

**BBA | BCA | PGDCA**  
**2025-2026**



## **INFORMATION BROCHURE**

# **GOVT. COLLEGE, SOLAN**

**Education Society**

**SOLAN (H.P.) INDIA-173212**

**NAAC ACCREDITED INSTITUTE (ESTD. 1959)**

# THE FACULTY



Director

Dr. Maneesha Kohli  
Principal, Govt. College Solan

Coordinator BCA/PGDCA

Dr. Satish Kumar

Coordinator BBA

Prof. Renu Bala

Computer Science

- i) Mrs. Simmi Sahni
- ii) Ms. Pooja Singhal
- iii) Ms. Preeti Sharma
- iv) Ms. Neha Sharma

Lab Assistant

- i) Mr. Bhupender Sharma
- ii) Mr. Navneet Kumar

BBA Department

- I) Mr. Virender Garg
- ii) Ms. Sukriti Chaturvedi
- iii) Ms. Shweta Sethi

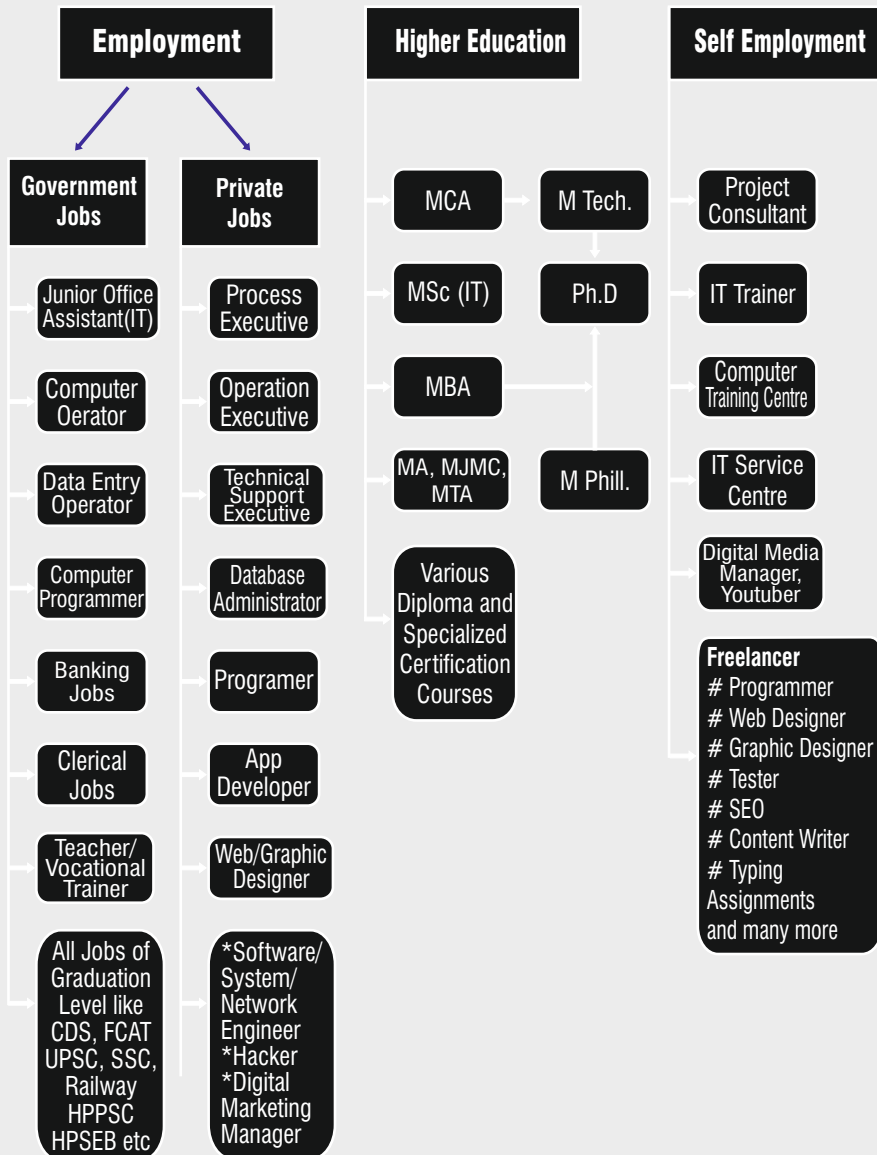
Clerk ( BBA/ BCA) :

- i) Ms Babita Chauhan

Peon

- i) Mr. Narender Garg
- ii) Mr. Abhishek Kumar

# FUTURE SCOPE OF BCA



# OPPORTUNITIES AFTER BBA

| Job Positions  | Courses  | Specialised Certifications   | Self Employment   |
|--|--|--|---|
| To name few like...<br>➤ Finance Manager<br>➤ Business Administration Researcher<br>➤ Human Resource Manager<br>➤ Research and Development Manager<br>➤ Business Consultant<br>➤ Information Systems Manager<br>➤ Marketing Manager<br>➤ Event Manager<br>➤ Academician<br>➤ And all jobs of Graduates in Public Sector. | To name few like...<br>➤ MBA (Human Resource Management)<br>➤ Operations Research<br>➤ International Business<br>➤ Marketing<br>➤ Retail Management<br>➤ Supply Chain Management<br>➤ IT and Tech. Management<br>➤ Rural Development<br>➤ M.Com<br>➤ MBE<br>➤ PGDM<br>➤ PGDCA<br>➤ PGDPM & LAW<br>➤ MTA<br>➤ LLB | To name few like...<br>➤ CA<br>➤ CFA<br>➤ CIMA<br>➤ FRM<br>➤ SAP<br>➤ Digital Marketing<br>➤ SEO<br>➤ Mobile app developer | To name few like...<br>➤ Start up<br>➤ Trainer for Various Govt Schemes |

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## **INTRODUCTION**



Solan, often referred to as the Mushroom City of India is picturesque town in the foothills of The Himalayas. In addition to its natural beauty and agricultural prowess, Solan boasts of historical landmarks, religious sites like Shoolini and Jatoli temple and recreational opportunities. The town serves as an important educational, cultural and commercial hub in the region. Govt. College Solan is premier institute of state which imparts quality education to students.

Govt. College, Solan was established on 19th August 1959 to cater the needs of higher education, in the streams of Humanities, Science, Commerce, Computer Applications and Fine Arts at undergraduate level. Professional courses such as BBA, BCA and PGDCA are running very successfully in the college and have helped many of them to complete efficiently in the present day job market. Students of the college can have internet accessibility in computer labs.

The computer laboratories are equipped with high configuration and up-to-date systems. A well stocked library offers wide range of books in all streams. Recently the process of computerization of library has been launched through INFLIBNET, UGC sponsored library automation program. The library teachers and many students have already got an access to E-Resources and E-books that have been made available through N-LIST of INFLIBNET.

The college also provides facilities for NCC (Boys and Girls), NSS and other cultural and sports activities that help in development of wholeness in the personality of students.

Dr. Maneesha Kohli  
Principal-cum-Director  
Govt.College, Solan  
(Education Society)

## **BACHELOR OF COMPUTER APPLICATION (BCA)**

The duration of BCA program is three years consisting six semesters. There shall be examination at the end of each semester. The medium of introduction and examination shall be English.

### **ELIGIBILITY CONDITIONS**

Candidates who have passed 10+2 examination (in any stream i.e. Science, Arts, Commerce, Vocational etc.) from H.P. Board/CBSE/ICSE or any other examination considered equivalent to 10+2, by the Himachal Pradesh University Shimla, with 40% marks (35% marks in case of SC/ST candidates)

### **OR**

Any examination of a Board/University/College/School in a Foreign Country recognized as equivalent for the purpose of eligibility by the Vice-Chancellor/Equivalence committee or on the recommendation of association of Indian University, with 40% marks (35% in case of SC/ST candidates).

