

Govt. Degree College Poonch



Prospectus 2017-18

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Govt. Degree College Poonch





F.19.26/EC(SC-24)/DO/2017/72.1

2nd May 2017

The Principal

Government Degree College
Near SBI
Poonch - 185101
Jammu and Kashmir

Dear Principal,

Greetings from NAAC!

I am glad to inform you that the outcome of the Assessment and Accreditation (A&A) exercise of your institution has been processed and approved by the Standing Committee constituted by the Executive Committee to examine the peer team reports and declare the accreditation results. Your institution has been **Accredited** with a **CGPA of 2.71** on a seven point scale at **B+ Grade** valid for a period of five years from 02/05/2017. The result is already uploaded on NAAC website. The original certificate of accreditation with the quality profile will be dispatched to the institution in due course. I am sure that the detailed peer team report handed over to you during the exit meeting along with the quality profile will enable the institution to initiate further quality enhancement measures.

As per the new guidelines of NAAC, it is mandatory for institutions to retain the Self-Study Report (SSR) uploaded on the institutional website for A&A by NAAC until the completion of validity period of A&A. The SSR should not be password protected and accessible to all the stakeholders. Institutions are also requested to take note of the mandatory requirement of submitting Annual Quality Assurance Report (AQAR) and uploading them on the institutional website on regular basis. Failing to submit the AQARs annually, institutions will not be eligible for the next cycle of accreditation. For details on the revised guidelines, please visit our website: www.naac.gov.in from time to time.

With best wishes,

Yours sincerely,

(D. P. Singh)

Vision

Government Degree College Poonch strives for:

1. Imparting quality education to the students, promoting their all round development by participation in sports, extracurricular and other socially relevant activities and inculcating the skill of decision making and democratic values.
2. Promoting reservations and integration of cultural diversities of the region, State and Country.

Mission

1. To instill and promote scientific temper and enkindle creativity among students.
2. To prepare young generation for a better tomorrow.
3. To prepare our students carve a space for themselves in the mainstream by overcoming their inhibitions.
4. To inculcate the indispensable virtues of tolerance, honesty, hard work and amity among our students.
5. To make our students fully alive to the ethical values.

Specific Goals

1. Produce graduates with high quality and employability.
2. Scale up demand driven PG courses.
3. Improve associated infrastructure to help modern teaching facilities.
4. To strengthen the management system.
5. To open up the PG and Honours courses to suit the need of the students.
6. To upgrade the existing infrastructure both physical and material.
7. To build up a strong academic network with other academic Institutions.
8. To apply and implement the relevant projects to benefits SC, ST, OBC and other minority students.
9. To upgrade and expand Hostels both Boys and Girls.
10. To strengthen the sports and library compounds.

From the Principal's Desk

Hearty welcome to all who are seeking admission to Government Degree College Poonch, a premier institute of learning in this district for the academic session 2017-18. In the fast changing world dominated by electronic media, computer and information technology, the vast world has emerged as a global village and more than ever than before the realization dawns on all that 'Education is the greatest leveler, a means of social upliftment'.

Government Degree College Poonch is among 328 educational institutions of the country which have been accredited by the National Assessment and Accreditation Council (NAAC), an autonomous council of the University Grants Commission (UGC). The method of accreditation is really a remarkable attempt of the council in order to promote and encourage healthy competition among Institutions so that they would strive for excellence. The council uses seven point scale criteria to assess Institutes ranging from teaching-learning and evaluation, curricular aspects, research, consultancy and extension, infrastructure and learning resources. This year a NAAC peer team visited Govt. Degree College Poonch on 17-19 April, 2017 and inspected all the units. On the basis of their recommendations, the college bagged **B** grade awarded by the National Assessment and Accreditation Council (NAAC) under the new grading pattern.



The state government and its higher education department for realizing the vision of bringing education to the doorsteps of the learners residing in far off remote areas, has taken steps of far reaching repercussions. Opening new colleges, framing of new academic calendar with enhanced working days as per the UGC guidelines speak volumes of the earnestness of the authorities concerned for providing ample opportunities with wider scope for advancement of learning in the institutions of higher education. This prestigious institution has been catering to the needs of our young learners for more than five decades and has contributed to the society in good measures.

Presently this college offers undergraduate courses in Science, Humanities, Computer Applications and Commerce as per the subject combinations prescribed by the University of Jammu. Besides this, the college offers Sericulture as a vocational subject and BCA as a professional course. From session (2010-2011) we have started UGC funded Career Oriented Courses in Functional English and Sericulture for our enrolled students. We also conducted UGC funded Coaching Classes and Remedial Classes for SC, ST, OBC and BPL students.

As a suburban college this institution has to grapple with problems unique to it and despite the odds, the college endeavors to provide quality education to its enrolled students. The teachers and the taught share a symbiotic relationship and the collective wisdom of the human resource at our hands has a direct bearing on the qualitative improvement of the college in various areas. It fully prepares us to meet the challenges that lie ahead. It is our firm belief that our guidance coupled with the learners' dedication and diligence shall pave way for making our journey on the road to excellence. The college with fifty year long history has adequate infrastructure like rich library, Edu-Sat with V-Sat connectivity, well equipped Labs, Computer Labs., Smart Class-rooms and skilled professionals as assets to provide excellent teaching to the students. There is a long list of alumni who have already excelled in their fields bringing laurels to this college-their Alma Mater. We too aspire to add to the list in the coming sessions.

Real contribution consists in giving the best to the present. That is what we shall strive to do. With an experienced team of teaching and non-teaching faculty and a forward looking work-force at my back, I am sure we shall be scaling new heights with every successive year. The college was badly damaged in the earthquake of 2005. The zeal and zest of the staff and students, their hard-work and dedication in taking up the cleanliness and beautification drive has given a face lift to the college. Govt. gave approval to several new works in this institution which are bound to add to the growth and development of this prestigious institution.

