

GOVERNMENT DEGREE COLLEGE



SUBATHU

DISTT. SOLAN, H.P.

(Affiliated to Himachal Pradesh University, Shimla-5)

PROSPECTUS CUM HAND BOOK OF INFORMATION 2026-27



College Website:
<https://gdcsubathu.in/>



Email ID
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Admission Helpline:
01792-275217, 293706



**EMPOWERING RURAL YOUTH
THROUGH QUALITY EDUCATION**



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1. Principal's Message



Dr. Rajinder Kumar Kashyap

**"In a gentle way,
you can shake the world."**

Mahatma Gandhi

Greetings from government College Subathu (Solan)

Dear Students, Parents and Esteemed Visitors,

I extend a cordial welcome to all the students who have chosen to be a part of Government Degree College Subathu (Solan) which has been serving the community with quality education in two undergraduate programs in Bachelor of Arts and Bachelor of Commerce. Our institution strives to deliver its best to students, through its faculty and staff. The institution is keen to enrich the skills of students, generate leadership qualities and values of social work, which it strive to achieve by organizing activities like career counseling, communicative skills, debates, guest lecturers through well established NSS, Clubs and Societies.

The college has very experienced and highly qualified faculty members, actively involved in disseminating knowledge and skills to the students and simultaneously enriching their own knowledge by actively participating in National and International Seminars and conferences, presenting papers, training courses, working as Resource Persons.

Education plays a key role in the overall development of the society. I consider it as an honor and pleasure to work with the faculty members and staff who work hard to help our students achieve excellence and become successful persons. I am sure that our competent and committed faculty and staff will improve the learning of our students in all the complexities of your academic discipline.

"Success comes to those who work hard and stays with those who don't rest on past laurels."

I offer you my blessing and best wishes for your bright future.

A handwritten signature in black ink, appearing to be 'Rajinder Kashyap'.

Dr. Rajinder Kashyap
Principal

2. College at a Glance

Government Degree College Subathu is situated in the heart of the historic town of Subathu amidst the serene and picturesque surroundings of lush green forests. The college has emerged as a prominent centre of higher learning, catering especially to the educational aspirations of students from rural areas of Himachal Pradesh. Affiliated to Himachal Pradesh University, the college offers quality undergraduate education in the streams of Arts and Commerce under the RUSA (CBCS) framework and NEP 2020. As a co-educational institution, the college takes pride in its dedicated team of highly qualified, dynamic, experienced and committed faculty members who continuously strive for academic excellence and holistic student development.

Despite being a relatively small institution, the college has earned recognition for its academic achievements, intellectual vitality, and student-centric environment. The institution provides essential academic infrastructure, including a well-stocked library, spacious and well-ventilated classrooms, and safe drinking water facilities, ensuring a conducive atmosphere for learning. The college firmly believes in the all-round development of students and actively promotes participation in sports, cultural programmes, co-curricular and extracurricular activities. Through its commitment to discipline, inclusivity, and value-based education, the college continues to nurture responsible citizens and empowered learners prepared to contribute meaningfully to society.

Mission and Vision of the College

The college stands for creating and sustaining the conditions that enable all College students to experience an unparalleled educational journey that is intellectually, socially, and personally transformative. The College further aims to mould the students hailing mostly from the rural areas, marginalized and weaker sections of the society into better individuals and to guide them to contribute constructively towards the society. The college also aims at imparting quality education to the students and equips them to cope with the latest requirements in professional and social spheres through innovative techniques and practices.

Objectives of the College

a) Infrastructure Development

- To create and enhance academic and physical facilities for the students.
- To undertake campus development for providing a conducive learning environment.
- To strengthen sports infrastructure by providing adequate sports facilities

b) Student Support Services

- To inculcate reading habits among students and maximize the effective utilization of the college library.
- To strengthen the Career Counselling and Placement Cell (CC & PC) and establish linkages with nearby industries and educational institutions.
- To organize industrial visits and educational tours on a regular basis for experiential learning and practical exposure.
- To ensure the holistic development of students by encouraging and engaging every student in co-curricular and extracurricular activities under the guidance of subject teachers.
- To enhance students' soft skills and personality development through guest lectures, motivational talks, counselling sessions, and interactions with eminent personalities and experts.
- To establish a regular and effective feedback mechanism involving stakeholders such as students, parents, and alumni for continuous institutional improvement.

3. Community Outreach- Societies and Clubs

a) Career Counselling and Placement Cell

The Career Counselling and Placement Cell of the college regularly organize professional lectures, career guidance programmes, workshops, and interactive sessions for students, particularly those in the final year. The cell aims to equip students with the necessary skills, confidence and exposure required to face the challenges of the competitive world and explore diverse career opportunities.

b) Internal Committee under Sexual Harassment / Women Empowerment Cell

In compliance with the directions of the Hon'ble Supreme Court of India, the college has constituted an Internal Committee under the Sexual Harassment/Women Empowerment Cell. The cell is committed to addressing grievances related to gender discrimination, harassment, and issues concerning the safety and dignity of women, thereby ensuring a secure and supportive environment for all students and staff members.

c) Road Safety Club

The Road Safety Club aims to create awareness among students regarding road safety measures, traffic regulations and responsible behaviour while driving and walking. The club conducts awareness campaigns and educational activities to promote safe road practices and civic responsibility.

d) Sports Club and Cultural Committee

The Sports Club and Cultural Committee are dedicated to nurturing the talents and abilities of students in sports, cultural, and literary activities. These bodies encourage students to participate in various competitions, including Himachal Pradesh University Youth Festivals and sports events. They also organize the Annual Athletic Meet and various cultural and sporting activities within the college campus.

e) Eco-Club

The Eco-Club seeks to promote environmental awareness and foster a sense of responsibility towards nature among students. The club organizes programmes and activities related to environmental conservation, tree plantation, cleanliness drives and sustainable living practices, thereby encouraging students to adopt an eco-friendly and healthy lifestyle.

f) Red Ribbon Club

The Red Ribbon Club works towards spreading awareness about HIV/AIDS and related health issues through social service activities, poster-making competitions, paper presentations, quizzes and awareness campaigns. The club also organizes lectures and interaction sessions in

collaboration with the Health Department to sensitize students about preventive healthcare and social responsibility.

