

PROSPECTUS

2017-18



SWAMI SHRADDHANAND COLLEGE

(University of Delhi)
Alipur, Delhi-110036

Phone : 27207533, 27206533 Fax : 27202278
Website : www.ssncollege.com • E-mail : principalssncollege@gmail.com

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Academic Calendar 2017-18

SEMESTER I/III/V	
Classes Begin -----	20th July, 2017
Mid-Semester Break -----	30th September, 2017
Classes begin after Mid-Semester Break --	7th October, 2017
Dispersal of Classes, Preparatory Leave -- and Practical Examination Begins	16th November, 2017
Theory Examination Begins -----	30th November, 2017
Winter Break -----	17th to 31st December, 2017
SEMESTER II/IV/VI	
Classes Begin -----	1st January, 2018
Mid-Semester Break -----	2nd March, 2018
Classes begin after Mid-Semester Break --	8th March, 2018
Dispersal of Classes, Preparatory Leave -- and Practical Examination Begins	27th April, 2018
Theory Examination Begins -----	9th May, 2018
Summer Break -----	20th May to 19th July, 2018

Introduction

Swami Shraddhanand College is named after a great social reformer, freedom fighter and religious leader of India—Swami Shraddhanand, an educationist with a broad vision. He founded Gurukuls throughout India in which students from all walks of life were taught by the Gurus in the lap of nature. Swami Shraddhanand College is a prominent academic institution of higher education in University of Delhi located in the rural suburbs of the city. It is situated in the sylvan ambience of North Delhi. The college started in Academic Session 1967-68 at Gandhi Ashram building in Narela Delhi- and shifted to Alipur Delhi in Academic Session 1969-70. It has made great strides to become one of the premier institutes of University of Delhi. The college is committed to helping students to become mature and responsible citizens of tomorrow by providing an integrated and multi-disciplinary education in realizing their true potential. The college has a highly qualified and dedicated teaching staff and is well equipped with specialized laboratories and a spacious library with a large number of books. It has always been an Endeavour of the college administration and teaching faculty to introduce latest technologies to its students. Currently library is being computerized and will be fully integrated with the University of Delhi Library System. The college has an extensive playground, which provides an excellent opportunity for sportspersons, athletes and prepares them to participate in various games and sports and to improve their skills and capabilities. Scholarships and freeships are given to deserving students. Every year a number of prizes are awarded to students for their meritorious achievements in academic and extra-curricular activities. The students' societies and associations play a vital role in improving the academic environs of the college. Various courses have their respective societies that stimulate support & Strengthen aptitude of student in areas of their interest. The societies and associations are performing their responsibilities by conducting lectures, seminars, exhibitions, and organizing activities to make the subject more interesting and relevant. The college successfully has completed 50 years of its valuable performance.

The Faculty

Acting-Principal

Dr. P.V. Khatri

Department of Botany

Dr. (Ms.) Geeta Saxena, M.Sc., Ph.D., Associate Professor

Dr. (Ms.) Renu Garg, M.Sc., Ph.D., Associate Professor

Dr. (Ms.) Sadhana Babbar, M.Sc., M.Phil., Ph.D., Associate Professor

Dr. (Ms.) Rekha Joshi, M.Sc., Ph.D., Associate Professor (Teacher-in-charge)

Dr. Parveen Garg, M.Sc., M.Phil., Ph.D., Associate Professor

Ms. Madhulika Singh, M.Sc., M.Phil., Assistant Professor

Dr. Bhoopander Giri, M.Sc., Ph.D., Assistant Professor

Department of Chemistry

Dr. S.B. Tyagi, M.Sc., Ph.D., Associate Professor

Dr. Bhupinder Mehta, M.Sc., Ph.D., Associate Professor (Teacher-in-charge)

Dr. Gajinder Gaur, M.Sc., Ph.D., Associate Professor

Dr. Pradeep Pratap Singh, M.Sc., Ph.D., Assistant Professor

Dr. (Ms.) Saraswati Kanodia, M.Sc., Ph.D., Assistant Professor

Dr. (Ms.) Suman Yadav, M.Sc., Ph.D., Assistant Professor

Department of Commerce

Mr. N.K. Oberoi, M.Com. M.Phil, Associate Professor

Mr. Gulshan Rai Luthra, M.Com., M.Phil, Associate Professor

Dr. P.V. Khatri, M.Com., LL.B., Ph.D., MBA, Associate Professor

Dr. R.N. Srivastava, M.A., Ph.D., Associate Professor (Teacher-in-charge)

