



St. Bede's College Shimla

A Post Graduate College Affiliated to the H.P. University

NAAC Re-accredited A+ grade

&

College with Potential for Excellence



PROSPECTUS

2020-21

ADMISSION SCHEDULE FOR 2020-21

Submission of Admission Forms online Display of 1st Merit List and Fee Deposit (Counseling and verification of Documents Display of 2nd Merit List and Fee Deposit (Counseling and verification of Documents Regular Teaching Commences

Dates will be notified later as per the directions of the Himachal Pradesh University

DOCUMENTS TO BE SUBMITTED AT THE TIME OF ADMISSION

1. Copy of Matriculation Certificate.
2. Copy of duly attested testimonials (+2 Class onwards).
3. Original Character Certificate issued by the institution last attended.
4. Three latest passport size photographs.
5. Copy of Aadhar Card.

Note : An additional copy each of Matriculation Certificate and +2 Mark sheet should also be deposited along with HPU Registration form to be filled by all fresh first year students.

Affidavit giving reason(s) for gap years if there is break in continuity after last exam passed.

Certificates of Bonafide Himachali (for girl students who belong to H.P.)

Note: Only girl students who are Bonafide Himachali are eligible for exemption of tuition fees only for non self-financed courses.

The candidates who have passed the previous examination from another Board/University must submit the following documents:

- i). Eligibility Certificate from the H.P. Board/University declaring equivalence of the courses studied by them for the purpose of admission.
- ii). Original Migration Certificate from Board/University from which they passed the pervious examination.
- iii). Character Certificate (in original) from the Head of the institution last attended.

★ Admission without these documents will be purely provisional and at the candidate's own risk and responsibility.

★ All original certificates must be produced at the time of admission/ interview.

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The Beginnings of CJM

Claudine Thevenet was born in Lyon when the French Revolution unleashed a reign of terror, soaking the city of Lyon in bloodshed. True to her Catholic education, she was comforting, consoling and providing for the starving and wounded soldiers of both armies. However, providence had other designs for her. At the tender age of 19, she had the misfortune of witnessing the brutal execution of her two younger brothers, which had an imprint on her heart, not the horrifying execution, but the last words of her dying brothers- 'Forgive, Claudine, as we forgive'. These beautiful words were an echo of words uttered by Jesus Christ from the cross.



Claudine too now chose to fulfill the dying request of her younger brothers, such was the hard school in which the future foundress was initiated; and it was here the foundations of a biding faith in ever-living providence, utter selflessness, Christ like charity and sympathy with others, were laid. Her life was now for the poor and needy of every category and the outcasts of society. Fr. Andre Coindre was a constant guide to Claudine. The day 31st July, 1816 saw the association of young ladies in Lyon in honour of the Sacred Heart of Jesus. After two years of Christian charity, on 31st July 1818, there was a Divine Call, 'Come Follow me', words spoken so long ago on the shores of Galilee, now re-echoed in her heart and Claudine resolved to leave her home. Thus, on that day was conceived the ideal which is the aim of the Congregation of Jesus & Mary 'to form souls for heaven by means of a truly Christian education'. Her method of imparting education was simple: 'prevent faults' she would say, and the deviations of the pupils by vigilance, so that you will not have to punish them. The best leader is not the one who punishes, but the one who knows how to prevent the greatest number of mistakes. In 1818 while forming the religious order of young ladies Claudine took the name of Mary St. Ignatius- the Patron Saint of Ignatius of Loyalla. Mother Mary St. Ignatius devoted herself completely to her Congregation. The numerous trials she met and overcame, strengthened her soul but undermined her bodily strength and on 3rd February, 1837 she breathed her last. Her dying words, 'How Good God Is' are a testimony to the work of the Jesus & Mary Congregation, how it started and where it has reached today. 'One woman, one orphan, one loom'-surely a humble beginning, yet from such a tiny mustard seed has blossomed a giant tree whose branches have spread far and wide embracing all nations, races and cultures.

How Good God Is...

St. Claudine Thevenet

St. Bede- The Patron Saint of St. Bede's College

St. Bede was probably born in 673 A.D. At the age of seven, his parents placed him under the care of Abbot Benedict for his education and upbringing. But when the monastery of St. Paul was established in the year 682, St. Bede seems to have been transferred to the care of its first Abbot, Ceolfrid, and to have remained a monk there for the remainder of his life.

St. Bede was made a deacon at the age of nineteen by Bishop John of Hexham. Since canon law laid down the age of twenty-five as the norm for admission to the diaconate, Bede's scholarship and devotion must have been recognised as exceptional for him to have been presented by Abbot Ceolfrid six years early. He was advanced to the Priesthood by Bishop John eleven years later. From the time of his receiving the priesthood until his fifty-ninth year, he worked to compile extracts from the works of the venerable Fathers on holy scripture, and to make commentaries on their meaning and interpretation. During all this, St. Bede was gathering materials for his History which he completed in 731.

St. Bede's History belongs to his latter years, due to which he has richly earned the title 'Father of English History'. For St. Bede was not content to compile a bare chronicle of events and dates, or to restrict himself to biography as his predecessors had done. He set himself to examine all available records, to secure verbal or written accounts from reliable living authorities, to record local traditions and stories, to interpret significant events, and in short, to compile as complete and continuous a history of the English Church and people as lay within his power. He was the first to conceive or attempt such a formidable project and posterity acknowledges his pioneer work as a remarkably successful achievement. St. Bede's industry and scholarship are generally acknowledged, but his most significant achievement lies in his inspired ability to select and integrate the vast mass of facts and traditions that he had gathered, into a single framework. When we consider St. Bede's limited facilities and resources, it is clear that his achievements are unique.

St. Bede passed away on the evening of 25th May, 735 A.D. The principal and lasting memorial of the first of the English historians is the inspiration of his holy life and the value of the great work that he bequeathed to posterity.



St. Bede

Certificate of Accreditation- 3rd Cycle



राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद
विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान
NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL
An Autonomous Institution of the University Grants Commission

Certificate of Accreditation

*The Executive Committee of the
National Assessment and Accreditation Council
on the recommendation of the duly appointed
Peer Team is pleased to declare the
St. Bede's College
Nav Bahar, Shimla, affiliated to Himachal Pradesh University,
Himachal Pradesh
Accredited with*

A⁺ Grade
valid upto September 15, 2021

Date : September 16, 2016



D. Singh
Director

EC(SC)/17/A&A/29.3

College Motto
Non Nobis Solum
Not for Ourselves Alone

Our Vision :
**"TO FORM WELL INTEGRATED INDIVIDUALS WHO
ARE ASSETS TO CONTEMPORARY SOCIETY."**

Our Mission :

a) We are committed to :-

- ◆ Inspire young women to achieve academic excellence.
- ◆ Teach discernment so that our students think for themselves and think correctly.
- ◆ Encourage and recognize talent in individual students.
- ◆ Create awareness that education is a continuous quest.

b) Socially we work towards:-

- ◆ Preparing young women for their role in the future as good career women, wives and mothers for creating happy homes.
- ◆ Fostering team spirit and encouraging a sense of responsibility and self discipline.
- ◆ Teaching them to adjust to the changing social milieu while not forgetting the traditional values.
- ◆ Sensitizing them to reach out to the marginalized and the underprivileged.

c) Spiritually we work towards :-

- ◆ Leading them to have faith in God, themselves and others, who would live their lives in the light of faith.
- ◆ Exposing them to values that are eternal and nurturing them to become beacons of light and ambassadors of harmony.
- ◆ Women whose very presence anywhere would exude goodness and touch the lives of others.

St. Bede's College - A Brief Profile

St. Bede's College, Shimla established in 1904, is a historical and educational landmark of Northern India which aims primarily at higher education and training of young women. In 1902, M. St. Clare visited all the Convents of Jesus and Mary in India that were in existence. She realised that there was a great need for a training college where the religious could study and qualify under highly professional teachers. The idea of founding of St. Bede's gradually took shape in her mind. She met with strong opposition for starting the teacher training college but gradually she won over the Director of Education and the Governor of Punjab. The deeds were signed on the feast of St. Bede in October 1902. She chose qualified teachers to teach and appointed M. St. Gregory Canty to be the first Principal of the college from 1904 – 1932 (British). The college was then led forward by the following dynamic Principals M. St. Ursula Warrington : 1933-1948 (British), M. St. Felix Pritchard : 1949-1954 (British), M. St. Ursula Warrington : 1933-1948 (British), M. St. Ursula Warrington : 1955-1958 (British), M. St. Peter Claver Pacheco : 1958-1967 (Indian), M. St. Cecilia Alphonso : 1967-1968 (Indian), Sr. Magdalene Gonsalves : 1968-1969 (Indian), M. Agatha McLoughlin : 1969-1977 (Irish), Sr. Rose George : 1977-1988 (Indian), Sr. Magdalene Gonsalves : 1988-1990 (Indian), Sr. Colette Joseph : 1990- 1996 (Indian) , Sr. Melba Rodrigues : 1996-2008 (Indian), Sr. Molly Abraham : 2009-2012 (Indian) and Sr. Beena John : 2013-2019 (Indian). Since then the college has not only grown in strength but is imparting higher education in the fields of Arts, Science, Commerce and the training of teachers. The college celebrated its centenary in 2004, and had a commemorative postal stamp of Rs. 5/- released. It is recognized by the University Grants Commission under 2(f) and 12(b), and is the only college in HP State to be Re-accredited, A+ Grade by NAAC in the third cycle. St. Bede's College was awarded the status of "Centre with Potential for Excellence" and "Star College Scheme" in Life Sciences from the Department of Bio-Technology, Government of India in 2010.

St. Bede's College was awarded Heritage Status by the UGC in 2015. We are fortunate to have a dedicated, committed and competent faculty, supported by a motivated and cooperative non-teaching staff. The college is proud to have automated its administration and library.

Inter-college events and the College Annual Festival give the students an opportunity to express their talent and leadership skills. The college encourages social awareness in its students by offering them an opportunity to work in various programmes like the Women Cell, National Service Scheme,

Environmental Cell, Nature Club and Community Outreach Programmes. The deserving and eligible students are also being provided financial assistance and scholarships by the college. We are constantly striving to achieve high academic standards by organizing seminars, talks, conferences, symposiums and workshops for teachers, students and the non-teaching staff.

St. Bede's welcomes students of all religions. We live and work, and pray together as a family. We know that it is possible to work together for common goals and we are enriched by such an experience. Together we strive to work for change in society, translating our vision into reality.

Code of Conduct

Discipline is a distinctive feature of the institution. Disregard of rules and regulations of the College is dealt with firmly. Discipline is to be maintained at all levels — regularity for the assemblies, punctuality and regularity for the classes, maintaining silence in the corridors and in areas where classes are held. It is mandatory for students to have 75% (minimum) attendance as stipulated by the university and college authorities.

