

# INFORMATION BULLETIN

## 2018-19

# विवरणिका

## 2018-19



## SWAMI SHRADDHANAND COLLEGE

(University of Delhi)

Alipur, Delhi-110036

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### Teachers-in-charge of the Departments:

| S.No. | Department         | Name                      |
|-------|--------------------|---------------------------|
| 1.    | Botany             | Dr. Parveen Garg          |
| 2.    | Chemistry          | Dr. Gajendra Gaur         |
| 3.    | Commerce           | Mr. K. K. Joshi           |
| 4.    | Economics          | Dr. (Ms.) Manju Gupta     |
| 5.    | English            | Mr. Pankaj Kumar          |
| 6.    | Geography          | Dr. ( Ms.) Ushvinder Kaur |
| 7.    | Hindi              | Dr. Tek Chand             |
| 8.    | History            | Dr. Suraj Yadav           |
| 9.    | Microbiology       | Dr. ( Ms.) A. Archana     |
| 10.   | OMSP               | Ms. Sushila Thakran       |
| 11.   | Physical Education | Dr. Inder Mohan Dutta     |
| 12.   | Physics            | Mr. Ashish Tyagi          |
| 13.   | Political Science  | Mr. Manish Kumar          |
| 14.   | Sanskrit           | Dr. A. K. Dubey           |
| 15.   | Zoology            | Dr. (Ms.) Gauri Mishra    |

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## **ABOUT US**

Swami Shraddhanand College - a popular institution of higher education in the University of Delhi - takes its name and inspiration from the illustrious Swami Shraddhanand, who was a great social reformer, freedom fighter, religious leader and an eminent educationist. It had a humble beginning from Gandhi Ashram building at Narela more than 50 years ago. Presently located in the rural suburbs of North Delhi in Alipur, it caters to the educational needs of diverse students' community. It has taken great strides to become one of the prominent institutions of the university. The avowed purpose of the college is to provide holistic and inclusive educational environment in order to nurture and encourage its students, not only in their academic growth but also to turn students into becoming mature and responsible citizens of tomorrow. It aims to help them realize their true potential by providing integrated and multi-disciplinary education. It offers courses in all the three streams: Arts, Commerce and Science. The College has an effective strength of approximately 5000 students.

The college has a highly qualified and dedicated teaching faculty who guide their students in realizing their dreams of achieving excellence. It has state-of-art laboratories, spacious classrooms, well equipped library and a vast well maintained sports ground. The students of the college have excelled in numerous national and international sporting events like cricket, wrestling, ball badminton etc. and brought laurels to the institution. It has a technologically advanced seminar hall for conducting academic and creative activities. The amphitheatre provides space to the students for entertainment, re-creational and co-curricular activities. There is plenty of open space as the college runs from two campuses - the old and the new campus (adjacent to each other) - both being Wi-Fi enabled, well maintained and eco-friendly. The lush-green campuses are free from all sorts of pollution. The college is also equipped with all basic amenities like purified drinking water, clean and hygienic toilets, air-conditioned girls common room, medical room, canteen and Allahabad bank branch. The infrastructure supports person with special abilities. There is a dedicated parking space for students and teachers in both the campuses of the college.

There is rapid and dramatic transformation in ever evolving educational world. In order to meet the new challenges, the college administration and teaching faculty has always been endeavoring to introduce and equip their students with emerging technologies. The college believes in empowering its young students to be academically successful and culturally enlightened through various activities. The various college societies and associations sponsor and organize lecture series, seminars, workshops, academic field visits/ trips and exhibitions thereby making subjects more interesting and comprehensible. The active participation in the events organized by students union, NSS, NCC and WDC provides an opportunity to the youngsters to be alert and aware about their rights and duties, turning them into responsible citizens.

## PRINCIPAL'S DESK

We welcome you warmly to Swami Shraddhanand College - an institution for higher education with a long and prestigious past. This college was established in 1967 to cater to the educational needs of students of North Delhi and adjoining areas at affordable cost and convenience. In the initial years, the college strived its very best to impart higher education to primarily first generation students.

Our college has been re-affirming its commitment to provide quality education to the student community.

The college gives students an excellent opportunity to prepare for a bright future and at the same time laying emphasis to imbibe the value system, character building, academic excellence, social and ethical responsibility and dedication to work. In a way, it aims at strengthening mental faculty, expanding intellect and developing a mindset in order to make students capable of designing their future.

It is noteworthy that the college has made rapid strides in terms of both the strength and infrastructure. The new campus of the college is situated in an area of ten acres in a serene-green environment on the National Highway at Alipur. The college has a huge library, spacious and well equipped science and computer labs, well-maintained lawns and play ground. The college also has one of the best cricket play-grounds in Delhi. The college has dedicated faculty members to impart education in many subjects: Physics, Chemistry, Botany, Zoology, Microbiology, Mathematics, English, Hindi, Sanskrit, Commerce, Economics, History, Geography, Political Science, Physical Education and OMSP.

We are on the road to progress with many things still to be done in tune with the demands of changing times. We are confident and not complacent. We believe in growth and progress and we are also conscious of our duties and responsibilities.

Our aim is to help you achieve innovation and excellence by generating innovative and new resources, answers and best practices accessible for the greater good. I hope your stay at the College will be guided by its motto 'Reverence begets Wisdom'. I, once again, welcome you all to the Shraddhanand fraternity for an enlightening experience.

Dr. P V Khatri  
Acting Principal



## ACADEMIC CALENDAR 2018-19

| <b>Semester I/III/V</b>   |  |
|---|--|
| <b>Classes Begin</b>  | 20 <sup>th</sup> July, 2018 (Friday)   |
| <b>Mid-Semester Break</b>   | 15 <sup>th</sup> October, 2018 (Monday) to<br>21 <sup>st</sup> October, 2018 (Sunday)    |
| <b>Classes begin after Mid-Semester Break</b>                                   | 22 <sup>nd</sup> October, 2018 (Monday)  |
| <b>Dispersal of Classes, Preparatory Leave and Practical Examinations begin</b> | 16 <sup>th</sup> November, 2018 (Friday)   |
| <b>Theory Examinations begin</b>  | 30 <sup>th</sup> November, 2018 (Friday)   |
| <b>Winter Break</b>   | 17 <sup>th</sup> Decwember, 2018 (Monday) to<br>31 <sup>st</sup> December, 2018 (Monday) |

| <b>Semester II/IV/VI</b>  |   |
|---|---|
| <b>Classes Begin</b>  | 1 <sup>st</sup> January, 2019 (Tuesday)   |
| <b>Mid-Semester Break</b>   | 18 <sup>nd</sup> March, 2019 (Monday) to<br>24 <sup>th</sup> March, 2019 (Sunday) |
| <b>Classes begin after Mid-Semester break</b>                                   | 25 <sup>th</sup> March, 2019 (Monday)   |
| <b>Dispersal of Classes, Preparatory Leave and Practical Examinations begin</b> | 29 <sup>th</sup> April, 2019 (Monday)   |
| <b>Theory Examinations begin</b>  | 10 <sup>th</sup> May, 2019 (Friday)   |
| <b>Summer Break</b>   | 26 <sup>th</sup> May, 2019 (Sunday) to<br>19 <sup>th</sup> July, 2019 (Friday)    |

## **CBCS SYSTEM AT THE UNDERGRADUATE LEVEL**

Majority of Indian Higher education institutions have been following marks or percentage based evaluation system, which obstructs the flexibility for the students to study the subjects/courses of their choice and their mobility to different institutions. There is need to allow the flexibility in education system, so that students depending upon their interests and aims can choose inter-disciplinary, intra-disciplinary and skill based courses. This can only be possible when choice based credit system (CBCS), an internationally acknowledged system, is adopted. The CBCS not only offers opportunities and avenues to learn core subjects but also helps in exploring additional avenues of learning beyond the core subjects for holistic development of an individual. The CBCS will undoubtedly, facilitate as bench mark for courses with best international academic practices.

### **Advantages of CBCS**

- Shift in focus from the teacher-centric to student-centric education.
- Students may undertake as many credits as they can cope with (without repeating all courses in a given semester if they fail in one/more courses).
- CBCS allows students to choose inter-disciplinary, intra-disciplinary courses, skill oriented papers (even from other disciplines according to their learning needs, interests and aptitude) and more flexibility for students.
- CBCS makes education broad-based and at par with global standards. One can take credits by combining unique combinations. For example; Physics with Economics, Microbiology with Chemistry or Environment Science etc.
- CBCS offers flexibility for students to study at different institutions to complete one course (easy mobility of students). Credits earned at one institution can be transferred.