We are fully prepared to receive the new aspirants in the forth coming session. We are ready to contribute in preparing the valuable human resource. I exhort the students to enter the portals of this temple of learning with a burning desire to learn and prepare themselves for life as sensitive and responsible citizens.

Prof. Tajinder Singh
Principal

The College A Profile

Government Degree College, Poonch was established on 12 November 1955. Initially it started functioning as an Intermediate College in the old "Resham Ghar" building in 'Mohalla Dungas'. Prof. R.L. Basur, an eminent educationist of our state was its first Principal. In 1961, it was elevated to the status of a Degree College and Prof. P.N. Pushup, another great educationist and scholar, headed this institution during its developmental phase. In early sixties, the College was shifted to its present location, the upper portion of which was a part of 'Favara Garden' and the lower part across the main road was covered with barracks and bunkers vacated by Army, who shifted to 'Resham Ghar'site. The College theory classes used to be held in bunkers and barracks while the science practical work was conducted in temporary laboratories set up in the old portion of the "Dak Banglow" Poonch. The Science laboratories were later shifted to present Science block after its construction in 1969-70. Unfortunately, a good chunk of the College land was given for construction of Gujjar and Bakarwal Hostel, ITI campus and Horticulture Nursery etc. and the College retained only the present campus and playground. Giving away the land of college has closed all the doors for its future expansion and development. It is for this reason the various building blocks were constructed in a limited space, adjoining the thickly populated locality "Mohalla Panditan". The College administration, has tried its best to give some face lift to it by raising boundary wall and stream-lining the available space into lawns.

The College was earlier affiliated to Jammu and Kashmir University, which was later converted into two separate Universities, The University of Jammu and The University of Kashmir. The College is presently affiliated to the University of Jammu and is recognized by University Grants Commission (UGC) under section 2(f) & 12(B).

The College celebrated its golden Jubilees in the year 2005. It was also badly affected in the devastating earthquake of October 2005. A lot of repair and renovation work has been accomplished and the college is ready to receive the new entrants. The College offers undergraduate courses in Arts, Sciences, Commerce, and Vocational courses in Sericulture and B.C.A. as a professional course besides Add-on-Course in Functional English, Sericulture and certificate courses in some subjects. The infrastructure of the College is constantly upgraded to enable it to cater to the growing needs of the students with newly introduced subjects. The college has a well-equipped Multipurpose Hall with modern infrastructures. It has been fully renovated and made functional in the year, 2016. We are sure that the products of this College shall be fully equipped to meet the challenges in the new millennium.

Location of the College

Govt. Degree College Poonch, situated in the heart of Poonch Town is surrounded by Krishan Chander Park to its East, General Bus Stand to its West, small hillocks to its North and College ground to its South. The college campus is well maintained and presents a serene view with well maintained lawns and flower beds.

Principals over the years

S. No	Name	From	To
1.	Prof.R.L.B...	1955	1959
2.	Prof.Saif-ud...	1959	1960
3.	Prof.A.Samad	1960	1961
4.	Prof. P. N. Pushap	1960	1965
5.	Prof.B.D.Mal Sharma	1965	1966
6.	Prof.K.L.Bhalla	1966	1967
7.	Prof.S.K.Gupta	1967	1967
8.	Prof.Rameshwar	1967	1970
9.	Prof.N.N.Sharma	1970	1971
10.	Prof.J.N.Durani	1971	1971
11.	Prof.G.A.Kochai	1971	1972
12.	Prof.R.C.Choudhary	1972	1974
13.	Dr.G.L.Sapru	1974	1975
14.	Prof.P.B.Nanda	1975	1976
15.	Prof.K.L.Gupta	1976	1978
16.	Prof.J.N.Sharma	1978	1979
17.	Prof.K.L.Gandotra	1979	1981
18.	Prof.MohdAyoub	1981	1983
19.	Prof.Ranbir Singh	1984	1987
20.	Prof.C.L.Gupta	1987	1989
21.	Prof.S.N.Koul	1989	1989
22.	Prof.C.L.Gupta	1989	1991
23.	Prof.S.M.Shafi	1991	1992
24.	Prof.Roop Singh	1993	1994
25.	Prof.A.K.Rathore	1994	1996
26.	Dr.H.K.Khar	1996	1997
27.	Prof.S.M.Shafi	1998	2001
28.	Prof.NikhatQureshi	2002	2003
29.	Dr.S.D.Sharma	2003	2004
30.	Dr.Mohd Rashid	2004	2004
31.	Prof.H.S.Kirn	2004	2005
32.	Dr.Mohd Rashid	2005	2006
33.	Dr.ReenuGoswami	2006	2006
34.	Dr.Gopal Gupta	2006	2008
35.	Prof. G.L.Sharma	2008	2013
36.	Dr. Mohd. Zaman Choudhary	2013	2014
37.	Prof. Tajinder Singh	2014	Till Date

Institutional Calendar for the session 2017-18

JULY 2017

From 24th July, 2017:

Regular class work of B.A. /B. Sc./ B. Com./BCA Semester I starts, enrollment of students for N.C.C. and N.S.S., selection of students for college Hostels accommodation, etc.

AUGUST 2017

12, August:

International Youth Day

15, August:

Celebration of Independence Day,

29, August:

National Sports Day, and class works of B.A. /B.Sc. /BCA. Part II and III.

