

THE ANNUAL QUALITY ASSURANCE REPORT (AQAR) OF THE IQAC

Part – A

I. Details of the Institution

1.1 Name of the Institution

S.V.GOVT. COLLEGE GHUMARWIN

1.2 Address Line 1

N.H. 103

Address Line 2

KALARI, PO - NASWAL

City/Town

GHUMARWIN

State

HIMACHAL PRADESH

Pin Code

174021

Institution e-mail address

gcghumarwin-hp@nic.in

Contact Nos.

01978-255551, +91-9418203768

Name of the Head of the Institution:

Jagdish Lal

Tel. No. with STD Code:

01978-255551

Mobile:

+91-9418203768

Name of the IQAC Co-ordinator:

Prof. Anju Bala Sharma

Mobile:

9418009279

IQAC e-mail address:

iqac_gcg@outlook.com

1.3 NAAC Track ID (For ex. MHC0GN 18879)

HPC0GN16807

1.4 NAAC Executive Committee No. & Date:

(For Example EC/32/A&A/143 dated 3-5-2004.

This EC no. is available in the right corner- bottom of your institution's Accreditation Certificate)

EC(SC)/03/A&A/50

1.5 Website address:

www.gcghumarwin.org.in

Web-link of the AQAR:

www.gcghumarwin.org.in/AQAR2015-16

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B	2.22	Sept.24,2014	5 Years

1.7 Date of Establishment of IQAC: DD/MM/YYYY

July, 2014.

1.8 AQAR for the year (for example 2010-11)

2015-16

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC (for example AQAR 2010-12 submitted to NAAC on 12-10-2013)

i. AQAR _____ First AQAR _____ (20/10/2015)

1.10 Institutional Status

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education Men Women
 Urban Rural Tribal
 Financial Status Grant-in-aid UGC 2(f) UGC 12B
 Grant-in-aid + Self Financing Totally Self-financing

1.11 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

1.12 Name of the Affiliating University (*for the Colleges*)

H.P.UNIVERSITY SHIMLA

1.13 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University

University with Potential for Excellence UGC-CPE

DST Star Scheme UGC-CE

UGC-Special Assistance Programme DST-FIST

UGC-Innovative PG programmes Any other (*Specify*)

UGC-COP Programmes

2. IQAC Composition and Activities

2.1 No. of Teachers

2.2 No. of Administrative/Technical staff

2.3 No. of students

2.4 No. of Management representatives

2.5 No. of Alumni

2.6 No. of any other stakeholder and community representatives

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

2.9 Total No. of members

2.10 No. of IQAC meetings held

2.11 No. of meetings with various stakeholders: No. Faculty
Non-Teaching Staff
Students
Alumni
Others

2.12 Has IQAC received any funding from UGC during the year? Yes No

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos. International National State Institution Level

(ii) Themes

1. Consumer protection and consumer welfare of India
2. Higher Education of India : Challenges and opportunities

2.14 Significant Activities and contributions made by IQAC

1. Various competitions eg quiz, declamation, poster making , collage making were done on soil day under title “healthy soil for life” .
2. Department of Public administration organized two National seminars titled a) Protection and consumer welfare in India. b) Higher Education in India challenges and opportunities. Both were convened by Dr. Nittam Chandel
3. Department of Zoology organized tour to Suketi park, Renuka, Jim Corbatt National Park, and FRI , Dehradun (Uttarakhand) for 6 days.
4. A trip to Kullu Manali was also organized by Students of Hindi and Political Science.
5. On Hindi Divas Creative writing competition was organized.
6. An entrepreneurship awareness programme on behalf of National Science and technology entrepreneurship board was organized by Himachal Constitution Organization Ltd.

2.15 Plan of Action by IQAC/Outcome

Plan of Action	Achievements
<ol style="list-style-type: none"> 1. Well equipped classrooms to be established. 2. Solar Power Plant establishment. 	<ol style="list-style-type: none"> 1. 3 smart classrooms with I touch lectern each and projector were established. 2. Solar power plant was established and solar lights were also installed in the campus.

