

# General Guidelines for Admission to Bachelor's Degree

- Admission to various classes will be made on the recommendation of the admission committee constituted for the purpose.
- Any gap of one year or more in the academic career of an applicant just prior to seeking admission to the Bachelor degree must be supported by documentary evidence / affidavit as the proof of his / her activities during the period of gap. Submission of false affidavit is a legal offence.
- The application must be filled by the candidate in his / her own handwriting and should be complete in all respect and supported by all documents:
- An applicant must produce original certificates at the time of admission before admission committee.
- Applicants coming from Board / Universities other than the H.P. Board of School Education / H.P. University must provide Migration Certificate in Original.
- National Open School students seeking admission to the 1<sup>st</sup> year of Bachelor degree must have cleared all the five paper including English.
- Admission of candidate is liable to be cancelled in case he / she furnishes incomplete / false information or in case of concealment of facts. Disciplinary action will also be taken against such candidates.
- Admission cannot be claimed as a matter of right. The Principal can deny admission to any such student whose conduct is detrimental to the interest./ discipline of the institution
- Initially all admissions shall be provisional and subject to the final approval by H.P. University.
- Rules of admission are subject to change as per the H.P. University notification issued from time to time.

## **Eligibility for Admission:**

Following conditions must be fulfilled before seeking admission to the course.

- B.A. First year 33%
- B. Com - 1st year 45% (40%) for Commerce Students, 33% for Girls Students only)  
Students from arts side must have secured at least 45% with Maths / Economics as an elective subject.

**Age Bar:**

- Maximum 23 years age as on 1.7.2023 (relaxation in age for SC /ST upto 3 years 25 years for girls students)

**Documents Required:**

- Certificate in original for having passed the lower examination recognized for the purpose.
- Certificate in original of good conduct from the head of the institution last attended or Tehsildar in case of Private Candidate.
- Certificate in support of birth (Matric Certificate)
- Copy of SC/ ST / OBC / IRDP/ Minority Certificate issued by the competent authority.
- Migration Certificate in case of students from other Board / University in Original.
- Three recent passport photographs.

**Admission Schedule**

AS PER HP UNIVERSITY TERM & CONDITIONS / NOTIFICATION

**Mode of Payment:**

- On admission the students will have to pay fee from May to July and thereafter the fee will have to be deposited on monthly basis.
- Fee will be collected from 1st to 10th of every month after 10<sup>th</sup> fine Rs 10 per day will be charged.
- Fee once paid is not refundable under any circumstances. In case a student leaves the college in mid-session, he / she would have no claim on the fee deposited.
- Names of defaulters are struck off after a week as penalty. If the name of a student is struck off from the college roll for non-payment of dues / he / she shall seek re-admission after payment of Rs. 100/- (First Time), 200/- (Second Time) and thereafter no re-admission.
- Fee shall be paid for all full session.
- Admission fee will be collected offline & monthly fee will be deposited online only.

**Migration:**

Candidates coming from Board / University other than H.P. board of School Education / H.P. University must produce Migration Certificate in original.