Mr. K.K. Joshi, M.Com., Associate Professor

Ms. Sudhanshu Bansal, M.Com., Associate Professor

Dr. (Ms.) Renu Sobti, M.Com., M.Phil., Ph.D., Associate Professor

Dr. D.R. Jalwani, M.Com., Ph.D., Assistant Professor

Department of Computer Science

Ms. Meera Sharma, M.C.A., M.Phil., Assistant Professor (On Leave)

Department of Economics

Dr. (Ms.) Manju Gupta, M.A., Ph.D., Associate Professor

Dr. (Ms.) Saudamini Das, M.A., M.Phil., Ph.D., Associate Professor (on leave)

Mr. T.P. Sinha, M.A., M.Phil., Associate Professor

Ms. Sangeeta Rani, M.A., Assistant Professor (on leave)

Mr. Jitender Kumar Pandey, M.A., Assistant Professor

Ms. Aruna Shokeen, M.A., Assistant Professor

Dr. Joginder Singh, M.A., Ph.D., Assistant Professor (Teacher-in-charge)

Department of English

Dr. Yogesh Kumar Sharma, M.A., Ph.D., Associate Professor
Dr. (Ms.) Saroj Bala, M.A., M.Phil., Ph.D., Associate Professor
Dr. (Ms.) Kuhu Chanana, M.A., Ph.D., Associate Professor (On Leave)
Dr. Provokar Palaka, M.A., M.Phil., Ph.D., Assistant Professor (Teacher-in-charge)
Mr. Pankaj Kumar, M.A., M.Phil., Assistant Professor
Mr. Bijay Kumar Padhan, M.A., M.Phil., Assistant Professor

Department of Geography

Dr. Daljit Singh, M.A., M.Phil., Ph.D., Associate Professor
Dr. Subhash Anand, M.A., M.Phil., Ph.D., Associate Professor (On Leave)
Dr. Jagbir Singh, M.A., M.Phil., Ph.D., Associate Professor
Dr. Anand Malik, M.A., M.Phil., Ph.D., Associate Professor
Dr. (Ms.) Preeti Malik, M.A., M.Phil., Ph.D., Assistant Professor (Teacher-in-charge)
Dr. (Ms.) Ushvinder Kaur, M.A., Ph.D., Associate Professor
Ms. Kiran Dabas, M.A., M.Phil., Assistant Professor
Ms. Anjali Yadav, M.A., M.Phil., Assistant Professor

Department of Hindi

Dr. (Ms.) Vineeta Kumari, M.A., M.Phil., Ph.D., D.Litt, Associate Professor (Teacher-in-charge)
Dr. (Ms.) Kamlesh Sareen, M.A., Ph.D., Associate Professor
Dr. Tek Chand, M.A., M.Phil., Ph.D., Assistant Professor
Dr. Pradeep Kumar, M.A., M.Phil., Ph.D., Assistant Professor
Dr. Gopal Lal Meena, M.A., Assistant Professor
Dr. Uma Shankar Chaudhary, M.A. Ph.D., Assistant Professor
Dr. (Ms.) Pratibha Rana, M.A., Ph.D., Assistant Professor
Dr. (Ms.) Aishwarya Mishra, M.A., Ph.D., Assistant Professor
Dr. Sudhanshu, M.A., Ph.D., Assistant Professor
Dr. Anil Kumar, M.A., Ph.D., Assistant Professor

Department of History

Dr. Amar Nath Jha, M.A., Ph.D., Associate Professor
Dr. V.P. Rana, M.A., Ph.D., Associate Professor
Dr. Shalabh Chikara, M.A., M.Phil., Ph.D., Associate Professor (Teacher-in-charge)
Mr. Suraj Yadav, M.A., M.Phil., Associate Professor
Mr. Kumar Sanjay Singh, M.A., M.Phil., Associate Professor
Dr. (Ms.) Aditi Gupta, M.A., Ph.D., Assistant Professor
Mr. Manish Sharma, M.A., M.Phil., Assistant Professor
Mr. Ranjan Kumar, M.A., Assistant Professor
Mr. Umesh Dubey, M.A., Assistant Professor (On Leave)
Dr. (Ms.) Sadhana Kushwaha, M.A., Ph.D., Assistant Professor
Mr. Devender Kumar, M.A., Ph.D., Assistant Professor
Dr. L.B. Swarnkar, M.A., Ph.D., Assistant Professor

Department of Mathematics

Mr. R.K. Srivastava, M.Sc., M.Phil., Associate Professor

Ms. Rajinder Kaur, M.A., M.Phil., Assistant Professor (Teacher-in-charge)

