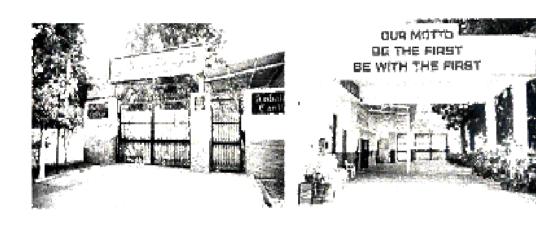
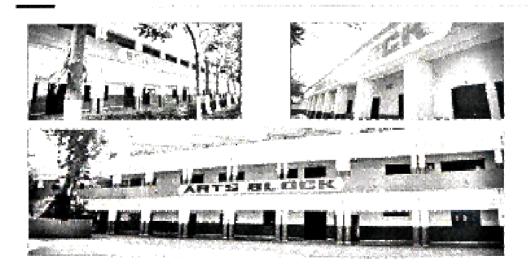


# GANDHI MEMORIAL NATIONAL COLLEGE AMBALA CANTT.

(Affiliated to Kurukshetra University, Kurukshetra)

# Information Booklet 2023-24







#### KURUKSHETRA UNIVERSITY, KURUKSHETRA (Established by the State Legislature Act XII of 1956)

and shifty change

("A" Grade, NAAC Accredited)

#### NOTIFICATION

It is notified that the Admission Committee of the University vide its Resolution No. 3 dated 25.04.2023 has approved the Schedule of Academic Calendar for Undergraduate and Postgraduate Programmes for the University Teaching Departments/Institutes and affiliated Colleges for the Session 2023-24 is as under:-

#### FOR UNDER-GRADUATE (FIRST SEMESTER) COURSES

	그림 그 아이들의 사람이 되었다면 하지 않아 없다면 하지 않아 있다.		
EVENT	DURATION		
Admissions	01.07.2023 to 20.07.2023		
ODD	SEMESTER		
1st Teaching Term	21.07.2023 to 09.11.2023		
Vacations (Diwali)	, 10.11.2023 to 16.11.2023		
2rd Teaching Term	17.11.2023 to 24.11.2023		
Examinations	25.11.2023 to 25.12.2023		
Winter Vacations	24.12.2023 to 31.12.2023		
EVEN	SEMESTER		
1ª Teaching Term	01.01.2024 to 22.03.2024		
Vacations (Holi)	23.03.2024 to 31.03.2024		
2nd Teaching Term	01.04.2024 to 30.04.2024		
Examinations	01.95.2024 onwards		
Summer Vacations	20.05.2024 to 30.06.2024		

#### FOR POST-GRADUATE (FIRST SEMESTER) COURSES

EVENT	DURATION
Admissions	10.07.2023 to 31.07.2023
ODI	SEMESTER
1st Teaching Term	01.08.2023 to 09.11.2023
Vacations (Diwali)	10.11.2023 to 16.11.2023
2 <sup>rd</sup> Teaching Term	17.11.2023 to 06.12.2033
Examinations	07.12.2023 to 23.12.2023
Winter Vacations	24.12.2023 to 31.12.2023
EVEN	SEMESTER
1st Teaching Term	01.01.2024 to 22.03.2024
Vacations (Holi)	23.03.2024 to 31.03.2024
2 <sup>nd</sup> Teaching Term	01.04.2024 to 30.04.2024
Examinations	01,05,2024 onwards
Summer Vacations	20.05.2024 to 30.06.2024

- \* Examinations of each class will be completed within 25-30 days and the evaluation of Answer Books, etc. will be got done in remaining days and during Vacations.

  Note: 1. The next academic Session 2024-25 will start from 01.07.2024.
  - The Classes will be commenced w.e.f. 21.07.2023 for Undergraduate courses from 01.08.2023 for Post-Graduate Courses.
  - Admission to 3<sup>rd</sup>, 5<sup>th</sup>, 7<sup>th</sup>, 9<sup>th</sup> Semester, wherever applicable, of U.G. Programmes including integrated Programmes will be done upto 20.07.2023 and their classes will start from 21.07.2023.

P.T.O.

- Admission to 3<sup>rd</sup> Semester, of P.G. Programmes and 3<sup>rd</sup> & 5<sup>th</sup> Semester of LL.B. Programmes will be completed by 31.07.2023 and their classes will start from 01.08.2023.
- If the number of teaching days falls less than 180 days (90 days in each semester) in the academic session 2023-24 due to some unforeseen reasons, it would be the responsibility of each Department/Institute/College to make good the loss by arranging extra classes.
- 6. The State Universities are authorized to make minor changes/adjustment at their own level, keeping in view the condition of minimum 90 teaching days in each semester.
- 7. The Schedule of Academic Calendar for other Courses i.e. M.Ed., B.Ed., Engineering, B.A. B.Ed. and B.Sc. B.Ed. (4 Year) etc. will be notified later on.

Endst.No.ACR-2/9(x)/23/6390-6489 Dated: 18/05/2023

Copy of the above is forwarded to the following for information and necessary action:

- Secretary to the Governor, Haryana, Raj Bhavan, Chandigarh (for kind information of the Hon'ble Chancellor).
- 2. Director General Higher Education Haryana, Plot No. 1-8, 1-9, Shiksha Sadan, Sector-5, Panchkula.
- 3. Dean Academic Affairs.
- 4. All the Deans of the Faculties, KUK.
- 5. Dean Students' Welfare.
- 6. Dean Research & Development.
- 7. Dean of Colleges, KUK (with the request to inform all the affiliated Colleges/Institutes).
- 8. Proctor.
- 9. Chairpersons/Directors of all the University Teaching Departments/Institutes.
- 10. Principal, IIHS.
- 11. Principals/Directors of all the affiliated Colleges/Institutes.
- 12. Registrars, M.D. University, Rohtak; G.J.U.S.&T. Hisar; J.C.Bose University of Sc. & Technology, Faridabad; Deenbandhu Chhotu Ram University of Sc. & Technology, Murthal, Sonipat; Ch. Devi Lal University, Sirsa; BPSMV, Khanpur Kalan (Sonepat), Indira Gandhi University, Meerpur, Rewari, Ch. Ranbir Singh University, Jind and Ch. Bansi Lal University, Bhiwani, Gurugram University Gurugram, Maharishi Balmiki Sanskrit University, Kaithal.
- 13. Director Public Relations, KUK.
- 14. Chief Warden (Men/Women), KUK.
- 15. Controllers of Examinations-I and II, KUK
- 16. Director, IT Cell, KUK (with the request to get it uploaded on the University Website).
- 17. Assistant Registrar (Estt.-T).
- 18. Assistant Registrar (Accounts).
- 19. Assistant Registrar (Conduct).
- 20. O.S.D. to the Vice-Chancellor (for kind information of the Hon'ble Vice-Chancellor).
- 21. Assistant Registrar O/o the Registrar (for kind information of the Registrar).
- 22. Supdt. (Planning/Registration/Fee Section/Conduct (Theory & Practical).
- 23. ACM-3 Set (Academic Section).

Deputy Registrar (Academic) for Registrar

## Admission Rules and Guidelines

#### Online Admission Schedule:

The admission will be made as per the schedule issued by the Director, Higher Education, Haryana.