### **NUMBER OF SEATS**

|                      |    |
|----------------------|----|
| Subsidies Seats      | 30 |
| Non-Subsidized Seats | 30 |
| Total Seats          | 60 |

Subsidized Seats: As per 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.

### **AGE LIMIT**

Maximum age limit for the admission to BCA course is 21 years for general category, 24 years for SC/ST category and 23 years for the girl candidates as on 1<sup>st</sup> July of the year 2025. The Vice-Chancellor may permit age relaxation up to maximum of three months.

### **BASIS OF ADMISSION**

The admission will purely be on the basis of percentage of marks (rounded up to two decimal places) obtained in 10+2. If there is a tie then first, the percentage of marks (rounded up to two decimal places) obtained in matriculation will be considered, and second the candidates older in age will be given preference.

### **TRAINING**

One month short term training and minor project submission will be mandatory for each student after the examination of 1<sup>st</sup> to 5<sup>th</sup> semester.

## **FEE SCHEDULE FOR SUBSIDIZED / NON-SUBSIDIZED SEATS**

Note: Fee structure from the session 2025-26 is given below:-

### **BCA-I & II Semester ( Subsidised)**

| Sr. No.                                  | Narration                                | Amount |
|--|--|--------|
| 1  | Admission Fee                            | 25     |
| 2  | Tuition Fee                              | 600    |
| 3  | HPU Youth Welfare Fund                   | 15     |
| 4  | HPU Sports Fund                          | 15     |
| 5  | HPU Holiday Fund                         | 1      |
| 6  | Book Replacement                         | 100    |
| 7  | Society Club Fund                        | 100    |
| 8  | Games Development Fund                   | 50     |
| 9  | House Exam Fee                           | 225    |
| 10                                       | College Magazine Fee                     | 50     |
| 11                                       | Identity Card Fund                       | 50     |
| 12                                       | Medical Fund                             | 30     |
| 13                                       | Student Aid Fund                         | 50     |
| 14                                       | NCC                                      | 10     |
| 15                                       | Building Fund                            | 500    |
| 16                                       | Annual Function                          | 50     |
| 17                                       | Amalgamated Fund                         | 838    |
| 18                                       | Campus Dev. & Upkeep                     | 50     |
| 19                                       | Furniture Replacement                    | 50     |
| 20                                       | Cultural Activities                      | 50     |
| 21                                       | Library Fee                              | 200    |
| 22                                       | Security Deposit                         | 1100   |
| 23                                       | Guest Faculty Fee                        | 5400   |
| 24                                       | Computer Fee                             | 2500   |
| 25                                       | Rovers & Rangers                         | 60     |
| 26                                       | Red Cross Fund                           | 40     |
| 27                                       | PTA                                      | 200    |
| 28(a)                                    | University Development Fund Subsidised   | 250    |
| 28(b)                                    | University Development Fund ( IRDP/ BPL) | 100    |
| Total Fee of Subsidised Seat             |  | 12609  |
| Total Fee of Subsidised Seat ( IRDP/BPL) |  | 12459  |

### **BCA-I & II Semester ( Non-Subsidised)**

| Sr. No.                                      | Narration                                | Amount |
|--|--|--------|
| 1  | Admission Fee                            | 25     |
| 2  | Tuition Fee                              | 600    |
| 3  | HPU Youth Welfare Fund                   | 15     |
| 4  | HPU Sports Fund                          | 15     |
| 5  | HPU Holiday Fund                         | 1      |
| 6  | Book Replacement                         | 100    |
| 7  | Society Club Fund                        | 100    |
| 8  | Games Development Fund                   | 50     |
| 9  | House Exam Fee                           | 225    |
| 10   | College Magazine Fee                     | 50     |
| 11   | Identity Card Fund                       | 50     |
| 12   | Medical Fund                             | 30     |
| 13   | Student Aid Fund                         | 50     |
| 14   | NCC                                      | 10     |
| 15   | Building Fund                            | 500    |
| 16   | Annual Function                          | 50     |
| 17   | Amalgamated Fund                         | 838    |
| 18   | Campus Dev. & Upkeep                     | 50     |
| 19   | Furniture Replacement                    | 50     |
| 20   | Cultural Activities                      | 50     |
| 21   | Library Fee                              | 200    |
| 22   | Security Deposit                         | 1100   |
| 23   | Guest Faculty Fee                        | 5400   |
| 24   | Computer Fee                             | 2500   |
| 25   | Rovers & Rangers                         | 60     |
| 26   | Red Cross Fund                           | 40     |
| 27   | PTA                                      | 200    |
| 28(a)  | University Development Fund Subsidised   | 500    |
| 28(b)  | University Development Fund ( IRDP/ BPL) | 100    |
| 29   | Computer Lab Non Subsidised              | 13000  |
| Total Fee of Non-Subsidised Seat             |  | 25859  |
| Total Fee of Non-Subsidised Seat ( IRDP/BPL) |  | 25459  |

Note: HPU Exam fee payable at the time of filling online Examination Form.  
HPU Registration fee payable while applying online for registration with HPU.

## **FEE SCHEDULE FOR SUBSIDIZED / NON-SUBSIDIZED SEATS**

**Note: Fee structure from the session 2025-26 is given below:-**

### **BCA-III,IV and V,VI Semester ( Subsidised Seat)**

| Sr. No.                             | Narration                   | Amount       |
|-------------------------------------|-----------------------------|--------------|
| 1                                   | Admission Fee               | 25           |
| 2                                   | University Continuation Fee | 41           |
| 3                                   | Tuition Fee                 | 600          |
| 4                                   | HPU Youth Welfare Fund      | 15           |
| 5                                   | HPU Sports Fund             | 15           |
| 6                                   | HPU Holiday Fund            | 1            |
| 7                                   | Book Replacement            | 100          |
| 8                                   | Society Club Fund           | 100          |
| 9                                   | Games Development Fund      | 50           |
| 10                                  | House Exam Fee              | 225          |
| 11                                  | College Magazine Fee        | 50           |
| 12                                  | Identity Card Fund          | 50           |
| 13                                  | Medical Fund                | 30           |
| 14                                  | Student Aid Fund            | 50           |
| 15                                  | NCC                         | 10           |
| 16                                  | Building Fund               | 500          |
| 17                                  | Annual Function             | 50           |
| 18                                  | Amalgamated Fund            | 838          |
| 19                                  | Campus Dev. & Upkeep        | 50           |
| 20                                  | Furniture Replacement       | 50           |
| 21                                  | Cultural Activities         | 50           |
| 22                                  | Library Fee                 | 200          |
| 23                                  | Guest Faculty Fee           | 5400         |
| 24                                  | Computer Fee                | 2500         |
| 25                                  | Rovers & Rangers            | 60           |
| 26                                  | Red Cross Fund              | 40           |
| 27                                  | PTA                         | 200          |
| <b>Total Fee of Subsidised Seat</b> |                             | <b>11300</b> |

### **BCA-III,IV and V,VI Semester ( Non- Subsidised)**

| Sr. No.                                 | Narration                   | Amount       |
|---|-----------------------------|--------------|
| 1                                       | Admission Fee               | 25           |
| 2                                       | University Continuation Fee | 41           |
| 3                                       | Tuition Fee                 | 600          |
| 4                                       | HPU Youth Welfare Fund      | 15           |
| 5                                       | HPU Sports Fund             | 15           |
| 6                                       | HPU Holiday Fund            | 1            |
| 7                                       | Book Replacement            | 100          |
| 8                                       | Society Club Fund           | 100          |
| 9                                       | Games Development Fund      | 50           |
| 10                                      | House Exam Fee              | 225          |
| 11                                      | College Magazine Fee        | 50           |
| 12                                      | Identity Card Fund          | 50           |
| 13                                      | Medical Fund                | 30           |
| 14                                      | Student Aid Fund            | 50           |
| 15                                      | NCC                         | 10           |
| 16                                      | Building Fund               | 500          |
| 17                                      | Annual Function             | 50           |
| 18                                      | Amalgamated Fund            | 838          |
| 19                                      | Campus Dev. & Upkeep        | 50           |
| 20                                      | Furniture Replacement       | 50           |
| 21                                      | Cultural Activities         | 50           |
| 22                                      | Library Fee                 | 200          |
| 23                                      | Guest Faculty Fee           | 5400         |
| 24                                      | Computer Fee                | 2500         |
| 25                                      | Rovers & Rangers            | 60           |
| 26                                      | Red Cross Fund              | 40           |
| 27                                      | PTA                         | 200          |
| 28                                      | Computer Lab Non Subsidised | 13000        |
| <b>Total Fee of Non-Subsidised Seat</b> |                             | <b>24300</b> |

**Note: Lab Maintenance Fees will be charged Rs 10 in the end of Semester.**



## SCHEDULE 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 Examination and 30 marks for Continuous Comprehensive Assessment) and duration of each paper will be 3 hours.