Ms. Seema Bansal, M.A., M.Phil., Associate Professor

Department of Microbiology

Dr. (Ms.) Renu Dutt, M.Sc., Ph.D., Associate Professor

Dr. S.K. Srivastava, M.Sc., Ph.D., Associate Professor (Teacher-in-charge)

Dr. (Ms.) Anjana Kapoor, M.Sc., Ph.D., Associate Professor

Dr. (Ms.) A. Archana, M.Sc., Ph.D., Associate Professor

Department of Physical and Sports Education

Dr. I.M. Dutta, M.P.Ed., M.Phil., Ph.D., Associate Professor

Department of Physics

Dr. Vinod Prasad, M.Sc., M.Phil., Ph.D., Associate Professor

Dr. Babu Lal, M.Sc., M.Phil., Ph.D., Associate Professor

Dr. (Ms.) Namrata Sharma, M.Sc., Ph.D., Associate Professor

Dr. Mukesh Rana, M.Sc., Ph.D., Assistant Professor

Dr. Ruby Gupta, M.Sc., Ph.D., Assistant Professor (Teacher-in-charge)

Mr. Ashish Tyagi, M.Sc., M. Tech., Assistant Professor

Dr. (Ms.) Shiva Upadhyay, M.Sc., Ph.D., Assistant Professor

Department of Political Science

Mr. Pankaj Lakhera, M.A., Assistant Professor (Teacher-in-charge)

Mr. Manish Kumar, M.A., M.Phil., Assistant Professor

Department of Sanskrit

Dr. A.K. Dubey, M.A., M.Phil., Ph.D., Assistant Professor

Department of Zoology

Dr. (Ms.) Rajni Arora, M.Sc., Ph.D., Associate Professor

Dr. (Ms.) Tanushri Saxena, M.Sc., Ph.D., Associate Professor

Dr. (Ms.) Neera Mehra, M.Sc., Ph.D., Associate Professor

Dr. S.K. Sagar, M.Sc., Ph.D., Associate Professor

Dr. Surender Kumar, M.Sc., Ph.D., Associate Professor (Teacher-in-charge)

Ms. Mayanglambam Thoibi Devi, M.Sc., Assistant Professor (On Leave)

Dr. Gauri Mishra, M.Sc., Ph.D., Assistant Professor

Office Management & Secretarial Practice

Ms. Sushila Thakran, M.A., PGDCA, M.Phil,

Librarian

Ms. Neetika Sharma, M.A., MLISc.

Bursar

Dr. (Ms.) Manju Gupta

Examination Incharge

Mr. R.K. Srivastava

College Complaints Committee (Convener)

Dr. (Ms.) Suman Yadav

N.C.C. Officers

Capt. Dr. Mukesh Kumar (Army Wing Boys)

Lt. Cdr. Dr. I.M. Dutta (Naval Wing Boys)

Lt. Sushila Thakran (N.C.C. Wings Girls)

Programme Officer (N.S.S)

Dr. Jagbir Singh Dhaiya

Secretary, Staff Council

Dr. S.K. Sagar

Administrative Officer (Oftg.)

Dr. Dharam Veer Bhardwaj

Nodal Officer

Dr. Dharam Veer Bhardwaj

Section Officer (Accounts)

Ms. Kanchan Saluja

Section Officer (Administration) (Oftg.)

Mr. S.K. Dahiya

Dealing Assistants

Mr. Mukesh : B.Com. (Hons)

Mr. Sachin Kumar : B.Com (Programme)

Mr. Shikhar Raj : B.A. (Programme)

Mr. Manoj Kumar : B. A. (Hons.) English/Hindi/Geography/History

Mr. Subhash : B.Sc. (Hons.) Botany/Chemistry/Microbiology/Physics/Zoology
& B.Sc. Programme

Courses Offered

The following programmes of study are offered in the college in accordance with the regulations of the University of Delhi. All undergraduate and postgraduate courses shall be taught in the CBCS / Semester mode in the academic session 2017-18.

S. No.	Courses of Study	Course Seats	Main Subject
1.	M.A. Hindi	14	Hindi
2.	B.A. (Hons.) English	62	English
3.	B.A. (Hons.) Hindi	62	Hindi
4.	B.A. (Hons.) History	62	History
5.	B.A. (Hons.) Geography	62	Geography
6.	B.Sc. (Hons.) Zoology	31	Zoology
7.	B.Sc. (Hons.) Botany	31	Botany
8.	B.Sc. (Hons.) Physics	31	Physics
9.	B.Sc. (Hons.) Microbiology	31	Microbiology
10.	B.Sc. (Hons.) Chemistry	32	Chemistry
11.	B.Sc. (Prog.) Physical Science	92	Chemistry, Physics, Maths
12.	B.Sc. (Prog.) Life Science	92	Chemistry, Botany, Zoology
13.	B.Sc. (Prog.) Applied Life Science	31	Chemistry, Botany, Zoology, Agrochemicals & Pest Management
14.	B.A. (Programme)	277	<i>* Any two of the following:</i> Economics, History, Political Science, Mathematics, Sanskrit, Office Management and Secretarial Practice, English, Hindi
15.	B.Com. (Hons.)	92	Commerce
16.	B.Com. (Prog.)	370	Commerce, AECC/AEEC, English/Hindi