Home Assignments of BA/B.Sc./B. Com./BCA Semester-I

SEPTEMBER 2017

05, September :

Celebration of Teachers' Day

08, Septebmer:

International Literacy Day

21, September:

International Day of Peace

24, September:

N.S.S. Day

25 september:

Social Justice Day

Trials for selection of students for Inter-college sports tournaments

Internal Assessment & Class Tutorials of BA/B.Sc./B. Com./BCA I Semester

OCTOBER 2017

02, October :

Gandhi Jayanti: International Day of Non-violence

11, October:

International Girl Child Day

31, October:

National Integration Day

National Blood Donation Day

Sports activities National Integration Camp (N.S.S.)

Debate Competitions, Quiz Competitions

NOVEMBER 2017

07, November:

Infant Protection Day: World Cancer Awareness Day

11, November:

National Education Day

30, November:

National Flag Day

College Foundation Day:

Internal Assessment Test (Theory) of BA/B.Sc. Part II & III, Students picnic, Inter-College sports tournaments, participation in Display Your Talent (Jammu university).

DECEMBER 2017

1st Week:

Commencement of B.A./B.Sc./ B. Com./BCA I Semester Examinations.

01, December:

World AIDS Day

03, December:

World Disability Day

10, December:

World Human Rights Day

25, December:

Winter Vacations, Educational tour, in Vacations, Subject tours, Alumni meet, N.S.S. and N.C.C. Camps during Vacations.

JANUARY 2018

12, January: Republic Day
25, January: National Voters Day
26, January: Republic Day Celebrations
30, January: Martyr's Day
Subject Tours, College, Annual Day Function.

FEBRUARY 2018

1st Week: Annual Sports Day, 2nd Internal Assessment Test (Theory) of B.A./B.Sc. Part II & III, Preparatory holidays.
23, February: World Peace and Understanding Day
28, February: National Science Day

MARCH 2018

08, March: International Women's Day (N.S.S.)
Remedial classes, Career Counseling, Internal assessment Tests (Practical),
Commencement of University Annual Examinations of B.A./B.Sc. Part II & III.

APRIL 2018

1st Week: Compilation of Internal Assessment Record.

MAY 2017

22, May: International Day of Biological Diversity.
Last Week: Inspection of Internal Assessment record by the University teams, external Practical examinations, university evaluation work.

JUNE 2018

June 1, 2018 to July 15, 2018 Summer Vacations
University evaluation work, admission process of B.A./B.Sc./B.Com./B.C.A.
Semester-I begins.

Vacations

The college shall observe vacations as per the schedule given below.

S. No	Name of Vacation	Period	Number of Days
1	Summer Vacations	Summer Vacations, w.e.f. 1 st June 2018 to 15 th July 2018.	45
2	Winter Break	From 26 th of December, 2017 to 4 th of January, 2018	10
3	Holidays on account of Diwali	03 days preceding the date of Diwali	03
4	Holidays on Account of Holi	02 days preceding the date of Holi	02
		Total	60

College Uniform

It is compulsory for all students to wear the prescribed college uniform. Students who do not conform to the dress regulations will not be permitted to college premises in order to attend classes and will be sent back home.

For Boys

Dress	Colour	Summer	Winter
Full trousers/ Pants (Formal)	Black	Black	Navy blue Sweater/Coat/Jacket
Full sleeve shirt with a single pocket	Light Sky	Light Sky	Light Sky
Full shoes	Black	Black	Black
Socks	Black/White	Black/White	Black/White

For Girls

Dress	Colour	Summer	Winter
Kameez (Sq. cut neck with sleeve)	White	White	Black Sweater/Coat/Jacket
Salwar	White	White	White
Dupatta/Chunni	White	White	White Dupata/Shawl
Sandals	Black	Black	Black
Socks	White/Black	White/Black	White/Black

Students, other than Sikh boys, are not permitted to attend college with long hair. Hair must be trimmed so as not to touch ears or shirt collar. Black patkas/turbans are to be worn by sikh boys.

Tentative Academic Calendar For Under Graduate Courses Running Under Semester System

Summer Zone	
Summer Break	1 st June to 15 July
Winter Break	26 th December to 04 th January
Admission to Odd Semester	June to July
Class Work of Odd Semesters	3 rd week of July to 30 th November
Semester end examination of Odd Semesters	1 st week of December
Class work of Even Semesters	First week of January
Semester end examination of Even Semesters	1 st week of May
Supplementary examinations of last even Semesters	Along with regular students

Note: The dates of admission, University Examinations and holidays are subject to notification(s) from the University of Jammu, and the Department of Higher Education.