- i) Continuous Comprehensive Assessment (CCA) accounting for 30% of the final grade that a student gets in a course; and
- ii) End-Semester Examination (ESE) accounting for the remaining 70% of the final grade that the student gets in a course.

### Note:

1. A student will have to pass both the components (i.e.) CCA and ESE separately to become eligible to be declared successful in a course.
2. The ratio of Continuous Comprehensive Assessment (CCA) and End-Semester Examination (ESE) would remain unchanged (i.e. 30:70) for the students of the academic session admitted in 2019, 2020 and 2021 respectively.

**Mid-Term (Minor) Test-**There will be one mid-term test, to be conducted when approximately 2/3 of the syllabus has been covered. This mid-term test will be for 15 marks. Mid term test will be conducted by the college in consultation with the teacher.

**Seminar/Assignment/Term Paper-**The remaining 10 marks of the CCA will be awarded on the basis of seminar/assignment/term paper etc. that the course teacher might give to the students.

**End-semester Examination (ESE):** The remaining 70% of the final grade of the student in a course will be on the basis of an end-semester examination (ESE) that will be for three hours duration and will be covering the whole syllabus of the course.

## UNIFORM

The student admitted to BCA course will have to wear the uniform as prescribed below:-

1. Steel Grey Trousers
2. Off White Shirt
3. Maroon Tie
4. Steel Grey Sweater
5. Navy Blue Blazer
6. White Socks
7. Black Shoes

## BCA ALUMNI

| Sr. No. | Name           | Batch | Working Area   |
|---------|----------------|-------|--|
| 1.      | Preeti Sharma  | 2012  | Teaching Faculty BCA / PGDCA Department Govt. College Solan                                |
| 2.      | Nishant Sharma | 2016  | Co-founder Prohnaa, Software Consultant Project Co-ordinator (IT) & KET.                   |
| 3.      | Neha Sahrma    | 2016  | Teaching Faculty BCA / PGDCA Department Govt. College Solan                                |
| 4.      | Mohit Sharma   | 2017  | Manager Cum Team Lead (Linux & Operations )  |
| 5.      | Anush          | 2017  | Director of dev Bhumi Computer Education, Coordinator of Tally for SC ST Corporation in HP |
| 6.      | Dheeraj Verma  | 2012  | Chief information officer Gravity Concepts   |
| 7.      | Rohit          | 2012  | Junior Officer assistant in Rural Development Higher Education Shimla                      |
| 8.      | Yogita Kaushal | 2012  | Junior Officer assistant in Rural Development Kunihar                                      |

## DETAILED COURSE OUTLINE FOR BCA

### First Year (1<sup>st</sup> Semester) Paper Title

| Paper Code | Paper Title                    | Credit | ESE | CCA | Max. Marks | Exam Duration Hours |
|------------|--------------------------------|--------|-----|-----|------------|---------------------|
| BCA0101    | Mathematics-I                  | 4      | 70  | 30  | 100        | 3                   |
| BCA0102    | Applied English                | 4      | 70  | 30  | 100        | 3                   |
| BCA0103    | Computer Fundamentals          | 4      | 70  | 30  | 100        | 3                   |
| BCA0104    | C Programming                  | 4      | 70  | 30  | 100        | 3                   |
| BCA0105    | 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-II | 3      | 35  | 15  | 50         | 3                   |
|            | <b>Total</b>                   |        |     |     |            | <b>600</b>          |

### First Year (2<sup>nd</sup> Semester)

| Paper Code | Paper Title                        | Credit | ESE | CCA | Max. Marks | Exam Duration Hours |
|------------|------------------------------------|--------|-----|-----|------------|---------------------|
| BCA0201    | Mathematics-II                     | 4      | 70  | 30  | 100        | 3                   |
| BCA0202    | Communicative English              | 4      | 70  | 30  | 100        | 3                   |
| BCA0203    | Digital Electronics                | 4      | 70  | 30  | 100        | 3                   |
| BCA0204    | Data Structures                    | 4      | 70  | 30  | 100        | 3                   |
| BCA0205    | Data Base Management System        | 4      | 70  | 30  | 100        | 3                   |
| BCA0204(P) | Data Structures Lab-III            | 3      | 35  | 15  | 50         | 3                   |
| BCA0205(P) | Data Base Management System Lab-IV | 3      | 35  | 15  | 50         | 3                   |
|            | <b>Total</b>                       |        |     |     |            | <b>600</b>          |

### Second Year (3<sup>rd</sup> Semester)

| Paper Code | Paper Title                           | Credit | ESE | CCA | Max. Marks | Exam Duration Hours |
|------------|---------------------------------------|--------|-----|-----|------------|---------------------|
| BCA0301    | Mathematics-III                       | 4      | 70  | 30  | 100        | 3                   |
| BCA0302    | Business Practices & Management       | 4      | 70  | 30  | 100        | 3                   |
| BCA0303    | Computer Organization                 | 4      | 70  | 30  | 100        | 3                   |
| BCA0304    | Object Oriented Programming with C++  | 4      | 70  | 30  | 100        | 3                   |
| BCA0305    | Desktop Publishing & Designing        | 4      | 70  | 30  | 100        | 3                   |
| BCA0304(P) | Object Oriented Prog. with C++ Lab-V  | 3      | 35  | 15  | 50         | 3                   |
| BCA0305(P) | Desktop Publishing & Designing Lab-VI | 3      | 35  | 15  | 50         | 3                   |
|            | <b>Total</b>                          |        |     |     |            | <b>600</b>          |

### Second Year (4<sup>th</sup> Semester)

| Paper Code | Paper Title                              | Credit | ESE | CCA | Max. Marks | Exam Duration Hours |
|------------|--|--------|-----|-----|------------|---------------------|
| BCA0401    | Personnel Management                     | 4      | 70  | 30  | 100        | 3                   |
| BCA0402    | Accounting                               | 4      | 70  | 30  | 100        | 3                   |
| BCA0403    | System Analysis and Design               | 4      | 70  | 30  | 100        | 3                   |
| BCA0404    | Internet Tech. & Web Page Design         | 4      | 70  | 30  | 100        | 3                   |
| BCA0405    | Programming in Visual Basic              | 4      | 70  | 30  | 100        | 3                   |
| BCA0404(P) | Internet Tech. & Web Page Design Lab-VII | 3      | 35  | 15  | 50         | 3                   |
| BCA0405(P) | Programming in Visual Basic Lab-VIII     | 3      | 35  | 15  | 50         | 3                   |
|            | <b>Total</b>                             |        |     |     |            | <b>600</b>          |

### Third Year (5<sup>th</sup> Semester)

| Paper Code | Paper Title                                 | Credit | ESE | CCA | Max. Marks | Exam Duration Hours |
|------------|---|--------|-----|-----|------------|---------------------|
| BCA0501    | Operating System                            | 4      | 70  | 30  | 100        | 3                   |
| BCA0502    | E-Commerce                                  | 4      | 70  | 30  | 100        | 3                   |
| BCA0503    | Management Information System               | 4      | 70  | 30  | 100        | 3                   |
| BCA0504    | ASP.net Technologies                        | 4      | 70  | 30  | 100        | 3                   |
| BCA0505    | Computer Oriented Statistical Methods       | 4      | 70  | 30  | 100        | 3                   |
| BCA0504(P) | ASP.net Technologies Lab-IX                 | 3      | 35  | 15  | 50         | 3                   |
| BCA0505(P) | Computer Oriented Statistical Methods Lab-X | 3      | 35  | 15  | 50         | 3                   |
|            | <b>Total</b>                                |        |     |     |            | <b>600</b>          |

