list of available and eligible SC and ST candidates, should be thereafter offered and filled from the amongst eligible candidates from open category on the basis of merit. Hon'ble High Court further clarify that in case any cut off limit has been fixed, then only those candidates of open category should be admitted against the vacant seats, who have gained marks at par with the cut off limit.
- 4 **Note: No request for change of category once opted/filled in the online /offline application form after last date of application notified by the University will be entertained under any circumstances.**

6. INFORMATION REGARDING ADMISSION TO M.A. (PHYSICAL EDUCATION) TWO YEARS

6.1 Admission Procedure :

Total seats 12 Subsidized + 5 Non-Subsidised Seats

6.2 Eligibility:

A person who possesses any of the following qualifications shall be eligible to join M.A. Part-I of the course.

1. A Bachelor's degree with a minimum of 48 credits in Major subject, 48 credits in two minor subjects, 9 credits in compulsory, 1 credit in GI & hobby with an aggregate of 106 credits.
2. A Degree of Bachelor of Physical Education of any other University recognized by the H.P. University with atleast 50% marks (45% in case of SC / ST) in aggregate.
3. Post-Graduate Diploma in Physical Education/ Degree of Physical Education of another University recognized by the H.P. University with atleast 50% marks (45% in case of SC/ST) in aggregate.
4. B.A. with Physical Education as one of the subjects in three year Degree Course with atleast 45% marks (40% in case of SC / ST) in aggregate.
Bachelor of Physical Education with atleast 50% marks (45% in case of SC / ST) in aggregate.
5. B.A. / B.Sc. / B.Com. degree of any University recognised by Himachal Pradesh University, with 45% (40% marks in case of SC / ST) in aggregate. If he / she is an outstanding sportsman/sportswoman having participated in Inter-University or National Championship in various games recognised by H.P. University Sports and Co-curricular Activities Council.

Provided further that the students who qualify the Physical Efficiency Test shall have to appear in in the counselling

6.3 Admission Procedure

Admission shall be made based on the physical efficiency test, and merit on the basis of marks obtained in the qualifying examination plus weightage to sports achievements.

6.4.1 Physical Efficiency Test

The candidate for admission to M.A.(Physical Education) shall have to qualify the physical efficiency test conducted by the H.P. University through the Chairman, Department of Physical Education, H.P. University, Shimla-171005.

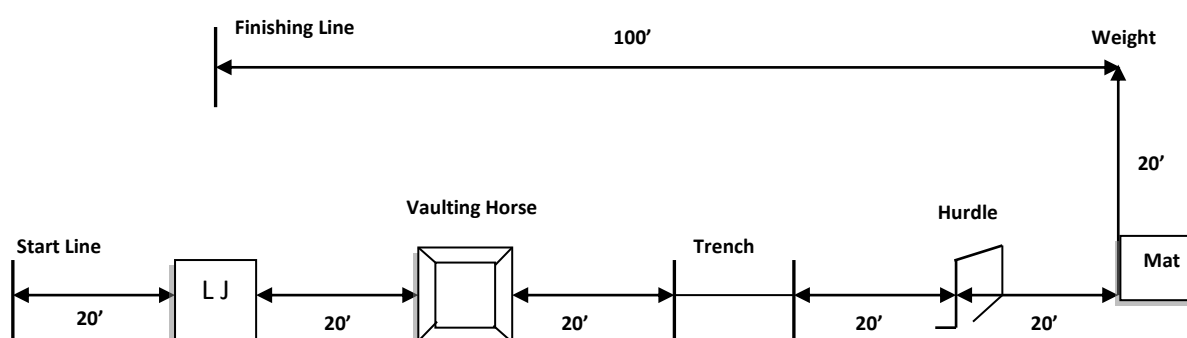
The details of the test are given as under:

Sr. No	Item	Men	Women	
1	Long Jump	11'	8'6"	Report against the end line within 35 seconds. Carrying weight equal to half of his/her own body weight in buckets
2	Vaulting Horse	5'6"	4'6"	
3	Trench 7 Times	5'6"	4'6"	
4	Hurdle Height	3'3"	2'6"	
5	Mat (Front Roll)			

- The candidate shall start running from the starting line and cover the distance/obstacles as per the requirements of the chart/Diagram. The candidate will start running and after covering 20 feet distance will jump 11 feet in case of males and 8.6 feet in case of females. At the second station, he/she will run 20 feet and have to cross vaulting horse of height 5.6 feet and 4.6 feet in case of males and females, respectively. At the third station, the candidate will run 20 feet distance and then he/she has to cross the trench of 5.6 feet and 4.6 feet wide 7 times in case of males and females, respectively. At the fourth station, after covering/running 20 feet distance he/she has to cross a hurdle of height 3.3 feet and 2.6 feet in case of males and females, respectively. At the fifth station, the candidate has to do a front roll on mats. After the front roll, the candidate has to run 20 feet distance towards their left side and then carry weight equal to half of his/her own body weight in two buckets and return back to the end line near to starting line. In case the candidate does not cover the required distance/obstacles within 35 seconds, he/she will be declared unfit for qualifying for Physical Efficiency Test. Not more than two chances will be given to clear the physical efficiency test.

- In-service candidates above the age of 35 years will be exempted from the Physical Efficiency Test.

DIAGRAM OF PHYSICAL EFFICIENCY TEST



Note:

- The physical efficiency test is merely part of the preliminary qualifying requirements for admission in the M.A.(Physical Education) Programme. No marks will be awarded for these tests.

6.4.2. Basis of Admission (Methods of Determining the Merit):

The admission will be made on the basis of merit to be drawn by accumulating the total percentage of marks in the qualifying examination + the weightage of the overall achievement in different sports/games given as under:

- Arjuna Award Winner 75 points
- International Participation: Any candidate who represented India in an International tournament recognized by the respective federations.

	1 st Place	70 Points
	2 nd Place	65 Points
	3 rd Place	60 Points
	Representation	55 Points
(iii)	National record holder	55 Points
	1. Senior National/Federation Cup/National Games:	
	1 st Position	50 Points
	2 nd Position	45 Points
	3 rd Position	40 Points
	Participation	30 Points
	2. Inter-University/Khelo India University Games:	
	1 st Position	45 Points
	2 nd Position	40 Points
	3 rd Position	35 Points
	Participation	30 Points
	3. North Zone Inter-University:	
	1 st Position	40 Points
	2 nd Position	36 Points
	3 rd Position	32 Points
	Participation	30 Points
	4. Junior National/School National/Khelo India Youth Games/ Youth National/ PYKKA Games:	
	1 st Position	35 Points
	2 nd Position	30 Points
	3 rd Position	25 Points
	Participation	20 Points
	5. State Level/University Level:	
	1 st Position	25 Points
	2 nd Position	20 Points
	3 rd Position	15 Points
	Participation	10 Points

Note:

1. Sports weightage will be given to only those candidates who had participated in the sports and games which are recognized by the H.P. University Sports & Co-curricular Activity Council.
2. Two additional points shall be awarded for each additional participation/position at International, Senior National, Inter-University, Junior-National, and National School games to level up to a maximum of 6 points. One additional point shall be awarded for each additional participation/ position at the state level and the University level up to a maximum of 3 points.
3. Weightage of marks for National Participation will be given to only those candidates who produce the certificate of Inter-College/ Inter-University/ Inter-Districts participation at the time of personal interview. The certificate of participation in Inter-National, Sr. National & Jr. National will be considered only if the candidate produces the supporting certificate of lower participation in the concerned game, i.e., Inter-College position, State position or at least two times participation in Inter-College/ State Championship.
4. In case of a tie of scores for the candidates who participated in North and Inter-Zones University, preference will be given as per the level of competition. In case, any doubt regarding the certificates produced by the candidates, is raised, it will be decided by the Committee constituted by the Chairman, the Department of Physical Education and the candidate's admission will be cancelled if found guilty.
5. Weightage of International position/ participation will be given only when the candidate produces a certificate of National Participation/ position.
6. In case of doubt about the participation of any candidate, a committee constituted by the Chairman can ask for a trial.

7. The decision of the Selection Committee regarding admission will be final.

The eligibility for admission to the Non-Subsidized seats for admission will be the same as provided for other candidates. But the merit for the admission will be determined on the basis of marks obtained in the qualifying examination plus weightage to sports achievements. However the candidate will need to put a separate application fee for these seats accompanied by the requisite fees and all other documents on prescribed form for these seats.

7 ROSTER FOR ADMISSION AND RESERVATION :

7.1 106 POINT RESERVATION ROSTER FOR M.A. (Physical Education).

Seat No.	Seat No.	Seat No.	Seat No.	Seat No.
1	26SC	51	76	101
2	27ST	52SC	77	102
3	28	53	78SC	103
4	29	54ST	79	104SC
5	30	55	80	105
6SC	31	56	81ST	106ST
7	32SC	57	82	
8	33	58SC	83	
9	34	59	84SC	
10	35	60	85	
11	36	61	86	
12	37	62	87	
13SC	38	63	88	
14ST	39SC	64	89	
15	40	65SC	90	
16	41ST	66	91SC	
17	42	67	92	
18.	43	68ST	93	
19SC	44	69	94ST	
20	45SC	70	95	
21	46	71SC	96	
22	47	72	97	
23	48	73	98SC	
24	49	74	99	
25	50	75	100	

8. ADMISSION PROCEDURE FOR THE NON-SUBSIDIZED SEATS :

- 1 The admission to the Non-Subsidised seats provided in the courses of M.A.(Physical Education) will be made out of the applications on prescribed form accompanied with requisite fee (same as for Subsidized seats) and attested copies of Certificates/Testimonials/Marks Cards etc, received in the office of Chairperson of the Concerned Department, by the specified last date.
- 2 The eligibility for admission to the Courses against these seats will be the same as provided for other candidates.
- 3 The admission to these seats will be made on the merit of marks obtained in the qualifying examination plus weightage to sports achievement
- 4 The non-subsidized seats will be filled with 75% seats being reserved for graduates of universities located in Himachal Pradesh and 25% seats being open for graduates of any University including university of Himachal Pradesh.
- 5 In case seats in the category of graduates of university of Himachal Pradesh remain unfilled, these may be filled out of the applicants belonging to the other category.
- 6 If any non-subsidized supernumerary seat in any of the courses remains unfilled, it will lapse and will not be merged with the subsidised seats.

9. ADMISSION

Admission and reservation (Ord. 3.1)

(1) Admission to the various courses of study shall be open to all persons, irrespective of race, creed, caste or class subject to the following conditions :-

- (a) 15% and 7.5% of the seats shall be reserved for Bonafide Himachali Schedule Castes and Schedule Tribes candidates respectively who have passed their qualifying examination from Himachal Pradesh University or H.P. Krishi Vishvavidyalaya or Dr. Y.S. Parmar University of Horticulture and Forestry or from any other Universities established by law in India which is equivalent to the qualifying examination of H.P. University.
- (b) The remaining 77½% seats shall be filled as under
 - (i) 25% of the 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 the seats shall be filled out of the candidates who have passed their qualifying examination from Himachal Pradesh University or H.P. Krishi Vishvavidyalaya, Dr. Y.S. Parmar University of Horticulture and Forestry, Himachal Pradesh Technical University and Central University of Himachal Pradesh or the candidates who are Himachal Pradesh domicile irrespective of passing qualifying examination from any other University established by law in India which is equivalent to the qualifying examinations of Himachal Pradesh University, subject to the following reservations :
 - (a) 5% of the seats shall be reserved for outstanding sportsmen/women.
 - (b) 5% of the seats shall be reserved for outstanding performance in cultural activities.
 - (c) 5% of the seats shall be reserved for Persons with Disabilities (except in Deptt. of Physical Education) with a minimum of 40% disability.

2 The minimum qualification for admission to a course in case of candidates belonging to the scheduled castes & scheduled tribes categories shall be relaxed by 5% of the maximum marks. The admission to these reserved seats as stated at (a), (b) & (c) to para (ii) of clause (b) above shall be made as per procedure/rules approved by the Executive Council from time to time.

Admission against this reservation will be strictly on merit. If these seats remain unfilled they will be filled up in accordance with general practice as stated above.

One supernumerary seat has been created to provide admission to Bonafide Himachali War Widows candidate in all courses of study on the campus except M.C.A., M.B.A., M.T.A., & M.Sc. (Bio-Technology) courses. The admission to these seats will be made on the basis of the entrance test.

Two supernumerary seat for "Single Girl Child" candidate is reserved in each P.G. Course in the teaching Dept. provided the candidate fulfills the minimum qualification criteria.

Three supernumerary seats shall be reserved for the wards of Himachal Pradesh University Employees under Self Financing Scheme in each Teaching Department.

Two supernumerary seats for Jammu and Kashmir students is reserved in general courses of H.P. University.

