

PROSPECTUS

2023-24



Rajkiya Kanya Mahavidyalaya, Shimla

College with Potential for Excellence

NAAC accredited College

SELF FINANCE COURSES : BCA, PGDCA

B.Sc. (Hon's)- Biotechnology

B.Sc. (Hon's)-Microbiology



PRINCIPAL'S MESSAGE

Rajkiya Kanya Mahavidyalya (R.K.M.V.), Shimla has, over the years, become a torch bearer for other educational institutions in Himachal Pradesh by doggedly preserving and nourishing its proud legacy of maintaining the highest academic standards. Our teaching-learning process is constantly evolving and with the changing times, we aspire and successfully create 'sheroes' of the world.

You are blessed to find an opportunity to get education in one of the best colleges in the State. I firmly believe that R.K.M.V. is not a place where you learn, but a place where you grow, for it has been nurtured and benefited by the great celestial vision for girls. The College has the privilege of having a healthy, harmonious ambience and rich values, and provides opportunities to the students to acquire knowledge beyond the boundaries of books and lectures.

We have a team of fabulous faculty members who display boundless energy and intense commitment which keeps the ethos of our College shining brightly. The R.K.M.V. family WELCOMES all the students and wishes you all the best for scaling new heights in the years to come.

Dr. Ruchi Ramesh
Principal

Rajkiya Kanya Mahavidyalaya

Principal & Director	Dr. Ruchi Ramesh
Co-ordinator B.C.A. & PGDCA	Prof. Rajesh Chauhan 94186-85117
Co-ordinator B.Sc. (Hons.) Major- Biotechnology&B.Sc.(Hons.) Major- Microbiology	Dr. Rajender Prakash 82194-53166

Admission- cum- Advisory Committee

BCA & PGDCA. BCA LAB	B.Sc. (Hons.) Biotechnology and B.Sc. (Hons.) Microbiology IT LAB
Prof. Rajesh Chauhan &Teaching Staff of BCA & PGDCA	Dr. Rajender Prakash& Teaching Staff of biotechnology & Microbiology

Admission Schedule B.C.A.1st

Date	Time	Schedule
15 th June 2023 to 4 th July 2023		Date of Online registration and submission of online application form
5 th July 2023	4.00 p.m.	Display of first merit list
6 th July 2023 to 8 th July 2023	11.00 a.m. to 3.00 p.m.	Counselling and fee to be deposited by selected students of first merit list
10 th July 2023	3:00 p.m.	Display of 2 nd merit list
11 th July 2023 to 13 th July 2023	11.00 a.m. to 3.00 p.m.	Counselling and fee to be deposited by selected students of 2 nd merit list

Admission Schedule PGDCA1st Semester

Date	Time	Schedule
15 June 2023 to 15 th July 2023		Date of Online registration and submission of online application form Availability of Prospectus & Application Form
18 th July 2023	4.00 p.m.	Display of merit list
19 th July 2023 to 21 st July 2023	11.00 a.m. to 3.00 p.m.	Counselling and admission for all applicants

N. B The Dates mentioned above depends upon the BA,B.Sc., B.Com. 3rd Year result

Admission Schedule

B.Sc. 1st (Hon's) Major-Biotechnology & B. Sc. 1st(Hons.) Major-Microbiology

15 th June 2023 to 4 th July 2023		Date of Online registration and submission of online application form
5 th July 2023	4.00 p.m.	Display of first merit list
6 th July 2023 to 8 th July 2023	11.00 a.m. to 3.00 p.m.	Counselling and fee to be deposited by selected students of first merit list
10 th July 2023	3:00 p.m.	Display of 2 nd merit list
11 th July 2023 to 13 th July 2023	11.00 a.m. to 3.00 p.m.	Counselling and fee to be deposited by selected students of 2 nd merit list

- All the applicants are advised to see the College website for any change in the schedule.
- Claim to the admission will stand cancelled if a candidate fails to report for counselling on the date and time mentioned in the prospectus.
- If a candidate is selected for admission after counselling, she will be required to deposit fee immediately on the date and time mentioned, otherwise her claim to the admission will stand cancelled and the seat will be allotted to the next candidate in the merit list.
- **Hostel**
- **limited seats available on merit basis**

Admission Guidelines for B.C. A. I

B.C.A. is a three-year degree course split over six Semester leading to the award of the degree of Bachelor of Computer Applications of Himachal Pradesh University. The total number of seats in BCA Course is 60. The distribution of seats is as under:

S. No.	Category	No. of Seats
1	Subsidized Seats	30
2	Non.-Subsidized Seats	30
3	Total	60

Basis of Admission

- The admission to BCA-I semester shall be made on the basis of merit.
- Separate merit lists shall be prepared for subsidized category and non-subsidized category.
- The 30 subsidized seats shall be filled-in first and the remaining 30 seats in self-financing category shall be filled after all the seats in subsidized category are filled.
- NRIs/NRI sponsored candidates can apply for admission only in the non-subsidized category
- There is no provision of reservation of any kind in the non-subsidized category.

Admission to subsidized seats shall be subject to the following conditions:

- I. 15% and 7.5% of the seats shall be reserved for S.C. & S.T candidates respectively, who have passed their qualifying examination from H.P. Board of School Education or from any other School affiliated to CBSE, ICSE etc. located within territorial jurisdiction of Himachal Pradesh or are bonofide residents of Himachal Pradesh.
- II. The remaining 77.5% seats shall be filled as under:
 - i. 5% of the seats shall be reserved for outstanding sport persons. (Details given on page no.32)
 - ii. 5% of the seats shall be reserved for outstanding students in cultural activities. (Details given on page no.32)
 - iii. 3% of the seats shall be reserved for physically handicapped candidates and 2 seats for single girl child. &

- iv. The remaining seats shall be filled out of the candidates who have passed their 10+2 examination from the schools situated in Himachal Pradesh irrespective of the Board subject to the following reservation rules.

Note: The roster for reservation of seats for various categories shall be as per rules of H.P. University.

Eligibility Conditions:

ANNEXURE OI HIMACHAL PRADESH UNIVERSITY

BACHELOR OF COMPUTER APPLICATIONS (BCA)

Effective from 2015-16 onwards Duration: 3 Years (6 Semesters)

1. About the Course

Bachelor of Computer Applications (BCA) is three years undergraduate course spread over six semesters under self financing scheme.

2. Eligibility

Candidates who have passed 10+2 examination from H.P. Board/CBSE/ICSE or any other examination considered equivalent to 10+2, by the Himachal Pradesh University, Shimla-5, with 40% Marks (35% marks for SC/ST category), shall be eligible. Maximum age limit for admission to BCA course is 23 years for general category, 24 years for SC/ST category as on the 1st July of the year concerned. The Vice Chancellor may permit age relaxation up to maximum of three months.

3. Mode of Selection

The admission to BCA course will be made on the basis of merit of the qualifying examination.

As per H.P. University rules 75% seats will be filled out of the candidates who have passed their 10+2 examination from the school situated in Himachal Pradesh irrespective of the Board. Remaining 25% seats will be filled on all India basis. Other reservation rules of H.P. University shall be applicable.

4. Scheme of Examination

The pass percentage in each subject will be 40%.

i) Theory Papers:

For Regular students each paper will be of 100 marks (70 marks for END Semester theory examination and 30 marks for continuous comprehensive assessment) and duration of each paper will be 3 hours.

ii) Practical Examination

Max. Marks 50

CCA (Continuous Comprehensive Assessment): 35

ESE (End Semester Examination): 15

Duration: 3 hours.

Practical exam will be conducted by the external examiner from the panel submitted to The Chairman, Computer Science Department Himachal Pradesh University and duly approved by the competent authority of the University, Himachal Pradesh University, Shimla.

Project Work:

Max. Marks: 50

CCA (Continuous Comprehensive Assessment): 35

ESE (End Semester Examination): 15

In the 6th semester the student has to develop one project, which will be evaluated by the external examiner from the panel submitted to The Chairman, Computer Science Department, Himachal Pradesh University, and duly approved by the university authority/evaluation branch, Himachal Pradesh University, Shimla on the following basis:

1. Project Report 10 Marks (To be evaluated externally)

2. Seminar 15Marks (To be evaluated internally)

3. Viva Voce 25 Marks(To be evaluated externally)

5. Medium of Instruction

English will be the medium of instruction as well as examination.

6. Promotion Rule

As per the University norms.

Admission Procedure

Step: 1 Application form duly filled-in, with the following documents enclosed, should be submitted online in the College Website on or before 4th July, 2023.

