



HAND BOOK OF INFORMATION

RELATING TO THE MERIT BASED COURSES

Post Graduate Diploma in Rehabilitation Psychology

SESSION 2024-2025

**HIMACHAL PRADESH UNIVERSITY
SUMMERHILL, SHIMLA – 171 005**

(Last date for submission of online application form 07.09.2024)

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Prof. S. P. Bansal
Vice-Chancellor

HIMACHAL PRADESH UNIVERSITY

NAAC Accredited "A" Grade University

GYAN PATH, SUMMER HILL, SHIMLA-171005



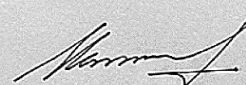
MESSAGE

I am happy to know that Himachal Pradesh University has prepared that prospectus for studies in merit based and other diploma courses for the academic session 2023-24 beginning in July, 2023.

This University has completed 53 years of existence and made many Mile stones in the dissemination of Higher Education. This being the oldest Affiliating Institution in the higher learning has earned name globally. Efforts have been made to make the syllabus and programs to prepare the Master Degree and Diploma Holder according to the demand of the market in view of the recent challenges and opportunities.

The University has a very serene panoramic view with calm and quiet atmosphere for studies.

I welcome the students to the Himachal Pradesh University.


(Prof. S.P. Bansal)

Tel. No. : 0177-2831363 (Off.), 2830775 (Fax), 94181-41389 (M)

E-mail : vc@hpuniv.ac.in, vc_hpu@hotmail.com, spbansal_mtahpu@rediffmail.com



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)

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 Summerhill, Shimla-171005.

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

3.1 Application Form and Fee:

A Online application fee of Rs. 500 for P.G. diploma in Rehabilitation Psychology. The fee deposited will not be refundable under any circumstances.

B i) Last date for receipt of admission form : **07-09-2024**

(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)

C The schedule of interview / admission

Subject:-

Date of Interview / Admission

**Date/ Time for reporting for
Interview/Admission**

1. P.G. diploma Rehabilitation Psychology

will be notified later on.

The last date for admission to P.G. diploma Rehabilitation Psychology: will be notified later on

- NOTE:**
1. The candidate should be called for Interview/ Admission in order of merit in the ratio of 1:3 times of the vacant seats.
 2. Result-cum-Interview Card must clearly state if the candidate is called for Interview or not.

C	Regular Teaching will start	From	To	Teaching Days
		07-10-2024	31-12-2024	71 Days
	P.G. Diploma in Rehabilitation Psy,	18-02-2025	18-03-2025	24 Days
		31-03-2025	21-06-2025	76 Days
		30-06-2025	31.10.2025	102 Days

D Preparation Days for Exams :

P.G. Diploma in Rehabilitation Psy	19-03-2025	23-03-2025	05 Days
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E Examination Schedule (Tentative)

	Starts on	Completes on	Days
P.G. Diploma in Rehabilitation Psy	24-03-2025	29-03-2025	06 Days
	25-08-2025	04-09-2025	11 Days

F Vacation Schedule :

1	Winter Vacation	01-01-2025	17-02-2025	48Days
2	Summer Vacation	22-06-2025	29-06-2025	08 Days

3.2 Fees and other Dues:

a.	On Admission:	Rs.
1.	Admission Fee	100.00
2.	Library Security	300.00
3	University Development Fund (Non-Subsidized / Paid Seat)	500.00
4	University Development Fund (Subsidized Seat)	250.00
5	University Development Fund from IRDP/BPL Students	100.00
b.	Annual Charges:	
1	Continuation Fee	100.00
2.	Cultural fee	50.00
3	Sports Fee	100.00
4	Medical fee	50.00
5	Holiday-Home fee	20.00
6	Student's Aid Fund	50.00
7	Youth Welfare fee	50.00

8	Identity Card fee	50.00
9	Breakage fee	500.00
10	Magazine fee	50.00
11	Common Room Charges	20.00
12	Development Fee	500.00
13.	Rovers and Rangers Unit	50.00

c. Monthly Charges:

1.	Tuition fee	100x12 = 1200.00 (For boys)
2.	Amalgamated Fund	100x12 = 1200.00
3.	Dilapidation Fee	10 x 12 = 120.00
4.	Population Fee	10x12 = 120.00

