



GOSWAMI GANESH DUTTA  
**SDCKG**  
SANATAN DHARAM COLLEGE, KHERI GURNA

# GOSWAMI GANESH DUTTA S.D. COLLEGE

Kheri Gurna, Banur (Near Chandigarh)

SDCKG

## Our USP - Practical Exposure

Taking  
Students to  
the Industry

**HOLISTIC  
DEVELOPMENT**

Bringing  
Industry to  
the Classroom

## OTHER DIFFERENTIATORS

- Accounting Lab.
- ICT Based Teaching
- Training & Placement Cell
- Company Formation Program
- NPTEL Courses by IIT Madras
- Resource Center of IIT Bombay
- Case Study Approach to Learning
- Courses in Collaboration with NSE
- Personality Development Workshops
- Management Development Programs
- Scholarships for Meritorious Students
- Wi-Fi Campus with excellent IT Facility
- Transport and Medical Facility Available
- Hostel Facility at Chandigarh & SD College, Kheri Gurna

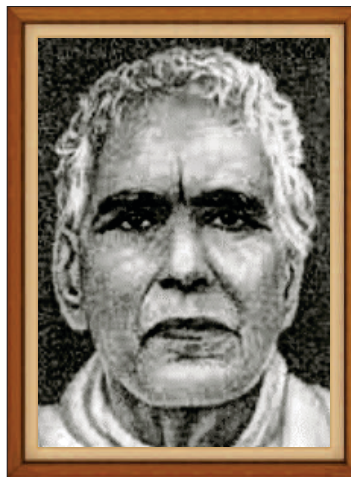




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## OUR INSPIRING SPIRIT



**GOSWAMI GANESH DUTTA JI MAHARAJ**

### IMMORTAL LUMINARY

G.G.D.S.D. College Society is carrying forward the mission of 'Karamyogi' Tyagmurthi Goswami Ganesh Dutt Ji Maharaj, the 'Dharam Putra' of 'Bapu' - Gandhi and the 'Dharam Guru' of Dr. Rajendra Prasad, a great fund-raiser, social worker, the doyen and General-Secretary of Sanatan Dharam Paratinidhi Sabha (Punjab), Lahore. Being the General Secretary of Sanatan Dharma Sabha, he dedicated his life to various aspects of social work like upliftment of women and the protection of Harijans. He promoted Hindi and Sanskrit through Schools and Colleges. He started a number of educational and other institutions like Sanatan Dharma Schools and Colleges, Sanatan Dharma Sabhas, Sanatan Dharma Mahavir Dals, Shakti Dals, Cattle Shelters, Dharamshalas, Dispensaries, Orphanages and Ashrams all over the North and North-West India. His relentless efforts resulted in the establishment of over 1000 educational and over 600 religious institutions, of which, the most famous are the Birla Mandir at Delhi, the Geeta Bhavan at Haridwar and the Sapta Rishi Ashram near Haridwar, where Goswami Ganesh Dutta Ji breathed his last on 10th June, 1959.

## OUR GUIDING SPIRIT



## LATE DR. PANDIT MOHAN LAL JI

Former Home, Finance and Education Minister, Punjab  
 Founder President, GGSDS College Society/Managing Committee  
 Former President, Shri Sanatam Dharam Pratinidhi Sabha, Punjab

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## PRESIDENT'S MESSAGE

The masters of wisdom have rightly said, "We either, find a way or make one". At GGSDS College, Kheri Gurna, it is this vision that empowers and challenges our students and staff to achieve unprecedented heights in Commerce and Management education.

GGSDS College, Kheri Gurna, has been founded on the twin pillars of 'Creativity' and 'Innovation'. Here, we recognize the significance of a conducive environment, that nurtures the creation of scientific temper among the students. Taking a leap forward from merely developing penmanship, our progressive pedagogy leverages the benefits of smart classrooms, made possible through Information and Communication Technology. Through a vast array of hands-on experiences and out-of-the-box learning exercises, we endeavor to create competent, ingenious and employable individuals, thereby bridging the gulf that presently remains between industry demands and academic curricula. We continuously strive to offer an unparalleled academic experience for our students, besides instilling in them a sense of purpose and self-direction.

I welcome each one of you to join us and experience the difference that GGSDS College, Kheri Gurna has in store for you!

Upkar Krishan Sharma



## GENERAL SECRETARY'S MESSAGE

GGSDS College, Kheri Gurna, caters to the holistic development of the students. Equipped with state-of-the-art infrastructure, the college endeavors to amalgamate practical exposure with theoretical understanding. The college exposes its students to a globally benchmarked set of teaching pedagogy through ultra-modern and hi-tech techniques characterized by database resources and diverse services like brainstorming sessions, bridge courses, seminars, symposia, case studies, powerpoint presentations, career fests and workshops.

Association with other institutions is a pivotal part of the college, which makes sure that our students are equipped to do well in the competitive world and are able to contribute to the society also. SD College, Kheri Gurna, is a unique platform which will launch you to new avenues of success and will be an important milestone in your career. Driven by a group of dedicated and talented academicians, it is a treasure trove of knowledge and first-hand exposure bound to take you closer towards your dreams and aspirations.

Dr. S. C. Vaidya



## PRINCIPAL'S MESSAGE

It is my pleasure to welcome each one of you to this institution. I venture to nurture each student to achieve their potential and accomplish success beyond their perspective. As the college stands for 'A place to Grow' & 'A College with a Difference', our motto is to groom students in broadening their horizons by holistic development in academics and persona. This institution has a team of excellent faculty in various disciplines and an unparalleled academic environment to facilitate learning, with a special emphasis on practical training apart from the conventional University curricula. The teaching pedagogy is dynamic and consists of innovative techniques of sharpening mind through practical case studies, add-on-courses, industrial visits and interface with professionals.

While wishing you a very pleasant and eventful stay at the college, I visualize you as efficacious stewards who would be instrumental in building brand 'SDCKG' and steering the college to its zenith.

Dr. Sunil K Baria

## Members, Managing Committee of GGDSD College Society

|                   |                          |
|-------------------|--------------------------|
| President         | Sh. Upkar Krishan Sharma |
| Vice-President    | Sh. Ramesh Shukla        |
| General Secretary | Dr. Anirudh Joshi        |
| General Secretary | Dr. P. K. Bajaj          |
| Finance Secretary | Sh. Jatinder Bhatia      |
| General Secretary | Dr. S. C. Vaidya         |

## Elected Members:

|                             |                                 |
|-----------------------------|---------------------------------|
| Dr. Gurmeet Singh           | Sh. Upinder Sharma (Advocate)   |
| Dr. Siddharth Sharma        | Sh. Ganesh Mittal (Advocate)    |
| Dr. Shiv Kumar (Ex-MLA)     | Sh. R.K. Anand                  |
| Sh. Vijay Kumar Sharma      | Dr. S.K. Sharma                 |
| Sh. Balraj Mohan (Advocate) | Sh. H.L. Vij                    |
| Sh. Sardari Lal Goswami     | Dr. O.P. Vasishta               |
| Sh. Satish Sareen           | Lt. Gen. (Retd.) B.K.N. Chibber |
| Sh. Mahavir Sharma          | Sh. Harjit Singh Bhalla         |

## Governing Body Members of GGDSD College, Kheri Gurna

|   |  |
|---|--|
| Shri Upkar Krishan Sharma, President                        | Dr. Parvinder Arora, Member                    |
| Dr. Anirudh Joshi, General Secretary                        | Dr. Piyush Gupta, Member                       |
| Dr. P.K. Bajaj, General Secretary                           | Dr. S. K. Chadha, Member                       |
| Sh. Jatinder Bhatia, Finance Secretary                      | Dr. Siddharth Sharma, Member                   |
| Dr. S. C. Vaidya, General Secretary                         | Dr. Karamjit Singh, Member                     |
| Dr. Bhushan Kumar Sharma, Principal, SD College, Chandigarh | Dr. Jamshed Ali Khan, Educationist             |
| Dr. Avinash Chander, Member                                 | Dr. Sunil K Baria, Ex-officio Member Secretary |

Each Institution is governed by a separate Governing Body.

## About the GGDSD College Society

### DECADE (1973-1982): Journey with a Mission

- GGDSD College Society started with a mission to impart Value-Based Education.
- Inspired by the teachings of Mahamana Madan Mohan Malviya Ji and Goswami Ganesh Dutta Ji Maharaj, it was Pt. Mohan Lal Ji who started Goswami Ganesh Dutta Sanatan Dharma College, Chandigarh.

### DECADE (1983-1992): Many Leaps Forward

- Introduction of B.Com Honours.
- Establishment of Pt. Mohan Lal S.D. Public School, Chandigarh.