List of Gazetted Staff

Principal

Prof. Tajinder Singh

Department of Arabic

01. Mrs. Shaista Parveen (Assistant Professor)

Department of Botany

01. Dr. Bagh Hussain. (Assistant Professor)

02. Mrs. Rani Mughal (Assistant Professor)

03. Dr. Mohd. Aziz Chowhan (Assistant Professor)

Department of Chemistry

01. Mr. Mussaraf Hussain Shah (Associate Professor)

02. Dr. Jasbir Singh (Associate Professor)

03. Dr. Altaf Hussain (Assistant Professor)

04. Dr. Shokit Hussain (Assistant Professor)

Department of Computer Sciences

01. Mr. Mohd Jameel (Assistant Professor)

Department of Economics

01. Vacant

Department of Education

01. Ms. Pooja Devi (Assistant Professor)

02. Mr. Dinesh Singh Chib (Assistant Professor)

Department of English

01. Mr. Zakir Hussain Kalis (Assistant Professor)

02. Dr. Syed Wajahat Hussain (Assistant Professor)

03. Mr. Mohd Araf (Assistant Professor)

04. Ms. Parveen Kumari (Assistant Professor)

Department of Geography

01. Mr. Khadam Hussain (Associate Professor)

02. Mr. Mujahid Ul Islam (Assistant Professor)

Department of Hindi

01. Mr. Shabeer Ahmed (Assistant Professor)

Department of History

01. Mr. Shehzad Bandey (Assistant Professor)

Department of Mathematics

01. Dr. Mohammad Shafiq (Assistant Professor)

02. Vacant

Department of Persian

01. Vacant

02. Vacant

Department of Philosophy

01. Dr. Mohammad Khaliq (Assistant Professor)

Department of Physics

01. Mr. Joginder Singh (Assistant Professor)

02. Mr. Suresh Kumar (Assistant Professor)

03. Vacant

Department of Political Science

01. Vacant

Department Punjabi

01. Dr. Lovleen Kaur Kesar (Assistant Professor)

Department of Sericulture

01. Dr. Bandana Mazal

(Assistant Professor)

Department Sanskrit

01. Vacant

Department of Urdu

01. Dr. Mohd Azam

(Assistant Professor)

02. Dr. Amjad Ali

(Assistant Professor)

Department of Zoology

01. Dr. Mohammad Azam

(Associate Professor)

02. Dr. Aurangzeb Anjum

(Assistant Professor)

03. Mr. Kamaljeet Singh

(Assistant Professor)

04. Mr. Fateh Mohd Abbasi

(Assistant Professor)

05. Dr. Shamim Ahmed Bandey

(Assistant Professor)

06. Dr. Tabassum Naz

(Assistant Professor)

Department of Physical Education

01. Director

Vacant

Department of Commerce

01. Mr. Rajinder Kumar

(Assistant Professor)

02. Mr. Binny Kumar

(Assistant Professor)

03. Vacant

04. Vacant

Career Oriented Courses Funded By University Grants Commission(UGC)

The College has started Career Oriented/Add-on Courses in Functional English and Sericulture from the academic Session 2010-2011. The short duration courses are bound to help the students of this far-flung area in acquiring proficiency and jobs in general and in the respective areas.

Coordinator Career Counseling Cell:

Dr. Aurangzeb Anjum
Department of Zoology

Coordinator Functional English:

Dr. Syed Wajahat Hussain
Department of English

Coordinator Sericulture:
Course)

Dr. Shamim Ahmed Bandey (Add on
Department of Zoology

Study Centers of Distance Education

Coordinator Learner Sport Centre

Dr. Mohommad Azam
HOD Zoology

Coordinator IGNOU:

Dr. Bagh Hussain
Department of Botany

Coordinator MANUU:

Mr. Kamaljeet Singh
Department of Zoology

NCC Officer:

Dr. Jasbir Singh
Department of Chemistry

NSS Programme Officer(s):

(1) Mr. Khadam Hussain,
Associate Professor, Department of
Geography.

(2) Dr. Shamim Ahmed Bandey
Assistant Professor, Department of
Zoology

Hostel Warden (Boys):

Hostel Warden (Girls):

Mr. Musaraf Hussain Shah
Department of Chemistry
Dr. Shamim Ahmed Bandey
Department of Zoology

Ministerial Staff

<u>S.No.</u>	<u>Designation</u>	<u>Name</u>
1.	Section Officer	Mr. Sanjay Kumar
2.	Head Assistant	Vacant
3.	Sr. Assistant	Vacant
4.	Sr. Assistant	Mr. Kulbir Singh
5.	Accountant	Sh. Deepak Bharti
6.	Accounts Assistant	Vacant
7.	Jr. Assistant	Mr. Ravinder Singh
8.	Jr. Assistant	Vacant
9.	Jr. Librarian	Vacant
10.	Library Assistant	Mrs. Harbans Kour
11.	Asstt. PTI	Mr. Ravinder Singh
12.	Lab. Assistant	Mr. Romesh Kumar
13.	Lab. Assistant	Mr. Parveen Kumar
14.	Lab. Assistant	Mr. Pankaj Kumar
15.	Lab. Assistant	Mrs. Gurmeet Kour
16.	Lab. Assistant	Mr. Mohd Sadiq
17.	Lab. Assistant	Mr. Naveen Kumar
18.	Lab. Assistant	Mr. Mohd Aziz
19.	Lab. Assistant	Mr. Nassar Ahmed
20.	Lab. Assistant	Mr. Pardeep Singh
21.	Plumber	Vacant
22.	Driver	Vacant
23.	Electrician	Sh. Avinash Bhalla
24.	Medical Assistant	Vacant
25.	Mistry	Vacant

Class-TV Staff:-

1.	Orderly	Mr. Prem Kumar
2.	Orderly	Mr. Javed Ahmed
3.	Orderly	S. Rajinder Singh
4.	Cook	Mr. Nazir Hussain
5.	Cook	Vacant
6.	Gas man	Vacant
7.	Gardener	Mohd Shokat
8.	Gardener	Vacant
9.	Chowkidar	Vacant
10.	Chowkidar	Mr. Bashir Ahmed
11.	Lab. Attendant	Mr. Mohd Din
12.	Laboratory bearer	S. Harbans Singh
13.	Laboratory bearer	Ms. Bimi Devi
14.	Laboratory bearer	Ms. Avneet Kour
15.	Laboratory bearer	Mr. Sanjeev kumar

16.	Laboratory bearer	S. Gurmeet Singh
17.	Laboratory bearer	Mr. Ved Parkash
18.	Laboratory bearer	Ms. Rasmeet Kour
19.	Laboratory bearer	Mr. Mohd Bashir
20.	Chainman	Vacant
21.	Lady Attendant	Mrs. Nirmal Devi
22.	Lady Attendant	Mrs. Koshal Devi
23.	Sweeper	Mrs. Rani
24.	Sweeper	Mrs. Kali

1. Eligibility Criteria for Admission to B.A/B.Sc./B.Com. Semester-1 (CBCS)

Admission to Semester 1st of the three year B.A/B.Sc./B.Com. (General) Course shall be open to a candidate having passed the Higher Secondary Part-II (10+2 pattern) examination (in full subjects) of the Jammu & Kashmir State Board of School Education or an examination recognized as equivalent thereto subject to availability of seats & if otherwise found eligible.