** Attach the Academic Calendar of the year as Annexure. (Calendar attached as annexure – 1.)*

2.15 Whether the AQAR was placed in statutory body Yes No

Management Syndicate any other body

Provide the details of the action taken

Discussed and Approved

Part – B

Criterion – I

I. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	Nil	Nil	Nil	Nil
PG	1	Nil	Nil	Nil
UG	3	Nil	2	Nil
PG Diploma	Nil	Nil	1	Nil
Advanced Diploma	Nil	Nil	Nil	Nil
Diploma	Nil	Nil	Nil	Nil
Certificate	Nil	Nil	Nil	Nil
Others	Nil	Nil	Nil	Nil
Total	4	Nil	3	Nil
Interdisciplinary	Nil	Nil	Nil	Nil
Innovative	Nil	Nil	Nil	Nil

- 1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options
(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	Six semesters
Trimester	Nil
Annual	Nil

- 1.3 Feedback from stakeholders* Alumni Parents Employers Students
(On all aspects)
- Mode of feedback: Online Manual Co-operating schools (for PEI)

**Please provide an analysis of the feedback in the Annexure*

- 1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

CBCS was implemented under RUSA. In this system students have varied choice of subjects. A student of Science can opt for one or two subjects of Social Sciences or languages and vice versa. However, new RUSA norms prepared by UGC have been adopted

- 1.5 Any new Department/Centre introduced during the year. If yes, give details.

No

Criterion – II

2. Teaching, Learning and Evaluation

- 2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
36	27	09	00	00

- 2.2 No. of permanent faculty with Ph.D.

20

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
00	00								

2.4 No. of Guest and Visiting faculty and Temporary faculty

08

2.5 Faculty participation in conferences and symposia:

✓

No. of Faculty	International level	National level	State level
Attended	1	50	Nil
Presented papers	1	06	Nil
Resource Persons	Nil	Nil	Nil

2.6 Innovative processes adopted by the institution in Teaching and Learning:

Use of ICT and Smart Class Rooms. , workshop on Network and Web – designing for computer science students, trip to Zoological importance for the students of life Sciences were organized.

2.7 Total No. of actual teaching days during this academic year

180

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

As recommended by HPU

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

Jagdish Lal, Principal included as member of Board of studies of HPU.

2.10 Average percentage of attendance of students

90 %

2.11 Course/ Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.Sc.III	363	38	292	17		95.59
B.A.III	209	13	174	04		91.39
B.Com.III	109	12	90	02		95.41
MA III sem	22		18			81.82

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes:

IQAC members check/participate in the quiz and assignments of students randomly.

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	02
UGC – Faculty Improvement Programme	Nil
HRD programmes	Nil
Orientation programmes	01
Faculty exchange programme	Nil
Staff training conducted by the university	Nil
Staff training conducted by other institutions	02
Summer / Winter schools, Workshops, etc.	01
Training under (RUSA) for capacity building and PFMS	05

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	04	00	04	01
Technical Staff	04	02	04	01

Criterion – III

3. Research, Consultancy and Extension

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

IQAC members provide information regarding the various major/minor projects offered by UGC to the faculty members.
IQAC helps to conduct/organize various conferences and seminars/workshops in the college.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	Nil			
Outlay in Rs. Lakhs	Nil			

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	Nil			
Outlay in Rs. Lakhs	Nil			

3.4 Details on research publications

	International	National	Others
Peer Review Journals	2+5=7	3	
Non-Peer Review Journals			
e-Journals			
Conference proceedings			

3.5 Details on Impact factor of publications:

Range Average H-index Nos. in SCOPUS

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	Nil			
Minor Projects	Nil			
Interdisciplinary Projects	Nil			
Industry sponsored	Nil			
Projects sponsored by the University/ College	Nil			
Students research projects <i>(other than compulsory by the University)</i>	Nil			
Any other(Specify)	Nil			
Total	Nil			

3.7 No. of books published i) With ISBN No.

Chapters in Edited Books

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP CAS DST-FIST
 DPE DBT Scheme/funds

3.9 For colleges

Autonomy CPE DBT Star Scheme
 INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences

organized by the Institution

Level	International	National	State	University	College
Number	Nil	02	Nil	Nil	Nil
Sponsoring agencies		IIPA and ICSSR, New Delhi			