#### Academic Calendar

2023-24

#### For under Graduate (First Semester Semester) Courses

Event	Duration		
Admission	01.07.2023 to 20.7.2023		
	Odd Semester		
1 <sup>st</sup> Teaching Term	21.07.2023 to 09.11.2023		
Vacations(Diwali)	10.11.2023 to 16.11.2023		
2 <sup>nd</sup> Teaching Term	17.11.2023 to 24.11.2023		
Examinations	25.11.2023 to 23.12.2023		
Winter Vacations	24.12.2023 to 31.12.2023		
	Even Semester		
1 <sup>st</sup> Teaching Term	01.01.2024 to 22.03.2024		
Vacations(Holi)	23.03.2024 to 31.03.2024		
2 <sup>nd</sup> Teaching Term	01.04.2024 to 30.04.2024		
Examinations	01.05.2024 onwards		
Summer Vacations	20.05.2024 to 30.06.2024		

### For Post-Graduate (First Semester Semester) Courses

Event	Duration
Admission	10.07.2023 to 31.7.2023
	Odd Semester
1 <sup>st</sup> Teaching Term	01.08.2023 to 09.11.2023
Vacations(Diwali)	10.11.2023 to 16.11.2023
2 <sup>nd</sup> Teaching Term	17.11.2023 to 06.12.2023
Examinations	07.12.2023 to 23.12.2023
Winter Vacations 24.12.2023 to 31.12.202	
	Even Semester
1 <sup>st</sup> Teaching Term	01.01.2024 to 22.03.2024
Vacations(Holi)	23.03.2024 to 31.03.2024
2 <sup>nd</sup> Teaching Term	01.04.2024 to 30.04.2024
Examinations	01.05.2024 onwards
Summer Vacations	20.05.2024 to 30.06.2024

#### GANDHI MEMORIAL NATIONAL COLLEGE, AMBALA CANTT.

#### **Academic & Extension Activities Calendar**

#### **SESSION 2023-24**

Sr. NO.	ACTIVITY	NAME OF THE	Date
		DEPARTMENT/ CELL	
1	Induction/ Orientation program	All Departments	8.8.2024 to
			10.8.2024
2	Awareness Campaign on "Anti	Anti-Ragging	12.8.2023 to
	Ragging"	Committee	18.8.2023
3	Celebration of Independence day	Department of Music	15.8.2023
4	Business Model Making Competition	Department of	28.8.2023
		Commerce, IQAC &	
		Incubation Center	
5	Awareness Rally on "Drug De –	Red Ribbon	31.8.2023
	Addiction" in adopted village	Club, Legal	
		Literacy Cell	
		& SDG Club	
6	Say no to Narcotics	NSS	25.8.2023
7	Poster making competition on female	Women cell and	1.9.2023
	feticide	SDG	1.0.2022
8	Outreach Activity- "Awareness	Department of	1.9.2023
	Program on Personal Hygiene"	English, IQAC, SDG,	
		& Cleanliness &	
9	A - disciplant of the MOLI	Hygiene Committee	4.0.2022
9	Activity under MOU	Department of	4.9.2023 2.11.2023
		Management	2.2.2024
			7.2.2024
10	Workshop on Mindfulness	Placement cell,	5.9.2023
10	workshop on windrumess	Department of	3.7.2023
		Psychology and	
		Psychology,	
		Counseling Centre	
1.1	D-11 (A1 C 11 1 2		5.0.2022
11	Rally on "Abuse of older people"	Placement cell,	5.9.2023
		Department of	
		Psychology, SDG	
		Cell and Psychology, Counseling Centre	
12	Extension Lecture on "Role of	Department of	6.10.2023
12	leadership qualities"	Political Science	0.10.2023
13	Poster Making Competition on "Ban	Department of	8.9.2023
	on single use plastic"	Chemistry, Botany,	0.7.2023
	on single and plante	Zoology, Eco Club	
		& IQAC	
14	PPT Competition on "Advancements	Department of	8.11.2023
	±	=	
17	in Science & Technology"	Physics in	0.11.2023

		collaboration with	
		Science	
		Faculty(Medical &	
		• `	
1.5	Cin	Non-Medical)	1 10 2022
15	Seminar on "Research Paper Writing in Arts"	Department of Political Science	1.12.2023
16	Educational/ Historical Tour	Department of	9.3.2024
		History	
17	Lecture on overcoming the stigma of	Placement cell,	9.10.2023
	mental illness	Department of	
		Psychology and	
		Psychology	
		Counseling Centre	
18	Entrepreneurship session on	Department of	9.10.2023
	"Validate your start up idea"	Management &	
		Aatmanirbhar	
		Haryana	
19	Workshop on "Entrepreneurial	Department of	9.11.2023
	Development"	Commerce,	
		Incubation Center,	
		Entrepreneurship	
		Development Cell &	
		Atmanirbhar Haryana	
20	Orientation Program	Department of	13.9.2023
		Management	
21	Orientation Program	Department of Political	13.9.2023
		Science	
22	Hindi Diwas	Department of Hindi	14.9.2023
23	One Day Training Programme on	Department of	14.9.2023
	MS-Word for teaching & Non-	Computer Science &	
	Teaching Staff	IQAC	
24	Ozone day Celebration	Department of	16.9.2023
		Botany, Zoology,	
		Chemistry, IQAC	
25	Workshop on employability	Placement cell and	18.9.2023
	enhancement	Mahindra &	
		Mahindra and Naandi	
		Foundation	
26	Rally on "Swachata Abhiyaan"	Department of	19.9.2023
	(Outreach Activity under MOU)	Political Science,	
		NCC, SDG Club &	
		under Swachh Bharat	
		Abhiyan	
27	Cleanliness Drive in nearby areas	Department of	19.9.2023
		Political Science,	
		SDG Club Swach &	
		Bharat Abhiyan	
28	FDP on Filling of Income Tax	Department of	21.9.2023
	Return by Chartered Accountant for	Commerce	
	Teaching Staff		
29	Workshop on "Plagiarism &	Library & Research	27.9.2023