On the date of counseling following documents should be deposited duly attested.

- One attested photocopy of Matriculation certificate as a proof of date of birth.
- One attested photocopy of 10+2 certificate.
- Character-cum-school leaving certificate (issued by the Principal of the institution last attended for regular students or by a Gazetted officer in case of private candidates) **in original**.
- The character certificate should have been issued within the last 6 months on the day of submission of application.
- Migration certificate in original for those candidates who have done 10+2 from School Boards other than H.P. Board, Dharamshala.

NRIs/NRI sponsored candidates & foreign nationals are eligible only for Non-Subsidized seats. They are required to attach the following additional documents along with the application form. The following documents will be considered as proof of their status for this purpose:

- Copy of the Non-Resident Card/ Employment Card issued by the employer.
- Photocopy of the Immigration Card/ Employment Visa entry on the passport along with details of the passport.
- Certificate issued by the Indian Embassy/ High Commission in the country where NRI is residing.
- Photocopy of the latest assessment order of the Income Tax Authorities either in India or the country of employment field in the status of NON-Resident Indian.
- Certificate of sponsorship from a NRI in case of a NRI sponsored candidate along with proof of NRI status of the sponsor.
- Proof of nationality in the case of foreign Nationals.

Step: 2

- Short-listed candidates shall have to deposit the dues from 6th July 2023 to 8th July, 2023 getting their certificates verified and admission approved from the admission committee.
- University Registration form is to be filled and a copy each of Matriculation and 10+2 certificate is to be attached. Migration certificate, in original, is to be attached with the registration form.
- Admission will finally be approved by the Principal.
- Students are also required to fill in library membership form which is not to be attached with the admission form.
- Library- cum- identity card will be issued from the library to a student on the production of fee receipt and library membership form.

Course outline and information about examination system for B.C.A. I Semester will be made available to students as and when the college authorities receive these from the H.P. University.

Fee Structure for 1st Semester

Subsidized seats:	
Consolidated fee:	Rs.12,000
PTA Fund	Rs.200
Library Security (Refundable)	Rs.500
University Development Fund (For Non.Sub/Sub/IRDP/BPL As Per HPU Notification)	Rs.500/-Rs.250/-Rs.100/-
Non-Subsidized seats:	
Consolidated fee	Rs.25,000/-
PTA Fund	Rs.200
Library Security (Refundable)	
University Development Fund (For Non.Sub /Sub/IRDP/BPL As Per HPU Notification)	Rs.500/-Rs.250/-Rs.100/-
University Development Fund	Rs.500

BCA I Year (1st Semester)

Paper Code	Paper Title	Credit	Uni. Examination	Internal Assessment	Maximum Marks	Exam Duration Hours
BCA 0101	Mathematics-1	4	70	30	100	3
BCA 0102	Applied English	4	70	30	100	3
BCA 0103	Computer Fundamentals	4	70	30	100	3
BCA0104	C Programming	4	70	30	100	3
BCA 0105	Office Automation Tools	4	70	30	100	3
BCA0104(P)	C Programming Lab –I	3	35	15	50	3
BCA0105(P)	Office Automation Tools Lab -2	3	35	15	50	3
		Total			600	

BCA I Year (2nd Semester)

Paper Code	Paper Title	Credit	Uni. Examination	Internal Assessment	Maximum Marks	Exam Duration Hours
BCA 0201	Mathematics-11	4	70	30	100	3
BCA 0202	Communicative English	4	70	30	100	3
BCA 0203	Digital Electronics	4	70	30	100	3
BCA0204	Data Structures	4	70	30	100	3
BCA 0205	Data Base Management	4	70	30	100	3
BCA0204 (P)	Data Structures Lab-3	4	35	15	50	3
BCA0205(P)	Data Base Management Lab-4	4	35	15	50	3
		Total			600	

The above fee and funds are subject to change as per HPU /HP Govt. instructions.

Roll-on Admission

Admission to Third Semester and Fifth Semester of B.C.A shall be on Roll-on basis. Without waiting for their University result, the students must fill in the admission form, attach relevant documents and seek admission to the next higher class as per the admission schedule of H.P. University.

Documents required:

- Certificates of lower classes.
- Three passport-size photographs (To be pasted on the admission form, library membership form, identity card) and a postage stamp of Rs. 6/- to be affixed on the Student Progress Card.
- Certificate as proof of SC/ST status, Excellence in sports, Excellence in cultural activities, Physical Disability.

Important instructions:

- All the students of B.C.A. Third Semester and Fifth Semester are directed to pay the college fee under the roll-on system well within the notified dates.
- No one will be permitted to attend the classes without depositing the prescribed fee.
- Lectures attended under roll-on system will also be counted for determining eligibility to appear in the final examination.
- All admissions under roll-on system are provisional and the admission of a student who fails to fulfill eligibility criteria after the declaration of the University result will stand automatically cancelled.
- Fee once deposited shall not be refunded.

- It is mandatory for all the students getting admission based on roll-on system to get their admission regularised within ten days of the declaration of the University result.

Course outline

B.C.A.3rd Semester

Paper Code.	Paper Title	Credit	University Examination	Internal Assessment	Max. Marks	Exam Duration Hours
BCA-301	Mathematics III	4	70	30	100	3
BCA-302	Business Practices & Mgt.	4	70	30	100	3
BCA-303	Computer Organization	4	70	30	100	3
BCA-304	Object Oriented Programming in C++	4	70	30	100	3
BCA-305	Desktop Publishing and Designing	4	70	30	100	3
BCA-304(P)	Object Oriented Programming in C++ Lab-5	3	35	15	50	3
BCA-305(P)	Desktop Publishing and Designing Lab-6	3	35	15	50	3
TOTAL					600	

B.C.A 4th Semester

Paper Code.	Paper Title	Credit	University Examination	Internal Assessment	Max. Marks	Exam Duration Hours
BCA-401	Personal Management	4	70	30	100	3
BCA-402	Accounting	4	70	30	100	3
BCA-403	System Analysis & Design	4	70	30	100	3
BCA-404	Internet Technology & Web Page Design	4	70	30	100	3
BCA-405	Programming in Visual Basic	4	70	30	100	3
BCA-404(P)	Internet Technology & Web Page Design Lab-7	3	35	15	50	3
BCA-405(P)	Programming in Visual Basic Lab-8	3	35	15	50	3
TOTAL					600	

B.C.A 5th Semester

Paper Code.	Paper Title	Credit	University Examination	Internal Assessment	Max. Marks	Exam Duration Hours
BCA-501	Operating System	4	70	30	100	3
BCA-502	eCommerce	4	70	30	100	3
BCA-503	Management Information System	4	70	30	100	3
BCA-504	ASP.net Technologies	4	70	30	100	3
BCA-505	Computer Oriented Statistical Method	4	70	30	100	3
BCA-504(P)	ASP.net Technologies-9	3	35	15	50	3
BCA-505(P)	Computer Oriented Statistical Method-10	3	35	15	50	3
TOTAL					600	

B.C.A 6th Semester

Paper Code.	Paper Title	Credit	University Examination	Internal Assessment	Max. Marks	Exam Duration Hours
BCA-601	Computer Networks	4	70	30	100	3
BCA-602	Numerical Methods	4	70	30	100	3
BCA-603	Multimedia Technology	4	70	30	100	3
BCA-604	Computer Graphics	4	70	30	100	3
BCA-605	Software Engineering	4	70	30	100	3
BCA-604(P)	Computer Graphics-11	3	35	15	50	3
BCA-606(P)	Major Project	3	35	15	50	3
TOTAL					600	

Absence and other fines for B.C.A.I,II & III

- | | |
|--|---|
| <ul style="list-style-type: none"> • Absence fine per period • Absence fine per practical • Absence fine for house test per paper • Late return of library books for first five days • Late return of library books for next five days • Late return of library books after ten days | <p>Re. 1/-</p> <p>Rs. 3/-</p> <p>Rs. 10/-</p> <p>Rs. 10/- per book</p> <p>Rs. 20/- per book</p> <p>Rs. 100/- per book</p> |
|--|---|

- Breakage /damage in the Computer Lab At least double the amount of actual cost of the computer, computer component(s) or the lab furniture will have to be deposited immediately.