Any action likely to tarnish the good name of the college will be regarded as a breach of college discipline. The students have to maintain a respectful attitude towards the authorities, elders, teachers and their own peers. The students must cultivate a deep sense of honesty, integrity and develop a sense of respect with regard to college property. Students must be modest in their mode of dress.

The Value Education classes evolved by the college are held regularly in small groups to help the students in self-growth. Students are groomed to be responsible and accountable citizens of India.

- The authority of the college extends over every student on its rolls, at all times and in all places.
- The Principal and all the members of the staff have the authority and the duty to ensure discipline and order among the students everywhere and always.
- Every student must procure for herself the prescribed text books and the necessary stationery. All students should be modest in their dressing.
- Students should be regular in attendance and punctual for all functions of the college.
- The classroom is recognised as a place for work. Consequently care is taken not to disturb work in the classrooms and reading rooms, etc.
- Students should co-operate with the authorities in maintaining its high standard of cleanliness and order.
- Any damage to the property is forbidden. Students should not write, scratch the college walls or furniture.

- Students should utilise their free periods in reading books, magazines and newspapers available in the library or in pursuing some useful hobby or craft, or in the practice of some sport.
- Parents/Guardians should keep the college office posted with change of address, whether local or permanent.
- Visitors are not allowed to go into the classrooms without permission.
- ThePrincipal may from time to time have to supplement these rules as and when the need arises.

Instructions for students/ Parents/ Guardians

Students/Parents/Guardians should acquaint themselves thoroughly with the following rules :

- a) The admission form should be complete in all respects in legible, block letters and submitted along with the relevant certificates.
- b) A student will not be admitted to class unless she produces the admission slip duly attested by the Principal.
- c) Fees is Paid Online mode.
- d) Non-payment of fees for 2 months may cause a student's name to be struck off the rolls of the institution. If the student is readmitted, admission fee will be charged again.
- e) Lectures attended by a student whose name is struck off the rolls, on account of non-payment of fees, will not be counted for the period she is off the rolls.
- f) Use of Mobile phones in the classrooms is strictly prohibited.
- g) Students are expected to attend their classes regularly. The university rules require a student to have a minimum of 75% attendance, failing which the student will not be permitted to sit for the university examinations.
- h) Names of the students absent without informing for more than four consecutive classes will be struck off the rolls. Re-admission may be granted at the discretion of the Principal.

Anti-Ragging Cell

Ragging is Strictly Banned in the Institution

The college comprises of an Anti-Ragging Cell with the rules and regulations under the Supreme Court of India Orders.

Ragging is a criminal conspiracy, unlawful assembly and rioting. Public nuisance is created during ragging. There is violation of decency and morals through ragging, injury to body, causing hurt or grievous hurt, wrongful restraint, wrongful confinement, use of criminal force, assault as well as sexual offences or even unnatural offences, extortion, criminal trespass, criminal intimidation and attempts to commit any or all of the above mentioned offences against the victim shall not be tolerated by the college.



The following could be the possible penalty for those who are found guilty of participation in or abetment of ragging. The quantum of punishment shall, naturally, depend upon the nature and gravity of the offence as established by the Disciplinary Committee or the Court of Law.

Rules against Ragging:

1. Cancellation of admission.
2. Suspension from attending classes, as decided by the committee.
3. Withholding, withdrawing scholarship/ fellowship and any other benefits.
4. Debarring from appearing in any test, examination or any other evaluation process.
5. Withholding results.
6. Debarring from representing the institution in any national or international meet, tournament, youth festival, etc.
7. Suspension or expulsion from the hostel and the college and consequent debarring from admission to any other institution.
8. Fine up to Rs. 25,000/-
9. Rigorous imprisonment up to three years.
10. The following undertaking to be submitted on a Rs. 10/- Judicial Stamp Paper.

Undertaking

I,am aware of the institution's approach towards ragging and the punishment to which I shall be liable if found guilty of ragging.

My regular candidature shall be cancelled if I don't have 75% attendance for the academic session 2020-21 and if I don't pass my house examination.

Signature (Student)

I,Mr. /Mrs. father/mother of.....am aware of the institution's approach towards ragging and the punishment to which my ward shall be liable if found guilty of ragging.

The regular candidature of my ward.....shall be cancelled if she does not have 75% attendance for the academic session 2020-21 and if she does not pass her CCA, she will not be eligible to write her End Semester Exam (ESE) as per University Ordinance 7.10 (D).

Signature (Parent) / Guardian

Eligibility Criteria for Admission

A pass in the Senior Secondary (+2) Examination (Academic Stream) conducted by the H.P. Board of School Education (or in case of Shastri, pass in Shastri from Sanskrit Colleges affiliated to the HPU) or an examination accepted as equivalent thereto by the various bodies of the H. P. University.

(i) A minimum percentage of marks required for the B.A. programme shall be 45% and 40% for SC/ST/OBC in the previous qualifying examination.*

(ii) A minimum percentage of marks required for admission to B.Sc. programme shall be 50% and 45% for SC/ST/OBC in the previous qualifying examination.*

* The minimum percentage can vary according to Himachal Pradesh University regulation/declaration.

(iii) Provided that the candidates who have passed the qualifying examination with science stream, they shall be given preference in admission to B.Sc./B.C.A. programme.

(iv) Provided that the candidates who have passed the qualifying examination with commerce stream, they shall be given preference in admission to B.Com./B.B.A. programme.

(v) Provided that the candidates who have passed the qualifying examination with Mathematics as one of the subjects, they shall be given preference in admission to B.C.A. programme.

Students with Compartment will not be eligible for admission

Outline of Choice Based Credit System :

1. Core Course (14 for honours courses; 4 discipline specific papers each for regular courses and 2 papers each for English and Hindi/MIL in B.A./B.Com): The papers under this category are going to be taught uniformly across all universities with 30% deviation proposed in the draft. The purpose of fixing core papers is to ensure that all the institutions follow a minimum common curriculum so that each institution/university adheres to common minimum standard. Also the course designed for papers under this category aim to cover the basics that a student is expected to imbibe in that particular discipline. A course, which should compulsorily be studied by a candidate as a core requirement is termed as a Core course.

2. Elective Course: Generally a course which can be chosen from a pool of courses and which may be very specific or specialized or advanced or supportive to the discipline/subject of study or which provides an extended scope or which enables an exposure to some other discipline/subject/domain or nurtures the candidate's proficiency/skill is called an Elective Course.

- 2.1 Discipline Specific Elective (DSE) Course (4 for honours courses and 2 each for 5 regular courses): Elective courses offered under the main discipline/ subject of study is referred to as Discipline Specific Elective.
- 2.2 Generic Elective (GE) Course (4 for honours courses and 2 each for B.A./B.Com./ regular courses): An elective course chosen from an unrelated discipline/subject, with an intention to seek exposure beyond discipline/s of choice is called a Generic Elective. The purpose of this category of papers is to offer the students the option to explore disciplines of interest beyond the choices they make in Core and Discipline Specific Elective papers.
3. Ability Enhancement Courses (AEC): The Ability Enhancement (AE) Courses may be of two kinds: Ability Enhancement Compulsory Courses (AECC) and Skill Enhancement Courses (SEC). "AECC" courses are the courses based upon the content that leads to knowledge enhancement;
 - i.) Environmental Science and
 - ii.) English/ Hindi/ MIL Communication. These are mandatory for all disciplines. SEC courses are value-based and/or skill-based and are aimed at providing hands-on-training, competencies, skills, etc.
- 3.1 Ability Enhancement Compulsory Courses (AECC): Environmental Science, English Communication/Hindi Communication/MIL Communication.
- 3.2 Skill Enhancement Courses (SEC) (minimum 2 for honours courses and 4 for regular courses): These courses may be chosen from a pool of courses designed to provide value-based and/or skill-based knowledge and should contain both theory and lab/hands-on/training in field work. The main purpose of these courses is to provide students life-skills in hands-on mode so as to increase their employability.
4. Practical/tutorials (One each with every core and discipline/generic specific elective paper).
5. Dissertation/Project-To introduce a research component in under graduate courses Project work/Dissertation is considered as a special course involving application of knowledge in solving/ analyzing/ exploring a real life situation/ difficult problem. A Project/ Dissertation work would be of 6 credits. A Project/Dissertation work may be given in lieu of a discipline specific elective paper.

Award of Degree

1. An undergraduate degree with Honours in a discipline may be awarded if a student completes 14 core papers in that discipline, 2 Ability Enhancement Compulsory Courses (AECC), minimum 2 Skill Enhancement Courses (SEC) and 4 papers each from a list of Discipline Specific Elective and Generic Elective papers, respectively.
2. An undergraduate degree in Science disciplines may be awarded if a student completes 4 core papers each in three disciplines of choice, 2 Ability Enhancement Compulsory Courses (AECC), minimum 4 Skill Enhancement Courses (SEC) and 2 papers each from a list of Discipline Specific Elective papers based on three disciplines of choice selected above, respectively.
3. An Undergraduate degree in Humanities/ Social Sciences/ Commerce may be awarded if a student completes 4 core papers each in two disciplines of choice, 2 core papers each in English and Hindi/MIL, respectively, 2 Ability Enhancement Compulsory Courses (AECC), minimum 4 Skill Enhancement Courses (SEC), 2 papers each from a list of Discipline Specific Elective papers based on the two disciplines of choice selected above, respectively, and two papers from the list of Generic Elective papers.



Details of Courses/Credits Under Graduate (B.A./B.Com.)

Course	*Credits	
	Paper+ Practical	Paper + Tutorial
I. Core Course (6 Credits) (12 Papers) Two papers -English Two papers -Hindi/MIL Four papers -Discipline 1 Four papers -Discipline 2 Core Course Practical / Tutorial* (12 Practicals)	12×4= 48 12×2=24	12× 5=60 12×1=12
II. Elective Course (6 Credits) (6 Papers) Two papers- Discipline 1 specific Two papers- Discipline 2 specific Two papers- Inter disciplinary Two papers from each discipline of choice and two papers of interdisciplinary nature. Elective Course Practical / Tutorials* (6 Practical/ Tutorials*) Two papers- Discipline 1 specific Two papers- Discipline 2 specific Two papers- Generic (Inter disciplinary) Two papers from each discipline of choice including papers of interdisciplinary nature • Optional Dissertation or project work in place of one elective paper (6 credits) in 6th Semester	6×4=24 6×2=12	6×5=30 6×1 =6
III. Ability Enhancement Courses 1. Ability Enhancement Compulsory Courses (AECC) (2 Papers of 4 credits each) Environmental Science English/Hindi/MIL Communication 2. Skill Enhancement Courses (SEC) (4 Papers of 4 credits each)	2×4=8 4×4=16	2×4=8 4×4=16
Total Credit	<hr style="width: 50%; margin: 0 auto;"/> 132	<hr style="width: 50%; margin: 0 auto;"/> 132
* Institute should evolve a system/policy about ECA/ General Interest/ Hobby/Sports/ NCC/NSS/ related courses on its own. * Wherever there is a practical there will be no tutorial and vice-versa.		