### DECADE (1993-2002): No Looking Back

- GGDSD College, Chandigarh became Post Graduate College offering M.Com.
- Establishment of Pt. Mohan Lal College for Women at Gurdaspur & Pt. Mohan Lal College for Girls, Fatehgarh Churian.
- Formation of Smt. Kaushalya Devi Verma Charitable Institute for Women.

### DECADE (2003-2012): Innovation & Excellence

- GGDSD College, Chd. became the only college affiliated to PU, Chd. with a status of "College with Potential for Excellence" and its "Department of Commerce" & "Department of Bio-Sciences" were declared as "Star Departments" by the U.G.C.
- MoUs were signed with University of the Fraser Valley, Canada and Normandy Business School, France.

### 2013 Onwards: Exploring New Frontiers

- In 2013, SD College, Kheri Gurna became another chapter in the rich legacy of GGDSD College Society.
- 2014 witnessed yet another milestone with the coming up of Pandit Mohan Lal Global School (Fatehgarh Churian).
- Imbibing the innovative concept of Instructional Skills Workshops spearheaded by the University of Fraser Valley, Canada, more than 15 such workshops have been organized in various colleges of the GGDSD College Society.

## Our Sister Institutes



GGDSD College, Chandigarh

1973



Pt. Mohan Lal S.D. Public School,  
Chandigarh

1989



Pt. Mohan Lal SD College,  
Gurdaspur

1995



Mrs. Kaushalya Devi Verma  
Charitable Institute for Women

2000



Pt. Mohan Lal S.D. College for Girls,  
Fatehgarh Churian

2005



Pt. Mohan Lal Global School,  
Fatehgarh Churian

2004

### GGDSD College, Kheri Gurna

GGDSD College, Kheri Gurna was incepted on 1st August, 2013. It maintains an 'Umbilical Cord Relationship' with SD College, Chandigarh and its academic collaborators, and is an affiliate of prestigious Punjabi University, Patiala.

Going beyond the University curriculum, the college ensures to provide all its students with mandatory practical training with professionals and industry experts, in order to make them fully equipped for the career arenas.

In order to tread further on this path, the college has forged associations with various eminent professional bodies/universities like University of Fraser Valley, Canada; IIT Bombay; IIT Madras; National Stock Exchange; Micro, Small and Medium Enterprises, Ludhiana, and is in the process of widening its horizon by making strong linkages with internationally reputed institutions.



#### Vision

Our vision is to empower the young students by providing them holistic education with emphasis on alignment of theory with practice, academia with industry and fostering the sense of enterprise with motivation and professionalism.

#### Mission

To provide a unique learning environment by imparting knowledge, skills, practical training and industry exposure, along with a strong value system so as to groom the students into becoming competent, dynamic and socially awakened citizens of the country.



“The highest education is that which does not merely give us information but makes our life in harmony with all existence.”

-Rabindranath Tagore

## REALMS OF MASTERY

|  |  |
|--|--|
| <b>B.COM (GENERAL)</b>                 | B.Com is an integrated course comprising of three parts spread over three years. Each part will consist of two semesters. This course enables the students to have a good fundamental knowledge of subjects like Accounting, Economics, Taxation, among many others. |
| Total Seats : 60<br>Duration : 3 Years | Eligibility • 40% in +2 Commerce<br>• 45% in +2 Humanities with at least two subjects out of Commerce/Accounts/Maths/Economics/Mgt.<br>• 50% in any other stream   |

|  |   |
|--|---|
| <b>M.COM*</b>                          | M.Com is a postgraduate programme, pursued by students graduation in Commerce, wherein they seek specialization in one core subject area of Commerce. The course consists of two parts, M.Com Part-I & M.Com Part II, each spread over two semesters. |
| Total Seats : 30<br>Duration : 2 Years | Eligibility • 50% in B.Com/BBA/BMIT/B.Com(Prof.)/Bachelor of Accounting & Finance examinations from Punjab University or any other University recognized as equivalent  |

\*Subject to approval from Punjab University, Patiala

|  |  |
|--|--|
| <b>B.COM (HONOURS)</b>                 | B.Com.(Hons.) is an integrated course comprising of three parts spread over three years (six semesters). The students shall study few honours subjects, thereby securing an edge over students enrolled in B.Com (General) Course. |
| Total Seats : 60<br>Duration : 3 Years | Eligibility • 50% in +2 Examination in Punjab School Education Board/C.B.S.E./I.C.S.E. or any other equivalent examination<br>• 45% in case of SC/ST in +2 Examination   |

|  |   |
|--|---|
| <b>M.COM (Integrated)</b>              | M.Com. (Hons.-FYIC) is an integrated course divided into five academic years, each divided into two semesters. The degree of B.Com. (Hons.) shall be awarded to all the students, who shall pass the first three years of the course. |
| Total Seats : 50<br>Duration : 5 Years | Eligibility • 50% in case of General Category in +2<br>• 45% in case of SC/ST in +2 Examination (10% Weightage for +2 Commerce)   |

|  |  |
|--|--|
| <b>BBA</b>                             | The three-year BBA programme has been designed to acquaint students with the necessities of the corporate world and prepare them to be change makers of tomorrow. This course shall be divided into six semesters. |
| Total Seats : 50<br>Duration : 3 Years | Eligibility • Passed +2 Examination of Punjab School Education Board or any other equivalent Examination   |

|  |   |
|--|---|
| <b>BA</b>                              | BA is a course comprising of three parts, spread over three years. Each part will consist of two semesters. The entire course shall be divided into six semesters and university examination will be held at the end of every semester. |
| Total Seats : 80<br>Duration : 3 Years | Eligibility • Passed +2 Examination of Punjab School Education Board or any other equivalent Examination  |

### B.Com I

#### Semester I

BC-101: Punjabi  
BC-101A: Punjabi Compulsory (Elementary Knowledge)-I (Special Paper in lieu of Punjabi)  
BC-102: English (Communication Skills)  
BC-103: Financial Accounting-I  
BC-104: Business Laws-I  
BC-105: Principles of Economics-I  
BC-106: Computer Applications in Business

#### Semester II

BC-201: Punjabi  
BC-201A: Punjabi Compulsory (Elementary Knowledge)-II (Special Paper in lieu of Punjabi)  
BC-202: English (Communication Skills)  
BC-203: E-Accounting  
BC-204: Business Laws-II  
BC-205: Principles of Economics-II  
BC-206: Business Statistics

### B.Com (Honours) Part I

#### Semester I

BCH-101: Punjabi  
BCH-101A: Punjabi Compulsory (Elementary Knowledge) (Special Paper in lieu of Punjabi)  
BCH-102: Communication Skills and Personality Development  
BCH-103: Fundamentals of Financial Accounting  
BCH-104: Business Organisation  
BCH-105: Micro Economics  
BCH-106: Business Laws-I

#### Semester II

BCH-201: Punjabi  
BCH-201A: Punjabi Compulsory (Elementary Knowledge) (Special Paper in lieu of Punjabi)  
BCH-202: Computers for Business  
BCH-203: Computerised Financial Accounting  
BCH-204: Functional Management  
BCH-205: Macro Economics  
BCH-206: Business Laws-II

NOTE: There will be Summer Training with a Chartered Accountant for 4 to 6 weeks regarding bank dealings, vouching and verification of accounts, Income Tax Returns, Sales Tax/VAT returns. The Seminar in 3rd Semester will be based on S.T. Report.

### B.Com II

#### Semester III

BC-301: Punjabi  
BC-301A: Punjabi Compulsory (Elementary Knowledge) (Special Paper in lieu of Punjabi)  
BC-302: English (Communication Skills)  
BC-303: Principles of Business Management  
BC-304: Corporate Accounting-I  
BC-305: Income Tax Law-I  
BC-306: Company Law

#### B.Com. (With Honours)

STREAM-I: (With Honours in Accounting)

Paper-I: Contemporary Accounting-I

STREAM-II: (With Honours in Finance)

Paper-I: Financial System and Markets

#### Semester IV

BC-401: Punjabi  
BC-401A: Punjabi Compulsory (Elementary Knowledge) (Special Paper in lieu of Punjabi)  
BC-402: English (Communication Skills)  
BC-403: Auditing Practices  
BC-404: Corporate Accounting-II  
BC-405: Income Tax Law-II  
BC-406: Business Mathematics

#### B.Com. (With Honours)

STREAM-I: (With Honours in Accounting)

Paper-II: Contemporary Accounting-II

STREAM-II: (With Honours in Finance)

Paper-II: Financial Services

### B.Com (Honours) Part II

#### Semester III

BCH-301: Banking Operations and Procedures  
BCH-302: Corporate Accounting-I  
BCH-303: Income Tax Law-I  
BCH-304: Business Statistics  
BCH-305: Company Law  
BCH-306\*: Seminar (based on summer training)

\* Evaluation of seminar will be based upon grades ranging from A+, A, B+, B and C. The candidates are required to score minimum B grade. The students with C grade shall be declared fail in the given Paper.