The Executive Council of H.P. University vide item No. 6 of its meeting held on 14.8.2015 has provided the following relaxation to the Kashmiri Migrants in admission to all courses:

- i) **Relaxation in cut off percentage upto 10% subject to the minimum eligibility requirement.**
- ii) **Increase in intake capacity upto 5% course-wise.**
- iii) **Waiving off domicile requirement.**

There are 10% additional seats reserved for the Economically Weaker Section category for admission to the all campus based courses of H.P. University in each teaching Department /Institute. If these seats remain vacant than these seats neither be filled with other category nor will carry forward

10. **Fee Structure for Non-subsidised Seats :**

The following fees shall be charged in addition to the fees prescribed for the subsidized seats.

1. M.A.(Physical Education) : Rs. 35000/- per annum.

The fee deposited will not be refundable under any circumstances.

11 Guidelines for Admission of Foreign Nationals in Himachal Pradesh University

1. Categories of Foreign Applicants: A foreign national may seek admission in various programme of study in Himachal Pradesh University Shimla under the following categories:

- i) Foreign nationals seeking admission through the Indian Council for Cultural Relations (ICCR), Govt. of India under its various scholarship schemes.
- ii) Self-financing foreign nationals [not seeking admission through a mode as mentioned in (i) above].

2. The definition of the term, "Foreign Nationals" be considered as under:-

Foreign Nationals: Foreign Nationals holding passports issued by foreign countries including people of Indian origin who have acquired the nationality of foreign countries are included as foreign students. Provided any subsequent changes in the definition as may be notified by the Government of India shall have the same latest meaning respectively assigned to them. The other expressions not defined herein shall have the meaning as may be assigned in any subsequent notification of the Government of India.

3. Number of Seats:

- i) Maximum of 10 supernumerary seats will remain reserved for foreign nationals seeking admission through Indian Council for Cultural Relations (ICCR) or under self-financing scheme in each of the Under Graduate (UG) and Post Graduate (PG) courses/Programmes.
- ii) Three supernumerary seats shall be offered for foreign nationals in LLM/M.Tech. or equivalent research programmes. Two supernumerary seats shall be offered for foreign nationals in each of the UG/PG Certificate and Diploma courses.
- iii) One supernumerary seat in each department shall be offered for foreign nationals in Ph.D. programmes. The admission of foreign nationals for Ph.D. programme may be considered in compliance with UGC 2016 regulations regarding number of research scholars faculty (i.e. Professor/Associate Professor/ Assistant Professor) can supervise.
- iv) The above supernumerary seats for admission of Foreign Nationals may be filled up subject to the infrastructure available in the Departments/ institutes at Himachal Pradesh University, Shimla.

However, the sponsored foreign nationals who come through ICCR will be given preference in admission to various programmes mentioned in (i), (ii) & (iii) above. Self-financing foreign nationals shall be offered seats only if seats are left vacant in any discipline. That is, if sufficient number of ICCR sponsored eligible foreign nationals are not available to fill up these supernumerary seats then the seats may be filled up from among the eligible self-financing foreign nationals. In case, the number of eligible foreign nationals seeking admission exceeds the number of seats available, the Vice-Chancellor, Himachal Pradesh University may be authorized to increase seats to the Foreign Nationals only.

4. Age Limit: There shall be no minimum and upper age limit for the admission of foreign nationals in any of the UG/PG/Research programmes in H.P. University.

5. Eligibility for admission:

- (i) Before applying for any course, applicants are advised to go through carefully the level of competence needed for pursuing it by assessing through the syllabi which is available at the University website.
- (ii) The foreign nationals shall be considered for admission to any of the University Teaching Departments, Himachal Pradesh University subject to fulfilling the eligibility requirements and equivalence & degree possessed by them to the corresponding degrees/examinations of the Indian Institutions/Universities

recognized by the Association of Indian Universities (AIU), New Delhi. All Foreign nationals with Foreign qualifications are required to submit the equivalence certificate from Association of Indian Universities (AIU) with application form. The AIU address is given below:

AIU House

16, Comrade Indrajit Gupta Marg,

New Delhi- 110002, India

Phone: (91)-11-23230059, (91)-11-23232429

Fax: (91)-11-23232131

E-mail: international@aiu.ac.in

Website: <http://www.aiu.ac.in>.

- (iii) English proficiency certificate is mandatory for admission of Foreign Nationals. Foreign national seeking admission to any course will be required to produce one of the following two scores at the time of submission of application form. The English proficiency certificate should not be latter than two years. International English Language Testing System (IELTS) – Academic version with minimum score of 6.5 is eligible, Test of English as Foreign Language (TOFEL) – Paper – based TOFEL with a minimum score of 560 is eligible, Computer- based TOFEL with a minimum score of 220 is eligible and internet-based TOFEL with a minimum score of 80 is eligible. Foreign Nationals seeking admission to M.Tech. programme are exempted from the GATE qualification. GRE score is to be submitted at the time of application for admission in Ph.D. Programme.
- (iv) The application for direct admission to Ph.D. programme must be accompanied by a research proposal clearly specifying the major area and sub area of research topic on which the candidates plans to pursue his/her research. They may be admitted on the basis of their research proposal subject to fulfilling the minimum eligibility conditions. The decision regarding the same rests with standing committee for the Ph.D. programme. Foreign nationals seeking admission to Ph.D. programme are exempted from the UGC-CSIR NET/JRF qualification.
- (v) Student Visa endorsed in the name of Himachal Pradesh University, Shimla is required for enrolment in Under-Graduate programme, Post-Graduate programme and Certificate or Diploma programme.
- (vi) Research Visa endorsed in the name of Himachal Pradesh University, Shimla is required for enrolment in the Ph.D. programme.

6. Selection Process:

Foreign Nationals seeking admission in various programmes of Himachal Pradesh University as given in Sr. No. 3(i) to (iii) are exempted from entrance test.

- (i) Self-financing Foreign National need to apply online at the HPU Student Portal. Guidelines for completing the form are listed below:
- (ii) The ICCR sponsored Foreign Nationals need to follow the application process as laid down by the ICCR (www.iccr.gov.in) through A2A Portal (a2asholarships.iccr.gov.in) and apply accordingly.

In the event of their selection, candidates will be informed about their selection and their admission will be subject to the following conditions:

- a) Production of Students-Visa/Research Visa (as the case may be) in accordance with the revised visa policy of Government of India and also a Xerox copy of their Passport alongwith the original documents of verification. However, the foreign nationals who are exempted from Indian Visa, they should have to produce the Pass Port and any other Nationality Identity Proof.
- b) All the original academic documents with Xerox copy.

- c) Authority/confirmation letter issued from the sponsored agency or Embassy (in case of admission under any authorized sponsored agency).
- d) Medical-cum-Fitness Certificate.
- e) Insurance of USD 6700 (minimum)
- f) For admission to M.A. (Physical Education), a candidate will be required to undergo mandatory Physical Efficiency Test.

Note: After confirmation of admission of students applied through any sponsored agency, the concerned department is responsible to provide the joining reports duly signed by the Chairperson/Director to the office of Director, International Students' Welfare along with their department fee structure (annually) so that the same may be sent to the sponsored agency well in time for further disbursement of the fees.

7. Fee Structure for Foreign Nationals:

The following fee structure shall be applicable for foreign students applying for admission under both category i.e. through any scholarship agency/direct admission against the seats reserved for them:

PROGRAMME	PER ANNUM		ONE TIME	
	(a)Tuition Fee (USD)	(b)Other Charges** (USD)	(c)Registration Fee (One Time) in USD	(d)One time processing fee in USD.
Post Graduate Courses				One time processing fee USD 100 will be charged from each of the students who will be admitted in any of the UG/PG course at HPU
Masters (Performing Arts, Visual Arts, Language and Social Sciences)	1200	300	300	
Master in Mass Communications	2000	300	300	
Masters (Sciences)	2000	300	300	
M.A. (Physical Education)	1200	300	300	
LLB	2000	300	300	
MCA	2500	300	300	
M.Com	1200	300	300	
MBA	2500	300	300	
Certificate/Diploma/P.G.Diploma courses	1000	300	300	
LLM/M.Tech	2500	300	300	
Ph.D.	3000	300	300	

** Other charges includes Continuation fee, Sports fee, Breakage fee, Amalgamated fund, University development fee, Equipment fee, examination fee etc.

Apart from the above fees, USD 100 processing fee shall be charged from all the foreign nationals who will be admitted through sponsored agency.

The registration fee shall be charged once for the entire course and the tuition fee & other charges will be charged annually for the duration of entire course.

Annual fee from foreign nationals shall be accepted in USD. The exchange rate will be accepted as the buying rate prevalent from the 1st July for UG/PG courses and 1st July & 1st January for Ph.D. course in every year.

The annual fees/charges shall be received in favour of Finance Officer, H.P. University, Shimla-5 and after confirmation of the receipt, the Finance Officer will provide the NEFT/RTGS/PFMS copy to the

concerned department or to the office of Director, International Students' Welfare so that the fee record could be maintained properly at the department level.

8. General Rules for Foreign National Students:

- i) If any of the foreign national students found involved in any unlawful activities at any stage, his/her registration/admission shall be cancelled without any notice.
- ii) The responsibility to reach the University campus after admission will be of the foreign national itself or the sponsored agency.
- iii) After arriving in the University campus the foreign national students have to report the office of the Director, International Students' Welfare with the Admission Confirmation Authority letter issued by the sponsored agency and the original Passport and Visa details.
- iv) It is mandatory for all the foreign students to fill up Foreign Student Information System (FSIS) complete in all respects along with copies of passport and Visa and submit same to the office of Director, International Students' Welfare, H.P. University, Shimla-5. This FSIS online form is an urgent requirement of the Foreign Registration Office (FRO) and the candidates have to report to the foreign registration office within 14 day of arrival with the number generated after the online submission of this form.

Foreign Students Information System (FSIS) is to be submitted by hand by the candidate and the FSIS No. will be issued by the office of DISW personally to the student.

It was further decided by the Committee that online application process of foreign national under self-financing scheme will be feasible only after the creation of separate Portal in HPU website. The Committee also decided to request the Hon'ble Vice-Chancellor for creation of the separate Portal independently for foreign national seeking admission under direct.

It was also decided that the admission of self-financing be made through offline mode till the creation of separate Portal exclusively for foreign national.

9. Hostel Accomodation:

HOSTEL RULES AND REGULATIONS FOR FOREIGN NATIONALS	
i.	Himachal Pradesh University has reserved some seats in Tagore Boys Hostel and Gargi Girls Hostel to Foreign National students (Boys & Girls).
ii.	All Foreign National students admitted in the University will have to apply on the prescribed application form (in duplicate) for availing hostel facility which can be downloaded from the University website: (www.hpuniv.ac.in) by clicking "Administration → Chief Warden.
iii.	All Foreign National students admitted in the University will have to intimate the tentative dates of their arrival in the University campus through e-mail well in time to the Director, International Student's Welfare, HPU, Shimla/ Dean Student's Welfare, HPU, Shimla.
iv.	On arrival in University campus, all Foreign National students will have to report at their respective Hostel on any working days between 10.00 A.M. to 05.00 P.M. separately for Boys & Girls for which prior intimation will be given to them through Director, International Student's Welfare, HPU, Shimla/ Dean Student's Welfare, HPU, Shimla.
v.	Rooms once allotted to the students for an academic year will not be changed except in special situations.
vi.	The students are entitled for hostel accommodations in the hostels as long as they are full time registered students.
vii.	Any student who is removed from the Rolls of the University will automatically cease to be resident of the Hostel.
viii.	The student shall have to fill out a " Possession Report " (available with the hostel Dealing Assistant) acknowledging the possession of facilities in good condition provided in the room

	allotted. Upon leaving the allotted room, the student will be required to fill out “ <i>Vacation Report</i> ” whereby these facilities will be surrendered to the hostel in the same good condition in which they were received vide the “ Possession Report ”.
ix.	If a student wants to go to another city, he/she must take prior permission from the Director, International Student’s Welfare/Dean Student’s Welfare.
x.	Ragging is strictly banned.
xi.	Students shall maintain discipline and peaceful atmosphere in Hostel and observe all hostel rules meticulously in letter and spirit.
xii.	Any kind of consumption of alcohol, smoking, drugs or any unwanted substance is not at all allowed, anyone found doing so will be rusticated from the University and immediately the information will be sent to the Director, International Students’ Welfare for further necessary action.
xiii.	No student shall keep gold or costly jewellery in his/her room, if anyone doing so the entire responsibility of their belongings will be of the respective student.
xiv.	The uses of heavy electrical appliances are not allowed in the Hostel rooms.
xv.	While going out from the rooms, student should switch off the lights and other electrical appliances.
xvi.	Cooking in the room is strictly prohibited.
xvii.	<p>The gates of the boys hostel will be closed at 10.00 P.M. and opened at 05.00 A.M., however, timing fixed for closure of girls hostels gates will be as follow :</p> <p style="padding-left: 40px;">May to July : 08.00 P.M. August to September : 07.30 P.M. October to February : 07.00 P.M. March to April : 07.30 P.M.</p> <p>(The timing fixed for girls’ hostel can be changed by the Warden from time to time, through issuing notification.)</p>
xviii.	No male visitor is allowed in the rooms of the Girls Hostels, however, male visitors are allowed to meet the residents of the Girls Hostel only in the guest rooms during the specific hours.
xix.	The girls resident will not be allowed to stay overnight out of the Hostel.
xx.	If any, Foreign National boarders wants to leave the hostel or wants to stay outside the hostel, he/she must obtain the necessary approval from the Director, International Student’s Welfare/Dean Student’s Welfare.
xxi.	Foreign National boarders who are not in final year will be allowed to stay in the hostel during the vacation. However, mess and canteens will remain closed during the vacation. The dates for closure will be notified by the Chief Warden.
xxii.	<p>All Foreign National students/boarders will pay the Hostel Fee annually at the time of admission/continuation and the following fees/charges will be realised from these students:</p> <p>i) Hostel Fee - USD 500 (Per Annum)**</p> <p>ii) Mess Security – USD 200 (Refundable)</p> <p>** Hostel fee USD 500 includes Room Rent, Water Charges, Electricity Charges, Common Room Fee, Estt. Charges, Hostel Security, Mess Security and Misc. Charges.</p> <p>Note: (i)The hostel fee shall be deposited directly into the account of University through RTGS/NEFT. Further, the above hostel fee/charges can be revised from time to time by the Universities authorities as and when applicable.</p> <p>The fee deposited will not be refundable under any circumstances.</p>
xxiii.	Securities of mess will be refunded to a boarder only after he/she cleared all the hostel dues. Further, all the securities deposited shall lapse if not withdrawn within one year from the date of leaving the hostel and the refund rate shall be applicable as prevalent on 1 st July of the year.
xxiv.	In order to redress the problems of students from time to time and effectively implementation of Hostel rules, there will be Disciplinary Committee consisting of the Dean of Studies, Dean Student’s Welfare, Director, International Student’s Welfare, Chief Warden, Chief Security Officer, Dean, Faculty of Law and Dean Student’s Welfare as its convener.

