



# HIMACHAL PRADESH UNIVERSITY

## DEPARTMENT OF EVENING STUDIES

The Mall Shimla-171001

(Established in 1962)



## Prospectus 2025-26

### Submission of Forms

**For BA/B Com 1, 2, & 3 Year:** 1 June 2025–19 June 2025

**For MA/MCom 1 Semester:** 1 July 2025–10 July 2025

*Applicants are advised to regularly check the Department of Evening Studies page on the HP University website: [www.hpuniv.ac.in](http://www.hpuniv.ac.in) for updates.*

Phone: 0177 3500325 (Working Hours 2:30 pm– 9:00 pm)

Mobile No.: 94189-07828 (for admission related queries)

## हिमाचल प्रदेश विश्वविद्यालय कुलगीत

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

धरा जो शक्तिपीठों की, धरा शत कोटि तीर्थों की  
धरा जो शैलसंस्कृति की, धरा जो नृत्य-गीतों की  
जहाँ रावी-विपाशा चन्द्रभागा पुण्य सलिलाएँ  
कुसुम गलहार बनती हैं, शतद्रू संग सरिताएँ

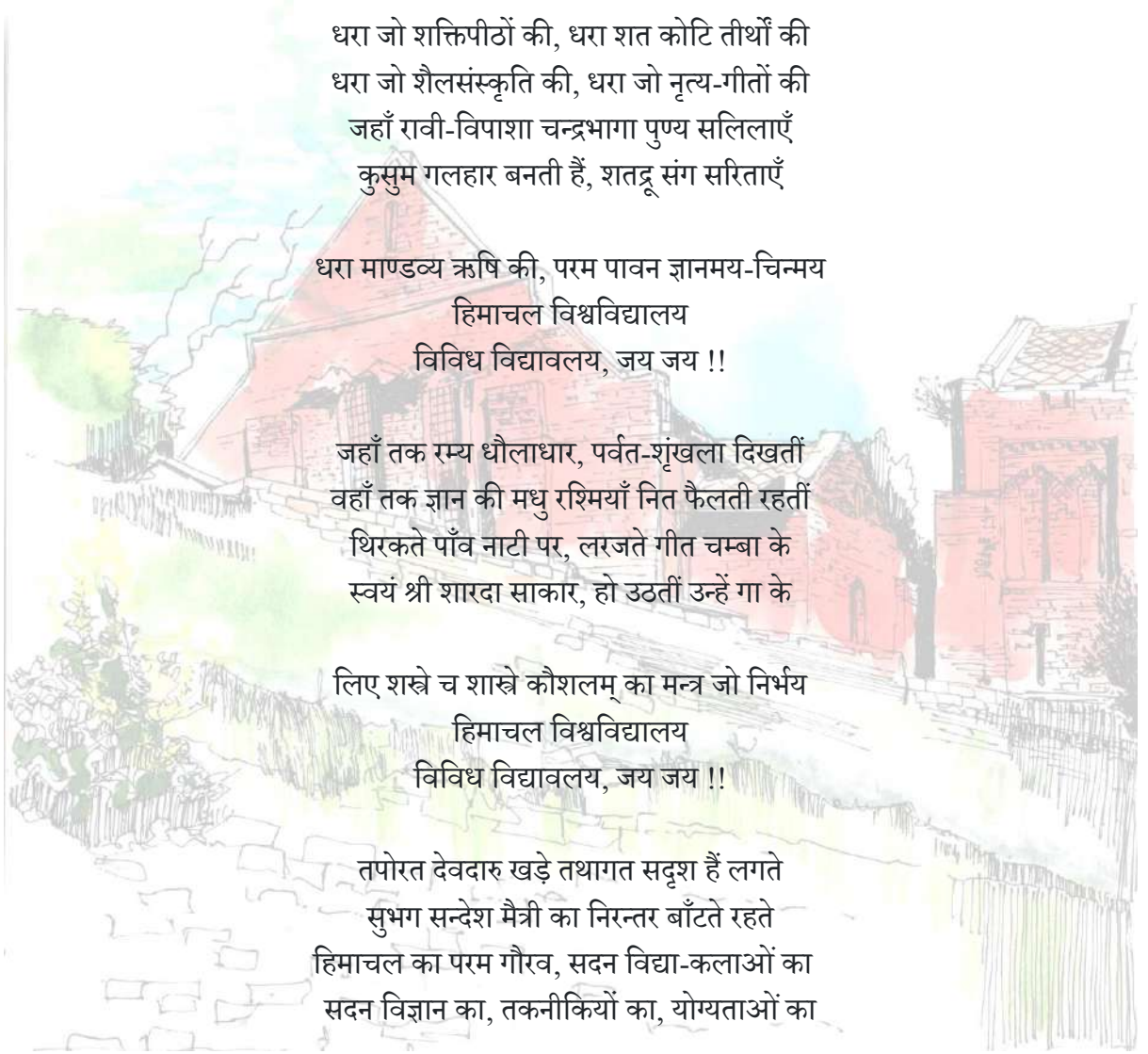
धरा माण्डव्य ऋषि की, परम पावन ज्ञानमय-चिन्मय  
हिमाचल विश्वविद्यालय  
विविध विद्यावलय, जय जय !!

जहाँ तक रम्य धौलाधार, पर्वत-शृंखला दिखतीं  
वहाँ तक ज्ञान की मधु रश्मियाँ नित फैलती रहतीं  
थिरकते पाँव नाटी पर, लरजते गीत चम्बा के  
स्वयं श्री शारदा साकार, हो उठतीं उन्हें गा के

लिए शस्त्रे च शास्त्रे कौशलम् का मन्त्र जो निर्भय  
हिमाचल विश्वविद्यालय  
विविध विद्यावलय, जय जय !!

तपोरत देवदारु खड़े तथागत सदृश हैं लगते  
सुभग सन्देश मैत्री का निरन्तर बाँटते रहते  
हिमाचल का परम गौरव, सदन विद्या-कलाओं का  
सदन विज्ञान का, तकनीकियों का, योग्यताओं का

निरन्तर बढ़ रहा आगे उदित रवि सा, सतत समुदय  
हिमाचल विश्वविद्यालय  
विविध विद्यावलय, जय जय !!





हिमाचल प्रदेश विश्वविद्यालय  
राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद् द्वारा प्रत्यायित 'ए' ग्रेड विश्वविद्यालय  
ज्ञान पथ, समरहिल, शिमला-171005

आचार्य सत प्रकाश बंसल  
कुलपति



### सन्देश

मुझे यह जानकर हर्ष हो रहा है कि हिमाचल प्रदेश विश्वविद्यालय के सांध्यकालीन अध्ययन विभाग, दी माल, शिमला में प्रवेश हेतु विवरणिका तैयार कर ली गई है तथा इसमें सत्र 2025-2026 से सम्बन्धित सम्पूर्ण जानकारी प्रदान की गई है।

हिमाचल प्रदेश विश्वविद्यालय ने अपने अस्तित्व के लगभग 55 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 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 शुभकामनाएं देता हूँ।

  
(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 जानकर प्रसन्नता हो रही है कि हिमाचल प्रदेश विश्वविद्यालय के सांध्यकालीन अध्ययन विभाग, दी माल, शिमला में सत्र 2025-2026 में प्रवेश के लिए 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 महत्त्वपूर्ण 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 शुभकामनायें देता हूँ।

  
(आचार्य राजेन्द्र वर्मा)



**HIMACHAL PRADESH UNIVERSITY**  
(NAAC Accredited 'A' Grade University)  
**DEPARTMENT OF EVENING STUDIES**  
The Mall, Shimla-171001



**From the Principal's Desk**

It is with utmost pleasure that I welcome you to Himachal Pradesh University Department of Evening Studies, an institution meant primarily for working individuals who wish to further their studies. We believe in equal opportunities for all sections of the community and are dedicated to academic excellence, personal growth, and holistic development. At Evening Studies, education is viewed not only as a means of acquiring knowledge, but as a guide to critical thinking, character building, and ethical living. As our nation moves forward with new confidence and strength, I sincerely believe that students of Evening Studies will contribute zealously to the development of our country through their diligence, skills, and innovations.

The Bhagavad Gita says, "For those who have conquered the mind, it is their friend. For those who have failed to do so, the mind works like an enemy." In everything that we do, therefore, let us be mindful of this teaching and shun all that weakens or enslaves us and embrace all that leads towards a joyous purposeful life.

I extend my best wishes to everyone and look forward to working together towards achieving new heights.

Jai Hind.

May 2025

Prof. Meenakshi F. Paul  
Principal



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Annexures: Undertaking Regarding Gap, Anti Illicit Drugs Undertaking, and Admission Form (for BA/BCom Final Year)

(End of the Prospectus)



## FACULTY MEMBERS

**Principal:** Prof. Meenakshi F. Paul, PhD

### ENGLISH

- |                                       |                  |
|---------------------------------------|------------------|
| 1. Meenakshi F. Paul, PhD, Professor  | 5. <i>Vacant</i> |
| 2. Associate Professor, <i>Vacant</i> | 6. <i>Vacant</i> |
| 3. <i>Vacant</i>                      | 7. <i>Vacant</i> |
| 4. <i>Vacant</i>                      |                  |

### HINDI

- |   |                        |
|---|------------------------|
| 1. Virender Singh, PhD, Assistant Professor | 3. <i>Vacant</i>       |
| 2. Ashutosh Kumar PhD, Assistant Professor  | 4. <i>Post Transf.</i> |

### SANSKRIT

1. *Post Transf.*

### ECONOMICS

- |                                       |                  |
|---------------------------------------|------------------|
| 1. Associate Professor, <i>Vacant</i> | 3. <i>Vacant</i> |
| 2. <i>Vacant</i>                      | 4. <i>Vacant</i> |

### HISTORY

1. Shobha Misra, PhD, Assistant Professor  
2. Kartar Chand, MA, NET, Assistant Professor

### MATHEMATICS

- |   |                  |
|---|------------------|
| 1. Ajit Kumar, PhD, Assistant Professor   | 3. <i>Vacant</i> |
| 2. Rajeev Kumar, PhD, Assistant Professor |                  |

### POLITICAL SCIENCE

1. Sanjeev Kumar Bragta, PhD, Associate Professor  
2. Mahendra Singh Yadav, PhD, Assistant Professor  
3. Inder Kumar, PhD, Assistant Professor  
4. Ravinder Kumar, MA, NET, Assistant Professor

### PUBLIC ADMINISTRATION

1. *Vacant*

### COMMERCE

- |   |                        |
|---|------------------------|
| 1. Usha Rani, PhD, Professor                    | 6. <i>Vacant</i>       |
| 2. Arti Pandit Dhawan, PhD, Professor           | 7. <i>Post Transf.</i> |
| 3. Manish Khangta, PhD, Assistant Professor     |                        |
| 4. Vipin Kumar Bhulal, PhD, Assistant Professor |                        |
| 5. Tikam Ram, MCom, SLET, Assistant Professor   |                        |

Note: *Against vacant teaching posts, guest faculty is engaged as per the requirement.*

### DPE (part-time)

1. *Vacant*



## **NON-TEACHING STAFF**

### **OFFICE**

- |  |                                |
|--|--------------------------------|
| 1. Molu Ram, Supdt. (Ex-Cadre)         | 4. Clerk, <i>Vacant</i>        |
| 2. Narinder Sharma, Supdt. (Ex- Cadre) | 5. Clerk, <i>Vacant</i>        |
| 3. Sonu Behl, Sr. Assistant            | 6. Jitender Kumar, Electrician |

### **LIBRARY**

1. Vikas Sehgal, MLib Sc, Sr. Professional Assistant
2. Pawan Kumar, MLib Sc, Catalogue Typist
3. Library Attendant, *Vacant*
4. Library Attendant, *Vacant*

### **SUPPORT STAFF**

- |                            |                                |
|----------------------------|--------------------------------|
| 1. Manoj Kumar, Daftari    | 5. Chandan Verma, Peon (DW)    |
| 2. Vinod Kumar, Peon       | 6. Peon, <i>Vacant</i>         |
| 3. Rakesh Kumar, Chowkidar | 7. Safai Karmchari, Outsourced |
| 4. Rattan Chand, Chowkidar | 8. Safai Karmchari, Outsourced |

## **ABOUT THE INSTITUTION**

Himachal Pradesh University Department of Evening Studies, Shimla-171001, was established on the recommendation of the University Grants Commission in July 1962 as Panjab University Evening College to provide the facility of continuing education to those who would otherwise have had to forego higher education in order to meet economic and other responsibilities. It became part of Himachal Pradesh University on 22 July 1970, and in 1976-77 moved to its present independent campus—Gandhi Bhawan (the historical Kirk) and Manse buildings situated between the General Post Office and the Central Telegraph Office. BCom was introduced here in 1975, MA in English & Hindi in 1979, MA in Economics in 1990, MCom in 2001 and MA in Political Science in 2019. It was renamed as Himachal Pradesh University Centre for Evening Studies in July 2001. As per notification no. 9-7/08-HPU(Genl.)-B- dated: 27/06/2019, the nomenclature of Himachal Pradesh University Centre for Evening Studies was changed to Himachal Pradesh University Department of Evening Studies.