#### Semester IV

BCH-401: Fundamentals of Insurance  
BCH-402: Corporate Accounting-II  
BCH-403: Income Tax Law-II  
BCH-404: Business Mathematics  
BCH-405: Auditing Practices  
BCH-406: Indian Economy

**B.Com III****Semester V**

BC-501: Punjabi Compulsory  
 BC-501A: Punjabi Compulsory  
 (Elementary Knowledge)  
 (Special Paper in lieu of Punjabi)  
 BC-502: Management Accounting-I  
 BC-503: Cost Accounting-I  
 BC-504: Financial Management-I  
 BC-505: Indirect Taxes-I  
 BC-506: Fundamentals of Entrepreneurship

Any One Paper (From BC 507 - BC 510) from the following four streams (I to IV)

**Stream-I : Finance**  
 BC 507 Money and Financial Institutions  
**Stream-II : Marketing**  
 BC 508 Principles of Marketing  
**Stream-III : Banking and Insurance**  
 BC 509 Indian Banking System  
**Stream-IV : E-Commerce**  
 BC 510 Essentials of E-Commerce

**B.COM. (WITH HONOURS)**

**STREAM-I: B.Com. (With Honours in Accounting)**  
 Paper-III: E-Commerce I  
**STREAM-II: B.Com. (With Honours in Finance)**  
 Paper-III: Investment Management

**Note:**

1. A student opting a particular stream from the above four streams (I to IV) in Semester-V, will have to continue with the same stream in Semester-VI of the course.
2. Students opting for E.Com (Honours) in Accounting will not be allowed to opt for the IV stream, i.e., E-Commerce.

**Semester VI**

BC-601: Punjabi Compulsory  
 BC-601A: Punjabi Compulsory  
 (Elementary Knowledge)  
 (Special Paper in lieu of Punjabi)  
 BC-602: Management Accounting-II  
 BC-603: Cost Accounting-II  
 BC-604: Financial Management-II  
 BC-605: Indirect Taxes-II  
 BC-606: Governance, Ethics and Social  
 Responsibility of Business

One Paper (From BC 607 - BC 610), from the same stream, which was opted by the candidate in Semester-V.

**Stream-I: Finance**  
 BC 607 Financial Market Operations  
**Stream-II: Marketing**  
 BC 608 International Marketing  
**Stream-III: Banking and Insurance**  
 BC 609 Fundamentals of Insurance  
**Stream-IV: E-Commerce**  
 BC 610 Internet and World Wide Web

**B.COM. (WITH HONOURS)**

**STREAM-I: B.Com. (With Honours in Accounting)**  
 Paper-IV: E-Commerce-II  
**STREAM-II: B.Com. (With Honours in Finance)**  
 Paper-IV: Portfolio Management

**Note:**

1. Students opting for B.Com. (Honours) in Accounting will not be allowed to opt for the IV option, i.e., E-Commerce.

**FUTURE**

**B.COM (Gen./Hons.)**

**PROSPECTS**

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**BBA****Semester I**

BBA-101: Communication Skills in Punjabi/  
 Elementary Punjabi  
 BBA-102: Business Economics-I  
 BBA-103: Business Mathematics  
 BBA-104: Business Organization and Management  
 Principles-I  
 BBA-105: Workshop on Computer Application  
 BBA-106: Seminar

**Semester II**

BBA-201: Communication Skills in Punjabi/  
 Elementary Punjabi  
 BBA-202: Communications Skills in English  
 BBA-203: Business Economics-II  
 BBA-204: Business Statistics  
 BBA-205: Business Organization and Management  
 Principles- II  
 BBA-206: Workshop on Internet and E-Commerce  
 BBA-207: Seminar  
 BBA-208: Viva Voce

**Semester III**

BBA-301: Principles of Human Resource Management  
 BBA-302: Business Accounting  
 BBA-303: Principles of Marketing Management  
 BBA-304: Business Law  
 BBA-305: Workshops on Contemporary Business Issues  
 BBA-306: Seminar on Knowledge Management  
 BBA-307: Communication Skills in Punjabi/  
 Elementary Punjabi

**Semester IV**

BBA-401: Financial Management  
 BBA-402: Workshop on Creativity and Innovation  
 BBA-403: Seminar on Entrepreneurship  
 BBA-404: Viva Voce  
 BBA-423: Communication Skills in Punjabi/  
 Elementary Punjabi  
 BBA-424: Environmental Studies & Road Safety

**Human Resource Management**

BBA-408: Career Planning and Management  
 BBA-409: Training and Development  
 BBA-410: Management of Change

**Finance**

BBA-411: Cost and Management Accounting  
 BBA-412: Financial Instruments and Services  
 BBA-413: Income Tax Law and Practices

**Information Technology**

BBA-414: System Analysis and Design  
 BBA-415: Decision Support System  
 BBA-416: Computer Graphics

**Event Management**

BBA-417: Event Planning and Management  
 BBA-418: Financial Management of Events  
 BBA-419: Event Creativity and Innovation

**Media Management**

BBA-420: Principles of Mass Communication  
 BBA-421: Public Relations Management.  
 BBA-422: Media Planning

(Summer Internship: Industrial Training of  
 4 to 6 weeks.)

Choose any three subject from not more than two  
 functional areas:

**Marketing Management**

BBA-405: Retailing Management  
 BBA-406: Advertisement and Sales Management  
 BBA-407: Marketing of Services

**BBA**

**Semester V**

- BBA-500: Communication Skills In Punjabi
- BBA-500A: Elementary Punjabi
- BBA-501: Business Research Methods
- BBA-502: Workshop on Time and Workload Management
- BBA-503: Seminar on Summer Internship

Choose any three subjects, but not more than two functional areas should be selected.

**Marketing Management**

- BBA-504: Export Marketing
- BBA-505: Rural Marketing
- BBA-506: Brand and Product Management

**Human Resource Management**

- BBA-507: Interpersonal Skills in Management
- BBA-508: Management of Industrial Relations
- BBA-509: Psychological Testing

**Finance**

- BBA-510: Stock Market Operations
- BBA-511: Insurance Management
- BBA-512: Investment Management

**Information Technology**

- BBA-513: Database Management System
- BBA-514: Web Designing
- BBA-515: Telecommunication for Business

**Event Management**

- BBA-516: Event Design and Sponsorship
- BBA-517: Event Operations and Logistics
- BBA-518: Event Proposal and Marketing

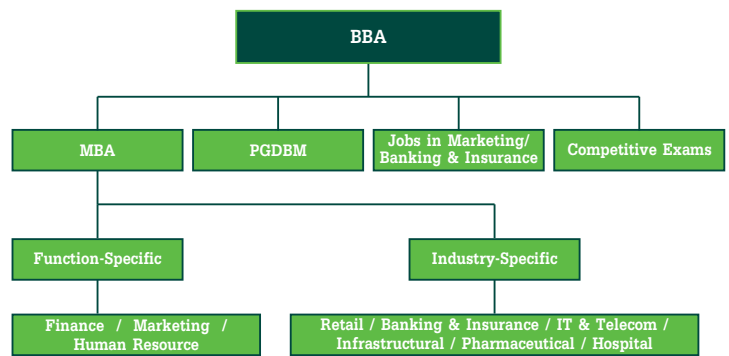
**Media Management**

- BBA-519: Corporate Communication
- BBA-520: New Media Technology
- BBA-521: Development Communication

**Semester VI**

- BBA-601: Industrial Training Project
- BBA-602: Project Report
- BBA-603: Seminar on the Project Report
- BBA-604: Viva Voce

**FUTURE PROSPECTS**



**M.Com\***

**Semester I**

**CORE PAPER**

- MC-101: Business Management
- MC-102: Corporate Financial Accounting
- MC-103: Business Economics
- MC-104: Computer Applications in Business

**ELECTIVE PAPER (ANY ONE GROUP)**

- GROUP-I: ACCOUNTING & MANAGEMENT
- MC-105(i) Accounting Theory and International Accounting
- GROUP-II: FINANCE
- MC-105(ii) Financial Management

\*Subject to approval from Punjabi University, Patiala

**Semester II**

**CORE PAPER**

- MC-201: Accounting For Managerial Decisions
- MC-202: Financial Institutions and Markets
- MC-203: Research Methodology & Statistical Techniques
- MC-204: Seminar (Based upon current issues relating to Commerce)

**ELECTIVE PAPER (ANY ONE GROUP)**

- GROUP-I: ACCOUNTING & MANAGEMENT
- MC-205(i) Management Information and Control System
- GROUP-II: FINANCE
- MC-205(ii) Business Environment