### Third Year (6<sup>th</sup> Semester)

| Paper Code | Paper Title              | Credit | ESE | CCA | Max. Marks | Exam Duration Hours |
|------------|--------------------------|--------|-----|-----|------------|---------------------|
| BCA0601    | Computer Network         | 4      | 70  | 30  | 100        | 3                   |
| BCA0602    | Numerical Methods        | 4      | 70  | 30  | 100        | 3                   |
| BCA0603    | Multimedia Technology    | 4      | 70  | 30  | 100        | 3                   |
| BCA0604    | Computer Graphics        | 4      | 70  | 30  | 100        | 3                   |
| BCA0605    | Software Engineering     | 4      | 70  | 30  | 100        | 3                   |
| BCA0604(P) | Computer Graphics Lab-XI | 3      | 35  | 15  | 50         | 3                   |
| BCA0605(P) | Major Project            | 3      | 35  | 15  | 50         | 3                   |
|            | <b>Total</b>             |        |     |     |            | <b>600</b>          |

## **ADMISSION SCHEDULE FOR BCA I**

|   |   |
|---|---|
| Submission of Admission forms for the session 2025-26                     | 01.06.2025 - 19.06.2025                 |
| Pre Admission counseling of students                                      | 12.06.2025 - 19.06.2025                 |
| Display of Merit List Counseling/Admission/Fee Deposit (Subsidized Seats) | 20-06-2025 (Till 5 pm)                  |
| First Counseling, (Subsidized Seats) and Fee to be Deposited              | 21.06.2025 to 23-06-2025 (Till 2:00 PM) |

Display of Merit List Counseling/Admission/Fee Deposit (Subsidized Seats)  
Counseling / Admission/ Fee Deposit

After the Compilation of  
Subsidized Seats  
Stay touch for updates on  
college website:-  
<https://www.gcsolan.ac.in/>

Regular Teaching will commence from  
Student orientation Programme

01-07-2025  
1st week July

## **BCA III<sup>rd</sup> & V<sup>th</sup> SEM. (ROLL - ON STUDENT)**

|  |                         |
|--|-------------------------|
| Admission without Late Fee for BCA-III & V | 12.06.2025- 20.06.2025  |
| Admission with Late Fee @ 100/- per day    | 21-06-2025 - 25-06-2025 |
| Regular teaching will start from           | 01-07-2025              |

## POST GRADUATE DIPLOMA IN COMPUTER APPLICATION (PGDCA)

The duration of PGDCA Programme is one year consisting two semesters and examination will be at the end of each semester.

### ELIGIBILITY CONDITIONS

Candidates who have passed graduation in any stream from the recognized university or its equivalent with at least 50% marks (45% marks in case of SC/ST category) shall be eligible.

### NUMBER OF SEATS

|                      |    |
|----------------------|----|
| Subsidies Seats      | 30 |
| Non-Subsidized Seats | 30 |
| Total Seats          | 60 |

As per H.P. University rules 75% seats will be filled out of the candidates who have passed their 10+2 examination from schools 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.

### AGE LIMIT

Maximum age limit for admission to PGDCA course is 26 Years for general category, 29 Years for SC/ST Category and 28 Years for girl candidates as on 1<sup>st</sup> July of the Year 2025.

### BASIS OF ADMISSION

The admission will be purely on the basis of percentage of marks (rounded up to two decimal places) obtained in graduation. If there is tie then first, the percentage of marks (rounded up to two decimal places) obtained in 10+2 will be considered, and if again a tie then the older candidates will be given preference.

**Note:** Eligible students of PGDCA can also avail the benefits of Center/ State scholarship schemes and Kaushal Vikas Bhatta.



- Note:-** 1. Fee once deposited shall be refunded as per the AICTE norms.  
 2. 75% attendance is compulsory for all.  
 3. If a student wants admission in hostel, its charges will have to be paid separately. Hostel Admission will be on merit basis.

## **DETAILED COURSE OUTLINE**

Detailed course outline for PGDCA program as prescribed by Himachal Pradesh University is given below, which is subject to any change by the board of studies approved by Academic Council and the Executive Council of Himachal Pradesh University.

### **Paper Code Title Semester-1**

| <b>Examination<br/>Assessment</b> |                                      | <b>Periods<br/>(Per week)</b> | <b>Max.<br/>Marks</b> | <b>Internal</b> |
|-----------------------------------|--------------------------------------|-------------------------------|-----------------------|-----------------|
| DCS-101                           | Fundamental of Programming using C   | 4                             | 75                    | 25              |
| DCS-102                           | PC Software                          | 4                             | 75                    | 25              |
| DCS-103                           | Operating System                     | 4                             | 75                    | 25              |
| DCS-104                           | Computer Organization & Architecture | 4                             | 75                    | 25              |
| DCS-105                           | Practical-I (C-language)             | 4                             | 50                    | 50              |
| DCS-106                           | Practical-II (PC Software)           | 4                             | 50                    | 50              |

### **Semester-II**

|         |                                    |   |     |    |
|---------|------------------------------------|---|-----|----|
| DCS-201 | Date and File Structure            | 4 | 75  | 25 |
| DCS-202 | System Analysis and Design         | 4 | 75  | 25 |
| DCS-203 | Object Oriented Programming in C++ | 4 | 75  | 25 |
| DCS-204 | Database Management System         | 4 | 75  | 25 |
| DCS-205 | Practical-III (C++)                | 4 | 50  | 50 |
| DCS-206 | Practical-IV (DBMS)                | 4 | 50  | 50 |
| DCS-207 | Project Work                       |   | 200 |    |





## ADMISSION SCHEDULE FOR PGDCA

Last Date of Receiving Applications  
Display of Merit List (SUBSIDIZED SEATS)  
First Counseling / Admission/Fee Deposit  
Display of First Waiting List/Admission/Fee Deposit  
Display of Merit List (NON-SUBSIDIZED SEATS)  
First Counseling/Admission/Fee Deposit  
Display of Waiting List/Admission/Fee Deposit  
Regular Teaching will commence on

To be decided as per the instructions from HPU ( Stay in touch for updates on college website.) <https://www.gcsolan.ac.in/>

## SCHEME OF EXAMINATION FOR PGDCA

Examination for PGDCA will be on semester pattern.

### THEORY PAPERS

Maximum marks will be 75. The medium of instruction and examination shall be English. In each theory paper eight questions are to be set. Three question are to be set from PART-A and four from PART-B of the syllabus. Student is required to attempt two questions from each PART. Question No. 8 will be compulsory covering the entire syllabus of at least 5 parts.

### INTERNAL ASSESSMENT

25 marks are allotted in each paper for internal assessment. Internal assessment will be given on the basis of class test and attendance.

Maximum Marks (Theory & Internal Assessment) will be 100.