Note:- Hindi A / English A for students who have passed English / Hindi at class XII level.
Hindi B / English B for students who have passed English / Hindi at X level.
Hindi C / English C for students who have passed English / Hindi at VIII level.
CTH (Compulsory test in Hindi) for students who have not read Hindi in school at any level.

*Students will have the option to choose Hindi or English as the medium of instruction in B.A. (Programme) & B.Com (Programme). But separate English section will be provided only if there are enough number of students.

Add-on Courses (Not part of regular courses)

Foreign Languages

- (a) Certificate in Russian and French.
- (b) Diploma in Russian and French.
- (c) Diploma in Buddhist

Important Dates for Admission to Under-Graduate Courses (2017-18)

(A) Registration of General/OBC candidates by the University from **22nd May, 2017 to 12th June, 2017.**

Note:- Admission Time: 09:30 a.m. to 01:30 p.m.

Activity	Date	Time
Online Registration	Monday, 22 May, 2017	9.00 a.m.
Last Date of Registration	Monday, 12th June, 2017	
Notification of First Admission List by the colleges	Saturday, 24th June, 2017	9.00 a.m.
Document Verification, Approval of Admission & Payment of Fees	Saturday, 24th June, 2017 Wednesday, 28th June, 2017	9.30 a.m. – 1.30 p.m.
Notification of Second Admission List by the colleges	Saturday, 1st July, 2017	9.00 a.m.
Document Verification, Approval of Admission & Payment of Fees	Saturday, 1st July, 2017 to Tuesday, 4th July, 2017	9.30 a.m. – 1.30 p.m.
Notification of Third Admission List by the colleges	Friday, 7th July, 2017	9.00 a.m.
Document Verification, Approval of Admission & Payment of Fees	Friday, 7th July, 2017 to Monday, 10th July, 2017	9.30 a.m. – 1.30 p.m.
Notification of Fourth Admission List by the colleges (if any)	Thursday, 13th July, 2017	9.00 a.m.
Document Verification, Approval of Admission & Payment of Fees	Thursday, 13th July, 2017 to Saturday, 15th June, 2017	9.30 a.m. – 1.30 p.m.
Notification of Fifth Admission List by the colleges (if any)	Tuesday, 18th July, 2017	9.00 a.m.
Document Verification, Approval of Admission & Payment of Fees	Tuesday, 18th July, 2017 to Wednesday, 19th July, 2017	Upto 1.30 p.m.

After approval of admission, the applicant has to log on to the undergraduate admission portal to make online admission fee payment. This may be done till 12.00 noon of the next day of the given admission list deadline.

List of documents required at the time of admission (original as well copies duly attested by a Gazetted Officer or the Principal of the institution last attended/self-attested):

1. Marks-sheet of the last Qualifying Examination
2. Class X Certificate showing the date of birth and mark sheet
3. Provisional Certificate
4. Character Certificate
5. 6 (Six) Recent Passport Size Photographs
6. Proof of Residence
7. Migration Certificate, in case the student is from outside Delhi.
8. SC/ST/OBC/PwD/KM/CW certificate if applicable
9. Self- attested copy of income certificate (for OBC non-creamy layer issued by competent authority)
10. Self attested copy of Sport/Extra-curricular Activities for the last three years.

Application Form (Special Note)

1. No change of course will be allowed.
2. There will be separate registration for admission on the basis of sports and extra-curricular activities.
3. Any wrong or misleading information in the application will disqualify the applicant.
4. Students have to submit original certificates and the same will be returned after two months. However, if a student cancels admission, original certificates will be returned immediately.