All first year courses in the college will be taught under CBCS system. The complete CBCS structure is as follows:

## COMPLETE CBCS STRUCTURE

| Course  | Semester-I  | Semester-II  | Semester-III   | Semester-IV  | Semester-V   | Semester-VI  |
|---|---|--|--|--|--|--|
| <b>B.Com. (Prog.)</b>   | Core - 2 Papers<br>Language - English<br>ABCC - Hindi/<br>English/Sanskrit                | Core - 2 Papers<br>Language - Hindi<br>AECC - EVS                          | Core - 2 Papers<br>SEC - Computer/<br>Cyber Crimes & Laws<br>Language - Hindi  | Core - 2 Papers<br>SEC - E-commerce/<br>Invnt. in Stock Market<br>Language - English                                       | DSE - 2 Papers<br>SEC- Entrepreneurship<br>/advertising<br>Generic - 1 Paper   | DSE - 2 Papers<br>SEC - Personal<br>Selling/Collective<br>Bargaining<br>Generic - 1 Paper  |
| <b>B.Com. (Hons.)</b>   | Core - 2 Papers<br>Generic - 1 Paper<br>AECC - Hindi/<br>English/ Sanskrit                | Core - 2 Papers<br>Generic - 1 Paper<br>AECC - EVS                         | Core - 3 Papers<br>Generic - 1 Paper<br>SEC - 1 Paper  | Core - 3 Papers<br>Generic - 1 Paper<br>SEC - 1 Paper  | Core - 2 Papers<br>DSE - 2 Papers  | Core - 2 Papers<br>DSE - 2 Papers  |
| <b>B.A. (Prog.)</b>   | Discipline - 1<br>Discipline - 2<br>Language - Hindi<br>AECC - Hindi/<br>English/Sanskrit | Discipline - 1<br>Discipline - 2<br>Language - English<br>AECC - EVS       | Discipline - 1<br>Discipline - 2<br>Language - English<br>SEC - 1 Paper  | Discipline - 1<br>Discipline - 2<br>Language - Hindi<br>SEC - 1 Paper  | DSE - 2 Papers<br>(one paper from each<br>discipline)<br>Generic - Paper<br>SEC - 1 Paper                            | DSE - 2 Papers<br>(one paper from each<br>Discipline)<br>Generic - 1 Paper<br>SEC - 1 Paper  |
| <b>B.A. (Hons.)</b><br>Hindi/History/<br>English/Geography  | Core - 2 Papers<br>Generic - 1 Paper<br>AECC - EVS  | Core - 2 Papers<br>Generic - 1 Paper<br>AECC - Hindi/<br>English/ Sanskrit | Core - 3 Papers<br>Generic - 1 Paper<br>SEC - 1 Paper  | Core - 3 Papers<br>Generic - 1 Paper<br>Sec - 1 Paper  | Core - 2 Papers<br>DSE - 2 Papers  | Core - 2 Papers<br>DSE - 2 Papers  |
| <b>B.Sc. (Prog.)</b><br>Physical Sc. (PS)<br>Discipline Courses -<br>Phy., Chem., Maths<br><b>Applied Life Science</b><br>(ALS)/Life Science<br>(LS)<br>Discipline Courses -<br>Botany, Zoo., Chem. | Discipline - 3 Papers<br>AECC - EVS   | Discipline - 3 Papers<br>AECC - English                                    | Discipline - 3 Papers<br>SEC PS - Phy./Maths/<br>Chemistry/Comp. Sc.<br>SEC - ALS and LS<br>- Botany/Zoology/<br>Chemistry | Discipline - 3 Papers<br>SEC PS - Phy./Maths/<br>Chemistry/Comp. Sc.<br>SEC - ALS and LS<br>- Botany/Zoology/<br>Chemistry | DSE - 3 Papers<br>(one paper form each<br>discipline)<br>SEC :-<br>LS - Chem./Bot./Zoo.<br>ALS - Chem./Bot./<br>Zoo. | DSE - 3 Papers<br>(one paper form each<br>discipline)<br>SEC :-<br>LS - Chem./Bot./Zoo.<br>ALS - Chem./Bot./<br>Zoo.<br>PS - Phy./Chem./<br>Maths/Comp. Sci. |
| <b>B.Sc. (Hons.)</b><br>Botany/Microbio./<br>Physics/Zoology  | Core - 2 Papers<br>Generic - 1 Paper<br>AECC - EVS  | Core - 2 Papers<br>Generic - 1 Paper<br>AECC - English                     | Core - 3 Papers<br>Generic - 1 Paper<br>SEC - 1 Paper  | Core - 3 Papers<br>Generic - 1 Paper<br>SEC - 1 Paper  | Core - 2 Papers<br>DSE - 2 Papers  | Core - 2 Papers<br>DSE - 2 Papers  |

Note: SEC : Skill enhancement Course; AECC: Ability Enhancement Compulsory Course; DSE: Discipline Specific Elective



## **COURSES OFFERED/SEATS ALLOCATED**

The following programmes of study are offered in the college in accordance with the regulations of the University of Delhi. All undergraduate and postgraduate courses shall be taught in the CBCS/ Semester mode in the academic session 2018-19.

| Courses of Study                       | Course Seats | Main Subject  |
|--|--------------|---|
| 1. M.A. Hindi                          | 14           | Hindi   |
| 2. B.A. (Hons.) English                | 62           | English   |
| 3. B.A. (Hons.) Hindi                  | 62           | Hindi   |
| 4. B.A. (Hons.) History                | 62           | History   |
| 5. B.A. (Hons.) Geography              | 62           | Geography   |
| 6. B.Sc. (Hons.) Zoology               | 31           | Zoology   |
| 7. B.Sc. (Hons.) Botany                | 31           | Botany  |
| 8. B.Sc. (Hons.) Physics               | 31           | Physics   |
| 9. B.Sc. (Hons.) Microbiology          | 31           | Microbiology  |
| 10. B.Sc. (Hons.) Chemistry            | 32           | Chemistry   |
| 11. B.Sc. (Prog.) Physical Science     | 92           | Chemistry, Physics, Maths   |
| 12. B.Sc. (Prog.) Life Science         | 92           | Chemistry, Botany, Zoology  |
| 13. B.Sc. (Prog.) Applied Life Science | 31           | Chemistry, Botany, Zoology  |
| 14. B.A. (Programme)                   | 277          | Language-1/ Language-2 Any two of the following: Economics, History, Political Science, Mathematics, Sanskrit, Office Management and Secretarial Practice, English/Hindi. |
| 15. B.Com. (Hons.)                     | 92           | Commerce  |
| 16. B.Com. (Prog.)                     | 370          | Commerce, Economics, English, Hindi   |

**Note:-** Hindi A / English A for students who have passed English / Hindi at class XII level  
Hindi B / English B for students who have passed English / Hindi at X level.  
Hindi C/English C for students who have passed English/Hindi at VIII level.  
CTH ( Compulsory test in Hindi) for students who have not read Hindi in school at any level.

\*Students will have the option to choose Hindi or English as the medium of instruction in B.A. (Programme) & B.Com (Programme). But separate English section will be provided only if there are enough number of students.

## **ELIGIBILITY REQUIREMENTS**

**No. of seats available in B.A. (Prog.) - 1st Year with following combinations**

**Section – A Total Strength 55**

Economics + Political Science : 50

Pol. Sci. + Hindi Disp. : 05

**Section – B Total Strength 60**

History + Political Science : 55

Pol. Sci. + Hindi Disp. : 05

**Section – C Total Strength 55**

Eco + History : 45

History+ Hindi Disp. : 05

Eco + Hindi Disp. : 05

**Section- D Total Strength 50**

OMSP + Political Science : 5

OMSP + Economics : 5

OMSP + History : 5

OMSP + Mathematics : 5

Sanskrit + OMSP : 5

Sanskrit + Pol Sc : 10

Sanskrit + Economics : 5

Sanskrit + History : 5

Economics + Mathematics : 5

**Section – E (English Medium) for all subjects: 57**

Economics + Pol. Science : 7

History + Pol. Science : 15

Economics + History : 5

Economics + Mathematics : 10

Eco + English Disp. : 5

History + English Disp. : 5

OMSP + English Disp. : 5

Pol. Sci + English Disp. : 5

- No change of subjects shall be allowed.
- If a student attends classes in a section which is not allotted to him/her, no attendance will be given.