TUITION FEE:

1. 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 Office vide letter No.4-41/93-HPU(Genl.) dated 16th September, 1995 for the exemption for the tuition fee for girls in admission to various courses.
2. The Registrar, H.P. University, Shimla vide letter/notification No. 4-16/2012-HPU(Acad.) dated 2.1.2014 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.
3. ***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***

Notes:-

1. Fee are to be paid online.
2. Annual Charges for both the semesters in a year will be payable at the time of admission.
3. The monthly dues will be realised in two installments in each semester according to the following schedule :

a	At the time of admission	Fee for July, August and September
b	In September	Fee for October, November and December
c	In December	Fee for January, February and March
d	In March	Fee for April, May & June
4. The Chairpersons/Directors of the Teaching Departments/Institutes will decide the date for Semester continuation Fee at their own level in consultation with Department Council.

Fee for every quarter must be paid according to the above schedule. A fine of Rs. 10.00 per day, subject to maximum Rs. 100.00 will be charged upto the last day of the month. The names of defaulters will stand automatically struck off the rolls on the first day of the month for which 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 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 recommendation 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.

3.4 Special Charges:

If a student is not already registered with Himachal Pradesh University registration and sports fee will be charged extra.

8. 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
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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.

3.5 Examination Fee as per University norms

- N.B** ☐ The admission fee for regular student(s) shall continue to be deposited with the respective Departments under the existing system.
- ☐ Changes, if any, in this regard from time to time would be notified on the University website.

Note: The University Grants Commission vide 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 for adoption of Age Relaxation upto maximum 5 years to the persons with disabilities in admissions to various courses.

- 3.6. 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. INFORMATION REGARDING ADMISSION TO VARIOUS COURSES:

General Eligibility:

- (a) Subject and marks in qualifying examination as mentioned in the respective courses.
- (b) AGE RELAXATION : The University Grants Commission vide letter No.6-1/2002 (CPP-II)- Vol.III dated July, 2006 and received from the Academic Branch vide Office letter No.4-16/93-HPU(Acad.) Vol.IV. dated 14th September, 2006 for adoption of Age Relaxation upto maximum 5 years to the persons with disabilities in admissions to various courses.

4.1 Courses being offered and number of seats available:

D The University also offers :

- (a) P.G. Diploma in Rehabilitation Psychology 20 Seats Non-Subsidised

5. DURATION OF COURSES:

The duration of various courses is as follows:

- (a) P.G. Diploma in Rehabilitation Psychology One Academic Year spread over in two semesters

Note: Diploma Course will be offered only when atleast 10 students have been admitted in it.

6. ADMISSION :

3.1 Admission and reservation (Ord. 3.1)

- Admission to the various course of study shall be open to all persons, irrespective of race, creed, caste or class subject to the following conditions :-
 - 15% and 7.5% of the seats shall be reserved for bonafide Himachali Scheduled Castes and Scheduled 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 Vishwavidyalaya, 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) 3% of the seats shall be reserved for physically handicapped candidates (except in Deptt. of Physical Education).
- 2 The minimum qualifications for admission to a course in case of candidates belonging to 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.
- 3 The candidates seeking admission to M.B.A. Course, having passed +2 or equivalent examination from the Institutions located within the territorial jurisdiction on Himachal Pradesh, with a degree in Engineering from an Institution outside the state, shall be considered under categories provided in Ordinance 3.1 (a) & (b) (ii) above.

Provided further that the minimum eligibility for admission to a course in case of an outstanding sportsmen/woman will be 5% lower than the eligibility condition for other students except in case of MBA/MCA/MTA/LLB/LLM/DCA/B.Ed./M.A. Rural Development.

Supernumerary seats have been created to provide admission to bonafide Himachali War Widows in all course of study on the campus except M.C.A., M.B.A., M.I.B.M., M.P.M., M.T.A., M.F.C., M.A. Rural Development & M.Sc. (Bio-Technology) courses. The admission to these seats will be made on the basis of the merit of qualifying examination giving weightage to subject marks wherever applicable.