3.12 No. of faculty served as experts, chairpersons or resource persons

3.13 No. of collaborations

International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency From Management of University/College

Total

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	Nil
	Granted	Nil
International	Applied	Nil
	Granted	Nil
Commercialised	Applied	Nil
	Granted	Nil

3.17 No. of research awards/ recognitions received by faculty and research fellows

Of the institute in the year

Total	International	National	State	University	Dist	College
	Nil	Nil	Nil	Nil	Nil	Nil

3.18 No. of faculty from the Institution who are Ph. D. Guides and students registered under them

3.19 No. of Ph.D. awarded by faculty from the Institution

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level	<input type="text"/>	State level	<input type="text"/>
National level	<input type="text"/>	International level	<input type="text"/>

3.22 No. of students participated in NCC events:

University level	<input type="text" value="Nil"/>	State level	<input type="text" value="53"/>
National level	<input type="text" value="08"/>	International level	<input type="text" value="Nil"/>

3.23 No. of Awards won in NSS:

University level	<input type="text"/>	State level	<input type="text"/>
National level	<input type="text"/>	International level	<input type="text"/>

3.24 No. of Awards won in NCC:

University level	<input type="text" value="Nil"/>	State level	<input type="text" value="36"/>
National Level	<input type="text" value="Nil"/>	International level	<input type="text" value="Nil"/>

3.25 No. of Extension activities organized

University Forum	<input type="text"/>	College forum	<input type="text" value="5"/>	Any Other	<input type="text"/>
NCC	<input type="text"/>	NSS	<input type="text" value="5"/>		

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

World AIDS day, Swacchta Divas, Run or Unity and Cleanliness of Campus were organized during the present session.

Afforestation drive was carried out in collaboration with Forest Department and PTA.

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	32 Bighas and 4 Viswa	41 Bighas and 7 Viswa	Govt.	73 Bighas and 11 Viswa
Class rooms	25	Nil		25
Laboratories	11	Nil		11
Seminar Halls	Nil	Nil		Nil
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	37	25	Govt & RUSA	62
Value of the equipment purchased during the year (Rs. in Lakhs)	20,90,757	13,25,138		34,15,895
Others	Nil	Nil		Nil

4.2 Computerization of administration and library

Every faculty is equipped with Computer, printer/scanner and Internet connection. Almost all assignments are prepared with the help of IT facility. College library has INFLIBNET subscription.

All

Faculty members have been provided with access to this facility.

Fee counters & office are fully computerized of equipped with IT facility.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	10200	3640000	979	2,50,973	10200	38,90,973
Reference Books	450	350000	597	2,27,821	1047	5,77,821
e-Books	90000	--	Nil	--	90000	--
Journals	15	--	Nil	--	67	34
e-Journals	6000	--	Nil	--	6000	--
Digital Database		SOUL	e2.50	(LMS)		
CD & Video	Nil	--	--	--	--	--
Others (specify)	--	--	--	--	--	--

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	87	56	10 VPN,1 BROAD BAND,1 HIMSWAN	04		07	17	03
Added	22	18	NIL	00	00	00	04	00
Total	109	74	12	04	00	07	21	03

4.4 Technology up gradation (overall)

MOU signed for Wi-Fi Network with Reliance Jio & network installed.

4.5 Computer, Internet access, training to teachers and students and any other programme for technology up gradation (Networking, e-Governance etc.)

Superintendent, RUSA Co-ordinator & dealing Asstt. Provided Training at HIPA.

4.6 Amount spent on maintenance in lakhs :

i) ICT

00

ii) Campus Infrastructure and facilities

2,45,887

iii) Equipments

14,54,118

iv) Others (Sports)

121613

Total:

18,21,618

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

IQAC motivate students through faculty members. Inter Faculty Quiz and Debates are organized regularly on various current topics to keep students abreast of the latest happenings and changes in the Academic World.

5.2 Efforts made by the institution for tracking the progression

Feedback from students.