	Research Tools" (For Teachers)	Development Cell	
30	Workshop on "Technical aspects of	Department of Mass	28.9.2023 to
	Film making & Photography"	Communication	30.9.2023
31	State Level Competition on	Department of	29.9.2023
	"Business Plan"	Management	
32	3 Days Workshop on "Radio, Editing	Department of Mass	28.9.2023 to
	, Graphics & Production"	Communication &	30.9.2023
		IQAC	
33	Self Defense Training Program	NCC & NSS	30.9.2023
34	Orientation Program on "Career &	Department of History	30.9.2023
	Scope in History"		
35	Extension lecture on "Resume	Department of	10.10.2023
	Writing Skills"	Psychology,	
		Placement Cell and	
		Psychology	
26		counseling center	10.10.2022
36	Counseling Session for breaking	ICC & IQAC	10.10.2023
	Gender Stereotype by Dr. Anupama		
37	Sihag Youth Festival	Cultural Committee	18.10.2023 to
37	roum resuvar	Cultural Collinititée	20.10.2023
38	National Unity Day	NSS	31.10.2023
39	Awareness rally on National girl	Department of	11.10.2023
37	child day	English	11.10.2023
40	Lecture on "CPR (Cardiopulmonary	Alumni Cell & IQAC	17.11.2023
10	Resuscitation)"		17.11.2025
41	National Integration Day Celebration	AISHE, UGC	19.11.2023
		Committee &	
		Department of	
		Political Science	
42	Awareness Program on "Gandhian	Department of	24.11.2023
	Values & Practice"	History & Gandhi	
		Study Center	
43	Rally on "AIDS Awareness"	Department of	16.12.2023
	(Outreach Activity)	Political Science	
44	Veer Bal Diwas	Department of Music	22.12.2023
		and Punjabi	1.0.001
45	Cricket Match (Teaching and Non	Department of	1.2.2024
1.0	Teaching)	Physical Education	1 2 2024
46	Workshop on motivating and	Department of	1.3.2024
	preparing students for job placement	English, Placement	
		cell and Department of Psychology	
47	Group Discussion on Union Budget	Department of	25.1.2024
47	Group Discussion on Omon Budget	Economics	23.1.2024
48	Voters Day Celebration (MOU	Department of	25.1.2024
	Activity with YARI International)	Political Science	25.1.2027
49	Celebration of Republic Day	Department of Music	26.1.2024
50	Workshop on "GD's & Personal	Department of Masie  Department of	27.1.2024
	Interview"	English & Placement	
		Cell	

51	Debate Competition on "RTI"	Legal Literacy Cell	30.1.2024
52	Rangmanchkalashala	Department of	2.4.2024 to
	-	Punjabi	8.4.2024
53	Workshop on Career in beauty and	Department of	13.2.2024
	wellness	Physics, Placement	
		cell, Women cell &	
		Psychological	
E 1	Disable and a second	counseling center	15 2 2024
54 55	Blood donation camp	NSS Department of	15.2.2024 20.2.2024
33	World day of Social Justice Celebration	Department of Political Science`	20.2.2024
56	International Mother Language Day	Department of Hindi	21.2.2024
57	Sudh Punjabi lekhni	Department of Times  Department of	21.2.2024
37	Sudii i dijabi iekimi	Punjabi	21.2.2024
58	Science Awareness Program in	Department of	28.2.2024
	collaboration with ISCA (Out Reach	Botany & Zoology	_0,_,_,
	Activity)	<i>,</i>	
59	Science Day	Department of	28.2.2024 to
		Physics in	29.2.2024
		collaboration with all	
		Science Faculty	
60	Extension Lecture on	Department of	28.2.2024
	"Environmental Issues and	Botany & Zoology	
<i>C</i> 1	Challenges"	D	20.2.2024
61	Seminar on "Employability & Entrepreneurial Skills"	Department of Commerce,	29.2.2024
	Entrepreneurial Skins	Entrepreneurship	
		Development Cell &	
		Atmanirbhar Haryana	
62	Workshop on significance of	Placement cell,	29.2.2024
	management and computer	department of	
	application courses after graduation	psychology,	
		Department of	
		Computer	
		Application & IQAC	
63	One Day Training Programme on	Department of	3.2.2024
	Ms-Excel for teaching and Non-	Computer Science	
64	teaching staff  Mathematics Day Celebration	Department of	13.3.2024
04	Mathematics Day Celebration	Mathematics	13.3.2024
65	Awareness Regarding Gender Equity	Department of Hindi	13.3.2024
0.5	in adopted village	Department of Times	13.3.2024
66	Badminton Match (Teaching and	Department of	16.3.2024
	Non- Teaching)	Physical Education	10.2.2024
67	Rally on Social Evils (Outreach	Department of	19.3.2024
	Activity)	Political Science	
68	Visit to Fish Farm	Department of	19.3.2024
		Zoology	
69	Visit to Shahbad Sugar Mill	Department of	19.3.2024
<b>5</b> 0	N. 17 16 17 17 17 17 17 17 17 17 17 17 17 17 17	Botany	20.2.2.2.1
70	National Level Creative Writing	Department of	20.3.2024

	Competition	English, IQAC & SDG Club	
71	From shy to shine personality development	Department of Punjabi	21.3.2024
72	Alumni Meet	Alumni Cell & IQAC	13.4.2024
73	Workshop on "Development of New ventures"	Department of Management & Entrepreneurship Development Cell	19.4.2024
74	PDP (2 Days online) on E-Content Development for Teaching	Department of Computer Science	21.4.2024 to 27.4.2024
75	Conference on "IPR"	Department of Commerce	29.4.2024
76	PDP on Research Methodology for Teaching staff	Department of Political Science	29.4.2024
77	Voter Awareness poster making	NSS	5.3.2024
78	Eye Check Up Camp in adopted village	NCC & Rotary Club	5.5.2024
79	Athletic Meet	Department of	5.4.2024 to
		Physical Education	6.4.2024
80	Mock Exam for CAT & MAT	Department of Management	7.2.2024
81	One Day Activity/Workshop on Space Ideathon	Department of Physics	23.8.2024
82	National Sports Day	Department of Physical Education	29.8.2024
83	One Day Yoga Camp (Teaching, Non- Teaching and Students)	aching, Department of	
84	"Student Seminar on Human rights, relevance and challenges (MOU activity VirSenMalhotra Trust)"	Department of Political Science	9.3.2024
85	Hands on Training session on "best out of waste"	Department of Botany, Zoology & IQAC	9.3.2024
86	Educational / Historical Tour	Department of History	9.3.2024
87	One Day Training Programme on Power Point for teaching and Non- teaching staff	Department of Computer Science & IQAC	9.3.2024
88	National Seminar on "Life Science"	Department of Botany & Zoology	9.4.2024
89	Talent Show	Cultural Committee	8.9.2024 to 9.9.2024

90	Talk on "Guidance for Qualifying UGC NET in Political Science"	Department of Political Science	13.9.2024
91	Workshop on "Mathematical Software in research"	Department of Mathematics & Research Development Cell	16.9.2024
92	Seminar on "Research Paper Writing in Commerce"	IQAC & Department of Commerce	10.1.2024
93	Vishwa Hindi Diwas	Department of Hindi	10.1.2024
94	Placement drive/ RozgarMela	Placement cell	11.3.2024
95	National Seminar on "Parakaram Divas"	Department of History	12.1.2024
96	FDP on Utilization of E-Resources of Library for teaching & Non-teaching	Library	12.2.2024
97	NSS 7 DAY Camp	NSS	12.3.2024 to 18.3.2024



#### IMPORTANT NOTE

- i) Admissions strictly on merit basis.
- ii) No separate intimation would be sent to the students. They would themselves be responsible for contacting the respective admission committee.
- iii) A candidate who does not deposit his/her fees in the prescribed time would forego his/her right of admission and would not be reconsidered in any case.