On the recommendations of Academic Council, the Executive Council vide item No. 6 of its meeting held on 30.5.2016 has approved to reserve 02 seats for the single girl child for seeking higher education including Technical and Professional education in all government institutes. (Notification No. 4-16/2012-HPU(Acad) dated 18.7.2016)

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 shall be reserved for the students of Jammu and Kashmir in the 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

6.1 Rules for admission for outstanding SPORTSMEN / WOMEN:

1. Sportsmen / women seeking admission to any Department of the University leading to a Post-Graduate Degree Course and Diploma Course should be eligible to play in the Inter-College / Inter- University Championship as per the rules for Inter-University Tournaments.

2. Admission against outstanding sports quota would only be made once in the beginning of the academic session. No forms for such admission would be entertained after the expiry of the last date of the general admission in the University.
3. Only those sportsmen / women should be considered for admission against outstanding sports quota who have represented the University or State in the Inter-University or Inter-State Championship Tournaments respectively.
4. The sportsmen/women seeking admission against outstanding sports quota should also qualify the minimum eligibility conditions for admission in that course as provided under the rules.
5. In order to judge the suitability of players for admission in the sports quota, trials would be held in the respective games/sports, by a Committee to be constituted by the Director of Physical Education and Youth Programmes, who will be Chairman of the Committee and the recommendation of the committee would be kept in view while giving admission. The original Certificates would also be seen by the Committee at the time of trials. In case a certificate is issued on the association pad, it should be duly signed and stamped by the both the President and Secretary of the respective association.
6. The Admission against Sports Quota would be given to such candidates who have represented in the University/Inter State Competition in the following games

Men Section:

Hockey, Football, Volleyball, Basketball, Kabaddi, Wrestling, Boxing, Table Tennis, Badminton, Cross-Country, Cricket, Athletics, Weight Lifting, Handball, Chess, Kho-Kho, Judo and other games.

Women Section:

Hockey, Athletics, Basketball, Volleyball, Table Tennis, Badminton, Kho-Kho, Kabaddi and other games included in the list of Inter- College Tournaments by the Sport & Co- Curricular Activities Committee of H.P. University from time to time

7. For students who are given admission on sports basis, it will be compulsory to attend the sports activities in his / her games regularly.
8. Any student who is found to be without adequate reasons avoiding his / her games/sports activities will be liable for disciplinary action, leading to the cancellation of his / her admission.

6.2 Rules for Admission for outstanding Cultural Activists:

1. Admission against outstanding cultural quota at par with sports quota would only be made once in the beginning of the academic session. No form for such admission would be entertained after the expiry of the last date of submission of form in the University.
2. Candidates who are employed are not eligible for admission against cultural quota in any of the courses.
3. Only those students will be eligible for admission against outstanding cultural quota who are having at least I, II and III position in Inter-College Youth Festival in any item in any of the previous three years. Other things being equal preference will be given to those who have represented this university in Inter-Varsity festival.
4. While considering admissions against cultural quota the following cultural items will only be considered.
(1) Debate (2) Indian Folk Dance (3) Indian Classical Music (Vocal) (4) Indian Classical Music (Instrumental) (5) Light Vocal Music (6) Vadya-Vadan (7) Group Singing (8) Indian Classical Dance (9) One Act Play/Short Play/Skit (10) Symposium (11) Poetic and Symposium (12) Spot Painting and (13) Quizzing. Western Group Song, Western Solo, Rangoli, Clay, Modelling, Elocution, Cartooning, Collage photography, folk orchestra, mimicry and Poster Making.

Note : The Distinction in the individual items will have preference over the team items. The student seeking admission against outstanding cultural quota should also qualify the minimum eligibility condition for admission in that course as provided under rules.

5. For students who are given admission on cultural quota basis it will be compulsory for them to represent the Himachal Pradesh University in the cultural activities.
6. Any student who is found to be without adequate reason avoiding his/her cultural activities, will be liable for disciplinary action leading to the cancellation of his / her admission.

7. In order to judge the suitability of the candidates for admission against cultural quota, trial would be held in the respective cultural item by a Committee comprising of Dean Students' Welfare (as Chairman) and two persons to be nominated by the Vice-Chancellor and the recommendations of the committee will be final. Original certificates would be seen by the Committee at the time of trials.
8. As per High Court in case No.642 of 2006, Abhishek V/s Himachal Pradesh University the admission under cultural quota will be made on the basis of marks obtained in Entrance Test/ Qualifying Examination. The trials would be held to judge the suitability of the candidates only. For the selection under cultural quota, those candidates are entitled to be admitted in the course, who possess higher merit in the entrance test/ qualifying examination than others.