5.3 (a) Total Number of Students

	PG	Ph. D.	Others
3036	59	Nil	

(b) No. of Students outside the state

01

(c) No. of International students

Nil

Men

No	%
1226	39.61

Women

No	%
1869	60.38

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
2036	567	30	200	01	2834	2285	566	76	168	00	3095

Demand ratio

Dropout % - 0%

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

N/A

No. of students beneficiaries

Nil

5.5 No. of students qualified in these examinations

NET	Nil	SET/SLET	Nil	GATE	Nil	CAT	Nil
IAS/IPS etc	Nil	State PSC	Nil	UPSC	Nil	Others	Nil

5.6 Details of student counseling and career guidance

The following activities were conducted in the college by the Career Counseling Cell:

- 1. One day work- shop on Network and Web- designing for Computer Science students was organized on 18.02.16
- 2. A lecture on career options after graduation was delivered by Sh Dinesh Verma of IBS on 21.08.15
- 3. Similar lecture on career Awareness and opportunities was organized on 16.02.2016 ,19.03.2016 , 20.03.2016 in which experts were from ICFAI, ICRA and Employment exchange Bilaspur

No. of students benefitted

1500

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
01		05	

5.8 Details of gender sensitization Programmes

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Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

To mould young men and women as leaders in all walks of life so that they may serve the people, especially the poor and the oppressed of our nation in truth, compassion and love.

Mission of the College:

- To achieve a synthesis of academic excellence and formation of character
- To ensure social justice through equity and access
- To equip students with global competencies
- To engage in relevant research activities
- To promote Lab to Land through outreach programmes

6.2 Does the Institution has a management Information System

No

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development

The institution focuses on multi skill development of students in order to ensure employability. Curriculum under CBCS enables the Placement Cell to conduct programmes throughout the year so as to help students acquire the necessary soft skills for employment.

The Choice Based Credit System followed at present in the college facilitates horizontal movement, enabling students to make their choices.

6.3.2 Teaching and Learning

ICT-enabled teaching-learning process has made students active participants in the class rooms.

Apart from classroom interaction, the following methods are used.

Meaningful learning is initiated through guided teaching and guided library assignments, group discussion, seminars, debates, quiz, viva, etc.

Peer learning is promoted within and outside the class hours.

6.3.3 Examination and Evaluation

Semester system with Continuous Internal Assessment (CIA) is followed.

The Principal and the Heads of Department monitor the performance of the students by making an analysis after every internal test and external examination.

The teachers make an analysis of the performance of students after every internal test and external examination in departmental meetings.

6.3.4 Research and Development

Research is a significant activity of the college. During this academic year 02 research papers at International level and 6 research papers at National level were published . One faculty member attended and participated in Annual Conference of ASPA in USA . He also organized two National Seminars

6.3.5 Library, ICT and physical infrastructure / instrumentation

The Library got INFLIBNET subscription and three smart classrooms were established in the college.

6.3.6 Human Resource Management

The career counselling cell organized two job awareness camps for the students. The newspaper cuttings of Job related advertisements were displayed on the Digital Notice Board of the college regularly.

6.3.7 Faculty and Staff recruitment

N/A

6.3.8 Industry Interaction / Collaboration

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6.3.9 Admission of Students

Being Govt. institution, the college follows HP Govt. and HP University directives for all admissions.

6.4 Welfare schemes for

Teaching	Nil
Non teaching	Nil
Students	Scholarships

6.5 Total corpus fund generated

Nil

6.6 Whether annual financial audit has been done

Yes

No

6.7 Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic				
Administrative	Yes			

6.8 Does the University/ Autonomous College declares results within 30 days?

For UG Programmes

Yes

No

For PG Programmes

Yes

No

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

The process of filling of Online Application Forms for UG classes has been started. The Internal Assessment Awards, Mid Term Exams Awards and End terms Awards are also posted online.

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

N/A

6.11 Activities and support from the Alumni Association

N/A

6.12 Activities and support from the Parent – Teacher Association

As and when required the college PTA help in providing temporary services of clerks, sweepers, security guard and lab attendants etc. Iron benches for the use of students were placed in the college with the help of PTA.

6.13 Development programmes for support staff

Four support staff residences are nearing completion.