Details of Courses/Credits for Honours

Course	*Credits	
	Theory+Practical	Theory + Tutorial
I. Core Course (6 Credits)		
(14 Papers)	$14 \times 4 = 56$	$14 \times 5 = 70$
Core Course Practical / Tutorial*		
(14 Papers)	$14 \times 2 = 28$	$14 \times 1 = 14$
II. Elective Course (6 Credits)		
(8 Papers)		
A.I. Discipline Specific Elective	$4 \times 4 = 16$	$4 \times 5 = 20$
(4 Papers)		
A.2. Discipline Specific Elective		
Practical/Tutorials	$4 \times 2 = 8$	$4 \times 1 = 4$
(4 Papers)		
B.I. Generic Elective/Interdisciplinary	$4 \times 4 = 16$	$4 \times 5 = 20$
(4 Papers)		
B.2. Generic Elective		
Practical/Tutorials	$4 \times 2 = 8$	$4 \times 1 = 4$
(4 Papers)		
• Optional Dissertation or project work in place of one Discipline Specific elective paper (6 credits) in 6th Semester		
III. Ability Enhancement Courses		
I. Ability Enhancement Compulsory Courses (AECC)		
(2 Papers of 4 credits each)	$2 \times 4 = 8$	$2 \times 4 = 8$
Environmental Science		
English/Hindi/MIL Communication		
2. Skill Enhancement Courses (SEC)		
(Minimum 2, Max. 4)	$2 \times 4 = 8$	$2 \times 4 = 8$
(2 Papers of 2 credits each)		
Total Credit	148	148

* Institute should evolve a system/policy about ECA/ General Interest /Hobby/ Sports/ NCC/ NSS/ related courses on its own.

* Wherever there is a practical there will be no tutorial and vice-versa.

Details of Courses/Credits for B.Sc.

Course	*Credits	
	Theory+Practical	Theory+ Tutorials
I. Core Course (12 Papers) 04 Courses from each of the 03 disciplines of choice Core Course Practical / Tutorial* (12 Practical/ Tutorials*) 04 Courses from each of the 03 Disciplines of choice	$12 \times 4 = 48$ $12 \times 2 = 24$	$12 \times 5 = 60$ $12 \times 1 = 12$
II. Elective Course (6 Papers) Two papers from each discipline of choice including paper of interdisciplinary nature. Elective Course Practical / Tutorials* (6 Practical / Tutorials*) Two Papers from each discipline of choice including paper of interdisciplinary nature	$6 \times 4 = 24$ $6 \times 2 = 12$	$6 \times 5 = 30$ $6 \times 1 = 6$
<ul style="list-style-type: none"> • Optional Dissertation or project work in place of one Discipline elective paper (6 credits) in 6th Semester. 		
III. Ability Enhancement Course 1. Ability Enhancement Compulsory (2 Papers of 4 credits each) Environmental Science English/MIL Communication 2. Skill Enhancement Course (Skill Based) (4 Papers of 4 credits each)	$2 \times 4 = 8$ $4 \times 4 = 16$	$2 \times 4 = 8$ $4 \times 4 = 16$
Total Credit	132	132

* Institute should evolve a system/policy about ECA/ General Interest/Hobby/ Sports/ NCC/ NSS/ related courses on its own.

* Wherever there is practical there will be no tutorials and vice-versa.

Course-wise Assessment and Evaluation

All courses involve an evaluation system of students that has the following two components :

- (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.
- (iii) For practical subjects theory will be 50%, Practical 20% and CCA 30%

Continuous Comprehensive Assessment (CCA) : This would have the following components :

Classroom Attendance :- Each student will have to attend a minimum of 75% Lectures/Tutorials/Practicals. A student having less than 75% attendance will not be allowed to appear in the End-Semester Examination (ESE).

- * Those having between 74% and 65% attendance will apply for exemption in a prescribed form accompanied by clear reason(s) for absence to the head of institution.
- * Those having between 64% and 50% attendance will apply for exemption in a prescribed form accompanied by clear reason(s) for absence to the head of the institution.
- * The exemption from 75% attendance will be given to those participating in prescribed co-curricular activities (e.g. NCC, NSS, Youth Festivals, Sports etc.) to the extent of 25%. However, the condition of 50% attendance will be compulsory in these cases. The claim for this exemption should be supported by authenticated certificate from the concerned authorities.
- * The candidates getting the exemptions, except for those getting exemptions for co-curricular activities, will not be entitled for getting the CCA marks for classroom attendance as given below.

A) Classroom Attendance Incentive :

As an incentive for the classroom attendance. CCA marks will be awarded as follows :-

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

B) Minor Test :

There will be one minor test of 15 marks.

C) Internal Assessment :

Remaining 10 marks of CCA will be awarded on the basis of Seminars/Assignment/Class tests etc.

Note : In order to qualify a paper students must pass both in CCA and ESE separately.

A student failing in CCA will not be permitted to take her End Semester Exam (as per HPU Rules).

Grievance and Redressal Mechanism

The students will have the right to make an appeal against any component of evaluation. Such appeal has to be made to the Principal of the College on a prescribed form and should clearly state in writing the reason(s) for the complaint/appeal. The appeal will be placed before the Grievance Redressal Committee (GRC), chaired by the College Principal, comprising :

- (1) For cases pertaining to the major subject (core or elective courses) : the Head of the Department, course teacher, and a senior teacher of the department.
- (2) For cases pertaining to the Electives, the Head of the department (of the Major), course teacher, and a senior teacher of the department of the subject.

COURSES OFFERED

Humanities

Sr. No.	Course	Electives (Choose any one)
1.	Computer Applications	Economics/History/Music/Dance/ /Psychology/Political Science/ Nutrition and Health Education
2.	Dance	Psychology/ Political Science/Nutrition and Health Education/ English/Geography/Hindi/Computer Applications
3.	Economics	Psychology/ Political Science/Nutrition and Health Education/ English/Geography/Hindi/Computer Applications
4.	English	Psychology/ Political Science/Nutrition and Health Education/ Economics/History/Music/Dance
5.	Geography	Psychology/ Political Science/Nutrition and Health Education/ Economics/History/Music/Dance
6.	Hindi	Psychology/ Political Science/Nutrition and Health Education/ Economics/History/Music/Dance
7.	History	Psychology/ Political Science/Nutrition and Health Education/ English/Geography/Hindi/Computer Applications
8.	Music	Psychology/ Political Science/Nutrition and Health Education/ English/Geography/Hindi/Computer Applications
9.	Nutrition and Health Education	Economics/History/Music/Dance/English/ Geography/Hindi/ Computer Application
10.	Political Science	Economics/History/Music/Dance/English/ Geography/Hindi / Computer Application
11.	Psychology	Economics/History/Music/Dance/English/ Geography/Hindi/ Computer Application

Honours Courses

Sr. No.	Course	Generic Electives (Choose any one)
1.	English	Economics/Political Science/Psychology/History
2.	Economics*	Psychology/Maths/Political Science/Geography/English
3.	Psychology	Geography/Economics/History/English
4.	Geography	Psychology/History/Economics/Political Science

*For Economics Honours, a student must have studied Maths in Class XII.



COURSES OFFERED

Science

Sr. No.	Course	Electives
1.	Physics	1. Maths 2. Chemistry
2.	Chemistry	1. Botany/Maths 2. Zoology/Physics
3.	Botany	1. Zoology 2. Chemistry
4.	Zoology	1. Botany 2. Chemistry
5.	Maths	1. Physics 2. Chemistry
6.	Computer Science	1. Physics 2. Mathematics

Honours Courses

Sr. No.	Course	Compulsory
1.	Biotechnology	1. Chemistry
2.	Microbiology	

Note :

- 1) Minimum 60% marks in the specific subjects.
- 2) Honours Programme will be offered if there are a minimum of 15 students.



ADMISSION PROCEDURE

Admission and Reservation

Admission to the various courses of study shall be open to all girls, irrespective of race, creed, caste or class. However, Christian students who qualify, will be given preference for admission. As per Government norms 25% of seats are reserved for SC/ST/OBC/Physically Challenged.

- a) 22% of the seats shall be reserved for SC/ST/OBC candidates respectively.
- b) 3% seats shall be reserved for physically challenged candidates

All students applying for admission under the Reserved Category (SC/ST/OBC/Minorities) must furnish related certificates. It is mandatory to submit the same as it is required for use by the UGC, government departments, NAAC and other official agencies which the college deals with for providing benefits to those students.

Refusal of Admission

★No student shall be eligible for admission to first semester, if she is more than 22 years of age as on 1st June of the relevant year of admission. This age limit shall be raised up to 3 years for Scheduled Caste/Tribe candidates. The Vice-Chancellor may, however, in exceptional circumstances, to be recorded in writing, permit relaxation in age up to a maximum period of three months.

★No student who fails in all the compulsory and elective subjects or fails twice in the same examination conducted on the annual system shall be readmitted in the same class. The Vice-Chancellor of the University may in exceptional circumstances, for reasons to be recorded in writing, permit such a student to be admitted notwithstanding anything contained in the foregoing rules. A student shall be refused admission if her conduct during any previous stay in the College has been unsatisfactory. A student who has been expelled or rusticated shall not be admitted to any course of study in the College without the prior approval of the Vice-Chancellor of the University. This approval is obtained by the Principal of the College.

★In cases not governed by the above, the Principal reserves the right to refuse the admission without assigning any reason.

★The admission of a candidate migrating from a Board/University/College shall be treated as provisional and shall only be confirmed when she produces :

- (i) The original certificate of the previous qualifying examination, along with three attested photostat copies of the same certificate.
- (ii) A certificate of good conduct from the head of the institution last attended by her.
- (iii) A migration certificate in the case of applicants who have passed examinations from Board/Universities other than the H. P. Board or the Himachal Pradesh University.
- (iv) A medical certificate of fitness. (Form attached)
- (v) An Anti-ragging undertaking on Judicial Paper. (see page no. 60 for sample)
- (vi) 'No Objection Certificate', from the Indian Embassy abroad and student visa (Foreign students only).
- (vii) Equivalence certificate from H. P. University (Foreign students only).