Note: For Readmission Rs. 500/-will be charged

Scheme of Examination for B.C.A.II & III

Internal Assessment

There shall be a component of internal assessment in all the BCA classes. It will be 20% for theory papers and 50% for practical. The remaining 80% and 50% marks in theory and practical will be for the annual university examination. 20% marks assigned to the internal assessment shall be sub-divided as follows:

1. 15% for house examination
2. 5% for regularity in attendance

MID Term Test

Distribution of marks based on attendance is as under:

Less than 75%	not eligible
1. 75% to 79% Attendance	1 mark
2. 80% to 82% Attendance	2 marks
3. 83% to 85% Attendance	3 marks
4. 86% to 88% Attendance	4 marks
5. 89% and more Attendance	5 marks

At the end of the term examination, the marks scored by every student in the House Examination in each paper will be added to the marks allotted for attendance in that paper.

Eligibility conditions to appear in the annual examination

- 75% attendance is compulsory in theory and practical.
 - 75% attendance is mandatory in seminars and submission of assignments.
 - It shall be mandatory for all the students to appear in the Mid Term. A minimum of 20% marks in each subject or 25% in aggregate shall be an essential condition to be eligible to appear in the T.E examination.
 - It shall also be mandatory to participate in activities of subject societies.
 - The University annual examination form shall be treated as provisional unless and until the eligibility criteria as mentioned above for appearing in annual examination is fulfilled by the candidate and a certificate to this effect is given by the Principal.
- (For determining the eligibility, 0.5% and above shall be considered as one percent.)

Post Graduate Diploma in Computer Applications

PGDCA is a one year diploma course split over two semesters, leading to the award of Diploma in Computer Applications, from Himachal Pradesh University. The admission to the course is open under two categories:

S. No.	Category	No. of Seats
1	PGDCA	20
3	Total	20

Basis of Admission

- The admission to PGDCA shall be made on the basis of merit.

Eligibility Conditions

- Graduation in any discipline or equivalent of any University established by law in India with 50% marks (45% marks in case of Scheduled Caste/ Scheduled Tribe).
- Students appearing in examination of final year of Graduation course may also apply provided they fulfill eligibility conditions at the time of counseling.

Age Limit

- The maximum age limit is 28 years on July 1,2023 for general category candidates and 29 years for candidates belonging to SC/ST category.

Admission Procedure

Step: 1 Application form duly filled-in, with the following documents enclosed, should be submitted online in the college website after the HP University latest notification for admission.

- One attested copy of Matriculation certificate as a proof of date of birth. One attested copy of 10+2 certificate.
- One attested copy of B.A./B.Sc./B.Com. III certificate.
- Three passport-size photographs (To be pasted on the admission form, library membership form, identity card. and a postage stamp of Rs. 6/- to be affixed on the Student Progress Card).
- Certificate as proof of SC/ST status, Excellence in sports, Excellence in cultural activities, Physical Disability.
- Valid character-cum-College leaving certificate (issued by the Principal of the institution last attended for regular students or by a gazetted officer in case of private candidates) **in original**.
- The character certificate should have been issued within the last 6 months on the day of submission of application.
- Migration certificate in original for those candidates who have graduated from a University other than H.P. University.

Step: 2

- University Registration form is to be filled and a copy each of Matriculation, 10+2 and Graduation certificate is to be attached by those candidates who have done Graduation from a University other than H.P. University.
- Migration certificate, in original, is to be attached with the registration form.
- Admission will finally be approved by the Principal.
- Students are also required to fill in library membership form which is not to be attached with the admission form.
- Library- cum- identity card will be issued from the library to a student on the production of fee-receipt and library membership form.

- Course outline

PGDCA – First Semester

Paper No	Title	Maximum Marks	Continual Internal Assessment
DCS-101	Fundamentals of Programming Using C	75	25
DCS-102	PC Software	75	25
DCS-103	Operating System	75	25
DCS-104	Computer Organization and Architecture	75	25
DCS-105	Practical –I (C language)	75	25
DCS-106	Practical –II (PC Software)	75	25

PGDCA – Second Semester

Paper No	Title	Maximum Marks	Continual Internal Assessment
DCS-201	Data and File Structure	75	25
DCS-202	System Analysis and Design	75	25
DCS-203	Object Oriented Programming & C++	75	25
DCS-204	Data Base Management System	75	25
DCS-205	Practical –III (DFS Using C++)	75	25
DCS-206	Practical –IV (Data Base Management System)	75	25
DCS-207	Project Work	200	--

N.B. The project will involve development of application software for some industry/institution.

Fee Structure

<p>Fee Rs. 14,000/- (PTA Fund=200/-, Library Security (refundable) =500/-</p>

Note:

- Migration fee of Rs. 400/- will be charged in case the student has passed the qualifying examination other than H.P. University.
- The above fee and funds are subject to change as per HPU/HP Govt. instructions.
- The fee will be paid in full at the time of admission. Fee once deposited shall not be refunded.

B.Sc. Major in Biotechnology

No. of Seats

The total number of seats is 25.

Basis of Admission

Admission will be based on the merit of 10+2 or equivalent Examination.

Eligibility Conditions

- (a) The admission to B.Sc. with Major in Biotechnology Programme of Himachal Pradesh University Will be as per guidelines of Himachal Pradesh University, Shimla from time to time.
- (b) The candidate should have passed 10+2 (class XII) Examination or its equivalent from a recognized Board/University with any of the three subjects out of Physics, Chemistry and Biology or any other science subject with 50% or equivalent grade (for SC/ST candidates marks of eligibility will be 45% or equivalent grade).
- (c) In Case of Candidates who are studying in University /Board/College /Schools in any of the foreign Countries the eligibility/qualifying marks will be the same as recognized /equivalent to 10+2 by the university or Association of Indian University wit 50% marks of equivalent grade (for ST/SC candidates eligibility will be 45% marks or equivalent grade).
- (d) The candidate who has appeared in the qualifying examination but whose result has so far not been declared can also apply but his/her eligibility for the entrance test will be purely provisional subject to the condition that he/she has to produced a passing certificate scoring at least the minimum percentage of marks as prescribed for the qualifying examination on the day and the specified time of counselling

Age Limit

- (a) The candidate shall not be more than **22** years of age as on 1st July 2023.

On the date of counseling following documents should be deposited duly attested.

Admission Procedure

Submission of application forms

Step: 1 Application form duly filled-in, with the following documents enclosed, should be submitted online in the College Website on or before 4th July, 2023.

On the date of counseling following documents should be deposited duly attested.

- One attested photocopy of Matriculation certificate as a proof of date of birth.
- One attested photocopy of 10+2 certificate.

- Three passport-size photographs (To be pasted on the admission form, library membership form, identity card) and a postage stamp of Rs. 6/- to be affixed on the Student Progress Card.
- Certificate as proof of SC/ST status, Excellence in sports, Excellence in cultural activities, Physical Disability.
- Valid character-cum-school leaving certificate (issued by the Principal of the institution last attended for regular students or by a Gazetted officer in case of private candidates) **in original**.
- The character certificate should have been issued within the last 6 months on the day of submission of application.
- Migration certificate in original for those candidates who have done 10+2 from School Boards other than HP Board of school examination, Dharmshala.

Selection & Admission

- List of short-listed candidates shall be displayed on the college website or the college notice board on 5th July 2023 at 4.00 p.m.
- Short-listed candidates shall have to deposit the dues by 6th July 2023 to 8th July 2023 before 4.00 p.m. after getting their certificates verified and admission approved from the admission committee.
- University Registration form is to be filled and a copy each of Matriculation and 10+2 certificate is to be attached. Migration certificate, in original, is to be attached with the registration form.
- Admission will finally be approved by the Principal.
- Students are also required to fill in library membership form which is not to be attached with the admission form.
- Library cum identity card will be issued from the library to a student on the production of fee-receipt and library membership form.