g) Electoral Literacy Club (ELC)

The Electoral Literacy Club provides a platform to educate and engage students regarding their electoral rights and democratic responsibilities. Through various activities and practical experiences, the club familiarizes students with the electoral process, voter registration procedures and the importance of informed and ethical voting.

h) Unnat Bharat Abhiyan

The Unnat Bharat Abhiyan Programme, launched by the Ministry of Human Resource Development (MHRD) on 11th November 2014, is inspired by the vision of transformational rural development. The college actively participates in this initiative to identify developmental challenges in rural areas and work towards sustainable solutions through meaningful interaction and community engagement.

i) NAAC / IQAC

The National Assessment and Accreditation Council (NAAC) and the Internal Quality Assurance Cell (IQAC) play a vital role in maintaining and enhancing the quality of education in the institution. The cell continuously works towards improving academic and administrative procedures, promoting best practices and ensuring effective teaching-learning outcomes for the overall development of students and the institution.

j) National Service Scheme (NSS)

The college has one active unit of the National Service Scheme (NSS), functioning under the guidance of a Programme Officer. The scheme aims to develop the personality and character of students through community service, social awareness programmes and extension activities. Enrolment in NSS is conducted soon after the completion of the admission process.

k) Anti-Drug Cell

The Anti-Drug Cell is committed to ensuring a drug-free campus and creating awareness among students about the harmful effects of drugs and alcohol. The objectives of the cell are:

- To maintain a drug-free educational environment.
- To educate students about the adverse effects of substance abuse.
- To motivate and empower youth to reject the use of illicit drugs.
- To encourage active student participation in awareness programmes and campaigns conducted by the cell.

l) Parent Teacher Association (PTA)

The Parent Teacher Association (PTA) is constituted every academic session as per the guidelines of the Department of Education and the Government of Himachal Pradesh. Regular PTA meetings are organized to discuss matters related to the academic progress, welfare, and overall development of students, thereby strengthening the relationship between parents and the institution.

m) Old Students Association (OSA)

The Old Students Association (OSA) provides a platform for alumni to interact, network, and maintain a strong bond with the institution. The association fosters a sense of belonging among alumni, present students, faculty and management, with the shared objective of contributing towards the holistic development and progress of the college.

n) Energy Club

The Energy Club is constituted under the Lifestyle for Environment (LiFE) Programme. The club aims to create awareness regarding the judicious and sustainable use of energy and natural resources. It encourages students to adopt environmentally responsible practices and contribute towards sustainable development.

o) Grievance Redressal Cell

The Grievance Redressal Cell addresses the academic and non-academic grievances of students and other stakeholders in a fair and transparent manner. The cell strives to resolve complaints within a reasonable period, ensuring a healthy and harmonious institutional environment.

p) Research and Development Cell

The Research and Development Cell aims to promote a culture of research and innovation among faculty members and students. The cell facilitates an encouraging environment for academic and scientific development and monitors research-related activities within the college to enhance the quality of higher education.

4. Admission schedule for the session 2026-2027

Sr. No.	Particulars	Period	Days
1.	Submission of admission form online / offline	01 June to 19 June	19
2.	Pre-admission counseling of students	12 June to 19 June	08
3.	Display of 1 st Merit List (UG 1 st year students)	20 June up to 5:00 PM	
4.	Fee to be deposited	21 June to 23 June	03
5.	Display of 2 nd Merit List	24 June up to 3:00 PM	
6.	Fee to be deposited	25 June to 27 June	03
7.	Orientation of 1 st Year students	28 to 30 June	03
8.	Admission of other UG classes on Roll on Basis	01 June to 19 June	19
9.	Fee to be deposited	12 June to 23 June	12
10.	Post admission counseling, online submission of scholarship forms and students feedbacks	24 June to 30 June	7
11.	Regular teaching	01 July to 15 March of next year excluding vacation period.	
		Total teaching days	>180

4.1. Admission Committees for Session 2026-27

Name of Programme	Committees Members	Contact No.
Bachelor of Arts	1. Dr. Neetika Negi 2. Prof. Kavita Devi 3. Prof. Preeti Devi	9857000691 9736178400 7018527872
Bachelor of Commerce	1. Dr. Subhash Chandra 2. Prof. Jyoti Sharma	9418303579 9857724548

5. Academic Calendar 2026-27

Pre-admission counseling of students	12 June to 19 June
Orientation of 1 st Year students	28 to 30 June
NSS Enrollment	w.e.f July
CSCA Formation	Date to be notified by H.P.U
Independence Day Celebration	15 th August, 2026
PTA Meeting	Second Saturday of September
Hindi Diwas	14 th September, 2026
NSS Day	24 th September, 2026
Functions of Subject Societies/ Clubs/Youth Festivals of HPU/Sports/ Inter College Sports and Important Days	As per University Calendar/ College
National Legal Literacy Day	9 th November, 2026
Festive (Diwali) Break	2 days before Diwali and 2 days after Diwali
Annual Athletic Meet	Last week of December
World AIDS Day	1 st December, 2026
Mid Term Examination	2 nd week of December
Winter vacations	01 January to 04 February 2027
NSS Annual Camp	Last week of December
Road Safety Month	Date to be notified by Directorate of Higher Education
Annual practical examinations/ Remedial/need based classes/self study by students	16 March to 25 March 2027
Annual Prize Distribution	2 nd week of March
International Women's Day	8 th March, 2027
Theory examinations	Last week of March to 10 May (As per H P U Datesheet)

6. College Staff (Teaching)

Department	Faculty Members
Commerce	1. Dr. Subhash Chandra (Ph.D., M.Phil., M.Com., UGC-NET & SET)
	2. Prof. Jyoti Sharma (M.Phil., UGC-JRF & NET)
English	Dr. Neetika Negi (Ph.D., M.Phil., UGC-NET)
Hindi	Prof. Preeti Devi (M.A., NET)
History	Prof. Kavita Devi (M.A., M.Phil.)
Economics	Vacant(On deputation)
Political Science	Vacant (On deputation)

Non Teaching Staff

Sr. No.	Name of Post	Sanctioned Post	Position
1	Superintendent Grade-II	1	Vacant
2	Senior-Assistant	1	Vacant
3	JOA-IT	1	(On deputation)
4	Peon/ Chowkidar	2	(On Deputation)

7. An Overview of National Education Policy (NEP) 2020

The National Education Policy (NEP) 2020 introduced by the Government of India aims to make education holistic, flexible, multidisciplinary, skill-oriented, and learner-centered. In accordance with the guidelines issued by the Government of Himachal Pradesh and Himachal Pradesh University, Government Degree College Subathu shall implement the provisions of NEP-2020 from the current academic session. The policy focuses on academic excellence along with skill development, critical thinking, ethics, communication skills and overall personality development of students.