A student disqualified by another University shall not be given admission during the period of disqualification.

Migration

The admission of students migrating from another University or from another college or Institution affiliated to the Himachal Pradesh University shall be governed by Regulations framed by the Executive Council of the Himachal Pradesh University in this behalf, from time to time.



FEE STRUCTURE (B.A. /B.Sc.) I Year (Annual Fee)

I At the time of admission/re-admission

1	College registration fee (non-refundable)	Rs.	50.00
2	College admission/re-admission fee (non-refundable)	Rs.	50.00
3	Tuition Fee (Non Himachali)	Rs.	6 00.00
4	Tuition Fee (Himachali)	Rs.	NIL
5	University Fee (H. P. Board)	Rs.	250.00 Ref. (1 a)
6	University Fee (Other Board)	Rs.	450.00 Ref. (1b)
7	University Misc. Fee	Rs.	354.00
8	Lab Fee [Per Practical]	Rs.	3200.00
9	Computer Lab Fee	Rs.	4000.00

1 (a) University Fee

1.	Registration Fee (H. P. Board)	Rs.	200.00
2.	Sports and Co-Curricular Activities Fee (Annual)	Rs.	30.00
3.	Registration Form	Rs.	20.00

1 (b) University Fee

1	Migration Fee (other Board)	Rs.	400.00
2.	Sports and Co-Curricular Activities Fee (Annual)	Rs.	30.00
3	Registration Form	Rs.	20.00

(c) Annual Charges (Non refundable)

1	Sports Fee	Rs.	500.00
2	Cultural/Educational Activities	Rs.	1900.00
4	P.T.A. Fund	Rs.	500.00
5	Minor Test	Rs.	200.00
6	Library Fee	Rs.	600.00
7	Medical Fee	Rs.	50.00
8	Identity Card	Rs.	200.00
9	Postage	Rs.	200.00
10	Emergency Fund	Rs.	100.00
11	Staff Benefit Fund	Rs.	10000.00
12	Student Aid Fund	Rs.	100.00
13	Internet/ERP	Rs.	1000.00
14	Magazine	Rs.	300.00
15	Mentor Card	Rs.	50.00
16	Water & Electricity	Rs.	1000.00

TOTAL Rs. 16700.00

FEE STRUCTURE (B.A. /B.Sc.) II Year (Annual Fee)

1 At the time of admission

1	Tuition Fee (Himachali)	Rs.	NIL
2	Tuition Fee (Non Himachali)	Rs.	600.00
3	University Misc. Fee	Rs.	354.00
4	Lab Fee [Per Practical]	Rs.	3200.00
5	Computer Lab. Fee	Rs.	4000.00

2 Annual Charges (Non refundable)

1	Sports Fee	Rs.	500.00
2	Cultural/Educational Activities	Rs.	1900.00
4	P.T.A. Fund	Rs.	500.00
5	Minor Test	Rs.	200.00
6	Library Fee	Rs.	600.00
7	Medical Fee	Rs.	50.00
8	Identity Card	Rs.	200.00
9	Postage	Rs.	200.00
10	Emergency Fund	Rs.	100.00
11	Staff Benefit Fund	Rs.	10000.00
12	Student Aid Fund	Rs.	100.00
13	Internet/ERP	Rs.	1000.00
14	Magazine	Rs.	300.00
15	Mentor Card	Rs.	50.00
16	Water & Electricity	Rs.	1000.00

TOTAL Rs. 16700.00

FEE STRUCTURE (B.A. /B.Sc.) III Year (Annual Fee)

1 At the time of admission

1	Tuition Fee (Himachali)	Rs.	NIL
2	Tuition Fee (Non Himachali)	Rs.	600.00
3	University Misc. Fee	Rs.	354.00
4	Lab Fee [Per Practical]	Rs.	3200.00
5	Computer Lab. Fee	Rs.	4000.00

2 Annual Charges (Non refundable)

1	Sports Fee	Rs.	500.00
2	Cultural/Educational Activities	Rs.	1900.00
4	P.T.A. Fund	Rs.	500.00
5	Minor Test	Rs.	200.00
6	Library Fee	Rs.	600.00
7	Medical Fee	Rs.	50.00
8	Identity Card	Rs.	200.00
9	Postage	Rs.	200.00
10	Emergency Fund	Rs.	100.00
11	Staff Benefit Fund	Rs.	10000.00
12	Student Aid Fund	Rs.	100.00
13	Internet/ERP	Rs.	1000.00
14	Magazine	Rs.	300.00
15	Mentor Card	Rs.	50.00
16	Water & Electricity	Rs.	1000.00

TOTAL Rs. 16700.00

Self-Financed Courses (UG)

1. Bachelor of Business Administration (BBA)
2. Bachelor of Commerce (B. Com)
3. Bachelor of Computer Application (BCA)

Honours Courses

1. B. Sc. (Honours) Biotechnology
2. B.Sc. (Honours) Microbiology

Eligibility condition for admission for regular students

- (a) Candidates who have passed any of the following examinations:

10+2 examination from H. P. Board/CBSE/ICSE or any other examination considered equivalent to 10+2 by Himachal Pradesh University, Shimla- 5 with 50% Marks having passed in five written subjects (including English)

OR

Any examination of a University/Board/College or school in a foreign country recognized as equivalent for the above purpose by the Vice Chancellor/Equivalent Committee, either of its own or on the recommendation of the Association of Indian Universities.

- (b) Rounding off fraction is not permissible.

- (c) If the candidate does not produce the actual marks from Board in respect of +2 equivalent examination where the result is shown in grade and standard, etc., the minimum percentage of marks for each subject given in standards will be taken into consideration for determining their eligibility.

N.B. However the cut off percentage will depend on the number of applicants.

Dress Code

BBA/BCA students will have to wear a uniform of Black Trousers, Mauve Shirt, Polka dotted Purple and Black Tie, Black College Cardigan and the College Blazer and Black Shoes. The Uniform is available at Mother's Choice on the Mall, Shimla.

Placement Cell

The institute has an effective Placement Cell with an online placement portal www.stbedescollege.indiacareerportal.com where students can regularly add and update their resume. Seminars and Presentations are regularly conducted to keep the students informed about vocational choices. On-campus interviews are arranged and every effort is made to find suitable placements for eligible students.

Self Financed Courses (P. G.)

1. M. A. English
2. M. Com
3. M. Sc. Botany
4. M. Sc. Geography

Eligibility Criteria

- As per university rules.
- Admission to M. Sc. Botany and M. Sc. Geography will be on the basis of an entrance examination conducted by the Himachal Pradesh University, Shimla. For details refer to H. P. U. website.
- Admission to M.A. English and M.Com. are held directly by the college on merit.



FEE STRUCTURE (BBA) I Year (Annual Fee)

1 At the time of admission

1	College Registration Fee (Non-refundable)	Rs.	100.00
2	Admission Fee	Rs.	100.00
3	Tuition Fee	Rs.	22000.00
4	University Fee (H. P. Board)	Rs.	250.00 Ref. (1a)
5	University Fee (Other Board)	Rs.	450.00 Ref. (1b)
6	University Misc. Fee	Rs.	354.00
7	Levy Fee	Rs.	3000.00

1 (a) University Fee

1	Registration Fee (H. P. Board)	Rs.	200.00
2.	Sports and Co-Curricular Activities Fee (Annual)	Rs.	30.00
3	Registration Form	Rs.	20.00

1 (b) University Fee

1	Migration Fee (other Board)	Rs.	400.00
2.	Sports and Co-Curricular Activities Fee (Annual)	Rs.	30.00
3	Registration Form	Rs.	20.00

(c) Annual Charges (Non refundable)

1	Sports Fee	Rs.	500.00
2	Cultural/Educational Activities	Rs.	1900.00
4	P.T.A. Fund	Rs.	500.00
5	Minor Test	Rs.	200.00
6	Library Fee	Rs.	600.00
7	Medical Fee	Rs.	50.00
8	Identity Card	Rs.	200.00
9	Postage	Rs.	200.00
10	Emergency Fund	Rs.	100.00
11	Staff Benefit Fund	Rs.	10000.00
12	Student Aid Fund	Rs.	100.00
13	Internet/ERP	Rs.	1000.00
14	Magazine	Rs.	300.00
15	Mentor Card	Rs.	50.00
16	Water & Electricity	Rs.	1000.00

TOTAL Rs. 16700.00

FEE STRUCTURE (BBA) II Year (Annual Fee)

1 At the time of admission

1	Tuition Fee	Rs.	22000.00
2	University Misc. Fee	Rs.	354.00
3	Levy Fee	Rs.	3000.00

2 Annual Charges (Non refundable)

1	Sports Fee	Rs.	500.00
2	Cultural/Educational Activities	Rs.	1900.00
4	P.T.A. Fund	Rs.	500.00
5	Minor Test	Rs.	200.00
6	Library Fee	Rs.	600.00
7	Medical Fee	Rs.	50.00
8	Identity Card	Rs.	200.00
9	Postage	Rs.	200.00
10	Emergency Fund	Rs.	100.00
11	Staff Benefit Fund	Rs.	10000.00
12	Student Aid Fund	Rs.	100.00
13	Internet/ERP	Rs.	1000.00
14	Magazine	Rs.	300.00
15	Mentor Card	Rs.	50.00
16	Water & Electricity	Rs.	1000.00

TOTAL Rs. 16700.00

FEE STRUCTURE (BBA) III Year (Annual Fee)

1 At the time of admission

1	Tuition Fee	Rs.	22000.00
2	University Misc. Fee	Rs.	354.00
3	Levy Fee	Rs.	3000.00

2 Annual Charges (Non refundable)

1	Sports Fee	Rs.	500.00
2	Cultural/Educational Activities	Rs.	1900.00
4	P.T.A. Fund	Rs.	500.00
5	Minor Test	Rs.	200.00
6	Library Fee	Rs.	600.00
7	Medical Fee	Rs.	50.00
8	Identity Card	Rs.	200.00
9	Postage	Rs.	200.00
10	Emergency Fund	Rs.	100.00
11	Staff Benefit Fund	Rs.	10000.00
12	Student Aid Fund	Rs.	100.00
13	Internet/ERP	Rs.	1000.00
14	Magazine	Rs.	300.00
15	Mentor Card	Rs.	50.00
16	Water & Electricity	Rs.	1000.00
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		TOTAL	Rs. 16700.00
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FEE STRUCTURE (BCA) I Year (Annual Fee)

1 At the time of admission

1	College Registration Fee (Non-refundable)	Rs.	100.00
2	Admission Fee	Rs.	100.00
3	Tuition Fee	Rs.	22000.00
4	University Fee (H. P. Board)	Rs.	250.00 Ref. (1a)
5	University Fee (Other Board)	Rs.	450.00 Ref. (1b)
6	University Misc. Fee	Rs.	354.00
7	Levy Fee	Rs.	3500.00
8	Lab. Fee	Rs.	1000.00