Admission in the Department is open to all employed candidates who submit satisfactory evidence of being employed; however, seats permitting, unemployed candidates may also be considered for admission in all classes on merit basis.

The Department has a well-equipped open-stack library with about twenty-seven thousand five hundred books. There is also a computer lab with Internet connectivity.

हिमाचल प्रदेश विश्वविद्यालय सांध्यकालीन अध्ययन विभाग की स्थापना जुलाई 1962 में पंजाब विश्वविद्यालय के सांध्य महाविद्यालय के रूप में हुई। विश्वविद्यालय अनुदान आयोग की सिफारिशों के मुताबिक इसकी स्थापना का प्रमुख उद्देश्य उन व्यक्तियों को निरंतर शिक्षा की सुविधा प्रदान करना था जो विभिन्न कारणों से दिन के समय कॉलेजों में अध्ययन नहीं कर पाते। विशेष रूप से, कमजोर वर्गों के उन व्यक्तियों के लिए, जिन्हें स्कूली शिक्षा के ठीक बाद रोजगार करना पड़ता है। 22 जुलाई 1970 को इसे हिमाचल प्रदेश

विश्वविद्यालय ने विधिवत अंगीकृत किया तथा वर्ष 1976-77 में, मालरोड पर जीपीओ व सेंट्रल टेलीग्राफ ऑफिस के मध्य स्थित सुविख्यात व ऐतिहासिक गांधी-भवन (कर्क) एवं मैस बिल्डिंग के रूप में, इसे अपना वर्तमान स्वतंत्र परिसर मिला। जुलाई 2001 में इस संस्था को हिमाचल प्रदेश विश्वविद्यालय सांध्यकालीन अध्ययन केंद्र के रूप में एक नया नाम तथा नई पहचान मिली। अधिसूचना संख्या 9-7/08-हि.प्र.वि.(सा.)-बी-दिनांक: 27/06/2019 के अनुसार केंद्र का पुनर्नामकरण किया गया जिसके फलस्वरूप अब इसे *हिमाचल प्रदेश विश्वविद्यालय सांध्यकालीन अध्ययन विभाग* के रूप में जाना जाता है।

सांध्यकालीन अध्ययन विभाग सभी अभ्यर्थियों के लिए खुला है जो कहीं कार्यरत हैं और अपने कार्यरत होने के विषय में संतोषजनक प्रमाण प्रस्तुत करते हैं। यद्यपि, सीट खाली रहने की स्थिति में उन अभ्यर्थियों के लिए मेरिट के आधार पर सभी कक्षाओं में प्रवेश हेतु सीटें अनुमन्य की जा सकती हैं, जो कार्यरत नहीं हैं।

विभाग में इंटरनेट सुविधायुक्त कंप्यूटर प्रयोगशाला के साथ ही भलीभाँति सुसज्जित ओपन-स्टैक लाइब्रेरी है जिसमें लगभग साढ़े सत्ताईस हजार पुस्तकें हैं।

## DETAILS OF COURSES OFFERED

Sr. No	Name of Course	Duration of Course	No. of Seats
1	MA English	2 Years	45
2	MA Hindi	2 Years	45
3	MA Economics	2 Years	45
4	MA Political Science	2 Years	45
5	MCom	2 Years	40
6	BA	3 Years	140
7	Bcom	3 Years	80

### Note: Supernumerary Seats

- Two** supernumerary seats will be reserved for the 'Single Girl Child' in all courses of study.
- Supernumerary seats will be created to provide admission to eligible bona fide Himachali War Widows in all courses of study.
- Two** supernumerary seats will be reserved for Jammu & Kashmir domiciles in all courses of study.
- The Executive Council of HP 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:
  - Relaxation in cut-off percentage up to 10% subject to the minimum eligibility requirement.
  - Increase in intake capacity up to 5% course-wise.
  - Waiving off domicile requirement.
- Two to ten** supernumerary seats will be created for foreign students sent by ICCR in BA and MA (Languages and Social Sciences).
- There are 10% additional seats reserved for the Economically Weaker Section (EWS) category. If these seats remain vacant, the same will neither be filled with any other category, nor be carried forward.

\* Himachal Pradesh University rules, as amended from time to time, will be followed for admission in supernumerary seats.

## ADMISSION SCHEDULE

(Admission time: 5.00 pm to 7.30 pm)

BA/BCom 1 Year	
Submission of Forms	1 June 2025 – 19 June 2025
Pre-Admission Counselling of Students	13 June 2025 – 19 June 2025
Display of 1 <sup>st</sup> Merit List	20 June 2025 (5:30 pm)
Verification of Documents and Admission of 1 <sup>st</sup> Merit List	20 June – 21 June 2025
Fee Deposit	23 June – 26 June 2025
Display of 2 <sup>nd</sup> Merit List	30 June 2025 (5:30 pm)
Verification of Documents and Admission of 2 <sup>nd</sup> Merit List	30 June – 1 July 2025
Fee Deposit	1 July – 03 July 2025
Orientation of Admitted Students	30 June – 05 July 2025
BA/BCom 2 & 3 Year (Roll-on Provisional Admission)	
Submission of Forms	1 June 2025 – 19 June 2025
Verification of Documents and Admission	12 June – 19 June 2025
Fee Deposit	12 June – 30 June 2025
Orientation and Post-Admission Counselling	30 June – 05 July 2025
MA/MCom 1 & 3 Semester	
Submission of Forms	1 July 2025 – 12 July 2025
Display of 1 <sup>st</sup> Merit List	14 July 2025
Verification of Documents and Admission	15 July – 19 July 2025
Commencement of Classes	21 July 2025
Orientation and Post-Admission Counselling	21 July 2025 – 26 July 2025

### Notes:

- BA/BCom 2 Year students will apply online for roll-on admission and be present for counselling to be conducted offline, as per the given schedule.
- BA/BCom 3 Year students will seek admission in the offline mode.

### Working Hours

Admission: 5.00 pm – 7.30 pm

Teaching: 5.00 pm – 9.00 pm

Office & Library: 2.30 pm – 9.00 pm (During winter vacation: 12.00 noon– 6.30 pm)

The Department will remain closed on second Saturdays.

## ACADEMIC SESSION AND VACATION SCHEDULE

(Tentative Schedule as per HPU & DHE)

Class	Commencement	Preparatory Leave and Examinations
BA/Bcom 1, 2 & 3 Year	1 July 2025	01 April 2026 to 14 May 2026
MA/MCom 1 & 3 Sem	21 July 2025	16 November 2025 to 31 December 2025
MA/MCom 2 & 4 Sem	18 February 2026	13 June 2026 to 09 July 2026



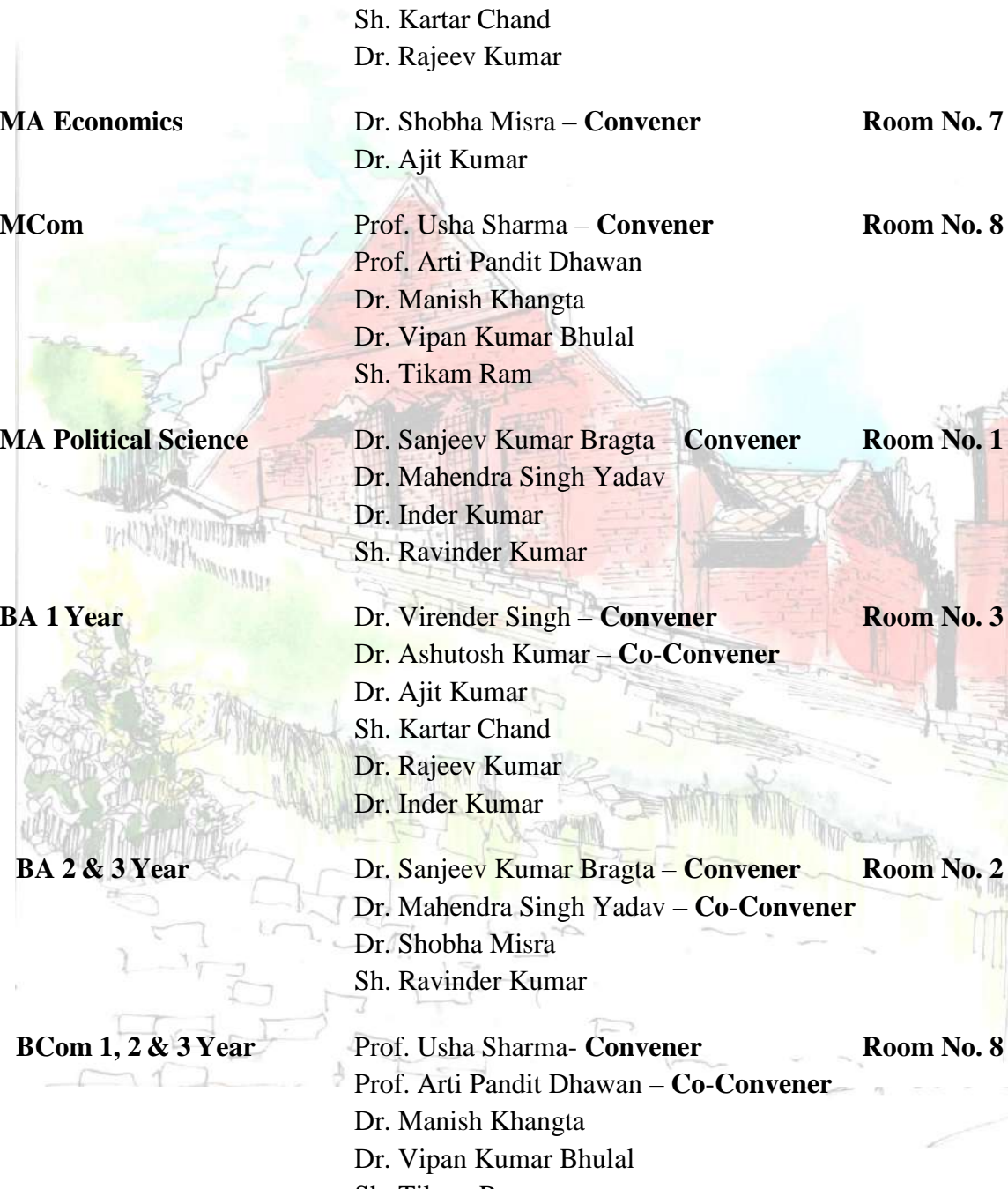
**Vacation Schedule:**

Winter Vacation: 01.01.2026 to 17.02.2026

Summer Vacation: 22.06.2026 to 29.06.2026

**COUNSELLING & ADMISSION COMMITTEES**

Following Admission Committees have been formed for the purpose of admissions to various classes:



<b>MA English &amp; Hindi</b>	Dr. Virender Singh – <b>Convener</b> Dr. Ashutosh Kumar Sh. Kartar Chand Dr. Rajeev Kumar	<b>Room No. 4</b>
<b>MA Economics</b>	Dr. Shobha Misra – <b>Convener</b> Dr. Ajit Kumar	<b>Room No. 7</b>
<b>MCom</b>	Prof. Usha Sharma – <b>Convener</b> Prof. Arti Pandit Dhawan Dr. Manish Khangta Dr. Vipin Kumar Bhulal Sh. Tikam Ram	<b>Room No. 8</b>
<b>MA Political Science</b>	Dr. Sanjeev Kumar Bragta – <b>Convener</b> Dr. Mahendra Singh Yadav Dr. Inder Kumar Sh. Ravinder Kumar	<b>Room No. 1</b>
<b>BA 1 Year</b>	Dr. Virender Singh – <b>Convener</b> Dr. Ashutosh Kumar – <b>Co-Convener</b> Dr. Ajit Kumar Sh. Kartar Chand Dr. Rajeev Kumar Dr. Inder Kumar	<b>Room No. 3</b>
<b>BA 2 &amp; 3 Year</b>	Dr. Sanjeev Kumar Bragta – <b>Convener</b> Dr. Mahendra Singh Yadav – <b>Co-Convener</b> Dr. Shobha Misra Sh. Ravinder Kumar	<b>Room No. 2</b>
<b>BCom 1, 2 &amp; 3 Year</b>	Prof. Usha Sharma- <b>Convener</b> Prof. Arti Pandit Dhawan – <b>Co-Convener</b> Dr. Manish Khangta Dr. Vipin Kumar Bhulal Sh. Tikam Ram	<b>Room No. 8</b>



## ADMISSION PROCESS

### For BA/BCom 1 & 2 Year and MA/ MCom 1 & 3 Semester

- 1) Students should register online on the HP University site <https://nadmissions.hpuniv.ac.in> and retain the registration credentials for all future reference.
- 2) Using your registration credentials, fill the online admission form.
- 3) Application fee is Rs. 100 (Rs. 50 for SC/ST applicants).
- 4) The students who wish to apply for more than one course, should apply separately for each course.
- 5) Bring the printout of the online filled-in form, latest photograph, and original documents for counselling on the notified dates.
- 6) The students must retain a copy of the fee receipt with them.
- 7) In case, any of the last date(s) mentioned for display of merit list happens to be a non-working day, the next working day shall be deemed to be the last date.

### For BA/BCom 3 Year

1. Download the Prospectus from the Department of Evening Studies page on the HP University website: [www.hpuniv.ac.in](http://www.hpuniv.ac.in)
  2. Fill the admission form.
  3. Submit the filled form along with necessary photocopies of documents to the Admission Committee.
- 
1. विश्वविद्यालय वेबसाइट [www.hpuniv.ac.in](http://www.hpuniv.ac.in) पर उपलब्ध Department of Evening Studies पृष्ठ पर जाकर विवरणिका (प्रॉस्पेक्टस) को डाउनलोड करें।
  2. आवेदन-पत्र को भरें।
  3. भरे हुए आवेदन-पत्र के साथ आवश्यक दस्तावेजों की छायाप्रतियों को संलग्न कर प्रवेश समिति के पास जमा करें।

#### Notes: For admissions to BA/ BCom 3 Year

- 1) In case, any of the last date(s) mentioned above happens to be a non-working day, the next working day shall be deemed to be the last date.
- 2) On admission, the students shall collect the Challan Form from the office and deposit the fees online via SBI Collect Portal of the State Bank of India: <https://www.onlinesbi.com>.
- 3) The students must deposit the fees within two days of the issue of the challan form, otherwise the admission shall automatically stand cancelled.
- 4) The students must retain a copy of the fee receipt with them.
- 5) The students who wish to apply for more than one course should apply separately for each course.

#### Notes:

- 1) Students/ Candidates are required to produce a printout of online filled in admission form along with all documents at the time of Counselling and get them verified with original documents by the Admission Committee.
- 2) As per D.O.F. No. 1-15/2009(ARC)PT.III, dated 12th June 2023 of UGC, Anti-Ragging Undertaking must be filled by the students online on <https://www.antiragging.in/affidavit>.

Anti-Ragging Undertaking by students in Hard/Printed copy/Affidavits will not be accepted.

- 3) Applicants/Students are required to fill and submit an Undertaking Regarding Refraining from Abuse of Illicit Drugs as per the pro-forma provided at the end of the prospectus; as per Directorate of Higher Education letter No. EDN-HE(21)F(9)07/2020-Drug, dated May 2023.
- 4) In BA I Year, no change of subject/ programme will be allowed after one month of the commencement of classes, subject to the availability of seats. For change of subject(s)/ programme, submit a written application to the office recommended by the teachers of the subject(s) you want to leave and of the subject(s) you want to take.
- 5) In case of provisional admission, on 'roll-on' basis or on the basis of result downloaded from the Internet, attested copy of the regular marks card/result card issued by the University has to be deposited in the office within ten days of the date of issue of the result card.
- 6) **All students MUST ATTEND CLASSES REGULARLY otherwise they will not be allowed to appear in the University Examination.**
- 7) If a student is absent without prior information for more than four weeks, his/her name will be struck off the rolls.

- 1) सभी प्रवेशार्थियों को काउंसलिंग के समय समस्त दस्तावेजों के साथ ऑनलाइन भरे गए प्रवेश आवेदन पत्र का एक प्रिंटआउट प्रस्तुत करते हुए प्रवेश समिति के समक्ष मूल दस्तावेजों के साथ सत्यापित कराना होगा।
- 2) विश्वविद्यालय अनुदान आयोग के D.O.F. No. 1-15/2009(ARC)PT.III, dated 12th June 2023 के अनुसार, विद्यार्थियों को एंटी-रैगिंग अंडरटेकिंग <https://www.antiragging.in/affidavit> पर ऑनलाइन भरनी होगी। विद्यार्थियों द्वारा हार्ड/मुद्रित प्रति/शपथपत्र के रूप में एंटी रैगिंग शपथ पत्र स्वीकार नहीं होगा।
- 3) उच्च शिक्षा विभाग, हिमाचल प्रदेश की पत्र संख्या ईडीएन-एचई (21) एफ (9) 07/2020-ड्रग दिनांक मई 2023 के अनुपालन में प्रवेशार्थियों को विवरणिका के अंत में दिए गए प्रारूप के अनुसार अवैध दवाओं के दुरुपयोग से परहेज करने के संबंध में एक वचनपत्र भरकर जमा करना आवश्यक है।
- 4) बीए प्रथम वर्ष में, कक्षाएँ शुरू होने के एक महीने बाद विषय/कार्यक्रम में बदलाव नहीं किया जाएगा। सीटें उपलब्ध होने की दशा में विषय/कार्यक्रम में बदलाव के लिए इस आशय का आवेदन पत्र-जिन विषयों को आप छोड़ना चाहते हैं और जिन विषयों को आप लेना चाहते हैं-उनसे संबंधित सभी शिक्षकों की लिखित अनुशंसा के साथ कार्यालय में जमा करें।
- 5) रोल-ऑन अथवा इंटरनेट से डाउनलोड परीक्षा-परिणामों के आधार पर किए गए अस्थायी दाखिलों की स्थिति में, विश्वविद्यालय द्वारा जारी की गई वास्तविक अंकतालिका की सत्यापित प्रति को जारीकरण तिथि के दस दिनों के भीतर विभाग के कार्यालय में जमा कराया जाना अनिवार्य है।
- 6) सभी विद्यार्थियों के लिए आवश्यक है कि वे नियमित रूप से कक्षाओं में उपस्थित हों अन्यथा उन्हें विश्वविद्यालय परीक्षाओं में शामिल होने की अनुमति नहीं दी जाएगी।
- 7) यदि कोई छात्र बिना पूर्व सूचना के चार सप्ताह से अधिक समय तक अनुपस्थित रहता है, तो उसका नाम काट दिया जाएगा।

**Identity cum Library Card will be issued after admission. The students should collect the Identity cum Library Card from the office as per the schedule displayed on the notice board.**

**STUDENTS MUST CARRY THEIR IDENTITY CUM LIBRARY CARD AT ALL TIMES WITHIN THE CAMPUS.**



**Note:** Duplicate Identity Card will be issued only if an application is made to the Principal, giving reason for the same. A fee of Rs. 100/- will be charged for the duplicate I-Card.

### Eligibility

Employees residing in Shimla, of HP State Govt. Offices, Local Bodies, Semi Govt. Offices, Boards, Central Government Offices, State and Central Public Undertakings and Public Ltd. Companies, can seek direct admission in HP University Department of Evening Studies, if otherwise eligible. The remaining seats, if any, will be filled on merit basis.

हिमाचल प्रदेश राज्य सरकार के कार्यालय, स्थानीय निकाय, अर्धसरकारी कार्यालय, बोर्ड, केंद्र सरकार के कार्यालय, राज्य और केंद्र के सार्वजनिक उपक्रम तथा सार्वजनिक लिमिटेड कंपनियों में कार्यरत ऐसे व्यक्ति जो शिमला में निवास कर रहे हैं, अर्हता होने पर हिमाचल प्रदेश विश्वविद्यालय सांध्यकालीन अध्ययन विभाग में सीधे प्रवेश प्राप्त कर सकते हैं। शेष सीटों पर (यदि रिक्त बची हैं तो) प्रवेश योग्यता-क्रम के अनुसार होगा।

- The minimum eligibility for admission in all Courses offered will be as per the HP University Ordinance 1.4. For details, please visit [www.hpuniv.nic.in](http://www.hpuniv.nic.in)
- Candidates who have clearly passed the qualifying examination, shall be given admission in BA and BCom 1 Year & MA/MCom 1 Semester.

**For BA:** +2 or an equivalent examination of a Board/University established by law in India with **pass** in four written subjects (including English) with 33% marks.

OR

Provided that a student seeking admission to BA I with Mathematics as one of the subjects of study, should have either 45% marks in aggregate or 45% marks in Mathematics at +2 level.

OR

Pre-University examination (two years) of an Indian University/Board recognized by HP University with 33% marks.

OR

Intermediate Examination of an Indian University/Board or an examination recognized equivalent thereto (pass in four subjects-one language and three other elective subjects) with 33% marks.

OR

Any examination of a University/Board/College or School in a foreign country recognized as equivalent with 33% marks, OR BA/BSc/BCom Part-I of the old three-year degree course of a recognized University/ Board College with 33% marks.

OR

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

**Note:** Vocational subjects under NVEQF are equivalent to any other general education subject.

**For BCom:** +2 or an equivalent examination of a Board/ University established by law in India with **pass** in four written subjects (including English) with 45% marks (33% for girl students).