2. Eligibility Criteria For Admission To B.C.A Course Semester-1st

Admission to Semester-1st of the three year B.C.A Course shall be open to a candidate having passed the Higher Secondary Part-II (10+2 pattern) examination (in full subjects) of the Jammu & Kashmir State Board of School Education or an examination recognized as equivalent thereto with Mathematics as one of the elective subjects and has obtained at least 50% of the aggregate marks in the qualifying examination in case of General category candidates and 45% marks in case of SC/St candidates.

Add-On Courses

3. Functional English

Aims and Objectives:

The Department of English runs an Add-on-Course in Functional English for enrolled students of the college for various courses. The aims and objectives of this course are to develop the communicative skills in listening, speaking, reading and writing. The focus of the course is on how English is used in real life situations, through the items listed in the syllabus. The learners are expected to develop fluency in conversation and efficiency in interactional skills. They are also expected to learn English Grammar communicatively so that they become effective and efficient communicators in the English language.

The course is affiliated to the University of Jammu. A well-equipped Language Laboratory and Seminar Library has been established in the Department of English keeping in view the future demands of the learners.

Courses Offered

S. No.	Course	Duration	Eligibility
1.	Certificate Course	6 Months	All the regular Students of Semester-I&II are eligible.
2.	Diploma Course	1 Year	Only those regular students of Semester-III & IV who have completed 6 Months Certificate Course in Functional English.
3.	Advanced Diploma	1 Year	Only those regular students of Semester-V &VI who have successfully completed 1 Year Diploma Course in Functional English.

For further information contact the Department of English

Dr. Syed Wajahat Hussain
PhD

Mob. No 09419610023, 09419178137
09622301214/09055045524

Email. wajahathussain3@gmail.com
zakirkalisgdcpoonch@gmail.com

2. Sericulture:

Sericulture as a subject was introduced in the College nine years ago and has become very popular with the students. The Department conducts field visit-cum-training programme/workshops every year. Students interact with the Sericulture Professionals and are given practical knowledge in their subject. This Professional Course ensures more opportunities for further specialization. Rearing of silk worms in the department provides first hand information to the students about the life of silk worms at various stages besides yielding the crops and bringing dividends to the college.

Courses Offered

S. No.	Course	Duration	Eligibility
1.	Certificate Course	6 Months	All the regular Students of Semester-I are eligible.
2.	Diploma Course	1 Year	Only those regular students of Semester-III & IV who have completed 6 Months Certificate Course in Sericulture.
3.	Advanced Diploma	1 Year	Only those regular students of Semester-V & VI who have successfully completed 1 Year Diploma Course in Sericulture.

For further information contact the Department of Sericulture.

Dr. Shamim Ahmed Bandey
PhD

Mob. 9419193296, 8492962587
Email:- dr.sanb20@gmail.com

Admission Process

a) Eligibility for Admission

The admission of students to the B.A/B.Sc/B.Com/BCA 1st semester is open to students who have passed the Higher Secondary Part II exam (10+2) of J & K State Board of School Education or an examination recognized as equivalent thereto. The admission is given strictly on merit basis in accordance with college intake capacity for different streams/subject combinations fixed by Higher Education Department/University of Jammu. Whereas, admission to B.Sc. Semester-I has been restricted to students who obtain 45% or above marks at Higher Secondary Part II / 12th class level or its equivalent but in case of candidates belonging to categories (as per S.R.O.126 of J&K Govt. Dated 28/06/1994), the percentage for admission is reduced to 40%.

- No student with Arts background in Hr. Sec-Part II class shall be permitted in Science Stream. However, a student with science background may be allowed to join Arts Stream subject to availability of seats.
- The student shall be admitted for the subject combinations strictly permitted by the University of Jammu and subject to their feasibility in the college vis-a-vis availability of infrastructure, teaching faculty members and intake capacity.

b) Certificates to be submitted:

A student seeking admission should present himself/herself personally along with the parent/guardian to the college and shall present the following documents.

1. Marks certificate in original of the qualifying examinations (along with two attested copies)
2. (a) Provisional/Character certificates in original from the Head of the Institution last attended in case of regular students.
(b) Provisional / Character certificates from J&K State Board of School Education and character certificate from DSP/SHO (Police) of that area in the case of private candidates.
3. Date of birth certificate-Secondary School certificate issued by J&K State Board of School Education.
4. Four copies of the passport size photographs.
5. Category certificate, income certificate from the competent Authority (only for those who want to apply for scholarship/financial assistance).
6. However, the students who have passed their qualifying examination from the Institution other than the J&K State Board of School Education shall have to submit the following Documents in addition to the above.
 - a. Migration certificate in original from the University/Board from which the student has passed the qualifying examination.
 - b. Eligibility certificate from the University of Jammu.
 - c. No objection certificate from the college Principal of his home district in J&K, if the candidate belongs to a district other than Poonch.

c) Affidavit/Undertaking from the Students.