xxv.	Any issues/problems related to hostel, a student can contact the office of the Chief Warden. However, in case of emergency, student can also contact the Dean Student's Welfare and Director, International Student's Welfare.
xxvi	Further, rules for the resident students mentioned under Ordinance XXVIII in the First Ordinances of H. P. University are also applicable for the foreign national students.

Note: The University shall reserve right for change/amendment, if required in the above rules from time to time.

12. IMPORTANT INSTRUCTIONS:

12.1 Eligibility of Candidates whose result of the qualifying examination is awaited:

The candidates who have appeared in the qualifying examination prescribed as eligibility for admission to M.Sc. (Botany/Zoology/Chemistry/Mathematics, Physics, Master Degree in Mass Communication, M.A.(English, & Social Work/ LL.B. shall also be allowed to appear in the Entrance Examination provisionally. Their eligibility for appearing in the Entrance Examination will be determined on the basis of having earned a minimum of 48 credits in Major subject, 48 credits in two minor subjects, 9 credits in compulsory, 1 credit in GI & hobby with aggregate of 106 credits.

However, in the event of selection, their admission will be subject to their eligibility and marks in the entrance test and submission of all documents including final marks sheet of the qualifying examination at the time of Interview / Admission. Provided further that for the purpose of eligibility for admission to a course, 0.5% or above marks shall be considered equal to 1% marks (Notification NO. 4-9/94-HPU-Academic dated 27.6.1995).

The candidate is required to fill only one form for one course. **No change in the centre of entrance examination is allowed.** Every candidate must write the name of the course on top of the form.

12.2 Declaration of Result and Interview:

The department shall display the result of all the eligible candidates appearing in the physical efficiency test on the University website and notice board on the specified date. The candidates are required to confirm their result themselves from the department. Though the department shall make every effort to communicate the result to the candidate, the final responsibility of getting knowledge of the result shall lie with the candidate himself / herself. The department shall prepare a list of the candidates in order of merit who are to be called for interview and shall display the same on the notice board.

Though the department shall make all possible efforts, the candidate himself / herself shall be finally responsible for the knowledge of his / her position in the merit list and the eligibility for interview.

13 Re-checking / Re-Evaluation of the Answer-Books of the Entrance Tests shall not be allowed.

14. Resolving a Tie:

14.1 The following Formulae shall be adopted to resolve a Tie for Admission:

- 1 In case of a tie, the candidate having a higher grade in the Bachelor's/Master's Degree (excluding weightage given for extra curricular activities) as the case may be, shall be admitted first.
- 2 If the tie is not resolved by the above, the candidate securing higher grade / honours in the subject of study for Master's degree shall be admitted first.
- 3 Even now if the tie is not resolved, the candidate having higher aggregate marks in any two of the following (in which his marks are higher) shall be admitted first: Matric/Hr.Sec.Part-I/Hr.Sec.Part-II/Prep/Pre-Med/Pre-Engg/Intermediate/any other equivalent examination.
- 4 Further, if the tie is still not resolved, the candidate younger in age may be admitted first.
- 5 Direction of Hon'ble High Court: In case of tie in weightage given for cultural activities , the candidate having higher marks in entrance Test, shall be admitted.

15. Refusal for Admission:

A candidate will be refused admission to the course if he/she does not fulfil eligibility conditions, provided that the Vice-Chancellor shall have the power to permit age relaxation for reasons to be recorded in writing upto a maximum of 6 months; provided further that age bar shall not apply in the case of in-service students and the State Govt. / Govt. of India nominees.

Notwithstanding anything contained in the foregoing rules a student shall be refused admission if his conduct during any previous stay in University has been unsatisfactory. Such student shall, however, have the right to appeal to the Vice-Chancellor whose decision shall be final. A student who has been expelled or

rusticated shall not be admitted to any course of study in the University without the prior approval of the Vice-Chancellor.

16. Scheme of Regular Examination:

Important Note:

When more than one option has been provided, the Chairman of the Department in the beginning of the semester will decide which option shall be allowed in a particular semester.

16.1 Examination General :

Same as otherwise provided in statute 20, a degree, diploma or certificate shall be awarded to a candidate after such examination as may be prescribed for that degree, diploma or certificate.

16.2

- 1 Every Candidate, except when allowed to appear as private candidate, shall be required to undergo a regular course of study i.e. attendance at lectures, tutorials, seminars, practical, courts(In case of Law) etc.
- 2 In order to be eligible to appear at the University examination a candidate should have put in 75% attendance in each of the concerned courses in theory as well as in practicals.

Provided that in case of a candidate provisionally admitted to a higher class, but reverted to the lower class, as provided hereinafter, this condition shall only be required to be fulfilled in respect of attendance from the date of his reversion to the lower class.

Provided further that the Principal / Dean of Faculty concerned or Chairperson of the Department concerned may for reasons to be recorded in writing condone shortage of lectures delivered in each of the concerned courses upto a maximum of 10% lectures in theory and practicals, provided, however, that in case of law courses the shortage of attendance in any subject(s) course(s) as also at tutorials and moot courts may be condoned upto a maximum of 15% in each subject / course etc. or 9% in the aggregate of the lectures for the lectures for the semester. However, the percentage of lectures attended in each course(in law) should not in any case, fall short of 60%.

16.3

Absence from lectures, tutorials, seminars, practicals on account of participation in the University, Inter-University, Inter colleges, State, National, International Tournament, Youth Festival, Cultural and any other sports activities or N.C.C., N.S.S. and N.S.C. camps including the actual time spent on journey thereof, shall be deemed to be attendance for the purpose provided that this benefit shall be allowed only upto 20% of the total lectures delivered.

16.4

The Vice-Chancellor, on the recommendation of the Head of the department /institution concerned may in special circumstances, for reasons to be recorded in writing condone shortage in attendance upto 5% of the total provided that this shall not apply in case of Law Course.

16.5

The examination for the Master's Degree in the Faculty of Languages, Science, Social Sciences, Commerce and Management Studies, Performing and Visual Arts and/or Annual System Master's degree in the Faculty of Education, Law and for Master's degree in Mass-Communication, shall be conducted on the basis of semester system.

16.6 ADMISSION TO THE EXAMINATION :

The University shall from time to time, prescribe the admission form and the certificate required in support of admission to the different examinations of the University and make these forms available to all concerned.

- 1 A candidate seeking admission to an examination of the University shall be required to pay the fees as prescribed by the University, provided that blind persons, war windows, disabled servicemen and the dependents of military personnel permanently disabled or killed in action shall not be required to pay such fees.
- 2 A candidate seeking admission to a University examination shall submit at least fifteen days before the last date prescribed for the receipt of application in the university office, his/her application in the prescribed form accompanied by the prescribed fee and supported by the prescribed certificates to the Chairperson of the Teaching Department concerned, who after due scrutiny and making good the omission or rectifying the mistakes shall forward the same to the Controller of Examination, so as to

reach him before the last date prescribed for the submission of such applications (applicable to regular students only).

- 3 The Chairperson of Teaching Department concerned may under intimation to the candidate, not later than fifteen days before the commencement of the examination, withdraw application of any candidate, who fails to fulfill the attendance requirement referred to in para 25.2 above.**

16.7 The Controller of Examination may entertain an application for appearing at an examination (i) upto 15 days after the last date prescribed for submission of such applications on payment of Rs. 100/- as late fee (ii) thereafter upto 20 days before the commencement of the examination on payment of Rs 145/- In very special circumstance an application for appearing at an examination thereafter may be allowed to be accepted by the Vice-Chancellor with a total late fee of Rs. 150/-.

16.8

- 1 After satisfying himself that the application is in order in all respects, the Controller of Examination shall issue through the Head of the Institution concerned, in the case of regular candidates and direct to private candidates an admit card permitting the candidates to appear at the examination and showing the Roll Number and Examination Centre allotted to him.
- 2 A duplicate copy of the admit card shall not ordinarily be issued. However, if the Controller of Examination or the Superintendent of the examination centre is satisfied that the admit card has either not reached the candidate or has been inadvertently misplaced or lost by him, a duplicate admission card may be issued to the candidate on payment of usual fee and he may be permitted to take the examination.

16.9 The Superintendent of Examination Centre may not permit a candidate to take the examination, if it is brought to his notice in writing by the Head of the Institution concerned that the candidate has not paid the outstanding dues, including hostel and mess charges or has failed to return the library books or other articles, or in the case of loss has not paid the cost thereof, as assessed by the Head of the Institution.

16.10

The Vice-Chancellor may withdraw the permission to appear at an examination, at any stage, if it is found that the candidate was not eligible for admission to the examination or has been subsequently rusticated or expelled from a College or a Teaching Department of the University or any other University after the submission of his application form.

16.11

A candidate against whom proceedings for use of unfair means etc. are there and who on account of these proceedings is prevented from appearing in an examination, may be given by the Vice Chancellor one more chance immediately next to the last admissible chance in lieu of the chance or chances, missed by him.

16.12

Where the chances of a candidate to clear an examination are limited, and he is disqualified from appearing in it for a fixed period, he may be allowed by the Vice-Chancellor one more Chance to appear in the examination after the period of disqualification, in lieu of the chance or chances missed by him during the period of disqualification.

16.13

- 1 No one, who has already passed an examination of the university established by law in India, shall be permitted to reappear in that examination, provided that before a candidate becomes eligible for the degree of M.A., M.Sc., M.B.A., L.L.M., L.L.B., or Acharya in Sanskrit Language and Literature, he may apply for the cancellation of the result of any course(s) in which he may have passed in any semester examination and reappear in the corresponding semester examination(s) to improve his score in the particular course or courses. Provided further that a person belonging to any of the following categories who has already obtained and has become eligible for the award of the degree of M.A., M.Sc., M.B.A., M.Ed., L.L.M., L.L.B., or Acharya in Sanskrit Language and Literature may be allowed to reappear in the same examination to improve his 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 of the University, had obtained his degree from the Punjab University, Chandigarh, before the establishment of this University.

- (iii) A person who being employed as a whole time Teacher in the University or College affiliated to or maintained by the University, has obtained such degree from any other university established by law in India.
- 2 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 the 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, if he has become eligible for the award of the degree, but the option, if any, must be exercised by the candidate within one month of the date of declaration of the result of the fourth semester. The aggregate of marks obtained by the candidate in the course in which he does not appear shall determine his new division. The result of a candidate shall only be declared if he is able to improve his division or gets atleast 55% marks in the aggregate of the result desired to be improved.
- 3 Candidates belonging to Categories (ii) and (iii) above shall have to appear in the course prescribed for all the four semesters but they shall have the option to complete the examination either in one year or in two years.
- 4 If a Candidate permitted to appear in an examination for the purpose of improving his score in the course(s) under the first provision in sub-paragraph(a) above fails in the said course(s) he shall be declared as a reappear case in course(s) concerned and shall be governed by the same rules as are applicable to reappear candidates, provided that no candidate shall be allowed to get his score in any course(s) cancelled more than once, or if a candidate after getting his course(s) cancelled for the purpose of improving his score absents himself from appearing in the corresponding examination his previous score in the course(s) shall stand but he shall not be given another chance to get the score cancelled
 Provided further that a candidate permitted to reappear in the examination for the purpose of improving his division shall be allowed two attempts in each paper within a maximum period of five years after he has qualified for the award of degree.