Under NEP-2020, the college will follow a Three-Year Undergraduate Degree Programme under the semester system consisting of six semesters. The system includes classroom teaching, assignments, seminars, projects, practical work, internal assessment and end-semester examinations. Students will also be encouraged to participate in internships, workshops,

community engagement programmes, and co-curricular activities to enhance employability, leadership qualities, social responsibility, and practical learning.

National Education Policy (NEP)-2020 B.A. 1 Arts

Government Degree College Subathu offers the Bachelor of Arts (B.A.) Programme under the framework of NEP-2020 as prescribed by Himachal Pradesh University. The programme follows the semester system and is designed to provide holistic, multidisciplinary, and skill-oriented education. The B.A. Programme is of three years' duration divided into six semesters. It focuses on academic learning, critical thinking, communication skills, ethical values, personality development and employability. Under NEP-2020, students study Major, Minor, Ability Enhancement, Skill Enhancement and Value-Added Courses.

The college presently offers the following subjects:

- English
- Hindi
- History
- Political Science
- Economics

Multiple Entry and Multiple Exit (MEME) System

The undergraduate programme under NEP-2020 is designed to provide flexibility to students in terms of duration, subject choices, and academic progression. Students may complete the programme at different stages and receive appropriate certification as per the duration of study completed successfully. However, at present, the B.A. Degree Programme offered by the college shall ordinarily be of **three years duration comprising six semesters**. The programme follows the semester system and continuous evaluation pattern as prescribed by the university.

Certification under Multiple Entry and Multiple Exit (MEME)

Duration of Study Completed	Number of Semesters	Certification Awarded
1 Year	Two Semesters	Undergraduate Certificate
2 Years	Four Semesters	Undergraduate Diploma
3 Years	Six Semesters	Bachelor's Degree

Structure of the B.A. Arts under NEP-2020 Semester-1 and II

During the First Semester, students shall study three core subjects, namely **A, B, and C**, along with additional courses designed for skill enhancement, multidisciplinary learning and value-based education. The following categories of courses shall be included in the curriculum:

NEP-2020 CURRICULUM STRUCTURE - SEMESTER I & SEMESTER II

(As per H.P. University UG Curriculum Framework)

SEMESTER I - INTRODUCTORY / FOUNDATION LEVEL

Total Credits: 20

S.No.	Course Category	Course Description	Purpose / Learning Outcome	Credits
1.	Core Course - Subject A (Discipline Specific Core - DSC A1)	First paper of the student's major subject.	Provides foundational understanding of the main discipline.	4
2.	Core Course - Subject B (Discipline Specific Core - DSC B1)	First paper from another selected discipline.	Broadens academic exposure and supports multidisciplinary learning.	4
3.	Minor Course (MC) - Subject C (MC 1)	First paper of the Minor subject selected by the student.	Encourages learning from another discipline and promotes flexibility.	4
4.	Multidisciplinary Course (MDC 1)	Course from a subject different from Core and Minor subjects.	Promotes interdisciplinary understanding and holistic education.	3
5.	Skill Enhancement Course (SEC 1)	Skill-based course selected from Core-I, Core-II or Minor subject.	Develops practical skills and improves employability.	3
6.	Ability Enhancement Course (AEC 1)	Language course (English, Hindi or Sanskrit). It should be other language which is chosen in DSC. For example, if student chooses English as DSC, AEC will be either Hindi or Sanskrit.	Enhances language ability and communication skills.	2
TOTAL CREDITS				20

SEMESTER II - INTRODUCTORY / FOUNDATION LEVEL

Total Credits: 24

S.No.	Course Category	Course Description	Purpose / Learning Outcome	Credits
1.	Core Course - Subject A (DSC A2)	Second paper of the student's major subject.	Continues and strengthens understanding of the main discipline.	4
2.	Core Course - Subject B (DSC B2)	Second paper from another selected discipline.	Provides broader academic exposure and supports multidisciplinary learning.	4
3.	Minor Course (MC) - Subject C (MC 2)	Second paper of the Minor subject selected by the student.	Helps students gain knowledge from another discipline and encourages flexibility in learning.	4
4.	Multidisciplinary Course (MDC 2)	Course from a subject different from Core and Minor subjects.	Promotes interdisciplinary understanding and holistic education.	3
5.	Skill Enhancement Course (SEC 2)	Skill-based course selected from Core-I, Core-II or Minor subject.	Improves employability and professional readiness through practical and soft skills.	3
6.	Internship / Apprenticeship / Project / Community Outreach (IAPC)	Practical component as per HPU guidelines.	Provides real-life learning experience through internship, vocational training, project work, field work and community service.	4
7.	Value Added Course (VAC 1)	Value-based course selected from the semester list.	Develops ethics, values, environmental awareness and understanding of Indian knowledge systems.	2
TOTAL CREDITS				24

EXIT OPTION AFTER SEMESTER II



After completing Semester I and Semester II and securing a total of 44 credits, a student may exit with:

UNDERGRADUATE CERTIFICATE.

CHOICE AFTER SEMESTER II

At the end of the second semester, students may choose one of the following:

1. Multidisciplinary / Interdisciplinary Programme
2. Single Major Programme

This flexibility helps students align their education with career goals, higher studies and competitive examinations.

NOTE

- Multiple Entry and Exit System is applicable as per NEP-2020.
- Students can continue, exit and re-enter as per university rules.
- The course combinations may vary as per university and college norms.