The following undertaking in the form an affidavit on non-judicial stamp of Rs. 5/- duly attested by Notary from following selected candidates:

For all Students

I-----S/O, D/O-----R/O-----

do hereby solemnly declare as under:

1. That I am seeking admission in B.A./B.Sc./B.Com/BCA, Semester-I, III, V, Part ____ in Govt. Degree College Poonch during the session 2017-18 on the basis of my academic merit in Higher Secondary Part II.
2. That I have not sought admission in any academic/Professional/Technical, Govt./Private Institution within or outside the state.
3. That in case I seek admission or get selected in any Academic/Professional/Technical, Govt./Private Institution, I shall immediately bring the fact to the notice of the college authorities and that I shall get myself officially discharged from the college before getting myself admitted in any of the above mentioned Institutions.
4. That I shall abide by the rules and norms of the Institution in order to maintain decorum and discipline of the Institution. I further undertake that I shall not misbehave or indulge in any unlawful and anti-social activities and shall be liable to punishment to the extent of expulsion from the college, in case I am found involved in any such activity.

ATTESTING AUTHORITY

DEPONENT

1) *One Year Gap Students*

I-----S/O, D/O-----R/O-----

do hereby solemnly declare as under:

1. That I have passed my 10+2 examination during the session _____ as regular/private candidate from Board:
2. That during the gap period, I was neither employed nor sought admission in any Academic/Professional/Technical, Govt./Private Institution.
3. That I could not get admission on account of the following reasons: - _____.
4. That the facts mentioned above are correct to the best of my knowledge and belief and nothing has been concealed thereof.

ATTESTING AUTHORITY

DEPONENT

2) *Migrated Students*

I-----S/O, D/O-----R/O-----

do hereby solemnly declare that I am seeking provisional admission in class in _____ Govt. Degree College Poonch on clear understanding that my admission to the said class is provisional and is subject to confirmation on the issuance of the certificate of eligibility by the university of Jammu under rules. If, for any reason, whatsoever, the university declines to issue the said certificate, my provisional admission in the college will automatically stand cancelled.

ATTESTING AUTHORITY

DEPONENT

Fee structure for admission to B.A/B.Sc/BCA Semester-1st
Session 2017-18

(Revised Admission Fee vide Govt. Order No. 25/HE of 2012 dated 12-02-2012 and Vide University Notice No. F. Acd/I/17/17579-678 Dated 07-03-2017 with Examination Fee for the Sem-1st, Sem-2nd, Sem-3rd & Sem.4th .

Admission fee :

S. No.

- 1 Arts
- 2 Arts with Geog
3. Medical with Chemistry
- 4 Non Medical with Chemistry
- 5 Non Medical with Geog
- 6 Medical with Geog
- 7 Medical with Bio-technology
- 8 Medical with Sericulture
9. B.Com.
10. BCA

Rs. 2250+175(EVS) = Rs. 2425

Total fee (1st & 2nd Sem.)

- Rs. 6200=00
 Rs. 6545=00
 Rs. 7050=00
 Rs. 6690=00
 Rs. 6765=00
 Rs. 7125=00
 Rs. 8875=00
 Rs. 8275=00
 Rs. 6200=00
 Rs. 15450=00

II. Detailed (Fund-Wise)

- | | |
|---|---------------|
| 1. Admission fee | Rs.40.00 |
| 2. Pool Fund Fee | Rs.1050.00 |
| 3. Students Aid Fund | Rs.100.00 |
| 4. Building Maintenance Fund | Rs.165.00 |
| 5. Games/Sports Fund | Rs.220.00 |
| 6. Reading Room Fund | Rs.50.00 |
| 7. Furniture Fund | Rs.70.00 |
| 8. Stationary Fund | Rs.35.00 |
| 9. Magazine Fund | Rs.80.00 |
| 10. Motor Vehicle Fund | Rs.60.00 |
| 11. Identity Card Fund | Rs.50.00 |
| 12. Students Service Fund | Rs. 30.00 |
| 13. Seminar/Cultural activities fund | Rs.30.00 |
| 14. Excursions fund | Rs.90.00 |
| 15. Medical Fund | Rs.25.00 |
| 16. Relief Fund | Rs.10.00 |
| 17. Red Cross Fund | Rs.10.00 |
| 18. Miscellaneous Fund | Rs.60.00 |
| 19. EDUSAT | Rs.25-00 |
| 20. NSS Fund | Rs.50-00 |
| 21. Laboratory:- | |
| a) Students using one Lab. | Rs.110.00 |
| b) Students using two Labs. | Rs.170.00 |
| c) Students using three Labs. | Rs.220.00 |
| 22. Subject Tour Fund (per tour subject) | Rs.75.00 each |
| 23. Science Stream
(Sericulture as vocational Subject) | |
| 24. EVS fee | Rs.1150.00 |
| University Dues: | Rs. 170.00 |
| 1. Registration Fee | Rs. 300.00 |

2.	Sports Fee	Rs.440.00
3.	Cultural Fee	Rs. 130.00
4.	Digitalization Fee	Rs. 180.00
	Uni. Share of Resource Mobilization	Rs.100.00
5.	Examination Fee (1 st Sem. & 2 nd Sem.)	Rs. 1500.00
6.	Examination Development Fee (do-)	Rs.480.00
7.	Practical Fee for using one lab. (do-)	Rs.160.00
8.	Examination Form Fee (-do-)	Rs. 160.00
9.	Red Cross Fee	Rs. 20-00
10.	NSS fee	Rs. 110-00
11.	DIQA fee	Rs. 180-00
12.	Eligibility Fee	Rs. 730.00
13.	Corpus Fee	Rs. 180.00
14.	Degree Fee	Rs. 670.00

Note: Fee structure is subject to further notification, if any, by the University of Jammu, Jammu

Cancellation of Admission:

1. If student after having been admitted remains continuously absent for 10 days without any genuine grounds, his/her name shall be struck off from the college rolls and he/she will not be re-admitted during the same session.
2. Any student found indulging in any undesirable activity in the college shall be dealt with under rules even to the extent of rustication from the college.
3. Any students indulging in ragging.