1 (a) University Fee

1	Registration Fee (H. P. Board)	Rs.	200.00
2.	Sports and Co-Curricular Activities Fee (Annual)	Rs.	30.00
3	Registration Form	Rs.	20.00

1 (b) University Fee

1	Migration Fee (other Board)	Rs.	400.00
2.	Sports and Co-Curricular Activities Fee (Annual)	Rs.	30.00
3	Registration Form	Rs.	20.00

1 (c) Annual Charges (Non refundable)

1	Sports Fee	Rs.	500.00
2	Cultural/Educational Activities	Rs.	1900.00
4	P.T.A. Fund	Rs.	500.00
5	Minor Test	Rs.	200.00
6	Library Fee	Rs.	600.00
7	Medical Fee	Rs.	50.00
8	Identity Card	Rs.	200.00
9	Postage	Rs.	200.00
10	Emergency Fund	Rs.	100.00
11	Staff Benefit Fund	Rs.	10000.00
12	Student Aid Fund	Rs.	100.00
13	Internet/ERP	Rs.	1000.00
14	Magazine	Rs.	300.00
15	Mentor Card	Rs.	50.00
16	Water & Electricity	Rs.	1000.00

TOTAL Rs. 16700.00

FEE STRUCTURE (BCA) II Year (Annual Fee)

1 At the time of admission

1	Tuition Fee	Rs.	22000.00
2	University Misc. Fee	Rs.	354.00
3	Levy Fee	Rs.	3500.00
4	Lab. Fee	Rs.	1000.00

2 Annual Charges (Non refundable)

1	Sports Fee	Rs.	500.00
2	Cultural/Educational Activities	Rs.	1900.00
4	P.T.A. Fund	Rs.	500.00
5	Minor Test	Rs.	200.00
6	Library Fee	Rs.	600.00
7	Medical Fee	Rs.	50.00
8	Identity Card	Rs.	200.00
9	Postage	Rs.	200.00
10	Emergency Fund	Rs.	100.00
11	Staff Benefit Fund	Rs.	10000.00
12	Student Aid Fund	Rs.	100.00
13	Internet/ERP	Rs.	1000.00
14	Magazine	Rs.	300.00
15	Mentor Card	Rs.	50.00
16	Water & Electricity	Rs.	1000.00

TOTAL Rs. 16700.00

FEE STRUCTURE (BCA) III Year (Annual Fee)

1 At the time of admission

1	Tuition Fee	Rs.	22000.00
2	University Misc. Fee	Rs.	354.00
3	Levy Fee	Rs.	3500.00
4	Lab. Fee	Rs.	1000.00

2 Annual Charges (Non refundable)

1	Sports Fee	Rs.	500.00
2	Cultural/Educational Activities	Rs.	1900.00
4	P.T.A. Fund	Rs.	500.00
5	Minor Test	Rs.	200.00
6	Library Fee	Rs.	600.00
7	Medical Fee	Rs.	50.00
8	Identity Card	Rs.	200.00
9	Postage	Rs.	200.00
10	Emergency Fund	Rs.	100.00
11	Staff Benefit Fund	Rs.	10000.00
12	Student Aid Fund	Rs.	100.00
13	Internet/ERP	Rs.	1000.00
14	Magazine	Rs.	300.00
15	Mentor Card	Rs.	50.00
16	Water & Electricity	Rs.	1000.00

TOTAL Rs. 16700.00

FEE STRUCTURE B.Sc. Honours Biotechnology/Microbiology 1st Year

1 At the time of admission

1	College Admission Fee (Non-refundable)	Rs.	1000.00
2	Tuition Fee	Rs.	40000.00
3	University Fee (H. P. Board)	Rs.	250.00 Ref. (1a)
4	University Fee (Other Board)	Rs.	450.00 Ref. (1b)
5	University Misc. Fee	Rs.	5900.00

1 (a) University Fee

1	Registration Fee (H. P. Board)	Rs.	200.00
2.	Sports and Co-Curricular Activities Fee (Annual)	Rs.	30.00
3	Registration Form	Rs.	20.00

1 (b) University Fee

1	Migration Fee (other Board)	Rs.	400.00
2.	Sports and Co-Curricular Activities Fee (Annual)	Rs.	30.00
3	Registration Form	Rs.	20.00

1 (c) Annual Charges (Non refundable)

1	Sports Fee	Rs.	500.00
2	Cultural/Educational Activities	Rs.	1900.00
4	P.T.A. Fund	Rs.	500.00
5	Minor Test	Rs.	200.00
6	Library Fee	Rs.	600.00
7	Medical Fee	Rs.	50.00
8	Identity Card	Rs.	200.00
9	Postage	Rs.	200.00
10	Emergency Fund	Rs.	100.00
11	Staff Benefit Fund	Rs.	10000.00
12	Student Aid Fund	Rs.	100.00
13	Internet/ERP	Rs.	1000.00
14	Magazine	Rs.	300.00
15	Mentor Card	Rs.	50.00
16	Water & Electricity	Rs.	1000.00

TOTAL Rs. 16700.00

FEE STRUCTURE B.Sc. Honours Biotechnology/Microbiology IInd Year

1 At the time of admission

1	Tuition Fee	Rs.	40000.00
2	University Misc. Fee	Rs.	5900.00

2 Annual Charges (Non refundable)

1	Sports Fee	Rs.	500.00
2	Cultural/Educational Activities	Rs.	1900.00
4	P.T.A. Fund	Rs.	500.00
5	Minor Test	Rs.	200.00
6	Library Fee	Rs.	600.00
7	Medical Fee	Rs.	50.00
8	Identity Card	Rs.	200.00
9	Postage	Rs.	200.00
10	Emergency Fund	Rs.	100.00
11	Staff Benefit Fund	Rs.	10000.00
12	Student Aid Fund	Rs.	100.00
13	Internet/ERP	Rs.	1000.00
14	Magazine	Rs.	300.00
15	Mentor Card	Rs.	50.00
16	Water & Electricity	Rs.	1000.00

TOTAL Rs. 16700.00

FEE STRUCTURE B.Sc. Honours Biotechnology/Microbiology IIIrd Year

1 At the time of admission

1	Tuition Fee	Rs.	40000.00
2	University Misc. Fee	Rs.	5900.00

2 Annual Charges (Non refundable)

1	Sports Fee	Rs.	500.00
2	Cultural/Educational Activities	Rs.	1900.00
4	P.T.A. Fund	Rs.	500.00
5	Minor Test	Rs.	200.00
6	Library Fee	Rs.	600.00
7	Medical Fee	Rs.	50.00
8	Identity Card	Rs.	200.00
9	Postage	Rs.	200.00
10	Emergency Fund	Rs.	100.00
11	Staff Benefit Fund	Rs.	10000.00
12	Student Aid Fund	Rs.	100.00
13	Internet/ERP	Rs.	1000.00
14	Magazine	Rs.	300.00
15	Mentor Card	Rs.	50.00
16	Water & Electricity	Rs.	1000.00

TOTAL Rs. 16700.00

FEE STRUCTURE (B.Com.) I Year

1 At the time of admission

1	College Registration Fee (Non refundable)	Rs.	100.00
2	College Admission Fee	Rs.	100.00
3	Tuition Fee	Rs.	15400.00
3	University Fee (H. P. Board)	Rs.	250.00 Ref. (1a)
4	University Fee (Other Board)	Rs.	450.00 Ref. (1b)
5	University Misc. Fee	Rs.	2360.00

1 (a) University Fee

1	Registration Fee (H. P. Board)	Rs.	200.00
2.	Sports and Co-Curricular Activities Fee (Annual)	Rs.	30.00
3	Registration Form	Rs.	20.00

1 (b) University Fee

1	Migration Fee (other Board)	Rs.	400.00
2.	Sports and Co-Curricular Activities Fee (Annual)	Rs.	30.00
3	Registration Form	Rs.	20.00

1 (c) Annual Charges (Non refundable)

1	Sports Fee	Rs.	500.00
2	Cultural/Educational Activities	Rs.	1900.00
4	P.T.A. Fund	Rs.	500.00
5	Minor Test	Rs.	200.00
6	Library Fee	Rs.	600.00
7	Medical Fee	Rs.	50.00
8	Identity Card	Rs.	200.00
9	Postage	Rs.	200.00
10	Emergency Fund	Rs.	100.00
11	Staff Benefit Fund	Rs.	10000.00
12	Student Aid Fund	Rs.	100.00
13	Internet/ERP	Rs.	1000.00
14	Magazine	Rs.	300.00
15	Mentor Card	Rs.	50.00
16	Water & Electricity	Rs.	1000.00

TOTAL Rs. 16700.00

FEE STRUCTURE (B.Com) II Year (Annual Fee)

1 At the time of admission

1	Tuition Fee	Rs.	15400.00
2	University Misc. Fee	Rs.	2360.00

2 Annual Charges (Non refundable)

1	Sports Fee	Rs.	500.00
2	Cultural/Educational Activities	Rs.	1900.00
4	P.T.A. Fund	Rs.	500.00
5	Minor Test	Rs.	200.00
6	Library Fee	Rs.	600.00
7	Medical Fee	Rs.	50.00
8	Identity Card	Rs.	200.00
9	Postage	Rs.	200.00
10	Emergency Fund	Rs.	100.00
11	Staff Benefit Fund	Rs.	10000.00
12	Student Aid Fund	Rs.	100.00
13	Internet/ERP	Rs.	1000.00
14	Magazine	Rs.	300.00
15	Mentor Card	Rs.	50.00
16	Water & Electricity	Rs.	1000.00

	TOTAL	Rs.	16700.00
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FEE STRUCTURE (B.Com) III Year (Annual Fee)

1 At the time of admission

1	Tuition Fee	Rs.	15400.00
2	University Misc. Fee	Rs.	2360.00

2 Annual Charges (Non refundable)

1	Sports Fee	Rs.	500.00
2	Cultural/Educational Activities	Rs.	1900.00
4	P.T.A. Fund	Rs.	500.00
5	Minor Test	Rs.	200.00
6	Library Fee	Rs.	600.00
7	Medical Fee	Rs.	50.00
8	Identity Card	Rs.	200.00
9	Postage	Rs.	200.00
10	Emergency Fund	Rs.	100.00
11	Staff Benefit Fund	Rs.	10000.00
12	Student Aid Fund	Rs.	100.00
13	Internet/ERP	Rs.	1000.00
14	Magazine	Rs.	300.00
15	Mentor Card	Rs.	50.00
16	Water & Electricity	Rs.	1000.00