16.14 Re-Checking:

If a candidate feels that either some of the answers in his script had not been evaluated or there is mistake in totalling the marks awarded to him/her, he/she may within 21 days of the issue of the marks-sheet, apply in the prescribed form accompanied by the prescribed fee to the Controller of Examination, for the re-checking of his/her script. If on re-checking a mistake is discovered, the mistake shall be rectified and the fees paid by the candidate shall be refunded to him.

16.15 Re-Evaluation:

1 If a candidate feels that his script has not been fairly evaluated, he may within 21 days of the date of issue of the detailed marks-card by the University apply to the Controller of Examination in the prescribed application form accompanied by marks card in original and the prescribed fee for re-evaluation and avail himself of this concession offered by the University. A candidate whose result is declared late on account of the awards may also seek re- evaluation within 21 days of the declaration of the result, subject to the condition that no application form shall be entertained after 31st December, of the same Calendar Year of the examination in the case of annual examination and after 31st March of the ensuing calendar year in the case of Supplementary Examinations; and in case of semester examination of Post Graduate classes till the commencement of the next corresponding examinations.

Provided that in case of foreign students, who leave for their countries before the declaration of results; the candidates of correspondence courses, the candidates appearing privately from Lahaul Spiti, Kinnaur, Bharmour, Pangi Valley, Military Personnel on active service and the regular students, who fail to collect their result cards from their colleges/teaching departments in time for reasons of prolonged illness or unforeseen circumstances, the last date for receipt of applications and fee for the purpose duly supported by Authentic Documents will be 30 days from the date of issue of the Result Card by the University to the college / teaching department / candidate.

2 The re-evaluation fee once deposited with the University shall not be refunded. However, the re-evaluation fee will be refunded if the re-evaluation application has been rejected by the University under Ord. 6.70 (a) and 6.70(g). Further all entries in the application for re-evaluation should be complete and correct in all respects. The University will not be responsible for the delay/rejection of the

case, if the form is not complete in all respects or not accompanied by full fee and / or detailed marks card / certificate. No change in the entries once made by the candidate shall be allowed after the receipt of application in the University office. However, a candidate shall be allowed to withdraw his application form for re-evaluation as also delete one or more subject(s) / paper(s) for which application for re-evaluation has been received within the due date, provided such requests are received within 10 days of the submission of the application form by the candidate. In case of withdrawal or deletion no refund of fee shall be granted.

3 The Assistant Registrar / Deputy Registrar, In-charge of the re-evaluation work shall put up all applications referred to above to the Controller of Examination, who shall get each script separately evaluated and the revised result shall be determined in the following manner :

(i) An examiner other than the one who had originally evaluated will re-evaluate the script and average of the two awards shall be final award in case the variation (increase or decrease) in the two awards is not more than 10% of the maximum marks allotted to the paper/course.

(ii) The script shall be referred to the third examiner in case variation (increase or decrease) is more than 10% in the two awards and the average of the two higher awards (out of the three) shall be the final award.

(iii) The fraction of 0.5 will be rounded off to the next whole integer.

4 The score on re-evaluation subject to para (ii) below shall supersede the original score provided that in case of a candidate securing pass or more marks on original evaluation the downward revision or re-evaluation shall not go lower than the level of pass marks in the paper concerned. (iii) The change in score on re-evaluation shall be conveyed only where the character of the result is changed (character means 'fail' to 'compartment' 'compartment' or 'fail' to 'pass', change in division) or where on re-evaluation the score increases or decreased by 5% or more of the maximum marks allotted to the concerned paper.

5 Whatever be the change in awards after re-evaluation the same shall be conveyed to the candidate. 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 Medical College Entrance Test or the grant of scholarship / award / freeship / medal etc. on the basis of declaration of the result of re-evaluation. Further that the declaration of the result of the re - evaluation shall not be considered as a time bound process. Provided further that in case the re-evaluation result is received after the commencement of the subsequent examination which the applicant has taken out of the two results i.e. on the basis of re- evaluation of his performance in the subsequent examination the result that is advantageous to the applicant will be conveyed to him.

6 The re-evaluation of the answer book shall not be permitted to the following categories:

(i) Faculty of Medical Science

(ii) Faculty of Ayurveda

(iii) Pre-Engineering Test

(iv) Practical Examination in different subject(s) or paper(s), sessional marks, internal assessment, project report, dissertation, thesis and viva-voce.

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

8 A candidate whose answer book is not available for re- evaluation due to any reason beyond the control of the University, may be allowed by the Vice-Chancellor either :

(i) To reappear in the same paper of the next examination without payment of the examination fee. In this event his result shall be determined on the basis of the marks secured by the candidate in the paper in which he reappears.

(ii) To have his fee refunded in full.

(iii) No further reassessment shall be allowed after the awards by the re-evaluator have been received.

17 Cancellation of Examination:

The University may cancel the examination of a candidate, if it is found that he was not eligible to appear in the examination but had obtained admission through misrepresentation or a misstatement of facts.

Such a candidate shall also be liable to be disqualified from appearing at any examination of the University for a period which may extend upto five years.

18. Rules for Promotion and Re-appear for Master's Degree Course

18.1 Semester Examination :

There shall be an examination at the end of each semester.

- 1 Except in the subjects of Mathematics and Statistics, a student may be admitted to the course even in the second semester, but he shall also complete the course in four semesters (Ord.8.36 for Master of Arts only).

A candidate is required to pass all the courses in each semester examination provided that:

- 2 A candidate who appears in the examination and fails to obtain pass marks in any course in the first semester may be permitted to proceed to the second semester, but he shall not be permitted to proceed from the second semester to the third semester without appearing in the examination.
- 3 At the time of second semester examination the candidate, may appear in the course in which he may have failed to obtain pass marks in the first semester examination and also in the courses prescribed for the second semester.
- 4 At the time of third semester examination the candidate, may appear in the course in which he may failed to obtain pass marks in the first and the second semester examination and also in all the courses prescribed for the third semester. But he shall not be permitted to proceed from the third semester to the fourth semester without appearing in the examination.
- 5 At the time of the fourth semester examination the candidate may appear in the course in which he may have failed to obtain pass marks in the first, second and third semester examinations and also in the courses prescribed for the fourth semester. A candidate shall not be allowed to proceed from fourth to fifth semester without appearing in the examination.
- 6 In the fifth semester, the candidate may appear in the course in which he may have failed to obtain pass marks in first, second, third and fourth semester examinations and also in all the courses prescribed for the fifth semester. But he shall not be allowed to proceed from fifth to sixth semester without appearing in the examination.
- 7 In the sixth semester, the candidate, may appear in the courses in which he may have failed to obtain pass marks in first, second, third, fourth and fifth semester examinations and also in the courses prescribed for the sixth semester. Provided that the Vice-Chancellor may however, permit a candidate who is otherwise eligible to appear at the examination to proceed from one semester to another semester without appearing in the examination if to the satisfaction of the Vice-Chancellor the candidate was prevented from appearing in the said examination on account of serious illness or other unforeseen circumstances beyond his / her control, provided that the intimation to the effect, accompanied by documentary proof thereof, is communicated to the University within a week of expiry of the concerned examination.

- 18.2** A candidate, who is unable to pass the Master of Arts examination on account of his having obtained less than the pass marks in any course or who joined the course in the second semester, may reappear or appear as the case may be, in the corresponding semester examination of the following year in the courses in which he failed to obtain pass marks or in which he did not appear earlier.

- 18.3** A candidate who is unable to pass the Master of Science examination on account of his having obtained less than the pass marks in any course may reappear in the corresponding semester examination of the following year in course(s) in which he failed to obtain pass marks.

- 18.4** A candidate who is unable to pass the Master of Business Administration examination on account of his having obtained less than the pass marks in any course, may reappear in the corresponding semester.

- 18.5** A candidate is required to pass in all the courses in each semester, provided that a candidate, who fails to obtain pass marks in any course in the first semester, may be permitted to proceed to the second semester. Such a candidate shall, however, be required to reappear in the course or courses in which he may have failed to obtain pass marks in any semester in the corresponding semester examination of the following year (for M.Ed.).

- 18.6** A candidate, who is unable to pass the bachelor of Laws (LL.B.) examination on account of his having obtained less than pass marks in any course or having been unsuccessful in the practical training

prescribed for sixth semester, may reappear in the corresponding semester examination of the following year in the course(s) in which he may have failed to obtain the pass marks or complete the training prescribed for sixth semester, which he could not successfully do earlier.

18.7 A candidate, who obtains pass marks in the courses prescribed for the first four semesters shall be eligible for the award of the degree of the Bachelor of Law (LL.B.) (academic or non-professional). A candidate who is unable to obtain this degree on account of his having obtained less than the pass marks in any course, may reappear in the corresponding semester examination of the following year in the course(s) in which he failed to obtain pass marks earlier.

18.8 A candidate shall not be permitted to proceed from first semester to second semester unless he obtains pass marks in 50% of the courses prescribed for the first semester examination (Applicable to PG Diploma in E-Commerce only).

19 AWARD OF FELLOWSHIPS, SCHOLARSHIPS, STIPENDS, EXHIBITIONS (MEDALS AND PRIZES) AND FREESHIPS:

19.1 All awards of Fellowships, Scholarships, Medals and Prizes including those specifically earmarked for a particular category, shall be given on the basis of merit to be determined under the rules laid in the ordinances. Freeships and Stipends shall, however, be awarded on the basis of poverty-cum-merit.

19.2 The University shall, from time to time, determine the number of H.P.University Research Fellowships / Scholarships to be awarded in each category and the value thereof.

19.3 At present there exists the following categories of Fellowships / Scholarships / Freeships in the University.

1 FELLOWSHIPS:

1. H.P.U. Senior Fellowships, For Post Doctoral Research
2. H.P.U. Junior Research Fellowships for LL.M. / Ph.D.
3. U.G.C. Junior Research Fellowships for Ph.D.

2 SCHOLARSHIPS:

1. Subjectwise Merit Scholarships : One scholarship per subject in which post-graduate facilities exist in the University.
2. Group wise Merit Scholarships : Thirteen Scholarships on the basis of aggregate of marks at graduate level examination taking admission in the various departments according to the scheme of distribution under ord. 31.14 A(ii).
3. Subject wise Merit Scholarships :
 - (a) One scholarship per subject on the basis of the result of M.A./M.Sc./M.B.A./M.Com.,Part-I examination(Semester I & II taken together).
 - (b) One Scholarship on the basis of the result of LL.B. Part I Examination (Semester I & II taken together).
 - (c) One Scholarship on the basis of the result of LL.B. Part-I& II Examination(Semester I,II,III,&IV taken together).
4. Sports Scholarships :16 Scholarships for outstanding sportsmen/women at the post- graduate level, each of value of Rs. 500/- per month.
5. Cultural Activities Scholarships :Ten Scholarships of the value Rs. 500/- per month for the full Academic session i.e. 1st July to 30th June.

3 Freeships :

1. Full FreeShips: For 10% students of the total strength of the class/course.
2. Half Freeships : For 15% students of the total strength of the class/course.
3. The student younger in age will be given Half Freeship if his/her elder brother/sister is also studying in the University and paying full fee.
4. Full Freeships and Hostel Rent Freeships to the outstanding Sportsmen / Women of the campus is given as per rules.
- 5 The scholarship is available to the students belonging to the Socially Backward Classes SC/ST/OBC and as may be identified by the State (India/Himachal Pradesh) from time to time and Economically Backward Classes IRDP/BPL/Low Income and as may be identified by the State (India/Himachal Pradesh) from time to time amounting to Rs. 1200 per month for one

year. The scholarship shall be awarded on the basis of academic merit of the qualifying examination i.e. B.A./B.Sc./B.Com. for P.G. courses and 10+2 for undergraduate courses which are run by the University.

20 MEDALS AND PRIZES:

The University shall, from time to time, determine the number of examination and subjects for which medals and prizes shall be awarded:

(1) Lala Jai Lal Nagal Freedom Fighter Memorial Silver Medal:

A Silver Medal will be given to a Student standing first in LL.M. final examination.

(2) Dr. K.K. Jain Memorial Medal (Silver Medal, Gold Plated):

A silver Medal, Gold Plated will be awarded every year to a student who stands first in M.Sc. (Botany) with special paper in wood science but securing at least 65 % marks. In case a student having the above percentage of marks is not eligible then it may be awarded to a student topping in M.Sc.(Botany) in any special Paper.

(3) Prof. A.C.Jain Scholarships for M.Sc. Chemistry:

Two scholarships each of value of Rs. 200/- per month will be awarded for one year i.e. from 1st July to 30th June to two students , one for M.Sc. 1st year and the other for M.Sc. 2nd year student every year.

The basis of awarding the scholarship to M.Sc. 1st year student will be on the merit drawn from the aggregate of marks at B.Sc. degree plus marks secured in Chemistry in B.Sc. 1st , 2nd and 3rd year, while for M.Sc. 2nd year student , the merit will be prepared from amongst students of M.Sc. (Organic specialization only). The merit will be determined on the basis of aggregate marks of M.Sc. 1st and 2nd semester plus marks secured in Organic Chemistry in both the semesters. The candidate should have cleared all the papers in first attempt.