Program Structure
Proposed Scheme of Teaching & Evaluation for B. Com (Pass Course)
with Commerce as Core subject

Semester I								
Sl. No.	Course Code	Title of the Course	Category of Courses	Teaching Hours per Week (L + T + P)	SEE	CIE	Total Marks	Credits
1	B.C.101	Business Organization & Management	DSC - I	4+0+0	70	30	100	4
2	B.C.102	Financial Accounting-I	DSC - II	4+0+0	70	30	100	4
3	B.C.103	Business Law	MC - I	4+0+0	70	30	100	4
4	B.C. MDC - I	General Management (GE)	MDC - I	3+0+0	50	25	75	3
5	B.C. 104	E-Commerce	SEC - I	3+0+0	50	25	75	3
6		To be chosen from the basket of languages	AEC - I	2+0+0	35	15	50	2
Sub-Total (A)					345	155	500	20

Semester II								
Sl. No.	Course Code	Title of the Course	Category of Courses	Teaching Hours per Week (L + T + P)	SEE	CIE	Total Marks	Credits
7	B.C.105	Principles of Marketing	DSC - III	4+0+0	70	30	100	4
8	B.C.106	Financial Accounting-II	DSC - IV	4+0+0	70	30	100	4
9	B.C.107	Company Law	MC - II	4+0+0	70	30	100	4
10	B.C. MDC-II	Business Environment	MDC-II	3+0+0	50	25	75	3
11	B.C.108	Entrepreneurship and Venture Creation	SEC-II	3+0+0	50	25	75	3
12		Environment-related Courses (As prepared by the Department of Env. Science)	VAC-I	2+0+0	35	15	50	2
13		As per the guidelines of the University *	I/A/P/C*	0+0+2*	-	50*	50*	2*
Sub-Total (B)					345	205*	550*	22*

EXIT OPTION WITH CERTIFICATION-with ability to solve well-defined problems
***Credits may vary as per the directions of the University.**

❖ **Discipline Specific Core Courses (DSC)**

Discipline Specific Core Courses are compulsory courses of the major subject that provide students with fundamental and advanced knowledge of the discipline. These courses form the academic foundation of the programme and are designed to develop critical understanding, analytical ability, subject knowledge, and theoretical competence in the chosen field of study

❖ **Discipline Specific Elective Courses (DSE)**

Discipline Specific Elective Courses are specialized courses offered within the major discipline. These courses allow students to explore specific areas of interest and gain deeper knowledge according to their academic preferences and career aspirations.

❖ **Minor Courses (MC)**

Minor Courses are offered from a discipline other than the student's major subject to encourage multidisciplinary learning and broaden academic exposure. These courses help students acquire basic knowledge and understanding of another field, enhancing flexibility and interdisciplinary competence.

❖ **Multidisciplinary Courses (MDC)**

Multidisciplinary Courses are designed to promote holistic and interdisciplinary education by integrating knowledge from different disciplines. These courses enhance intellectual breadth, creativity, critical thinking, and the ability to understand diverse perspectives.

❖ **Skill Enhancement Courses (SEC)**

Skill Enhancement Courses focus on developing practical, professional, and employability-oriented skills. These courses are intended to improve communication, technical abilities, creativity, problem-solving and other competencies required for professional and personal growth.

❖ **Ability Enhancement Courses (AEC)**

Ability Enhancement Courses are aimed at strengthening students' language proficiency, communication skills and functional abilities. These courses help students improve reading, writing, speaking, comprehension and effective communication required for academic, professional, and social interaction.

❖ **Value Added Courses (VAC)**

Value Added Courses are designed to promote ethical values, cultural awareness, environmental consciousness, personality development, and social responsibility. These courses contribute to the holistic development of students beyond the core academic curriculum.

Internship / Project / Community Outreach

Internship, project work, apprenticeship, and community outreach activities are integral components of experiential learning under NEP. These activities provide students with practical exposure, field experience, research orientation, professional skills and opportunities for community engagement and social learning.

Evaluation System Under NEP 2020

Under the National Education Policy 2020, Himachal Pradesh University follows a semester-based evaluation system under the Choice Based Credit System (CBCS). The evaluation process is designed to assess students through continuous internal assessment and end-semester examinations. The evaluation of each course consists of:

- **Continuous Internal Assessment (CIA):** Includes assignments, class tests, seminars, presentations, attendance, practical work, field work, and viva voce.
- **End Semester Examination (ESE):**
Conducted by the University at the end of each semester

9. Admission Fee Structure

Name of Fee/ Funds	BA/ BCom. 1 st year(1 st +2 nd Sem.)	BA/ BCom. 2 nd year	BA/ BCom. 3 rd year
A. Govt. Fee & Charges:			
1.Admission Fee	25.00	25.00	25.00
2. Tuit on Fee (@50/month) (Boys /Non Himachali Girl)	600.00	600.00	600.00
Late Adm. Fee Fine (per day)	10.00	10.00	10.00
Re-admission Fee	100.00 (2 nd t me 200)	100.00 (2 nd t me 200)	100.00 (2 nd t me 200)
B. University Funds:			
1.Youth Welfare fund	100.00	100.00	100.00
2. Holiday Home Fund	1.00	1.00	1.00
3.Uni. Devp. Fund	500.00 (250/- IRDP or BPL)	-----	-----
4. Uni. Sports Fund	100.00	100.00	100.00
5. Cont nut on Fee	-----	10.00	10.00
C. College Annual Charges			
1. Library Security (Refundable)	100.00	-----	-----
2. Mid Term Test Fund	80.00	80.00	80.00
3. College magazine fund	50.00	50.00	50.00
4. Ident ty card	10.00	10.00	10.00
5. Medical Fund	6.00	6.00	6.00
6. NCC Fund	10.00	10.00	10.00
7. Student Aid fund	2.00	2.00	2.00
8. Amalgamated fund @25/month	300.00	300.00	300.00
9. Sports & Cultural fund @20/- month	240.00	240.00	240.00
10. Building Fund @ 10/-month	120.00	120.00	120.00
11. Ranger& Rovers @5/-month	60.00	60.00	60.00
12. Furniture Repair/ replacement Fund	10.00	10.00	10.00
13. Campus Development/ Beaut f cat on Fund	10.00	10.00	10.00
14. Book replacement Fund	25.00	25.00	25.00
15. Cultural Act vit es	20.00	20.00	20.00
16. Computer & Internet	20.00	20.00	20.00
17. Commerce Pract cals @15/- month	180.00	180.00	180.00
18. Red Cross Society	40.00	40.00	40.00
D. PTA Fund	500	500	500
(One can avail exemption in case of sibling's enrolment)			

10. Admission Procedure 2026-2027(Online Admission)

- The admission form, complete in all respect, along with copies of required documents to be uploaded, is to be submitted through the college website: <https://gdcsubathu.in>.
- Candidate failing to attend counseling or deposit the fee on the day of counseling will lose
- his/her claim on the seat and the seat will be provided to the next candidate in the merit list.
- Admission to 2nd and 3rd Year of the degree course will be done on roll on basis. Students can apply online from the college website and submit the printout of the admission form alongwith mark sheet/admit card/fee receipt of previous class in the office.

