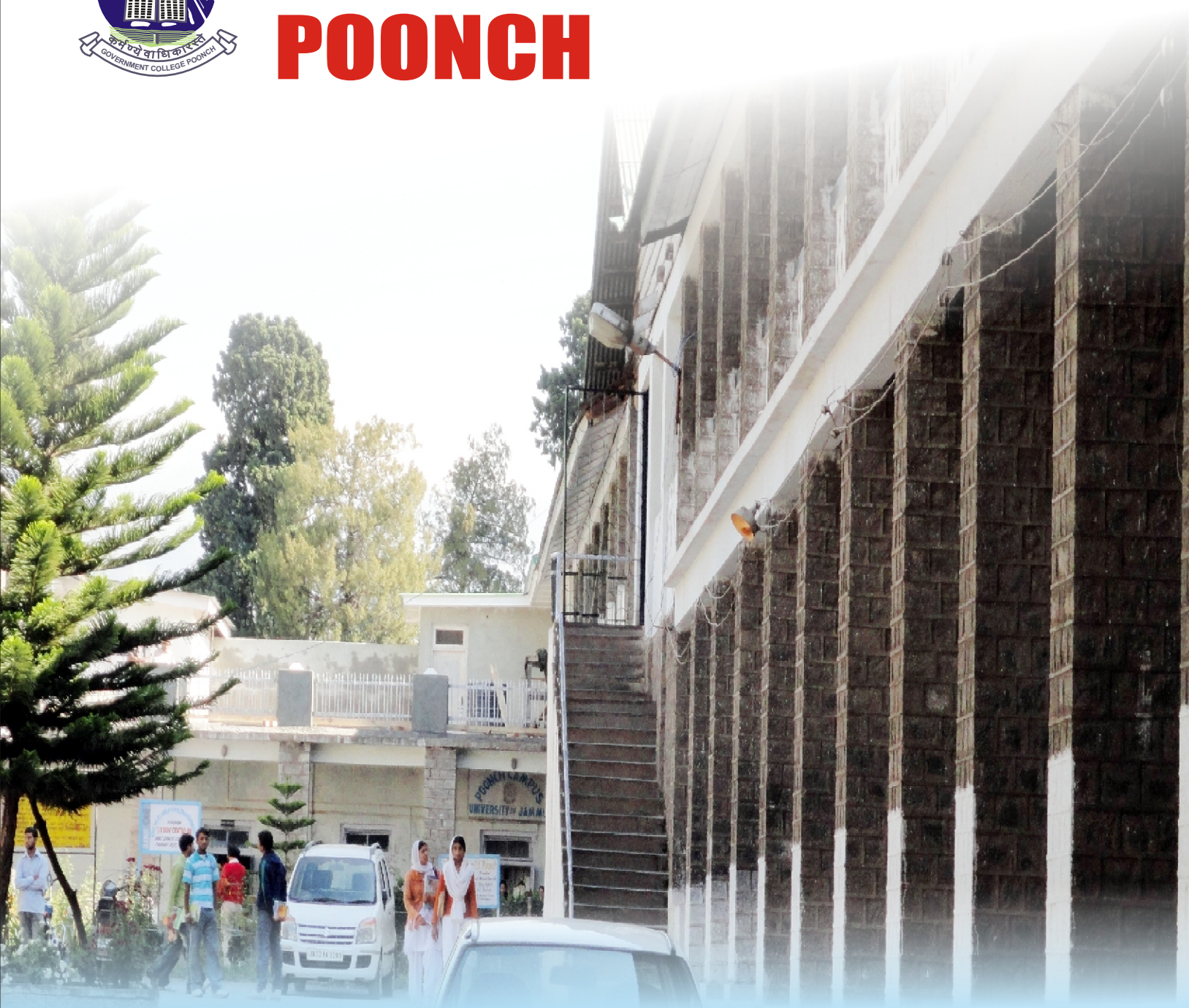# GOVT. DEGREE COLLEGE POONCH

GOVERNMENT COLLEGE POONCH

Prospectus

2018-19

राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद

विश्वविद्यालय अनुदान आयोग का घायत्त संस्थान

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

An Autonomous Institution of the University Grants Commission

Certificate of Accreditation

The Executive Committee of the
National Assessment and Accreditation Council
on the recommendation of the duly appointed
Peer Team is pleased to declare the

Government Degree College

Poonch, affiliated to University of Jammu, Jammu and Kashmir as

Accredited

with CGPA of 2.71 on seven point scale

at B⁺ grade

valid up to May 01, 2022

Date : May 02, 2017

NAAC

Director

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 crave a space for themselves in the mainstream by overcoming their inhibitions.