6.3 Roster for Admission and Reservations:

Keeping in view the various types of reservations mentioned in clause 6 "Admission and Reservation " the following roster has been evolved w.e.f. session 1992-93 and all the admissions shall be made according to this Roster of Reservations.

Separate roster for each category as mentioned will be maintained.

1 PwD	26SC	51	76	101 PwD
2	27ST	52SC	77	102
3	28	53ST	78SC	103
4	29	54	79SP	104
5	30	55	80ST	105
6	31	56	81CUL	106SC
7SC	32	57	82 PwD	107ST
8	33SC	58	83	108
9	34	59SC	84	109
10	35	60SP	85SC	110
11	36	61CUL	86	111
12SC	37	62 PwD	87	112
13ST	38CUL	63	88	113SC
14	39SC	64	89	114
15	40SP	65SC	90	115
16	41ST	66	91SC	116
17	42 PwD	67ST	92	117SP
18SC	43	68	93ST	118CUL
19SP	44	69	94	119SC
20CUL	45	70	95	120ST
21 PwD	46SC	71	96	
22	47	72SC	97SC	
23	48	73	98CUL	
24	49	74	99SP	
25	50	75	100	
(PwD-5%)	(CUL-5%)	(SP-5%)	(SC-15%)	(ST-7.5%)

PwD : Person with Disability; CUL : Cultural; SP : Sports; SC : Scheduled Caste and ST : Scheduled Tribe.

6.4 Basis of Admission:

- (a) The basis of admission to all courses of study (except M.B.B.S. course) shall be, merit to be determined on the basis of the qualifying examination in accordance with the rules framed by the University in this regard. Provided that in the case of a student sent on Scholarship by a Foreign Govt. or a State Government other than the Government of Himachal Pradesh, the only test of merit shall be minimum qualifications prescribed for admission to the course concerned.
- (b) While determining the merit except in case of M.A. Physical Education, the marks to the following extent shall be added to the result of the students who possess certificate in NCC, NSS, Scouting as under:
 1. 2% for NSS(NSS Volunteers who attended 10 days special camp & 240 hours of regular activities.

2. 2% NCC' C Certificate for boys & girls
3. 2% to the instructors of Adult Edu. Literacy Centres
4. 3% in case of President Scout and 3% in case of National participation in NCC Republic day parade.
5. 5% in case International representation,
6. 10% for the Honors provided the admission is sought in the subject concerned.
7. 2% for getting first, second or third position in the H.P. University Inter-College Sports Cultural
8. 5% for representing University in the Inter-University Sports Cultural Competition for at least two years.

- (c) Weightage of 5% marks to the blind candidates seeking admission against the seats reserved for handicapped category in various courses of studies, if they fulfil the minimum prescribed eligibility conditions.

NB:

1. Only credit of one certificate, beneficial to the candidate, will be allowed in respect of certificates from 1 to 5 and 7, 8 . But the minimum condition of eligibility shall be observed in all the cases and will be determined without addition of these marks.
2. To determine the merit, the following formula will be adopted :
 - (a) Where the student is seeking admission in the subject studied at the Graduation level, the following formula will be used :

(Marks obtained in the qualifying examination + Marks obtained in the subject studied at the Graduation level) \times 100

Maximum Marks (Degree + Subject)

- (b) Where the student is seeking admission in the subject other than those studied at the Graduation level, the procedure will be as under :

(Marks obtained in the qualifying examination + Zero marks for the subject) \times 100

Maximum Marks (Degree + Subject)

- (c) Provided that the minimum condition of eligibility shall be observed in all the cases.
Provided further that the above admission procedure/formula as indicated at 6.4(b)(7) and Note No 2 (a)(b)(c) shall not apply in case of M.Com.

6.5 To Resolve a Tie:

For admission to various courses of study except in case of M.A. Physical Education, the following formulae shall be adopted to resolve a tie :

- (i) The candidate securing higher marks in the subject of study for Bachelor/Master's degree shall be admitted first.
- (ii) Even if the tie is not resolved, the candidate having higher aggregate marks in any two of the following examinations (in which his / her 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.