Step to Create Academic Bank of Credit (ABC) ID

Note: To apply for admission, students must register for an ABC (Academic Bank of Credit) ID. Following are the steps to create an ABC ID:

Log in to digi-Locker. Student with digi-locker account can create APAAR/ ABC ID

1. Look for the “Education” category, which includes the Academic Bank of Credit service.
2. Create your APAAR/ ABC ID by selecting your university and clicking on “Generate APAAR/ABC ID”.
3. Accumulate credit.

Steps for Online Admission (for new students)

Step 1: Login to the college website <https://gdcsubathu.in>

Create your “Username” and “Password” and save it for future communication.

Step2: Login with your username ID and “password”.

Step3: Fill the application form and upload the required certificates/documents.

Step4: Submit the application form and pay the prospectus fees.

Step5: Check the merit list online/offline from the college website/notice board.

Step6: Once counseling is done, pay the fee online using your username and password.

Documents required for Admission

1. Documents required at the time of online admission/counseling for BA/B. Com 1st Sem.

- (a) Admission form.
- (b) Two Photographs.
- (c) Self-attested photocopy of matriculation certificate.
- (d) Self-attested photocopy of 10+2 certificate. Internet copy is not valid.
- (e) Character certificate in original.
- (f) School Leaving Certificate.
- (g) Migration certificate for candidates who do not belong to H.P. Board/University.
- (h) Self-attested photocopy of ST/SC/OBC/Sports/Cultural/ Handicapped/IRDP/BPL Certificate for those seeking relaxation in age/marks/fee etc.
- (i) Self-attested photocopy of Himachali certificate (for girls only)
- (j) Aadhar number is compulsory and must be mentioned in the given column of the admission form.

2. Documents required for admission to BA/B.Com. 2nd & 3rd year

- (a) Self-attested photocopy of registration certificate.
- (b) Admit card of recent exam if result is not declared/fee slip.
- (c) Character certificate in case of migrating candidate

11. Combinations for Core Subjects for Bachelor of Arts for 1st & 2nd Semester

Combination	DSC-I (Subject-A)	DSC-II (Subject-B)	MC (Subject-C)
A	English	Political Science	History
B	English	History	Political Science
C	Political Science	English	History
D	Political Science	History	Hindi
E	History	Political Science	Hindi
F	History	Hindi	Political Science
G	Hindi	Political Science	History
H	Hindi	History	Political Science
I	Economics	Political Science	History
J	Economics	History	Hindi

Multidisciplinary Courses (MDC)

Streams	MDC-1 (First Semester)		Details of courses	MDC-2 (Second Semester)		Details of courses
B.A.	Commerce		General Management B.C-MDC-I	Commerce		Business Environment B.C-MDC-II
	and other than DSC-I, DSC-II and MC	Political Science	Society, Economy and Politics in H.P. MDC-I-POLS-112	and other than DSC-I, DSC-II and MC	Political Science	Human Right, Gender and Environment MDC-2-POLS-122
		Economics	Fundamentals of Indian Economy ECONEP112		Economics	Contemporary Issues in Indian Economy ECONEP122
		History	Ancient History of India MDC-I:HIST-112		History	Medieval History of India MDC-2:HIST-122
		Hindi	सृजनाठ क लेखन MDC HIN 112			Anuvad Vigyan MDC HIN122
B.Com.	Economics		Fundamentals of Indian Economy ECONEP112	Economics		Contemporary Issues in Indian Economy ECONEP122

12. Choice Based Credit System (CBCS) for Old Students of II & III Year

The old students of 2nd and 3rd Year will also continue under the Choice Based Credit System (CBCS) introduced by Himachal Pradesh University from the academic session 2016–2017 as per the guidelines of the University Grants Commission. The CBCS framework has been adopted to maintain uniformity in the standards of higher education and to provide students with quality education comparable to national standards.

Under this system, the examination and evaluation process is based on the Cumulative Grade Point Average (CGPA). The system follows an annual pattern, and students are required to choose their stream from Arts or Commerce. The curriculum consists of different categories of courses such as Core Courses (CC), Discipline Specific Elective (DSE) Courses, Ability Enhancement Courses (AEC) including AECC and SEC, and Generic Elective (GE) Courses.

All courses are assigned specific course titles and course codes. Students must carefully fill in the correct codes and titles while submitting examination forms, as incorrect entries may lead to delay in the declaration of results.

Important Guidelines

1. The CBCS system is applicable to old students of 2nd and 3rd Year.
2. The system follows an annual examination pattern.
3. Students must choose one stream, i.e. Arts or Commerce.
4. The curriculum includes:
 - Core Courses (CC)
 - Discipline Specific Elective (DSE)
 - Ability Enhancement Courses (AECC & SEC)
 - Generic Elective (GE)
5. Correct course codes and titles must be entered in the examination form.
6. A total of 132 credits is compulsory for obtaining the graduation degree.

For official information, visit Himachal Pradesh University.