OR

Pre-University examination (two years) after 10 years schooling of an Indian University/Board recognized by HP University with 45% marks OR 40% for those who have passed +2 examination under Commerce group.

OR

Intermediate examination of an Indian University/Board OR an examination recognized as equivalent thereto (pass in four written subjects: one language and three other elective subjects) with 45% or 40% marks for those who have passed +2 examination under Commerce group.

OR

Any examination of a University/Board/College or School in a Foreign Country recognized as equivalent for the above purpose by the Vice-Chancellor/ Equivalence Committee either of its own or on the recommendations of Association of Indian Universities with 45% marks or 40% for those who have passed +2 examination under Commerce group.

OR

BA/BSc/BCom Part-I of the old three years degree course of a recognized University/Board/College with 45% marks or 40% for those who have passed +2 examination under Commerce group.

(Provided that the condition of minimum percentage of marks would not apply in case of students seeking admission to ICDEOL and Evening colleges as per HPU Ordinance 1.1.4.1).

**The candidate must have passed Maths/Economics as a compulsory subject at +2 stage.**

**Notes:**

- (i) **The candidates who have passed +2 exam in the Vocational Stream with 45% marks can join BCom even if they have not passed Maths or Economics [vide Notification No 4-17/89-HPU (Acad)-Vol.II dated 15-7-98].**

OR

- (ii) **40% marks** (33% for girl students) in +2 or equivalent examination **under Commerce Group** [Note: Those who take Commerce Group in +2 and fail in a Commerce Group subject, but are declared 'Passed' in +2 on the basis of having passed in an additional non-Commerce subject, they can join BCom only if they have passed Maths/Economics as a compulsory subject in +2 and have 45% marks in aggregate].
- (iii) Half percent or more is rounded off to 1%. Eligibility condition is relaxed by 5% for SC/ST candidates and for outstanding sportspersons. [For reservation of seats and additional weightage see RULES FOR ADMISSION AND RESERVATION below.] For determining eligibility, if candidates do not produce the actual marks from a University/ Board in respect of +2 or equivalent examination where the result is shown in grades and standards, etc. the minimum percentage of marks for each subject given in standards will be taken into consideration for determining their eligibility.

For the Degree: In the UG (TDC) Programme:

- A regular candidate shall have to undergo the prescribed courses of study for a period **not less than three academic years; and not more than five academics years;**
- He/she should have passed the examinations prescribed, and;
- Fulfilled such conditions as have been prescribed.

Provided that **not more than three attempts** will be allowed to pass a course.



## CREDITS:

The term **credit** refers to the weightage given to a course, usually in terms of the number of instructional hours per week assigned to it. The credits also determine the volume of course content and delivery of the programme such as lectures, tutorials, practicals, assignments, etc.

### Structure for BA/BCom

#### CHOICE BASED CREDIT SYSTEM IN BA/BCOM (ANNUAL)

Class BA/ BCom	Core Course (CC) 12	Ability Enhancement Compulsory Course (AECC) (2)	Skill Enhancement Course (SEC/AECC) (4)	Discipline Specific Course/Elective DSC/DSE (4+8)	Generic Elective GE (2)
1 Year	ENGLISH & HINDI/MIL-2 CC-1(A) CC-2(A)	EVS-1 ENGLISH/ HINDI/SKT-1	-	DSC-1 (A&B) DSC-2 (A&B)	-
2 Year	ENGLISH & HINDI/MIL-2 CC-1(B) CC-2(B)	-	SEC-1 (A) SEC-2 (A)	DSC-1 (C&D) DSC-2 (C&D)	-
3 Year	-	-	SEC-3 (A) SEC-4 (A)	DSE-1 (A) DSE-1 (B) DSE-2 (A) DSE 2-(B)	GE (1) GE (2)

- The Department will offer choices of papers from different disciplines under Generic Elective and Discipline Specific Elective as per the availability of the faculty.
- DSC-1 & DSC-2 subjects, once chosen/allotted in BA 1 year **cannot be changed** in 2 and 3 Year.
- The students getting admission in 2 year will have to study two Skill Enhancement Courses (SEC-1 & SEC-2) in the DSC-1 or DSC-2 subjects/discipline of their choice studied in 1 year in addition to the courses DSC-1, DSC-2. Compulsory English /MIL in BA/BCom.
- SEC/AECC in 2 and 3 years will be from DSC-1 or DSC-2 subject allotted in 1 year.
- The students seeking admission in BA 3 year will study the Discipline Specific Elective (DSE-1 or DSE-2) courses in the subjects/discipline studied earlier. SEC-3 & SEC-4 in the subject of their first choice studied and two courses of Generic Elective (GE-1 & GE-2) in an unrelated subject/discipline.
- Generic Elective subject in BA 3 year will be any subject other than the DSC-1 and DSC-2 subjects.
- A student can opt for a greater number of Elective and Ability Enhancement Elective papers than proposed under the model curriculum of UGC. However, the total credit score earned will not exceed 148 credits for UG Honours and 132 credits for UG degree.
- The overall pass percentage is 40%.
- The students shall be placed under compartment if they qualify 75% of the total number of courses in that year. The University shall give **two** chances for clearing the compartment papers.
- In Himachal Pradesh University, Shimla the following conversion formula for absolute Grading is used to convert Cumulative Grade Point Average (CGPA) in Equivalent Percentage for Undergraduate Classes under CBCS system for the students enrolled from the session 2016-17 onwards (vide Notification No. 7-1/2019 HPU (Academic), dated 11.7.2019):

$$\text{Percentage marks scored} = \text{CGPA Obtained} \times 10$$

## RESOLVING A TIE

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

### For UG Admission

- In case of a tie, the candidate having higher aggregate marks in Higher Secondary (excluding weightage given for extracurricular activities) as the case may be, shall be admitted first.
- If the tie is not resolved, the candidate younger in age may be admitted first.

### For PG Admission

- In case of a tie, the candidate having higher aggregate marks in Bachelor's/Master's Degree (excluding weightage given for extracurricular activities) as the case may be, shall be admitted first.
- If the tie is not resolved by the above, the candidate securing higher marks in the subject of study for Master's degree shall be admitted first.
- 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.PartII/Prep/Pre-Med/Pre-Engg/Intermediate/any other equivalent examination.
- Further, if the tie is still not resolved, the candidate younger in age may be admitted first.

## SUBJECT COMBINATIONS OFFERED FOR BA

### For BA I Admission:

Choose **two (2)** elective subjects from the **three (3)** subject groups given below:

**Note:** You can choose only **one (1)** elective subject from **one (1)** group:

**Group-1:** History/ Economics

**Group-2:** Political Science/Public Administration/Mathematics

**Group-3:** Hindi/English/Sanskrit

- Note:**
1. The subject of choice will be allotted on the basis of merit.
  2. Only they can take up Mathematics who have obtained 45% marks in aggregate or in Mathematics at the +2 level.

**For BA 2 Year & 3 Year:** Fill the subjects you are already studying.

### स्नातक (बी.ए.) प्रथम वर्ष में प्रवेश के लिए

अधोलिखित तीन विषय समूहों में से किन्हीं दो वैकल्पिक विषयों का चयन कीजिए :

समूह एक: इतिहास/अर्थशास्त्र

समूह दो: राजनीति विज्ञान/लोक प्रशासन/गणित

समूह तीन: हिंदी/अंग्रेजी/संस्कृत

- नोट :**
1. चयनित विषय का आबंटन मेरिट के आधार पर होगा।
  2. केवल वे ही विद्यार्थी गणित विषय का चुनाव कर सकते हैं जिन्होंने +2 स्तर पर कुल अथवा गणित विषय में न्यूनतम 45% प्राप्तांक अर्जित किए हैं।

**बी.ए. द्वितीय एवं तृतीय वर्ष में प्रवेश के लिए :** विद्यार्थी केवल उन्हीं विषयों को भरें जिन विषयों का वे अध्ययन कर रहे हैं।



## **MA/MCom Courses (CHOICE BASED CREDIT SYSTEM)**

### **Eligibility for Master of Arts (MA)**

The minimum eligibility for admission to MA courses will be **20 credits in the subject concerned** in UG degree.

- i) Candidates possessing a Bachelor's Degree (with the subject chosen for the Master's degree programme as major or minor or allied subject at the bachelor degree level) of HPU or any other University established by law in India or equivalent thereto are eligible for admission to the PG degree programmes.
- ii) Minimum 50% marks (45% in case of those belonging to Scheduled Caste, Scheduled Tribe and PwD categories) in the qualifying exam conducted by HPU.

### **Eligibility for Master of Commerce (MCom)**

BCom/BCom (Hons) or Bachelor's degree in Business Administration

OR

BCA/BTech/ BSc/BA degree with Economics/Statistics/Mathematics

OR

Degree of a foreign University which may be recognized as equivalent for the purpose by the Vice Chancellor with such conditions as he may impose regarding the additional courses of study, which the candidate would be required to pass to qualify for the degree.

OR

- i) Candidates possessing a Bachelor's Degree (with the subject chosen for the Master's degree program as major or minor or allied subject at the bachelor degree level) of HPU or any other University established by law in India or equivalent thereto are eligible for admission to the PG degree programmes.
- ii) Minimum 50% marks (45% in case of those belonging to Scheduled Caste, Scheduled Tribe and PwD categories) in the qualifying exam conducted by HPU.

**Note:** [Half per cent or more is rounded off to 1%. For reservation of seats and additional weightage for NSS etc. see RULES FOR ADMISSION AND RESERVATION below.] While preparing merit list for the purpose of admission to MCom, at first all BCom (Hons) degree holders will be admitted. Thereafter applicants of other categories will be admitted, if seats are vacant. However, in case of BCom degree holders, while preparing merit list for admission ten percent of the percentage of marks secured in BCom Examination shall be added; provided such candidates fulfil the minimum eligibility conditions for admission.

## **RULES OF ADMISSION AND RESERVATION**

1. Qualifying the lower examination as a regular student of this institution shall be the only condition for admission to the higher class, subject to the eligibility condition being fulfilled.
2. a) The basis of admission in all courses of study shall be merit obtained in the qualifying examination, or in accordance with the rules framed by the Executive Council in this behalf (Ord.3.2).
- b) While determining the merit for PG admission, marks to the following extent shall be added to the result of the students who possess certificate in NCC, NSS and Scouting, etc. (Ord. 3.2b):

- (i) 2% for NSS.
- (ii) 2% for NCC 'C' Certificate for boys.
- (iii) 2% for NCC 'J' Certificate for girls.
- (iv) 2% to the Instructors of Adult Education Literacy Centres.
- (v) 3% in case of President Scouts and 3% in case of national participation in NCC.
- (vi) 5% in case of international representation.
- (vii) 10% of the marks obtained for the Honours; provided the admission is sought in the subject concerned.
- (viii) 2% for getting first, second or third position in the HP University Inter-College Sports/Cultural Competition.
- (ix) 5% for representing the University in the Inter-University Sports/Cultural competition for at least two years.

**Note:** (a) Only credit of one certificate, beneficial to the candidate, will be allowed in respect of candidates from (i) to (vi) & from (viii)-(ix).

(b) 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.