		Rs.	16700.00
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FEE STRUCTURE (M.A./M.Com.) I Year (Annual Fee)

1 At the time of admission

1	College Registration Fee (Non refundable)	Rs.	100.00
2	College Admission Fee	Rs.	100.00
3	Tuition Fee	Rs.	11000.00
3	University Fee (H. P. Board)	Rs.	250.00 Ref. (1a)
4	University Fee (Other Board)	Rs.	450.00 Ref. (1b)
5	University Misc. Fee	Rs.	5900.00

1(a) University Fee

1	Registration Fee (H. P. Board)	Rs.	200.00
2.	Sports and Co-Curricular Activities Fee (Annual)	Rs.	30.00
3	Registration Form	Rs.	20.00

1 (b) University Fee

1	Migration Fee (other Board)	Rs.	400.00
2.	Sports and Co-Curricular Activities Fee (Annual)	Rs.	30.00
3	Registration Form	Rs.	20.00

1 (c) Annual Charges (Non refundable)

1	Sports Fee	Rs.	500.00
2	Cultural/Educational Activities	Rs.	1900.00
4	P.T.A. Fund	Rs.	500.00
5	Minor Test	Rs.	200.00
6	Library Fee	Rs.	600.00
7	Medical Fee	Rs.	50.00
8	Identity Card	Rs.	200.00
9	Postage	Rs.	200.00
10	Emergency Fund	Rs.	100.00
11	Staff Benefit Fund	Rs.	10000.00
12	Student Aid Fund	Rs.	100.00
13	Internet/ERP	Rs.	1000.00
14	Magazine	Rs.	300.00
15	Mentor Card	Rs.	50.00
16	Water & Electricity	Rs.	1000.00

TOTAL Rs. 16700.00

FEE STRUCTURE (M.A./M.Com.) II Year (Annual Fee)

1 At the time of admission

1	Tuition Fee	Rs.	11000.00
2	University Misc. Fee	Rs.	5900.00

2 Annual Charges (Non refundable)

1	Sports Fee	Rs.	500.00
2	Cultural/Educational Activities	Rs.	1900.00
4	P.T.A. Fund	Rs.	500.00
5	Minor Test	Rs.	200.00
6	Library Fee	Rs.	600.00
7	Medical Fee	Rs.	50.00
8	Identity Card	Rs.	200.00
9	Postage	Rs.	200.00
10	Emergency Fund	Rs.	100.00
11	Staff Benefit Fund	Rs.	10000.00
12	Student Aid Fund	Rs.	100.00
13	Internet/ERP	Rs.	1000.00
14	Magazine	Rs.	300.00
15	Mentor Card	Rs.	50.00
16	Water & Electricity	Rs.	1000.00

		Rs.	16700.00
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FEE STRUCTURE (M.Sc Botany) I Year (Annual Fee)

1 At the time of admission

1	College Registration Fee (Non refundable)	Rs.	100.00
2	College Admission Fee	Rs.	100.00
3	Tuition Fee	Rs.	40000.00
4	University Fee (H. P. Board)	Rs.	250.00 Ref. (1a)
5	University Fee (Other Board)	Rs.	450.00 Ref. (1b)
6	University Misc. Fee	Rs.	11800.00
7	Lab. Fee	Rs.	3200.00

1 (a) University Fee

1	Registration Fee (H. P. Board)	Rs.	200.00
2.	Sports and Co-Curricular Activities Fee (Annual)	Rs.	30.00
3	Registration Form	Rs.	20.00

1 (b) University Fee

1	Migration Fee (other Board)	Rs.	400.00
2.	Sports and Co-Curricular Activities Fee (Annual)	Rs.	30.00
3	Registration Form	Rs.	20.00

1 (c) Annual Charges (Non refundable)

1	Sports Fee	Rs.	500.00
2	Cultural/Educational Activities	Rs.	1900.00
4	P.T.A. Fund	Rs.	500.00
5	Minor Test	Rs.	200.00
6	Library Fee	Rs.	600.00
7	Medical Fee	Rs.	50.00
8	Identity Card	Rs.	200.00
9	Postage	Rs.	200.00
10	Emergency Fund	Rs.	100.00
11	Staff Benefit Fund	Rs.	10000.00
12	Student Aid Fund	Rs.	100.00
13	Internet/ERP	Rs.	1000.00
14	Magazine	Rs.	300.00
15	Mentor Card	Rs.	50.00
16	Water & Electricity	Rs.	1000.00

TOTAL Rs. 16700.00

FEE STRUCTURE (M.Sc.Botany) II Year (Annual Fee)

1 At the time of admission

1	Tuition Fee	Rs.	40000.00
2	University Misc. Fee	Rs.	11800.00
3	Lab Fee	Rs.	3200.00

2 Annual Charges (Non refundable)

1	Sports Fee	Rs.	500.00
2	Cultural/Educational Activities	Rs.	1900.00
4	P.T.A. Fund	Rs.	500.00
5	Minor Test	Rs.	200.00
6	Library Fee	Rs.	600.00
7	Medical Fee	Rs.	50.00
8	Identity Card	Rs.	200.00
9	Postage	Rs.	200.00
10	Emergency Fund	Rs.	100.00
11	Staff Benefit Fund	Rs.	10000.00
12	Student Aid Fund	Rs.	100.00
13	Internet/ERP	Rs.	1000.00
14	Magazine	Rs.	300.00
15	Mentor Card	Rs.	50.00
16	Water & Electricity	Rs.	1000.00

TOTAL Rs. 16700.00

Value Added/Skill Based Programmes

It is compulsory for the students to take at least one value added course in Ist and IInd Year.

Compulsory Courses for Ist Year (Only One)

1. Travel and Tourism
2. Internet Technology and Web Page Design
3. Communication Skills and Personality Development
5. Beauty and Fitness course
6. French
7. Tally (B.Com., B.B.A.)

Advanced Courses for IInd Year (Only One)

1. Advanced Tally with GST
2. Core JAVA
3. Advanced Web Page Designing with PHP
4. French
5. Dance
6. Advance Course in Beauty & Fitness

Note : The courses will begin with a minimum of 20 students.

Tuition Fee	Rs. 4000.00 per annum
Exam Fee	Rs. 500.00 per annum

Total 4500.00



D. El. Ed. Course

The D. El. Ed. Course is of two years duration and is termed as Diploma in Elementary Education. It is affiliated to the H. P. Board. Minimum qualification for admission to the course is at least 50% marks in +2 for the candidates of general category and 45% for the candidates belonging to SC and ST categories, after which they go through the D. El. Ed. Common Entrance Test. Successful candidates are allotted seats to the Training Colleges through Counselling held every year by the H. P. Board.

Curriculum Structure

The content of the D. El. Ed. programme has the potential to prepare the trainees to handle effectively the elementary school curriculum from standard I to VIII. The major function of the courses is to enable the prospective teachers to develop insight into priorities and problems of learning processes and to equip the trainees to organise teaching learning process in schools with the right perspective.

School Experience Programmes

Practice Teaching is undertaken by the D. El. Ed. students in different government schools every year during their 2 year course.

There is an annual examination in the month and dates notified by the H.P. Board.

Placement Procedure

For placement into govt. schools the D. El. Ed. students have to appear & qualify for H.P. Teacher Eligibility Test.

D. El. Ed. Course

Fee Structure

D.El. Ed.Non Sub.

Registration Fee	Rs.	50.00
Tuition Fee	Rs.	27500.00
Admission Re-admission Fee	Rs.	2000.00
Annual Charges	Rs.	6000.00
Maintenance Fee	Rs.	1000.00
House Exam	Rs.	100.00
Medical Fee	Rs.	10.00
SAF	Rs.	150.00
SWF	Rs.	150.00
Misc Fee	Rs.	310.00
Sports Fee	Rs.	100.00
I.D. Card Fee	Rs.	50.00
Cultural Act Fund	Rs.	100.00

Total Rs. 37520.00

D.El. Ed. Sub.

Registration Fee	Rs.	50.00
Tuition Fee	Rs.	16500.00
Admission Re-admission Fee	Rs.	2000.00
Annual Charges	Rs.	6000.00
Maintenance Fee	Rs.	1000.00
House Exam	Rs.	100.00
Medical Fee	Rs.	10.00
SAF	Rs.	150.00
SWF	Rs.	150.00
Misc Fee	Rs.	310.00
Sports Fee	Rs.	100.00
I.D. Card Fee	Rs.	50.00
Cultural Act Fund	Rs.	100.00

Total Rs. 26520.00

ELIGIBILITY FOR EXAMINATION

In order to be eligible to appear at the University examination, the candidate should have attended not less than:

- (a) 75% of the lectures delivered in each of the subjects offered.
- (b) 25% of the periods are assigned to Practical work in each subject.
- (c) The student should qualify the minor tests which are compulsory.
- d) Parents too are responsible for ensuring the minimum percentage of attendance (75%) required to sit for the final examination.

Absence from lectures, tutorials, seminars, practicals etc., on account of participation in Institution Intercollege, State, National, International Meets or tournaments, Youth Festival and Cultural competitions or N.C.C. or N.S.S. camps, including the actual time spent on journeys therefore, shall be ignored and shall be deemed as attendance for the purpose of the above.

Admission to Examinations :

The Himachal Pradesh University from time to time prescribes the forms and certificates required for admission to the different examinations of the University and makes the forms available online. A candidate seeking admission to an examination of the Himachal Pradesh University shall be required to pay the fees as prescribed by the same University.

The Principal of the College may intimate to the candidates, at least fifteen days before the commencement of the examination, withdraw the application of any candidate, who fails to fulfil the conditions.

The Superintendent of the Examination centre may not permit a candidate to take the examination, if it is brought to his/her notice in writing by the Principal of the College that the candidate has not paid the outstanding dues including hostel and mess charges or has failed to return the library books or

other articles, or in the case of loss has not paid the cost thereof, as assessed by the Principal of the College.

★The Vice Chancellor of the University may withdraw the permission of the candidate to appear in an examination, if at any stage it is found that the candidate was not eligible for admission to that examination or has been subsequently rusticated or expelled from the College after the submission of her application form.

Proposed Vacation /Examination Schedule

- 1 Regular teaching of 1st Year, IIInd year , III rd year and Vth Semester
- 2 End Semester Examinations (Practical & Theory Exam V Semester)
- 3 Annual Examination for Ist , IIInd Year & III rd year

Winter Vacations

Diwali Break

Summer Break

All dates will be intimated later.



A student who wishes to withdraw her admission from the college must apply to the Principal in writing. The application for withdrawal must be countersigned by the parent. All fees, fines and other dues will be charged when the formal withdrawal takes place.