Course Outline and Syllabus for Bachelor in Arts (BA II, III)

Sr. No.	Class	Courses-Core/Elective, Compulsory/Ability Enhancement, Skill Enhancement, Discipline Specific, Generic Elective		No. of Credits	Total
2.	BA- II	DSC-1C DSC-1D DSC-2C DSC-2D	Core /Elective course	06 06 06 06	44
		English Hindi	Compulsory Course	06 06	

		SEC-1 SEC-2	Skill enhancement	04 04	
3.	BA- III	DSE-1A DSE-1B DSE-2A DSE-2B	Discipline Specific	06 06 06 06	44
		SEC-3 SEC-4	Skill enhancement	04 04	
		Generic -1 Generic -2	Generic Elective	06 06	

Total Credits BA II, III = 88

Bachelor in Commerce (B.Com II, III) Courses-Core/Elective

Sr. No.	Class	Courses-Core/Elective, Compulsory/Ability Enhancement, Skill Enhancement, Discipline Specific, Generic Elective		No. of Credits	Total
2.	B.Com- II	B.C.2.1 B.C.2.2 B.C.2.4 B.C.2.5	Discipline Specific core	06 06 06 06	44
		English Hindi	Compulsory Course	06 06	
		B.C.2.3 B.C.2.6	Skill enhancement	04 04	
3.	B.Com- III	B.C.3.1 B.C.3.2 B.C.3.5 B.C.3.6	Discipline Specific	06 06 06 06	44
		B.C.3.3 B.C.3.7	Skill enhancement	04 04	
		(ECONA313) (ECONA314)	Generic Elective	06 06	

Total Credits for B.Com II, III is 88

13. Fine, Penalties and Leave Rules for students

1. No student is supposed to be absent without getting his/her leave sanctioned by the course teacher or Principal.
 2. Leave up to **6 days** shall be sanctioned by the concerned subject teacher.
 3. Leave more **than 6 (six) days** shall be sanctioned by the Principal. No leave will be granted during midterm examinations.
 4. Students who are officially deputed to participate in sports and co-curricular activities of the HP University Youth Festival are treated on leave for the purpose of attendance, provided that prior permission has been obtained from the Principal in this matter and its note has been made by the subject teacher in the attendance register.
 5. Students are required to get prior leave sanction in case they have to be absent from the college. The leave application must be countersigned by parents or guardians. In case of long sick leave a medical certificate is to be attached.
 6. The name of the student, who remains absent **for 6 days continuously** from any class, shall be struck off from the college rolls. However, the Principal at his discretion and after the recommendation from teacher concerned may re-admit such student on the payment of the readmission fee (which will be Rs. 100/- for first time and Rs. 200/- for second time). Such students must get re-admitted within 15 days from the date on which his/her name is struck off.
- Note:** A candidate whose name is struck off three times will not be re-admitted in the college.
7. In case of loss of **Identity-cum-library Card**, student will have to file an FIR in the Police Station and apply for issuance of duplicate Identity Card along with the copy of the FIR for which Rs. 20/- will be charged.

14. Evaluation System (CCA), MTT and Practical for B.A/ B.Com II, III

Evaluation system: As per H.P University guidelines, the marks scheme for all undergraduate courses in annual system for B.A/B.Com. programme will be in the ratio of 70:30 i.e. theory part (annual examination) 70 marks and internal assessment (IA)/ Continuous Comprehensive Assessment (CCA) of 30 marks.

The 30% marks of CCA will be awarded by the concerned teacher on the basis of the following components:

Mid Term Examination & Class test = 15 marks

Assignment = 10 marks

Classroom Attendance = 5 marks

Total = 30 marks

75% attendance in a course is compulsory as per H.P. University regulations. 5 marks of attendance will be awarded on the basis of following criteria:

>75%but 80%	>80%but 85%	>85% but 90%	>90% but 95%	>95%
1mark	2 marks	3 marks	4 marks	5 marks

Mid- Term Examinations: A mid- term test/examination in each course will be held in the month of December in the academic year. It is mandatory for every student to appear in the mid- term test/ examination and the marks obtained shall contribute to the total CCA of 30%.As per university guidelines, the student has to obtain minimum 75% lecture attendance,

Important Note: In case a student fails to fulfill any of these conditions, he/she will not be allowed to appear in the final examinations.

15. College Library

Library caters to the need of students through its two fold service i.e the reading room and the issuance of books. It has a fairly good collection of books and has different sections for text books and reference books. The library subscribes to as many as five newspapers, four magazines including two specialized journals regularly. Students are encouraged to avail library facility during working hours in all working days.

Library rules:

1. Library cum Identity card will be issued by the librarian within the 15 days of admission and every student is required to him/herself as a member of the library.
 2. Books are issued on the Library cum identity card, and the student must produce the card every time he/she visits the library.
 3. Only two books are issued at a time for 14 days. The librarian has the right to recall the books at any time.
 4. Reference books are not issued to the students.
 - i) In case of loss of a book, the student will have to replace the book or pay fine @20% extra in addition to the printed price of the book with the permission of the principal.
 - ii) The student is responsible for the book as soon as it is issued. In case a book is defaced/damaged in any way, the book is to be replaced by her/him.
- Schedule/time for issuance of book will be conveyed through notice.

16. Scholarships

There are a number of scholarships for economically weaker and meritorious students available through various Govt. and Non- Govt. agencies.

1. Merit Scholarship (Kalpana Chawla scholarship)
2. SC/ST Scholarship (Post Matric Scholarship Scheme to SC & ST students)
3. OBC Scholarship (Post-Matric scholarship scheme to OBC students)
4. IRDP Scholarship (Dr. Ambedkar Post Matric scholarship scheme for the economically backward classes)

Note: The eligible students have to produce their income certificate at the time of applying for the scholarship for first time. (Notification No.EDN-H (10) B 2005-06 misc-dated 30 Jan. 2006) For further details contact the college office.

Note: Students have to apply for scholarship through online mode from NSP portal and submit the hard copy in the office.

17. Annual Committees (Session 2026–27)

Govt. Degree College Subathu, Distt. Solan (H.P.)