No. of seats available in B.A. (Prog.) - 1st Year

Section – A

Economics + Political Science : 50

Economics + Hindi Disp. : 05

Pol. Science + Hindi Disp. : 05

Section – B

History + Political Science : 60

Section – C

Pol. Science + History : 50

History + Hindi Disp. : 05

Pol. Science + Hindi Disp. : 05

Section– D

OMSP + Political Science : 5

OMSP + Economics	: 5
OMSP + History	: 5
OMSP + Mathematics	: 5
OMSP + Sanskrit	: 5
Economics + Mathematics	: 10

Section – E (English Medium) for all subjects: 62

Economics + Pol. Science	: 7
History + Pol. Science	: 5
Economics + History	: 5
Economics + Maths	: 10
Economics + Sanskrit	: 5
Political Science + Sanskrit	: 5
History + Sanskrit	: 5
Economics + English Disp.	: 5
History + English Disp.	: 5
OMSP + English Disp.	: 5
Pol. Science + English Disp.	: 5

- No change of subject/section change shall be allowed.

Reservation of Seats

There is reservation of seats upto 15% for Scheduled Castes, 7.5% for Scheduled Tribes, 27% for OBC (non-creamy layer), 3% for Physically Handicapped and 5% for children/ widows of the officers and men of the Armed Forces killed or disabled in action in wars from 1947-48 onwards. Students belonging to Scheduled Castes, Scheduled Tribes, OBC and others should produce a certificate from the Commissioner, or any other authority recognized by the University of Delhi for this purpose.

Procedure of Admission for Physically Handicapped Candidates

1. 3% seats are reserved for the physically handicapped candidates for admission to under-graduate courses.
2. Physically handicapped candidates who secure admission on merit in the general category shall not be counted in the 3% quota. All candidates who wish to seek admission to this college and in courses where there is no entrance test should register themselves at the desk for persons with disabilities at the office of the Dean, Students Welfare (Main Campus), New Examinations Hall, near University Main Gate. The application forms will be available at the Registration Desk. The dates and time for availability and submission of forms will be the same as that for general category students. Candidates have to register themselves on the prescribed preliminary form along with the Certificate of Physical Disability issued by the Chief Medical Officer of a District/Civil Surgeon or any Government Hospital authorized to issue such certificates.

3. The College would keep the required number of seats vacant in the course concerned till recommendations of the Medical Board are received and their cases decided. Thereafter, the candidates shall be placed in the merit list at the appropriate places.
4. Applications which are received in time will only be considered.

Admission on the Basis of Sports / Extra-Curricular Activities

1. Those who wish to seek admission on the basis of sports/cultural and extra-curricular activities should fill up pre-admission forms available from the college office.
 2. The Sports Admission Committee shall screen/evaluate the applications, hold trials and interviews and recommend admissions on the basis of performance and competency.
 3. Any student submitting false/forged/fake certificate shall be debarred from admission to any course in the college. If he/she is already admitted and it is found that the certificate is not genuine, his/her admission shall be cancelled. Such cases will also be notified to all other colleges, and legal action will be taken.
 4. The level of competency in the sport will be determined only of those candidates who have achieved distinctions in the sport during the last 3 years. Following is the order of preference for admission:
 - (a) Participated/represented India in any event/game at the international level (certificate to be submitted from Ministry of Sports/Sports Federations).
 - (b) Participated in any event/game in Junior National Championship (certificate to be submitted from National Federation of the concerned game/s).
 - (c) Participated in the Winner/Runner-up Teams and secured 1st, 2nd or 3rd position in individual events in National School Games (certificate to be submitted from the National School Games Federation/Directorate of Education of the concerned state).
 - (d) Participated in All India Rural Sports and Women Sports Festival securing 1st, 2nd or 3rd position in individual events or in a team event (certificate to be submitted from the National Institute of Sports).
 - (e) Participated and secured 1st, 2nd or 3rd position in Inter-Zonal Tournaments or 1st, 2nd or 3rd position in individual events (certificate to be submitted from Director of Education of Sports).

(**Note:-** The level of competitions in case of Sainik Schools, Kendriya Vidyalayas and Public Schools may be considered along with the last category, i.e. (e))
 5. As per the university guidelines of reserving 5% of the sanctioned seats for sports/cultural and extra-curricular activities, the seats under extra-curricular activities shall be divided equally between six categories: (i) Dramatics, (ii) Dance, (iii) Poetry, (iv) Painting, (v) Debates & Declamations, and (vi) Singing. These seats will further
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be divided between B.A. (Programme), B.A. (Honours), B.Sc. (Programme), and B.Sc. (Honours), B.Com. (Programme) and B.Com. (Honours) on the basis of 5% of total seats sanctioned for the different streams and subjects.

COURSE: Total Seats

Course	Total Seats	Total 5%	Sports	Cultural
B.A. (Prog.)	277	14	8	6
B.Com. (Prog.)	370	19	11	8
B.Sc. (Prog.)	215	11	7	4
B.Sc. (Hons.)*	156	5	5	3
B.A. (Hons.)*	248	12	7	5
B.Com. (Hons.)	92	5	3	2
TOTAL	1326	67	41	26

** Not more than one in each course.*

A maximum relaxation of 5% will be given from the cut-off marks for eligibility in the desired subject through the extra-curricular quota.