Internal Assessment:

1. Internal Assessment for SIX Semesters Degree Course:

(a) Break up of Marks of Semesters System:

Internal Assessment shall carry 20% weight-age and end semester Examination 80% Weight-age.

2. Internal Assessment for B.A/B.Sc./BCA Part-II/ & Part-III Annual Pattern

Two Assessment Tests shall be conducted in each Subject every year. Subjects having Max. 100 Marks, 2 Tests of 7.5 Marks shall be conducted. The Subjects having Max. 150 Marks, 2 Tests of 11.5 Marks and 11 Marks shall be conducted respectively.

External Evaluation:

80% of the total marks in theory and 50% of the total marks in practical are reserved for external evaluation. A student is permitted to take the university examination subject to the fulfillment of the following eligibility requirements.

- a) The student pays the university examination fee at the time of submission of the examination form.
- b) A student cannot be allowed to appear in the university examination unless he/she has attended 75% of the total lectures delivered during the session in each theory subject and a minimum no. of required Practicals/Session in each Science subject.
- c) Not more than 30 duties in all shall be given to a student who has participated in sports/NCC/NSS or any other extra-curricular activities of the college during the entire academic session.

Certificates:

An outgoing student may obtain the following certificates from the College:

- i. Provisional cum Transfer Certificate.
- ii. Character Certificate.
- iii. College leaving certificate (If a student leaves in midsession)
- iv. Certificate of having appeared in the University Examination.

College Library:

The College library at present has a collection of about 32000 books in Govt. Grant Section and Special Assistance Plan. There is a reading room attached to the College Library. About 20 magazines, newspapers and journals etc. are being subscribed for enhancing the general knowledge of the students.

With the help of University Grants Commission, a Text Book section (Book Bank) has been opened where a large number of textbooks are available for the needy and deserving students. Books out of this section are issued for the entire session to the meritorious but poor students who cannot afford to purchase books.

Library Rules:

01. The Library presently observes the same working hours and holidays as the College. It remains open for the students during the summer vacation from 8 a.m. to 2.00 p.m. unless notified otherwise.
02. Every student at the time of borrowing books from the library shall present to the librarian his/her Identity Card. A person borrowing books from the library shall be held responsible for any loss of pages or damage of the book and he/she will have to pay fine in addition to double the cost of that book.
03. As per the new guidelines permitted by Govt. Circular No. HE/GEN/696/10 dated 01-01-2011, teachers are not allowed to borrow more than 05 books at a time. No member of the College staff may borrow books from the library on his own name for the use of the students.
04. Members of the College staff or the establishment at the time of leaving the College on transfer, retirement or otherwise are required to return all the books borrowed by them before the L. P. C. or "No Demand" certificate is issued in their favour.
05. Students can borrow only two books at a time, which include at least one book of the subject taken by him/her.
06. students must return books taken by them within fifteen days. Any student retaining a book after the time allowed shall have to pay a fine of Re 1/-per day per volume until the same is returned, provided the fine incurred shall not exceed double the cost of the book.
07. The Librarian shall keep a record of the book issued. In the beginning of every month or at the time of realization of dues by the Cashier, librarian shall submit to the office a list of fine imposed on students for late return of books. They shall have to deposit the fine with the College cashier within seven days of the submission of the list, failing which the student will not be allowed to attend the classes.
08. Books required by the College teachers, if borrowed by any other person, must be returned on the receipt of a notice issued from the librarian duly countersigned by the Principal.
09. The same person may borrow no book for the second time within two days from the date of its return by him/her. This rule, however, does not apply to the College teachers.
10. Any person, who has lost a book or torn, defaced and damaged it, shall be liable to pay an amount not less than double the cost of the book. When it belongs to a set or series, and unless he can replace it, he shall be liable to pay the cost of the whole set or series.
11. Students free from lecture work may visit the library during the College hours. No talking or disturbance of any kind is allowed in the library. Any infringement of this rule shall incur punishment/fine.

12. Library is meant only for the use of those persons who are directly or indirectly connected with the academic life of the College.
13. Books of the following description shall not be removed from the library except for a night that too only by the College teachers with special permission of the Principal in writing.
 - a) Books of reference
 - b) Current Periodicals
 - c) Sports and University Calendars
 - d) Books specially reserved (by order of Principal)
 - e) Rare books identified by College library Committee/Principal.
14. Periodicals shall not be issued except for consultation in the library premises.
15. All books shall have to be returned to the library every year at the time of stock checking, especially in April-May. The librarian shall make a report of books found damaged/missing to the Principal, soon after the stock checking is over. During the period of stock checking, no person except with the special permission of the Principal shall have the access to the library.
16. College teachers, who wish to retain certain books during the summer vacation, shall have to return the same to the library at the time of stock checking.
17. Sleeping, smoking and spitting etc. are strictly prohibited in the library.