**M.Com (Integrated)**

**Semester I**

**CORE PAPER**

- MFY-1.1: Communication Skills and Personality Development
- MFY-1.2: Fundamentals of Accounting
- MFY-1.3: Fundamentals of Commerce
- MFY 1.4: Functional Punjabi-I
- OR
- MFY-1.4(A): Punjabi Compulsory (Elementary Knowledge)-I

**ELECTIVE PAPER (ANY ONE)**

- Option-I MFY-1.5(i) Business Mathematics
- Option-II MFY-1.5(ii) Operations Research

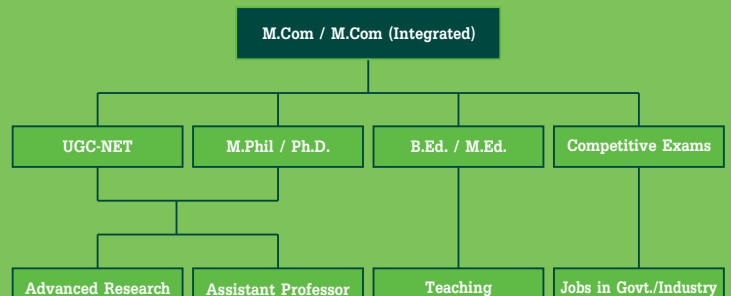
**Semester II**

**CORE PAPER**

- MFY-2.1: Functional Punjabi-II
- OR
- MFY-2.1(A): Punjabi Compulsory (Elementary Knowledge)-II
- MFY-2.2: Financial Accounting
- MFY-2.3: Management Principles
- MFY-2.4: Micro Economics

**ELECTIVE PAPER (ANY ONE)**

- Option-I MFY-2.5(i) Workshop on Business Data Processing and Accounting System
- Option-II MFY-2.5(ii) Workshop on Management Practices

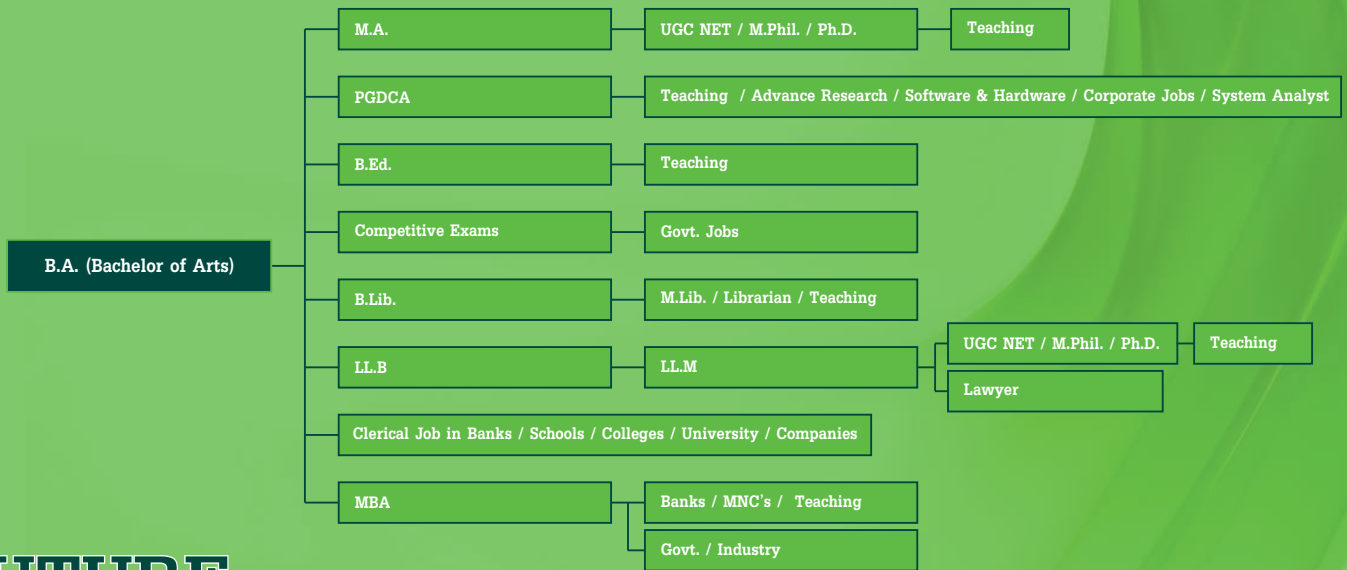




## BA (Bachelor of Arts)

The college offers B.A. courses in the following subjects:

English | Punjabi | Punjabi Elective | Economics | Mathematics | History | Information Technology | Sociology | Computer Applications | Physical Education | Political Science | Public Administration



## FUTURE



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## SDCKG

A candidate for B.A. +3 Scheme shall be required to take up the following subjects from B.A. I (Semester-1) consistently in B.A. II and B.A. III. Besides English (Communication Skills) and Punjabi Compulsory/Punjabi Lazmi (Mudla Gyan), a student can take up the combination of required three elective subjects, taking up one subject from a group, out of following groups of elective subjects:

1. Economics/Defence and Strategic Studies/Fine Arts/Education/Folk Art and Culture
2. History/Mathematics/Psychology/Philosophy
3. Political Science/Statistics/Tabla/Indian Classical Dance/Dramatic Art
4. Punjabi Literature/Hindi Literature/English Literature/Urdu/Persian/Sanskrit/French/German/Russian Literature
5. Public Administration/Home Science/Physical Education/History of Art/Music (Instrumental)
6. Geography/Linguistics/Music (Vocal)/Computer Applications/Information Technology/Gurmat Sangeet
7. Tax Procedure and Practice/Principle and Practice of Insurance/Rural Development/Office Management and Secretarial Practice/Home Management/Functional English/Business and Office Practice/Sociology/Social Work
8. Fashion Designing/Agro Services/Journalism and Mass Communication/Advertising and Sales Promotion and Sales Management/Religion

### Note:

1. English Literature is not compulsory for those candidates who take the subject of Functional English.
2. Candidate can take maximum two elective subjects having practicals.
3. Candidates who have passed B.A.-I/B.A.-II examination from this University, shall take the same subjects in B.A.-III examination, which were taken by him/her in B.A.-II examination.



### Punjabi Lazmi (Mudla Gyan) in lieu of Punjabi Compulsory

The following categories of candidates shall be allowed to appear in the special paper, i.e. Mudla Gyan, in lieu of Punjabi Compulsory in B.Com / BBA / B.A. Courses:

- (a) Candidates who have not passed their Matriculation Examination from a school located in the State of Punjab.
- (b) Children/Wards of Defence Personnel/Para Military Personnel (serving as well as retired), provided the father/mother/guardian of the candidate gives an affidavit that the candidate has not studied Punjabi at the School Level.

LIBRARY

CANTEEN

SEMINAR HALL

COMPUTER LAB

SPORTS GROUND

HOSTEL FACILITY

COMMITTEE ROOM

RECREATION ROOM

SMART CLASS ROOMS

TRANSPORT FACILITY

### INFRASTRUCTURE

The college is spread over an area of more than 7 acres of land at village Kheri Gurna near Banur.



## BEST PRACTICES OF THE INSTITUTION

## SCHOLARSHIPS

The college extends scholarships to meritorious and economically disadvantaged students. All students scoring 90% & above in Class XII examination would be awarded full fee concession, free books and a cash prize as well.

## FEE CONCESSIONS

The college provides half (tuition) fee concession to those students who have the same parentage (brother/sister). Such siblings must submit their application to the Principal at the time of admission.

## BOOK POOL FACILITY

The College Library extends Book Pool Facility to students from economically weaker sections by lending books for an entire academic semester free of cost. They are taken back after the completion of the semester examination. The economically weaker students can avail this facility by applying to the Principal through a written request, at the time of admission.

## WI-FI CONNECTIVITY

The college campus is Wi-Fi enabled facilitating instant internet access to students at various hotspots, thereby providing them easy connectivity to browse and update their knowledge. Every care is taken to utilize the Wi-Fi infrastructure in updating the teaching-learning methodologies from time to time.



## AWARDS

At the end of each session, the college holds an Annual Prize Distribution Function, in which students who have performed outstandingly well in various academic and co-curricular activities during the entire academic session, are honoured with prestigious awards.



## MERIT CLASSES FOR BRIGHT STUDENTS

The college holds frequent Merit Classes for bright and deserving students. Regular Doubt Sessions and High Order Thinking Skills Practices are conducted so as to provide optimum cognitive development opportunities to the deserving minds.



## REMEDIAL CLASSES FOR WEAK STUDENTS

Every semester incorporates ample Remedial Classes and Problem-solving Sessions for weak and slow learners. Teachers ensure that necessary time and attention is extended to such learners in order to pace up their learning process.



## MEDICAL / BLOOD DONATION CAMPS

The college organizes frequent Medical Camps in order to ensure proper health status of its students and facilitators. Experts are invited for conducting health checkups and catering to health related queries and anxieties of the students.