- (iii) Further, if the tie is still not resolved, the candidate younger in age may be admitted first.

6.6 Admission of candidates who have passed Part-I / Previous Examination / I and II Semester Examination of Master's / B.A. Degree of other Universities :

Subject to the provisions of the Statutes and Ordinances of this University with regard to the admission to the class and examination concerned, a candidate who has passed Part-I or Previous (First and Second semesters) of M.A. / M.Com. / M.B.A./ M.Sc. or B.L. examination from other University established by law in India may, after due process of Inter - University Migration , be admitted to the Third/Fifth Semester (in case of LL.B.) to the corresponding degree in this University, provided there is no repetition in the Third/Fifth and Fourth/Sixth Semester in this University of any Course(s) that he may have already studied in his previous University. In exceptional circumstances, the Vice-Chancellor may allow a candidate admission to this University even if it involves a repetition of some courses (such as indicated above). In such a situation the candidate would be required to study a maximum of four new courses(Not already studied in his previous University). He would be allowed to choose in Third Semester a maximum of two courses from the courses of First Semester of this University Similarly, he would

be allowed to choose in the Fourth Semester, a maximum of two courses of the Second Semester examination of this University. In such case Candidate Would be deemed to have cleared the Third and Fourth Semester examination of this University. Marks obtained by the candidate in the courses passed in the previous University and considered by this University for the award of degree shall be counted for determination of division by increasing or decreasing these marks in proportion to the maximum marks prescribed for such courses by this University. In all other imposition i.e. determining of division, etc. such candidates will be governed by the ordinance of this University only.

6.7 Refusal for Admission:

A candidate will be refused admission to the course if he/she does not fulfil eligibility conditions. Provided that 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 Government or Government of India nominees.

Notwithstanding anything contained in foregoing rules, a student shall be refused admission if his conduct during any previous stay in the 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.

6.8 The admission of a student migrating from other University shall be treated as provisional and shall only be confirmed when he produces the migration certificate and certificate of good conduct from the Head of the Institution last attended by him.

Provided, however, that student disqualified by any other University shall not to be given admission during the period of disqualification.

7. (i) ELIGIBILITY CONDITIONS FOR ADMISSION:

The admission will be made purely on merit, except where otherwise mentioned, subject to the limitation of seats available and the reservation mentioned in para 6.

The following are the eligibility conditions for admission to various courses, provided further that for the purpose of admission 0.5% and above marks should be considered equal to 1% marks (Notification No. 4-9/94-HPU-Acad. dated 27-6-1995).

(A) P.G. Diploma in Rehabilitation Psychology

1. Minimum educational requirement for admission to this course will be:

- a) Bachelor's degree (regular mode) with general psychology courses in all the three years, or
- b) Master's degree in any branch of psychology either in regular or distance mode or
- c) Master's degree in counseling psychology either in regular or distance mode with a minimum of 55% in aggregate. For SC/ST category minimum 50% marks in aggregate is essential. Entry qualification shall be from UGC recognized university.

2. Reservation:

The reservation for SC/ST students for admission in diploma in Rehabilitation Psychology would be the same has already been prescribed for other courses.

3. Fees:

These diplomas are Self Financing Course:- Apart from the normal fee like in other diplomas, the candidate shall have to pay Rs. 45,000/- per semester to be remitted through online mode.

Note: "A Diploma Course will be offered only when at least ten students have been admitted in either of the courses."

8. 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.

8.1(a) 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, tutorial, seminars, practical, courts (In case of Law) etc.

- (b) In order to be eligible to appear at a 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 Chairman 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 delivered for the semester. However, the percentage of lectures attended in each course(in law) should not in any case, fall short of 60%.