### PROJECT WORK

The project should include development of application software for some industry/institute.

|     |                |     |
|-----|----------------|-----|
| I   | Project Report | 50  |
| II  | Viva-Voce      | 100 |
| III | Seminar        | 50  |

## **FEE SCHEDULE**

Note: Fee structure for the session 2025-26 is delineated below:

### **PGDCA-I Semester ( Subsidised)**

| Sr. No.                                  | Narration                                | Amount |
|--|--|--------|
| 1  | Admission Fee                            | 25     |
| 2  | Tuition Fee                              | 600    |
| 3  | HPU Youth Welfare Fund                   | 15     |
| 4  | HPU Sports Fund                          | 15     |
| 5  | HPU Holiday Fund                         | 1      |
| 6  | Book Replacement                         | 100    |
| 7  | Society Club Fund                        | 100    |
| 8  | Games Development Fund                   | 50     |
| 9  | Practical Fee                            | 315    |
| 10                                       | College Magazine Fee                     | 50     |
| 11                                       | Identity Card Fund                       | 50     |
| 12                                       | Medical Fund                             | 30     |
| 13                                       | Student Aid Fund                         | 50     |
| 14                                       | NCC                                      | 10     |
| 15                                       | Building Fund                            | 500    |
| 16                                       | Annual Function                          | 50     |
| 17                                       | Amalgamated Fund                         | 838    |
| 18                                       | Campus Dev. & Upkeep                     | 50     |
| 19                                       | Furniture Replacement                    | 50     |
| 20                                       | Cultural Activities                      | 50     |
| 21                                       | Library Fee                              | 200    |
| 22                                       | Security Deposit                         | 1100   |
| 23                                       | Guest Faculty Fee                        | 3500   |
| 24                                       | Computer Fee                             | 1700   |
| 25                                       | Rovers & Rangers                         | 60     |
| 26                                       | Red Cross Fund                           | 40     |
| 27                                       | PTA                                      | 200    |
| 28(a)                                    | University Development Fund Subsidised   | 250    |
| 28(b)                                    | University Development Fund ( IRDP/ BPL) | 100    |
| Total Fee of Subsidised Seat             |  | 9999   |
| Total Fee of Subsidised Seat ( IRDP/BPL) |  | 9849   |

### **PGDCA-I Semester ( Non-Subsidised)**

| Sr. No.                                      | Narration                                | Amount |
|--|--|--------|
| 1  | Admission Fee                            | 25     |
| 2  | Tuition Fee                              | 600    |
| 3  | HPU Youth Welfare Fund                   | 15     |
| 4  | HPU Sports Fund                          | 15     |
| 5  | HPU Holiday Fund                         | 1      |
| 6  | Book Replacement                         | 100    |
| 7  | Society Club Fund                        | 100    |
| 8  | Games Development Fund                   | 50     |
| 9  | Practical Fee                            | 315    |
| 10   | College Magazine Fee                     | 50     |
| 11   | Identity Card Fund                       | 50     |
| 12   | Medical Fund                             | 30     |
| 13   | Student Aid Fund                         | 50     |
| 14   | NCC                                      | 10     |
| 15   | Building Fund                            | 500    |
| 16   | Annual Function                          | 50     |
| 17   | Amalgamated Fund                         | 838    |
| 18   | Campus Dev. & Upkeep                     | 50     |
| 19   | Furniture Replacement                    | 50     |
| 20   | Cultural Activities                      | 50     |
| 21   | Library Fee                              | 200    |
| 22   | Security Deposit                         | 1100   |
| 23   | Guest Faculty Fee                        | 3500   |
| 24   | Computer Fee                             | 1700   |
| 25   | Rovers & Rangers                         | 60     |
| 26   | Red Cross Fund                           | 40     |
| 27   | PTA                                      | 200    |
| 28(a)  | University Development Fund Subsidised   | 500    |
| 28(b)  | University Development Fund ( IRDP/ BPL) | 100    |
| 29   | Computer Lab Non Subsidised              | 6000   |
| Total Fee of Non Subsidised Seat             |  | 16249  |
| Total Fee of Non Subsidised Seat ( IRDP/BPL) |  | 15849  |

Note: HPU Exam fee payable at the time of filling online Examination Form.  
\*HPU Registration fee payable while applying online for registration with HPU.

## **FEE SCHEDULE**

Note: Fee structure for the session 2025-26 is delineated below:

### **PGDCA II<sup>nd</sup> Sem ( Subsidised Seat)**

| Sr. No. | Narration                           | Amount      |
|---------|-------------------------------------|-------------|
| 1       | Admission Fee                       |             |
| 2       | Tuition Fee                         |             |
| 3       | HPU Youth Welfare Fund              |             |
| 4       | HPU Sports Fund                     |             |
| 5       | HPU Holiday Fund                    |             |
| 6       | Book Replacement                    |             |
| 7       | Society Club Fund                   |             |
| 8       | Games Development Fund              |             |
| 9       | House Exam Fee                      |             |
| 10      | College Magazine Fee                |             |
| 11      | Identity Card Fund                  |             |
| 12      | Medical Fund                        |             |
| 13      | Student Aid Fund                    |             |
| 14      | NCC                                 |             |
| 15      | Building Fund                       |             |
| 16      | Annual Function                     |             |
| 17      | Amalgamated Fund                    |             |
| 18      | Campus Dev. & Upkeep                |             |
| 19      | Furniture Replacement               |             |
| 20      | Cultural Activities                 |             |
| 21      | Library Fee                         |             |
| 22      | Security Deposit                    |             |
| 23      | Guest Faculty Fee                   | 3500        |
| 24      | Computer Fee                        | 1700        |
| 25      | Rovers & Rangers                    |             |
| 26      | Red Cross Fund                      |             |
| 27      | PTA                                 |             |
|         | <b>Total Fee of Subsidised Seat</b> | <b>5200</b> |

### **PGDCA II<sup>nd</sup> Sem ( Non-Subsidised Seat)**

| Sr. No. | Narration                               | Amount       |
|---------|---|--------------|
| 1       | Admission Fee                           |              |
| 2       | Tuition Fee                             |              |
| 3       | University Continuation Fee             |              |
| 4       | HPU Youth Welfare Fund                  |              |
| 5       | HPU Sports Fund                         |              |
| 6       | HPU Holiday Fund                        |              |
| 7       | Book Replacement                        |              |
| 8       | Society Club Fund                       |              |
| 9       | Games Development Fund                  |              |
| 10      | House Exam Fee                          |              |
| 11      | College Magazine Fee                    |              |
| 12      | Identity Card Fund                      |              |
| 13      | Medical Fund                            |              |
| 14      | Student Aid Fund                        |              |
| 15      | NCC                                     |              |
| 16      | Building Fund                           |              |
| 17      | Annual Function                         |              |
| 18      | Amalgamated Fund                        |              |
| 19      | Campus Dev. & Upkeep                    |              |
| 20      | Furniture Replacement                   |              |
| 21      | Cultural Activities                     |              |
| 22      | Library Fee                             |              |
| 23      | Guest Faculty Fee                       | 5500         |
| 24      | Computer Fee                            | 4700         |
| 25      | Rovers & Rangers                        |              |
| 26      | Red Cross Fund                          |              |
| 27      | PTA                                     |              |
| 28      | Computer Lab Non Subsidised             |              |
|         | <b>Total Fee of Non-Subsidised Seat</b> | <b>10200</b> |

Note: HPU Exam fee payable at the time of filling online Examination Form.  
 \*HPU Registration fee payable while applying online for registration with HPU.

## **BACHELOR OF BUSINESS ADMINISTRATION (BBA)**

The duration of BBA course is three years consisting six semesters. There will be examination at the end of each semester.

### **ELIGIBILITY CONDITIONS**

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, with 50% marks (45% marks in case of SC/ST category) shall be eligible.

**Or**

Any examination of a Board/University/School in a Foreign Country recognized as equivalent for the purpose of eligibility by the Vice-Chancellor/Equivalent committee or on the recommendation of Association of Indian university, with 50% marks (45% in case of SC/ST candidates).

### **NUMBER OF SEATS**

|                      |    |
|----------------------|----|
| Subsidized Seats     | 20 |
| Non-Subsidized Seats | 20 |
| Total Seats          | 40 |

As per H.P. University rules 75% seats will be filled out of the candidates who have passed their 10+2 examination from schools 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.

### **AGE LIMIT**

Maximum age limit for the admission to BBA course is 22 years for general category and 25 years for SC/ST candidates, as on 1<sup>st</sup> July of the year 2025. Relaxation of three years is given to SC/ST candidates and the Vice-Chancellor may permit age relaxation up to maximum of three months.