- 3. (a) Admission shall in no case be allowed after the last date for admission. If the result is not declared by then, the students may join the higher class provisionally, but no admission will be allowed in any class of BA & BCom after the last notified date even if results are declared after that date.
- (b) A student shall be refused admission if his/her conduct during any previous stay in the Institution/University has been unsatisfactory (Ord. 3.5). 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 (Ord. 3.6).
- (c) **In case the applicant/student is found to have indulged in ragging in the past or later during studies, his/her admission may be refused or he/she may be expelled.**
- (d) **Any candidate found possessing/consuming/distributing alcohol/tobacco/intoxicants etc. within the premises, may be refused admission or he/she may be expelled.**
- 4. **GAP:** For MA and MCom – the gap between passing one semester and appearing in the next semester shall not exceed two years and a regular student must complete the degree within six years of joining the course (Ord. 5.4, 8.44).
- 5. **Rules of Migration:** (Ord. 3.8):
  - a) The admission of a student migrating from other Universities shall be treated as provisional and shall only be confirmed when s/he produces the migration certificate and a certificate of good conduct from the head of the Institution last attended by him/her. Provided, however, that the student disqualified by any other University, shall not be given admission during the period of disqualification.
  - b) A foreign student's application for admission shall be considered only if it is accompanied by a proper student visa and a fresh medical certificate from a competent medical authority.



- c) Inter-College migration certificate is required in case of migration in the middle of a session or semester. Migration from CDOE/ICDEOL is possible only if the candidate fulfils the minimum eligibility condition for direct admission as a regular student here.

**6. 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:

विभिन्न विषयों में प्रवेश वर्ण, पंथ, जाति या वर्ग से निरपेक्ष रहते हुए सभी व्यक्तियों के लिए खुला है। यह आरक्षण की कतिपय शर्तों/नियमों के अधीन है। विस्तृत जानकारी के लिए कृपया आर्डिनेंस 3.1 का अवलोकन कीजिए।

(a) 15% and 7.5% of the seats shall be reserved for Bona fide Himachali Scheduled Castes and Scheduled Tribes candidates respectively, who have passed their qualifying examination from Himachal Pradesh University or HP Krishi Vishwavidyalaya or Dr. YS Parmar University of Horticulture and Forestry or from any other University established by law in India which is equivalent to the qualifying examination of HP University.

(b) The remaining 77 ½% 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 HP Krishi Vishwavidyalaya, Dr. YS 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 [who have represented the University or State in Inter-University or Inter-State tournaments; to judge suitability for admission in the sports quota, Trials would be held by a Committee headed by the Director of Physical Education and Youth Programmes, HP University].

(b) 5% of the seats shall be reserved for candidates outstanding in cultural activities having first, second or third position in the Inter-College Youth Festival in any of the following items in the previous three years: Debate, Indian folk dance, Indian classical music (vocal or instrumental), Light vocal music, *Vadya-vadan*, Group singing, Indian classical dance, One act play/Short play/Skit, Symposium, On the spot painting, Quiz, Western group song, Western solo, Rangoli, Clay modelling, Elocution, Poetic recitation, Cartooning, Collage and Poster making. Preference to those who have represented HP University in Inter-Varsity Festival or State Cultural Competition/Festival. Distinction in individual items will have preference over team items. Their age must be less than 25 years, and they will have to represent the Institution/University in cultural activities.

(c) 5% of the seats shall be reserved for Persons with Disabilities.

(2) The Minimum Qualifications for admission to a course in case of candidates belonging to Scheduled Castes & Scheduled Tribes categories [and outstanding sportspersons] 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.

**Note:** Admission against Sports and Cultural reserved seats will be as per Himachal Pradesh University rules.

## **ROSTER FOR ADMISSION AND RESERVATION (as per HP University)**

### **120 Point Reservation Roster for Admission**

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

#### **Notes:**

1. The degree of Physically Handicapped shall be as prescribed by the Govt. of HP, i.e., 40% or more.
2. **As per Hon'ble High Court order dated 19.01.2018:** Vacant reserved seats meant for SC and ST categories in educational institutions 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 amongst eligible candidates from open category on the basis of merit. It is clarified 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.
  - Lists of selected candidates for MA & MCom Sem 1 may be displayed on the Notice Board. Objections, if any, should be submitted to the Principal in writing within one day.
  - If the fees are not deposited by the specified date, admission shall stand cancelled.
  - Admission to a class shall be effective only from the date when the candidate deposits the fees and not from the date his/her admission form is signed by the Principal.
  - Students shall abide by the rules and conditions as laid down in the Prospectus. The decision of the Principal in all matters regarding admission, change of subjects, detention, promotion, grant of fee concession, stipend or financial assistance, imposition of fine, penalty or punishment of any kind including suspension or removal from the rolls, rustication, etc. shall be binding (Ord. 42.3 & 22.16-19).



## INTERNAL ASSESSMENT

### For BA and BCom

**30% of the maximum marks in each paper (excluding practical exam. marks) are for Internal Assessment, to be sub-divided as under:**

(a) Weightage for attendance (5% marks):

- |  |         |
|--|---------|
| (i) up to 75% including condoning of lectures by the competent authority as per provision under Ordinances | 0 mark  |
| (ii) without condoning of lectures up to 75%   | 1 mark  |
| (iii) 76% to 80% lectures  | 2 marks |
| (iv) 81% to 85% lectures   | 3 marks |
| (v) 86% to 90% lectures  | 4 marks |
| (vi) 91% and above   | 5 marks |

(b) The remaining 25% marks will be awarded on the basis of the performance of the candidates as follows:

- |                                  |                |
|----------------------------------|----------------|
| i. Assignment/ Presentation etc. | 10 marks (5+5) |
| ii. Mid Term Tests               | 15 marks       |

### For MA and MCom

**20% of the maximum marks in each paper (excluding practical exam. marks) are for Internal Assessment, to be sub-divided as under:**

(a) Weightage for attendance (5% marks):

- |  |         |
|--|---------|
| (i) up to 75% including condoning of lectures by the competent authority as per provision under Ordinances | 0 mark  |
| (ii) without condoning of lectures up to 75%   | 1 mark  |
| (iii) 76% to 80% lectures  | 2 marks |
| (iv) 81% to 85% lectures   | 3 marks |
| (v) 86% to 90% lectures  | 4 marks |
| (vi) 91% and above   | 5 marks |

(b) The remaining 15% marks will be awarded by the concerned Chairpersons on the recommendation of the Department Council on the basis of the performance of the candidate in any one of the following:

- |                             |
|-----------------------------|
| (i) House Examination       |
| (ii) Assignment Writing     |
| (iii) Seminar Presentations |

## RULES OF CONDUCT

1. Students should behave in and outside the Department in a manner that brings credit to the institution and to them. They should abide by all the rules and laws.
2. **RAGGING IS STRICTLY BANNED** and an UNDERTAKING must be given stating that the student will not indulge in any act of ragging.
3. **DRUGS, ALCOHOL, TOBACCO PRODUCTS, ETC., ARE STRICTLY PROHIBITED IN THE CAMPUS.** Any violation will attract severe disciplinary action.

- i) If any student is found to have possessed/consumed alcohol or drugs, the student may be rusticated/expelled from the Department.
  - ii) If any student is found smoking or consuming tobacco, etc., a fine of Rs. 200/- will be imposed on first use but for the second time, the student may be placed on conduct probation/rusticated from the Department.
4. Students must not cause damage to the property of the Institution. The cost of any damage caused to the property of the Department by the students will be recovered from them.
  5. Students should not loiter near the fence and gate of the Institution.
  6. Students must not stick any posters or stickers on the windows, walls, etc. They must not write anything on the walls, desks, chairs, etc. Penalty may be levied on those who deface the property of the institution.
  7. No notice should be put up on the Notice Board without the permission of the Principal.

### **आचरण नियमावली**

1. विद्यार्थियों से अपेक्षा की जाती है कि परिसर के भीतर व बाहर उनका आचरण एवं कार्य-व्यवहार संस्थान तथा उनकी स्वयं की गरिमा के अनुरूप हो। उन्हें सभी नियमों और कानूनों का पालन करना चाहिए।
2. **रैगिंग पर कठोर प्रतिबंध है। प्रत्येक विद्यार्थी को अनिवार्य रूप से इस आशय का वचन-पत्र देना होगा कि वह रैगिंग-संबंधी किसी भी कृत्य में शामिल नहीं होगा।**
3. **ड्रग्स, अल्कोहल, तम्बाकू-उत्पाद इत्यादि परिसर में पूर्णतः निषिद्ध हैं।** इसकी उल्लंघना करना कठोर अनुशासनात्मक कार्रवाई को आमंत्रण देने जैसा है।
  - i) यदि किसी विद्यार्थी के पास अल्कोहल, ड्रग्स या नशीली दवाएँ बरामद होती हैं अथवा वह उनका सेवन करता पाया जाता है, तो उसका विभाग से आवधिक बहिष्करण/निष्कासन किया जा सकता है।
  - ii) धूम्रपान या किसी तंबाकू-उत्पाद का सेवन करते हुए पहली बार पाए जाने पर रु. 200/- के जुर्माने तथा दूसरी बार ऐसी स्थिति में विद्यार्थी को आचरण परिवीक्षा पर रखने/आवधिक बहिष्करण की कार्रवाई विभाग द्वारा प्रचालित की जा सकती है।
4. विद्यार्थियों को संस्थान की संपत्ति को नुकसान नहीं पहुँचाना चाहिए। विद्यार्थियों द्वारा विभाग की संपत्ति को हुई क्षति की भरपाई उनसे की जाएगी।
5. विद्यार्थी परिसर की चारदीवारी और संस्थान के गेट के पास जमा न हों।
6. विद्यार्थियों को खिड़कियों, दीवारों आदि पर कोई पोस्टर या स्टिकर नहीं लगाना चाहिए। उन्हें दीवारों, डेस्क, कुर्सियों आदि पर कुछ भी नहीं लिखना चाहिए। संस्थान की संपत्ति को नुकसान पहुँचाने पर ऐसे विद्यार्थियों पर जुर्माना लगाया जा सकता है।
7. प्राचार्य की अनुमति के बिना सूचना-पट पर कोई नोटिस चस्पा नहीं किया जाना चाहिए।

A student involved in the violation of any of the rules or regulations of the Institution or the University or is in any way involved in any act of indiscipline, will be subject to disciplinary action. S/he may be fined or 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/her Conduct Probation and shall also remain suspended from any office that s/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, s/he shall be expelled from the Institution/University. Any kind of indiscipline will be punished and the Principal's decision shall be final in this regard.



संस्थान या विश्वविद्यालय के किसी भी नियम या विनियम के उल्लंघन में या किसी भी तरह से अनुशासनहीनता के किसी भी कृत्य में सम्मिलित विद्यार्थी अनुशासनात्मक कार्रवाई के अधीन होगा। संस्थान के प्रमुख द्वारा उस पर जुर्माना लगाया जा सकता है या आचरण परीक्षा पर रखा जा सकता है। आचरण परीक्षा पर रखे गए विद्यार्थी को उसकी आचरण परीक्षा की अवधि के दौरान किसी भी समारोह, टूर्नामेंट, युवा महोत्सव या सांस्कृतिक प्रतियोगिता में संस्थान या विश्वविद्यालय का प्रतिनिधित्व करने की अनुमति नहीं दी जाएगी तथा उसे छात्र-संगठन के पदाधिकार (यदि कोई हो तो) से निलंबित भी रखा जाएगा। यदि कोई विद्यार्थी, जो पिछले दो मौकों पर आचरण परीक्षा पर रहा है, अनुशासनहीनता का कार्य करता है, तो उसे संस्थान/विश्वविद्यालय से निष्कासित कर दिया जाएगा। किसी भी प्रकार की अनुशासनहीनता दंडनीय होगी तथा इस संबंध में प्राचार्य का निर्णय अंतिम होगा।

## **FEES STRUCTURE**

Admission Fee, Annual Charges, Monthly Charges, Migration Fee, Registration Fee, etc., & University Examination Fee will have to be paid as notified by the University from time to time. Other fees and charges are to be paid as approved by the University Executive Council.