Course Outline

Year	Core Course-12		Credits	Ability Enhancement Course (SEC),(2)	Credits	Skill Enhancement Course (SEC),(2)	Credits	Discipline Specific Elective (DSE),(4)	Credits	Discipline Specific Elective (DSE),(8)	Credits
1	BIOTECH1C01TH	Biochemistry & Metabolism	4	ENGL103/ HINDI/MIL Communication	4	NIL				GE-1 MICRO1GE01TH- Cell Biology	4
	BIOTECH1C01PR	Biochemistry & Metabolism	2							MICRO1GE01PR- Cell Biology	2
	BIOTECH1C02TH	General Microbiology	4								
	BIOTECH1C02PR	General Microbiology	2								
	BIOTECH1C03TH	Genetics	4	ENVS2AEC C02 Environment Science	4					GE-2 CHEM GE 103TH- Chemistry -1	4
	BIOTECH1C03PR	Genetics	2								
	BIOTECH1C04TH	Molecular Biology	4								
	BIOTECH1C04PR	Molecular Biology	2							CHEM GE 103PR- Chemistry -1	2

2	BIOTECH2C05TH	Immunology	4			Any 3SEC Subje ct in yearII	8			GE-3 MICRO2GE02TH- Cell Biology MICRO2GE02PR- Cell Biology GE-4 CHEM GE 205TH- Chemistry -11 CHEM GE 205PR- Chemistry -14	4 2
	BIOTECH2C05PR	Immunology	2								
	BIOTECH2C06TH	Bioprocess Technology	4								
	BIOTECH2C06PR	Bioprocess Technology	2								
	BIOTECH2C07TH	Recombination DNA	4								
	BIOTECH2C07PR	Technology Recombination DNA Technology	2								
	BIOTECH2C08TH	Environmental Biotechnology	4								
	BIOTECH2C08PR	Environmental Biotechnology	2								
	BIOTECH2C09TH	Bacteriology and Virology	4								
	BIOTECH2C09 PR	Bacteriology and Virology	2								
	BIOTECH2C10TH	Microbial Physiology	4								
	BIOTECH2C10 PR	Microbial Physiology	2								
3	BIOTECH3C11TH	Animal Biotechnology	4			Any 2SEC Subje ct in year III	8			Any 4 DSE Subject in III year from the list (Theory=4&Pract ical=2)	24
	BIOTECH3C11 PR	Animal Biotechnology	2								
	BIOTECH3C12TH	Plant Biotechnology	4								
	BIOTECH3C12PR	Plant Biotechnology	2								
	BIOTECH3C13TH	Medical Microbiology	4								
	BIOTECH3C13PR	Medical Microbiology	2								
	BIOTECH3C14TH	Food Biotechnology	4								
	BIOTECH3C14PR	Food Biotechnology	2								
	Core course Total Credits=			84	AECC Total Credits			8	Se Total Credit s		

Total Credits :84+8+8+48=148

TH:Theory, PR: Practical ,C:Core Courses,GEGeneric Elective, AECC:Ability Enhancement
Compulsory Course,SEC:Skill Enhancement Courses, DESDiscipline Specific Elective

Structure of B.Sc. (Hons) Biotechnology under CBCS Annual Core Courses

1 st Year	2 nd Year	3 rd Year
BIOTECH1C01 Biochemistry & Metabolism	BIOTECH2C05 Immunology	BIOTECH3C11 Animal Biotechnology
BIOTECH1C02 General Microbiology	BIOTECH2C06 Bioprocess Technology	BIOTECH3C12 Plant Biotechnology
BIOTECH1C03 Genetics	BIOTECH2C07 Recombination DNA Technology	BIOTECH3C13 Medical Microbiology
BIOTECH1C04 Molecular Biology	BIOTECH2C08 Environmental Biotechnology	BIOTECH3C13 Food Biotechnology
	BIOTECH2C09 Bacteriology and Virology	
	BIOTECH2C10 Microbial Physiology	

Ability Enhancement Compulsory Course (AEC)

ENGL103 English Communication
ENVS1AECC02 Environment Science

Skill Enhancement Elective Course

(Any 2 SEC Subject in 2nd year and any 2 SEC subjects in IIIrd year from the list)

II Year

BIOTECH2SEC01: Enzymology
BIOTECH2SEC02: Bioinformatics
BIOTECH2SEC03: Bio fertilizer & Bio pesticides
BIOTECH2SEC04: Microbial Metabolism
BIOTECH2SEC05: Biostatistics

Generic Elective Course

(for Stream other than B.Sc. Hons. Biotechnology (CBCS-Annual))

1 st Year	2 nd Year
GE-1 BIOTECH1GE01TH Mycology and Phycology BIOTECH1GE01PR Mycology and Phycology	GE-3 BIOTECH2GE3TH Molecular Biology BIOTECH2GE3PR Molecular Biology
GE-2 BIOTECH1GE02TH Mycology and Phycology BIOTECH1GE02PR Mycology and Phycology	GE-4 BIOTECH2GE04TH Immunology BIOTECH2GE04PR Immunology

Discipline Specific Elective

(Any 4 DSE Subjects in III Year from the list)

III Year

BIOTECH3DSE01	Biochemical Engineering
BIOTECH3DSE02	Advances in Microbiology
BIOTECH3DSE03	Ecology and Environment Management
BIOTECH3DSE04	Bio safety and Intellectual Property Right
BIOTECH3DSE05	Basic of Forensic Science
BIOTECH3DSE06	Molecular Dignostics

Choice based Credit System**B.Sc. (Hons) Biotechnology**

1 st Year	
BIOTECH1C01	Biochemistry & Metabolism
BIOTECH1C02	General Microbiology
BIOTECH1C03	Genetics
BIOTECH1C04	Molecular Biology
ABILITY Enhancement Compulsory Course (AEC)	
ENGL103 English Communication	
ENVS1AECC02 Environment Science	
Generic Elective Course GE1 GE 2	

2 nd Year			
BIOTECH 2C05	Immunology		
BIOTECH 2C06	Bio Process Technology		
BIOTECH 2C07	Recombinant DNA Technology		
BIOTECH 2C08	Environmental Biotechnology		
BIOTECH 2C09	Bacteriology and Virology		
BIOTECH 2C10	Microbial Physiology		
SKILL ENHANCEMENT COURSES (SEC-ANY TWO)			
BIOTECH2SEC01	Enzymology		
BIOTECH2SEC02	Bioinformatics		
BIOTECH2SEC03	Bio fertilizer & Bio pesticides		
BIOTECH2SEC04	Industrial Fermentations		
BIOTECH2SEC05	Biostatistics		
GENERIC ELECTIVE (FROM STREAM other than Biotechnology) GE3 GE4			

3 rd Year			
BIOTECH3C11	Animal Biotechnology		
BIOTECH 3C12	Plant Biotechnology		
BIOTECH 3C13	Medical Biotechnology		
BIOTECH 3C14	Food Biotechnology		
Discipline Specific elective (DSE-Any Four)			
BIOTECH3DSE01	Biochemical Engineering		

BIOTECH3DSE02	Advances in Microbiology		
BIOTECH3DSE03	Ecology and Environment Management		
BIOTECH3DSE04	Bio safety and Intellectual Property Right		
BIOTECH3DSE05	Basic of Forensic Science		
BIOTECH3DSE06	Molecular Dignostics		

C Core Courses

AECC Ability Enhancement Compulsory Course

SEC Skill Enhancement Courses

DSE Discipline Specific Elective

GENERAL INSTRUCTIONS/GUIDELINES FOR B.Sc. (Honours) Biotechnology

1 The B.Sc. (Honours) Biotechnology will be of three years duration semester-based choice based credit system (CBCS) course.

2 There will be broadly three types of courses for B.Sc.(Honours) Biotechnology degree program.

1 The **Core Courses** (12courses for Honours) will be of 6-credits each including 2credits assigned to the practical component. Thus a candidate will have to pass 14 courses for earning $12 \times 6 = 72$ credits during 1st & 2nd Year. Each of the 6-credits courses will carry 100marks. These 100 marks will be split in to marks assigned for Theory (TH):50 Marks: Practical (PR) 20marks and Internal assessment (IA):30. The Internal Assessment 30 marks will include one Multi Choice Questions (MCQ)-based examination of 10marks) Classroom Attendance Incentive marks (5Marks), Presentation/Assignment of 5marks and Seminar/Lab Assignment of 10 marks. The lab based practical will be of two hours (1 credit). A total of $12 \times 6 = 72$ credits could be accumulated under these courses during the Honours Degree Program.

2The **Elective Courses** will be chosen from a pool of courses and which be very specific or specialized or advanced or supportive to the discipline/subject of supply or which provides an extended scope or which enables an exposure to some other discipline/ subject/domain or nurtures the candidate's proficiency/skill. The Elective Courses will include;

Discipline Specific Elective (DSE) Courses: A total of 8 courses offered under the main discipline subject or study is referred to as discipline specific elective & will be studied by the candidates in 3year .These courses will be of 6-credits each including 2 credits assigned for the practical component of each of these courses. These courses are discipline related and /or interdisciplinary in nature.. A total of $8 \times 6 = 48$ credits could be accumulated under DSE courses during the Honour's Degree Program.