## Science Courses

Minimum requirement for the students who have passed the Qualifying Examination and are seeking admission in Science courses:

|     | <b>Course</b>  | <b>Requirement of Subject Studied &amp; Passed</b>      | <b>Minimum Eligibility Conditions for Admission</b>   | <b>Basis of Selection</b>  |
|-----|--|---|---|--|
| (1) | (2)  | (3)   | (4)   | (5)  |
| 1.  | B.Sc. (Hons)<br>Botany<br>Zoology<br>Microbiology                              | Physics,<br>Chemistry<br>and Biology/Bio-<br>Technology | The overall %age in subjects in relevant column (3) should be 55% and in one compulsory language English should be 50%    | Selection will be made on the basis of marks in the aggregate of 3 science subjects (PCB) as mentioned in column (3) |
| 2.  | B.Sc. (Hons)<br>Physics<br>Chemistry   | Physics,<br>Chemistry,<br>Mathematics                   | The overall % age in 3 Subjects in relevant column (3) should be 55% and in one compulsory language should be 50% English | Selection will be made on the basis of marks in the aggregate of 3 science subjects (PCM) as mentioned in column (3) |
| 3.  | B.Sc.(Prog)<br>Physical Science  | Physics,<br>Chemistry,<br>Maths.                        | 45% more in the aggregate of 3 subjects as mentioned in column (3) (Practical &   | Selection will be made on the basis of marks in the aggregate of three science subjects mentioned in column (3)      |
| 4.  | a) B.Sc. (Prog)<br>Life Science<br>b) B.Sc. (Prog)<br>Applied Life<br>Science. | Physics,<br>Chemistry,<br>Biology,<br>Biotechnology     | Theory together) and in one compulsory language should be 40%   |  |

## Arts and Commerce Courses

Minimum requirement for the students who have passed the Qualifying Examination and are seeking admission in Arts and Commerce courses:

| <b>S.No.</b> | <b>Course</b> | <b>Minimum Percentage</b>                               | <b>Specific Requirements</b>   |
|--------------|---------------|---|--|
| (1)          | (2)           | (3)   | (4)  |
| 1.           | B.A.          | An aggregate of 40% marks in the qualifying Examination | The merit shall be determined on the basis of one language and three best elective subjects. One non listed ( List A ) subject can be included in the calculation of Best Four without any deduction |
|              |               |   | If a student opt for (except Hindi) as a subject, an advantage of upto 10% may be given in Best Four where MIL is offered as a subject.<br>5% higher deduction for change of stream                  |

|    |   |  |  |
|----|---|--|--|
| 2  | B.A. (Hons)<br>Hindi,<br>History<br>Geography,<br>English | An aggregate of 45% marks in the qualifying examination<br>1. For admission to Honours in English and Hindi , the applicant must have studied and passed respective language in the qualifying examination and should include respective language for calculation of Best Four<br>2. For admission to Honours in any language programme, advantage of 2% in the best four may be given to those who have studied that particular elective language | The merit shall be determined on the basis of one language and three best elective subjects (list A)   |
| 3. | B.Com. (Hons)   | An aggregate of 45% marks in the qualifying examination. Must have passed mathematic/ Business Mathematics in qualifying examination   | The merit shall be determined on the basis<br>one language from Part 1 of List C1 and three best three subjects out of Part 2 of List C1   |
| 4. | B.Com   | An aggregate of 40% marks in the qualifying examination.   | OR<br>one language from Part 1 of List C1 and any combination of subjects out of Part of List C1, List C2 or any other subject (not listed in C1 or C2 with a deduction of   |
|    |   |  | 1. For every subject from list C2, a deduction of 1% in the aggregate percent of Best four<br>2 For every other subject (not listed in List C1 or List C2, a deduction of 2.5% in the aggregate percent of Best four.<br><b>5% higher Cut-off for non-commerce stream.</b> |

Note : B.A (Prog.), B.Com. (Prog.) and B.Com. (Hons.) Have been Permitted to give a concession to women applicants of 1% in the cut-off by the admission committee of delhi University.

**Important information regarding Academic/Elective subjects (List-A)**

- The following Discipline subjects must be treated as Academic/Elective subjects for the purpose of undergraduate admission. All other subjects offered by different boards may be treated as non-elective.

|                           |              |                   |                          |
|---------------------------|--------------|-------------------|--------------------------|
| Arabic                    | French       | Legal Studies     | Punjabi                  |
| Bengali                   | Geography    | Mathematics       | Sanskrit                 |
| Botany                    | Geology      | Music             | Sociology                |
| Chemistry                 | German       | Persian           | Spanish                  |
| Commerce/Business Studies | Hindi        | Philosophy        | Statistics               |
| Computer Science          | History      | Physics           | Urdu                     |
| Economics                 | Home Science | Political Science | Zoology                  |
| English                   | Italian      | Psychology        | Biology/<br>Bitechnology |

**List C1- List of Core Subjects for Bcom. (Hons) / Bcom.**

| Part 1 (Language) | Part 2 ( Core Subjects)    |
|-------------------|----------------------------|
| English           | Mathematics                |
| Hindi             | Accountancy                |
|                   | Business Studies/ Commerce |
|                   | Economics                  |

**List C2- Additional List of Subjects for Bcom. (Hons) / Bcom.**

|   |                      |                   |            |
|---|----------------------|-------------------|------------|
| Botany                                    | Geography            | Legal Studies     | Psychology |
| Business Mathematics                      | Geology              | Philosophy        | Sociology  |
| Computer Science/<br>Information Practice | History              | Physics           | Statistics |
| Biology/ Biotechnology                    | Home Science Science | Political Science | Zoology    |
| Chemistry                                 |                      |                   |            |

## **IMPORTANT DATES FOR ADMISSION TO UNDER-GRADUATE COURSES (2018-19)**

| <b>Activity</b>   | <b>Date</b>  | <b>Time</b>            |
|---|--|------------------------|
| Online Registration   | 15 <sup>th</sup> May 2018  | 9.00 a.m.              |
| Last Date of Registration   | 7 <sup>th</sup> June 2018  |                        |
| Notification of First Admission List by colleges                    | 19 <sup>th</sup> June 2018   | 9.00 a.m.              |
| Document verification and approval of admission and Payment of Fees | Tuesday, 19 <sup>th</sup> June 2018 to Thursday 21 <sup>nd</sup> June 2018   | 9.00 a.m. to 1.00 p.m. |
| Notification of Second Admission List by the Colleges               | Monday, 25 <sup>th</sup> June 2018   | 9.00 a.m.              |
| Document verification and approval of admission and Payment of Fees | Monday, 25 <sup>th</sup> June 2018 to Wednesday, 27 <sup>th</sup> June 2018  | 9.00 a.m. to 1.00 p.m. |
| Notification of Third Admission List by the Colleges                | Saturday, 30 <sup>th</sup> June 2018   | 9.00 a.m.              |
| Document verification and approval of admission and Payment of Fees | Saturday, 30 <sup>th</sup> June 2018 to Tuesday, 3 <sup>rd</sup> July 2018   | 9.00 a.m. to 1.00 p.m. |
| Notification of Fourth Admission List by the Colleges (if any)      | Friday, 6 <sup>th</sup> July 2018  | 9.00 a.m.              |
| Document verification and approval of admission and Payment of Fees | Friday, 6 <sup>th</sup> July 2018 to Monday, 9 <sup>th</sup> July 2018       | 9.00 a.m. to 1.00 p.m. |
| Notification of Fifth Admission List by the Colleges (if any)       | Thursday, 12 <sup>th</sup> July 2018   | 9.00 a.m.              |
| Document verification and approval of admission and Payment of Fees | Thursday, 12 <sup>th</sup> July 2018 to Saturday, 14 <sup>th</sup> July 2018 | Upto 1 p.m.            |