Fee Refund Policy

College refund policy is in accordance with UGC Guidelines as per UGC Notification D.O. No. 102/2007 (CPP -II) Dated 06 December, 2016. Part of the notification is reproduced below.

Sr. No.	Percentage of Refund of Aggregate Fee	Point of time when notice of withdrawal of admission is served to HEI
(1)	100%	15 days before the formally notified last date of admission
(2)	80%	Not more than 15 days after the formally notified last date of admission
(3)	50%	More than 15 days but less than 30 days after formally notified last date of admission
(4)	00%	More than 30 days after formally notified last date of admission

4.2.3 If a student chooses to withdraw from a program of study in which he/she is enrolled, the institution concerned shall follow the following four-tier system for the refund of Fee remitted by the Student.

* (inclusive of course Fee and non tuition Fee but exclusive of caution money and security deposit)

4.2.4. In case of (1) in the table above, the HEI concerned shall deduct an amount not more than 10% of the aggregate Fee as processing charges from the refund amount.

4.2.5 Fee shall be refunded by all HEI to an eligible student within 15 days from the date of receiving a written application form him/her in this regard.

Removal

The Principal has the discretion to strike off the name of any student who is irregular in attendance or is not amenable to the college discipline.

Fines

- a) It is mandatory for a student to be present on the re-opening day of the college. Sick leave, however, will be granted on the production of a Medical Certificate from a C.M.O. This however, will not affect the rule regarding the minimum attendance.
- b) Each student must bear the cost of repairing and replacing all articles of furniture, crockery, library books etc. lost, broken and damaged by her.

Concession

- a) The application for concession should be made on a printed form available from the College office at the time of admission and at the beginning of each academic year.
- b) A student applying for a concession will be required to produce the annual income certificate of the parents duly attested by the concerned authority. If the candidate is a Catholic she should also submit a letter from the Parish Priest and Baptism Certificate .
- c) The concession will be withdrawn, if a student deteriorates in studies, is irregular in attendance or is found guilty of misbehaviour.
- d) If a student who is availing a concession migrates or leaves the college before completing the course for which she joined the college, must repay in full, the amount of the concession.

LEAVE RULES

- ★Students are expected to attend their classes regularly.
- ★They are expected to attend punctually all the examinations and tests of various types in the subjects they study. The parents and students will hold responsibility to abide by the university requirements.
- ★All leave applications must be duly countersigned by the Principal/ Parent/Guardian/Hostel Superintendent, Teacher before the students avail of the leave. Leave slips should be submitted within a week of absence.
- ★Students, even if they are on leave, must see to it that their fees are paid and that the library books they have borrowed are returned on time.

- ★ Names of the students absent without informing for more than four consecutive classes will be struck off the rolls. Re-admission may be granted at the discretion of the Principal.

ISSUE OF CERTIFICATES

- ★ Applications for Character and Discharge Certificates should be made at least two days in advance.
- ★ Before a Character Certificate is issued, teachers teaching the student and the Mentor should fill the Mentor Card, which will also be submitted along with the application.
- ★ A duplicate copy of any certificate will be issued on payment of Rs. 50/ if it is within one year or Rs. 100/-, if later.
- ★ For obtaining the degree certificate by post, the Ex-Students are requested to pay Rs. 500/- (Postage included) for students residing in India. For overseas students a sum of Rs. 700/- (Postage included) must be sent. A cheque or a draft in the name of the Principal St. Bede's College.
- ★ When transcripts or photocopies of the syllabus are required a fee of Rs. 500/- must be paid.

LIBRARY FACILITIES

- ★ The college is proud to have an automated two floor library. The students and staff have access to National Library and Information Services Infrastructure of Scholarly Content through INFLIBNET.
- ★ The library is open from 9.00 a.m. to 4.00 p.m. on all working days. Any change in timings will be notified on the Library and college notice board.
- ★ The library is operated on the 'Open stack' principle that permits direct access to the books. The books are classified according to the Dewey System and arranged in Decimal Classification System and in decimal sequences. A book once drawn from a shelf is to be replaced to its previous position.
- ★ The college provides excellent Library and reading room facilities. The total number of volumes on the shelves exceeds 34,500 with more than 108 periodicals.

- ★The library is essentially a place of quiet and serious study. Silence is to be maintained at all times inside and outside the library.
- ★A student can borrow three books at a time against the Identity-cum- library Card. Post graduate students may borrow four books at a time. The books may be retained for a period of seven days, after which they must be returned. At the time of returning the books, the Librarian may decide whether to reissue the book or not. A fine of Re. 1/- per volume, per day will be charged for the books kept over time.
- ★Leave from the college does not imply exemption from the return of books. The books may be returned to the Library through a messenger or by registered post.
- ★Students will keep their personal belongings at the property counter at their own risk. Students may however, take into the library, note books and essential stationery.
- ★Before leaving the library, students must ensure that they have returned all the reading material used by them. They are strictly forbidden to take away any book which is not issued to them. At the exit counter, books issued will be examined.
- ★BOOK BANK Text books will be issued every Tuesday and Friday from 2.00 pm to 3.00 pm. The needy student have to deposit Rs. 100/- per book as security.
- ★The library provides internet and photostat facility to the staff and students.
- ★The library has an archive section which has more than 2,500 Ancient and Rare Books.

SPIRITUAL AND MORAL FORMATION

- ★Every student in the college is encouraged to practice her religion privately but without interfering with the normal time table of the college.
- ★The religious holidays declared by the Government will be adhered to by the college.

- ★The students and faculty assemble thrice a week for common prayer/assembly.
- ★The Christian students, while responsible for their own growth and formation in the spiritual life, will be given help and facilities. They are expected to avail of these.
- ★All students will be given value education once a week i.e. the ethics of good living, relationship with God and others. All are required to attend.
- ★Students and members of the faculty will all be careful to manifest, in deed and word, the greatest respect for the religious beliefs of others, no matter what religion they profess.

SOCIAL SERVICE

The College offers its students opportunities for personality development and enrichment by means of community and social service in anyone of the following programmes :

- (i) National Service Scheme (NSS)
- (ii) The Remedial Classes
- (iii) The Women's Cell
- (iv) The Environment Cell
- (v) Community Outreach Programme

PHYSICAL EDUCATION AND SPORTS

- ★The institution owns a spacious play field and arrangements exist for basketball, volley ball, table-tennis and badminton.
- ★Annual tournaments are held for different games.
- ★A well equipped gymnasium is also available for workouts.

CLUBS AND SOCIETIES

- The following Clubs, Societies promote extracurricular activities in the college.
1. Ships :
 - INS Himmat
 - INS Vikas
 - INS Vikrant
 - INS Chirag

2. N.S.O.
3. N.S.S.
4. N.C.C.
5. Debates & Dramatics Society
6. Cultural Society
7. Community Outreach Cell
8. College Magazine & News Letter
9. Academic Societies
10. Red Ribbon Club
11. IQAC
12. Anti Ragging Committee
13. Women's Anti Harassment Cell
14. Discipline Committee
15. Placement Cell
16. Disaster Management Cell
17. Health Club
18. Media Committee
19. C.P.E. Committee
20. U.G.C. Committee
21. Website Committee
22. Library Committee
23. Environmental Cell
24. Prospectus Committee
25. Heritage Cell
26. Admission Committee
27. Research Committee
28. Canteen Committee
29. NAAC Committee
30. Election Committee



Programmes are organised by the students in co-ordination with their teachers. The activities of the various clubs and societies are reported in the College Magazine 'Echoes' of St. Bede's, a periodical edited and managed by the students under the guidance of the Principal and the Staff Editors.

Every student of St. Bede's is expected to be an active participant in at least two of the societies aforelisted.

AWARDS AND PRIZES

Awards and Prizes are given to Merit Holders and to those students who have excelled in :

- * Academic Excellence
- * Cultural Activities
- * Best use of Library
- * Sports
- * 100% attendance in class
- * Leadership Skills

SPECIAL HONOURS

- i) Bedeian Pin is the highest honour bestowed upon a student for good moral character, leadership qualities, all round excellence in academics and co-curricular activities and who has imbibed the spirit of St. Bede's "Non Nobis Solum".
- ii) Dr. Rana Nayar Trophy presented by Dr. Rana Nayar to the Best English Honours student.
- iii) Trophy presented by Mrs. K. Bali for overall Best Ship of the year in Cultural Activities.
- iv) Trophy presented by ANZ Grindlays Bank, Shimla to the overall best Ship of the Year.
- v) Prof. R.S. Pathania Memorial Award for excellence in Botany with a cash prize of Rs. 2100/- instituted by Ms. Nandini Pathania in memory of her father, instituted in the year 2010.
- vi) A Trophy for Excellence in Home Science with a cash prize of Rs. 1100/- instituted by Ms. Nandini Pathania in the year 2010.
- vi) A Trophy for Excellence in Mathematics with a cash prize of Rs. 2100/- instituted by Mr. D.V. Pathanina in the year 2016.

AID/SCHOLARSHIPS FOR DESERVING STUDENTS

- ★ Aid will be given to deserving students who apply on prescribed forms available in the office.
- ★ Ten, St. Bede's Centenary Scholarships from the annual interest of Rs. 10,000/- each will be awarded to deserving students. These are for economically weak and meritorius students from Arts and Science who apply on prescribed forms available in the office.
- ★ Financial aid to a deserving B.A. student who is economically marginalized .
- ★ The applicants must be regular and participate in cultural activities and pass the exams.
- ★ A committee will scrutinize the forms and put up the list.