3Ability Enhancement Compulsory Course (AECC): Ability Enhancement Courses are of two types; Ability Enhancement Compulsory Courses (AECC) and Skill Enhancement Courses (SEC). The AECC courses are the mandatory courses based upon the content that leads to knowledge enhancement; Environment Science and ii. English/Hindi/ MIL Communication. All these are mandatory courses for obtaining a B.Sc.(Honours) degree in the concerned subject. These courses are mandatory for all discipline. A total of $2 \times 4 = 08$ credits in 1st year could be accumulated under these courses during the Honour's Degree Program

SEC courses are value-based and /or skill-based and are aimed at providing hands-on-training, competencies, skill etc. A Minimum of four such courses (3 SEC in year II and 2 SEC in year III) for obtaining an honours degree are selected amongst the courses designed to provide value-based and /or skill based knowledge and may contain both theory & lab/hands –on training. The main purpose of these courses is to provide students

life –skill in hands-on mode so as to increase their employability. A total of $5 \times 4 = 20$ credits could be accumulated under SEC courses during the Honours degree program.

3 Practical (PR) component has been included in every core and discipline/generic specific elective paper. The list of practical's to be conducted by the candidates has been provided alongside each of such courses. The marks (20marks) for the practical examination will be split as follows.

Write up of Practical I	4marks
Performance of any one of above practical's	7marks
Practical record/notebook	3marks
Viva Voce	6marks

4 Classroom Attendance Incentive : Those candidates who have greater than 75% attendance (for those participating in Co-curricular activities, 25% will be added to percent attendance) will be awarded CAI marks as follow:

>75% but <80%	1marks
>80% but <85%	2marks
>85% but <90%	3marks
>90% but <95%	4marks
>95% to 100%	5marks

5 The candidate has to secure minimum pass marks individually in theory paper, Practical as well as Internet Assessment to earn full credits in the concerned course. A candidate thus failing in any of these components shall be considered failed in that course.

6 The admission to B.Sc. (Honours) Biotechnology programme of Himachal Pradesh University will be as per guidelines of Himachal Pradesh University, Shimla from time to time.

1. The candidate should have passed 10+2 (class XII) Examination or its equivalent from a recognized Board/University with any of the three subject out of physics Chemistry and Biology or any other science subject with be 50% or equivalents grade (for SC/ST candidates marks of eligibility will be 45% or equivalent grade).

2 In case of candidates who are studying in university /Board/College/Schools in any of the foreign countries the eligibility /Qualifying marks will be the same as recognized equivalent to 10+2 by the university or the association of the Indian university with 50% marks of equivalent grade (for SC/ST candidates, eligibility will be 45% marks or equivalent grade).

3 The candidates who has appeared in the qualifying examination but whose result has so far not been declared can also apply but his/her eligibility for the entrance test will be purely provisional subject to the condition that he /she has to produced a passing certificate scoring at least the minimum percentage of marks as prescribed for the qualifying examination on the day and the specified time of counselling.

The candidates shall not be more than 22 years of age as on 1st July of the year of admission. Date of birth as recorded in the Secondary Education Board /University Certificate only will be considered as authentic.

Fee Structure (Biotechnology) 1, 2 & 3rd Year

Consolidated Fee	Rs.40, 000/-
PTA Fund	Rs.200/-
Library Security	Rs.500/-
Counselling Fee	Rs.500/-
University Development Fund (For Non. Sub /Sub/IRDP/BPL	Rs.500/-Rs.250/Rs.100/-
As Per HPU Notification)	

Note: Rs.500/- will be charged for readmission

*The above fee and funds are subject to change as per HPU/ Hp Govt. Instruction. The fee will be paid in full at the time of admission. Fee once deposited shall be refunded.

B.Sc. Major in Microbiology

No. of Seats

The total number of seats is 25.

Basis of Admission

Admission will be based on the merit of 10+2 or equivalent Examination.

Eligibility Conditions

a) The admission to B.Sc. with Major in Microbiology Programme of Himachal Pradesh University will be as per guidelines of Himachal Pradesh University, Shimla from time to time.

(b) The candidate should have passed 10+2 (class XII) Examination or its equivalent from a recognized Board/University with any of the three subjects out of Physics, Chemistry and Biology or any other science subject with 50% or equivalent grade (for SC/ST candidates marks of eligibility will be 45% or equivalent grade).

(c) In Case of Candidates who are studying in University /Board/College /Schools in any of the foreign Countries the eligibility/qualifying marks will be the same as recognized /equivalent to 10+2 by the university or Association of Indian University with 50% marks of equivalent grade (for ST/SC candidates eligibility will be 45% marks or equivalent grade).

(e) The candidate who has appeared in the qualifying examination but whose result has so far not been declared can also apply but his/her eligibility for the entrance test will be purely provisional subject to the condition that he/she has to produced a passing certificate scoring at least the minimum percentage of marks as prescribed for the qualifying examination on the day and the specified time of counselling

(f) Age Limit

(a) The candidate shall not be more than **22** years of age as on 1st July 2023.

Admission Procedure

Submission of application forms

Step: 1 Application form duly filled-in, with the following documents enclosed, should be submitted online in the College Website on or before 4th July, 2023.

On the date of counseling following documents should be deposited duly attested.

One attested photocopy of Matriculation certificate as a proof of date of birth.

- One attested photocopy of 10+2 certificate.
- Three passport-size photographs (To be pasted on the admission form, library membership form, identity card) and a postage stamp of Rs. 6/- to be affixed on the Student Progress Card.
- Certificate as proof of SC/ST status, Excellence in sports, Excellence in cultural activities, Physical Disability.

- Valid character-cum-school leaving certificate (issued by the Principal of the institution last attended for regular students or by a Gazetted officer in case of private candidates) **in original**.
- The character certificate should have been issued within the last 6 months on the day of submission of application.
- Migration certificate in original for those candidates who have done 10+2 from School Boards other than HP Board of school examination, Dharmshala.

Selection & Admission

- First list of short-listed candidates shall be displayed on the college website or the college notice board on 5th July 2023 at 4.00 p.m.
- Short-listed candidates shall have to deposit the dues by 6th July 2023 to 8th July 2023 after getting their certificates verified and admission approved from the admission committee.
- University Registration form is to be filled and a copy each of Matriculation and 10+2 certificate is to be attached. Migration certificate, in original, is to be attached with the registration form.
- Admission will finally be approved by the Principal.
- Students are also required to fill in library membership form which is not to be attached with the admission form.
- Library cum identity card will be issued from the library to a student on the production of fee-receipt and library membership form.

Course Outline

Year	Core Course (14)		C R	Ability Enhancement Course (AECC),(2)	C R	Skill Enhancement Course (SEC),(5)	CRE DITS	Discipline Specific Elective: (DSE),(4)	CR ED ITS	Generic Elective(GE),(4) Discipline Specific Elective (DSE)(4)	CREDITS
1	MICRO1CO1TH MICRO1CO1PR	Introduction to Microbiology & Microbial Diversity Introduction to Microbiology & Microbial Diversity	4 2	ENGL03 /Hindi/ MIL Communication	4	NIL				GE-1 BIOTECHGE01TH MYCOLOGY & PHYCOLOGY BIOTECHGE01PR MYCOLOGY & PHYCOLOGY	4 2
	MICRO1CO2TH MICRO1CO2PR	Bacteriology Bacteriology	4 2	ENVS AECC02 Environment Science	4						
	MICRO1CO3TH MICRO1CO3PR	Biochemistry Biochemistry	4 2							GE-2	
	MICRO1CO4TH MICRO1CO4PR	Virology Virology	4 2							BIOTECHGE02TH Cell Biology BIOTECHGE02PR Cell Biology	4 2

2	MICRO2CO 5TH	Microbial Physiology & Metabolism	4		4	Any 2 SEC Subje ct in Year 2	08			GE-3 BIOTECH2GE3 TH Molecular Biology	4
	MICRO1CO 5PR	Microbial Physiology & Metabolism	2								
	MICRO2CO 6TH	Environmental Microbiology	4							BIOTECH2GE3 PR Molecular Biology	2
	MICRO2CO 6PR	Environmental Microbiology	2								
	MICRO2CO 7TH	Recombinant DNA Technology	4								
			2								
	MICRO2CO 7PR	Recombinant DNA Technology								GE-4	
											4
	MICRO2CO 8TH	Industrial Microbiology	4							BIOTECH2GE04 TH Immunology	
	MICRO2CO 8PR	Industrial Microbiology	2								2
	MICRO2CO 9TH	Microbes in Sustainable Agriculture& Development	4							BIOTECH2GE04 TH Immunology	
	MICRO2CO 9PR	Microbes in Sustainable Agriculture & Development	2								
	MICRO2C1 0TH	Molecular Diagnostics	4								
	MICRO2C1 0PR	Molecular Diagnostics	2								
3	MICRO3C1 1TH	Food & Dairy Microbiology	4			NIL				Any 4DSE Subject in r3 year from the list (Theory=4 &Practical=2	24
	MICRO3C1 1PR	Food & Dairy Microbiology	2								
	MICRO3C1 2TH	Medical Microbiology	4								
	MICRO3C1 2PR	Medical Microbiology	2								
	MICRO3C1 3TH	Bioprocess Technology	4								
			2								
	MICRO3C1 3PR	Bioprocess Technology									
	MICRO3C1 3TH	Instrumentation & Bio techniques	4								
	MICRO3C1	Instrumentation	2								