The students applying for admission through cultural category must submit original certificates. If the certificates are not authentic, the admission shall be cancelled. Gap year cases will not be entertained.

6. The dates of trials for the selection of candidates under the sports category will be displayed on the notice board.

Foreign Students

All foreign candidates seeking admission to any course in the college and satisfying the requisite requirements of the course applied are required to apply to Foreign Students Advisor, University of Delhi, Delhi-110007.

Eligibility Requirements

Science Courses

Minimum requirement for the students who have passed the Qualifying Examination and are seeking admission in Science courses:

S. No.	Course	Requirement of Subjects studied & Passed	Minimum Eligibility Condition for Admission	Basis of Selection
1.	B.Sc. (Hons.) Botany Zoology Microbiology	Physics, Chemistry, Biology/ Biotechnology	55% or more marks in the aggregate of 3 subjects mentioned in column 3 (practical & theory together) & passing one compulsory language i.e. English with 55% marks	Selection will be made on the basis of marks in the aggregate of 3 science subjects (PCB) as mentioned in column (3) for each Honours course
2.	B.Sc. (Hons.) Physics Chemistry	Physics, Chemistry, Mathematics	55% or more marks in the aggregate of 3 subjects mentioned in column 3 (practical & theory together) & compulsory language passing one i.e. English with 50% marks	Selection will be made on the basis of marks in the aggregate of 3 science subjects (PCM) as mentioned in column (3) for each Honours course
3.	B.Sc. (Prog.) i.) Physical Science ii.) Life Science	Physics, Chemistry, Mathematics Physics, Chemistry, Biology/ Biotechnology	45% or more in the aggregate of 3 subjects as mentioned in column (3) (Practical & Theory together) and in one compulsory language i.e. English should be 40%	Selection will be made on the basis of marks in the aggregate of 3 science subjects as mentioned in column (3)
4.	Applied Life Science, Agrochemicals & Pest Control	Physics, Chemistry, Biology/ Biotechnology	45% or more in the aggregate of 3 subjects as mentioned in column (3) (Practical & Theory together) and in one compulsory language i.e. English should be 40%	Selection will be made on the basis of marks in the aggregate of 3 science subjects as mentioned in column (3)

Arts and Commerce Courses

Minimum requirement for the students who have passed the Qualifying Examination and are seeking admission in Arts and Commerce courses:

S. No.	Course	Minimum Percentage	Specific Requirements
1.	B.A. (Prog.) B.A. (Voc.)	An aggregate of 40% marks in the qualifying examination.	The merit shall be determined on the basis of one language & three best elective subjects. 5% higher deduction for change of stream.
2.	B.Com. (Hons.)	An aggregate of 45% marks in the qualifying examination. Must have passed Mathematics/Business Mathematics in the qualifying examination.	The merit shall be determined on the basis of one language from Part 1 of List C 1 & three best subjects out of Part 2 of List C 1 or one language from Part 1 of List C 1 and an combination of subjects out of Part of List C 1, List C 2 or any other subject (ot listed in C 1 or C 2 witha deduction of 1. For every subject from List C 2, a deduction of 1 % in the aggregate percentage of Best Four. 2. For every other subject (not listed in List C 1 or List C 2, a deduction of 2.5% in the aggregate percentage of Best Four 5% higher Cut-off for non-commerce stream
3.	B. Com (Prog.)	An aggregate of 40% marks in the qualifying examination.	
4.	B.A. (Hons.) Hindi History Geography English	An aggregate of 45% marks in the qualifying examination 45% marks in the qualifying examination. 1. For admission to Honours in English & Hindi, the applicant must have studied and passed respective language in the qualifying examination and should include respective language for calculation of Best Four. 2. For admission to Honours in any language programme, advantage of 2% in the best four may be given to those who have studied that particular respective language in the qualifying examination.	The merit shall be determined on the basis of one language and 3 best elective subjects.

Important information regarding Academic/Elective subjects

List-A

- The following Discipline subjects must be treated as Academic/Elective subjects for the purpose of undergraduate admission. All other subjects offered by different boards may be treated as non-elective.

Arabic	French	Legal Studies	Punjabi
Bengali	Geography	Mathematics	Sanskrit
Botany	Geology	Music	Sociology
Chemistry	German	Persian	Spanish
Commerce*	Hindi	Philosophy	Statistics
Computer Science	History	Physics	Urdu
Economics	Home Science	Political Science	Zoology
English	Italian	Psychology	

- Accountancy/Business Studies/Commerce shall be treated at par with Academic/Elective subjects.
- Biology/Biotechnology will be treated at par with Academic Elective subjects.