#### DOCUMENTS TO BE ATTACHED FOR ADMISSION:

- Original character Certificate (from school/Institute last attended). In Case of Gap year/ Private Candidates- Issued by Sarpanch/M.C/Any Gazetted Officer.
- (ii) Matric Certificate (One copy )
- (iii) 10+2 certificate (Two Copy)
- (iv) Migration certificate (Original and one copy)
- (v) Mark sheet of last Qualifying Exam (One copy)
- (vi) S.C/B.C/S.T/BPL Certificate (One copy)
- (vii) Haryana Domicile for Reserved Categories.
- (viii) Gap year Candidates to attach affidavit as per Prospectus.
- (ix) Any other Certificate (Specify)
- (x) Photocopy of Bank Passbook or Aadhar Card or Voter Id.
- (xi) Any other relevant document for claim of weightage like NCC/NSS/SPORTS/RURAL AREA etc as per Prospectus.

**Note:** It shall be mandatory for all admitted students to submit the hard copy of admission form along with the required documents.

# CONDUCT RULES FOR THE STUDENTS

- Student must abide by all the rules and regulations of the college.
- ii) They must read the notices/ instructions put on the notice-board every day.
- iii) Smoking, spitting, gambling and usage of any kind of intoxicant is strictly prohibited.
- iv) Students are advised to contact their respective mentor for redressal of their grievances.
- They must keep the college campus neat and clean. Any damage to the college property is punishable.
- vii) Ragging in the college premises is strictly banned and punishable as per law.
- viii) Entry of outsiders is strictly prohibited and punishable.
- ix) A student found guilty of misconduct, making noise in the verandas, damaging/ disfiguring furniture, walls etc. shall be severely punished.
- x) Usage of mobile phone is banned in the classrooms.
- xi) Students are directed to attend their classes regularly and fulfil the conditions laid down by Kurukshetra University, Kurukshetra to become eligible for university exams.
- xii) Students found guilty of non-complying with the code of conduct will be fined and punished.

# DIFFERENT DISCIPLINES FOR UG PROGRAMMES UNDER NEP -2020 OF KURUKSHETRA UNIVERSITY KURUKSHETRA WEF 2023-24

Arts	Life Science	Physical Science
Health and Physical Education	Botany	Mathematics
Hindi	Chemistry	Computer Science
History	Zoology	Physics
Economics		Chemistry
English		
Mathematics		
Music (Sitar)		
Music (Vocal)		
Political Science		
Psychology		
Public Administration		
Punjabi		
Sanskrit		
Sociology		

# **List of all MDC Subjects**

Sr. No.	Subject	Course Type	Course Co	of Course	Link	
1.	Ancient Indian History	MDC-1	B23- AIH-10	Outline of Ancient Indian History (from earliest time to C.A.D 319)	Click Here	
MDC-2	<u> </u>	B23-AIH-204			Indian History (from 3 .A.D to 1206 A.D)	
MDC-3	MDC-3		B23-AIH-303		of Ancient Haryana	
	Defence Studies	MDC-1	B23-DFS-10		Click Here	
2.						
MDC-2		B23-DFS-203		Introduction to Milit		
MDC-3	T = .	B23-DFS-303		Non-Traditional Se		
	Economics	MDC-1	B23-ECO-10	D4 Basics of Economics	Click Here	
3.						
MDC-2		B23-ECO-204		Indian Economic E		
MDC-3	T =	B23-ECO-303	T === =::=	Current Issues in C		
	English	MDC-1	B23-ENG-10	O4 Introduction to Short Story and Basic Grammar	Click Here	
4.						
MDC-2		B23-ENG-204		Comprehension		
MDC-2	1	B23-ENG-303			Introduction to Poetry and Phonetics	
5.	Health & Physi Education	cal B23-PE		Fundamentals of Cl Physical Education	ick Here	
B23-PED-205			Fundamenta	als of Yoga		
B23-PED-303			Basics of Na			
6.	Hindi	MDC-1	B23-HIN-10	4 हिन्दी भाषा और लिपि	Click Here	
MDC-2		B23-HIN-204		दिनी किसी महिन		
				· ·	हिन्दी किानी साहित्य एवं मानक रचना	
MDC-3		B23-HIN-303		मध्यकािीन काव्य व्याकरण एवं रचना	मध्यकािीन काव्य एवं मानक हिन्दी व्याकरण एवं रचना	
7	History	MDC-1	B23-HIS-104	4 Glimpses of Ancient India	Click Here	
7. MDC-2	<u> </u>	B23-HIS-204		Glimpses of Medie	val India	
MDC-3		B23-HIS-303		Glimpses of Moder	n India	
	Home Science	MDC-	B23-HSE-10	Basics of Home Science I (P-77)	Click Here	
8.		D00 1105 222			<u> </u>	
MDC-2			B23-HSE-203		Basics in Home Science II	
MDC-3		B23-HSE-302			Basics in Home Science- III	
	Human Rights	MDC-1	B23-HRT-10	Introduction to	Click Here	

9.				Human Rights in India - I			
MDC-2	-	B23-HRT-203		Introduction to Hur	Introduction to Human Rights in India -		
MDC-3		B23-HRT-302			man Rights in India -		
10.	Library & Information Science	MDC-1	B23-LIS-104	Introduction To Library And Information Centres	Click Here		
MDC-2		B23-LIS-204	<u> </u>	Introduction To Inf			
MDC-3		B23-LIS-303		Introduction to Libi	rary Services		
	Music (Sitar)	MDC-1	B23-BMI-102	Terminology of Indian Music	Click Here		
11.							
MDC-2	<b>-</b>	B23-BMI-202		Basics Terms of Ir	ndian Music		
MDC-3		B23-BMI-302		Forms of Vocal and Instrumental Music			
	Music (Vocal)	MDC-1	B23-BMV-102	Introduction of Indian Music	Click Here		
12.							
MDC-2		B23-BMV-202		Theory of Indian M	lusic 1		
MDC-3		B23-BMV-302		Hindustani Music			
	Philosophy	MDC-1	B23-PHI -104	Philosophical Concepts-I	Click Here		
13.							
MDC-2		B23-PHI -204		Philosophical Concepts-II			
MDC-3		B23-PHI -303		Philosophical Concept –III			

# **Pool of Value Added Courses (VAC)**

VAC-1		VAC-2		VAC-3		VAC-4		
Course	Nomencla	Course Code	Nomenclatur	Course	Nomenclature	Course	Nomenclature	
Code	ture of Course		e of Course	Code	of Course	Code	of Course	
B23-	Human	B23-VAC-	Environmenta	B23-	Constitutional	B23-VAC-	Business Ethics	
VAC-	Values	201	1 Studies	VAC-	Values and	401	(Department of	
101	and Ethics		(Institute of	301	Fundamental		Management)	
			Environment		Duties		_	
			Studies)		(Department of			
					Political			
B23-	Environm	B23-VAC-	Human	B23-	Science) Yoga and	B23-VAC-	Art of Happiness	
VAC-	ental	101	Values and	VAC-	Meditation	402	(Department of	
201	Studies		Ethics	302	(Department of	102	Psychology)	
	(Institute		(Department		Physical		. 00,	
	of		of		Education)			
	Environm		Philosophy)					
	ent Studies)							
B23-VA		Ethics and Cult	lire	B23-VAC	\\\\\\\\\	Financial Lit	eracy	
<b>D20</b> (11			Department of Philosophy)		220 (110 100		,	
B23-VA	C-304	Youth Red Cross Activities and First Aid Training		B23-VAC-404		Youth Red Cross Activities and First Aid Training		
B23-VA	C-305	National Service Scheme (NSS) Activities and Training		B23-VAC-405		National Service Scheme (NSS) Activities and Training		
B23-VA	C-306	National Cadet Activities and T		B23-VAC-406		National Cadet Corps (NCC) Activities and Training		
B23-VAC-307		Panchkosha: Ho Development o (Department of & Prakrit)	f Personality	B23-VAC-407		Ecology and Environment (Department of Zoology)		