4. To inculcate the indispensible 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 the students who desire to seek admission in Govt, Degree College Poonch during the academic session 2018-19. In the fast changing world it is being realized that, "Education is the greatest leveler and means of upliftment". It is well said that we cannot always build the future for our youth, but we can build our youth for future. This institute of higher learning works with the spirit of building youth as a prelude to building to building nation.

It is pertinent to mention that Govt. Degree college Poonch is one of the premier Institutions of higher learning in the state of Jammu and Kashmir, Accredited with B+ Grade by NAAC Bangluru. It is pertinent to mention that Accreditation is a remarkable attempt by University Grants Commission (UGC) to encourage healthy competition among institutions of higher learning so that they would strive for excellence.The seven point scale criteria to assess the institution includes ,teaching learning and evaluation, Curricular aspects, Research consultancy and expansion, Infrastructure and learning resources etc. This criterion promotes overall growth of the institution.

The State Govt. for realizing the vision of bringing education to the door steps of the learners residing in the far off remote areas has taken steps of far reaching significance, by opening new colleges, framing new academic calendar with enhanced working days. It speaks volumes of the concern of the authorities for providing ample opportunities to the students for their academic needs. This prestigious institution is catering to the needs of young learners for the last more than five decades and has immensely contributed in this border district of the state.

The college offers Arabic at PG level and courses in Science, humanities, computer applications and commerce at UG level. Moreover PG Urdu and B.A Honors Urdu has been sanctioned for the college and will be started in next academic session. Besides this the college offers Sericulture as a vocational subject and BCA as a professional course. Add on courses in Functional English and Sericulture are also offered to the students. There is also provision of UGC funded remedial classes for SC, ST and OBC candidates.

There are thirty eight faculty members in various subjects with support staff to manage the affairs of the institution. Healthy teacher taught relationship is maintained in the college to create healthy teaching learning atmosphere. It is our firm belief that our guidance coupled with the learner`s dedication and diligence shall pave way for making our journey successful. There is one NCC Unit and two NSS Units in the college through the students prepare themselves to get involved in the mammoth task of nation building. The College has adequate infrastructure with rich library with a collection of thirty three thousand books. Moreover college has Edu-Sat with Videoconferencing facility, well equipped labs, smart class rooms to promote quality. The college has a long list of Alumni who have successfully made their presence felt on the horizon of the state. The college provides hostel facility for boys and girls.

The college is fully prepared to receive the new aspirants in the forthcoming session. I impress upon the students to enter this prestigious temple of learning with a burning desire to equip themselves with all round knowledge to become leading lights in future and do everything possible to keep the flag of humanity high.

Prof. Syed Mussaraf H.Shah
Principal

The College A Profile

Government Degree College, Poonch was established on 11th 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.Basur	1955	1959
2.	Prof.Saif-ud-Din	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	2017
38.	Dr. Mushtaq Ahmed Lone	2017	Nov. 2017
39.	Prof. Syed Mussaraf H.Shah	2017	Till date

Subject Combinations
Allowed by
The University of Jammu for the session 2018-19

SUBJECT COMBINATIONS (BA/BSc/B.Com/BCA) Sem-Ist available in the college are given below :