20.1 Stipends:

The University may institute Poverty-cum-Merit stipends for different courses and the University for this purpose, shall determine, from time to time, the number, the value and the duration of each stipend.

21 UNIVERSITY LIBRARY:

Ever since the Post-Graduate Centre of the University in Shimla was made a nucleus for setting up the Himachal Pradesh University Library in 1972, there has been manifold increase in the size to its collection and demand of its services. Its collection has since then grown from a meager 15000 to more than 238879 books (upto 30.03.2024) and journals. The library functions for 12 hours on working days and for 7 hours on Sunday/ holidays. It is housed in a multi storied building designed to house the functions of a modern University Library.

Budget for the purchase of books and Journal for the financial year 2023-24 = Rs 50,00,000/- for each and for E-Books= Rs. 20,00,000/-

Journals:-

The Library subscribes to 95 Indian and foreign titles of journals with the annual budget of Rs. 50,00,000/- for the year 2023-24.

(i)	Indian	=	68	Newspaper	=	16
(ii)	Foreign	=	03	Magazines	=	16
	Total	=	71	Total	=	32

Use of Library materials:-

The total number of books issued, returned and consulted by the members in the Stack Hall, Science, Education, Laws and Himalayan Section/ Sectional Libraries etc. during 01.07.2023 to 30.03.2024 are as under:-

Books issued	13185
Books returned	13054

Books consulted	68027
No. of Visitors	184339
Total Nos. of Members	9481

Xeroxing Facilities:-

The University Library was able to get three Photo copier machines installed in the Library by a private firm to give better and efficient Xeroxing facility to Readers on nominal rates.

Himalayan Studies Section:-

Keeping in view the serious studies on socio economic and scientific aspects of Himalayan region, separate Himalayan Studies section has been started in the Library.

Computerization:-

Computerization of Library service is in progress. Database of books in English Language and all Theses/Dissertation and project reports is complete and users have found it very useful and informative.

e-Journals:-

Facility of e-journals in physical Sciences, Mathematics, social Sciences and humanities under UGC-Infonet program through INFLIBNET, Ahmadabad, is available in the each Teaching Department and Cyber Centre of the University. Users can access full text journals. This facility is very popular among Students, Research scholar and faculty of the University. Library is trying to procure more e-journals from INFLIBNET under this program.

Infrastructure Development of the Library

CCTV Cameras

4 Nos. CCTV Cameras have been installed in the library to keep watch on the activities of library users and staff.

KIOSKS

02 Nos. of KIOSKS machines have been installed for the library users to know about the availability of particular document in the library.

ETD Lab

Electronic Theses and Dissertation Lab has been established in the Library to facilitate its users.

Computer Lab for Special Category Readers

One computer lab has been setup for the Visually Impaired Readers in the library to cater their special needs.

Steps towards fully Automation (LMS):

The work of fully automation of library is in process in which readers can issue and return the documents/books with the help of machines. However, the interactive library cards have been issued for the same and the readers are availing this facility.

Note:

The library has recently purchased new furniture i.e. 40 Nos. reading tables (04 seater) & 150 Nos. of reading chairs to facilitate the library users.

22 INFORMATION ABOUT HOSTELS:

The rules for residents students are available in Chapter XXVIII of the First Ordinances of the University which are reproduced hereunder for the perusal and compliance of the students seeking admission in the hostels :

INFORMATION ABOUT HOSTELS:

Himachal Pradesh University maintains thirteen hostels for boys and girls students admitted in the various P.G. Courses. There are 972 seats for girls in nine hostels and 567 seats for boys in four hostels. The students cannot claim admission to the hostels as a matter of right as admission to the hostel is restricted to the above said intake capacity/vacancy available.

In hostels there are facilities of Common Room with T.V. and indoor games etc. One Gymnasium is available for boys' hostels and one for girls hostels. The girls hostels campus has also facility of auditorium for organising functions. Every hostel has its own mess. All the hostels (boys & girls) have the facility of Medical Inspection room(s) and Reading Room is also available in Saraswati Girls Hostel. Besides this, all hostels are under CCTV surveillance 24X7

The rules for resident students are available in Chapter XXVIII of the First Ordinances of the University which are reproduced hereunder for the perusal and compliance of the students seeking admission in the hostels:

RULE FOR THE RESIDENT STUDENTS

22.1 GENERAL RULES :

1. All Rights of Admission to the University Hostels are reserved with the Chief Warden. These rights shall be exercised on the recommendations of the Wardens/ Hostel Welfare Officers Committee. All admission will be made strictly on the basis of merit in the qualifying examination.
2. Admission to the University hostels will be open at the beginning of the session and the students will be admitted on the basis of merit. 75% of the seats shall be reserved for the students passing their qualifying examination from H.P. University and 25% of the seats will be open to all.

However, 15% and 7.5% of the seats available shall be reserved for students belonging to scheduled castes and scheduled tribes respectively. In addition to this, on the direction of Hon'ble High Court of H.P., 5 % seats are reserved for the persons with disability.

3. The merit for admission to the hostel seats will be the same as forms the basis for admission in each course under different teaching departments.
4. A candidate who applies for admission in any reserved category, but is admitted in the general category because of his/her merit will be considered in the category mentioned in his/ her application form for the purpose of admission to hostel provided he/ she is eligible in that category.
5. All hostels will formally close on the day of the last regular examination. Each boarder will have to vacate his/her room within 72 hours of the termination of his/her regular examination. Fine per day or any disciplinary action, if required, will be taken for overstay.
6. Research Scholars and students of Post Graduate classes who are doing their work may be permitted to stay in the hostel during vacation on the specific recommendation of the Chairman/ Supervisor. Foreign students studying in the University Departments and who are not in the final year may be allowed to stay in the hostel during the vacation. The students belonging to the tribal area who cannot go to their homes due to bad weather will also be permitted to stay in the hostel during the vacation on the specific recommendation of the Chairman of the department concerned.
7. Admission shall be sought afresh in every academic session and will be confirmed subject to the following conditions:-
 - (i) Receipt of a duplicate admission form duly signed by the parents/ guardian of the resident. At the time of admission an applicant will fill such a form and attach a duly stamped envelope addressed to his/ her parents guardian;
 - (ii) Satisfaction of the Chief Warden/ Warden/ Hostel Welfare Officer regarding proper conduct and regular payment of dues of hostel, mess and canteen in case of ex-residents;
 - (iii) Hostel may be allowed to a student for pursuing Post Graduate Degree/Professional Course for a maximum period of two/three years depending upon the duration of course as well as availability of room in the hostel.
 - (iv) No student pursuing second Post-Graduate Degree/ Professional Course will be

admitted/re-admitted to the hostel.

(v) A student will be allowed to stay in the hostel for a maximum of three years for pursuing research degree(s). However, the admission of the boarder(s) will be cancelled the moment, he/she gets a job in the Govt./Private/Corporation/ any other institution during the time of studies.

8. Admission to the hostel for the academic year will close 10 days after the close of admission to the department.
9. Residents shall see the Chief Warden/ Hostel Welfare Officer/ Warden for official business in the office during fixed hours. In case of emergency, the Chowkidar on duty should be sent to the Chief Warden/ Hostel Welfare Officer/ Wardens residence.
10. Residence should not keep cash or jewellery or other valuable in their rooms. The responsibility for safety of their belongings will be entirely that of the residents. The residents are advised to take out an insurance against theft and fire.
11. Smoking is strictly prohibited in the Common Room, Reading Room, Dining and Kitchen Areas.
12. Residents permitting or abetting unauthorized occupation of the rooms/seats shall be liable to:
 - a) Expulsion from the hostel;
 - b) Forfeiture of securities; and
 - c) Imposition of fine by the Chief Warden.
13. In case of non-payment of dues or violation of anyone of the hostel rules by a resident, the Hostel Welfare Officer/ Warden may get his/ her room locked.
14. Every resident shall be responsible for the safety of the furniture given to him/her. Furniture is not to be removed from one room to another. Replacement of chair for canning or replacement of cot during the session may be done by paying charges as per rules. Damage to hostel property is a serious offence. Any boarder found guilty of damaging hostel property will be liable for disciplinary action as per hostel rules including expulsion from the hostel/University.
15. The telephone is meant for office use only. However, VCC CARD facility has been provided to the residents in case of emergency. The VCC card facility will be available with the chowkidars/security staff of the respective hostels to communicate the report to the Warden/Hostel Welfare Officer/ Chief Warden/ Security Officer in case of emergency for which they will be paid actual charges.
16. Gambling use of intoxicants and keeping of arms in the hostel premises (including room) are strictly prohibited. Residents found guilty of any such lapse in this regard will be liable to a fine of Rs. 500/- and/or expulsion from the hostel. All rooms (including almirahs and belongings) will be open for inspection by the Chief Warden/ Warden/ Hostel Welfare officer at any time.
17. An undertaking on a prescribed proforma from the students and their parents will be obtained at the time of admission in the hostels to the effect that he/she will not participate in any political and in disciplinary activities which harms the social, academic and congenial environment of the Hostel/University.
18. Before leaving the hostel every resident shall obtain clearance from Warden/ Hostel Welfare Officer and personally hand over the charge of the room and hostel property, repair charges for any damage to the furniture will have to be paid by the residents. During vacation all boarders will deposit their room keys with the hostel Clerks/Warden/ Hostel Welfare Officer failing which the result of the defaulters will be withheld.

22.2 ALLOTMENT :

- (i) Rooms will be allotted by the Warden/Hostel Welfare Officer according to the principles

laid down by the Chief Warden;

- (ii) Junior students shall be put up in dormitories;
 - a) Dormitory will not be allowed to a single person even on full payment. If one of resident of the dormitory leaves, either another resident would be allotted that dormitory or resident would be moved to a cubicle, if available;
 - b) Once a student has joined a particular hostel, he/she will not be allowed to shift to another hostel;
 - c) No student shall be allowed to accommodate any other student in his room. If it is found at any stage that a student other than the boarder is staying in his room, the hostel admission shall be cancelled;
 - d) A student can not shift from his/ her allotted room within the hostel without the permission of the Warden/ Hostel Welfare Officer;
 - e) The residents shall be in their rooms in the night and will not move to other rooms for sleeping without the permission of the Warden/ Hostel Welfare Officer;
 - f) The residents shall keep the Hostel Identity Card obtained from the Warden/ Hostel Welfare Officer with them and will present these on demand by authorities. For this, the applicants will submit an extra attested copy of the photograph alongwith the admission form; and
 - g) Unauthorized occupation in the Hostel shall not be allowed.

22.3 VISITORS AND GUESTS :

- (i) Male visitors shall see the residents of the Girls Hostel only in the visitors room during the specific hours;
- (ii) Female visitor shall not visit male residents in their rooms.
- (iii) Guests are not permitted to stay overnight in any hostel. However, in exceptional cases in the case of Girls Hostels only, they may be put up in the room/guest rooms, if any, on payment of prescribed charges, but in no case beyond two nights i.e. three days only. Further, such stay can be extended only in special circumstances, upon the satisfaction of the Warden concerned, upto maximum period of one week, only once in a month.

22.4 ATTENDANCE AND LEAVE :

- (i) The gates of the boys hostels will be closed at 10.00 PM and opened at 5:00 AM;
- (ii) A resident shall under all circumstances, inform the Warden about his/her absence from the hostel. He/she shall sign the register maintained for the purpose at the hostel gate; and
- (iii) The names of the residents absenting themselves without permission for a fortnight or more may be struck off the rolls and possession of their rooms taken by the Warden/Hostel Welfare Officer.

22.5 CONDUCT AND DISCIPLINES :

- (i) Students shall maintain discipline and peaceful atmosphere in hostel;
- (ii) A student may be fined or expelled from the hostel by the Chief Warden/ Warden/ Hostel Welfare officer for the following reasons :-
 - a) Misbehaviour of any kind, which will include disrespectful conduct towards the Warden/ Hostel Welfare Officer or other teacher, employees of the hostel and other residents;
 - b) Teasing or otherwise harassing other students and/ or the use of violence;
 - c) Stealing or pilfering Hostel/ University property or the property of other students;
 - d) Unruly conduct or rowdism;

- e) Writing on walls, sticking of posters, distribution of unauthorized handbills or notices;
 - f) Making noise and/ or creating other disturbance including the use of transistor, radio etc. in a manner likely to disturb other boarders;
 - g) Convening, organizing, attending unauthorized meeting within the hostel premises; and
 - h) Breach of any of the hostel rules.
- (iii) No student shall keep gold or costly jewellery in his/her room;
 - (iv) While visiting common room/dining hall, the student should be in proper dress;
 - (v) For any willful disobedience or defiance or willful tampering with hostel property or insolvent behaviour, the student may asked by the Warden/ Hostel Welfare Officer to leave the hostel immediately in anticipation of the approval of the Chief Warden;
 - (vi) Students shall use or handle with care all property belonging to the hostel. When a student found guilty of want on damage of hostel property, the warden/ Hostel welfare officer may recover the cost of repaid or replacement and in addition, may impose a fine or recommend imposition of fine depending on the circumstances;
 - (vii) In case of any unauthorized guest/ person is found in the rooms of the boarders, his/her room as well as the admission from the concerned department will liable to be cancelled forthwith;
 - (viii) All rooms in the hostel shall be opened for inspection by Chief Warden/ Hostel Welfare officer/ Warden at any time during day and night;
 - (ix) Students shall not abuse, maltreat or assault hostel employees;
 - (x) The dealing of the students with fellow students should be courteous. Quarrels or disputes with fellow students should be avoided. Students shall not under any circumstances, take the law in their own hands; and
 - (xi) In order to solve the problems of students from time to time and to effectively implement the hostel rules as provided in the Hand Book of Information, there will be a Disciplinary Committee consisting of the Dean of Studies, Dean Students Welfare, Chief Warden and Security Officer with Dean Students Welfare as its convener.