6.14 Initiatives taken by the institution to make the campus eco-friendly

Establishment of a solar power project for the lighting of the campus is completed.
Dustbins have been placed at the various places inside and outside of the college campus.
Saplings of local herbal plants were planted in the college campus during a forestation drive

Criterion – VII

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

Tutorials are conducted once in a month where inter faculty programs like Quiz and Debates are held among students with the active participation of teachers. It generates a feeling of inclusive growth and brotherhood and make the campus trouble free.

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

1. Repair of Chemistry, Physics, Zoology and Computer science lab .
 2. Six solar lights were installed in college premises.
 3. An amount of Rs 83100 has been deposited in IPH for the construction of Rainwater Harvesting structure.
 4. Ten book cases have been purchased.
 5. Two water coolers have been installed.
 6. Badminton court in the girls' hostel is being made and plinth protection in girls hostel and gym is complete this year.
 7. Solar project of 15Kb has been installed.
 - 8 . In sports basket ball dunking rings, weight lifting sets and a treadmill has been purchased.
 9. Workstation in Botany and Physics lab have been installed.
 10. Computers worth 103200 have been purchased.
 11. Platforms in classrooms have been made near blackboard.
 12. Fibre Umbrella near canteen is being installed.
 13. Wall tiling in Zoology lab and Chemistry lab is done.
- Amount to make iron cages for safety of gas cylinders is given.

7.3 Give two Best Practices of the institution (*please see the format in the NAAC Self-study Manuals*)

The cleanliness drive once in a week has been made compulsory.

Use of plastic materials is prohibited in the college.

***Provide the details in annexure (annexure need to be numbered as i, ii,iii)**

7.4 Contribution to environmental awareness / Protection

College has been divided in 14 parts as the number of major subjects and each part is adopted by a major subject with the responsibility of each student to maintain cleanliness of the campus throughout year.

7.5 Whether environmental audit was conducted?

Yes

No

7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

The college being a Government institution has little autonomy in terms of changes at the academic level and in the introduction of new courses. The college has to follow the directives of the Govt. & H.P. University. The accreditation by NAAC has given many valuable inputs to the college to improve and innovate and the IQAC will try its level best to implement all the suggestion in a phased manner.

8. Plans of institution for next year

1. College plans to make boxing shed for boxing ring and construction of 3-4 new classrooms.
2. Equipments in different labs will be purchased.
3. College also plans to prepare a well equipped language lab.
4. Repair of old building is also on plan of college.
5. An aquarium will be installed in college campus to add the beauty of college.
6. To make college clean more dustbins will be purchased.
7. Shutters in Zoology and Chemistry departments will be installed.
8. A solar power plant of 25 kb will be installed in girls' hostel.
9. Estimate is asked from PWD to change old underground cable wire of electricity.
- 10 Railing over existing boundary wall in girls' hostel will be made.

Name: Anju Bala Sharma



Signature of the Coordinator, IQAC

Name: Jagdish Lal



Signature of the Chairperson, IQAC

Annexure -1

Calendar of 2016-17

1. Start of Admission in the College: 21st June to 25th June 2016 (Without Late Fee)

Display of Merit List: 26th -27th June 2016

Fee deposit by students: 28th -30th June 2016

2. Filling up of HPU Registration forms	At the time of Admission
3. Start of teaching work	1.07.2016
4. Last date of applications for NSS	15.07.2016
Rovers and Rangers & NCC enrolment	15.07.2016
5. Competitions of various Subject Societies	1st week of August
6. CSCA Elections	August 2016 –dates to be notified
7. CSCA Oath taking ceremony	After CSCA elections
8. PTA General House elections	13th August 2016
9 Festival Break	28th October -31st October 2016
10 Last date for applications for various scholarships/ fee concession	As per Govt Schedule
11. Annual athletic meet	4th week of October 2016
12. Paymet of College /feefund/fine	
a) First Instalment	At the time of admission
b) Second Instalment	At the time of admission (to the next semester)
c) Realisation of Fine	(Before end term exam)
d) HPU Examination Fee	One month prior to end term
13. Filling up of HPU Examination Forms	As per University Schedule
14. Winter Break	1st January 2017 to 10th February 2017
15. Annual Function	3rd week of March 2017
16. Semester Practical Exam	As per University Schedule
17. Semester Theory Exams	As per University Schedule