## CUT OFF PERCENTAGE FOR ADMISSION AS ANNOUNCED IN 2017-18

| S.No. | Course                    | Gen.  | OBC  | SC | ST | PwD | K. M. |
|-------|---------------------------|-------|------|----|----|-----|-------|
| 1.    | B.Sc. Physical Sciences   | 79    | 73   | 62 | 55 | 55  | 63    |
| 2.    | B.Sc. Life Sciences       | 81.66 | 73   | 65 | 55 | 65  | 65    |
| 3.    | B.Sc. Appl. Life Science  | 80    | 73   | 64 | 55 | 65  | 65    |
| 4.    | B.Sc.(Hons.) Physics      | 90    | 88   | 71 | 55 | 55  | 70    |
| 5.    | B.Sc.(Hons.) Microbiology | 87    | 82   | 75 | 55 | 55  | 74    |
| 6.    | B.Sc.(Hons.) Zoology      | 84    | 77   | 69 | 55 | 55  | 68    |
| 7.    | B.Sc.(Hons.) Botany       | 83.66 | 80   | 69 | 55 | 55  | 65    |
| 8.    | B.Sc.(Hons.) Chemistry    | 88.66 | 87   | 73 | 55 | 55  | 70    |
| 9.    | B.Com.(Hons.)             | 86    | 74   | 68 | 55 | 55  | 68    |
| 10.   | B.A.(Hons.) History       | 78.5  | 76   | 70 | 60 | 65  | 70    |
| 11.   | B.A.(Hons.) Hindi         | 72.5  | 64.5 | 71 | 55 | 58  | 59    |
| 12.   | B.A(Hons.) Geography      | 79.5  | 75   | 72 | 55 | 72  | 71    |
| 13.   | B.A(Hons.) English        | 84.25 | 74   | 71 | 65 | 55  | 70    |
| 14.   | B.Com. (Prog.)            | 82    | 67   | 69 | 45 | 45  | 60    |
| 15.   | B.A. (Prog.)              | 75    | 65   | 68 | 50 | 65  | 66    |

## ADMISSSION COMMITTEES & ADMISSION CO-ORDINATORS

| Courses   | Conveners/Co-ordinators                             |
|---|---|
| 1. Admission Co-ordinator<br>Addl. Co-ordinator<br>Addl. Co-ordinator | Dr. S.B. Tyagi<br>Dr. V.P. Rana<br>Dr. Mukesh Kumar |
| 2. B.A. (Hons.) English   | Mr. Pankaj Kumar                                    |
| 3. B.A. (Hons.) Geography   | Dr. (Ms.) Ushvinder Kaur                            |
| 4. B.A. (Hons.) Hindi   | Dr. Tek Chand                                       |
| 5. B.A. (Hons.) History   | Dr. Suraj Yadav                                     |
| 6. B.Com (Hons./ Prog.)   | Mr. K. K. Joshi                                     |
| 7. B.Sc. (Hons.) Botany   | Dr. Parveen Garg                                    |
| 8. B.Sc. (Hons.) Chemistry  | Dr. Gajendra Gaur                                   |
| 9. B.Sc. (Hons.) Microbiology   | Dr. (Ms.) A.Archana                                 |



|   |  |
|---|--|
| 10. B.Sc. (Hons.) Physics   | Mr. Ashish Tyagi   |
| 11. B.Sc. (Hons.) Zoology   | Dr. (Ms.) Gauri Mishra   |
| 12. B.Sc. (Prog.) Life Sciences/<br>B.Sc. (Prog.) Applied Life Sciences | Dr. Parveen Garg (Convener)<br>Dr. (Ms.) Gauri Mishra<br>Dr. Gajendra Gaur   |
| 13. B.Sc. (Prog.) Physical Sciences                                     | Mr. Ashish Tyagi (Convener)<br>Dr. Gajendra Gaur<br>Dr. Seema Bansal   |
| 14. B.A. (Prog.)  | Mr. Pankaj Kumar (Convener)<br>Dr. Suraj Yadav<br>Dr. (Ms.) Manju Gupta<br>Mr. Manish Kumar<br>Dr. A. K. Dubey<br>Ms. Sushila Thakran                            |
| 15. Cultural Committee  | Dr. (Ms.) Shiva Upadhyay (Convener)<br>Dr. (Ms.) Aishwarya Mishra<br>Dr. (Ms.) Pratibha Rana   |
| 16. Sports Committee  | Dr. I. M. Dutta (Convener)<br>Dr. Gopal Lal Meena<br>Dr. Anand Malik   |
| 17. SC/ST/OBC (Grievance) Committee                                     | Dr. Gopal Lal Meena (Convener)<br>Mr. Pankaj Lakhera<br>Dr. Bhoopender Giri<br>Mr. Devender  |
| 18. Proctorial Board and Anti-ragging                                   | Dr. (Ms.) Rajni Arora (Convener)<br>Dr. S. B. Tyagi<br>Dr. V. P. Rana<br>Dr. J. K. Pandey<br>Dr. (Ms.) Vineeta Kumari<br>Dr. (Ms.) A. Archana<br>Dr. Suman Yadav |
| 19. Admission Grievance Committee                                       | Dr. V. P. Rana (Convener)<br>Dr. Mukesh Rana<br>Dr. Daljit Singh   |
| 20. SC/ST/OBC/PH Certificate Verification Committee                     | Dr. Gopal Lal Meena<br>Dr. Bhoopender Giri<br>Dr. Devender Kumar   |

## **ADMISSION PROCESS**

After approval of admission, the applicant has to log on to the undergraduate admission portal to make online admission fee payment. This may be done till 12.00 noon of the next day of the given admission list deadline.

**List of documents required at the time of admission (original as well as photo copies duly attested by a Gazetted Officer or the Principal of the institution last attended/self-attested):**

1. Marks-sheet of the last Qualifying Examination
2. Class X Certificate showing the date of birth and mark sheet
3. Provisional Certificate
4. Character Certificate
5. 6 (Six) Recent Passport Size Photographs
6. Proof of Residence and Aadhar.
7. Migration Certificate, in case the student is from outside Delhi.
8. SC/ST/OBC/PWD/KM/CW certificate if applicable
9. Self-attested copy of income certificate (for OBC non-creamy layer issued by competent authority)
10. Self attested copy of Sports/Extra-curricular Activities for the last three years.

### **Application Form (Special Note)**

1. No change of course will be allowed.
2. There will be separate registration for admission on the basis of sports and extra-curricular activities.
3. Any wrong or misleading information in the application will disqualify the applicant.
4. Students have to submit original certificates and the same will be returned after two months. However, if a student cancels admission, original certificates will be returned immediately.

### **Reservation of Seats**

There is reservation of seats upto 15% for Scheduled Castes, 7.5% for Scheduled Tribes, 27% for OBC (Non-creamy layer), 3% for Physically Handicapped and 5% for children/ widows of the Armed Forces killed or disabled in action in wars from 1947-48 onwards. Students belonging to Scheduled Castes, Scheduled Tribes, OBC and others should produce a certificate from the Commissioner, or any other authority recognized by the University of Delhi for this purpose.

## **ADMISSION PROCESS FOR PWD, SPORTS, EXTRA-CURRICULAR ACTIVITIES AND FOREIGN STUDENTS**

### **Procedure of Admission for Physically Handicapped Candidates**

1. 3% seats are reserved for the physically handicapped candidates for admission to under-graduate courses.
2. Physically handicapped candidates who secure admission on merit in the general category shall not be counted in the 3% quota. All candidates who wish to seek admission to this college and in courses where there is no entrance test should register themselves at the desk for persons with disabilities at the office of the Dean, Students Welfare (Main Campus), New Examinations Hall, near University Main Gate. The application forms will be available at the Registration Desk. The dates and time for availability and for submission of forms will be the same as that for general category students. Candidates have to register themselves on the prescribed preliminary form along with the Certificate of Physical Disability issued by the Chief Medical Officer of a District/Civil Surgeon or any Government Hospital authorized to issue such certificates.
3. The College would keep the required number of seats vacant in the course concerned till recommendations of the Medical Board are received and their cases decided. Thereafter, the candidates shall be placed in the merit list at the appropriate places.

### **Sports and ECA**

1. The Sports Admission Committee after trial shall screen/evaluate the applications & certificates. It will hold interviews and recommend admissions on the basis of performance and competency.
2. Any student submitting false/forged/fake certificate shall be debarred from admission to any course in the college. If he/she has already admitted and it is found that the certificate is not genuine, his/her admission shall be cancelled. Such cases will also be notified to all other colleges, and legal action will be taken.
3. The level of competency in the sport will be determined only of those candidates who have achieved distinctions in the sport during the last 3 years. Following is the order of preference for admission:
  - (a) Participated/ represented India in any event/game at the international level (certificate to be submitted from Ministry of Sports/Sports Federations).
  - (b) Participated in any event/game in Junior National Championship (certificate to be submitted from National Federation of the concerned game/s).
  - (c) Participated in the Winner/Runner-up Teams and secured 1st, 2nd or 3rd position in individual events in National School Games (certificate to be submitted from the National School Games Federation/Directorate of Education of the concerned state).

