



Ptd. by: NEW ERA, Shimla Ph.: 0177-2628276

← *Maharshi Dayanand Saraswati* →  
*Founder of the Arya Samaj*



## DAV Centenary Model Degree College

Kotkhai, Shimla, Himachal Pradesh

NAAC Accredited | Affiliated to H.P. University, Shimla

(Under DAV College Managing Committee, New Delhi)

Covered under 2(f) & 12(b) list of the UGC Act, 1956



**PROSPECTUS 2021-22**

[www.davcollegekotkhai.ac.in](http://www.davcollegekotkhai.ac.in) [davprincipalkki@rediffmail.com](mailto:davprincipalkki@rediffmail.com), [rkjishtu@gmail.com](mailto:rkjishtu@gmail.com) 07183 255312, 9418000584



## Our Inspirations



**Dr. Punam Suri Ji**

President DAVCMC, New Delhi  
President Arya Pradeshik Pratinidhi Sabha  
President Arya Yuva Sama, New Delhi



**Shri Ajay Suri**

General Secretary  
DAVCMC New Delhi



**Shri Shiv Raman Gaur**

Director Higher Education  
DAVCMC New Delhi



### FROM PRINCIPAL'S DESK ...



**Dr. Raj Kumar Jishtu**  
Principal (Offg.)

Welcome to the DAV Centenary College, Kotkhai, a strong link in the vast chain of DAV Institutions the second largest educational provider of the country after the govt. having glorious history of imparting quality education during past 134 years.

It is well said that education is an ornament in prosperity and refuge in adversity, which helps in transformation. The goal of education is not to create a scholar but to create a virtuous man. The real voyage of discovery consists not in seeking new landscapes but in having new eyes.

Higher Education Institutions play an important role in the development of individuals, family and society, and thereby lay foundation of a strong nation by helping individual acquire knowledge of all fields, inculcate sense of responsibility and channelize their inner potential.

The goal of higher education is to nurture human beings responsible for their betterment and capable of sustaining society and nature, besides enabling them to procure position to earn their livelihood. The incoming students are often influenced by their parents and society to join higher study without understanding their own interests and talents.

Transition from school to college life is one of the most challenging events in a student's life. When new students enter an institution, they come with diverse thoughts, backgrounds and preparations. They come into a new unfamiliar environment, and most of them have little knowledge of a college. An important task therefore, is to welcome new students to Higher Education and prepare them for their new role.

**Good Wishes**





## About The College

- **Physical Facilities:** We have developed a physical structure in the form of a building and other facilities of enviable standards. The college at present has one Administration Block, 14 Class Rooms connected with Smart Board facility, Wi-Fi campus, a rich Library having more than 5300 books and subscription of nearly 12 Magazines, 2 Journals and 6 Newspapers. , CCTV cameras have been installed in all class rooms, library and in the campus to ensure the ragging free campus
- **RUSAGRANTS:** This college has been upgraded into the Model Degree College by the MHRD in its PAB meeting held on 30.07.2018. The MHRD has sanctioned Rs. 4 Core to this college for New Construction of 36 bedded Girls Hostel, Renovation of Old Buildings and addition of equipment's at the ratio of 40:40:20. The construction work of a 36 bedded Girls Hostel with modern amenities in this college has been almost completed. The Renovation work of the Old buildings(Both Blocks ) has been also completed. The college has added new Library, Sports, Computer Lab and Office equipment's, under the RUSAscheme.
- **University Grants Commission's Support:** The college is covered under 2 (f) and 12 (b) of scheme of the UGC Act. for receiving developmental and other assistance from University Grants Commission, New Delhi. *The college has been accredited with the NAAC, Bangalore in theyear 2015-16 validity of accreditation is upto 13-9-2020.*
- **State Government Support:** The College is covered under Grant-in-Aid Scheme of Himachal Pradesh Government. The faculties of Arts and Commerce Group are covered under this scheme.

## Some Important Committees of the college

**Patron:**

**Dr. Raj Kumar Jishtu**

### Admission Committee Session 2021-22

1. Dr. Kamlesh Verma (Convener)	Associate Professor in Music
2. Mr. Dinesh Sharma	Associate Professor in Maths
3. Mr. Vinod Gupta	Librarian

### Committee Name of Convener

NAAC / IQAC/ Anti- Ragging	:	<b>Dr. Roshan Lal Vashist</b> Associate Professor in Commerce
Grievances & Redressal Cell	:	<b>Dr. JS Dulta</b> Associate Professor in Commerce
Sexual Harassment	:	<b>Dr. Kamlesh Verma</b> Associate Professor in Music
Dean of Examination / NSS	:	<b>Mr. Dinesh Sharma</b> Associate Professor in Maths

### Degree Course (Arts/Commerce):

**BA First Year:** A candidate taking arts group shall be required to take up the subjects available in the college as per the CBCS UGC RUSAAAnnual System. Students are required to take utmost care while choosing the subject.