List of College Committees for session 2026-27

Committee Name	Committee Name
1. College Advisory Committee - Dr. Subash Chandra (Convener) - Dr. Neetika Negi - Smt. Kavita Devi - Smt. Preeti Devi - Ms. Jyoti Sharma	12. Land and Building Affairs, College Development & Repair Committee - Dr. Neetika Negi (Convener) - Smt. Kavita Devi - Smt. Preeti Devi - Sh. Vijay (Peon)
2. Anti-Ragging & Discipline Committee - Dr. Subash Chandra (Convener) - Dr. Neetika Negi - Smt. Kavita Devi - Ms. Jyoti Sharma	13. CSCA Committee - Dr. Subhash Chandra (Convenor) - Smt. Preeti Devi (Arts) - Ms. Jyoti Sharma (Commerce)
3. IQAC / NAAC Committee - Principal –Chairperson - Dr. Rajesh Yadav –Rtd.. Principal - Smt. Sapna PT A President (External member) - Dr. Subhash Chandra (Coordinator) - Prof. Preeti Devi - Prof. Jyoti Sharma - CSCA President	14. Guidance / Career Counseling & Placement Cell - Dr. Subhash Chandra (Convener & Coordinator) - Dr. Neetika Negi - Ms. Jyoti Sharma - PTA President - Sh. - Reputed Member - Student - CSCA President - Student- CSCA Gen. Secretary
4. Purchase Committee: - Dr. Neetika Negi (Convener) - Smt. Kavita Devi - Smt. Preeti Devi	15. Water/Electricity/Furniture Committee - Smt. Kavita Devi (Convener) - Smt. Preeti Devi - Smt. Kamla (Peon)
5. College Bursar: Dr. Subash Chandra	16. PTA Secretary: Prof. Preeti Devi
6. Prospectus & College Magazine / E-Newsletter Committee - Dr. Subhash Chandra (Convener) - Dr. Neetika Negi - Ms. Jyoti Sharma	17. College NEP Committee/ ABC/SWAYAM CELL - Dr. Subhash Chandra (Convenor) - Dr. Neetika Negi - Smt. Preeti Devi - Ms. Jyoti Sharma
7. Time-Table Committee - Dr. Subhash Chandra (Convenor) - Smt. Preeti Devi	18. Eco-Club/Yuva Tourism Club/Energy Club - Smt. Preeti Devi (Convener) - Ms. Jyoti Sharma
8. Sports Club - Dr. Subhash Chandra (Convenor) - Smt. Kavita Devi	19. Alumni /OSA Committee - Smt. Kavita Devi (Convenor) - Smt. Preeti Devi
9. Anti-Drug Cell & Disaster management Committee - Dr. Neetika Negi (Convenor) - Smt. Kavita Devi - Sh. Vijay (Peon)	20. Campus Beautification & Cleanliness Committee & Decoration Committees: - Smt. Kavita Devi (Convener) - Smt. Preeti Devi - Smt. Kamla (Peon)
10. AISHE Nodal Officer Dr. Subhash Chandra (Nodal Officer AISHE)	21. NSS (Programme Officer) Smt. Kavita Devi
11. RTI Principal (PIO) Superintendent (APIO)	22. Road Safety Club: Nodal Officer Smt. Preeti Devi

23. Electoral Literacy Club - Smt. Kavita Devi (Convener) - Ms. Jyoti Sharma	33. Library Committee - Dr. Subhash Chandra (Commerce) - Dr. Neetika Negi (Art)
24. College Website Monitoring Committee: - Dr. Subhash Chandra (Convenor) - Dr. Neetika Negi	34. RUSA / PM-USHA & UGC Cell - Smt. Neetika Negi (Convener) - Smt. Jyoti Sharma
25. Research & Development Cell: - Dr. Subhash Chandra(Convenor) - Dr. Neetika Negi Smt. Jyoti Sharma	35. Cultural Activities Committee: Group- I to IV - Smt. Preeti Devi (Convener) - Ms. Jyoti Sharma
26. Red Ribbon Club/ First Aid, Health and Hygiene Committee Smt. Kavita Devi (Convener) Ms. Jyoti Sharma	36. Refreshment Committee: - Smt. Kavita Devi (Convener) - Smt. Preeti Devi Ms. Jyoti Sharma
27. Unnat-Bharat Abhiyan Cell / Swachh Bharat Abhiyan/ “Ek Bharat Shreshtha Bharat/” - Smt. Preeti Devi (Convener) - Ms. Jyoti Sharma	37. House Exam, University Result Discrepancy Committee/Student Migration/Roll Back/Subject Change & Re-admission - Dr. Subhash Chandra (Convenor) - Smt. Preeti Devi
28 Internal Complaint Committee (ICC under the Sexual Harassment of women at workplace (Prevention, Prohibition and Redressal) Act, 2013 - Dr. Neetika Negi (Presiding Officer) - Dr. Subhash Chandra - Smt. Preeti Devi - Smt. Kamla (Peon) Two Students - CSCA President & V. P.	38. College Building Fund Committee - Principal (Chairperson) - Pradhan Subathu Panchayat - XEN/SDO PWD (Civil work) - Funds Donor - Dr. Subhash Chandra (member Secretary) - Smt. Preeti Devi CSCA President
29. IT Cell/ Cyber Safety Cell - Dr. Neetika Negi (Convener) - Smt. Jyoti Sharma	39. Bus Pass and Attestation Committee: - Smt. Kavita Devi (Convener) - Ms. Jyoti Sharma
30. Press /Photography Committee: Smt. Preeti Devi (Convener) Ms. Jyoti Sharma	40. Canteen Committee: Smt. Preeti Devi (Convener) Smt. Jyoti Sharma
31. Women Cell: Dr. Dr. Neetika Negi Convener) Smt. Jyoti Sharma	41. Ambedkar / Social Justice & Empowerment Cell Smt. Preeti Devi (Convener) Ms. Jyoti Sharma
32. Scholarship/Fee Concession Committee - Dr. Neetika Negi (Convener) - Smt. Preeti Devi Smt. Jyoti Sharma	42. Grievance Redressal Cell (Students Matter/Welfare) - Dr. Subhash Chandra (Commerce) - Dr. Dr. Neetika Negi (Arts)

18. Discipline & Code of Conduct

As responsible students of Government College Subathu, every individual is expected to maintain discipline, uphold moral values and contribute positively towards creating a healthy academic environment. The following code of conduct is to be observed by all students of the college.

Discipline

- Students are expected to behave respectfully towards teachers, staff members and fellow students at all times.
- All rules and regulations of the college must be strictly followed.
- Any form of disruptive or inappropriate behaviour within the campus is strictly prohibited.
- Students must carry their Identity Cards every day and produce them whenever required during college hours.
- Students should attend the college in neat, clean and decent attire and maintain proper personal hygiene and cleanliness.
- Ragging in any form is strictly prohibited and will invite severe disciplinary action.
- Use of mobile phones in classrooms and playing music on the campus are strictly prohibited and punishable.
- Bringing outsiders into the college campus without permission is considered a serious offence.