### **At the time of admission (to be paid annually)**

<b>FEE STRUCTURE</b>	<b>For BA/BCom</b>	<b>For MA/MCom</b>
<b>University Fee (in Rupees)</b>		
Admission Fee	25	100
Continuation Fee	10	100
Late Admission Fee	20	20
Re-admission Fee	100	100
Second-time Re-admission Fee	200	200
Tuition Fee (pm)	50	100
Medical Fee	06	50
Youth Welfare Fee	15	50
Dilapidation Fee	12 (pa)	10 (pm)
Holiday Home Fee	01	20
Sports Fee	15	100
Extra Sports Fee if not registered with HP University	---	15
Development Fund (Once Only)	250	250
For BPL/IRDP Students	100	100
<b>Department Charges</b>		
Amalgamated Fund (pm)	20	100
Library Security (Refundable)	200	300
Building Fund (pm)	10	10
Computer & Internet Fee (pm)	20	20
Population Education Club Fee (pm)	---	10
Campus Development, Beautification & Upkeep Fund	10	10
Book Replacement Fund	25	25
Furniture Repair/Replacement Fund	10	10
Students Aid Fund	10	50
Magazine Fee	50	50
Cultural Activities Fund	10	50

Mid Term Tests Charges	60	---
Annual Function	02	02
Educational Tour	02	02
Red Cross Fee	03	20
Identity Card Fee	50	50
Department Activities Fund (pm)	50	50
Common Room	---	20
SCA	10	10
Computer Practical Fee for BCom 1 & 2 Years & MCom Sem 3 & 4 (Per Practical)	50	50
Application Fee	100	100

Students already admitted in the Department in the previous session have to pay fees at the time of roll-on admission. After the scheduled date(s) a delay fine of Rs 2/- per day will be charged till the end of that month, subject to a maximum of Rs 50/-.

**If the fees are not paid by the end of the month in which they are due, the name of the student will stand automatically struck off the rolls.** Re-admission may be allowed in deserving cases at the discretion of the Principal by the end of the following month on payment of Re-admission Fee of Rs 100/-. After that month re-admission shall ordinarily not be allowed. In exceptional cases the Principal may allow re-admission after that on payment of the fee prescribed for re-admission for the second time, i.e., Rs 200/-.

In case of admission on provisional basis or on the basis of result downloaded from the Internet, if the attested copy of the University/Board marks card of the qualifying examination is not deposited in the office within ten days of the date of issue of the result card, the admission shall stand cancelled. After that re-admission fee will have to be paid.

**NOTE:**

1. As per 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, girls students are exempted from paying the tuition fee in admission to various courses.
2. The student with special needs with more than 40% disability, admitted in any course of study running in the Himachal Pradesh University, Shimla, will not be charged any fees with effect from the academic session 2015-16 vide notification No. 4-51/2015 HPU(Acad) dated 25 July 2015.
3. The fees etc., can be revised/enhanced by the University or the Institution at any time.
4. University Examination Fee: To be paid online, as notified by the University.
5. University Registration Fee (for those students who are not registered with HPU): To be paid online, as notified by the University.

**FEE CONCESSION AND FINANCIAL ASSISTANCE**

- (i) Fee concession is granted every year on the basis of poverty to the extent of 10% of the number of students in each class/course. For Fee Concession the applications in the prescribed form must be submitted in the Office **by 15 September**. Only those applicants may be granted fee concession who attend at least 75% lectures in each subject/course.

- (ii) Half fee concession shall be allowed to a student whose older brother or sister is also on the rolls of the Department and is paying full fees, to the extent of 15% of the number of students in each class/course.
- (iii) Financial assistance will also be available from the Students' Aid Fund to the deserving economically weaker students to meet their tuition fee/examination fee/purchase books/meet medical expenses, if their needs are genuine (Ordinarily, the total aid to a particular student shall not exceed Rs. 600/- in a session).
- (iv) The scrutiny of applications for recommending the cases for fee concession and financial assistance will be done by the Fee Concession Committee. The Committee will interview the applicants, if necessary. The decision of the Principal shall be final.
- (v) Fee concession/financial assistance may be withdrawn if a student does not attend 75% lectures or if his/her performance in the Mid Term Tests is unsatisfactory.

### **शुल्क रियायत और वित्तीय सहायता**

- (i) प्रत्येक वर्ष कक्षावार विद्यार्थियों की कुल संख्या के 10% तक जरूरतमंद विद्यार्थियों को शुल्क रियायत प्रदान की जाती है। शुल्क रियायत प्राप्त करने के लिए निर्धारित आवेदन-पत्र को भरकर विलंबतम 15 सितंबर तक कार्यालय में जमा करना अपेक्षित है। केवल उन्हीं आवेदकों को शुल्क रियायत प्रदान करने पर विचार किया जा सकेगा जिनकी प्रत्येक विषय/पाठ्यक्रम की कक्षाओं में न्यूनतम 75% उपस्थिति होगी।
- (ii) प्रत्येक कक्षा/पाठ्यक्रम में विद्यार्थियों की कुल संख्या के 15% तक उन विद्यार्थियों को आधे शुल्क की रियायत अनुमत्य होगी जिनके भाई या बहन पूरा शुल्क अदा करते हुए संस्थान में अध्ययनरत हैं।
- (iii) कमजोर आर्थिक पृष्ठभूमि वाले पात्र-विद्यार्थियों को उनके शिक्षण शुल्क/परीक्षा शुल्क/ किताबें खरीदने या चिकित्सा खर्चों को पूरा करने के लिए भी विद्यार्थी सहायता-निधि से वित्तीय मदद उपलब्ध होगी, यदि उनकी जरूरतें वास्तविक हैं (सामान्यतः, विद्यार्थी-विशेष को प्रति-सत्र कुल सहायता रु. 600/- से अधिक नहीं होगी)।
- (iv) शुल्क रियायत और वित्तीय सहायता विषयक अनुशंसा के लिए, शुल्क रियायत संबंधी समिति आवेदनों की संवीक्षा करेगी। आवश्यक होने पर, आवेदकों को समिति के समक्ष उपस्थित होना होगा। इस विषय में प्राचार्य का निर्णय अंतिम होगा।
- (v) कक्षाओं में 75% उपस्थिति न होने अथवा मध्यसत्रीय परीक्षाओं में संतोषजनक प्रदर्शन नहीं पाए जाने पर शुल्क रियायत/वित्तीय सहायता वापस ली जा सकती है।

### **STIPENDS & SCHOLARSHIPS**

Scheduled Caste/Scheduled Tribe and Backward Class students who are eligible for award of stipends/scholarships should apply for the State Government/Government of India scholarships immediately after admission. The scholarship will be directly credited to their respective bank accounts. The students must inform the office after receiving the scholarship.

Unemployed students of the Department who have secured a high percentage of marks in the previous examination may apply for HP Government Poverty-cum-Brilliance Scholarship.

**KK Malhotra Scholarship** (Established in 2024) is given to the first position holder in the first year (Consolidated marks in 1 and 2 Semester) of MA English.



## छात्रवृत्तियाँ एवं शुल्क-प्रतिपूर्ति

अनुसूचित जाति/जनजाति और पिछड़ा वर्ग के विद्यार्थी जो छात्रवृत्ति अथवा अन्य वृत्तियों के लिए पात्र हैं, उन्हें प्रवेश के तुरंत बाद राज्य सरकार/भारत सरकार की छात्रवृत्तियों के लिए स्वयं की पात्रतानुसार आवेदन करना चाहिए। छात्रवृत्ति सीधे उनके संबंधित बैंक खाते में जमा होगी। छात्रवृत्ति प्राप्त हो जाने के बाद विद्यार्थियों को विभाग के कार्यालय में सूचना देना आवश्यक है।

विभाग के जिन बेरोज़गार विद्यार्थियों ने पिछली परीक्षा में अंकों का उच्च प्रतिशत हासिल किया है वे हिमाचल प्रदेश सरकार निर्धन-मेधावी छात्रवृत्ति के लिए आवेदन कर सकते हैं।

वर्ष 2024 में स्थापित के.के. मल्होत्रा छात्रवृत्ति स्नातकोत्तर अंग्रेज़ी प्रथम वर्ष (प्रथम व द्वितीय सत्र के समेकित प्राप्तांक) में प्रथम वरीयता प्राप्तकर्ता विद्यार्थी को दी जाती है।

## BUS PASS

Those students who wish to apply for Bus Pass of the HRTC, must visit the URL link <https://epass.hrtchp.com> and get it issued after filling the required details.

## WITHDRAWAL FROM THE ROLLS AND REFUNDS

A student has to submit a written application to withdraw his/her name from the rolls; no discharge certificate or any other certificate will be issued unless all the dues have been paid up to the date of application.

### Fee Refund

If a student chooses to withdraw from the programme of study in which s/he is enrolled, the Department shall follow the following four-tier system for the refund of fees remitted by the student.

Sr. No.	No Percentage of Refund of Aggregate fees*	Point of time when notice of withdrawal of admission is served to HEI
1	100%	15 days before the formally-notified last date of admission
2	80%	Not more than 15 days after the formally-notified last date of admission
3	50%	More than 15 days but less than 30 days after formally-notified last date of admission
4	0%	More than 30 days after formally notified last date of admission

*\*(Inclusive of course fees and non-tuition fees but exclusive of caution money and security deposit)*

In case of (1) in the table above, the Department shall deduct an amount not more than 10% of the aggregate fees as processing charges from the refundable amount.

Fees shall be refunded by all HEIs to an eligible student within fifteen days from the date of receiving a written application from him/her in this regard.

### Refund of Security

For refund of security, application has to be submitted in the prescribed form. Security, if not adjusted or withdrawn in the following academic session (within one year), shall lapse. If the candidate has not paid the dues or fails to return the goods of the institution, the security shall be forfeited. Security may also be forfeited as penalty for misconduct, etc.

## LIBRARY RULES

1. The students of BA can draw up to two books at a time. The students of BCom can draw up to three books, and students of MA/MCom can draw up to four books at a time. The books are issued for a period of 14 days. Reference books are not issued to students and can be consulted only in the library.
2. A fine of Rs. 2/- per volume per day will be realised for the books kept beyond the due date. A student who fails to return a book by the due date shall not be issued any other book until they return the overdue book(s).
3. The Librarian may, if necessary, recall any book at any time. Students are liable to replace, to the satisfaction of the Librarian, or pay an amount equal to five times the current price of the books lost or damaged while in their possession. They shall not write upon or mark any book, periodical, etc.

### Book Bank

A textbook library has been established for helping needy students. They can borrow a few selected textbooks for the major part of the academic session after depositing an additional security equal to the price of the books to be borrowed. If a student wishes to retain textbooks after the issue of the Roll Number for examination, they will have to deposit an amount equal to five times the current price of books as additional security. This security will be refunded immediately after the books are returned. Since the number of such selected textbooks is limited, it may not be possible to satisfy the requirement of all deserving students.

## COMPUTER LABORATORY

The Computer Lab is used mainly for computer-related courses of Commerce and Mathematics. For general use, two computers with Internet connection have been placed in the library.

## CO-CURRICULAR ACTIVITIES AND MAGAZINE

The Institution encourages co-curricular activities for cultural, aesthetic and physical development of students. The magazine *The Evening Glory: Sandhya Garima* offers an opportunity to students to develop their creativity; it is edited by students under the guidance and supervision of the Editorial Committee.