	Science Subject Combinations (B.Sc) As per enclosed list
1	Botany,Zoology,Sericulture,EVS,Communication English/Hindi/Urdu/Punjabi
2	Chemistry,Botany,Bio-Technology,EVS,Communication English/Hindi/Urdu/Punjabi
3	Chemistry,Zoology,Geography,EVS,Communication English/Hindi/Urdu/Punjabi
4	Chemistry, Zoology,Bio-Technology,EVS,Communication English/Hindi/Urdu/Punjabi
5	Chemistry,Botany,Zoology,EVS,Communication English/Hindi/Urdu/Punjabi
6	Physics,Mathematics,Geography,EVS,Communication English/Hindi/Urdu/Punjabi
7	Chemistry,Physics,Mathematics,EVS,Communication English/Hindi/Urdu/Punjabi
	Humanities Subject combinations (B.A)
1	English/Hindi/Urdu/Punjabi,Education,English literature,EVS,Communication English/Hindi/Urdu/Punjabi
2	English/Hindi/Urdu/Punjabi,Education,History,EVS,Communication English/Hindi/Urdu/Punjabi
3	English/Hindi/Urdu/Punjabi,Education,Sociology,EVS,Communication English/Hindi/Urdu/Punjabi
4	English/Hindi/Urdu/Punjabi,Education,Mathematics,EVS,Communication English/Hindi/Urdu/Punjabi
5	English/Hindi/Urdu/Punjabi,Mathematics,Geography,EVS,Communication English/Hindi/Urdu/Punjabi
6	English/Hindi/Urdu/Punjabi,Sociology,Geography,EVS,Communication English/Hindi/Urdu/Punjabi
7	English/Hindi/Urdu/Punjabi,Geography,Economics,EVS,Communication English/Hindi/Urdu/Punjabi
8	English/Hindi/Urdu/Punjabi,Education,Political Science,EVS,Communication English/Hindi/Urdu/Punjabi
9	English/Hindi/Urdu/Punjabi,Education,Philosophy,EVS,Communication English/Hindi/Urdu/Punjabi
10	English/Hindi/Urdu/Punjabi,Education,Economics,EVS,Communication English/Hindi/Urdu/Punjabi
11	English/Hindi/Urdu/Punjabi,Education,Sanskrit,EVS,Communication English/Hindi/Urdu/Punjabi
12	English/Hindi/Urdu/Punjabi,Education,Persian,EVS,Communication English/Hindi/Urdu/Punjabi
13	English/Hindi/Urdu/Punjabi,Education,Arabic,EVS,Communication English/Hindi/Urdu/Punjabi
14	English/Hindi/Urdu/Punjabi, History,Political Science,EVS,Communication English/Hindi/Urdu/Punjabi
15	English/Hindi/Urdu/Punjabi,Sociology,Persian,EVS,Communication English/Hindi/Urdu/Punjabi
16	English/Hindi/Urdu/Punjabi,Sociology,Arabic,EVS,Communication English/Hindi/Urdu/Punjabi
17	English/Hindi/Urdu/Punjabi,Mathematics,Economics,EVS,Communication English/Hindi/Urdu/Punjabi
18	English/Hindi/Urdu/Punjabi,Mathematics,Persian,EVS,Communication English/Hindi/Urdu/Punjabi
19	English/Hindi/Urdu/Punjabi,Mathematics,Arabic,EVS,Communication English/Hindi/Urdu/Punjabi
20	English/Hindi/Urdu/Punjabi,English literature,Economics,EVS,Communication English/Hindi/Urdu/Punjabi
21	English/Hindi/Urdu/Punjabi,Political Science,Philosophy,EVS,Communication English/Hindi/Urdu/Punjabi