Moral Integrity

- Students must maintain honesty, sincerity and integrity in all academic and personal activities.
- Ethical behaviour is expected both inside and outside the college campus.
- The following acts shall be treated as misconduct and indiscipline and may result in fine, suspension, or other disciplinary action:
 - Writing obscene or inappropriate words on desks, walls, or blackboards
 - Smoking or consuming intoxicants
 - Taking drugs or alcohol
 - Chewing tobacco or gum within the campus premises

Punctuality and Attendance

- Regular attendance and punctuality in classes are mandatory.
- Students are encouraged to actively participate in classroom discussions and academic activities.
- In case of unavoidable absence or delay, students should inform the concerned faculty in advance whenever possible.

Academic Excellence

- Students are expected to strive for academic excellence through sincere dedication to their studies.
- Assignments, projects, and academic tasks must be completed diligently and submitted within the prescribed deadlines.
- Students are encouraged to seek guidance and make effective use of faculty support and academic resources whenever required.

Respect for Diversity

- Every student must respect diversity and treat all individuals with dignity and equality.
- Discrimination or harassment on the basis of religion, caste, gender, race, language, or any other characteristic is strictly unacceptable.

Responsible Citizenship

- Students are encouraged to contribute positively to the college community through participation in extracurricular activities, social service and community development programmes.
- Protection of the environment and proper care of college property are collective responsibilities of all students.

Compliance with College Policies

- Students must remain familiar with all college policies, rules, and regulations and adhere to them sincerely.
- Violation of college rules may result in disciplinary action as deemed appropriate by the college authorities.

By adhering to this Code of Conduct, students demonstrate their commitment to academic excellence, personal integrity, discipline, and responsible citizenship as proud representatives of Government College Subathu.

19. Prohibition of Ragging Act, 2009

Under the *Prohibition of Ragging Act, 2009*, “Ragging” means any act of disorderly conduct towards a student of an educational institution that causes or is likely to cause physical or psychological harm, fear, embarrassment, shame, or apprehension.

Such acts include:

- Teasing, abusing, or insulting a student
- Playing practical jokes that cause discomfort or humiliation
- Causing physical or mental harassment

- Forcing a student to perform any act that he or she would ordinarily be unwilling to do in any form is a punishable offence.

A student found guilty of ragging may face:

- Imprisonment for a term which may extend up to **three years**
- A fine which may extend up to **₹50,000/-**
- Or both

In addition, any student convicted of committing, abetting, participating in, or promoting ragging shall be:

- Dismissed from the college, and
- Debarred from seeking admission in any other educational institution for a period of **three years** from the date of dismissal.

Government College Subathu is committed to maintaining a safe, respectful and ragging-free campus environment for all students.

Anti-Ragging Pledge:

“We, the Students, Scholars, Teaching and Administrative staff of this college firmly resolve to take a pledge today that we withstand united in making this College “Ragging Free” College and We will not involve in ragging either indeed, action and thought in our personal lives. We will promote fraternity and brotherhood with dignity to make this college a “Ragging Free” College.”

20. Reservation of Seats in the Education institutions for admission in various Courses (120 POINT ROSTER OF HPU)

Sr. No. of Seat (s)	Category for which the seat(s) remarked	Sr. No of Seat (s)	Category for which the Seat(s) remarked	Sr. No of Seat (s)	Category for which the seat(s) remarked
1	PwD	41	ST	81	CUL
2		42	PwD	82	PwP
3		43		83	
4		44		84	
5		45		85	SC
6		46	SC	86	
7	SC	47		87	
8		48		88	
9		49		89	
10		50		90	
11		51		91	SC
12	SC	52	SC	92	
13	ST	53	ST	93	ST
14		54		94	
15		55		95	
16		56		96	
17		57		97	SC
18	SC	58		98	CUL
19	SP	59	SC	99	SP
20	CUL	60	SP	100	
21	PwD	61	CUL	101	PwD
22		62	PwD	102	
23		63		103	
24		64		104	
25		65	SC	105	
26	SC	66		106	SC
27	ST	67	ST	107	ST
28		68		108	
29		69		109	
30		70		110	
31		71		111	
32		72	SC	112	
33	SC	73		113	SC
34		74		114	
35		75		115	
36		76		116	
37		77		117	SP
38	CUL	78	SC	118	CUL
39	SC	79	SP	119	SC
40	SP	80	ST	120	ST

SC 15%, (II) ST 7.5%, (III) Sports (SP) 5%, (IV) EWS 10% (V) Cultural (CUL) 5% (VI) Persons with Disability (PwD) 5%

21. Ban on Consumption of Intoxicants in College Premises

Government Degree College Subathu is committed to maintaining a healthy, disciplined, safe, and academic environment for all students. The consumption, possession, distribution, or use of any intoxicating substances such as alcohol, Chitta, tobacco, cigarettes, e-cigarettes, drugs, narcotics, or any other prohibited substances within the college campus is strictly prohibited.

Students found involved in the consumption or possession of such substances inside the college premises, classrooms, playgrounds, buses, or during college activities shall be liable for disciplinary action. The college administration reserves the right to take appropriate action against any student violating these rules.

Consequences of Violation

1. Fine or suspension from classes and college activities.
2. Suspension or expulsion from the college in serious or repeated cases.
3. Intimation to parents/guardians.
4. Legal action may be initiated in accordance with government rules and regulations, wherever applicable.

Students are expected to maintain discipline, dignity, and ethical conduct within the institution and contribute towards a drug-free and healthy campus environment.

DISCLAIMER

The prospectus cum handbook of information is published/provided at the college office for the purpose of information only. Although every effort has been made to provide reliable and accurate information, yet the college cannot be held morally and legally responsible for any error at any stage of compilation and printing. Various contents are subject to change as per notification, guidelines of H.P. University and Department of Higher Education, Government of H.P.. The final authority of interpretation and judgment rests with the Principal and the Advisory Committee.

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Few Glimpses of College Functions