## **Pool of Skill Enhancement Courses (SEC)**

SEC-1@3	3credit	SEC-2@	3credit	SEC-3@3cre	edit	SEC-4@	2credit	
Course Code	Course Title	Course Code	Course Title	Course Code	Course Title	Course Code	Course Title	
B23- SEC- 101	Office and Spreadshee t Tools Learning	B23- SEC- 201	Cloud Computing Skills	B23-SEC- 301	Advance IT Skills	B23- SEC- 401	Basic Statistical Tools	
B23- SEC- 102	Advance Spreadshee t Tools	B23- SEC- 202	Business Analytics	B23-SEC- 302	Data Management	B23- SEC- 402	Manuscript Writing	
B23- SEC- 103	Basic IT Tools	B23- SEC- 203	Calculation Skills with Vedic Mathematics- 1	B23-SEC- 303	Calculation Skills with Vedic Mathematics-II	B23- SEC- 403	Balanced Diet Planning	
B23- SEC- 104	Essentials of Python	B23- SEC- 204	Frozen Food Technology	B23-SEC- 304	Plant Hybridization	B23- SEC- 404	Food Adulteration Testing	
B23- SEC- 105	Introductor y Course in R	B23- SEC- 205	Chemistry of Food Flavours and Colorants	B23-SEC- 305	Vertical Farming	B23- SEC- 405	IPR and Patent Writing	
B23- SEC- 106	Computer Programmi ng in C	B23- SEC- 206	Public Speaking in Hindi Language and Leadership	B23-SEC- 306	Olericulture	B23- SEC- 406	Basic Mathematic al Techniques	
B23-SEC	2-207	Soft Skil		B23-SEC-30	7	Biofertilizers		
B23-SEC	-208	Harmoni	um Playing	B23-SEC-30	8	Dairy Pro	ocessing	
B23-SEC	-209	Guitar Pl	laying	B23-SEC-30	9	Anuvad Kala		
B23-SEC	B23-SEC-210		ocal Music	B23-SEC-31	0	Commun Professio	ication in nal Life	
B23-SEC	B23-SEC-211		aying	B23-SEC-31	1	Report Writing		
B23-SEC-212		Integrating Marketing Communications		B23-SEC-312	2	Kathak D	ance	
B23-SEC-213		Miniatur	e Painting	B23-SEC-31	3	Classical	Singing	

### Scheme of Examination for Undergraduate Programme (ENGLISH)

Under Multiple Entry-Exit, Internship and CBCS-LOCF in accordance with NEP-2020 w.e.f. 2023-24 (in phased manner)

#### **SEMESTER-1**

ENG101 Introduction to Short Story and Basic Grammar 4 credits

ENG102 British Poetry and Drama: 14th to 17<sup>th</sup> Century 4 credits

#### SEMESTER -2

ENG201 Introduction to Prose and Basic Comprehension 4 credits

ENG202 Literature and Society: Exploring Social Issues through Literature 4 credits

#### **SEMESTER-3**

B23-ENG301 Introduction to Poetry and Phonetics credits 4

B23-ENG302 British Poetry and Drama: 17th and 18<sup>th</sup> Century credits 4

#### **SEMESTER-4**

ENG401 Introduction to Drama and Intermediate Grammar credits 4

B23- ENG402 Indian Writing in English credits 4

ENG403 British Romantic Literature credits 4

B23-ENG404 American Literature credits 4

#### Scheme of Examination for Undergraduate Programme (POLITICAL Sc.)

Under Multiple Entry-Exit, Internship and CBCS-LOCF in accordance with NEP-2020 w.e.f. 2023-24 (in phased manner)

**SEMESTER-1** 

B23-POL-101 Principles of Political Science - I

B23-POL-102 Introduction to Political Theory

B23-POL-103 Fundamentals of Political Science-I

B23-POL-104 Indian Polity - I

**SEMESTER-II** 

B23-POL-201 Principles of Political Science - II

B23-POL-202 Gender & Law In India

B23-POL-203 Indian Polity - II

B23-POL-204 Fundamentals of Political Science-II

**SEMESTER-III** 

**B23-POL-302 Comparative Politics** 

B23-POL-303 Indian Polity - III

**SEMESTER-IV** 

B23-POL-401 Indian Government and Politics

B23-POL-402 Comparative Constitutions of UK and USA

B23-POL-403 State Politics in India

B23-POL-404 Perspectives on

B23-POL-405 Perspectives on Human Rights

#### **Scheme of BCA GENERAL**

#### According to

#### **Curriculum Framework for Undergraduate Programmes**

as per NEP 2020 (Multiple Entry-Exit, Internships and Choice Based Credit System)

Sem	Course Type	Course Code	Nomenclature of paper	Credits	Contact hours	Internal marks	End term Marks	Total Marks	Duration of exam (Hrs) T + P
1	CC-A1	B23-CAP-101	Problem Solving through C	3	3	20	50	70	3
			Practical	1	2	10	20	30	3
	CC-B1	B23-CAP-102	Foundations of Computer Science	3	3	20	50	70	3
			Practical	1	2	10	20	30	3
	CC-C1	B23-CAP-103	Logical Organization of Computer	3	3	20	50	70	3
			Practical	1	2	10	20	30	3
	CC-M1 B23-CAP-104	Mathematical Foundations for Computer Science-I	1	1	10	20	30	3	
			Practical	1	2	5	15	20	3
	MDC1	To be taken from other department							
	SEC1	To be taken from SEC Pool							
	VAC1	To be taken from VAC Pool							
	AEC1	To be taken from AEC Pool							
2	CC-A2	B23-CAP-201	Object Oriented Programming using C++	3	3	20	50	70	3
			Practical	1	2	10	20	30	3

	CC-B2	B23-CAP-202	Introduction to Web Technologies	3	3	20	50	70	3
			Practical	1	3	10	20	30	3
	CC-C2	B23-CAP-203	Concepts of Operating Systems	3	3	20	50	70	3
			Practical	1	2	5	15	20	3
	CC-M2	B23-CAP-204	Mathematical Foundations for Computer Science-II	1	1	10	20	30	3
			Practical	1	2	5	15	20	3
	MDC-2	To be taken from other department							
	SEC-2	To be taken from SEC Pool							
	VAC-2	To be taken from VAC Pool							
	AEC-2	To be taken from AEC Pool							
3	CC-A3	B23-CAP-301	Java OOP Foundations	3	3	20	50	70	3
			Practical	1	2	10	20	30	3
	CC-B3	B23-CAP-302	Linux and Shell programming	3	3	20	50	70	3
			Practical	1	2	10	20	30	3
	CC-C3	B23-CAP-303	Data Base Technologies	3	3	20	50	70	3
			Practical	1	3	10	20	30	3