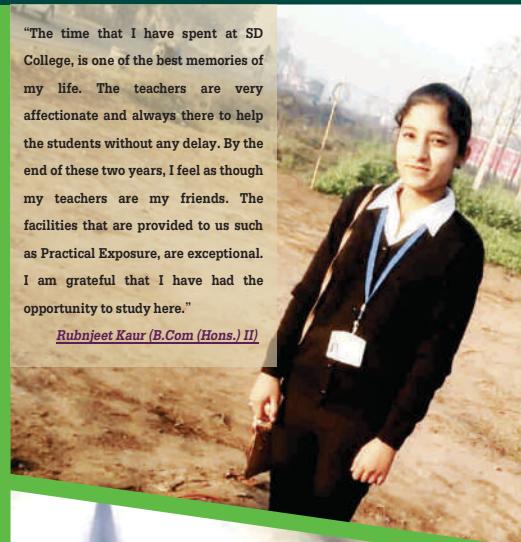
"I like the friendly environment at SD College, Kheri Gurna and fact that the teachers are really close to the students. The teachers here motivate their students to outperform themselves. Although we might not have a huge campus as many other colleges, but I like the fact that the classes are smaller here, so the teachers have more time to focus on each student."

*Harshal Chauhan (BBA II)*



"Home is where heart is, and I truly feel 'at home' at SD College Kheri Gurna. The practical exposure through industry visits and interactions with Chartered Accountants, Company Secretaries, Advocates and Business Heads of various institutions transform the teaching-learning process in unimaginable ways. The fact that my college imparts a major share of the curriculum through practical exposure has made a world of difference in my knowledge and understanding of Commerce."

*Nikhi Goyal (B.Com (Hons.) III)*



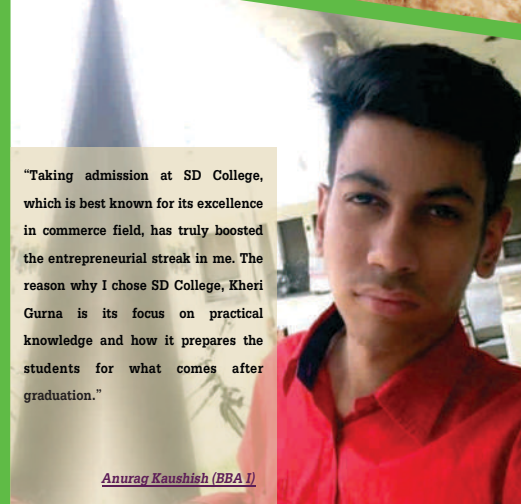
"The time that I have spent at SD College, is one of the best memories of my life. The teachers are very affectionate and always there to help the students without any delay. By the end of these two years, I feel as though my teachers are my friends. The facilities that are provided to us such as Practical Exposure, are exceptional. I am grateful that I have had the opportunity to study here."

*Rubnjeet Kaur (B.Com (Hons.) II)*



"GGDSD College, Kheri Gurna is unique in every respect! Participation in additional courses by the National Stock Exchange, Management Development Programme and Company formation have given me the requisite practical exposure. I am extremely thankful for getting a chance to learn from the well-qualified, experienced and kind teachers of this college."

*Diksha Dhawan (B.Com (Hons.) III)*



"Taking admission at SD College, which is best known for its excellence in commerce field, has truly boosted the entrepreneurial streak in me. The reason why I chose SD College, Kheri Gurna is its focus on practical knowledge and how it prepares the students for what comes after graduation."

*Anurag Kaushish (BBA I)*

## PRACTICAL EXPOSURE

TAKING STUDENTS TO THE INDUSTRY



Visit to the prestigious  
INDIAN SCHOOL OF BUSINESS, Mohali



BRINGING INDUSTRY TO THE CLASSROOM



One Day Trip to  
BOOK FAIR, Punjabi University, Patiala



Talk on Career as COMPANY SECRETARY by  
CS G.S. Sarin



An Expert Lecture on DIGITAL MARKETING by  
Mr. Sahil Aggarwal & Mr. Ghanshyam Jha from EESPL Pvt. Ltd., Mohali



Panel Discussion on  
THE IMPACT OF DEMONETISATION ON INDIAN ECONOMY



BRINGING INDUSTRY TO THE CLASSROOM



Interactive Session on BEING AN ALL ROUNDER IN LIFE  
with Mr. Vivek Atrey, IAS



Expert Talk on AN INSIGHT INTO THE PLETHORA OF GOODS & SERVICES ACT  
by Dr. Ajay Sharma



Workshop on PUBLIC SPEAKING and THE ART OF FACILITATION  
conducted by Mr. Narendra Aggarwal



Workshop on CYBER TECHNOLOGY COMMUNICATION FOR WOMEN SAFETY  
conducted by Dr. S.N. Panda



Panel Discussion on  
BUDGET 2017



## NOTEWORTHY ATTRIBUTES

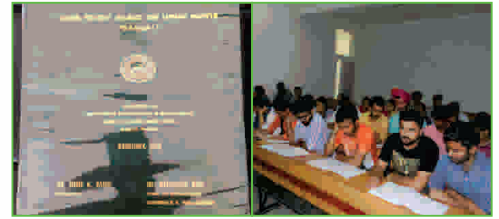
### ACCOUNTING LAB.-COMPANY FORMATION PROGRAM

- In our initiative to provide unique and different practical exposure to our students, we have come up with an ambitious 'COMPANY FORMATION PROGRAM'. Company Formation Program is an all-round development program, wherein the students would learn to create a company and register the same as per the provisions of the Indian Companies Act, 2013.
- 'Craft Crunch', the first company under this program was incepted by the students in the year 2016-17 and the same concluded its operations and liquidated its assets on 28th April, 2017.



### CASE STUDY APPROACH TO LEARNING

- To enrich the teaching pedagogy, the novel technique of presenting concepts via case study method has been devised.
- As a first in the series of case studies taken up in the college, was a case study on the movie 'DANGAL' prepared by the faculty, which received widespread appreciation and positive feedback from the students. Other such cases that would be taken up during the session include a study linking the downfall of 'NOKIA' to the concept of CEO's Narcissism and a study titled 'Ecology, Environment, Energy and Expectations'.



### PERSONALITY DEVELOPMENT COURSE

- 'Create Your Future', a two-month certified course on Personality Development and Soft Skills in collaboration with Gurukul Drona, Ludhiana, was conducted in the college in March, 2017.
- The prime objective of this course was to induce persona upliftment and confidence building among the students.
- The students were trained on speaking and interpersonal skills, effective leadership, crisis management and group dynamics.
- Along with this, they were taught the nuances of group discussions, interviews and resume writing.



### MANAGEMENT DEVELOPMENT PROGRAM

- A five-day Management Development Program was organized in the college from February 20, 2017 to February 24, 2017, in collaboration with the Development Institute of Micro, Small and Medium Enterprises, Ludhiana on the topic 'Innovative Business and Breakthrough Technology – Plan new Entrepreneurship'.
- The objective of the program was to encourage the students to become successful future entrepreneurs by inculcating the requisite enterprising skills & expertise among them.



### NSE ACADEMY'S CERTIFICATION IN FINANCIAL MARKETS (NCFM)

- The NCFM Courses of National Stock Exchange offer a comprehensive range of modules covering many different areas in finance.
- We selected two modules, namely, 'Investment Analysis and Portfolio Management' & 'Banking Sector' Module to be taken up in the college.
- These courses are centered towards providing a better insight and practical orientation with respect to the otherwise difficult to grasp concepts of Finance.
- 44 students have had the opportunity to seek these prestigious certifications.



### MRS. KAUSHALYA DEVI VERMA CHARITABLE SKILL DEVELOPMENT CENTER

- Mrs. Kaushalya Devi Verma Charitable Skill Development Center aims at imparting courses in cutting and tailoring, power machine embroidery, beauty culture & cosmetology, with a noble intention of imparting simple livelihood generation skills to the people, especially women of the surrounding areas.
- The college has adopted village Kheri Gurna and is constantly striving for its betterment. Every year, during the seven-day NSS Camp, an extensive cleanliness drive is carried out in & around this village.



### REGISTERED AS NPTEL LOCAL CHAPTER

- The National Programme on Technology Enhanced Learning (NPTEL) is a project funded by the Ministry of Human Resource Development (MHRD) & managed by IIT Madras.
- It provides e-learning through online Web and Video courses in Engineering, Sciences, Technology, Management and Humanities.
- Since the last year, around 100 students of our college have enrolled themselves in various NPTEL courses.



### RESOURCE CENTER OF IIT BOMBAY

- Our college offers Free Open Source Software (FOSS) courses from IIT Bombay Spoken Tutorial, in association with Ministry of Human Resource Development (MHRD), as part of its mission for education through Information & Communication Technology.
- The Spoken Tutorial Project is about teaching and learning Free & Open Source Softwares like Linux, PHP, Java, C/C++, Libre Office etc., via easy video tools.
- We have also been declared as a 'Resource Center' by IIT Bombay, a status that is enjoyed by only few other colleges in Punjab.