22	English/Hindi/Urdu/Punjabi,Political Science,Economics,EVS,Communication English/Hindi/Urdu/Punjabi	
23	English/Hindi/Urdu/Punjabi,Political Science,Persian,EVS,Communication English/Hindi/Urdu/Punjabi	
24	English/Hindi/Urdu/Punjabi,Political Science,Arabic,EVS,Communication English/Hindi/Urdu/Punjabi	
25	English/Hindi/Urdu/Punjabi,History,Economics,EVS,Communication English/Hindi/Urdu/Punjabi	
26	English/Hindi/Urdu/Punjabi,History,Persian,EVS,Communication English/Hindi/Urdu/Punjabi	
27	English/Hindi/Urdu/Punjabi,History,Arabic, EVS,Communication English/Hindi/Urdu/Punjabi	
28	English/Hindi/Urdu/Punjabi,History,Geography, EVS,Communication English/Hindi/Urdu/Punjabi	
29	English/Hindi/Urdu/Punjabi,Political Science, Sociology, EVS,Communication English/Hindi/Urdu/Punjabi	
30	English/Hindi/Urdu/Punjabi, Political Science, Geography, EVS,Communication English/Hindi/Urdu/Punjabi	
	BCA Subject Combinations	
1	Differential Calcus, Computer Fundamentals, Problem Solving Using C-Language, PracticalBAsed on (C-Language,DOS,Window), EVS, Communication English.	
	B.Com Subject Combinations	
1.	English/Hindi/Urdu/Punjabi, Financial Accounting, Business Organization and Management, EVS, Communication English/Hindi/Urdu/Punjabi	
NOTE		
1. Combination once allotted shall not be changed thereafter. 2. Candidates are allowed to apply only one combination form in each stream otherwise the application forms filled by the candidate in the stream will stand cancelled.		

Schedule for admission to Semester- I of B.A/B.Sc./B.Com/BCA/BBA in Govt. Degree College Poonch (Summer Zone), for the Session 2018-19, is as under.

	From	To
Date of Receipt of Application Forms (by the respective colleges)	12-06-2018	19-06-2018
Display of 1st merit List and admission	21-06-2018	27-06-2018
Display of Second Select List and Admission (Subject to availability of seats)	28-06-2018	03-07-2018
Display of third Merit List and Admission (Subject to availability of seats)	04-07-2018	10-07-2018
Last date of Admission without late fee.	10-07-2018	
Admission of selected students with late fee (As per University Norms) (Subject to the availability of seats)	11-07-2018	21-07-2018
Admission with the permission of Vice Chancellor of Jammu University (as per University Norms)	20-07-2018	30-07-2018

Institutional Calendar for the session 2018-19

JULY 2018

From 16th July, 2018:   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 2018

12, August: International Youth Day

15, August: Celebration of Independence Day,

29, August:	National Sports Day
	Class work of BA/B.Sc./B. Com./BCA Semester-III &V
	Trials for selection of students for Inter-college sports tournaments

SEPTEMBER 2018

05,September :	Celebration of Teachers' Day
08, September:	International Literacy Day
21, September:	International Day of Peace
24, September:	N.S.S. Day
25 September:	Social Justice Day

OCTOBER 2018

02, October :	Gandhi Jayanti: International Day of Non-violence
	Internal Assessment & Class Tutorials of BA/B.Sc./B. Com./BCA I Semester
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 2018

07, November:	Infant Protection Day: World Cancer Awareness Day
11, November:	National Education Day
30, November:	National Flag Day
College Foundation Day:	Students picnic, Inter-College sports tournaments, participation in Display Your Talent (Jammu university).

DECEMBER 2018

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 2019

12, January:	National Youth Day
25, January:	National Voters Day

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

FEBRUARY 2019

1ˢᵗ Week: Annual Sports Day
23, February: World Peace and Understanding Day
28, February: National Science Day

MARCH 2019

          Internal Assessment & Class Tutorials of BA/B.Sc./B. Com./BCA Semester III/V
08, March: International Women's Day (N.S.S.)
                      Remedial classes, Career Counseling, Internal assessment Tests
                      (Practical),

APRIL 2019

1ˢᵗ Week: Compilation of Internal Assessment Record.

MAY 2019

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 2019
June 1, 2019 to July 15, 2019 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. 1ˢᵗ June 2018 to 15ᵗʰ July 2018.	45
2	Winter Break	From 1ˢᵗ Jan, 2019 to 10ᵗʰ of January, 2019	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 orderto 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 Duptaa/Shawl
Sandal	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	**1st June to 15 July**
Winter Break	**1st January to 10th January**
Admission to Odd Semester	**June to July**
Class Work of Odd Semesters	**3rd week of July to 30thNovember**

Semester end examination of Odd Semesters	1st week of December
Class work of Even Semesters	First week of January
Semester end examination of Even Semesters	1stweek 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 Staff/Department