## SPORTS

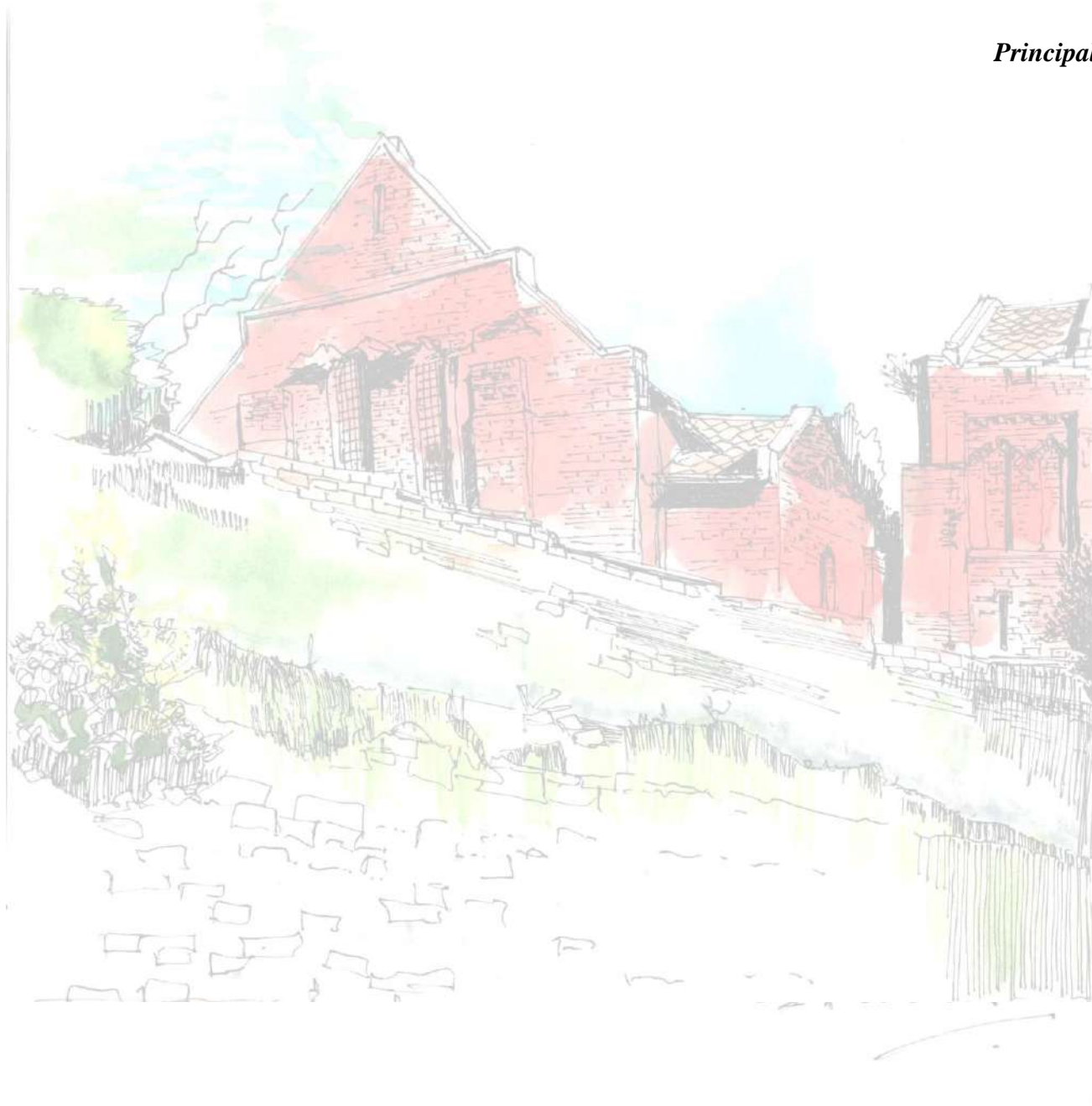
For sports activities, the students of this institution can use the University playground at Summer Hill with the permission of the University Director of Physical Education. Those students who had taken part in any particular game or event at inter-school/inter-college/district/state level and want to pursue it, they should give it in writing to the Convener of the Committee for Sports Activities by 30 August along with copies of certificates of participation/prizes won. Only those students shall be eligible to participate in sports and other co-curricular activities who attend at least 75% lectures in each subject/paper by the date of selection for participation. The Department may provide equipment, etc., as per the available resources. Teams of interested students in various events may be sent for the University Inter-College Tournaments.

## **STUDENTS CENTRAL ASSOCIATION (SCA)**

The SCA is constituted to encourage the participation of students in maintaining proper academic atmosphere, in organizing cultural activities, etc., and to promote opportunities for the development of character, leadership, discipline and spirit of service among students. The Students Central Association will be constituted as per university rules and directions.

**Any part of this Prospectus can be altered by Himachal Pradesh University or by the Principal, HPUDES at any stage. Any such alteration shall be binding on all students.**

*Principal*



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*\*Cover picture courtesy: Sh. Mohan Krishnan, Chennai.*



## COMMITTEES FOR THE SESSION 2025-26

**Advisors to the Principal:** Prof. Usha Sharma

Prof. Arti Pandit Dhawan

**Staff Secretary:** Prof. Usha Sharma

**Bursar:** Dr. Shobha Misra

**Prospectus Committee**

Dr. Virender Singh– **Convener**

Dr. Ashutosh Kumar

Dr. Vipin K Bhulal

Sh. Tikam Ram

Dr. Rajeev Kumar

**Timetable Committee**

Prof. Usha Sharma–**Convener**

Dr. Shobha Misra

Dr. Ajit Kumar

Dr. Rajeev Kumar

**Internal Quality Assurance Cell (IQAC)**

Prof. Usha Sharma–**Advisor**

Prof. Arti Pandit Dhawan–**Advisor**

Dr. Sanjeev K Bragta–**Advisor**

Dr. Vipin K Bhulal – **Convener & Nodal Officer**

Dr. Rajeev Kumar – **Co-Convener**

Dr. Virender Singh – **(Cri. 6)**

Dr. Mahendra Singh Yadav – **(Cri. 3)**

Dr. Shobha Misra – **(Cri. 10)**

Dr. Ashutosh Kumar –**(Cri. 9)**

Dr. Ajit Kumar –**(Cri. 1)**

Dr. Manish Khangta –**(Cri. 7)**

Sh. Tikam Ram –**(Cri. 8)**

Sh. Kartar Chand–**(Cri. 5)**

Dr. Inder Kumar–**(Cri. 4)**

Sh. Ravinder Kumar–**(Cri. 2)**

**SCA Advisory Committee**

Principal – **Chief Advisor**

Prof. Usha Sharma

Prof. Arti Pandit Dhawan

Dr. Sanjeev Kumar Bragta

Dr. Virender Singh

Dr. Mahendra Singh Yadav

**SCA Committee**

Prof. Arti Pandit Dhawan – **Convener**

Dr. Sanjeev Kumar Bragta – **Co-Convener**

Dr. Mahendra Singh Yadav

Sh. Kartar Chand

**Discipline Committee**

Prof. Usha Sharma – **Convener**

Dr. Sanjeev Kumar Bragta

Dr. Virender Singh

Dr. Shobha Misra

Dr. Ashutosh Kumar

Sh. Kartar Chand

Sh. Ravinder Kumar

**Anti Ragging Committee**

Prof. Usha Sharma – **Convener**

Dr. Sanjeev Kumar Bragta

Dr. Virender Singh

Dr. Shobha Misra

Dr. Ashutosh Kumar

Sh. Kartar Chand

Sh. Ravinder Kumar

**Youth Festival G-I**

Dr. Virender Singh – **Convener**

Dr. Ashutosh Kumar

**Youth Festival G-II & III**

Dr. Mahendra Singh Yadav – **Convener**

Dr. Manish Khangta

Dr. Inder Kumar

**Youth Festival G-IV**

Dr. Mahendra Singh Yadav – **Convener**

Sh. Tikam Ram

Dr. Inder Kumar

**Editorial Committee**

Dr. Sanjeev K. Bragta– **Chief Editor**

Dr. Virender Singh – **Editor**

Dr. Ashutosh Kumar

Dr. Manish Khangta

Sh. Tikam Ram

**Internal Examinations**

Dr. Mahendra Singh Yadav– **Convener**

Dr. Manish Khangta

Sh. Ravinder Kumar

**Sports Committee**

Prof. Usha Sharma – **Convener**

Sh. Tikam Ram

Dr. Inder Kumar

**HPUDES Website**

Dr. Ajit Kumar– **Nodal Officer**

Dr. Rajeev Kumar

## COMMITTEES FOR THE SESSION 2025-26

### Library Committee

Dr. Ashutosh Kumar– **Convener**

Dr. Vipin Kumar Bhulal

Sh. Ravinder Kumar

### Scholarship Committee (Govt Schemes)

Dr. Virender Singh – **Convener & Nodal Officer**

Dr. Sanjeev Kumar Bragta –**Co-Convener**

### Other Schemes

Dr. Virender Singh

Sh. Tikam Ram

### Canteen Committee

Dr. Mahendra Singh Yadav – **Convener**

Dr. Manish Khangta

Dr. Inder Kumar

### NAAC/NIRF

Dr. Vipin Kumar Bhulal– **Coordinator**

Dr. Rajeev Kumar

### NEP

Dr. Mahender Singh Yadav– **Coordinator**

### Purchase Committee

Prof. Usha Sharma– **Convener**

Dr. Shobha Misra

Dr. Vipin Kumar Bhulal

Sh. Ravinder Kumar

### Swachhta Abhiyan Committee

Dr. Mahendra Singh Yadav – **Convener**

Dr. Manish Khangta

Sh. Tikam Ram

Dr. Inder Kumar

Sh. Ravinder Kumar

### Cultural Property Custodian

Dr. Mahendra Singh Yadav – **Convener**

Dr. Shobha Misra

### Gender Sensitization and Internal Complaint Committee

Prof. Arti Pandit Dhawan –**Convener**

Dr. Shobha Misra

Dr. Manish Khangta

Sh. Ravinder Kumar

Prof. Mamta Mokta (3<sup>rd</sup> Party)

Student Representatives (4)

### SWAYAM/MOOCs Committee

Dr. Ajit Kumar – **Coordinator**

Dr. Rajeev Kumar – **Asst. Coordinator**

### Fee Concession Committee

Dr. Sanjeev Kumar Bragta– **Convener**

Dr. Vipin Kumar Bhulal- **Co-Convener**

Sh. Kartar Chand

### Community Participation

Dr. Shobha Misra– **Convener**

Dr. Ajit Kumar

Sh. Tikam Ram

Sh. Kartar Chand

Dr. Rajeev Kumar

### Enterprise Resource Planning (ERP)

Dr. Ajit Kumar–**Convener**

Sh. Tikam Ram

Dr. Rajeev Kumar

### Grievance Cell

Prof. Arti Pandit Dhawan–**Convener**

Dr. Sanjeev Kumar Bragta

Dr. Vipin Kumar Bhulal

Student Representatives(2)

### Campus Upkeep Committee

Prof. Usha Sharma– **Convener**

Dr. Shobha Misra

Dr. Vipin Kumar Bhulal

Sh. Ravinder Kumar

### Tree Plantation Committee

Dr. Mahendra Singh Yadav – **Convener**

Dr. Manish Khangta

Sh. Tikam Ram

Dr. Inder Kumar

Sh. Ravinder Kumar

### Alumni & Placement

Sh. Tikam Ram – **Convener**

Dr. Rajeev Kumar

### Academic Bank of Credits (ABC)

Dr. Virender Singh – **Convener & Nodal Officer**

Dr. Rajeev Kumar

### Research Committee

Dr. Sanjeev Kumar Bragta – **Advisor**

Dr. Vipin Kumar Bhulal – **Convener**

Dr. Ajit Kumar

Dr. Rajeev Kumar

### Add-on Courses Committee

Dr. Ashutosh Kumar – **Coordinator**

Sh. Ravinder Kumar – **Asst. Coordinator**



## ANTI-RAGGING RULES

There shall be no ragging (teasing, rudeness, insulting or undisciplined behaviour, etc.) in or outside the Institution. Any student found indulging in ragging, or in aiding or abetting ragging, shall be severely punished as per the UGC Regulations, provisions of Statute 23-A, recommendations of the Committee constituted by the Hon'ble Supreme Court of India in SLP No.24295 of 2006 (Raghavan Committee), and as per law in force, including HP Educational Institutions (Prohibition of Ragging) Ordinance, 2009.