	3PR	& Bio techniques									
Core Course Total Credits=			84	AECCT.Credits	8	SE.TC credits=	8	Discipline Specific Elective Total Credits=	24	Generic Elective T.Credits=	24

Total Credits :84+8+8+24+24=148 TH: Theory; PR: Practical : C:Core Course GE::AECC Ability Enhancement Compulsory Course ; SEC: Skill Enhancement Courses ;Generic Elective DSE: Discipline Specific Elective

Structure of B.Sc. Honours Microbiology under CBCS

Annual Core Course(c)

1st year

MICRO1C01 Introduction to Microbiology & Microbial Diversity
MICRO1C01 Bacteriology
MICRO1C03 Biochemistry
MICRO1C04 Virology

2nd year

MICRO2C05 Microbial Physiology & Metabolism
MICRO2C06 Environmental Microbiology
MICRO2C07 Recombinant DNA Technology
MICRO2C08 Industrial Microbiology
MICRO2C09 Microbes in sustainable Agriculture & Development
MICRO2C10 Molecular Diagnostics

3rd year

MICRO3C11 Food & Dairy Microbiology
MICRO3C12 Medical Microbiology
MICRO3C13 Bioprocess Technology
MICRO3C14 Instrumentation & Bio techniques

Ability Enhancement Compulsory Course

ENGL103: English /HINDI/MIL Communication
ENVS1AECC02: Environment Science

SKILL Enhancement Elective Course (SEC)

(Any 2 SEC Subject in 2nd Year from the list)

2 nd Year	
MICRO2SEC01	Microbial Quality Control in Food & Pharmaceutical Industries
MICRO2SEC02	Microbial Diagnosis in health Clinics
MICRO2SEC03	Bio fertilizers & Bio pesticides
MICRO2SEC04	Agriculture Microbiology
MICRO2SEC05	Management of Human Microbial Diseases

Generic Elective Courses

(For Streams other than B.Sc. Hons. Microbiology (CBCS-Annual))

1 st Year		2 nd Year	
GE- 1		GE-3	
MICRO1GE01TH	Cell Biology	MICRO1GE03TH	Bio Analytical Tools
MICRO1GE01PR	Cell Biology	MICRO1GE03PR	Bio Analytical Tools
MICRO1GE02TH	Inheritance Biology	GE-4	
MICRO1GE02PR	Inheritance Biology	MICRO1GE04TH	Microbial Genetics
		MICRO1GE04PR	Microbial Genetics

Discipline Specific Elective

(Any 4DSE Subjects in 3rd Year From the List)

3 rd Year ONLY	
MICRO3DSE01	Biochemical Engineering
MICRO3DSE02	Biostatistics
MICRO3DSE03	Ecology & Environment Management
MICRO3DSE04	Parasitology
MICRO3DSE05	Plant Pathology
MICRO3DSE06	Advances in Microbiology

C:Core Courses

GE: Generic Elective

AECC: Ability Enhancement Compulsory Course

SEC: Skill Enhancement Courses

DSE: Discipline Specific Elective

GENERAL INSTRUCTIONS/GUIDELINES FOR B.Sc. (Honours) MICROBIOLOGY

1 The B.Sc. (Honours) Microbiology will be of three years duration semester-based choice based credit system (CBCS) course.

2 There will be broadly three types of courses for B.Sc.(Honours) Biotechnology degree program.

1 The **Core Courses** (12courses for Honours) will be of 6-credits each including 2credits assigned to the practical component. Thus a candidate will have to pass 14 courses for earning $12 \times 6 = 72$ credits during 1st & 2nd Year. Each of the 6-credits courses will carry 100 marks. These 100 marks will be split in to marks assigned for Theory (TH):50 Marks: Practical (PR) 20marks and Internal assessment (IA):30. The Internal Assessment 30 marks will include one Multi Choice Questions (MCQ)-based examination of 10 marks) Classroom Attendance Incentive marks (5Marks), Presentation /Assignment of 5marks and Seminar/Lab Assignment of 10 marks. The lab based practical will be of two hours (1 credit). A total of $12 \times 6 = 72$ credits could be accumulated under these courses during the Honours Degree Program.

2 The **Elective Courses** will be chosen from a pool of courses and which be very specific or specialized or advanced or supportive to the discipline/subject of supply or which provides an extended scope or which enables an exposure to some other discipline/ subject/domain or nurtures the candidate's proficiency/skill. The Elective Courses will include;

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3Ability Enhancement Compulsory Course (AECC): Ability Enhancement Courses are of two types; Ability Enhancement Compulsory Courses (AECC) and Skill Enhancement Courses (SEC). The AECC courses are the mandatory courses based upon the content that leads to knowledge enhancement; Environment Science and ii. English/Hindi/ MIL Communication. All these are mandatory courses for obtaining a B.Sc.(Honours) degree in the concerned subject. These courses are mandatory for all discipline. A total of $2 \times 4 = 08$ credits in 1st year could be accumulated under these courses during the Honour's Degree Program

SEC courses are value-based and /or skill-based and are aimed at providing hands-on-training, competencies, skill etc. A Minimum of four such courses (3 SEC in year II and 2 SEC in year III) for obtaining an honours degree are selected amongst the courses designed to provide value-based and /or skill based knowledge and may contain both theory & lab/hands –on training. The main purpose of these courses is to provide students life –skill in hands-on mode so as ti increase their employability. A total of $5 \times 4 = 20$ credits could be accumulated under SEC courses during the Honours degree program.

3 Practical (PR) component has been include in every core and discipline/generic specific elective paper. The list of practical's to be conducted by the candidates by the candidates has been provided alongside each of such courses. The marks (20marks) for the practical examination will be split as follows.

Write up of Practical I	4marks
Performance of any one of above practical's	7marks
Practical record/notebook	3marks
Viva Voce	6marks

4 Classroom Attendance Incentive : Those candidates who have greater than 75% attendance (for those participating in Co-curricular activities,25% will be added to percent attendance) will be awarded CAI marks as follow:

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

5 The candidate has to secure minimum pass marks individually in theory paper, Practical as well as Internet Assessment to earn full credits in the concerned course. A candidate thus failing in any of these components shall be considered failed in that course.

6 The admission to B.Sc. (Honours) Biotechnology programme of Himachal Pradesh University will be as per guidelines of Himachal Pradesh University, Shimla from time to time.

1. The candidate should have passed 10+2 (class XII) Examination or its equivalent from a recognized Board/University with any of the three subject out of physics Chemistry and Biology or any other science subject with be 50% or equivalents grade (for SC/ST candidates marks of eligibility will be 45% or equivalent grade).

2 In case of candidates who are studying in university /Board/College/Schools in any of the foreign countries the eligibility /Qualifying marks will be the same as recognized equivalent to10+2 by the university or the association of the Indian university with 50% marks of equivalent grade (for SC/ST candidates, eligibility will be 45% marks or equivalent grade).

3 The candidates who has appeared in the qualifying examination but whose result has so far not been declared can also apply but his/her eligibility for the entrance test will be purely provisional subject to the condition that he /she has to produced a passing certificate scoring at least the minimum percentage of marks as prescribed for the qualifying examination on the day and the specified time of counselling.

The candidates shall not be more than 22 years of age as on 1st July of the year of admission. Date of birth as recorded in the Secondary Education Board /University Certificate only will be considered as authentic.

Fee Structure (Microbiology) 1,2& 3rd Year

Consolidated Fee	Rs.40, 000/-
PTA Fund	Rs.200/-
Library Security	Rs.500/-
Counselling Fee	Rs.500/-
University Development Fund	Rs.500/-Rs.250/Rs.100/-
For Non. Sub /Sub/IRDP/BPL	
As Per HPU Notification)	

*** The tuition fee and other monthly/Semester charges will be as per University rule**

- The above fee and funds are subject to change as per HPU/HP Govt. instructions.
- The fee of 1st Semester is charged in full at the time of admission.
- Fee once deposited shall not be refunded.