Principal
Prof. Syed Mussaraf H.Shah

Department of Arabic
01.   Ms. Shaista Parveen   (Assistant Professor)

Department of Botany
01.   Dr. Bagh Hussain.   (Associate Professor)
02.   Ms. Rani Mughal   (Associate Professor)
03.   Dr. Aziz Ahmed Chowan   (Assistant Professor
04.   Mr. Mohd Razaq   (Assistant Professor)
05.   Mr. Parveen Kumar   (Lab. Assistant)
06.   Mr. Harbans Singh   (Lab. Bearer)

Department of Chemistry
01.   Dr. Jasbir Singh   (Associate Professor)
02.   Dr. Altaf Hussain   (Assistant Professor)
03.   Dr. Shokit Hussain   (Assistant Professor)
04.   Vacant
05.   Mr. Mohd Aziz   (Lab. Assistant)
06.   Mr.Ved Parkash   (Lab. Beraer)

Department of Computer Sciences
01.   Mr. Mohd Jameel   (Assistant Professor)
02.   Mr. Pardeep Singh   (Lab.Assistant)
03.   Ms.Rasmeet Kour   (Lab.Bearer)

Department of Economics
01.   Mr. Shahid Zafar   (Assistant Professor)

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.   Mr.. Mohd Araf   (Assistant Professor)
03.   Vacant
04.   Vacant

Department of Environmental Science
01.   Mr. Dalip Kumar   (Assistant Professor)

Department of Geography
01.   Mr.Khadam Hussain   (Associate Professor)
02.   Mr. Mujahid Ul Islam   (Assistant Professor)
03.   Mr. Mohd Sadiq   (Lab.Assistant)
04.   Mr.Sanjeev Kumar   (Lab. Bearer)

Department of Hindi
01.   Mr. Shabeer Ahmed   (Assistant Professor)

Department of History
01.   Mr. Shehzad Banday   (Assistant Professor)

Department of Mathematics
01.   Dr. Mohd Shafiq   (Associate Professor)
02.   Vacant

Department of Persian
01.   Vacant
02.   Vacant

Department of Philosophy
01.   Dr. Mohd Khaliq   (Assistant Professor)

Department of Physics
01.   Mr. Joginder Singh   (Assistant Professor)
02.   Mr.. Suresh Kumar   (Assistant Professor)
03.   Vacant
04.   Mr.Romesh Kumar   (Lab.Assistant)

Department of Political Science
01.   Ms. Nusrat Kouser   (Assistant Profesor)

Department Punjabi
01.   Dr. Loveleen Kaur Kesar   (Assistant Professor)

Department of Sericulture
01.   Dr. Bandana Mazal   (Assistant Professor)
02.   Ms. Gurmeet Kour   (Lab. Assistant)

Department Sanskrit
01.   Vacant

Department Sociology
01.   Mr. Rajat Bhardawaj   (Assistant Professor)

Department of Urdu
01.   Dr. Mohd Azam   (Assistant Professor)
02.   Dr. Amjad Ali   (Assistant Professor)

Department of Zoology
01.   Dr. Mohammed Azam   (Associate Professor)
02.   Dr. Farooq Ahmed   (AssociateProfessor)
03.   Dr. Aurangzeb Anjum   (Associate Professor)
04.   Mr. Kamaljeet Singh   (Associate Professor)
05.   Mr. Fateh Mohammad   (Assistant Professor)
06.   Dr. Shamim Ahmed Banday (Assistant Professor)
07.   Dr. Tabassam Naz   (Assistant Professor)
08.   Mr. Pankaj Kumar Maini   (Lab. Assistant)
09.   Ms Bimi Devi   (Lab. Bearer)

Department of Physical Education
01.   Director   Vacant
02.   S.Ravinder Singh   (Assistant PTI)

Department of Commerce
01.   Mr. Rajinder Kumar   (Assistant Professor)
02.   Mr. Binny Kumar   (Assistant Professor)
03.   Vacant
04.   Vacant

Library
01.   Librarian   Vacant
02.   (Ms Harbans Kour)   Library Assistant
03.   (Lab. Bearer deputed to Library)   S. Gurmeet Singh