## EXTRA CURRICULAR ACTIVITIES

Annual Prize  
Distribution  
Function



National Social  
Service (NSS)



Management  
Fest



Annual Sports  
Day



Inter-University/  
College  
Participation



Festive  
Celebrations



Educational &  
Leisure Trips



Social  
Awareness  
Initiatives



## OUR COLLEGE THROUGH THE EYES OF INDUSTRY EXPERTS



"It was a delight to be the Chief Guest at the Annual Prize Distribution Function of GGSDS, Kheri Gurna, wherein I witnessed an environment conducive for the development of multi-dimensional facets of a student's personality. The special focus that the college accords to vocational education is noteworthy in the present era, where skill development has become imperative. Provision of add-on-courses, workshops, industrial visits and special lectures, further the college's vision of inclusive development.

It is worthy to mention the contribution that the college makes towards fulfilling its 'CSR' by extending scholarships and special concessions to students coming from economically weaker sections. The college truly lives up to its motto of being a 'College with a Difference!'

- **Dr. Roshan Sunkaria (IAS)**

Financial Commissioner, Rural Development & Panchayats, Punjab

"I have had the chance to interact with the students and faculty of SD College, Kheri Gurna, on two occasions. It was a delight interacting with the students on 'Being an All Rounder in Life' and getting to brainstorm on what they wished to pursue in their lives. I was pleasantly surprised when they apprised me of the innovative strategies the college already has in place for their upliftment.

Next, my talk on 'Emotional Intelligence' with the very receptive faculty of the college, struck a chord with one and all. The essence of being 'calmly active and actively calm' was very well received by the dedicated staff of the college. I wish the college all the best for splendid times ahead!"

- **Sh. Vivek Atrey (IAS)**

Inspirational Speaker



"When I first entered the serene environment of SD College, Kheri Gurna, I felt like I am in some university in Switzerland. Hats off to the ultimate location selection and soulful architecture of the college (including my favorite glass dome room).

I was here for a two-month course on Personality Development and Soft Skills, wherein I had numerous comprehensive interactive sessions with the students. Their eagerness to participate in the course was unprecedented. They all exhibited extreme discipline and character, which is the essence of any strong institution. The bonds I have created with the students during the course of the programme will go a long way. I cherish the love and affection extended to me by all the students of 'CREATE YOUR FUTURE'."

- **Sh. Narender Agarwal**

Master Facilitator, Gurukul Drona

"It was a pleasure to be with the students who participated in the NSS Camp, along with the Principal and Staff of GGSDS College, Kheri Gurna, Banur, primarily due to two reasons:

1. It was a great endeavor and effort on the part of the staff to motivate the students to adopt the ideals of Swachh Bharat Abhiyan.
2. It was very encouraging to witness that the students made sure that they put in their best efforts to participate in the 'Beti Bachao, Beti Padhao' rally, earnestly carried out a cleanliness drive in and around the College's adopted village, Kheri Gurna & Maat-Pita Gaudham.

Last but not the least, I congratulate and wish success to the total student community & staff of SD College in the times to come, in education and other spheres of life."

- **Sh. Surinder Mohan Singh Sandhu**

Chairman, Grievances Committee, Punjab Pradesh Congress



## VENUES FOR ADMISSION

| Sr. No. | Venue / Location                          | Courses  |
|---------|---|--|
| 1       | Auditorium<br>SD College, Sector 32, Chd  | B.Com (Gen.)   B.Com (Hons.)<br>B.B.A   M.Com*   M.Com (Integrated)        |
| 2       | Committee Room<br>SD College, Kheri Gurna | B.Com (Gen.)   B.Com (Hons.)   B.B.A<br>B.A.   M.Com*   M.Com (Integrated) |

\*Subject to approval of Punjabi University, Patiala

## FEE STRUCTURE (College Course / Tuition Fee)

| Course          | B.Com    | B.Com (Honours) | BBA      | B.A.     | M.Com    | M.Com (Integrated) |
|-----------------|----------|-----------------|----------|----------|----------|--------------------|
| Fee (Per Annum) | 19,000/- | 23,000/-        | 30,000/- | 14,900/- | 20,000/- | 25,000/-           |

Note : University Examination fee will be charged extra. Transport, if availed, concerned fee will be charged extra, subject to the place/area.

Fee and college funds will be collected twice in a year as per the following schedule\*:

- First installment (at the time of admission): Fees for the months from May to October, Annual Charges and University Charges.
- Second installment (November): Fees for the months from November to April and University Charges.

\*Subject to changes as per the norms of Punjabi University, Patiala.

Students are advised to deposit the fee at the college fee counter and keep the fee slip in safe custody till the end of the session.

## REFUNDS

- After taking admission, if the candidate leaves the course before the start of classes, then the refund will be made by deducting 10% of the tuition fee (maximum of ₹1000/-) as the processing fee.
- After joining the college, if the candidate leaves the course before the last day of the admission and the subsequently vacated seat is filled by the last day of the admission to the course, then the refund will be made after making proportionate deductions.
- If the candidate leaves the course after the last day of the admission, no refund will be made.

## ADMISSION PROCEDURE

- Admission will be made as per rules/instructions of Punjabi University, Patiala.
- Each candidate will fill up the offline admission form in his/her own handwriting & the form complete in all respects should be submitted in the office of the college.
- The candidates can also apply online at [www.ggdsdkherigurna.ac.in](http://www.ggdsdkherigurna.ac.in).
- The candidates will be admitted to B.Com/BBA on the basis of the merit list prepared by the College.
- The merit list shall be displayed on the notice board/website of the College.
- The selected candidates will be required to report for interview/verification of the documents along with their parents/guardians.

## IMPORTANT GUIDELINES FOR ADMISSION

- The candidates are strictly advised to check the Admission Schedule and Eligibility Criteria for the desired course before filling up the admission form.
- Candidates who have appeared in the qualifying examination and his/her result is still awaited should submit their application in time. However, he/she will be required to submit the result at the time of interview.
- On the day of interview, the candidates are advised to bring self-attested photocopies of all original certificates, as mentioned in the box below.
- Candidate who has passed the previous examination from any board other than Punjab School Education Board, Mohali/Board of School Education, Haryana/ Board of School Education Himachal Pradesh/CBSE/ICSE Boards, will have to obtain eligibility certificate from Punjabi University, Patiala.
- The candidate who has a compartment in 10+2 examination will not be allowed to seek admission in the college.

## DOCUMENTS REQUIRED

All the candidates will have to produce the original documents/testimonials at the time of admission. All the candidates must submit/attach self-attested photocopies of each of the required documents along with the application form.

- 10+2 Examination Detailed Marks Card (DMC)
- Matriculation Certificate showing Date of Birth
- Character Certificate from the institution last attended
- Four copies of latest passport size coloured photographs
- If there is gap in studies, Affidavit by Notary would be required
- Migration Certificate from the previous University/Board other than Punjab Board or Punjabi University
- A candidate who opts for Punjabi Elementary/Mudla Gyan will have to submit an Affidavit for the same at the time of the admission

## RESERVATION POLICY

The college will follow the Reservation Policy of Punjab Government vide its letter No. 11/53/92-6 Edu. I/9729, 9938 dated 10-05-2002 and 15-05-2002.

The detail of reservation of seats in different categories is as follows:

| Category                               | Percentage of Seats Reserved |
|--|------------------------------|
| SC/ST                                  | 25%                          |
| BC                                     | 5%                           |
| Border Area/Backward Area              | 2%                           |
| Freedom Fighter/Political Sufferer     | 2%                           |
| Handicapped Quota                      | 3%                           |
| Children/Widows of Defence Personnel   | 2%                           |
| Children/Widows of Paramilitary Forces | 2%                           |
| Riot Victims                           | 2%                           |
| Widows and Divorced Women              | 2%                           |