- (d) Participated in All India Rural Sports and Women Sports Festival securing 1st, 2nd or 3rd position in individual events or in a team event (certificate to be submitted from the National Institute of Sports).
- (e) Participated and secured 1st, 2nd or 3rd position in Inter-Zonal Tournaments or 1st, 2nd or 3rd position in individual events (certificate to be submitted from Director of Education of Sports).

**(Note:** The level of competitions in case of Sainik Schools, Kendriya Vidyalayas and Public Schools may be considered along with last category, i.e.(e))

- (4) As per the university guidelines of reserving 5% of the sanctioned seats for sports/ cultural and extracurricular activities, the seats under extra-curricular activities shall be divided equally between six categories: (i) Dramatics, (ii) Dance, (iii) Poetry, (iv) Painting, (v) Debates & Declamations, and (vi) Singing. These seats will further be divided between B.A. (Programme), B.A. (Honours), B.Sc. (Programme), and B.Sc. (Honours), B.Com. (Programme) and B.Com. (Honours) on the basis of 5% of total seats sanctioned for the different streams and subjects.

### Course: Total Seats

| Course         | Total Seats | Total 5%  | Sports    | Cultural  |
|----------------|-------------|-----------|-----------|-----------|
| B.A.           | 277         | 14        | 8         | 6         |
| B.Com (Prog.)  | 370         | 19        | 12        | 7         |
| B.Sc.(Prog.)   | 215         | 11        | 7         | 4         |
| B.Sc.(Hons.)   | 248         | 12        | 8         | 5         |
| B.A.(Hons.)    | 248         | 12        | 7         | 5         |
| B.Com. (Hons.) | 92          | 5         | 3         | 2         |
| <b>Total</b>   | <b>1450</b> | <b>73</b> | <b>45</b> | <b>28</b> |

A maximum relaxation of 5% will be given from the cut-off marks for eligibility in the desired subject through the extra-curricular quota.

The students applying for admission through cultural category must submit original certificates. If the certificates are not authentic, the admission shall be cancelled. Gap year cases will not be entertained.

- (6) The dates of trials for the selection of candidates under the sports category will be displayed on the notice board and University of Delhi website.

### Foreign Students

All foreign candidates seeking admission to any course in the college and satisfying the requisite requirements of the course applied are required to apply to Foreign Students Advisor, University of Delhi, Delhi-110007.

## **ADMISSION FEE AND OTHER CHARGES**

### **Total Fees course-wise to be Paid at the Time of Admission**

|   |             |
|---|-------------|
| 1. B.Sc. (Hons.) Botany   | Rs. 11955/- |
| 2. B.Sc. (Hons.) Chemistry  | Rs. 11955/- |
| 3. B.Sc. (Hons.) Physics  | Rs. 11955/- |
| 4. B.Sc. (Hons.) Microbiology   | Rs. 11955/- |
| 5. B.Sc. (Hons.) Zoology  | Rs. 11955/- |
| 6. B.Sc. (Prog.) Physical Science   | Rs. 11955/- |
| 7. B.Sc. (Prog.) Life Science   | Rs. 11955/- |
| 8. B.Sc. (Prog.) Applied Life Science   | Rs. 11955/- |
| 9. B.A. (Hons.) English   | Rs. 10855/- |
| 10. B.A. (Hons.) Hindi  | Rs. 10855/- |
| 11. B.A. (Hons.) History  | Rs. 10855/- |
| 12. B.A. (Hons.) Geography  | Rs. 11955/- |
| 13. B.A. (Prog.)  | Rs. 10855/- |
| 14. B.A. (Voc.)   | Rs. 11855/- |
| 15. B.Com. (Hons.)<br>(including Rs. 1000/- as Computer Centre Development fee)   | Rs. 11855/- |
| 16. B.Com (Prog.)<br>(including Rs. 1000/- as Computer Centre Development fee)  | Rs. 11855/- |
| 17. M.A. (Hindi)   Rs. 12091/-<br>{including University Library Security fee Rs. 1000/- (Refundable) & University<br>Library Development fee Rs. 200/-} |             |

*Note :* The students are advised to keep Xerox copies of Fee receipts with them for future use.

### **Admission and Mode of Payment (For admission to First Year only)**

1. Eligible students to login the Under-Graduate admission portal.
2. Select the College and Course in which seeking admission as per cut-off list.
3. Take printout of the admission form together with the documents and proceed to the college for verification.
4. College will verify and retain the certificates of the students.
5. College will approve the admission of the student on the on the Under-Graduate portal.
6. College Accounts Section will issue Fees Slip with College Roll No., Course, and Amount to the students.

## **CANCELLATION OF ADMISSION AND REFUND OF FEE**

### **Withdrawal of admission from the College**

When a student proposes to withdraw his/her admission from the college, he/she is required to write an application to the Principal intimating the date of withdrawal.

### **Rules for refund**

Refund of fees will be permitted as per the University rules.

## **ORIENTATION PROGRAMME**

The Orientation Programme for students of all courses who have taken admission in first year will be held on the first working day of the college, 9.00 a.m. onwards by the respective departments.

## **FINANCIAL ASSISTANCE/ SCHOLARSHIP TO STUDENTS**

### **Students Aid Fund**

The objective of this fund is to render financial assistance to deserving students to enable them to deposit their tuition/ examination fees or to purchase books. It also runs a Book Bank having 7,000 books which are lent to the students on loan.

### **Fee Concession and Prizes**

1. Fee concession is given to a few students on the basis of merit and individual needs.
2. Students belonging to the Scheduled Castes/Scheduled Tribes and Other Backward Classes are awarded scholarships by the Ministry of Education. Such students are required to apply to “The Secretary, Scheduled Castes/Tribes and the Backward Classes Board, Govt. of India” on prescribed form, through the Principal, immediately after joining the college.
3. Prizes are given to students for academic distinction in University Examinations and for distinguished performance in debates and other cultural activities. College sports colours are awarded to sportsmen winning distinction at inter-college meets.

### **Scholarships**

1. Raj Kumar Memorial Award for B.Com. (Prog.) and B.Com. (Hons.) to student who secures first position in the Ist Year.
2. Shraddhanand Memorial Scholarship for the topper of the college.
3. Dr. Chander Hans Pathak Award, Smt. Bhagwati Award and Sh. Ganga Lal Award to Art, Science and Commerce students respectively, who secure the first position in the Ist or IInd year examination.
4. Dr. C.P.Bali Award to B.A. (Prog) Ist, IInd and IIIrd year toppers students in English subject.
5. Dr. Anita Marwaha Award to B.A.(Hons.) English students, who secure the first position in the Ist, IInd and IIIrd year examinations.

## **FACILITIES**

### **Library**

The college library provide sample reading opportunities to the students. There are more than 90,000 volumes in the library at present and a significant number of books are added every year. The library is housed in the spacious ground floor of the college building in which the hall on the first floor serves as a reading room. Magazines and periodicals are always available to provide the latest information on current affairs.

### **Games and Sports**

Arrangement exists for Kho-Kho, Chess, Basketball, Wrestling, Kabaddi, Football, Badminton, Table Tennis, Cricket and many other outdoor and indoor games for boys and girls. Spacious grounds and sports materials are provided liberally to sports enthusiasts. The college holds annual sports meet regularly.

### **Medical Aid**

All the students will be medically examined at least once a year by the College Medical Officer. The students may refer their problems of health to the Medical Officer and get advice.

### **NCC and NSS**

Students who are medically fit can offer themselves for enrolment in NCC Army/ Navy/ Air Wings. There is also NCC (Girls Wing) in the college. NSS Scheme is sponsored by the Ministry of Education and Youth Services and its objective is to educate the youth through community services. It aims at enriching a student's personality by developing in her / him an understanding of the social environment in which the student lives. Those desirous of joining may contact NCC/NSS Officer.

#### **N.C.C. Officers:**

Lt. Dr. Mukesh Kumar (Army Wing Boys)

Lt. Cdr. Dr. I.M. Dutta (Naval Wing Boys)

Lt. Sushil Thakran (N.C.C. Wing Girls)

#### **N.S.S. Officers:**

Dr. Jagbir Singh

### **Transport**

The D. T. C. buses are available to and from Alipur: 103, 109, 112, 120, 124, 125, 129, 131, 135, 136, 144, 148, 149, 154, 171, 175, 193, 882. Nearest metro stations are Jahangir Puri and Haider Pur. However, all above buses are available from Jahangir Puri. People getting down at Haider Pur will have to walk till Mukund Pur and board same buses.