List C1 - List of Core Subjects for B.Com (Hons.) / B. Com (Prog.)

Part 1 (Language)	Part 2 (Core Subject)
English	Mathematics
Hindi	Accountancy
	Business Studies / Commerce
	Economics

List C2 - List of Additional Subjects for B.Com (Hons.) / B. Com (Prog.)

Botany	Zoology	Legal Studies	Psychology
Business Maths	Geology	Philosophy	Sociology
Computer Science / Information Practice	History	Physics	Statistics
Biology / Biotechnology	Political Science	Zoology	Chemistry

CBCS SYSTEM AT THE UNDER-GRADUATE LEVEL

Majority of Indian Higher education institutions have been following marks or percentage based evaluation system, which obstructs the flexibility for the students to study the subjects/courses of their choice and their mobility to different institutions. There is need to allow the flexibility in education system, so that students depending upon their interests and aims can choose inter-disciplinary, intro-disciplinary and skill based courses. This can only be possible when choice based credit system (CBCS), an internationally acknowledged system, is adopted. The CBCS not only offers opportunities and avenues to learn core subjects but also exploring additional avenues of learning beyond the core subjects holistic development of an individual. The CBCS will undoubtedly facilitate us bench mark our courses with best international academic practices.

Advantages of CBCS

- Shift in focus from the teacher-centric to student-centric education.
- Students may undertake as many credits as they can cope with (without repeating all courses in a given semester if they fail in one/more courses).
- CBCS allows students to choose inter-disciplinary, intra-disciplinary courses, skill oriented papers (even from other disciplines according to their learning needs, interests and aptitude) and more flexibility for students.
- CBCS makes education broad-based and at par with global standards. One can take credits by combining unique combinations. For example; Physics with Economics, Microbiology with Chemistry or Environment Science etc.
- CBCS offers flexibility for students to study at different institutions to complete one course (easy mobility of students). Credits earned at one institution can be transferred.

All first year courses in the college will be taught under CBCS system. The complete CBCS structure is as followed on next page:

Fees

Total Fees course-wise to be Paid at the Time of Admission

1. B.Sc. (Hons.) Botany	Rs. 11955/-
2. B.Sc. (Hons.) Chemistry	Rs. 11855/-
3. B.Sc. (Hons.) Physics	Rs. 11955/-
4. B.Sc. (Hons.) Microbiology	Rs. 11955/-
5. B.Sc. (Hons.) Zoology	Rs. 11955/-
6. B.Sc. (Prog.) Physical Science	Rs. 11955/-
7. B.Sc. (Prog.) Life Science	Rs. 11955/-
8. B.Sc. (Prog.) Applied Life Science	Rs. 11955/-
9. B.A. (Hons.) English	Rs. 10855/-
10. B.A. (Hons.) Hindi	Rs. 10855/-
11. B.A. (Hons.) History	Rs. 10855/-
12. B.A. (Hons.) Geography	Rs. 10855/-
13. B.A. (Prog.)	Rs. 11955/-
14. B.A. (Voc.)	Rs. 11855/-
15. B.Com. (Hons.) (including Rs. 1000/- as Computer Centre Development fee)	Rs. 11855/-
16. B.Com (Prog.) (including Rs. 1000/- as Computer Centre Development fee)	Rs. 11855/-
17. M.A. (Hindi) {including University Library Security fee Rs. 1000/- (Refundable) & University Library Development fee Rs. 200/-}	Rs. 12901/-

Note : The students are advised to keep Xerox copies of Fee receipts with them for future use.

Admission and Mode of Payment (For admission to First Year only)

1. Eligible students to login the Under-Graduate admission portal.
 2. Select the College and Course in which seeking admission as per cut-off list.
 3. Take printout of the admission form together with the documents and proceed to the college for verification.
 4. College will verify and retain the certificates of the students.
 5. College will approve the admission of the student on the on the Under-Graduate portal.
 6. College Accounts Section will issue Fees Slip with College Roll No., Course, and Amount to the students.
-

7. Students will have to login to PAYTM mobile app or PAYTM website for making payment of fees through Debit Card/Credit Card/Net Banking.