### **BASIS OF ADMISSION**

Admission shall be made on the basis of merit determined on the basis of marks obtained in 10+2 examination. A candidate with commerce or Mathematics at plus two levels will be given additional 10% of the percentage marks obtained in plus two, while computing merit for admission. If there is tie then first, the percentage of marks (rounded up to two decimal places) obtained in matriculation will be considered, and if again a tie the candidate older in age will be given preference.



## **FEE SCHEDULE**

Note: Fee structure for the session 2025-26 is delineated below:

### **BBA-I Year**

| Sr. No. | Narration   | Amount      |
|---------|---|-------------|
| 1       | Admission Fee   | 25          |
| 2       | Tuition Fee   | 600         |
| 3       | HPU Youth Welfare Fund  | 15          |
| 4       | HPU Sports Fund   | 15          |
| 5       | HPU Holiday Fund  | 1           |
| 6       | Book Replacement  | 100         |
| 7       | Society Club Fund   | 100         |
| 8       | Games Development Fund  | 50          |
| 9       | House Exam Fee  | 150         |
| 10      | College Magazine Fee  | 50          |
| 11      | Identity Card Fund  | 50          |
| 12      | Medical Fund  | 30          |
| 13      | Student Aid Fund  | 50          |
| 14      | NCC   | 10          |
| 15      | Building Fund   | 500         |
| 16      | Annual Function   | 50          |
| 17      | Amalgamated Fund  | 813         |
| 18      | Campus Dev. & Upkeep  | 50          |
| 19      | Furniture Replacement   | 50          |
| 20      | Cultural Activities   | 50          |
| 21      | Library Fee   | 200         |
| 22      | Security Deposit  | 1100        |
| 23      | Guest Faculty Fee   | 4500        |
| 24      | Computer Fee  | 550         |
| 25      | Rovers & Rangers  | 60          |
| 26      | Red Cross Fund  | 40          |
| 27      | PTA   | 200         |
| 28      | University Development Fund Subsidised seat / IRDP or BPL     | 250/100     |
|         | Total Amount Subsidised seat/ IRDP or BPL                     | 9659/9509   |
| 29      | University Development Fund Non- Subsidised seat /IRDP or BPL | 500/100     |
| 30      | Non Subsidised (Extra Charges)                                | 11000       |
|         | Total Amount Non Subsidised seat / IRDP or BPL                | 20909/20509 |

### **BBA-II & III Year**

| Sr. No. | Narration                      | Amount |
|---------|--------------------------------|--------|
| 1       | Admission Fee                  | 25     |
| 2       | Tuition Fee                    | 600    |
| 3       | University Continuation Fee    | 41     |
| 4       | HPU Youth Welfare Fund         | 15     |
| 5       | HPU Sports Fund                | 15     |
| 6       | HPU Holiday Fund               | 1      |
| 7       | Book Replacement               | 100    |
| 8       | Society Club Fund              | 100    |
| 9       | Games Development Fund         | 50     |
| 10      | House Exam Fee                 | 150    |
| 11      | College Magazine Fee           | 50     |
| 12      | Identity Card Fund             | 50     |
| 13      | Medical Fund                   | 30     |
| 14      | Student Aid Fund               | 50     |
| 15      | NCC                            | 10     |
| 16      | Building Fund                  | 500    |
| 17      | Annual Function                | 50     |
| 18      | Amalgamated Fund               | 813    |
| 19      | Campus Dev. & Upkeep           | 50     |
| 20      | Furniture Replacement          | 50     |
| 21      | Cultural Activities            | 50     |
| 22      | Library Fee                    | 200    |
| 23      | Guest Faculty Fee              | 4500   |
| 24      | Computer Fee                   | 550    |
| 25      | Rovers & Rangers               | 60     |
| 26      | Red Cross Fund                 | 40     |
| 27      | PTA                            | 200    |
|         | Total Amount Subsidised        | 8350   |
|         | Non Subsidised (Extra Charges) | 11000  |
|         | Total Amount Non Subsidised    | 19350  |

Note:HPU Exam fee payable at the time of filling online Examination Form.  
\*HPU Registration fee payable while applying online for registration with HPU.



# **CBCS BACHELOR IN BUSINESS ADMINISTRATION (TEMPLATE)-144 CREDITS**

## **Three Years (6-Semesters)**

Syllabus for (BBA-I & II Semester effective from 2016-17 BBA-III & IV Semester effective from 2017-18 and BBA V and VI Semester effective from 2018-19 onwards approved by Academic council HPU, Shimla

| <b>Course Structure</b> |   |  |                                |                        | <b>Marks</b>           |                         |
|-------------------------|---|--|--------------------------------|------------------------|------------------------|-------------------------|
| <b>Paper Code</b>       | <b>Paper Title</b>                                  | <b>Catogory</b>                                | <b>Credits</b>                 | <b>CCA</b>             | <b>ESE</b>             | <b>Total</b>            |
| 101                     | Environmental Science                               | Ability Enhancement Compulsory <b>(AECC)-I</b> | Common with B.A./B.Sc./B.Com.  |                        |                        |                         |
| 102                     | Fundamental of Management & Organizational Behavior | Core Course                                    | 6 (L5 + T1)                    | 30 (Max.)<br>13 (Min.) | 70 (Max.)<br>32 (Min.) | 100 (Max.)<br>45 (Min.) |
| 103                     | Statistics of Business Decisions                    | Core Course                                    | 6 (L5 + T1)                    | 30 (Max.)<br>13 (Min.) | 70 (Max.)<br>32 (Min.) | 100 (Max.)<br>45 (Min.) |
| 104                     | Entrepreneurship Development                        | Generic Elective-I                             | 6 (L4 + T2)                    | 30 (Max.)<br>13 (Min.) | 70 (Max.)<br>32 (Min.) | 100 (Max.)<br>45 (Min.) |
| <b>Semester-II</b>      |   |  |                                |                        |                        |                         |
| 201                     | Business Communication (Language : English/MIL)     | Ability Enhancement Compulsory <b>(AECC)-I</b> | Common with B.Com <b>Hon's</b> |                        |                        |                         |
| 202                     | Managerial Economics                                | Core Course                                    | 6 (L5 + T1)                    | 30 (Max.)<br>13 (Min.) | 70 (Max.)<br>32 (Min.) | 100 (Max.)<br>45 (Min.) |
| 203                     | Business Accounting                                 | Core Course                                    | 6 (L5 + T1)                    | 30 (Max.)<br>13 (Min.) | 70 (Max.)<br>32 (Min.) | 100 (Max.)<br>45 (Min.) |
| 204                     | Ethics & Corporate Social Responsibility            | Generic Elective-II                            | 6 (L5 + T1)                    | 30 (Max.)<br>13 (Min.) | 70 (Max.)<br>32 (Min.) | 100 (Max.)<br>45 (Min.) |

### Semester-III

|     |  |   |                               |                        |   |   |
|-----|--|---|-------------------------------|------------------------|---|---|
| 301 | Macro economics                                | Ability Enhancement Compulsory (AECC)-I | Common with B.A./B.Sc./B.Com. |                        |   |   |
| 302 | Principles of Marketing's                      | Core Course                             | 6 (L5 + T1)                   | 30 (Max.)<br>13 (Min.) | 70 (Max.)<br>32 (Min.)                  | 100 (Max.)<br>45 (Min.)   |
| 303 | Management Accounting                          | Core Course                             | 6 (L5 + T1)                   | 30 (Max.)<br>13 (Min.) | 70 (Max.)<br>32 (Min.)                  | 100 (Max.)<br>45 (Min.)   |
| 304 | India's Diversity & Business                   | Generic Elective-III                    | 6 (L4 + T2)                   | 30 (Max.)<br>13 (Min.) | 70 (Max.)<br>32 (Min.)                  | 100 (Max.)<br>45 (Min.)   |
| 305 | Personality Development & Communication Skills | Skill Enhancement Course-I              | 6 (L4 + T2)                   | 30 (Max.)<br>13 (Min.) | <b>Theory</b><br>50 (Max.)<br>23 (Min.) | <b>Theory</b><br>20 (Max.)<br>9 (Min.)<br>100 (Max.)<br>45 (Min.) |