|                                    |  |
|------------------------------------|--|
| ADDITIONAL SEATS                   | <ul style="list-style-type: none"> <li>As per rules of Punjabi University, Patiala. For details, kindly refer to Punjabi University Website (i.e.: <a href="http://www.punjabiversity.ac.in">www.punjabiversity.ac.in</a>).</li> </ul>   |
| ADMISSION PROCESS FOR OLD STUDENTS | <ul style="list-style-type: none"> <li>Normal admission will be within 10 days of declaration of University results or before the last date of admission, whichever is earlier.</li> <li>You are required to purchase the prospectus or download the same through <a href="http://www.ggdsdkherigurna.ac.in">www.ggdsdkherigurna.ac.in</a>.</li> <li>Next, you will need to fill the application form and attach a copy of the result of the previous class.</li> <li>You will also be required to show the original certificates to the admission committee, at the time of admission.</li> </ul>   |
| RE-ADMISSION RULES                 | <ul style="list-style-type: none"> <li>If a student after depositing the admission fee, remains absent for a stretch of ten days in the beginning of the session, his/her name would be struck off from the rolls of the College. The name(s) of such candidate(s) will be displayed on the College Notice Board. The Principal may re-admit the candidate on receipt of request from the student, within one week from the date when his/her name was struck off from the rolls, justifying his/her absence from the class. But, in no case, the re-admission is allowed after two weeks.</li> <li>If a student remains absent continuously for ten days during the course of study, his/her name would be struck off from the rolls. The name(s) of such candidate(s) will be displayed on the College Notice Board. In case such a student does not seek re-admission from the Principal, within one week from the date of his/her name being struck off from the rolls, he/she will not be allowed re-admission.</li> <li>The name of the candidate will be struck off from the college rolls, if he/she fails to deposit the fee within the stipulated time as determined by the college from time to time. The re-admission will be allowed within seven days and that too, with the permission of the Principal. The candidate will have to pay the re-admission fee and the fine.</li> <li>At the most, the name can be struck off twice during one semester. If the name is struck off for the third time, then his/her admission will be cancelled.</li> </ul> |
| LEAVE RULES                        | <ul style="list-style-type: none"> <li>Leave only up to 10% of teaching days will be apprehended on the conditions of prior intimation.</li> <li>Leave only up to 3 days will be sanctioned by the respective Class In-Charge and leave beyond that will be sanctioned by the Principal.</li> <li>Only those leave application forms will be considered that are duly signed by the Father/Mother/Guardian.</li> <li>10% leave will be granted on medical grounds, certified by an MBBS Doctor or RMP of a Government Hospital. The leave application must be submitted in the college office either during the leave period or immediately after availing the leave.</li> </ul>   |
| CONDONING OF LECTURES              | <ul style="list-style-type: none"> <li>If the required percentage of attendance is deficient on account of certain Sports/NCC/NSS/Extra Curricular Activities, Educational Excursions, etc. approved by the Principal, credit may be given by the Principal for the number of days for which prior exemption was obtained. This condoning would be over and above the limits provided in the existing rules and regulations.</li> </ul>  |

|   |  |
|---|--|
| IN CASE OF SHORTAGE OF LECTURES                 | <ul style="list-style-type: none"> <li>A student who could not appear in the examination due to shortage of lectures, will have to pay a fine to complete the required shortage of lectures, in order to become eligible to appear in the ensuing examination.</li> </ul>  |
| HOUSE EXAMINATION RULES                         | <p>The House Tests/Mid Semester Tests are conducted twice in a semester, in order to give students a sound preparation for the final examinations. The following pointers are kept in mind while preparing the award list:-</p> <ul style="list-style-type: none"> <li>Zero is awarded to any student who fails to appear in these examinations, whatsoever be the reason of absence.</li> <li>A fine of ₹50/- per paper is imposed on any student who remains absent in the terminal examinations without prior intimation.</li> <li>Any student who fails to fulfil the eligibility criterion, will be required to reappear in the Special Test on the scheduled dates as decided by the Principal, provided the Principal permits him/her to sit for the same.</li> <li>A student found guilty of using unfair means in an examination is fined according to the gravity of the offence and is also liable to detention or expulsion. It will also automatically render the student ineligible for the award of any prize, concession, scholarship or stipend for an year.</li> </ul> |
| ELIGIBILITY CRITERIA FOR UNIVERSITY EXAMINATION | <ul style="list-style-type: none"> <li>The admission form of the student will be sent only on the basis of the eligibility fixed by Punjabi University, Patiala. The student will be informed through an official notice about the amendments in these rules from time to time.</li> <li>According to the University rules, the student is required to attend 75% lectures in every subject. If he fails to do so, he will not be allowed to appear in the University Examination. Lectures of a student will be counted from the date of commencement of classes.</li> <li>A student must get 40% marks in aggregate or 35% marks in each subject in the House Examination to be eligible for appearing in the Final Examination. If the student fails to appear in the House Examination/Mid Semester Examination, then he/she can appear in a special test with the permission of the Principal. For the special test, the student has to pay the required fine.</li> </ul>   |
| UNIVERSITY EXAMINATION FORM                     | <ul style="list-style-type: none"> <li>The examination form must be filled in the month of September for the Odd semester and in the month of February for the Even semester.</li> <li>The student should fill the examination form carefully.</li> <li>For any cutting or overwriting in the examination form, the student will himself/herself be held responsible &amp; he/she has to pay the rectification fee/fine imposed by the University.</li> </ul>  |



## ANTI RAGGING RULES

**RAGGING IS TOTALLY BANNED.****Ragging Means  
The Following:**

Any conduct whether by words spoken or written or by an act which has the effect of teasing, treating or handling with rudeness any other student, indulging in rowdy or indiscipline activities which cause or are likely to cause annoyance, hardship or psychological harm or to raise fear or apprehension thereof, in a fresher or a junior student, or asking the student to do any act or perform something which such student will not perform in the ordinary course and which has the effect of causing or generating a sense of shame or embarrassment, so as to adversely affect the psyche of a fresher or a junior student.

**Punishable Ingredients of Ragging**

- Abetment to ragging
- Criminal conspiracy to rag
- Unlawful assembly and rioting while ragging
- Public nuisance created during ragging
- Violation of decency and morals through ragging
- Injury to body, causing hurt or grievous hurt
- Wrongful restraint
- Wrongful confinement
- Use of criminal force
- Assault as well as sexual offences or unnatural offences
- Extortion
- Criminal trespass
- Offences against property
- Criminal intimidation
- Attempts to commit any or all of the above mentioned offences against the victim(s)
- Physical or psychological humiliation
- All other offences following from the definition of 'Ragging'

**Punishments at the Institution level**

- Suspension from attending classes and academic privileges
- Withholding/withdrawing scholarship/fellowship and other benefits
- Debarring from appearing in any test/examination or other evaluation process
- Withholding results
- Debarring from representing the institution in any regional, national or international meet, tournament, youth festival, etc.
- Suspension/expulsion from the hostel
- Cancellation of Admission
- Rustication from the institution for a period ranging from 1 to 4 semesters
- Expulsion from the institution and consequent debarring from admission to any other institution for a specified period
- Fine ranging between ₹25,000 to ₹1 lakh
- Collective punishment: When the person(s) committing or abetting the crime of ragging is/ are not identified, the institution shall resort to collective punishment

Convener, Anti Ragging Committee - Dr. Kiran Dutt

# N RAGGING

**The Punjab Right to Service Act, 2011**

The Punjab Right to Service Act, 2011 aims to provide for the delivery of services to the people of the state of Punjab, within the given time limits and for matters connected therewith and incidental there to under this act:

- 'Right to Service' means a right to obtain the service within the given time limit.
- 'Service' means any service notified under Section 3.

For more information, refer to the website of Punjab Government.

**COLLEGE CODE OF CONDUCT**

The students of the college are required to observe the following Code of Conduct, both within and outside the College:

- Students must maintain discipline and decorum.
- Ragging is strictly banned in the College as well as in the hostels. A student found guilty of this crime may be punished heavily. It may lead to expulsion from the institution.
- Carrying lethal weapons like gun, revolver or other sharp-edged weapons is strictly prohibited in the College.
- Use of mobile phones in the classrooms and library is strictly prohibited.
- Smoking is strictly forbidden both inside and outside the college campus, hostels, canteens, etc.
- Students are expected to conduct themselves with dignity, modesty and simplicity.
- Students must bring their Identity/Library Smart Card daily and produce it, if any member of the staff or official of the College demands it at any time. Identity Card may be checked at the entry gate of the College and those without it, will not be allowed to enter.
- Students must abide by all rules, regulations and instructions issued by the College from time to time.
- Students should be punctual in attending their classes, functions and fulfilling other official appointments.
- Sikh Students are expected to wear turbans.
- Students must observe proper etiquettes in and outside the classroom and at the functions organized in the College.
- Students should endeavor to keep the environment neat, clean and beautiful, by using the dustbins and by avoiding littering.