	CC-M3	To be taken from other department							
	MDC-3	To be taken from other department							
	SEC-3	To be taken							
		from SEC Pool							
	AEC-3	To be taken from AEC Pool							
4	CC-A4	B23-CAP-401	Data Structures and Applications	3	3	20	50	70	3
			Practical	1	2	10	20	30	3
	CC-B4	B23-CAP-402	Front-end Development	3	3	20	50	70	3
			Practical	1	2	10	20	30	3
	CC-C4	B23-CAP-403	Computer Graphics	3	3	20	50	70	3
			Practical	1	2	10	20	30	3
	AEC-4	To be taken from AEC Pool							
	VAC-3	To be taken from VAC Pool							
	CC- M4(V)	To be taken from VOC Pool							
5	CC-A5	B23-CAP-501	Software Engineering	3	3	20	50	70	3
			Practical	1	2	10	20	30	3
	CC-B5	B23-CAP-502	Back-end Development	3	3	20	50	70	3
			Practical	1	2	10	20	30	3

	CC-C5	B23-CAP-503	Network Infrastructure and Data Communication Technologies	3	3	20	50	70	3
			Practical	1	2	10	20	30	3
	CC- M5(V)	To be taken from VOC Pool							
	SEC-4	Internship @ 4 Credits							
6	CC-A6	B23-CAP-601	Programming using Python	3	3	20	50	70	3
			Practical	1	2	10	20	30	3
	CC-B6	B23-CAP-602	Advanced Web Development	3	3	20	50	70	3
			Practical	1	2	10	20	30	3
	CC-C6	B23-CAP-603	Artificial Intelligence	3	3	20	50	70	3
			Practical	1	2	10	20	30	3
	CC-M6	To be taken from other department							
	CC- M7(V)	To be taken from VOC Pool							
7	CC-H1	B23-CAP-701	Principles & Paradigms of Programming Languages	4	4	30	70	100	3
	CC-H2	B23-CAP-702	Software Testing	4	4	30	70	100	3
	СС-Н3	B23-CAP-703	Data Mining and Warehousing	4	4	30	70	100	3
	DSE-H1	B23-CAP-704	NoSQL Databases	4	4	30	70	100	3
		Or							

				1	1	I	ı	1			
		B23-CAP-705	Cyber Security	4	4	30	70	100	3		
	PC-H1	B23-CAP-706	Practical	4	8	30	70	100	6		
	CC-HM1	B23-CAP-707	Cloud Computing	4	4	30	70	100	3		
8	CC-H4	B23-CAP-801	Design & Analysis of Algorithms	4	4	30	70	100	3		
	CC-H5	B23-CAP-802	Software Project Management	4	4	30	70	100	3		
	СС-Н6	B23-CAP-803	Emerging Trends in Information Security	4	4	30	70	100	3		
	DSE-H2	B23-CAP-804	Big Data	4	4	30	70	100	3		
		Or									
		B23-CAP-805	Machine Learning	4	4	30	70	100	3		
	PC-H2	B23-CAP-806	Practical	4	8	30	70	100	6		
	СС-НМ2	B23-CAP-807	Internet of Things (IoT)	4	4	30	70	100	3		
	OR										
	CC-H4	B23-CAP-801	Design & Analysis of Algorithms	4	4	30	70	100	3		
	CC-H5	B23-CAP-802	Software Project Management	4	4	30	70	100	3		
	CC-HM2	B23-CAP-807	Internet of Things (IoT)	4	4	30	70	100	3		
	Research	B23-CAP-808	Project/ Dissertation	12				300			

#### BACHELOR OF COMPUTER APPLICATIONS SCHEME OF EXAMINATION - THIRD YEAR(w.e.f 2015-16)

Paper No.	Title of Paper	External Marks	Internal ssessment	Maximum Marks	Pass Marks	Exam Duration
	$\mathbf{Semester} - \mathbf{V}$					
BCA-351	Web Designing Fundamentals	80	20	100	35	3hrs
BCA-352	Operating System-I	80	20	100	35	3hrs
BCA-353	Artificial Intelligence	80	20	100	35	3hrs
BCA-354	Computer Networks	80	20	100	35	3hrs
BCA-355	Programming Using Visual Basic	80	20	100	35	3hrs
BCΛ-356	Multimedia Tools	80	20	100	35	3hrs
	Semester – VI					
BCA-361	Web Designing Using Advanced Tools	80	20	100	35	3hrs
BCA-362	Operating System-II	80	20	100	35	3hrs
BCA-363	Computer Graphics	80	20	100	35	3hrs
BCA-364	Internet Technologies	80	20	100	35	3hrs
BCA-365	Advanced Programming with Visual Basic	80	20	100	35	3hrs
BCΛ-366	Programming in Core Java	80	20	100	35	3hrs
BCA-371	Lab-I Based on BCA-351 & 361	100			35	3hrs
BCA 372	Lab II Based on BCA 355 & 365	100			35	3hrs
Internal asse	sement will be based on the following criter	ria:				

Internal assessment will be based on the following criteria:

(I) Two Handwritten Assignments : 10 marks
(Ist Assignment after one month & IInd Assignment after two months)
(II) One Class Test : 5 marks
(one period duration)

(III) Attendance : 5 marks

#### Marks for Attendance will be given as under:

1. 91% onwards : 5 Marks
2. 81% to 90% : 4 Marks
3. 75% to 80% : 3 Marks
4. 70% to 75% : 2 Marks\*
5. 65% to 70% : 1 Mark\*

NOTE: 1. Practical exam will be conducted annually in two sessions. However the workload will be distributed in both the semesters according to the relevant papers.

<sup>\*</sup> For students engaged in co-curricular activities of the colleges only/authenticated medical grounds duly approved by the concerned Principal.

#### P.G COURSES

#### M.A (ENGLISH)

#### Semester I

Paper I: Literature in English (1550-1660)-I

Paper II :Literature in English (1660-1798)-I

Paper III: Literature in English (1798-1914)-I

Paper IV: Literature in English (1914-2000)-I

Paper V : Study of a Genre : Fiction-I

#### Semester II

Paper VI: Literature in English (1550-1660)-II Paper VII: Literature in English (1660-1798)-II