22.6 SPECIAL RULES (FOR GIRLS HOSTEL ONLY :

- (i) Regular roll call will be taken by the prefects of the Girls Hostel. The roll call time would usually be as under, which can be changed by the Warden from time to time, through notification;
- (ii) No girl student would stay out of the Hostel after the prescribed time;
- (iii) On **Wednesday** and **Saturday**, the girls can go to city for shopping in case the University bus facility is available for going to and coming from the city;
- (iv) The girls who are going to local guardians or to their homes must write on the register kept for the purpose, the following details:-
 - a) The address where they are going;
 - b) Time and date of their departure and arrival; and
 - c) The relation or the guardians of the girls can meet their wards on every Monday and Friday between 2.00 pm to 5.00 pm. No one can meet the boarders in the hostel on other days except in case of emergency, with the prior permission of the Warden, in case they are coming from outside Shimla.
- (v) No female guest can stay in any room without prior permission of the Warden;
- (vi) No Male visitor is allowed in the rooms of the Girls Hostels; and

- (vii) The girl residents are not allowed to stay overnight out of the hostel. In case there is such need, the Wardens prior permission in writing, must be obtained the address where one wants to stay and purpose of stay must be given.
- (viii) Mutual shifting of girls boarders from one hostel to another hostel is allowed only for one time with in the same category with the permission of Chief Warden.

22.7 The Hostel Welfare Officer/ Warden/ Chief Warden shall have the authority to punish a boarder for any act of indiscipline or violation of Hostel Rules, as under:-

WARDEN

- i) Fine as would be determined from time to time.
- ii) Recommend expulsion from the hostel

CHIEF WARDEN

- i) Fine as would be determined from time to time.
- ii) Appeal on the issue of Rules/ Law and not on the issue of facts

22.8 HOSTEL MESS :

- (i) The hostel shall have facilities for lunch dinner services. A resident shall have meals in his/her hostel only;
- (ii) Residents will not go in the cooking areas;
- (iii) All complaints requiring immediate action of the Warden/Hostel Welfare Officer should be made in writing through a member of the mess canteen committee;
- (iv) The facilities of co-operatives mess will be replaced by contract messes. A contract mess will be started with minimum strength of 50 members. Every member will have to give an undertaking that he/she will shoulder the responsibility and observe the rules of contract mess. Resident changing from one mess to another will have to clear the account for the first mess before being allowed to have meals in the second mess by the Warden/ Hostel Welfare Officer in writing. The change will be allowed only from the first of the month;
- (v) Ordinarily the residents will take food in the hostel;
- (vi) The charges will be calculated on the basis of actual number of diets taken by the residents;
- (vii) Each resident will contribute towards subsidy fund for the needy and deserving students of the hostel @ one diet per month alongwith the mess bill;
- (viii) Guest will also be served meals on the usual rates. However, the maximum diets that could be served to the residents guest will not be more than twenty in a month. If the number of diet exceeds twenty, additional amount will be charged for the excess diets;
- (ix) If mess and canteen charges are not paid by 10th of the month, meals will not be served, nor the defaulter will be allowed to take meals as a guest of other resident. For late payment, fine per day for every mess bill separately will be imposed. After 25th a notice to pay the dues, will be served on the defaulter by the Hostel Welfare Officer/Warden. After 30th the room will be got vacated with the order of the Chief Warden;
- (x) Cooking in the room is strictly prohibited;
- (xi) Meals will not be served before/ after the fixed hours in the rooms, except in cases of illness, and that too only with the permission of the Warden/ Hostel Welfare Officer. The residents as well as the mess servants be fined heavily for violating this rule;
- (xii) Mess servants will be entirely under the control of Warden/ Hostel Welfare Officer who can recommend their dismissal or impose any penalty on them. Residents cannot punish the servants. They can, however, report against them to the Warden/ Hostel Welfare Officer of the hostel; and

- (xiii) The messes and canteens will remain closed during the vacation. The dates for closure will be notified by the Chief Warden.

22.9 ELECTRICITY :

- (i) Residents must switch off the lights while going out of the rooms or to sleep:
- (ii) Residents are allowed to use in their room electrical appliances such as electric heaters only during winter i.e. from 14th November to 14th March. In case a resident is found to be in possession of any other appliances, the same will be confiscated and the boarder will be fined. In case a resident repeats this act, the amount of fine payable will also increase accordingly; and
- (iii) Residents are not to tamper with the electrical and sanitary installations. The cost of repair/ replacement due to any damage done to them will be realized from the residents.

22.10 SECURITIES AND DUES :

- (a) Security and dues/other charges will be realized from the boarders of the hostel in accordance with the decision of the Executive Council or as notified by the Chief Warden from time to time.
- (b) All securities are charged once at the time of admission and the dues/fee shall be charged annually. The amount so collected from the misc. charges will be utilized by the Chief Warden in consultation with the Wardens/ Hostels Welfare Officers Committee for the purpose of minor L.P.G. repair and incidental charges etc.
- (c) Concession in hostel rent may be granted on the basis of merit or sports cum poverty to the extent of 10% freeships and 15% half freeships.
- (d) The hostel fees will be charged from all the residents annually at the time of admission/ continuation.
- (e) In case of continuation of boarder a late fee per day after the date decided/ notified by the Hostel Welfare Officers/ Wardens Committees shall be charged.
- (f) Residents getting admission into the hostel at any time during the month will be charged full fee for the month.
- (g) All residents are required to clear hostel, mess, canteen and other dues and obtain no dues certificate before they take their examination roll numbers and again all their dues must be cleared before they vacate the hostels, failing which their names will be forwarded to the Controller of Examinations/Chairman of the Department for withholding the declaration of result/award of degree and other disciplinary action, including forfeiture of their securities and cancellation of the degree.
- (h) The Controller of Examinations, may on the report in writing of the Head of the Institution concerned, withhold the result of a candidate, who has already taken the examination if the candidate has failed to pay the dues outstanding against him including hostel and mess charges, or has failed to return Library books or other articles, or in case of loss has not paid the cost thereof as assessed by the head of the institution (Ord. 6.65(a)).
 - a) Roll number slips will not be issued by the Chairman of the teaching departments without clearance from the hostel office.
 - b) As soon as the M.Phil./Ph.D. Research Scholar submits his/her dissertations/ thesis, he/she will have to vacate the hostel room.
 - c) The Controller of Examinations, will not declare the result unless the M.Phil./Ph.D. scholars concerned produce No Dues Certificate from the Hostel/Library (Ord.6.65(b)).
 - d) Securities of mess, telephone as well as hostel will be refunded to a resident only after he/she cleared all the hostel dues and handed over the possession of the room

and will be adjusted against the bills only in the special circumstances after the student has left the institution. Application for refund of securities will be submitted three days before the intended date of leaving the hostel (when his/her mess account will be closed and he/she will eat on cash payment). Cheque will be got ready earlier but will be given only after the charge of the room is handed over to Chowkidar (who will sign the register) and the room is locked. ***All security deposits shall lapse if not withdrawn one year from the date of leaving the hostel.***

22.11 APPOINTMENT AND DUTIES OF PERFECT :

Prefects will be appointed by the Hostel Warden/ Hostel Welfare Officer from amongst the senior students of good standing to assist him in the administration of the hostel. Normally for every 50 students, one prefect would be appointed. Prefect will be entitled to rent free accommodation.

1. He/ she shall take the roll call at the time fixed and submit a report of absentee to the Warden/Hostel Welfare Officer on the following day.
2. He/she shall report in writing to the Warden/Hostel Welfare Officer the names of those residents who remained absent for the whole night. Failure to report such cases will be considered gross negligence of duty and may result in his/her dismissal from prefectship.
3. He/she shall assist the Warden/Hostel Welfare Officer in checking of rooms for ensuring that:
 - a) There are no prohibited articles in the room;
 - b) Electric fittings are not tampered with;
 - c) Guests are not kept in the rooms at night; and
 - d) There is no disturbance at night during study hours.
4. He/she shall look to the general cleanliness of the Block.
5. He/she shall keep the record of leave applications.
6. He/she shall forward all complaints regarding the Block to the Warden/ Hostel Welfare Officer.

22.12 COMMITTEES :

For the proper and democratic functioning of the hostels, several committees, such as common room committee, mess committee, finance committee, discipline committee etc. will be formed in each hostel. Faculty members from the teaching departments may also be associated with these committees.

The committee will work closely in full co-operation with the Warden/Hostel Welfare Officer to further the spirit of fraternity in each hostel. These committees will also be concerned with the making of new suggestions to the administration for further improvement in the hostels and to ensure proper discipline and decorum.

22.13 RESPONSIBILITIES OF THE RESIDENTS :

Living in the hostels pre-supposes a high degree of integrity and consciousness as a member of the community. It entails a moral responsibility on the part of the resident to:-

1. Make every effort for peaceful co-existence and maintaining the ultimate decorum; and
2. To observe all hostel rules meticulously in letter and spirit.

All violations of rules and directions will be subject to strict disciplinary action which in extreme cases, may lead to expulsion, forfeiture of securities and the right for future admission.

22.14 (Any notification issued from time to time by the Chief Warden will be binding on all the residents.)

General instruction/orders issued by the Chief Warden/authorities from time to time for students admitted in the hostels:

1. The Guest permitted to stay in the hostels will be charged Rs.65/- per day and will be deposited in the University accounts regularly. A register will be maintained in each hostel where entry of every guest, if allowed by the Warden is required to be made (Read with Ordinance 28.3(iii)).
2. The roll call time fixed for girls hostels is as under : (Read with Ordinance 28.6(i):

May to July	8.00 p.m.
August to September	7.30 p.m.
October to February	7.00 p.m.
March to April	7.30 p.m.

3. The fine for late deposit of mess bill after the prescribed time a fine of **Rs. 50/-** on the 11th day of display of mess bill and thereafter ` 10/- per day subject to maximum of **Rs. 200/-** will be charged (read with Ordinance 28.8(ix))
4. The following charges will be realised from the boarders of the hostels: (read with Ordinance 28.10 (a) & (b) except the students with disabilities who have been provided fee Hostel facility by the University with effect from 15.11.2021 notified vide Notification No. 3-38/96-HPU(Genl.) Vol-IV dated 27.12.2021

1. Annual Charges :

(a) Hostel Security	Rs. 100/-
(b) Mess Security :	
(i) Recurring	Rs. 3000/-
(ii) Non-recurring	Rs.100/-

2. Monthly Charges :

(a) Common Room charges	Rs. 30/- p.m.
(b) Electricity charges	Rs. 120/- p.m.
(c) Water Charges	Rs. 15/- p.m.
(d) Hostel Room Rent	Rs. 110/- p.m.
(No rent shall be charged from SC/ST Students)	
(e) Estt. Charges	Rs. 25/- p.m.
(f) Misc. Charges	Rs. 30/- p.m.

Note:

All securities are charged once at the time of admission and the dues/fees shall be charged annually. The amount so collected from the miscellaneous charges will be utilised by the Chief Warden in consultation with the Wardens' Committee for the purpose of minor LPG repair and incidental charges etc.

5. A late fee of **Rs. 10/-** per day subject to maximum of **Rs. 200/-** will be charged from the boarder who fails to get his/her continuation fee deposited within the stipulated period subject to a maximum period of 30 days, where-after his/her hostel admission shall stand cancelled. {read with Ordinance 28.10 (e)}
6. Admissions to the Ph. D. Scholars will be made twice once in June/July alongwith other P. G. student and other in January each year subject to availability of seats.
7. The following actions besides the acts provided in the Ordinances shall be considered act of indiscipline, misconduct and disobedience punishable under the rules:
 - (i) Taking bath in the balconies or outside the bathrooms
 - (ii) Obstructing or creating problems at the time of inspections of rooms, hostel premises, etc., by the University authorities or outside authorities duly authorised by the University authorities for maintaining law and order.

- (iii) Non-compliance of the instruction issued by the University authorities from time to time.
- (iv) A boarder who is punished thrice during his/her stay in the hostel may be recommended for expulsion from the hostel by the Warden to the Chief Warden who will issue necessary cancellation of hostel orders as per rules.
- 8. The University may club the Girls boarders residing in different hostels during winter vacation keeping in view the total strength of girl boarders in each hostel.
- 9. No student shall be allotted hostel against whom the University has lodged an FIR.