Ragging is defined as doing any act, by disorderly conduct to a student of an educational institution which causes or is likely to cause physical or psychological harm or raising apprehension or fear or shame or embarrassment to the student. Such disorderly conduct includes, teasing or abusing or playing practical jokes on or causing hurt to such student or asking a student to do any act or perform something which such student will not be willing to do in the ordinary course.

A student who commits the offence of ragging shall be punishable with imprisonment for a term which may extend to three years or shall also be liable to a fine which may extend to Rs 50,000/- or both.

If a student is convicted of the charges of committing, abetting, participating or propagating ragging, he/she will be dismissed from the institution and will not get admission in any other Institution for a period of three years from the date of his/her dismissal from the Department.

**Note:** There has never been any instance of ragging in this institution in the past.

Important phone numbers in case of any incident of ragging are:

Convener of Anti-Ragging Committee: 9418014575

Principal: 3500324 Dean of Studies: 2830922 Dean of Students' Welfare: 2830926

Registrar: 2830912 Pro-Vice Chancellor: 2831196 Vice Chancellor: 2831363

Anti-Ragging Helpline: 1800-180-5522 E-mail: [hpudes@gmail.com](mailto:hpudes@gmail.com)

### रैगिंग संज्ञेय अपराध है

यदि किसी विद्यार्थी को रैगिंग करने, उकसाने, सहभागिता करने या प्रचार करने के आरोपों के लिए दोषी ठहराया जाता है तो उसे विभाग से बरखास्त कर दिया जाएगा और संबंधित विद्यार्थी को बरखास्तगी की तिथि से तीन वर्ष की अवधि तक किसी अन्य शिक्षण-संस्थान में दाखिला नहीं मिल सकेगा।

एक विद्यार्थी जो रैगिंग का अपराध करता है उसे तीन साल तक की अवधि के लिए कारावास या रुपये 50,000/- तक के जुर्माने अथवा दोनों से दंडित किया जा सकता है।

**सनद रहे, अतीत में सांध्यकालीन अध्ययन विभाग में कभी भी रैगिंग का कोई उदाहरण नहीं रहा है।**

रैगिंग की किसी भी घटना की सूचना देने के लिए महत्वपूर्ण फोन नंबर इस प्रकार हैं:

समन्वयक एंटी रैगिंग समिति: 9418014575

प्राचार्य: 3500324, अधिष्ठाता अध्ययन: 2830922, अधिष्ठाता छात्र-कल्याण: 2830926

कुलसचिव: 2830912, कुलपति: 2831363, एंटी-रैगिंग हेल्पलाइन: 1800-180-5522

ईमेल: [hpudes@gmail.com](mailto:hpudes@gmail.com)



## UNDERTAKING FOR GAP

(If applicable)

I \_\_\_\_\_ S/D/W of \_\_\_\_\_ Resident of \_\_\_\_\_

\_\_\_\_\_do hereby declare that I have passed my \_\_\_\_\_(last class) in the Year/Session \_\_\_\_\_. Thereafter, I could not continue my studies during the gap period of \_\_\_\_\_ to \_\_\_\_\_. During the gap year(s), I have not taken admission in any College/ University.

I also declare that I was never involved in any anti-social, criminal activities, nor are there any case/proceedings pending against me.

The above stated information is true and nothing has been concealed therein.

Reason for GAP \_\_\_\_\_

**Signature**\_\_\_\_\_

**Name**\_\_\_\_\_

**Applied for admission to the Class** \_\_\_\_\_

**Admission Registration No.** \_\_\_\_\_

**Mob. No.** \_\_\_\_\_

**E-Mail Id.** \_\_\_\_\_

**Date :** \_\_\_\_\_

## ANTI ILLICIT DRUGS UNDERTAKING

I \_\_\_\_\_ S/D/W of \_\_\_\_\_

Resident of \_\_\_\_\_  
\_\_\_\_\_ do hereby state and declare that—

1. I am aware that the possession, use, sale and distribution of alcohol/tobacco/any psychoactive substance are wrong, harmful and a punishable offence in the eyes of law.
2. I shall not indulge in any form of abuse of alcohol/tobacco/any psychoactive substance while being a student of this Department.
3. I shall report to the authorities of the Department about any irregular behaviour that I observe in relation to the possession, use, sale and distribution of alcohol/tobacco/any psychoactive substance which may have occurred in the institution.
4. I shall support and actively participate in any prohibited intoxicants/substances prevention education programmes which may be organized by the institution/government that would enable me to be a better student and citizen of India.
5. I shall co-operate with the authorities of the institution and other relevant authorities in their investigation of any prohibited substance-related incident of which I may have information and to prevent the possession, use, sale and distribution of any psychoactive substance in or around my institution.

**Signature** \_\_\_\_\_

**Name** \_\_\_\_\_

**Applied for admission to the Class** \_\_\_\_\_

**Admission Registration No.** \_\_\_\_\_

**Mob. No.** \_\_\_\_\_

**E-Mail Id.** \_\_\_\_\_

**Date :** \_\_\_\_\_

**HIMACHAL PRADESH UNIVERSITY**  
**DEPARTMENT OF EVENING STUDIES, SHIMLA -171001**  
**APPLICATION FOR ADMISSION 2025-26**

*(To be filled in by the candidates of BA/B Com 3rd Year in his/her own handwriting)*

Paste a passport  
size latest  
photograph

Class\_\_\_\_\_Semester/Year\_\_\_\_\_Roll No.\_\_\_\_\_

**(To be filled in by the Office)**

1. Name (IN BLOCK LETTERS) \_\_\_\_\_

2. Father's Name: Sh.\_\_\_\_\_Mother's Name: Smt.\_\_\_\_\_

3. Date of Birth\_\_\_\_\_

4. Nationality\_\_\_\_\_5. Religion\_\_\_\_\_

5. Registration No. of HP University (If already registered) \_\_\_\_\_

6. Mobile Number\_\_\_\_\_E-mail Id\_\_\_\_\_

7. In case of Scheduled Caste/Tribe or OBC, indicate whether SC, ST or OBC\_\_\_\_\_

(Attach attested copy of SC/ST Certificate to get benefit of 5% relaxation in eligibility. To be considered for Reserved seats, attach attested copy of 'Bonafide Himachali' Certificate also.)

8. If you are an old student of this institution, give details of the last session you studied here:

Session\_\_\_\_\_Class\_\_\_\_\_Class Roll No.\_\_\_\_\_Univ. Roll No.\_\_\_\_\_

9. Generic Elective (GE) subject other than your DSC subjects: \_\_\_\_\_

**For BA III Year:** Fill the DSC & SEC subjects you are already studying:

DSC 1. \_\_\_\_\_DSC 2. \_\_\_\_\_SEC 1. \_\_\_\_\_

10. **ACADEMIC RECORD** (Attach attested copies of all certificates/marks sheets from class X onwards, and of the Character Certificate. If there is a **gap** after passing the last exam, attach an undertaking giving reason thereof.

**Note:** (a) All original certificates have to be shown at the time of counselling.

(b) In case of provisional admission on roll on basis or on the basis of result downloaded from the internet, attested copy of the Univ./Board marks sheet has to be deposited in the office within ten days of the date of issue of the result card, otherwise admission shall stand cancelled.

Examination Passed	School/ College/ Private	University /Board	Exam. Roll No.	Month & Year of Passing	Marks Obtained & Max. Marks	Percentage/ Grade	Subjects Studied
Matric or Equivalent							
10+2 or Equivalent							
BA/B Com Sem/Part I							
BA/B Com Sem/Part II							



Any other exam							
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11. Local address for correspondence: \_\_\_\_\_  
 \_\_\_\_\_

Mob No. : \_\_\_\_\_ E-Mail Id: \_\_\_\_\_

12. Permanent address (if different from the above) \_\_\_\_\_  
 \_\_\_\_\_

Phone No. (if any) with STD code/Mobile No of Parents: \_\_\_\_\_

13. If employed, give employment address & details of post, salary, etc. Attach certificate from the employer: \_\_\_\_\_  
 \_\_\_\_\_

14. (a) If you were ever disqualified/suspended or rusticated/expelled by any University/Board, give details: \_\_\_\_\_

(b) If you have ever indulged in ragging in the past, give details: \_\_\_\_\_

### UNDERTAKING BY THE APPLICANT

I declare that the entries made by me in this form are correct and complete, and nothing has been concealed; otherwise, my admission may be cancelled and any action may be taken against me.

I have carefully read the Prospectus and I undertake to abide by the rules and regulations of this Institution, this University and of the UGC. I also undertake to pay the fees and other dues by due dates. I understand that my admission is subject to the final approval of the University.

I will attend 75% lectures in each subject/course and will also qualify the Mid Semester Examination; otherwise, I will have no claim to appear in the University examination. I also understand that if I remain absent from classes of any subject or paper for one month without written permission of the Principal, my admission shall stand cancelled automatically, and I will not have any claim to re-admission.

**I have gone through the rules and regulations regarding ragging and discipline of the Institution and I hereby solemnly affirm that I will not indulge in any act of ragging or 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.**

\_\_\_\_\_  
**SIGNATURE OF APPLICANT**

\_\_\_\_\_  
**SIGNATURE OF  
 PARENT/GUARDIAN/EMPLOYER**

**Name of Applicant:** \_\_\_\_\_

**Name of Parent/Guardian:** \_\_\_\_\_

**Date:** \_\_\_\_\_

### FOR ADMISSION COMMITTEE

Date of receipt of application \_\_\_\_\_ Self-attested copies of the required certificates have been attached with this form and the original certificates have been seen.

Eligible/Not Eligible/May be admitted provisionally subject to: \_\_\_\_\_

Admission is subject to approval by the University.

#### Admission Committee

Members 1 \_\_\_\_\_ 2 \_\_\_\_\_ 3 \_\_\_\_\_ 4 \_\_\_\_\_

Convener \_\_\_\_\_

**PRINCIPAL**

Date: \_\_\_\_\_

Date: \_\_\_\_\_

### FOR DEPARTMENT OFFICE USE

Fees amounting Rs. \_\_\_\_\_ realized vide Challan No. \_\_\_\_\_  
dated \_\_\_\_\_ Bank Ref. No. \_\_\_\_\_ dated \_\_\_\_\_

Accountant

Entered in D & C Register on page \_\_\_\_\_

Entered in Admission & Withdrawal Register on page \_\_\_\_\_

Date: \_\_\_\_\_

Dealing Assistant