Absence and other fines

Absence fine per period	Re. 1/-
Absence fine per practical	Rs. 3/-
Absence fine for house test per paper	Rs. 10/-
Late return of library books for first five days	Rs. 10/- per book
Late return of library books for next five days	Rs. 10/- per book
Late return of library books after ten days	Rs. 100/- per book
Breakage /damage in the Computer Lab	At least double the amount
of actual cost of the computer, computer component(s) or the lab furniture will have to be deposited immediately.	

Important note:

- All the students of **B.Sc. (Hons.) Biotechnology & B.Sc.(Hons)Microbiology** are directed to pay the college fee under the roll-on system well within the notified dates.
- No one will be permitted to attend the classes without depositing the prescribed fee.
- Lectures attended under roll-on system will also be counted for determining eligibility to appear in the final examination.
- All admissions under roll-on system are provisional and the admission of a student who fails to fulfill eligibility criteria (as mentioned in the prospectus) after the declaration of the University result will stand automatically cancelled.
- Fee once deposited shall not be refunded.
- It is mandatory for all the students getting admission based on roll-on system to get their admission regularized within ten days of the declaration of the University result.

Eligibility Conditions for regularization of admission:

B.SC.(Hons.) Biotechnology & B.SC.(Hons.) Microbiology Second and Third Year

B.Sc. II - A Candidate should have passed at least 50% of papers of First Year Examination.

B.Sc. III- A candidate should have passed at least 50% of papers of Second Year Examination and all the papers of First Year Examination.

***The above fee and funds are subject to change as per HPU/HP Govt. instructions.**

- From 2nd and 3rd year student's fee will be charged in two installments i.e. at the time of admission and 75% at the time of regularization of admission.
- Fee once deposited shall not be refunded.

Absence and other fines

- Absence fine per period

Rs. 1/-

- | | |
|--|--|
| • Absence fine per practical | Rs. 3/- |
| • Absence fine for house test per paper | Rs. 10/- |
| • Late return of library books for first five days | Rs. 10/- per book |
| • Late return of library books next five days | Rs. 20/-per book |
| • Late return of library books after ten days | Rs. 100/- per book |
| • Breakage /damage in the Computer Lab | At least double the amount of actual cost of the Laboratory Equipments or the lab furniture will have to be deposited immediately. |

Note: Rs. 500/- will be charged for readmission

FINES & PENALTIES

- i. In case, a student does not deposit his/her dues on the dates notified, her name will be struck off the College rolls at the end of the month.
- ii. The name of the student shall also be struck off the rolls of the college, if she remains absent without leave for continuous 10 days or more.
- iii. If the name of a student is struck off, she must be accompanied by her parent or guardian at the time of re-admission.
- iv. Once name is struck off, the student must readmit herself within seven days.
- v. Every student will have to procure no-dues certificate from College/Library/ Concerned Science Department/ N.S.S. / Sports/ College Canteen/ Fee Clerk etc. if she wants to leave the college.
- vi. The security deposit will lapse if a student does not apply for refund of security within one year of her leaving the college.

Scheme of Examination for B.Sc. (Hons.) Biotechnology and B.Sc. (Hons.) Microbiology^{3rd} Year

Internal Assessment

There shall be a component of internal assessment in all the classes. It will be 20% for theory papers and 30% for practical. The remaining 80% and 70% marks in theory and practical will be for the annual university examination.

The split of the 15% marks of internal assessment will be as per the details given below:

- I. Assignment, one : 02 marks
- II. Presentation : 03 marks
- III. Class tests, two, half hour each : 05 marks
- IV. Final House Test: 05 marks

The award of marks for attendance i.e. 5 marks will be as follows:

Less than 75%	not eligible
1. 75% to 79% Attendance	1 mark
2. 80% to 82% Attendance	2 marks
3. 83% to 85% Attendance	3 marks
4. 86% to 88% Attendance	4 marks
5. 89% and more Attendance	5 mark

House Examination

House Examination shall cover ordinarily around two-third of the syllabus in each paper and shall follow the same format as that of the University Examination in all respects including the format of question papers, the time duration for each paper and maximum marks allotted to each paper. The marks obtained shall be scaled down to 5%. If there are fractions in the marks obtained in any paper as a result of scaling down or otherwise, these shall be carried as such and shall not be converted into whole numbers. Conversion of fractions into whole number shall be done at the final stage of calculating internal assessment..

Eligibility conditions to appear in the annual examination

- 75% attendance is compulsory in theory and practical.
- 75% attendance is mandatory in seminars and submission of assignments.
- It shall be mandatory for all the students to appear in the House Examination. A minimum of 20% marks in each subject or 25% in aggregate shall be an essential condition to be eligible to appear in the annual examination.
- It shall also be mandatory to participate in activities of subject societies.
- The University annual examination form shall be treated as provisional unless and until the eligibility criteria as mentioned above for appearing in annual examination is fulfilled by the candidate and a certificate to this effect is given by the Principal.

(For determining the eligibility, 0.5% and above shall be considered as one percent.)

Rules of admission for outstanding sportswomen and outstanding students in cultural activities

- Admission against quota meant for outstanding sportswomen and outstanding students in cultural activities shall be made only once in the beginning of the session. These students must also qualify the minimum eligibility conditions for admission in that course as provided under the rules.
- Original certificates will be verified at the time of admission.
- Only those students will be considered for the sports quota who have participated in the District/ State/ National level tournaments.
- Only those students who have secured 1st, 2nd or 3rd position in District/ State /National level in cultural events will be considered for the quota meant for outstanding students in cultural activities.
- It will be mandatory for these students to participate in sports/ cultural events.

LEAVE RULES FOR STUDENTS

- i. A student can proceed on leave with prior permission from the subject teachers & the committee formed for the purpose, but the application should be signed by her parent or guardian.
- ii. The Co-ordinator can sanction leave up to 10 days while leave for more than 10 days will be sanctioned by the committee constituted for the purpose. Leave application must be submitted in the office.
- iii. Leave on account of illness, if it is for more than 5 days, must be accompanied by a Medical Certificate/Registration slip.
- iv. A student may proceed on any kind of leave but she must deposit his/her fees/fines on the appointed day. Otherwise her admission will stand cancelled. Similarly, she is also required to return the book on the fixed day.

Students, who go for participation in various inter-college games or other competitions, will have to get their leave sanctioned & noted by the concerned subject teachers before their departure for the participation. No leave will be granted during House Examination & exemption of any kind will not be permissible.

LIBRARY & ITS RULES

A fully computerised library, with internet facility, caters to the needs of the students through its two- fold service i.e. the Reading Room & the Issuance of books. It has a fairly good collection of books & has different sections for text books and reference books. The library subscribes to as many as 17 newspapers, numerous magazines and 5 specialized journals regularly. Students are encouraged to avail library facility during working hours on all working days. Besides this, the association of the library with the INFLIBNET's project allows all the library members to use 2100 e-journals of national and international repute and more than 50,000 e-books.

Rules

- i. Library-Cum-Identity Card will be issued by the Librarian at the time of admission and every student is required to register herself as a member of the library.
- ii. Books are issued on the Library-Cum-Identity Card and they must produce the card every time they visit the library.
- iii. Ordinarily 2 books are issued at a time for 30 days but the librarian has the right to re-call the books at any time.
- iv. Reference books are not issued
- v. In case of loss of a book, the student will have to replace the book or pay fine in addition to the present price of the book with the permission of the Principal.
- vi. Student is responsible for the book as soon as it is issued. In case a book is defaced / damaged in any way, the book is to be replaced by him/her.
- vii. Students can get books issued from the book bank by paying 20% of the cost of the book in addition to the actual cost of the book.

SPORTS

College offers coaching to prepare the players for participation in inter-college and inter-university sports championships in Basket Ball, Volley Ball, Badminton, Cricket, Kho-Kho, Athletics, Cross-Country, Chess, Handball and Hockey. Realising the importance of physical fitness for young girls living stressful lives in space-starved city, the college has taken an initiative to revive the gymnasium. Interested students may reap the benefits by paying nominal charges.

College Magazine

The college brings out the yearly issue of its magazine 'Padam' with unfailing regularity. Students, having a flair for writing, may submit their articles within the specified date for inclusion in the said magazine.

ICT Lab

The college has a well-equipped Information Technology Lab with 60 systems to impart ICT education to the students of all streams.