## **ACADEMIC/ CULTURAL ACTIVITIES AND SOCIETIES**

### **Academic and Cultural Societies / Associations**

1. Agrochemical Society
2. Audio-visual Society
3. Botanical Society
4. Commerce Society
5. Cultural Society
6. Debating Society,
7. Dramatics Society
8. Economics Society
9. English Society
10. Environment Society
11. Geography Society
12. Hindi Parishad
13. History Association
14. Mathematics Society
15. Microbiology Society
16. Photographic Association
17. Physics Association
18. Planning Forum
19. Political Science Association
20. Sahityiki
21. Sanskrit Parishad
22. Science Association
23. UN Association
24. World University Services
25. Zoological Society.
26. Chemistry Society.

### **Centres of Excellence**

1. Art Foundation
2. Environment Education Centre
3. Gandhi Study Circle
4. Women Development Centre
5. Writers Forum
6. Career Placement Cell

### **College Magazine**

The college brings out its annual magazine 'Shraddha' To cultivate, encourage and give wings to literary aspect of students. The magazine is published in three languages– English, Hindi and Sanskrit–and represents the faculties of Arts, Commerce & Science. Its Editorial Board comprises of five student members and five teachers.

## DEPARTMENTAL PROFILE AND FACULTIES

### Department of Botany

The Department of Botany was established along with inception of the college. The Department offers Honors and applied courses in Agrochemical and Pest Management. There are four well furnished and adequately equipped laboratories to conduct all kinds of practical. It has Botanical garden in the college which has different varieties of plants. Our students are well placed in different fraternity of life. We have following dedicated and well qualified faculty for each stream of subject.

#### Faculty Members:

Dr. (Ms.) Geeta Saxena, M.Sc., Ph.D., Associate Professor

Dr. (Ms.) Renu Garg, M.Sc., Ph.D., Associate Professor

Dr. (Ms.) Sadhna Babbar, M.Sc., M.Phil., Ph.D., Associate Professor

Dr. (Ms.) Rekha Joshi, M.Sc., Ph.D., Associate Professor

Dr. Parveen Garg, M.Sc., M.Phil., Ph.D., Associate Professor (Teacher-in-charge)

Ms. Madhulika Singh, M.Sc., M.Phil., Assistant Professor

Dr. Bhupender Giri, M.Sc., Ph.D., Assistant Professor

The departments also has 6 well qualified Ad-hoc faculty members

### Department of Chemistry

The Department of Chemistry of the college offers Honors course in Chemistry and an applied course in Agrochemicals and Pest Management. The department has six well furnished laboratories equipped with modern instruments, to conduct all sort of experiment. The department organizes various academic activities under the chemical society 'CHEMICA'.

#### Faculty Members:

Dr. S. B. Tyagi, M.Sc., Ph.D., Associate Professor

Dr. Bhupinder Mehta, M.Sc., Ph.D., Associate Professor

Dr. Gajendra Gaur, M.Sc., Ph.D., Associate Professor (Teacher-in-charge)

Dr. Pradeep Pratap Singh, M.Sc., Ph.D., Assistant Professor

Dr. (Ms.) Saraswati Kanodia, M.Sc., Ph.D., Assistant Professor

Dr. (Ms.) Suman Yadav, M.Sc., Ph.D., Assistant Professor

The department also has eight well qualified Ad-hoc faculty members

## **Department of Commerce**

The Department of Commerce, set up in 1967, has imbibed to explore new frontiers of knowledge and innovation in academics. In its history spanning over decades, it has fulfilled its role of imparting education in the field of commerce. The Department prides on being the premier faculty for course curriculum development, teaching and research in Commerce discipline. The rapid growth of the Department of Commerce is reflected by the fact that B. Com. (Hons.) and B.Com. (Prog.) are 1/3 the strength of the college.

### **Faculty Members:**

Mr. N. K. Oberoi, M.Com. M.Phil, Associate Professor

Mr. Gulshan Rai Luthra, M.Com., M.Phil, Associate Professor

Dr. P.V. Khatri, M.Com., LL.B., Ph.D., MBA, Associate Professor (Acting-Principal)

Dr. R. N. Srivastava, M.A., Ph.D., Associate Professor

Mr. K.K. Joshi, M.Com., Associate Professor (Teacher-in-charge)

Ms. Sudhanshu Bansal, M.Com., Associate Professor

Dr. (Ms.) Renu Sobti, M.Com., M.Phil., Ph.D., Associate Professor

Dr. D.R. Jalwani, M.Com., Ph.D., Assistant Professor

The department also has 16 well qualified Ad-hoc faculty members

## **Department of Computer Science**

The Department of Computer science remains an integral part of the institution. It has an organizational structure that can respond dynamically to the changing technologies in the field of IT and research. The thrust areas are the development of data science, internet applications, multimedia information and advanced large scale software system. It conducts a wide range of studies on information and intelligence technology including cross disciplinary research.

### **Faculty Members:**

Dr. Meera Sharma, M.C.A., M.Phil., Ph.D., Assistant Professor (Teacher-in-charge)

The department also has two well qualified Ad-hoc faculty members.

## **Department of Economics**

The Department of Economics came into existence in 1967 along with inception of the college. The thrust areas of the department are open economy, micro/ macro economics, public finance monetary economics, industrial development, population studies etc. The teaching programmes in the department focuses on the proper blending of quality and relevance.

**Faculty Members:**

Dr. (Ms.) Manju Gupta, M.A., Ph.D., Associate Professor (Teacher-in-charge)

Dr. (Ms.) Saudamini Das, M.A., M.Phil., Ph.D., Associate Professor (On leave)

Dr. T. P. Sinha, M.A., M.Phil., Associate Professor

Ms. Sangeeta Rani, M.A., Assistant Professor (On leave)

Mr. Jitender Kumar Pandey, M.A., M.Phil., Assistant Professor

Ms. Aruna Shokeen, M.A., Assistant Professor

Dr. Joginder Singh, M.A., M.Phil., Ph.D., Assistant Professor

It has a total strength of nine members including three Ad-hoc teachers.

**Department of English**

The Department of English is professionally competent, conscientious in the discharge of teaching and demonstrably engaged in research and other duties. The Department has been the hub of teaching and research activity, attracting a huge cross-section of students. In addition to their normal academic activities, most of the teachers have been undertaking various research projects.

**Faculty Members:**

Dr. Yogesh Kumar Sharma, M.A., Ph.D., Associate Professor

Dr. (Ms.) Saroj Bala, M.A., M.Phil., Ph.D., Associate Professor

Dr. (Ms.) Kuhu Chanana M.A., Ph.D., Associate Professor ( on leave)

Dr. Provokar Palaka M.A., M.Phil., Ph.D., Assistant Professor

Mr. Pankaj Kumar M.A., M.Phil., Assistant Professor (Teacher-in-charge)

Mr. Bijay Kumar Padhan M.A., M.Phil., Assistant Professor

The department also has seven well qualified Ad-hoc faculty members.

**Department of Geography**

The Department of Geography has an excellent reputation for its teaching and research by its world-class academics. The Geography Department brings together physical and human Geography, offering students the opportunity to develop knowledge and practical skills valuable for their chosen careers. Teachers address many urgent concerns facing the world today, which includes climate change, urban development, migration, environmental management and geopolitics. Our taught programmes are innovative and interdisciplinary, and we are committed to the importance of field courses, research-based learning and supporting our students in achieving their potential.

**Faculty Members:**

Dr. Daljit Singh, M.A., M.Phil., Ph.D., Associate Professor  
Dr. Jagbir Singh, M.A., M.Phil., Ph.D., Associate Professor  
Dr. Anand Malik, M.A., M.Phil., Ph.D., Associate Professor  
Dr. (Ms.) Preeti Malik, M.A., M.Phil., Ph.D., Assistant Professor  
Dr. (Ms.) Ushvinder Kaur, M.A., Ph.D., Associate Professor (Teacher-in-charge)  
Dr. (Ms.) Kiran Dabas, M.A., M.Phil., Ph.D., Assistant Professor  
Dr. (Ms.) Anjali Yadav, M.A., M.Phil., Ph.D., Assistant Professor

**Department of Hindi**

The aim of the Hindi Department of college is to make students better citizens besides giving them a good formal education. The Cultural and literary societies of Department 'Hindi Sahitya Sabha' and 'Hindi Sahityiki' have been actively involved in organizing seminars, special lectures, hindi literary quiz, debates, creative writing, poem recitation competition etc. which are interdisciplinary in nature and attempts to highlight various trends and literary forms evolving in the field of hindi literature. All the teachers of the department are highly qualified.