23. STUDENTS' AID FUND:

23.1 THE FUND:

This fund shall be named as Himachal Pradesh University Students' Aid Fund, hereinafter referred to as HPUSAF.

23.2 Aims and Objects:

The Object of this fund is to render financial assistance to poor students to meet their tuition or examination fee or to purchase books or to meet similar other expenses. Limited assistance may be given to the students to meet their hostel mess, clothing or medical expenses if their needs are considered genuine. No scholarship or stipend or reward or prize will be given from this Fund. Rotary loan to needy students, to be paid back when settled in life, may be granted.

23.3 Fund:

- 1 Subscription by the university @Rs.10/- per student or as prescribed by the university from time to time.
- 2 10% contribution from amalgamated fund to the H.P. University teaching departments.
- 3 Voluntary contribution by the students, ex-students and staff members of the university.
- 4 Donation from other sources permissible under the UGC rules.
- 5 Matching contribution of grants from UGC as permissible.

23.4 Management:

The Fund shall be managed and administered or utilised on the recommendation of a committee consisting of the following :

- 1 Vice Chancellor Patron
- 2 Dean of Studies Chairman
- 3 Dean, Students' Welfare Member
- 4 Two Teachers to be nominated by the Vice Chancellor for a term of one year.
- 5 The President of S.C.A. Post Graduate Centre and the Secretary of Student's Council (if he happens to be from the University Campus).
- 6 A nominee of the HIMPURSA.

23.5 Mode of Administration:

- 1 The application for aid out of this fund will be forwarded by the Chairperson of the Department concerned within a fortnight of the completion of admission of respective Departments every year after thorough scrutiny. The financial assistance should be given to those belonging to IRDP and BPL family only instead of low income of Rs. 30,000/- per annum.
- 2 The application will be submitted on the prescribed form. The committee will meet atleast twice a year to consider the various applications received through the Chairperson of the Teaching Department and finalise and give decision on application presented to the effect.
- 3 The aid will be paid by cheque to the needy students through the Dean Students' Welfare and shall not ordinarily, exceed Rs. 2000/- per year in lump sum or in installments as the committee may decide.
- 4 The report on the administration of the Fund will be submitted to the University Grants Commission every year. A copy of the report shall also be placed before the Executive Council of the University and the S.C.A. of the Post Graduate Centre.
- 5 The Students' Aid Fund shall be operated by the Dean Students' Welfare.

23.6 Audit:

The Accounts of the HPUSAF will be audited by the Resident Audit Officer of the Himachal Pradesh University.

24. STUDENTS CENTRAL ASSOCIATION FOR THE UNIVERSITY CAMPUS, SHIMLA :

As per Ordinances.

25. CONDUCT AND DISCIPLINE OF STUDENTS:

24.1 A student involved in the violation of any of the rules or regulations of the Institution or the University or in any way involved in any act of indiscipline, may be placed on conduct probation by the Head of the Institution. A student placed on conduct probation shall not be allowed to represent the Institution or the University in any meet, tournament, youth festival or cultural competition during the period of his Conduct Probation and shall also remain suspended from any office that he may be holding in any student organisation. If a student who has been on conduct probation on two previous occasions, commits an act of indiscipline, he shall be expelled from the Institution / University.

Note : "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 (Raghvan's Committee Report)"

- 1 Ragging means and includes any type of physical or mental torture, done by any individual or group either through words or conduct, which creates an apprehension in the mind of a person. As such he/she is prevented from pursuing his/her studies in an atmosphere free from fear or physical/psychological torture. Any person who aids or abets such an action shall be guilty of ragging.
- 2 There shall be no ragging in and outside the teaching departments of the University, College or Institutions affiliated to or maintained by the University or the hostels and also on roads / approaches leading to such Institutions / Hostels.
- 3 The Chairperson of the Teaching Departments / Heads of the Colleges or Institution affiliated to or maintained by the University, at the commencement of each session when new admission takes place, shall have a written undertaking from every student (old or new) to the following effect:-
" I have gone through the rules and regulations regarding ragging and discipline of the University/College/Institution and I hereby solemnly affirm that I will not indulge in any act of ragging/indiscipline and that if I am found guilty of such offences as are covered under these rules, I will have no claim against the order of the rustication/expulsion from the University / College / Institution."
- (4) If a Candidate is found indulging in ragging directly or indirectly, the competent authority, after enquiry, if satisfied, shall expel the guilty student(s) from the University / College / Institution.

24.2 Rustication and Expulsion of Students:

Rustication shall mean loss of one academic year i.e. the student concerned shall not be allowed to appear in any University examination during the academic year in which he is rusticated. The actual period of expulsion from the College or Institution shall depend upon the time of the year when the rustication order is passed. A rusticated student may with permission of the Head of the College or Institution concerned rejoin the class in the same College or Institution after the time of rustication in the following academic year.

24.3 A student who is expelled from a College or Institution shall not be allowed to appear in any University examination during the academic year in which he is expelled and the next academic year and shall not thereafter be re-admitted to the same or any other College or Institution without the prior sanction of the Vice-Chancellor. Each case of rustication or expulsion shall be reported to the Registrar of the University immediately after the order is passed. A certificate signed by the College or Institution to the effect that the student has been given adequate and reasonable opportunity to explain his position before the order was passed, shall accompany the report.

GENERAL:

Notwithstanding anything contained in this Handbook the students will have to abide by the provisions of the H.P. University Act, Statues, Ordinances, Rules and Regulation as may be framed and amended from time to time.

Note : In case of any contradiction /inconsistency between the provisions of Ordinances and HBI/Proportions, the provision of Ordinances/ statutess will prevail.

Telephone No. of the Chief Warden, Addl Chief Warden & Wardens of University Hostels (Boys & Girls)

Chief Warden	Prof. Roshan Lal Zinta	9816108257 0177- 2991087(R)		chiefwarden.hp u@gmail.com
Additional Chief Warden for Girls Hostels	Dr. Deepali Dhaul, Associate Professor, Deptt of English	9418020202		
Hostel	Warden	Mobile No.	Hostel landline no.	E.mail Id
GIRLS HOSTELS				
Vipasha	Dr. Anjana Chauhan, Asstt. Professor, Sociology, ICDEOL	9418091967	-	
Iravati	Dr. Madhu Dadhwal, Asstt. Professor, Deptt of Maths	9418040291/ 8544764977	-	
Giriganga	Dr. Anjali Verma, Asstt. Professor, Deptt. of History	8130333540	2830549	
RLB	Dr. Mini Pathak, Asstt. Professor, Deptt. of Pol.Science.	9816806629	-	
Renuka	Dr. Savitri, Asstt. Professor, Deptt. Biotech.	9418306308	2831340	
Gargi	Dr. Sunita, Assistant Professor, Deptt of Hindi	7018621542	-	
Chanderbhaga	Dr. Bhawna Sharma, Associate Professor, Deptt of Pol. Science	8118859096/ 9001540521	-	
Vidyottama	Dr. Neelam Kumari, Assistant Professor, Deptt of Bio-Science	9418464515	2830849	
Saraswati	Dr. Pallavi Bhardwaj, Assistant Professor, English, ICDEOL	8278842268	2831906	
BOYS HOSTELS				
Dr. Y.S. Parmar	Dr. Praveen Kumar Sharma, Asstt. Professor (UIT)	8580675287	-	
Shahid Bhagat Singh Tribal	Dr. Naresh Kumar, Assistant Professor, Deptt of Hindi	9736020860	-	
Tagore	Dr. Shamsher Rathaur, Asstt. Professor, Deptt of Phy.Education	9418171539	-	
Shrikhand	Dr. Dev Raj, Asstt. Professor, Sanskrit ,ICDEOL.	9418244727	-	

TEACHING FACULTY

(1) Department of Bio-Sciences:

- | | |
|------------------------------|----------------------------------|
| 1. Dr. D. R. Thakur | Professor |
| 2. Dr. Dhiraj Singh Rawat | Associate Professor |
| 3. Dr.H.S.Banyal | Associate Professor& Chairperson |
| 4. Dr.R.K.Negi | Associate Professor |
| 5. Dr. Meena Kumari | Associate Professor |
| 6. Dr. Mahender Singh Thakur | Associate Professor |
| 7. Dr. Suresh Kumar | Associate Professor |
| 8. Dr. Neelam Kumari | Assistant Professor |
| 9. Dr. Joginder Singh | Assistant Professor |
| 10. Dr. Rajesh Kumar | Assistant Professor |
| 11. Dr. Amit Kumar | Assistant Professor |
| 12. Dr. Suman Rawat | Assistant Professor |
| 13. Dr. Nitish Kumar | Assistant Professor |
| 14. Dr. Sveta Thakur | Assistant Professor |
| 15. Dr.Vikul Kumar | Assistant Professor |

(2) Department of Biotechnology:

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| 1. Dr. S.S. Kanwar | Professor |
| 2. Dr. (Ms) Reena Gupta | Professor & Chairperson |
| 3. Dr.Duni Chand | Professor |
| 4. Dr.Wamik Azmi | Professor |
| 5. Dr. Savitri | Assistant Professor |

(3) Department of Chemistry:

- | | |
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| 1. Dr. Baljit Singh | Professor |
| 2. Dr. Sandeep Chauhan | Associate Professor& Chairperson |
| 3. Dr. Kiran Kumar | Associate Professor |
| 4. Dr. Jasvir Singh | Associate Professor |
| 5. Dr. (Mrs.) Nisha Sharma | Associate Professor |
| 6. Dr. Ramesh Chand Thakur | Associate Professor |
| 7. Dr. Sunil Kumar | Associate Professor |
| 8. Dr. Vikrant Sharma | Assistant Professor |
| 9. Dr. Rajesh Kumar | Assistant Professor |
| 10. Dr. (Mrs.) Meena Kumari | Assistant Professor |
| 11. Dr. (Mrs.) Mridula Thakur | Assistant Professor |
| 12. Dr. Santosh Kumar | Assistant Professor |

(4) Department of Commerce :

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|---------------------------|------------------------|
| 1. Dr. Vijay Kumar Sharma | Professor |
| 2. Dr. S.S. Narta | Professor |
| 3. Dr. O.P. Verma | Professor |
| 4. Dr. Kulbhushan Chandel | Professor |
| 5. Dr. Devender Sharma | Professor& Chairperson |
| 6. Dr. Rajkumar Singh | Professor |
| 7. Dr. Vijeta Sharma | Assistant Professor |
| 8. Dr. Manoj Sharma | Assistant Professor |

(5) Department of Computer Science:

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|--------------------------|------------------------|
| 1. Dr. Arvind Kalia | Professor |
| 2. Dr. A. J. Singh | Professor |
| 3. Dr. Manu Sood | Professor |
| 4. Dr.Kishori Lal Bansal | Professor |
| 5. Dr. Jawahar Thakur | Professor |
| 6. Dr. Aman Sharma | Professor |
| 7. Dr. Anita Ganpati | Professor& Chairperson |
| 8. Dr. Naveen Kumar | Assistant Professor |
| 9. Dr. Anshul Kalia | Assistant Professor |

10. Dr. Yogesh Mohan	Assistant Professor
(6) Department of Economics:	
1. Dr. (Ms.) Aparna Negi	Professor
2. Dr. Rakesh Singh	Associate Professor & Chairperson
3. Dr. Sanjeev Kumar	Associate Professor
4. Dr. Tek Singh	Assistant Professor
5. Dr. Reena Dogra	Assistant Professor
6. Sh. Tanuj Sharma	Assistant Professor
(7) Department of Education:	
1. Dr. Ajay Kumar Atttri	Professor
2. Dr. Chaman Lal	Associate Professor & Chairperson
3. Dr. Yudh Veer	Associate Professor
4. Dr. Kanika Handa	Assistant Professor
5. Dr. Rakesh Kumar	Assistant Professor
(8) Department of English:	
1. Dr. (Mrs.) Rekha Sharma	Professor
2. Dr. (Mrs.) Neelima Kanwar	Professor
3. Dr. (Mrs.) Sanjana Shamshery	Professor
4. Dr. Himanshu Parmar	Associate Professor
5. Dr. Deepali Dhaul	Associate Professor & Chairperson
6. Dr. Daisy Verma	Assistant Professor
7. Dr. Suresh Kumar	Assistant Professor
8. Dr. Vanita Supehia	Assistant Professor
(9) Department of Geography:	
1. Dr. D. D. Sharma	Professor & Chairperson
2. Dr. Balak Ram Thakur	Professor
3. Dr. Seema Choudhary	Assistant Professor
4. Dr. Ram Lal	Assistant Professor
(10) Department of Hindi :	
1. Dr. Pan Singh	Associate Professor
2. Dr. Bhawani Singh	Associate Professor
3. Dr. Shobha Rani	Assistant Professor & Chairperson
4. Dr. Naresh Kumar	Assistant Professor
5. Dr. Poonam Chauhan	Assistant Professor
6. Dr. Sunita	Assistant Professor
7. Dr. Manju Puri	Assistant Professor
8. Dr. Sunita Devi	Assistant Professor
(11) Department of History:	
1. Dr. B.K. Shivram	Professor & Chairperson
2. Dr. Arun Kumar Singh	Professor
3. Dr. Ankush Bhardwaj	Associate Professor
4. Dr. Anjali Verma	Assistant Professor
5. Dr. Vinay Kumar Sharma	Assistant Professor
6. Mrs. Roshini Devi	Assistant Professor
7. Mr. Sunny Kumar	Assistant Professor
(12) H.P. University Business School (HPUBS)	
1. Dr. Shyam Lal Kaushal	Professor
2. Dr. Pawan Garga	Professor
3. Dr. Dinesh Kumar	Professor
4. Dr. Jai Singh Parmar	Professor
5. Dr. Parmod Kumar Sharma	Professor & Director
6. Dr. Puneet Bhushan	Assistant Professor
7. Dr. Narender Singh Chauhan	Assistant Professor
8. Smt. Santosh Kumari	Assistant Professor
9. Dr. Bhawana Bhardwaj	Assistant Professor