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 Krishan Chander Memorial Career Counseling and placement centre:	Prof. Khadam Hussain Department of Geography
Coordinator Functional English:	Prof. Zakir Hussain Department of English
Coordinator Sericulture: **(Add on Course)**	Dr Shamim Ahmed Bandey Department of Zoology

Study Centers of Distance Education

Coordinator Learner Support Centre	Dr. Mohammed Azam HOD Zoology
Coordinator IGNOU:	Dr. Bagh Hussain Department of Botany
Coordinator MANUU:	Prof. Kamaljeet Singh Department of Zoology
NCC Officer:	Dr. Jasbir Singh Department of Chemistry

NSS Programme Officer(s):

(1)	Dr. Farooq Ahmed	Department of Zoology.
(2)	Dr. Lovleen Kaur Kesar	Department of Punjabi

Boys Hostel:

Prof. Syed Musaraf H. Shah	
Prof.Fateh Mohd	Member
Dr. Mohd Azam	Proctor
Dr.Altaf Hussain	Member

Girls Hostel:

Prof. Syed Mussaraf H.Shah	
Dr. Lovleen Kaur Kesar	Proctor
Dr. Tabassum Naz	Warden
Prof.Nusrat Koser	Member

Ministerial Staff

1.	Section Officer	Mr. Sanjay Kumar
2.	Head Assistant	Sh. Dev Raj
3.	Sr. Assistant	Vacant

4.	Sr. Assistant	Mr.Kulbir Singh
5.	Accountant	Vacant
6.	Accounts Assistant	Vacant
7.	Jr. Assistant	Mr. Ravinder Singh
8.	Jr. Assistant	Vacant
9.	Jr. Librarian	Vacant
10.	Plumber	Vacant
11.	Driver	Mohd Khalil
12.	Electrician	Sh. Avinash Bhalla
13.	Lab.Assistant	Mr.Nasar Ahmed
14.	Medical Assistant	Vacant
15.	Mistry	Vacant

Class-IV Staff:-

1.	Orderly	Mr. Prem Kumar
2.	Orderly	Mr. Javed Ahmed
3.	Orderly	S. Rajinder Singh
5.	Cook	Vacant
6.	Gas man	Vacant
7.	Gardener	Mohd Shokat
8.	Gardener	Vacant
9.	Chowkidar	Vacant
10.	Chowkidar	Mr. Bashir Ahmed
11.	Chowkidar	Mr. Mohd Latief
12	Laboratory bearer	S. Gurmeet Singh
13.	Laboratory bearer	Mr. Mohd Bashir
14	Chainman	Vacant
15.	Lady Attendant	Ms. Nirmal Devi
23.	Lady Attendant	Ms. Koshal Devi
24.	Sweeper	Ms. Rani
25.	Sweeper	Mr Sheel

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

Admission to Semester-First 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.

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

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
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.

- Admission to Semester III & V shall be made on the basis of criteria as notified by Jammu University.

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.

Fee structure

For admission to B.A/B.Sc/BCA/B.Com. Semester-1st Session 2018-19
(Admission Fee vide Govt. Order No. 25/HE of 2012 dated 12-01-2012 and Vide University Notice No. F. Acd/I/18/14431-580 Dated. 08-01-2018 with Examination fee for the Sem-1st .

Admission fee :   Rs. 2290+170(EVS) = Rs. 2460

S. No.   **Total fee (1st & 2nd Sem.)**

1	Arts	Rs. 6590=00
2	Arts with Geog	Rs 6955=00
3.	Medical with Chemistry	Rs. 7500=00
4	Non Medical with Chemistry	Rs. 7120=00
5	Non Medical with Geog	Rs 7195=00
6	Medical with Geography	Rs 7575=00
7	Medical with Bio-technology	Rs. 9325=00
8	Medical with Sericulture	Rs 8925=00
9.	B.Com.	Rs. 6590=00
10.	BCA	Rs. 16200=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.50.00
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)   Rs.1150.00

University Dues:

1.	Registration Fee	Rs. 330.00
2.	Sports Fee	Rs.480.00 (440 University chest + 40 Director Physical education)
3.	Cultural Fee	Rs. 140.00 (50% Dean Students Welfare & 50% retained by the college)
4.	Digitalization Fee	Rs. 200.00
5.	Uni. Share of the resource Mobilization	Rs.100.00 (50% Director Colleges Dev & 50% retained by the college)
6.	Examination Fee (1st Sem. & 2nd Sem.)	Rs. 1640.00
7.	Examination Development Fee (do-)	Rs. 520.00
8.	Practical Fee (do-)	Rs. 180.00
9.	Examination Form Fee (-do-)	Rs. 180.00
10.	Red Cross Fee	Rs. 20-00 (100% Dean Students Welfare)
11.	NSS fee	Rs. 120-00 (50% NSS Programme Officer & 50% retained by the college)
12.	DIQA fee	Rs. 200-00 (50% & 50%)
13.	Eligibility Fee	Rs. 800.00 (Other than J&K Board of School Education)
14.	Corpus Fee	Rs.200.00 (100% Registrar University of Jammu)
15.	Degree Fee	Rs.740.00

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 CBCS/Non CBCS:
Internal Assessment shall carry 20% weight-age and end semester Examination 80% Weight-age. The distribution of Internal Assessment marks shall be as follows:

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:

a) 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.

b) Every enrolled NCC cadet has to undergo 40 parades of two hours each in the entire session.

c) All cadets shall have to put in 75% attendance at parades so as to become eligible for certificate exams.

d) 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:-

A) **Regular NSS Activities**: Students undertake various activities in Adopted villages, College Campus and urban slums during weekend or after college hours.

B) **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:

i) **Orientation of NSS volunteers-20 hours** (Lecturers, discussions, field visits, audio Visuals).

ii) **Campus works./projects** involved in the project for the benefit of the Institution   and the college students -**30 hours.**

iii) **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.

Krishan Chander Memorial Career Counseling and placement Centre:

The College has a Centre for Career Counseling christened after the name of Krishan Chander a renowned literary luminary   which previously was only providing information to admission seekers regarding subject Combinations and other admission related matters. From the previous sessions, this Cell shall also arranging extension lectures, different workshops with the co-ordination 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. Hostels 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 (TETATIVE):

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.

College Teaching Staff

College Non Teaching Staff

Counseling Cell for Admission 2018-19

1. Dr.Mohd Shafiq   9419610391/ 7051315666
2. Dr. Mohd Azam   9596942098
3. Dr.Tabassum Naz   9697513098

राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद

विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

An Autonomous Institution of the University Grants Commission

Quality Profile

Name of the Institution : Government Degree College
Place : Poonch, Jammu and Kashmir

Criteria	Weightage (W_i)	Criterion-wise Weighted Grade Point (Cr WGP)	Criterion-wise Grade Point Averages (Cr WGP$_i$ / W$_i$)
I. Curricular Aspects	100	250	2.50
II. Teaching-Learning and Evaluation	350	1000	2.86
III. Research, Consultancy and Extension	150	380	2.53
IV. Infrastructure and Learning Resources	100	280	2.80
V. Student Support and Progression	100	300	3.00
VI. Governance, Leadership & Management	100	230	2.30
VII. Innovations and Best Practices	100	270	2.70
Total	$\sum_{i=1}^{7} w_i = 1000$	$\sum_{i=1}^{7} (Cr\,WGP_i) = 2710$	

$$\text{Institutional CGPA} = \frac{\sum_{i=1}^{7}(Cr\,WGP_i)}{\sum_{i=1}^{7}W_i} = \frac{2710}{1000} = \boxed{2.71}$$

Grade = $\boxed{B^+}$

Date : May 02, 2017

Director

- This certification is valid for a period of Five years with effect from May 02, 2017
- An institutional CGPA on seven point scale in the range of 3.76 - 4.00 denotes A^{++} grade, 3.51 - 3.75 denotes A$^+$ grade, 3.01 - 3.50 denotes A grade, 2.76 - 3.00 denotes B^{++} grade, 2.51 - 2.75 denotes B$^+$ grade, 2.01 - 2.50 denotes B grade, 1.51 - 2.00 denotes C grade
- Scores rounded off to the nearest integer