CLUBS AND SOCIETIES

Numerous academic, cultural and extension activities are organised with gusto by the college fraternity throughout the year to encourage and recognise talent in individual students. Every effort is made to foster in young girls a sense of cooperation, responsibility and discipline. Extension activities undoubtedly give stimulus to those students who are keen to explore new ideas and horizons. The institution runs various clubs & societies :

- The SahityaParishad

- Music & Dramatics Society
- Nature Club
- The Planning Forum
- Youth Welfare Club
- Rotract Club
- Red Ribbon Club
- Information and Technology Club

Each Department has its own independent society which initiates & undertakes various monthly activities.

These comprise:

- Seminars
- Workshops
- Group discussions
- Assignments
- Paper reading
- Quiz competition
- Field activities, etc.

Composition of Subject Societies:

1. President - Head of Department
2. Secretary - Elected/Nominated student
3. Joint Secretary - Elected/Nominated student
4. Members - All students of particular Society & Subject

Various Subject Societies have further been grouped & each group organizes an academic function once a year. (Details on Annual activity calendar).

Groups	Subjects	
Group 1:	The Commerce Faculty	All subjects of Commerce
Group 2:	The Science Faculty	All subjects of Science, BCA, Biotechnology & Microbiology
Group 3:	The Faculty of Arts-1	Economics, History, Political Science, Physical Education, Dance, Psychology, Commercial Art, Journalism & Mass Communication, Painting.
Group 4:	The Faculty of Arts-11	English, Hindi, Sanskrit, Sociology, Public Administration, Geography, Vocal & Instrumental Music, Home Science,

Career Counseling and Placement Cell

Career guidance cell, with the help of subject societies, guides the students regarding different career prospects open to them. Clippings of advertisements for different posts/ training programmes, from various newspapers, are also displayed on the notice board for the benefit of students. Sometimes, resource persons from government and private agencies are also invited. Many national/multinational companies flock the campus to pick up the best talent available.

Women's Grievances & Redressal Cell

This cell has been constituted to achieve the objective of gender equality by making the girls aware of their rights and duties. Gender disparity manifests itself in various forms and the underlying causes for the discrimination are related to social and economic structure, which is based on informal and formal norms, and practices. The cell frequently organizes interactive sessions with students to get an insight into women-specific problems which need to be addressed on priority basis for emancipation of women.

SC/ST/OBC Cell

This cell does the onerous job of sensitizing young girls towards the concerns of the marginalized and the underprivileged. The college is getting financial assistance from the UGC under Merged Scheme for running Remedial classes for students belonging to SC/ST/OBC/Minority and General Category Students belonging to IRDP/BPL families. The teachers put in special efforts to help students tide over their weaknesses so that they easily attain academic excellence required for pursuing higher education.

Disaster Management Cell

The cell, with the help of Police Personnel and Home Guards, makes sincere efforts to train and produce a team of young, alert, informed enthusiasts who will be able to work at a phenomenal speed, without losing equanimity of mind, in the event of any natural or a man-made disaster.

Red Ribbon club

A Red Ribbon Club is working actively in the College. Any number of students can get registered as volunteers of this club which exclusively aims at launching an exhaustive campaign against AIDS. Club is not only educating and sensitizing college youth but also taking a lead in reaching out to the general public.

The Dramatics Club:

The club organizes a workshop every year to impart extensive training in theatrical exercises to interested students.

EXTENSION ACTIVITIES

National Cadet Corps

NCC forms an integral part of the curriculum here at RKMV. It comprises two units in all and students of second and third year of B.A./B.Sc./B.Com. can join the N.C.C by filling-in enrolment form available at the college NCC Office. During their training spanning over two years, students can obtain BEE and CEE certificates. They are also given a chance to learn and enjoy mountaineering, rock-climbing, trekking, rafting etc.

N.S.S

National Service Scheme volunteers of the college, working towards social welfare activities, social awareness and national integration, make sincere efforts to motivate people to overcome selfishness and be the comrades of the message that the motto of the NSS 'Not me, but you' conveys.

The Bharat Scouts & Guides

Activities undertaken by the Bharat Scouts & Guides are primarily based on community development. The college has two units of this organization with about 200 students and voluntary membership can be obtained by depositing a fee of Rs. 10/- only.

Educational Tours & Excursions

The college allows various educational tours, excursions and picnics during the session, provided the students adhere to certain conditions:

- i. No educational tour, excursion can be organized without a teacher and without the prior permission of the Principal.
- ii. Excursions will not be of more than three days.
- iii. A written consent signed by either father or mother is to be submitted in the office before a student goes for picnic /excursion /tour.

WORKING IN HARMONY

Parent-Teacher Association

Parent-Teacher Association has been formed in the college with the avowed object of promoting participation of parents in the developmental activities of the college. Their presence and valuable suggestions are eagerly solicited by the Staff in P.T.A. meetings. Elections to the general body of the P.T.A. are held in the new academic session every year. It comprises the following members:

- I. Parents or guardians (only those who have blood-relation with the students studying in the college.)
- II. Teachers
- III. The Principal of the College will be the patron of the body.

Alumni Association

Having been a part of RKMV in their formative years, the ex-students of the college have a sense of belonging to the institution and they fervently cherish a desire to contribute constructively for the growth of their alma mater. To cater to the feelings of these students, the college has established an Alumni Association the membership of which can be had by paying a nominal membership fee. The Association holds a get together/re-union in the month of October and offers array of valuable and much sought-after advice to the college authorities regarding academic and co-curricular activities and other pressing issues.

CHERISHING EXCELLENCE

Prizes are awarded to promising students at the Annual Prize Distribution Function, for securing first second & third position in the aggregate, and also for securing first& second position in the individual subjects in the Annual as well as House Examinations, provided a student has:

- I. Passed in all the subjects.
- II. Obtained a minimum of 50% marks in the subject in which the prize is claimed.
- III. Apart from academic prizes, outstanding performers in sports, NSS and cultural activities are also felicitated.
- IV. The students who hold positions in the University Merit List are given special prizes

DISCIPLINE & CONDUCT

The Principal and the members of the teaching staff have the power to take disciplinary action against students indulging in indiscipline, which may lead to fine, suspension or expulsion. Following acts come within the ambit of indiscipline and misconduct.

- i. Ragging in or around the college campus.
- ii. Damage to college property that includes defacement of walls and damage to furniture.
- iii. Loitering around in the campus, corridors during vacant periods, causing disturbance to teaching work.
- iv. Putting up of notice on the College Notice Board without proper authorization by the college authorities.
- v. **Use of mobile phones by the students on the college campus is strictly forbidden. The defaulter will have to pay Rs. 100/- as fine and the mobile will be confiscated.**
- vi. **No student will be allowed to leave the college campus before 2 p.m. except with the prior permission of the Principal.**

Gymnasium Timings for Staff and Students

Category	Summer	Winter
Boarders	6.00 a.m. to 7.30 a.m. 6.00 p.m. to 7.30 p.m.	7.00 a.m. to 8.00 a.m. 4.30 a.m. to 6.00 p.m.
Day-scholars	9.30 a.m. to 11.30 a.m.	2.00 p.m. to 3.20 p.m.
Sports women	As per schedule notified from time to time.	
Staff	12.00 noon to 2.00 p.m.	3.20 p.m. to 4.40 p.m.

Identity Card

- A student without an identity card is deemed an outsider.
- A student is not permitted to replace her photograph on the identity card.
- A student must keep her identity card (duly signed by the Principal) with her while on the college campus.
- Without identity card no one is allowed to enter the college premises.
- In case the identity card is lost, a duplicate card will be issued only after an FIR is registered with the nearest police station and an original copy of this FIR appended with such request.

Be careful where you stop for directions on the road of life.

ENTATIVE ACTIVITY CALENDAR

SESSION 2023- 24

Principal's Address to the students	August 1, 2023
Formation of various Societies/	Clubs Second week of August
Fresher's Party	Last week of August
PTA meeting	September 9, 2023
Alumni Association meeting	September last week
CSCA Election	Dates to be notified by HPU
NSS/NCC/Bharat & Scouts Enrolment	Second Week of September
Oath Taking Ceremony	After CSCA formation
Meeting with parents of boarders	September second week
Last date for submitting articles for college magazine	Mid November
Alumni Association Function	October first week
Annual Athletic Meet	December first week
CSCA function	December second week
College excursion/Study tours	November/December 2023
Mid- Term (House) Exams	December 2023
NSS Annual Special Camp	December last week
Educational Tours	January, 2024
Pratishardha (The Inter Faculty Competitions)	February, 2024
Farewell Party (Day Scholars and Boarders)	March, 2024
Annual Prize Distribution Function	March, 2024