#### SUBJECTS:

- |                     |                         |
|---------------------|-------------------------|
| - English           | - Sanskrit              |
| - History           | - Music                 |
| - Political Science | - Mathematics           |
| - Economics         | - Environmental Science |
| - Hindi             |                         |

*Compulsory Subjects for BA / B.Com 1<sup>st</sup> Year*





## ENGLISH (C) , ENGLISH (AECC), HINDI (C), ENVIRONMENTAL SCIENCE (AECC)

**B. Com First year :** A candidate taking Commerce group shall be required to take up the subjects as per the CBCS under RUSA Annual System.

### SUBJECTS:

- |                                    |                                     |
|------------------------------------|-------------------------------------|
| - Financial Management             | - Business Law                      |
| - Business Organisation Management | - Business Mathematics & Statistics |

BA /B.Com 2<sup>nd</sup> year

As notified on the Notice Board

BA/B.Com 3<sup>rd</sup> year

As notified on the notice board

## *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.

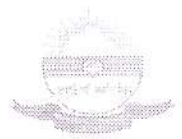
### Age Bar:

- Maximum 23 years age as on 1.7.2020 (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 2 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.

### Fee and other charges Payable

(Once at the time of Admission)

Admission Fee	Rs50/-
College Security (Refundable )	Rs500/-
Correspondence & Stationery Charges	Rs300/-
Identity Card	RS 50/-
Sports Activity	Rs280/-
Medical Fund	Rs30/-
College Magazine	Rs200/-
Library Fund	Rs200/-
Student Aid Fund	Rs160/-
Cultural Activity Fund	Rs300/-
Water & Electricity Charges	Rs200/-
Mid Term Test/ Quiz Test / Class Test	Rs250/-
APP Sabha Charges	Rs20/-



## University Annual Charges to be paid

(Once at the time of Admission)

Registration Fee & other charges	Rs200/-
<b>Monthly Charges:</b>	
Tuition Fee Arts B.A. (only boys)	Rs 50/-
Commerce (B. Com.)(only boys)	Rs 60/-
Amalgamated Fund	Rs 1030/-
Tutorial Fund (Commerce Students only)	Rs 30/-
Music Fund (Music Students only)	Rs 30/-
Water and Electricity Charges	Rs 100/-
Computer Charges	Rs 100/-

**Note:** HPU Annual Examination Centre Charges and Affiliation Fee to be taken separately in the month of November keeping in view the student strength since it is to be divided amongst the total number of students, indicating that more the number of students less will be the fees charged from them and vice-versa.

**Absence Dues: Good** Students would avoid fines by obeying all the rules in respect of attendance, examination & payment of dues, the fines chargeable are as:

Absence for whole day Rs. 2/-

**Minor test Rs. 20/- (Per Paper)**

**Attendance and leave Rules:** The primary duty of a student is to study. The students are therefore expected to follow the following leave rules:

- According to rules students must put in 75% attendance in every optional and compulsory subject.
- Leave should be got secured only when it is absolutely necessary, maximum leave allowed during a semester is 5 days.
- Leave must be sanctioned from the Principal before it is availed.
- In case of serious illness or unavoidable circumstances application leave signed by the Father / Guardian and supported by a Doctor's Certificate should be submitted.
- Leave application by post is not acceptable.
- Fee shall be paid for the full session.





**Mid Term Examination:** All students are required to appear in the said examination and test held by the college and marks obtained by the students in these examination is recorded or added in Term-end examination. Mid Term examinations are compulsory for eligibility to appear in the Term End examinations, the absentees will be fined according to the rules.

**University Term End Examination:** U.G. Examination conducted by the HPU will commence in as per date sheet notified by the University.