TEACHING FACULTY

Botany

- | | | |
|----|--------------------|-------------------------|
| 1. | Dr. Shramja Munjal | Associate Prof. and HOD |
| 2. | Ms. Preeti Kaundal | Asst. Prof. |
| 3. | Ms. Kusum | Asst. Prof. |
| 4. | Ms. Poonam Thakur | Asst. Prof. |

Bio-Technology

- | | | |
|----|--------------------|-------------|
| 1. | Ms. Shruti Gupta | Asst. Prof. |
| 2. | Ms. Navdeep Thakur | Asst. Prof. |

Commerce

- | | | |
|----|--------------------|------------------|
| 1. | Mr. Manu Mahajan | Asst Prof. & HOD |
| 2. | Ms. Savita Rana | Asst. Prof. |
| 3. | Mr. Ashish Kumar | Asst. Prof. |
| 4. | Mrs. Raman Bassi | Asst. Prof. |
| 5. | Ms. Priyanka Mehta | Asst. Prof. |

Computer Science

- | | | |
|----|---------------------|-------------------|
| 1. | Ms. Neha Walia | Asst. Prof. & HOD |
| 2. | Ms. Nivedita Sharma | Asst. Prof. |
| 3. | Ms. Madhu Pahwa | Asst. Prof. |
| 4. | Ms. Kanchan Kashyap | Asst. Prof. |

Chemistry

- | | | |
|----|-------------|-------------------|
| 1. | Mr. Nishant | Asst. Prof. & HOD |
| 2. | — | — |
| 3. | — | — |

Economics

- | | | |
|----|--------------------------|-----------------------|
| 1. | Dr. Anupama Tandon Tomar | Associate Prof. & HOD |
| 2. | Ms. Unnatti Chauhan | Asst. Prof. |
| 3. | Ms. Nivedita Chauhan | Asst. Prof. |

English

- | | | |
|----|--------------------------|-----------------------|
| 1. | Ms. Anuja Rathore Sharma | Associate Prof. & HOD |
| 2. | Dr. Deepti Pajni | Associate Prof. |
| 3. | Dr. Gitanjali Mahendra | Associate Prof. |
| 4. | Ms. Monika Bhatnagar | Asst. Prof. |
| 5. | Ms. Megha Kataria | Asst. Prof. |
| 6. | Ms. Neha Negi | Asst. Prof. |
| 7. | Ms. Himani | Asst. Prof. |

Hindi

- | | | |
|----|---------------|-------------------|
| 1. | Ms. Meenakshi | Asst. Prof. & HOD |
| 2. | — | — |

History

- | | | |
|----|--------------------|-------------------|
| 1. | Ms. Poonam Chauhan | Asst. Prof. & HOD |
|----|--------------------|-------------------|

Geography

- | | | |
|----|--------------------|-------------------|
| 1. | Mr. Pankaj Aashish | Asst. Prof. & HOD |
| 2. | Ms. Anita Sharma | Asst. Prof. |
| 3. | Mr. Anoop Dilta | Asst. Prof. |
| 4. | Ms. Ankita Tandon | Asst. Prof. |
| 5. | Mr. Jagpal | Asst. Prof. |

Home Science

- | | | |
|----|----------------------|-----------------------|
| 1. | Ms. Nandini Pathania | Associate Prof. & HOD |
|----|----------------------|-----------------------|

Maths

- | | | |
|----|-------------------|-------------------|
| 1. | Mr. Susheel Gupta | Asst. Prof. & HOD |
| 2. | Dr. Kanu Mehta | Asst. Prof. |

Micro-Biology

- | | | |
|----|------------------|-------------------|
| 1. | Ms. Reena Kumari | Asst. Prof. & HOD |
| 2. | Ms. Neha Gautam | Asst. Prof. |

Political Science

- | | | |
|----|------------------|-----------------------|
| 1. | Ms. Madhu Parmar | Associate Prof. & HOD |
| 2. | Ms. Neha Joita | Asst. Prof. |

Psychology

- | | | |
|----|-------------------|-----------------|
| 1. | Dr. Ravi Bhushan | Associate Prof. |
| 2. | Dr. Bharti Gandhi | Asst. Prof. |
| 4. | Mr. Mohit Chauhan | Asst. Prof. |

Physics

- | | | |
|----|------------------|-----------------------|
| 1. | Mr. V.K. Sanoria | Associate Prof. & HOD |
| 2. | Dr. Sapna Sharma | Associate Prof. |
| 3. | — | — |

Zoology

- | | | |
|----|---------------------|-------------------|
| 1. | Dr. Shweta Thakur | Asst. Prof. & HOD |
| 2. | Ms. Shivani Chauhan | Asst. Prof. |

D. El. Ed.

- | | | |
|----|------------------|-----------------------|
| 1. | Dr. Neeta Khanna | Associate Prof. & HOD |
|----|------------------|-----------------------|

Music

- | | | |
|----|---|------------------|
| 1. | — | — (Vocal) |
| 2. | — | — (Instrumental) |

Ms. Nandini Pathania
Officiating Principal



FACILITIES AVAILABLE

- 1 Well equipped modern Labs for Science, Humanities & Computer Science
- 4 Language Lab
- 5 Digital Classrooms
- 6 Library - (with a seating capacity of 300 students)
- 7 INFLIBNET facilities in the college Library
- 8 Automated Office and Library
- 9 Archives
- 10 Wi-Fi enabled campus (College & Hostel)
- 11 Cyber Cafe
- 12 UGC Resource Centre
- 13 Academic alliance with Microsoft
- 14 Security Cameras
- 15 Conference Hall
- 16 A multipurpose Auditorium
- 17 Common Room with Leisure Time Facilities
- 18 Placement Cell
- 19 Counseling Cell
- 20 Canteen
- 21 Aqua-guard Drinking Water Facility
- 22 Hostel (3 blocks with capacity of 200 students)
- 23 Central Heating system in the Hostel
- 24 Recreation Hall
- 25 Basket ball and Tennis Courts
- 26 Paper Recycling Unit
- 27 Green House
- 28 Garbage Collection Centre
- 29 Vermi-composting Unit
- 30 Infirmary
- 31 Chapel
- 32 Biometric facility for the Staff
- 33 Parking Facility (only for Staff)
- 34 Departmental Libraries
- 35 Gymnasium
- 36 Generator Power Backup
- 37 Digital Podium
- 38 Bulk Messaging System
- 39 Herbal Garden
- 40 Solar lighting & solar heating
- 41 Tranquil, pleasant and spacious green campus
- 42 Website : www.stbedescollege.in



**SAMPLE PROFORMA FOR AFFIDAVIT
FOR ANTI RAGGING**

THE FOLLOWING UNDERTAKING TO BE SUBMITTED ON Rs. 10/- JUDICIAL STAMP PAPER.

I,am aware of the institution's approach towards ragging and the punishment to which I shall be liable if found guilty of ragging.

My regular candidature shall be cancelled if I don't have 75% attendance for the academic session 2020-21 and if I don't pass my minor test for CCA

Signature
(Student)

I
.....father/mother
of.....am aware of the institution's approach towards ragging and the punishment to which my ward shall be liable if found guilty of ragging.

The regular candidature of my ward.....shall be cancelled if she does not have 75% attendance for the academic session 2020-21 and if she does not pass her two minor tests for CCA

Signature
Parent/Guardian



ST. BEDE'S COLLEGE ANTHEM

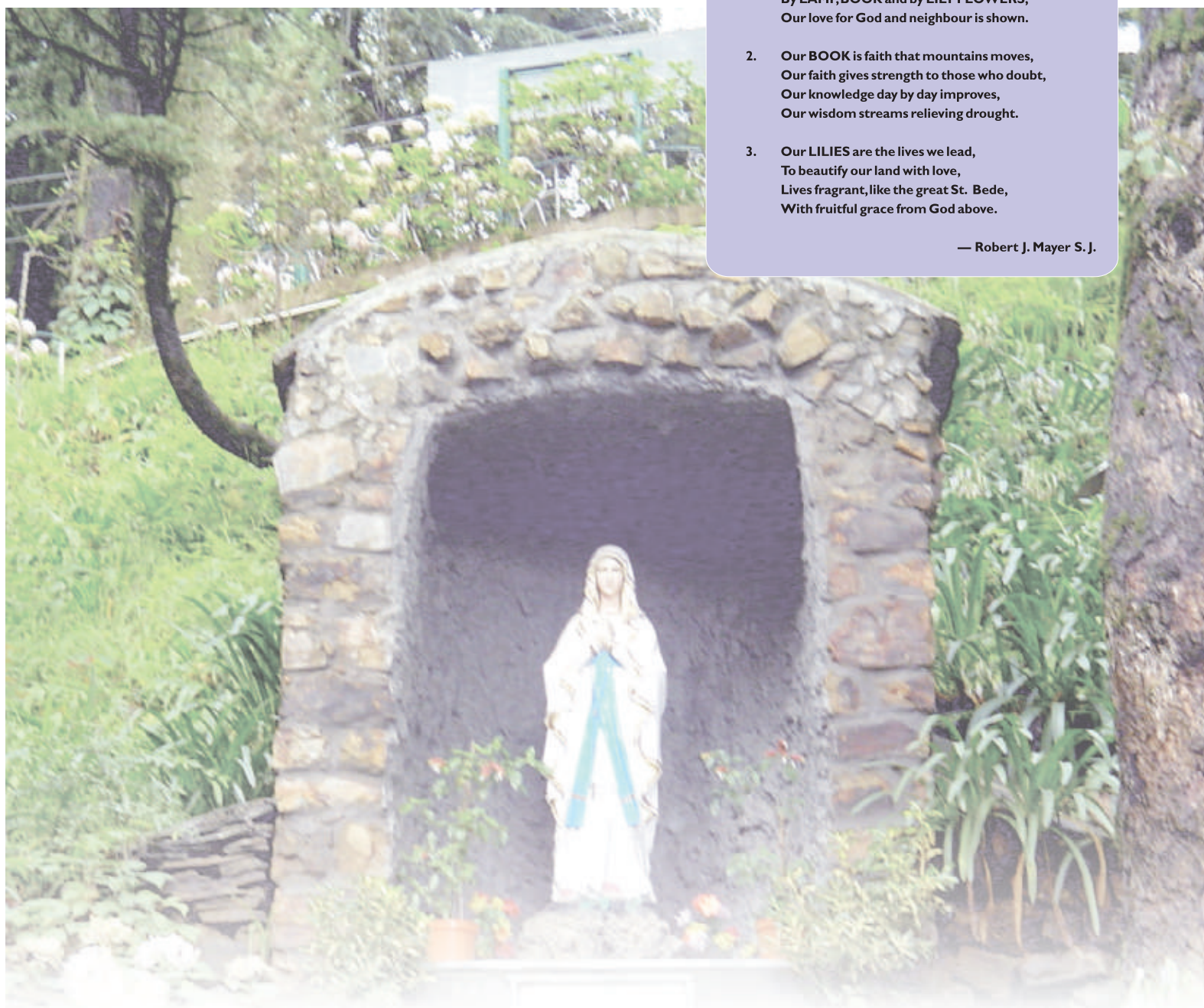
1. Our LAMP Shines bright with radiant hope,
For those who live in dark despair,
We are a light for those who grope,
For those in need, we care and share.

Chorus :

NON NOBIS SOLUM this aim is ours,
Our work is **NOT JUST FOR USALONE**,
By **LAMP, BOOK** and by **LILY FLOWERS**,
Our love for God and neighbour is shown.

2. Our **BOOK** is faith that mountains moves,
Our faith gives strength to those who doubt,
Our knowledge day by day improves,
Our wisdom streams relieving drought.
3. Our **LILIES** are the lives we lead,
To beautify our land with love,
Lives fragrant, like the great St. Bede,
With fruitful grace from God above.

— Robert J. Mayer S. J.



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