**Faculty Members:**

Dr. (Ms.) Vineeta Kumari, M.A., M.Phil, Ph.D., D.Litt, Associate Professor  
Dr. (Ms.) Kamlesh Sareen, M.A., Ph.D., Associate Professor  
Dr. Tek Chand, M.A., M.Phil., Ph.D., Assistant Professor (Teacher-in-charge)  
Dr. Pradeep Kumar, M.A., M.Phil., Ph.D., Assistant Professor  
Dr. Gopal Lal Meena, M.A., Ph.D., Assistant Professor  
Dr. Uma Shankar Chaudhary, M.A. Ph.D., Assistant Professor  
Dr. (Ms.) Pratibha Rana, M.A., Ph.D., Assistant Professor  
Dr. (Ms.) Aishwarya Mishra, M.A., Ph.D., Assistant Professor  
Dr. Sudhanshu, M.A., Ph.D., Assistant Professor  
Dr. Anil Kumar, M.A., Ph.D., Assistant Professor

**Department of History**

The Department of History has its thrust area like ancient, medieval and modern history which are taught at the college. Department facilitates many activities, helping and providing opportunities to its students, to see and understand the past and recognize its current relevance.

**Faculty Members:**

Dr. Amar Nath Jha, M.A., Ph.D., Associate Professor  
Dr. V.P. Rana, M.A., Ph.D., Associate Professor  
Dr. Shalabh Chikara, M.A., M.Phil., Ph.D., Associate Professor  
Dr. Suraj Yadav, M.A., M.Phil., Ph.D., Associate Professor (Teacher-in-charge)  
Mr. Kumar Sanjay Singh, M.A., M.Phil., Associate Professor  
Dr. (Ms.) Aditi Gupta, M.A., Ph.D., Assistant Professor  
Mr. Manish Sharma, M.A., M.Phil., Assistant Professor  
Mr. Ranjan Kumar, M.A., Assistant Professor  
Mr. Umesh Dubey, M.A, Assistant Professor  
Dr. (Ms.) Sadhana Kushwaha, M.A, Ph.D., Assistant Professor  
Mr. Devender Kumar, M.A, Assistant Professor  
Dr. L. B. Swarnkar, M.A, Ph.D., Assistant Professor

**Department of Mathematics**

The Department of Mathematics with its focus on key areas like business mathematics and statistics has been running for many years at the college. The department has undertaken many activities to make the subject interesting and relevant for its students. It has strength of five well qualified faculty members.

**Faculty Members:**

Mr. R. K. Srivastava, M. Sc., M. Phil., Associate Professor  
Ms. Rajinder Kaur, M. A., M. Phil., Assistant Professor  
Dr. (Ms.) Seema Bansal, M. A., M. Phil., Ph.D., Associate Professor (Teacher-in-charge)  
The department also has two well qualified Ad-hoc faculty members.

**Department of Microbiology**

Since its inception in 1987 (first in the University of Delhi), the Department of Microbiology at undergraduate level around eight hundred students have received honors degrees from here and have gone on to pursue higher studies in various prestigious institutes in India and abroad. Most of them are well placed as academicians and researchers all over the world or pursuing their career in allied fields.

**Faculty Members:**

Dr. (Ms.) Renu Dutt, M. Sc., Ph. D., Associate Professor  
Dr. S. K. Srivastava, M. Sc., Ph. D., Associate Professor

Dr. (Ms.) Anjana Kapoor, M. Sc., Ph. D., Associate Professor

Dr. (Ms.) A. Archana, M. Sc., Ph. D., Associate Professor (Teacher-in-charge)

The departments also has three well qualified Ad-hoc faculty members.

### **Department of Physical and Sports Education**

The Department of Physical and Sports Education of the college is one of the most prestigious departments in Delhi University. Sportsmen of the college have consistently been performing well since the inception of the college in events like cricket, base-ball, ball badminton, soft-ball, kabaddi and wrestling under guidance and mentoring of its teachers.

#### **Faculty Members:**

Dr. I. M. Dutta, M. P. Ed., M. Phil., Ph. D., Associate Professor

The department also has one well qualified Ad-hoc faculty member

### **Department of Physics**

The Department of Physics, established in 1967, offers undergraduate course like B.Sc. (Hons.) Physics and B.Sc. Physical Sciences as an allied course Faculty members carry out fundamental and advanced research on contemporary topics in science disciplines like material and condensed matter physics, high energy physics, plasma physics, and theory & computational physics.

#### **Faculty Members:**

Dr. Vinod Prasad, M.Sc., M.Phil., Ph.D., Associate Professor

Dr. Babu Lal, M.Sc., M.Phil., Ph.D., Associate Professor

Dr. (Ms.) Namrata Sharma, M.Sc., Ph.D., Associate Professor

Dr. Mukesh Rana, M.Sc., Ph.D., Assistant Professor

Dr. Ruby Gupta, M.Sc., Ph.D., Assistant Professor

Mr. Ashish Tyagi, M.Sc., M. Tech., Assistant Professor (Teacher-in-charge)

Dr. (Ms.) Shiva Upadhyay, M.Sc., Ph.D., Assistant Professor

The department also has two well qualified Ad-hoc faculty members

### **Department of Political Science**

The Department of Political Science offers interdisciplinary courses to students of B.A. (Programme). It is committed for the overall personality development of the students. The department is academically active and organizes regular talks/ seminars on contemporary social and political issues. It encourages students for out of box thinking thereby helping them explore and realize their dreams.

**Faculty Members:**

Mr. Pankaj Lakhera, M.A., Assistant Professor

Mr. Manish Kumar, M.A., M.Phil, Assistant Professor (Teacher-in-charge)

The department also has three well qualified Ad-hoc teachers.

**Department of Sanskrit**

The Department of Sanskrit was established in 1967 and is engaged in teaching sanskrit as an inter-disciplinary subject. It helps the students in keeping abreast with glorious and rich cultural heritage of the country. The department organizes academic activities and talks by eminent academicians/ scholars for overall growth of its students.

**Faculty Member:**

Dr. A.K. Dubey, M. A., M.Phil., Ph.D., Assistant Professor

**Department of Zoology**

The Department is integral part of the college since its inception in 1967. Besides having Honors course in Zoology, faculties of the department also teach the subject to B. Sc. (Prog.) Life Science and B. Sc. (Prog.) Agrochemicals and Pest Management. The department has four well furnished and equipped laboratories to conduct various experiments.

**Faculty Members:**

Dr. (Ms.) Rajni Arora, M.Sc., Ph.D., Associate Professor

Dr. (Ms.) Tanushri Saxena, M.Sc., Ph.D., Associate Professor

Dr. (Ms) Neera Mehra, M.Sc., Ph.D., Associate Professor

Dr. S.K. Sagar, M.Sc., Ph.D., Associate Professor

Dr. Surender Kumar, M.Sc., Ph.D., Associate Professor

Ms. Mayanglambam Thoibi Devi, M.Sc., Assistant Professor (on leave)

Dr. (Ms.) Gauri Mishra, M.Sc., Ph.D., Assistant Professor (Teacher-in-charge)

The department also has eight well qualified Ad-hoc faculty members

**Office Management and Secretarial Practices (OMSP)**

The Department of Office Management and Secretarial Practices started in 1985 as a vocational course. It aims to equip its students to become professionally competent and to undertake secretarial and managerial positions in both public sector and private organizations.

**Instructor:**

Ms. Sushila Thakran, M.A., PGDCA, M.Phil

**Librarian**

Ms. Neetika Sharma (On leave)



## **ADMINISTRATION**

### **Acting-Principal**

Dr. P.V. Khatri

### **Bursar**

Dr. S. B. Tyagi

### **Secretary, Staff Council**

Dr. Daljit Singh

### **Examination In-charge**

Mr. R. K. Srivastava

### **Addl. Examination In-charge**

Dr. Mukesh Kumar

### **Administrative Officer (Oftg.)**

Dr. Dharam Veer Bhardwaj

### **Nodal Officer**

Dr. Dharam Veer Bhardwaj

### **Public Information Officer**

Dr. Dharam Veer Bhardwaj

### **Section Officer (Accounts) (Offg.)**

Mr. S. K. Dahiya

### **Section Officer (Administration) (Offg.)**

Mr. Rahul Pathak

### **Dealing Assistants**

Mr. Mukesh: B.Com. (Hons.)