**Eligibility for University Examination:** In order to earn eligibility for appearing in the University examination the students are required to attend at least 75% of the total lecture delivered in each subject, and students will have to pass the Continuous Comprehensive Assessment (CCA) in addition to above *otherwise admission forms will not be verified by the college.*

**Scholarships:** All types of States, Centre and University Scholarships are tenable in this College.

#### Detail of Scholarships:

- Post matric Scholarship for SC/ST/OCB
- Indira Gandhi Utkrisht Chhatravartiyojna (for first ten toppers in +2 in any stream)
- Maharishi Balmiki Scholarship Scheme
- IRDP Scholarship
- Post Matric Scholarship Scheme to students belonging to Minority Community (Centre Govt. Sponsored Scheme).
- Financial Assistance to the children of the Armed Forces Personnel killed / disabled during the different War Operation.
- Hon'ble Late Shri A.R Chauhan Scholarship may be awarded to four student (Rs 6500/- each) on the following term & condition:
  1. Scholarship will be awarded to four meritorious & needy students having secured minimum 60% marks from low income group.
  2. The scholarship will be awarded to such a student who is not receiving any scholarship from any agency.
  3. If no student falls in above criteria then scholarship will be awarded purely on merit basis.

**Note:** Students are required to fill up the on line applications for the above scholarship within the date as notified by the H.P. State Govt. along with copies of required documents



and submit the hard copy of the same in the office of this college.

Students are motivated for educational tour/trip to historical places outside/inside the State every year.

**Sports Activities:** Sports are an integral part of education for all round development of cherished personality. There is a vast playing ground in the college premises. All sports activities in the college are organized by Athletic council of the college.

The college holds Annual Athletics Meet every year towards the end of September. Prizes are awarded to winners. Every sportsman is expected to maintain high tradition of sportsmanship, conduct and discipline.

**IQAC Cell:** IQAC cell & has been established in the college for planning, guiding & monitoring Quality Assurance & Quality Enhancement activities of the college. The IQAC will analyse & systematise the efforts & the measures of the college towards academic excellence.

**National Service Scheme (N.S.S.):** The College has been allowed to run one National Service Scheme Unit which provides an opportunity to the youth to understand the current problems of the society. They learn the sense of service before self, the quality development, the NSS provides for various types of projects like social service camps in rural / urban area, camps, projects, adult education and campaign etc. Students are urged to enrol themselves for a noble cause, which would be informed to them according to the schedule of the college.

#### College Library:

The college owns one of the richest library of the area. With more than 5500 volumes in its shelves, the library provides rich feast of reading material in every area of knowledge by subscribing 12 magazines, 2 journals besides 6 reputed dailies

#### Library Rules:

- Library books are issued to students on the two Library Tickets issued to them at the time of admission, for a period of 15 days.
- A penalty of Rs. 5/- will be levied for the issue of duplicate tickets. The loss of tickets should be immediately reported to the Librarian so that the staff may keep an eye on the issue of books on the list Library tickets.
- A student whose library card has been lost will be held responsible for all books issued on such tickets to anyone.
- The books may be retained by a borrower for a period of 15 days after which these must





be returned or got re-issued, latter depending on the discretion of the Librarian.

- Leave from college does not imply exemption from the return of the books. If the day of return happens to be a holiday, the book must be returned on the day on which the college reopens.
- If a book is found defaced or damaged in any way the last borrower will be required to replace the book or pay thrice the price of damages. The borrower should therefore examine the book and call attention of the issuing authority to any defect. The issuing authority will sign on the books as evidence.
- The loss of books should be reported to the Librarian immediately.
- Reference books and periodicals are not issued; these are to be read in the Library only.

Any person found guilty of taking the periodicals outside the library or tearing a periodical will be fined heavily. A fine of Rs. 2/- per book per day will be charged if the book is not returned or reissued on the due date.

- Perfect order and silence should be maintained in the library at all times. In-disciplined will be punished with a fine or denial of privilege to use the library for a specific period.
- Student must keep Identity Card with them while in the Library. It must be produced when demanded by a competent authority.
- Students are not permitted to bring any guests in the Library.

**College Magazine:** The College Magazine "Giri Ganga" is published every year in Pahari, Planning Forum, Sanskrit, Hindi, Commerce and English Sections.

**College Central Students Association:** College Central Students Association is constituted on the dates notified and in accordance with the rules laid down by the HP University. The object of these bodies of students is to extend useful suggestions to the Principal for improvement of academic atmosphere of a true institution so as to make it conducive for studies and cultural activities. These bodies will help in organizing various functions in the college and suggest measures to make the stay of students in the college fruitful and purposeful. CSCA also makes the link of the student with the principal and co-ordinates and integrates the activities of various clubs and associations of the college.

**Prize Distribution:** The annual prize distribution function of the college will be Prizes and Certificates will be awarded to the students winning distinctions in studies, sports and other social and cultural activities during the session.



**Code of Conduct:** The institution expects its students to observe strictly the code of conduct laid down for them and cultivate the habit of self-discipline during their stay in the college. This will finally shape them into responsible citizens of India.