(13) Department of Journalism & Mass Communication:

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| 1. Dr. Shashi Kant | Professor & Chairperson |
| 2. Dr. Vikas Dogra | Professor |
| 3. Dr. Kanwaljit Singh | Associate Professor |
| 4. Dr. Ajay Kumar | Assistant Professor |

(14) Department of Law:

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| 1. Dr. Sunil Deshta | Professor |
| 2. Dr. Sanjay Sindhu | Professor |
| 3. Dr. Rajinder Verma | Professor & Chairperson |
| 4. Dr. Lalit Mohan Singh Dadwal | Professor |
| 5. Dr. Runa Mehta Thakur | Professor |
| 6. Dr. Shiv Kumar Dogra | Professor |
| 7. Dr. Umesh Kumar | Professor |
| 8. Dr. Shalini Kashmira | Assistant Professor |
| 9. Dr. Sasha Chauhan Kanwar | Assistant Professor |
| 10. Dr. Abhishek Singh Negi | Assistant Professor |
| 11. Dr. Ramesh Verma | Assistant Professor |
| 12. Dr. Geetika Sood | Assistant Professor |
| 13. Dr. Vandana Thakur | Assistant Professor |

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| 2. Dr. Rajesh Sharma | Professor |
| 3. Dr. Khem Chand | Professor |
| 4. Dr. Jyoti Prakash | Professor & Chairperson |
| 5. Dr. Shalini Gupta | Associate Professor |
| 6. Dr. Pushap Lata Sharma | Associate Professor |
| 7. Dr. (Mrs.) Madhu Dadhwal | Assistant Professor |
| 8. Dr. Mehak Mahajan | Assistant Professor |

(16) Department of Modern European and other Foreign Languages:

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(17) Department of Physical Education:

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| 2. Dr. Sanjay Sharma | Professor |
| 3. Dr. Shamsheer Singh | Assistant Professor |

(18) Department of Physics:

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| 2. Dr. S.K. Dhiman | Professor (on EOL) |
| 3. Dr. N.S. Negi | Professor |
| 4. Dr. Vir Singh Rangra | Professor |
| 5. Dr. Nagesh Thakur | Professor |
| 6. Dr. Raman Sharma | Professor & Chairperson |
| 7. Dr. Amarjeet Singh | Asstt. Professor (UGC Recharge Prog.) |
| 8. Dr. Balbir Singh Patial | Assistant Professor |
| 9. Dr. Dheeraj Sharma | Assistant Professor |
| 10. Dr. Raj Kumar | Assistant Professor |

(19) Department of Political Science:

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| 2. Dr. Vikas Singh | Associate Professor & Chairperson |
| 3. Dr. Abha Chauhan Khimta | Associate Professor |
| 4. Dr. Bhawna Sharma | Associate Professor |
| 5. Dr. Mini Pathak Dogra | Assistant Professor |

(20) Department of Psychology:

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| 2. Dr. Sunil Sharma | Professor |
| 3. Dr. Anita Sharma | Professor |

4. Dr. Gaytri Raina	Assistant Professor (on EOL)
5. Dr. Akanksha Sud	Assistant Professor
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4. Dr. Kusum Lata Azad	Assistant Professor
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2. Dr. Mritunjay Sharma	Assistant Professor
3. Dr. Rajeev Sharma	Assistant Professor
4. Sh. Gopal Sharma	Assistant Professor
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2. Dr. Deep Lata	Assistant Professor
3. Dr. Lata Devi	Assistant Professor
4. Dr. Sapna Chandel	Assistant Professor
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2. Dr. (Mrs.) Anupama Bharti	Assistant Professor & Chairperson
3. Dr. Ashwani Kumar	Assistant Professor
(25) Institute of Vocational Studies	
1. Dr. S.P. Bansal	Professor (on EOL)
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2. Dr. Arpita Negi	Assistant Professor
3. Dr. Satya Parkash	Assistant Professor
4. Dr. Bishamber Singh Ranjan	Assistant Professor
(28) Department of Life Long Learning :	
1. Dr. Yashwant Singh Hartta	Assistant Professor & Chairperson/Incharge
(29) Centre for Buddhist Studies :	
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2. Dr. (Mrs.) Sonam Pema	Assistant Professor
(30) Department of Interdisciplinary Studies	
1. Dr. Aparna Negi	Professor & Director
2. Dr. P.K. Attri	Senior Research Officer
3. Dr. Rattan Singh Chauhan	Senior Research Officer
4. Dr. Randhir Singh Ranta (Coordinator)	Senior Research Officer
5. Dr. Sanjeev Kumar	Senior Research Officer
6. Sh. Kuldeep Singh	Senior Research Officer
7. Dr. Pushpa Thakur	Research Officer
8. Dr. Baldev Singh Negi	Project Officer
9. Dr. Lalit Kumar Sharma	Project Officer
10. Dr. Vijay Kumar Sharma	Project Officer
(31) Department of Defence and Strategic Studies :	
1. Dr. Vikas Singh	Associate Professor & Chairperson
(32) Department of Environment Science :	

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| 2. Dr. Pankaj Gupta | SRO |
| 3. Sh. SunilJaswal | PO |
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| 1. Dr.Umesh Kumar | Professor & Chairperson |
| (34) Department of Microbiology : | |
| 1. Dr. Sushila Devi | Professor & Chairperson |
| (35) Department of Archaeology and Ancient History : | |
| 1. Dr. B.K.Shivram | Professor & Chairperson |
| (36) Department of Population Studies : | |
| 1. Dr.(Mrs.) Ritika Sharma | Associate Professor & Chairperson |
| (37) Department of Data Science and Artificial Intelligence : | |
| 1. Dr. Manu Sood | Professor & Chairperson |
| (38) Department of Forensic Science : | |
| 1. Dr. Mahender Singh | Associate Professor & Chairperson |

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20.	Dept. of Laws	2833880	2830935
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22.	Dept. of Mathematics & Statistics	2833770	----
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29.	Dept. of Sociology	2833872	----
30.	Dept. of Yoga	2833714	----
31.	Dept. of Life Long Learning	2833472	2831366
32.	Dept. of Population Research Centre	2833810	2831960
33.	Dept. of Visual Arts	2833878	2830957
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36.	University Enquiry Section	2833555	----
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| iii) | Dean of Studies | : | Tel. No. 2830922 (O) |
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| vii) | Security Officer | : | Tel. No. 2831270 (O) |

E-Mail Addresses :

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|---------------------|---|--|
| Vice-Chancellor | : | vchpu@hotmail.com |
| Pro Vice-Chancellor | : | pro_vc@hpuniv.ac.in |
| Dean of Studies | : | deanstudies@gmail.com |

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(Name & Signature of the Candidates)
Address with Tel Phone No.

Place : _____

Date : _____

Specimen of Forms of Certificate to be Attached to Admission Forms Wherever Applicable

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(For Employed Applicants only)

Certified Mr./ Miss/ Mrs.....is employed with our organisation.....
and we have no objection if he/she joins the H.P.University, Shimla for doing
his/her.....degree/diploma. He/She will be given leave for the duration of the course.

Date : _____
Signature with official
Stamp of the Head
of the Department concerned

CERTIFICATE OF CASTE/TRIBE/ANTYODYA/IRDP

(Required only from Scheduled Castes/Scheduled Tribes/Antyodya/IRDP Candidates)

Certified that Mr./Miss/Mrs..... son/daughter of shri..... of
place.....an applicant for admission to Himachal Pradesh University, Shimla belongs to
Scheduled Cast/Scheduled Tribes/ANTYODYA/IRDP according to the notification of the government.

Date_____

Signature of the Revenue officer

Office Stamp

CERTIFICATE OF INCOME

(Only from those/whose Guardian's Income is less than Rs. 500/- per Month)

Certified that the annual income of Mr./Miss/Mrs.....
District.....State..... from all sources is Rs.(in figure)
..... (in words).....

Seal with Date

Signature of Revenue Officer

AUTHORIZATION CERTIFICATE

Affix recent
photograph of
authorized person

I _____ S/o / D/o _____ will not be able to
attend counselling on dated _____ because of _____. Hence, I hereby
authorize Ms./Mr./Mrs. _____ to attend the counselling on my behalf whose
photograph (duly attested by the Gazetted Officer) is affixed in the box and signature is attested
below.

Signature of the applicant

Signature of the authorized person

Instructions for Filling the Application Form

(Read the instructions/ Pre-requisite carefully before filling the application form)

(A) Before proceeding to apply, please ensure that the candidate has :

1- Scanned copy of applicant's recent photograph with following specification.

- Photograph should be formal.
- Photograph must be a passport size color picture.
- Photograph must be taken directly facing the camera.
- Photograph should have no shadows and red eyes.
- Maximum size 100 KB.
- Photo format should be jpg or jpeg only.
- File name should not exceed a maximum of 10 characters.

2- Scanned copy of applicant's signature with following specifications.

- Applicant should sign in black ink on a white paper and get the signatures scanned.
- The signature must be signed only by the applicant and not by any other person.
- Maximum size 100 KB.
- Scanned signature format should be jpg or jpeg only.
- File name should not exceed a maximum of 10 characters.

3- Scanned copy of applicant's Father/Mother signature with following specifications.

- Applicant's Father/Mother should sign in black ink on a white paper and get the signatures scanned.
- The signatures must be signed only by the applicant's Father/Mother and not by any other person.
- Maximum size 100 KB.
- Scanned signature format should be jpg or jpeg only.
- File name should not exceed a maximum of 10 characters

4- Upload documents with following specifications.

- Applicant should upload only one document (mark sheet/certificate) black ink on a white paper and get the signatures scanned.
- The signature must be signed only by the applicant and not by any other person.
- Maximum size 2MB.
- Scanned signatures format should be PDF only.
- File name should not exceed a maximum of 10 characters

- 5- Create an email account if you already don't have one.
- 6- You must give a mobile number in basic details. If you don't have a mobile number, please enter your guardian's mobile number.
- 7- All mandatory fields are marked with red star.

(B) Instructions for filling the ONLINE APPLICATION FORM

- 1- Click on “PG/UG/Ph.D./Certificate Diploma” to access the list of programmes.
- 2- Choose the programme and click on the programme name.
- 3- Online Entrance Application form should have the following information:
 - a) Personal Information
 - b) Education and Document Details
 - c) Application Summary
 - d) Payment detail
 - e) Reference number and Application form
- 4- Please fill in the personal information first.
- 5- After filling in the personal information click on save button at the end of the page.
- 6- The system will generate the unique Registration number along with the password. Applicants are advised to note the same.
- 7- The unique Registration number along with the password will be sent on the email and the entered mobile number. The Registration number should be noted for all future references.
- 8- After that you can continue and fill the other required information or logout and login again with unique Registration number along with the password.
- 9- After that Click on “PG/UG/Ph.D./Certificate Diploma” and click on “Click here for Student Login”
- 10- Login with unique Registration number along with the password and you will get all the information submitted earlier in personal information page.
- 11- Applicants are required to fill all information required in different sections like Education and Documents details.
- 12- Fill Education and document detail and upload related documents. Photo and signature uploaded should be as per specifications, kindly refer to section (A) at the start of the document.
- 13- To save the data please click on 'Continue and Save' button at the bottom of each screen.
- 14- For making Application Fees Payment, you can use the online mode or the Challan mode.

Payment through Challan

- a) If you select payment through **challan option**, you have to select the bank and click on generate challan'. After that you have to download the Challan and submit the same to the selected bank. The Bank will give a reference number against the challan.
- b) Login again and submit your reference number under submit **reference number and application form** tab.

Online Payment

- a) If you select online payment mode, click on make payment
- b) On the next page select your payment gateway
- c) Click on continue for payment
- d) Choose among the given options (debit card, credit card, net banking etc.)

- e) If the payment is successfully done, you will receive a success message with all the details
- f) Click on the Submit button to get the form finally submitted.

Note: Before proceeding further please make sure that the fields are filled in correctly in the confirmation screen before clicking the submit button.