## COLLEGE CALENDAR

- Normal Admission (without late fee): Upto 17th July, 2017
- Late admission with Principal's permission (with late fee of ₹500): 18th to 29th July, 2017
- Late admission with permission of Dean College Development Council (with late fee of ₹1000): 1st to 10th August, 2017
- Late admission with permission of Vice-Chancellor (with late fee of ₹1500): 11th to 19th August, 2017
- Late admission with permission of Vice-Chancellor subject to the approval from the Academic Council (with late fee of ₹2000): 21st to 31st August, 2017

Opening of the  
College: 10th July, 2017

## ODD SEMESTER

|   |                                 |
|---|---------------------------------|
| Duration of the Semester :                      | 17th July, 2017-21st Nov., 2017 |
| Van Mahotsav :                                  | 1st week of August, 2017        |
| Talent Search :                                 | 1st week of August, 2017        |
| Independence Day :                              | 15th August, 2017               |
| Janamasthmi Celebration :                       | 15th August, 2017               |
| Sports Day :                                    | Last week of August, 2017       |
| Teacher's Day :                                 | 5th September, 2017             |
| First Mid Semester Test :                       | 1st week of September, 2017     |
| Diwali Celebration :                            | 19th October, 2017              |
| Shri Guru Nanak Dev Ji's Birthday Celebration : | 4th November, 2017              |
| Second Mid Semester Test :                      | 1st week of November, 2017      |
| Final Exam of the Odd Semester :                | 24th November, 2017             |

## EVEN SEMESTER

|                                   |                                 |
|-----------------------------------|---------------------------------|
| Duration of the Semester :        | 8th January, 2018-2nd May, 2018 |
| Lohri Celebration :               | 13th January, 2018              |
| Republic Day :                    | 26th January, 2018              |
| Management Fest :                 | 2nd week of February, 2018      |
| First Mid Semester Test :         | Last week of February, 2018     |
| Holi Celebration :                | 1st March, 2018                 |
| Baisakhi Celebration :            | 13th April, 2018                |
| Second Mid Semester Test :        | 2nd week of April, 2018         |
| May Day :                         | 1st May, 2018                   |
| Final Exam of the Even Semester : | 5th May, 2018                   |

## Vacations

|  |   |
|--|---|
| Autumn Break :                           | 28th September, 2017 to 9th October, 2017 |
| Winter Break :                           | 26th December, 2017 to 6th January, 2018  |
| Activities during Autumn / Winter Breaks | NSS Camps                                 |

## FACULTY



## PRINCIPAL

- Dr. Sunil K Baria  
Ph.D., M.Com, MBA

## FACULTY OF COMMERCE &amp; MANAGEMENT

- Dr. Kiran Dutt (Associate Prof.)  
Ph.D., M.Com
- Dr. Meenakshi Negi (Asst. Prof.)  
Ph.D., M.Com (E-Commerce), MBA, UGC-JRF
- Ms. Ritima Malhotra (Asst. Prof.)  
M.Com (E-Commerce)-Gold Medalist (PU), UGC-JRF
- Dr. Preeti Arora (Asst. Prof.)  
Ph.D., M.Com (E-Commerce), MBA, UGC-JRF
- Ms. Jyoti Arora (Asst. Prof.)  
M.Com, LL.B., C.S., UGC-JRF
- Dr. Vandna Saini (Asst. Prof.)  
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- Dr. Manish Gupta (Asst. Prof.)  
M.Com

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- Ms. Ankita Gupta (Asst. Prof. in English)  
M.A. & B.A. (Gold Medalist), UGC-NET
- Mr. Swarn Singh (Asst. Prof. in Punjabi)  
M.A. (Punjabi)
- Ms. Sarabjeet Kaur (Asst. Prof. in Punjabi)  
M.Phil, M.A. (Punjabi), UGC-NET
- Dr. Poonam Pahuja Arora (Asst. Prof. in English)  
Ph.D., M.Phil (Gold Medalist), M.A., B.Ed.

## FACULTY OF SOCIAL SCIENCES

- Dr. Dharam Pal (Asst. Prof. in Economics)  
Ph.D., M.Phil., M.A., UGC-NET
- Mr. Vivek Ravi (Asst. Prof. in Political Science)  
M.A. (Political Science)
- Dr. Jaswinder Kaur (Asst. Prof. in History)  
Ph.D., M.Phil., M.A. (History)

## FACULTY OF MATHEMATICS

- Ms. Rozy Gupta (Asst. Prof.)  
M.Phil, M.Sc., B.Ed.

## FACULTY OF PHYSICAL EDUCATION

- Mr. Baljeet Singh (Asst. Prof.)  
M.P.Ed., M.A. (Punjabi)

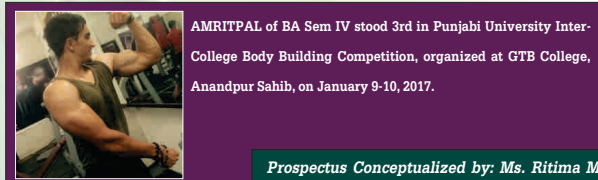
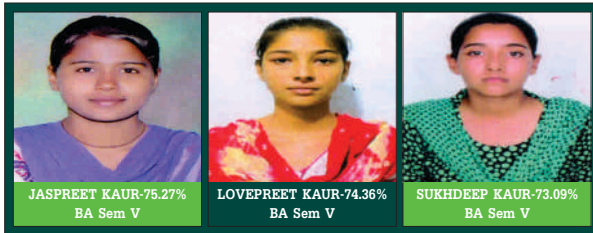
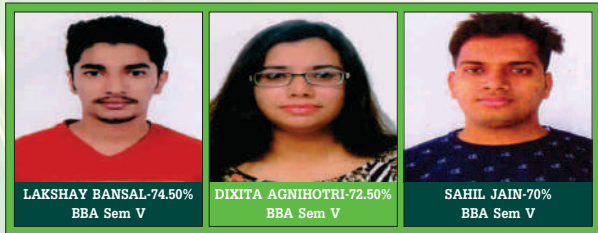
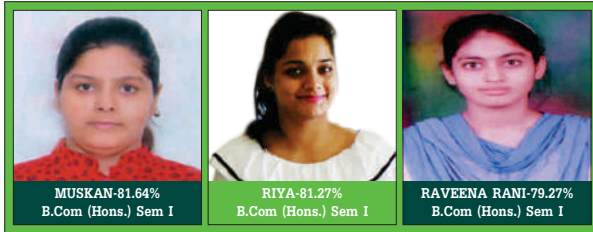
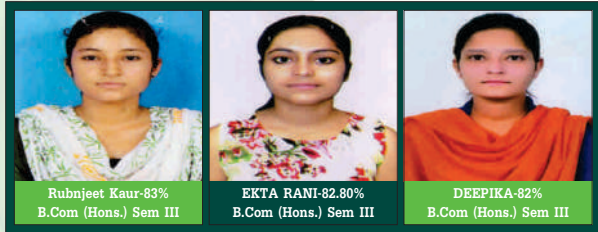
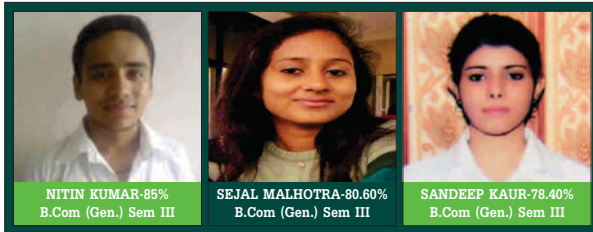
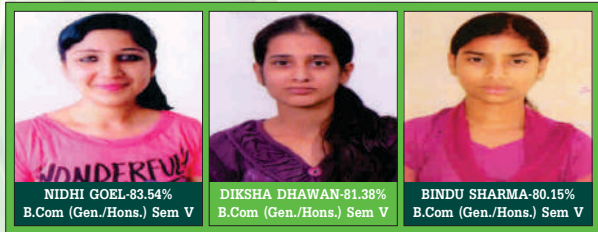
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- Ms. Shivani Kaushal (Librarian)  
M.Lib., UGC-NET

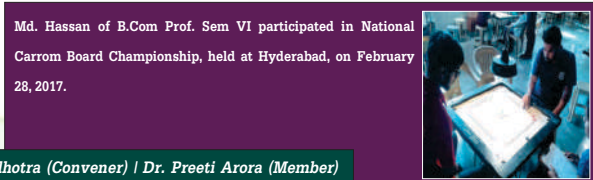
## INSTRUCTOR - TAILORING &amp; EMBROIDERY

- Ms. Rita Rani  
B.A., Diploma in Cutting, Tailoring & Cosmetology

OUR STAR PERFORMERS



AMRITPAL of BA Sem IV stood 3rd in Punjabi University Inter-College Body Building Competition, organized at GTB College, Anandpur Sahib, on January 9-10, 2017.



Md. Hassan of B.Com Prof. Sem VI participated in National Carrom Board Championship, held at Hyderabad, on February 28, 2017.

Prospectus Conceptualized by Ms. Ritima Malhotra (Convener) | Dr. Preeti Arora (Member)



Rahul Painuly of BBA III has been offered a contract as a Retainer in the Human Resources Function of TATA Business Support Services Ltd., Mohali.

Rahul has earlier been associated with the same employer during his Industrial Training Project in BBA Semester VI. He proved to be an asset for the company and his contribution was immensely appreciated and acknowledged.



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