- The college lays extra stress on the maintenance of discipline in and outside the college campus. The students must show regularity in attendance and punctuality during their stay in the college.
- The students must show attendance and punctuality in all college functions.
- Students are supposed to be courteous & polite in their dealings with one another, and with the college employees and they are required to use dignified language while addressing others.
- Students should shift from one class room to another in an orderly manner.
- Students are advised to utilize their vacant period in reading books, magazines & newspapers available in the Library.
- Smoking and chewing tobacco is strictly forbidden inside the college campus.
- Students are required to help the college authorities in maintaining cleanliness.
- All quarrels and disputes are dis-credited; in no case should be student take law in his own hands. In the event of a dispute, written complaint should be made to the Principal at once.
- Students are required to show responsibility towards the college belongings. Damage to any type of college property will not be condoned under any circumstance and the fine will be decided by the Property/Discipline Committee of the college.

### RAGGING IS PROHIBITED

**U**nder the orders of the Hon'ble High Court and Hon'ble Supreme Court and the rules framed by the Himachal Pradesh University vide ordinance 22.17 ragging is completely prohibited. Ragging means and includes any type of physical and mental torture done by any individual or a group either by words or by conduct, which gives an apprehension in the mind of person that he cannot pursue his/her studies freely from any mental disturbance/torture created thereby any student found involved in ragging will be summarily expelled from the college and legal proceedings under criminal law shall be initiated against him/her.





## TOPPERS SESSION 2019-20



**Ms. Kalavati**  
B.A. IIIrd Year



**Mr. Rubbal**  
B.Com. IIIrd Year



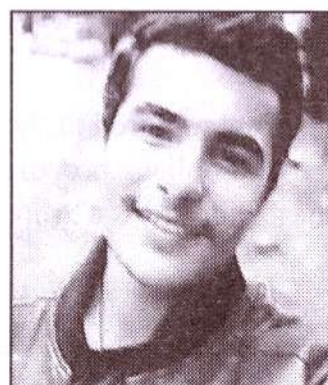
**Ms. Shreya**  
BA IIrd Year



**Ms. Tanvi Sharma**  
B.Com. IInd Year



**Ms. Vanshika**  
B.A. 1st Year



**Mr. Piyush**  
B.Com. 1st Year



## NOTICE

It is mandatory under the **HIMACHAL PRADESH PRIVATE EDUCATIONAL INSTITUTIONS (REGULATORY COMMISSION) ACT, 2010** that all the Private Higher Educational Institutions including Universities & Colleges in the State shall offer approved courses, make admissions on merit, charge fees as approved by the State Govt, conduct fair examination/evaluation and adhere to the relevant regulatory body norms regarding faculty and infrastructure.

Any violation of the norms by the private educational Institutions will attract penal provisions under section 11 of the Act. *ibid*.

For grievances/complaints concerning any academic or administrative lapse(s), such as overcharging of fees, admission in contravention of norms, malpractices in teaching and examinations, and deficiencies in faculty and infrastructure please contact the Secretary/Public Grievance Officer, HP-PERC at the above address through email/fax/by post along with relevant supporting documents, if any, for taking necessary action.

**Helpline No.** 0177-2673664

**Email.** [secv-Derc-ho@nic.in](mailto:secv-Derc-ho@nic.in),  
[reeulation-perc-hp@nic.in](mailto:reeulation-perc-hp@nic.in)

by Order  
**CHAIRMAN**





# 10

## PRINCIPLES *of* ARYA SAMAJ

- God is the primary source of all true knowledge and of all that can be known through it.
- God is Existence, Intelligent and Blissful. He is Formless, Almighty, Just, Merciful, Unborn, Infinite, Unchangeable, Beginning less, Incomparable, the Support and Lord of all, Omniscient, Imperishable, Immortal, Fearless, Eternal, Holy and the Maker of the Universe. To Him alone worship is due.
- The Vedas are the scriptures of true knowledge. It is the duty of all Aryas to read them, hear them being read and recite them to others.
- We should always be ready to accept truth and give up untruth.
- All actions should be performed in conformity with Dharma that is, after due consideration of right and wrong.
- The primary aim of the AryaSamaj is to do good for all, that is, promote their physical, spiritual and social well being.
- We should treat all people with love, fairness and due regards for their merits.
- We should aim at dispelling ignorance and promoting knowledge.
- One should not only be content with one's own welfare, but should look for it in the welfare of others also.
- One should regard oneself under restrictions to follow.