General Rules:

1. No outsider is allowed to enter the College premises without a valid reason and without the permission of the Principal. He / She shall write his/her name, purpose of visit and the person he/she wishes to meet on the Visit Book available at the entry gate.
2. If a student remains absent from the college without permission for more than ten consecutive days, his/ her name shall be struck off from the College rolls.
3. Unlawful assembly of students in the College is banned.
4. Writing of graffiti on the walls or sticking of posters is a cognizable offence.
5. Ragging in any form, on or off the College Campus, including the hostels is a cognizable offence and the student(s) involved in ragging will be severely punished, even to the extent of being expelled from the College.
6. Students resorting to violence in the campus or unfair mean in the examination are liable to be issued a bad Character Certificate in addition to the action initiated against them in accordance with the University rules & regulations.
7. A student desirous of withdrawing his/ her name from the College rolls should submit an application duly countersigned by his/her parent/guardian. The withdrawal certificate shall be issued only after the student clears all College dues. Such students shall in no case be readmitted during the same academic session.
8. Any student, who indulges in any indiscipline in the College, shall not be eligible for any Prize, Certificate, Award or Scholarship from the Institution. This shall apply to all the students including NCC Cadets, NSS Volunteers, players or the hostel boarders.
9. The College authorities reserves the right to change, modify or suspend the rules as and when required.
10. No student shall be allowed to enter in the college premises without proper UNIFORM.

Scholarships and Financial Assistance:

Number of scholarships and financial assistance as detailed below are given by various agencies to students of the following categories:

- | | |
|---|----------------------------|
| 1. Scholarships for SC/ST/RBA/OBC/Pahari students | State Govt. |
| 2. Scholarships for low income group students | State Govt. |
| 3. National Loan Scholarships | Govt. of India |
| 4. National Merit Scholarships | Govt. of India |
| 5. Sahara Scholarship for NCC | Sahara Group of Industries |

Co-Curricular Activities:

National Cadets Corps (NCC)

To inculcate a sense of discipline, develop character, a desire for service and capacity for leadership, the College provides facilities for NCC training for the volunteer male & female students.

One NCC wing (Artillery/Infantry) is available in the College. The total number of seats is 90 (60 for male and 30 for female students). Prescribed NCC uniform kits are issued to the enrolled NCC cadets free of cost. Interested students may apply for admission to the concerned NCC Officer for further details. The admission shall be made on first come first serve basis.

Enrollment Rules and Regulations of NCC:

- NCC enrollment forms are available with NCC Officer of the College free of cost. The enrollment forms are also to be filled in at the time of the admission.
- Every enrolled NCC cadet has to undergo 40 parades of two hours each in the entire session.
- All cadets shall have to put in 75% attendance at parades so as to become eligible for certificate exams.
- Enrolled cadets have also to attend one camp.

National Service Scheme (NSS)

To instill a spirit of comradeship and love for humanity in general and community service of the village folk in particular, facilities are provided to willing students with a bit of social service to put in their best alleviating the suffering of the unfortunate brethren inhabiting in rural areas.

The NSS units work under the able guidance of trained NSS Programme Officers who guide them properly and chalk out programmes for the areas required to be served.

The College has two units of NSS each consisting of minimum 100 volunteers. The students have to apply on a prescribed form available free of cost from the College units. The enrollment forms are also to be filled in at the time of the admission.

Classification of NSS Programmes:

NSS activities have been classified into major two groups:-

- Regular NSS Activities:** Students undertake various activities in Adopted villages, College Campus and urban slums during weekend or after college hours.
- Special Camping Programme :** Camps of 10 days duration is organized in Adopted villages/urban slums during winter vacations with some specific project by involving local community. 50% enrollment of NSS volunteers is required to participate in this camp.

NSS Regular Activities:- The volunteer undertake various activities in adopted villages and urban slums for community services. They have to put in **120 hours** service such as:

- Orientation of NSS volunteers-20 hours** (Lecturers, discussions, field visits, audio Visuals).
- Campus works./projects** involved in the project for the benefit of the Institution and the college students -**30 hours**.
- Communities Service** in adopted villages/Urban slums -**70 hours**

A total of 120 hours of social services besides a special camping Programme of ten days duration in the academic session and Regular NSS Activities complete the minimum requirement of the Scheme.

Career Counseling Cell

The College has a Career Counseling Cell which previously was only providing information to admission seekers regarding the subject combinations and other admission related matters. From the previous sessions, this Cell has also been arranging extension lectures, different workshops with the coordination of different agencies providing information regarding employment opportunities. The students are made familiar with different job opportunities in different sectors like KAS, IAS, KPS, IFS, LIC, Banking, Army, Police, etc.

Remedial Coaching Cell:

The College has established a Remedial Coaching Cell funded by the UGC for ST, SC, OBC, Minorities and BPL Candidates. The students are given free coaching in all the subjects after the college hours.

Hostels:

The college has two separate hostels for the Boys and Girls students. Hostel accommodation is provided to the needy students who come from non-commutable far-off places within the district or outside. The College Hostels Committee/Warden makes the selection. The students interested to seek accommodation in the hostels shall have to apply on a plain paper indicating his/her academic bio-data accompanied by a certificate of his/her permanent residence issued by Tehsildar of that locality. The Committee for fair selection will interview the applicants.

Hostel Fee (Tentative):

1.	Admission fee	Rs.20.00
2.	Admission form fee	Rs.10.00
3.	Hostel Rent (Annual)	Rs.300.00
4.	Reading Room Rent(Annual)	Rs.50.00
5.	Common Room Rent(Annual)	Rs. 50.00
6.	Water & electricity Charges(Annual)	Rs.200.00
7.	Furniture etc.	Rs.200.00
8.	Hostel Security(Refundable)	Rs.300.00
9.	Crockery	Rs.50.00
10.	Maintenance	Rs.50.00

Disclaimer

The statements made in this prospectus & the information contained herein is believed to be correct at the time of publication. The college, however, reserves the right to make changes in the rules and regulations, conditions governing the conduct of students, fee structure, etc., at any point of time without prior notice. The college accepts no responsibility for the hardships or expenses incurred by the students or any other person for such changes, additions and errors or omission.