### Semester-IV

|     |                           |                             |             |                        |                        |                         |
|-----|---------------------------|-----------------------------|-------------|------------------------|------------------------|-------------------------|
| 401 | Business Research         | Core Course                 | 6 (L5 + T1) | 30 (Max.)<br>13 (Min.) | 70 (Max.)<br>32 (Min.) | 100 (Max.)<br>45 (Min.) |
| 402 | Human Resource Management | Core Course                 | 6 (L5 + T1) | 30 (Max.)<br>13 (Min.) | 70 (Max.)<br>32 (Min.) | 100 (Max.)<br>45 (Min.) |
| 403 | Financial Management      | Core Course                 | 6 (L5 + T1) | 30 (Max.)<br>13 (Min.) | 70 (Max.)<br>32 (Min.) | 100 (Max.)<br>45 (Min.) |
| 404 | Tax Planning              | Generic Elective-IV         | 6 (L4 + T2) | 30 (Max.)<br>13 (Min.) | 70 (Max.)<br>32 (Min.) | 100 (Max.)<br>45 (Min.) |
| 405 | IT Tools in Business      | Skill Enhancement Course-II | 6 (L4 + T2) | 30 (Max.)<br>13 (Min.) | 70 (Max.)<br>32 (Min.) | 100 (Max.)<br>45 (Min.) |

### Semester-V

|     |   |  |             |                        |                        |                         |
|-----|---|--|-------------|------------------------|------------------------|-------------------------|
| 501 | Quantitative Techniques for Management                                      | Core Course  | 6 (L5 + T1) | 30 (Max.)<br>13 (Min.) | 70 (Max.)<br>32 (Min.) | 100 (Max.)<br>45 (Min.) |
| 502 | Legal Aspects of Business   | Core Course  | 6 (L5 + T1) | 30 (Max.)<br>13 (Min.) | 70 (Max.)<br>32 (Min.) | 100 (Max.)<br>45 (Min.) |
| 503 | <b>(DSE-I Finance)</b><br>Investment Banking & Financial Services <b>OR</b> | DSE<br><b>Note: Students can opt any one of the specialization in Vth Semester and the same will continue in the Vth Semester.</b> | 6 (L5 + T1) | 30 (Max.)<br>13 (Min.) | 70 (Max.)<br>32 (Min.) | 100 (Max.)<br>45 (Min.) |
|     | <b>(DSE-II Marketing)</b><br>Consumer Behaviour <b>OR</b>                   |  |             |                        |                        |                         |
|     | <b>(DSE-III Human Resource)</b><br>HRD: Systems and Strategies <b>OR</b>    |  |             |                        |                        |                         |

|             |  |             |             |                        |                        |   |
|-------------|--|-------------|-------------|------------------------|------------------------|---|
|             | <b>(DSE-IV Management of Global Business)</b><br>International Trade:<br>Policies and Strategies |             |             |                        |                        |   |
| 504         | <b>(DSE-I Finance)</b><br>Investment Analysis & Portfolio<br>Management <b>OR</b>                | DSE         | 6 (L5 + T1) | 30 (Max.)<br>13 (Min.) | 70 (Max.)<br>32 (Min.) | 100 (Max.)<br>45 (Min.)                             |
|             | <b>(DSE-II Marketing)</b><br>Retail Management <b>OR</b>   |             |             |                        |                        |   |
|             | <b>(DSE-III Human Resource)</b><br>Training and Management<br>Development <b>OR</b>              |             |             |                        |                        |   |
|             | <b>(DSE-IV Management of Global Business)</b><br>Global Business Environment                     |             |             |                        |                        |   |
| Semester-VI |  |             |             |                        |                        |   |
| 601         | Business Policy & Strategy   | Core Course | 6 (L5 + T1) | 30 (Max.)<br>13 (Min.) | 70 (Max.)<br>32 (Min.) | 100 (Max.)<br>45 (Min.)                             |
| 602         | Financial Institutions & Markets   | Core Course | 6 (L5 + T1) | 30 (Max.)<br>13 (Min.) | 70 (Max.)<br>32 (Min.) | 100 (Max.)<br>45 (Min.)                             |
| 603         | <b>(DSE-I Finance)</b><br>Project Appraisal & Analysis <b>OR</b>                                 | DSE         | 6 (L5 + T1) | 30 (Max.)<br>13 (Min.) | 70 (Max.)<br>32 (Min.) | 100 (Max.)<br>45 (Min.)                             |
|             | <b>(DSE-II Marketing)</b><br>Distribution & Supply Chain<br>Management <b>OR</b>                 |             |             |                        |                        |   |
|             | <b>(DSE-III Human Resource)</b><br>Performance and Compensation<br>Management <b>OR</b>          |             |             |                        |                        |   |
|             | <b>(DSE-IV Management of Global Business)</b><br>Multinational Business Finance                  |             |             |                        |                        |   |
| 604         | <b>(DSE-I Finance)</b><br>Project Report <b>OR</b>   | DSE         | 6           |                        |                        | 100 (Max.)<br>45 (Min.)<br>(External<br>Evaluation) |
|             | <b>(DSE-II Marketing)</b><br>Project Report <b>OR</b>  |             |             |                        |                        |   |
|             | <b>(DSE-III Human Resource)</b><br>Project Report <b>OR</b>                                      |             |             |                        |                        |   |
|             | <b>(DSE-IV Management of Global Business)</b><br>Project Report                                  |             |             |                        |                        |   |

## **CONTINUOUS COMPREHENSIVE ASSESSMENT (CCA) PATTERN:-**

Distribution of marks for CCA in each course in each Semester and instructions for conducting Minor Test and Evaluation of tutorial/Home Assignments/Seminars/Quiz etc is as follows.

Distribution of marks for CCA in each course in each semester.

| Minor Test<br>(Minor) | Class Test/ Tutorials /Assignment<br>/Seminar /Presentation | Attendance | Total Marks |
|-----------------------|---|------------|-------------|
| 15                    | 10  | 5          | 30          |

Time allowed for conduction of Minor Test will be one and half hours.

### **(A) Mode of Conduction Minor Test (15 Marks)**

Minor Test will be conducted after the completion of 48 teaching days (8 Weeks) three types of questions will be set in Minor Test:-

- i) Five MCQ (Choice 1 out of 4) (True/False) type of 1 mark each=5 Marks.
- ii) Two questions of short answer type in about 100-150 words each of 2.5 marks=5 Marks.
- iii) One question of about 500 words, carrying 5 marks=5 Marks.

**Marks (Minor Test) = (i + ii + iii) = 5 + 5 + 5 = 15 Marks.**

Students will have to pass both the components i.e. CCA and ESE separately to become eligible to be declared successful for the course.

### **(B) Distribution of marks for evaluation of tutorials/Home Assignment etc:-**

- i. 5 Marks are to be assigned for the quality of content and structure of the assignment.
- ii. 5 Marks are assigned for presentation in the class room.