Mr. Subhash: B.Com (Prog.)

Mr. Shikhar Raj: B.A. (Prog.)

Mr. Manoj Kumar: B. A. (Hons.) English/Hindi/Geography/History

Mr. Sachin Kumar: B.Sc. (Hons.) Botany/Chemistry Science/Chemistry/Microbiology/

Methametics/Physics/Zoology & B.Sc. Programme

## **DISCIPLINARY CONTROL AND ACADEMIC REGULATIONS**

### **Discipline**

The Proctorial Board and Anti-Ragging Committee promotes a healthy atmosphere and clean environment in the college. It looks into the problems of the students and has the right to sit for judgment in cases involving breach of discipline. The students may note that the following aspects of conduct will be regarded as a breach of discipline:

1. Negligence in assigned task and class work;
2. Causing disturbance in classes;
3. Defiance towards teachers or any other college authority;
4. Misconduct in the class, causing damage to the furniture or any college property;
5. Inciting others to create trouble;
6. Shouting and loitering in the college premises;
7. Walking out of the classes without permission;
8. Smoking in the college premises;
9. Diversion of buses from the recognized routes is a serious offence and will invite strict disciplinary action, including expulsion from the college;
10. Ragging in any form is strictly prohibited in accordance with the University of Delhi Ordinance XV-C, which reads as under:
  - Ragging in any form is strictly prohibited within the premises of the college and any part of the university system as well as on public transport.
  - Any individual or collective act or practice of ragging constitutes gross indiscipline and shall be dealt with severity under this ordinance.
  - Ragging ordinarily means any act, conduct or practice by which dominant power or status of senior students is brought to bear on students freshly enrolled or students who are in any way considered junior or inferior by other students and includes individual or collective acts or practices which:
    - (a) involve physical assault, or threat, or use of physical force;
    - (b) violate the status, dignity and honour of women students;
    - (c) violate the status, dignity and honour of students belonging to the Scheduled Castes and Tribes;
    - (d) expose students to ridicule and contempt that affect their self-esteem;
    - (e) entail verbal abuse and aggression, indecent gestures and obscene behaviour.

## **Sexual Harassment**

Sexual harassment shall include the following as per the University of Delhi Ordinance XV-D which reads as under:

1. When unwelcome advances, and verbal, non-verbal and/or physical conduct such as loaded comments, remarks or jokes, letters, phone calls or e-mails, gestures, exhibition of pornography, lurid stares, physical contact, stalking, sounds or display of derogatory nature have the purpose and/or effect of interfering with an individual's performance by creating an intimidating, hostile, or offensive environment.
2. When deprecatory comments, conduct or any such behaviour is based on the gender identity/sexual orientation of the person and/or when the classroom or other public forum of the university is used to denigrate/discriminate against a person or create a hostile environment on the basis of a person's gender identity/ sexual orientation.
3. The disciplinary action shall be commensurate with the nature of violation of the ordinance.

## **College working hours**

The college starts at 8.30. a.m. and each period is of 60 minutes. The classes will be held six days a week starting from 20th July, 2018.

## **Tutorial / Preceptorial Classes**

The students are advised to attend their respective classes, whether their results have been declared or not by the University. Apart from the regular lecture classes, the students are required to attend tutorial/preceptorial classes as per the time-table and do the work assigned to them on a regular basis. Any slackness on their part in attending their classes (lectures, preceptorial, and tutorials) shall be dealt with severity. Habitual offenders in such cases may even be debarred from taking their annual examination.

## **Internal Assessment**

The highlights of internal assessment are as follows:

1. The 25% of the maximum marks in each paper are assigned to internal assessment and the remaining 75% marks to the annual University examination. The time/ duration and other modalities of the annual examination in respect to this 75% component shall remain as per existing schemes of examination of various undergraduate courses.
2. The internal assessment marks will be shown separately in the mark-sheet issued by the University. The internal assessment marks will be added to the annual examination marks for determining the division of the student.
3. The promotion criteria shall be as per the ordinances for the University examinations, as applicable to respective courses.
4. The internal assessment includes assignments (10 marks), class test (10 marks) and attendance (5 marks).

## **Assignment/Presentation/Project Report and Class Test**

Each student shall be assessed on the basis of written assignments/tutorials as well as on the basis of written reports/term papers/seminars. Such work shall be assessed and 10% weightage shall be given to students depending on his/her performance.

Each student shall also have to take class test for each paper studied during a semester. And 10% weightage shall be given to students on the basis of their performance in the test.

## **Attendance Requirements**

Your attention is particularly drawn to attendance requirements for the eligibility to the annual examinations as per the rules of the University of Delhi. Minimum required attendance should be 66.67% of total lectures, practicals, and preceptorials and tutorials. Attendance rules will be strictly adhered to.

### **Notes:-**

The regulation regarding mode of calculation of attendance will be based on the principles contained in the resolutions of Academic Council of Delhi.

1. In the case of science subjects, the requisite attendance shall be required in theory and practical separately.
2. In the case of B.Sc. (Prog.) course, the requisite attendance shall be required in each of the subjects.
3. In the case of B.Sc. (Hons.), B.A. (Hons.) and B.Com. (Hons.), the requisite attendance shall be required in each subject.
4. In the case of B.Com. (Prog.) and B.A. (Prog.), the requisite attendance shall be required in each subject

The 5% weightage will be given for regularity in attending lectures/ preceptorials and tutorials. The credits for regularity in each paper, based on attendance, shall be as follows:

| <b>Percentage</b> | <b>Marks out of 5</b> |
|-------------------|-----------------------|
| 67% - 69.9%       | 1                     |
| 70% - 74.9%       | 2                     |
| 75% - 79.9%       | 3                     |
| 80% - 84.9%       | 4                     |
| 85% - 100%        | 5                     |

**Students having less than 66.67% attendance shall not be allowed to take the annual examination.**

Marks obtained for attendance shall be calculated on the basis of total marks to be assigned for a particular paper.

### **Identity Card**

Every student will be issued an Identity Card. The students are required to keep their Identity Cards and produce the same on demand. Students will have to deposit the Identity Card to the college office while claiming back their securities. In case of loss of Identity Card, the students shall have to deposit Rs.100, and produce a copy of the FIR from the concerned Police Station and also submit an affidavit to this effect for getting a duplicate Identity Card issued.

### **Refund of Security Deposit**

Security deposits are refundable, but payment will be made only on application and after deduction of outstanding dues, if any. If no application is received from a student within three years of leaving the college, the amount shall lapse to the College account.

### **Our Young Achievers: University Top Rankers/ Merit Holders**

| <b>S.No.</b> | <b>Name</b>       | <b>Course</b>                     | <b>Year</b> | <b>University Position</b> |
|--------------|-------------------|-----------------------------------|-------------|----------------------------|
| 1.           | Usha Rani         | B.Sc.(Hons.)Botany II year        | 2001        | II                         |
| 2.           | Hemant Kumar      | B.Sc.(Hons.)Botany II year        | 2001        | III                        |
| 3.           | Preet Khatri      | B.Sc.(Hons.) Zoology I year       | 2002        | I                          |
| 4.           | Sikander Alarn    | B.Sc.(Hons.)Microbiology II year  | 2002        | I                          |
| 5.           | Sikander Alam     | B.Sc.(Hons.)Microbiology III year | 2003        | II                         |
| 6.           | Dinesh Giri       | B.Sc.(Hons.)Microbiology I year   | 2003        | III                        |
| 7.           | Anupam Mittal     | B.Sc.(Hons.)Microbiology I year   | 2004        | III                        |
| 8.           | Pinki Rani Dhull  | B.Sc.(Hons.)Microbiology I year   | 2005        | I                          |
| 9.           | Anupam Mittal     | B.Sc.(Hons.)Microbiology II year  | 2005        | III                        |
| 10.          | Anupam Mittal     | B.Sc.(Hons.)Microbiology III Year | 2006        | III                        |
| 11.          | Sandeep Tokas     | B.A. (Hons.)English II Year       | 2006        | II                         |
| 12.          | Sonia             | B.Sc.(Hons.)Zoology II Year       | 2006        | II                         |
| 13.          | Pinki Rani Dhull  | B.Sc.(Hons.)Microbiology III Year | 2007        | I                          |
| 14.          | Kumar Desh Deepak | B.A. (Hons.) History Semester I   | 2012        | III                        |