Paper VIII : Literature in English (1798-1914)-II

Paper IX: Literature in English (1914-2000)-II

Paper X : Study of a Genre : Fiction-II

#### Semester III

Paper XI: Critical Theory-I

Paper XII : American Literature-I

Paper XIII: Indian Writing In English-I

Paper XIV : Linguistics, Stylistics and ELT-I

Paper XV: Literature and Gender-I

#### Semester IV

Paper XVI: Critical Theory-II

Paper XVII: American Literature-II

Paper XVIII: Indian Writing In English-II

Paper XIX: Indian Writing In English-II

Paper XX : Literature and Gender-II

# M.A. (POLITICAL SCIENCE)

#### Semester I

Paper I: Western Political Thought-I

Paper II :Indian Government & Politics-I

Paper III: International Relations Theory-I

Paper IV: Public Administration-I

Paper V: Research Methodology-I

#### Semester III

Paper XI: Political Theory-I

Paper XII : Comparative Politics-I

Paper XIII: India's Foreign Policy &

Relations-I

Paper XIV: International Law-I

Paper XV: International Organization and

Global Order Studies-I

#### Semester II

Paper VI: Western Political Thought-II

Paper VII: Indian Government & Politics-II

Paper VIII: International Relations Issues

Paper IX: Public Administration-II

Paper X: Research Methodology-II

#### Semester IV

Paper XVI: Political Theory -II

Paper XVII: Comparative Politics -II

Paper XVIII: India's Foreign Policy &

Relations -II

Paper XIX: International Law -II

Paper XX: International Organization and

Global Order Studies-II

### M.Com-(Master of Commerce)

M.Com. Semester I

MC 101 Organisational Behaviour

MC 102 Business Environment

MC 103 Managerial Economics

MC 104 Company Law

MC 105 Accounting for Managerial Decisions

MC 106 Marketing Management

Semester III

**Compulsory Papers** 

MC 301 Computer Applications in Business MC 401 IT and E-Commerce

Optional Group I (Finance & Taxation)

MC 302 Advanced Financial Management

MC 304 Financial Institutions and Markets

Optional Group I (Marketing)

MC 308 Marketing Research

MC 309 Advertising Management

Optional Group I

(HRM and General Management)

MC 316 Human Resource Development

M.Com. Semester II

MC 201 Human Resource Management

MC 202 International Business Environment

MC 203 Strategic Marketing

MC 204 Financial Management & Policy

MC 205 Corporate Accounting

MC 206 Business Statistics

MC 207 Viva-Voce cum Case Study

Semester IV

**Compulsory Papers** 

Optional Group I (Finance & Taxation)

MC 403 Project Planning and Control

Optional Group I (Marketing)

MC 408 Sales Management

MC 409 Services Marketing

MC 410 Supply Chain Management

Optional Group I

(HRM and General Management)

MC 414 Corporate Governance MC 420 Viva-Voce cum Case

Study

Note: In M.Com. (Final), a student will take six papers in all taking one compulsory paper and not more than two papers from each of the three optional groups.

# M.Sc. (Mathematics)

Semester II
MM 407: Advanced Abstract Algebra -II
MM 408 : Real Analysis-II
MM 409 : Computer Programming Theory
MM 410 : Complex Analysis-II
MM 411 : Differential Equations-II
MM 412 : Practical-II

		Semester IV
Semeste	r III	Semester 1.
		MM 507: General Measure and Integration Theory
MM 501	: Functional Analysis	MM 508: Partial Differential Equations
MM 502	:Analytical Mechanics and Calculus	
	Of Variations	
		Optional Papers:
Optional	Papers:	
MM 503	: opt (i) Elasticity	MM 509: opt (i) Mechanics of solid-II
		MM 510: opt (ii) Fluid Mechanics -II
	: opt (ii) Fluid Mechanics-I	MM 511: opt (iii) Mathematical Aspects of
MM 505	: opt (iii) Integral Equations-I	
		Seismology
		MM 512
MM 506	: Practical-III	: Practical-IV

# Add On Courses

Sr. no	Name of course	Duration / credits	Course Code	Department
1	Certificate course in desktop publishing	60 Hours	CSDTP-01	Computer Science & IEDC
2	Certificate Course in Database Administration	30 Hours	CADA-01	Computer Application
3	Course on Vermicomposting	30 Hours	ZOVC-01	Zoology
4	Certificate course in floriculture	30 hours	BOOF-01	Botany
5	Leadership & Teamwork	30 Hours	CCLT-01	Commerce
6	Professional Etiquette	40 Hours	CCPE-01	Commerce
7	Group Discussion	40 Hours	ENGD-01	English
8	Interview Skills	30 Hours	ENIS-01	English
9	Public Speaking	40 Hours	HDPS-01	Hindi
10	Research Methodology	35 Hours	PSRM-01	Political Science
11	Rhythm: Course on Music instrumental	30 Hours	MIRM-01	Music
12	Sound Design and Music Vocal	30 Hours	MVSD-01	Music
13	WEB DESIGNING USING HTML	30 Hours	CSWD-02	Computer Science
14	Advertising & Marketing Communication	30 Hours	MCAM-01	Mass communication
15	Gender issues in Panchayati Raj Institutions	30 Hours	PGCC-73	Dr. Krishan Punia
16	Course in detection of adulterants in common food items	30 hours	CHCC-01	Chemistry
17	Human values and professional ethics	30 hours	VECC-01	Dr. Saroj Bala
18	Vedic Math	30 Hours	MVCC-01	Dr. Pinki
19	Stress Management	30 hours	PSSM-01	Dr. Anupama
	l .		1	<u> </u>

#### **IGNOU STUDY CENTER**

Indira Gandhi National Open University has chosen G.M.N. College, Ambala Cantt as its New Study Centre (06024) from the session 2015-16. The objective is to democratize higher education by taking it to the doorsteps of the learners/students and providing access to high quality education.

The Programmers/ courses offered by IGNOU are very cost effective, socially and academically relevant and high flexible in terms of admission rules, pace and duration of programme. GMN college IGNOU study centre is offering in the session 2019-20 M.A. Pol. Science, Bachelor's Degree programmes(BDP) - B.A and B.Com and Bachelor's Preparatory Programme (BPP). BPP is offered to those students who wish to do Bachelor's Degree of IGNOU but do not have qualifying Certificate of 10+2. To enrol such students to enter higher education stream, IGNOU has designed this preparatory programme in which eligibility criteria is no formal education and minimum age limit 18 years.

The college now plans to start following programmes in the coming session.

(i) M.A. Hindi

#### (ii) M.A. Economics

#### Schedule of Admission

For July Session	For January Session	Late Fee (Rs.)
1st February to 31st March	1st August to 1st October	Nil
1st April to 30th April	3 <sup>rd</sup> October to 31 <sup>st</sup> October	200
1st May to 31st May	2 <sup>nd</sup> November to 30 <sup>th</sup> November	500
1st June to 30th June	1st December to 20th December	1000

For any other enquiry, contact college office or Coordinator IGNOU Study Centre, Ms. Kamlesh Kumari.

#### LEAVE RULES

- (i) The students may apply for leave on the prescribed form available in the college office. The leave application must be recommended by the mentor and submitted to the Principal before it is availed of.
- A Mentor may grant leave up to one week.
- (iii) Only the Principal shall grant leave of a longer duration.
- (iv) A medical certificate from the college doctor or from the Govt. dispensary/ Hospital must accompany the leave application.

# LIST OF GOVT/KUK/OTHER SCHOLARSHIPS

1. Scholarship: Post Matric Scholarship to Scheduled Caste Students.

Eligibility: Lower Examination Passed Income Limit 250000/- only per annum. Domicile of Haryana, Scheduled Caste Certificate of Haryana, Other Conditions as per Govt. of Haryana.

2. Scholarship: Backward Class Scholarship.

Eligibility: Lower Examination Passed Income Limit 100000/- only per annum. Domicile of Haryana Backward Class Certificate of Haryana, Other Conditions as per Govt. of Haryana.