### **(C) Attendance= 5 Marks**

## **UNIFORM**

The student admitted to BBA course will have to wear the uniform as prescribed below:-

1. Black Trouser 2. Sky Blue Shirt 3. Black Tie 4. Black Sweater 5. Black Blazer 6. Black Socks 7. Black Shoes

## **ADMISSION SCHEDULE FOR BBA-I**

|   |   |
|---|---|
| Submitting admission form for the Session 2024-25                             | 01.06.2025-19.06.2025   |
| Display of Merit List for First Counseling (Subsidized Seats)                 | 20.06.2025 (Till 1:00PM)  |
| First Counseling (Subsidized Seats)   | 21.06.2025  |
| Fees to be Deposit  | 23.06.2025 (Till 2:00 PM)   |
| Display of Merit List Counseling/Admission/Fee Deposit (Non-Subsidized Seats) | <div>After the Compilation of Subsidized Seats<br/>Stay in touch for updates on college website:-<br/><a href="https://www.gcsolan.ac.in/">https://www.gcsolan.ac.in/</a></div> |
| First Counseling/Admission/Fee Deposit  |   |
| Display of 1 <sup>st</sup> waiting List/Admission/Fee Deposit                 |   |
| Regular Teaching will commence from   | 01-07-2025 (Tentative)  |
| Orientation Programme   | First Week of July  |

## **BBA IIIIRD & VTH SEM. (ROLL-ON STUDENT)**

|   |                         |
|---|-------------------------|
| Admission without Late Fee for BBA-III &V                                 | 12-06-2025 - 20-06-2025 |
| Admission with Late Fee @ Rs. 100/- per day for BBA IIIrd Sem. & Vth Sem. | 21-06-2025 - 25-06-2025 |
| Regular teaching will start from.   | 01.07.2025              |

## **RAGGING**

Ragging is punishable offence and completely banned by Hon'ble Supreme Court of India. Student found guilty of indulging in it, outside & inside the campus, will face disciplinary action and will be handed over to law enforcing authority.





## **RESERVATION of seats in BBA/ BCA and PGDCA**

Admission shall be subject to the following conditions:

- A. 15% and 7.5% seats shall be reserved for SC and ST candidates respectively, who have passed their qualifying examination from H P Board of School Education or any other school located within the territorial jurisdiction of Himachal Pradesh from any other Board like CBSE or ICSE, etc.
- B. The remaining 77.5% seats shall be filled as under:
  - 1.25% of seats for admission shall be open for all the candidates irrespective of the institution from where they have passed their qualifying examination
  2. 75% of seats shall be filled out of the candidates who have passed their qualifying examination from H P Board of School Education or any other school located within the territorial jurisdiction of Himachal Pradesh from any other Board like CBSE or ICSE, etc. subject to the following reservations:
    - a. 5% of the seats shall be reserved for outstanding Sportsmen/Women.
    - b. 5% of seats shall be reserved for outstanding cultural activists.
    - c. 5% of seats shall be reserved for physically handicapped candidates.
    - d. Provided that the minimum eligibility for admission to the course in the case of SC/ST will be 5% lower than the eligibility condition for other students.
    - e. 10% seats shall be reserved for students belong to Economically Weaker Section (Wide Letter No. 3-60/20 HPU (Genl.) dated 4 Dec. 2020).
    - e. One seat over & above is reserved for Single Girl Child (only child of parents, that too a girl).
    - f. The rules of H P University shall be applicable in the case of above reservations in the college.

## **BBA**

### **OUR ALUMNI**

| <b>Sr. No.</b> | <b>Name</b>   | <b>Batch</b> | <b>Working Area</b>          |
|----------------|---------------|--------------|------------------------------|
| 1.             | Ajay Bhatti   | 2011         | (Founder-Big Story)          |
| 2.             | Vikas Thakur  | 2011         | ( Revenue Deptt. H.P.)       |
| 2.             | Harish Thakur | 2013         | (Chartered Accountant, PWC)  |
| 3.             | Rajat Thakur  | 2013         | (Founder - The Saaras Films) |
| 4.             | Pankaj Sharma | 2013         | ( Business, Toronto )        |
| 5.             | Yogesh Sharma | 2014         | (Bureau Chief ETV Bharat)    |

## ADMISSION GUIDELINES AND PROCEDURE

Admission to BBA and BCA at GDC Solan district Solan HP will commence w.e.f. 01/06/2025. As all admission will be conducted in online mode, students are directed to carefully read and follow the directions give below. All admission will be purely provisional subject to verification of result and documents submitted by the applicant and final approval by HP University Shimla.

### Documents Required

1. Scanned photograph and signature of the candidate.
2. (i) Matriculation Certificate (ii) 10+2 Certificate. [All certificates from matriculation examination onwards must be shown to the admission committee in original along with their photo copies when asked.]
3. Original Character Certificate issued by the Head of the institution last attended [for admission to the I Year course/new admission. The character certificate must not have been issued more than six months prior to the date of admission.
4. H.P. Domicile Certificate [for girl students only].
5. Scanned copy of AADHAAR card.
6. Scanned copy of Category Certificate in case of a student seeking admission in SC/ST/OBC/Others category.
7. Scanned copy of IRDP/BPL certificate, if applicable
8. Scanned copy of Disability certificate, if applicable
9. Scanned copy of Affidavit/ undertaking, wherever applicable

### Process of Admission

1. Visit our website [www.gcsolan.ac.in/](http://www.gcsolan.ac.in/) and select the link of online admission in the portal. (Copy and Paste or type this link in address bar of web browser if it doesn't work directly).
2. Download and read carefully college Prospectus available on above mentioned website.
3. On link of online admission create your user id and password (Registration Process) Students require unique and valid e-mail id for this purpose.
4. Login to your account and fill up the admission form.
5. Upload the required documents and submit you form by paying Rs. 50 as prospectus/ application fee.
6. On successful submission of application form, the student will receive a confirmation e-mail.
7. On verification of application a link will be visible to student on his/her e-mail/portal to pay the fee.
8. Pay your fee using net banking/ Debit card/ Credit card/ UPI like Phone Pay, Google Pay, BHIM etc.
9. Now admission process is complete and a message with details will be received accordingly.

**For any doubt/clarification contact on following numbers (Between 10AM to 4PM only):-**

Dr. Satish Kumar (9418401003)

Coordinator BCA/PGDCA

BCA: Ms Simmi Sahni (7018100734)

BBA: Mr. Virender Garg (7807704604)

## **DISCIPLINE AND CONDUCT RULES**

**Discipline** is the backbone of any educational institute. The college lays special emphasis on the maintenance of discipline and decorum in the college campus and outside the classrooms. The following points may be carefully noted:

1. **Uniform is compulsory to all students except Wednesday and Saturday otherwise Rs 20 fine will be charged.**
2. **It is Compulsory for students to carry their Identity card. If any student found without Identity card will be fined Rs 50 per day.**
3. **A student must fill anti ragging form through <https://www.antiragging.in>. sign his/her affidavit & request his/her parents/Guardians to sign their Affidavits and then submit them in the College.**
4. **Using Mobile phones in stairs, class, and varanda is strictly Prohibited. Any Student found using phone will be fined @Rs. 100/ each time.**
5. **75% attendance is compulsory for all.**
6. **Mid Term Test compulsory for all.**
7. **Internal Assessment is based on/MID-TERM Test-seminar, assignments and total attendance. Absence in House Test results in withholding of final result by the University and institution both.**
8. **Students remain absent for seven working days consecutively without any prior permission will be struck off.**
9. **Students found indulge in any inappropriate activities (Ragging, Cyber offence, Indiscipline) will be punished and terminated from the institute.**
10. **Students should not misuse and damage any equipment of the computer labs otherwise fine will be charged.**
11. **Smoking inside and outside the college is strictly prohibited . A student found indulging in act of smoking will be imposed penalty of Rs.200/-and may face disciplinary action.**
12. **Students are advised to keep cell phones on silent/vibration mode while inside the campus or in the classes.**





# Glimpse Of Career and Counselling Sessions



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Rajgarh Road, Kathiala, Solan, Himachal Pradesh  
173212, India  
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03/18/2025 11:47 AM GMT+05:30  
Captured by GPS Map Camera

Solan, Himachal Pradesh, India  
Rajgarh Road, Kathiala, Solan, Himachal Pradesh  
173212, India  
Lat 30.899898, Long 77.103495  
03/04/2025 12:03 PM GMT+05:30  
Note : Captured by GPS Map Camera

Solan, Himachal Pradesh, India  
Rajgarh Road, Kathiala, Solan, Himachal Pradesh  
173212, India  
Lat 30.899886, Long 77.103527  
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