- 8.2** Absence from lectures, tutorials, seminars, practicals on account of participation in the University, Inter-University, State, Inter-College, 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 of provided that this benefit shall be allowed only upto 20% of the total lectures delivered.
- 8.3** The Vice-Chancellor, on the recommendation of the head of the 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.
- 8.4(a)** Certificate, Diploma and Advanced Diploma examination in Foreign Languages, Diploma in Bhoti Language and the Diploma in Yoga Studies shall be conducted on the basis of annual system.
- (b) The examination for the Post-Graduate Diploma Courses in E-Commerce, Adult Education and Guidance and Counselling shall be conducted on the basis of semester system.
- (c) 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 Bachelor's and Master's degree in the Faculty of Education, Law and for Bachelor's degree in Journalism and Mass-Communication, shall be conducted on the basis of semester system.

8.5 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.

- 8.6** 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.
- 8.7(a)** 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 application in the prescribed form accompanied by the prescribed fee and supported by the prescribed certificates to the Chairman 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 the Examinations, so as to reach him before the last date prescribed for the submission of such applications (applicable to regular students only).
- (b) The Chairman 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 9.1 above.**
- 8.8** The Controller of Examinations 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 125/- In very special circumstance an application for appearing at an examination thereafter may be allowed to the accepted by the Vice-Chancellor with a total late fee of Rs. 150/-.
- 8.9(a)** After satisfying himself that the application is in order in all respects, the Controller of Examination shall issue through the Head of 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.

- (b) 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.
- 8.10** The Superintendent of Examination Centre may not permit a candidate to take the examination, If it 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.
- 8.11** 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.
- 8.12** A candidate against whom proceedings for use of unfair means etc. are started 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.
- 8.13** Where the chance 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.
- 8.14(a)** 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 Panjab 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.**
- (b)** 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.
- 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.
- (c)** 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.

8.15 Re-Checking:

If a candidate feels that either some of the answers in his script had not been evaluated or there is mistake in totaling 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 at the rate of Rs. 30/- per paper to the Controller of Examinations, 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.

8.16 Re-Evaluation:

(a) 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 Examinations in the prescribed application form accompanied by marks card in original and the prescribed fee at the rate of Rs. 80/- per paper/script/course, 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 candidate 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.

(b) 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.

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

- (i) An examiner other than 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.

(d) The score on re-evaluation subject to para (ii) above 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.

(e) 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.

(f) 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.

(g) 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.

(h) A candidate whose answer book is not available for re-evaluation due to any reason beyond 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 and in the 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 has/have been received.

8.17 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.

9 “LIBRARY RULES”

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.

10. STUDENTS' AID FUND:

10.1 THE FUND:

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

10.2 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 when settled in life, may be granted.

10.3 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.

10.4 Management:

The Fund shall be managed and administered or utilized 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.

10.5 Mode of Administration:

- 1 The application for aid out of this fund will be forwarded by the Chairman 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.
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 Chairman of Teaching Department and finalise and give decision on application presented to it.
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 instalments 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.

10.6 Audit:

The Accounts of the HPUSAF will be audited by the Local Audit Section of the Himachal Pradesh University.

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

As per Ordinances.

12. CONDUCT AND DISCIPLINE OF STUDENTS:

- 12.1** A student involved in the violation of any of the rules of 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 dropped from the Institution / University:

- 1 Ragging means and Includes any type of Physical or mental torture, done by any individual or group either by words or by conduct, which gives an apprehension in the mind of a person that he cannot pursue his studies free from any mental disturbance/torture created thereby.
Any person who aids or abets such an action shall also 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 Chairman 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 taken place shall have a written undertaking from every students (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.

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)

12.2 Rustication and Expulsion of Students:

Rustication shall mean the 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.

- 12.3** 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.

13. GENERAL:

Notwithstanding anything contained in this Hand book 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 Ords. and HBI / Provisions, the provisions of Ords. / Statute will prevail.

TEACHING FACULTY

(1) Department of Bio-Sciences:

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|------------------------------|----------------------------------|
| 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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|-------------------------|-------------------------|
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E-Mail Addresses :

Vice-Chancellor : vchpu@hotmail.com

Dean of Studies : deanstudies@gmail.com

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Dated.....

(To be issued by Medical Authority of a Government Hospital)

1. Name of the Candidate.....
2. Father's Name.....
3. Permanent Address
.....
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4. Percentage of handicap in figures and words
5. Whether the candidate will otherwise be able to carry on studies
.....
6. Name of the disease/cause of Handicap..... ..
7. Whether Handicap is Temporary or Permanent
8. Whether Handicap is progressive or non- progressive

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