3. Scholarship: Dr. Radha Krishan Foundation Scholarship of U.G and P.G Classes.

Eligibility: Lower Examination Passed with 60% Marks for science stream students and 55% marks for other stream students / P.G. The applicant should not be in receipt of any other scholarship/stipend/ Financial Aid. The applicant should be on the rolls of the college. Other conditions as per KUK. Rate of scholarship RS.250/ per month for U.G and Rs. 300/- per month for P.G.

4. Scholarship: Haryana State Merit/Silver Jubilee Celebration Scholarship for P.G Students

Eligibility: Student must score at least a second division in the specified examination subject to further condition that in case of scholarship meant for M.A/M.Sc. Classes. No Income Limit Other conditions as per KUK.

- 5. Scholarship: Guru Harikrishan Educational Society Scholarship.
- 6. Scholarship: Kumari Rukmani Devi Memorial Trust Scholarship.
- 7. Scholarship: Verma Ji Charitable Trust Scholarship (only for girls).
- 8. Scholarship: Grand Daughters Freedom Fighter Scheme (only for girls)
- 9. Scholarship: Sports Scholarship from KUK& Sports Dept. of Haryana
- 10. Scholarship: Dr. K. K Jain (5 Scholarships of Rs.10000/ each)
- 11. Scholarship : Anjali Vadhawan Scholarship

Rs.5100/- per head per annum for fatherless girl child.

**Note:** Scholarship of SC/BC/Merit etc. category will be distributed through bank account based on Aadhar card. Eligible students are required to open their bank accounts after the admission.

#### FINE

Late Fee Fine: If the fees and dues are not paid within the notified period in the specified month, then the name of the student shall be struck off the college rolls. He/ She can be re-admitted on the payment of arrears and the re-admission fee rs.500/. The re-admission can be made only at the discretion of the Principal.

**Absence Fine:** Absence from the classes is punishable with the fine of Rs.5 per lecture/day. Absence from Practical/Tutorial/Composition is punishable with fine of Rs.10 per practical. Absentees of class test will be fined Rs. 50/.

Fees and Dues are refundable as per Kurukshetra University, Kurukshetra rules.

## FEE CONCESSION / BOOK BANK FACILITY

Fee concession facility would be available to Meritorious Students/Economically Poor Student/ Extraordinary/Sports Persons/Siblings.

Book Bank facility would be available only for Meritorious /Needy Students.

#### LIBRARY RULES

- There will be no separate Membership card for the library. The ID card of the College will be considered as a Library membership card. One should carry Library Membership card while entering into the library.
  - 2. All the students/teachers entering the Library shall put their bags and other belongings at the property counter.
  - 3. All the readers are advised not to leave their valuables at the Check Point. The library is not responsible for any loss of personal belongings.
  - 4. The library is an academic area. It is always expected to seat in a decent, disciplined and dignified way and maintains good ambiance for reading. Any type of violation like keeping legs on Chairs, Tables, Sofa, making noise, damaging and stealing of library infrastructures / Property, may lead to a disciplinary action.
  - 5. All the users are directed to verify the issued items/checked out items at the security counter by the library staff. Violation of this rule may lead to the disciplinary action.
  - 6. All readers advised to check and carry your belongings like Laptop, personal books etc while leaving the library. The Library will not be responsible for the loss of personal items or left behind by readers in the library
  - 7. No material from the Library should be taken out without proper issue/ recording. Any type of violation may lead to disciplinary action.
  - 8. If any reader found taking the book out from the library without following formal procedure, with intention/ by mistake will be considered as an unauthorized act, s/he will be penalized as per library disciplinary procedure.
  - 9. All the users will present themselves in "Q" for a Check at the 'Check Point' while going out of the library to ensure that they take out only checked out documents from the library.
  - 10. The borrowing facility can be restricted or suspended in case of misbehaviour or misuse of the Library facilities/materials
  - 11. Readers should not deface, mark, cut, mutilate or damage library resources in any way. If anyone is found doing so, he will be charged the full replacement cost of the resource.
  - 12. Borrowers, faculty, staff going on the leave with or without salary, deputation, study leave will have to return all borrowed material before leaving the station.
  - 13. On the loss of library Book, the matter has to be reported to the Librarian immediately.

- 14. On the loss of ID card/ Library membership Card has to be reported to the Librarian
- 15. Borrowers are advised not to issue Books to others on their names / Card.
  The membership card is not transferrable.
- Reference Documents like Dictionary, Encyclopaedia, Year Books, Journals (Loose & Bound), Theses, Project Reports, Census, Handbooks will not be issued out.
- All users are requested to keep their mobiles switched off / keep on silent mode in the
- 18. Conversation and discussion disturb library ambiance. Therefore, all are requested to maintain a dignified silence. If the discussion is necessary, the Group Study rooms should be utilized for the same.
- Smoking is not permitted in the Library.
- Beverages and Eatables are not allowed inside the library.
- 21. No visitor or guest is permitted to use the Library without the prior permission of the Librarian. She/he is required to produce a proper introduction letter from the concerned Institution/Organization to which he/she is attached.
- 22. Books Borrowed should be protected from RAIN, DUST, INSECT, etc.
- 23. Books removed from the shelves by students, if not required for reference, should be kept on the book trolley or on table nearest to them. Please do not try to shelve them yourself. Please remember that a book misplaced is a book lost.
- 24. The Librarian reserves the right to call back any issued book/item at any time from any user.
- 25. Feed Back forms are available at the circulation counter.
- 26. QR code of GMN library available on the College Website

Anybody can Scan it through their mobile camera/Browser/Apps and will be directly able to access the library Website/ Web Opac

### MENTORSHIP SYSTEM (2023-24)

The students are directed to contact their mentors in case of any problem related to subject combinations, Lecture shortage, Assessment, Leave applications, Library Books or any other problem related to their studies.

# CRITERIA FOR INTERNAL ASSESSMENT

Modalities/ Guidelines for implementation of the criteria for awarding Internal Assessment Marks in all Undergraduate and MA courses are as follows:

# Marks for Attendance will be given as under:

- 1. 91% onwards: 5 Marks
- 2. 81% to 90%: 4 Marks
- 3. 75% to 80 %: 3 Marks
- 4. 70% to 74% : 2 Marks\*
- 5. 65% to 69% : 1 Mark \*
  - \* Only for students engaged in co-curricular activities of the college/ authenticated medical grounds duly approved by the concerned Principal.
- 20 marks in each paper shall be earmarked for Internal Assessment. The Following parameters (with weightage of each) forming the basis of award of Internal assessment shall be adopted:

# A. For All Undergraduate Courses

1. Two handwritten Assignments : 10 marks  (1* Assignment after one month  & 2** assignment after two months)	
2. One class test/House test (one period duration) 3. Attendance B. For all M.A/M.Com. Courses	5 marks 5 marks
<ol> <li>One test/Seminar for each paper</li> <li>One Class Test</li> <li>Attendance</li> <li>For Practical:</li> </ol>	10 marks 5 marks 5 marks
One Seminar/Test/Viva/ Sessional     For each practical paper	10 marks
One class test    (one period duration)	5 marks
3. Attendance	5 marks