Steps to pay Fee through PAYTM website or PAYTM Mobile App

- Step-1 - Login to <https://paytm.com/education> or PAYTM Mobile Application
- Step-2 - Click **“Education”**
- Step-3 - Select **“Fee Payment”**.
- Step-4 - Select **“Swami Shraddhanand College”**
- Step-5 - Location will be **Alipur**.
- Step-6 - Enter College Roll Number and click **“Proceed”**.
- Step-7 - Details of student will be displayed automatically.
- Step-8 - Enter the Amount and click **“Proceed”**.
- Step-9 - Select the desired Payment method from Net Banking, Debit Card, Credit Card, or PAYTM Wallet. Since fees transactions are high value transactions, Net Banking is the most recommended mode.
- Step-10 - You will get an SMS with confirmation of Fee payment made along with a Transaction no. This transaction now shall be with the college as well.

Rules for refund

Refund of fees will be permitted as per university rules.

Withdrawal of admission from the College

When a student proposes to withdraw his/her admission from the college, he/she is required to write an application to the principal intimating the date of withdrawal.

College working hours

The college starts at 8.30. a.m. and each period consists of 55 minutes. The classes will be held on six days a week starting from 20th July, 2017.

Orientation Programme

The Orientation Programme for students of all courses who have taken admission in first year will be held on **Wednesday, the 20th July, 2017**.

Tutorial Classes

The students are advised to attend their respective classes, whether their results have been declared or not by the university. Apart from the regular lecture classes, the students are required to attend tutorial of IInd & IIIrd year classes as per the timetable and do the work assigned to them on a regular basis. Any slackness on their part in attending these classes (lectures, preceptorial, and tutorials) shall be dealt with severely. Habitual offenders in such cases may even be debarred from taking their annual examination.

Internal Assessment

The highlights of internal assessment are as follows:

1. The 25% of the maximum marks in each paper are assigned to internal assessment and the remaining 75% marks to the annual University examination. The time/duration and other modalities of the annual examination in respect to this 75% component shall remain as per existing schemes of examination of various undergraduate courses.
2. The internal assessment marks will be shown separately in the marks issued by the university and these marks will be added to the annual examination marks for determining the division of the student.
3. The promotion criteria shall be as per the ordinances for the university examinations, as applicable to respective courses.
4. The internal assessment includes assignments (10 marks), class test (10 marks) and attendance (5 marks).

Assignment/Presentations/Projects Reports and Class Test

Each student shall be assessed on the basis of written assignments/tutorials as well as on the basis of written reports/term papers/seminars. Such work shall be assessed and 10% weightage shall be given to students depending on his/her performance.

Each student shall also have to take class test for each paper studied during a semester. And 10% weightage shall be given to students on the basis of their performance in the test.

Attendance Requirements

Your attention is particularly drawn to attendance requirements for the eligibility to the annual examinations as per the rules of the University of Delhi. Attendance is compulsory. Minimum required attendance should be 66.67% of total lectures, practicals, and preceptorials and tutorials. Attendance rules will be strictly adhered to.

Notes:-

The regulation regarding mode of calculation of attendance will be based on the principles contained in the resolutions of Academic Council of Delhi.

1. In the case of science subjects, the requisite attendance shall be required in theory and practical separately.
2. In the case of B.Sc. (Programme)/B.Sc. (Hons.) course, the requisite attendance shall be required in each of the subjects.
3. In the case of B.A. (Hons.) and B.Com. (Hons.), the requisite attendance shall be required in each subject.
4. In the case of B.Com. (Prog.) and B.A. (Prog.), the requisite attendance shall be required in each subject.

Criteria for calculation of the attendance, shall be as followed:

Percentage	Marks out of 5
67% - 69.9%	1
70% - 74.9%	2
75% - 79.9%	3
80% - 84.9%	4
85% - 100%	5

Students having less than 66.67% attendance shall not be allowed to take the annual examination.

Marks obtained for attendance shall be calculated on the basis of total marks to be assigned for a particular paper.

Discipline

The Proctorial Board and Anti-Ragging Committee will promote a healthy atmosphere and clean environment in the college. They will look into problems of the students and will have the right to sit for judgment in cases involving breach of discipline. The students may note that the following aspects of conduct will be regarded as a breach of discipline:

1. Negligence in assigned task and class work;
2. Causing disturbance in classes;
3. Defiance towards teachers or any other college authority;
4. Misconduct in the class, causing damage to the furniture or any college property;
5. Inciting others to create trouble;
6. Shouting and loitering in the college premises;
7. Walking out of the classes without permission;
8. Smoking in the college premises;
9. Diversion of buses from the recognized routes is a serious offence and will invite strict disciplinary action, including expulsion from the college;
10. Ragging in any form is strictly prohibited in accordance with the Delhi University Ordinance XV-C, which reads as under:
 - Ragging in any form is strictly prohibited within the premises of the college and any part of the university system as well as on public transport.
 - Any individual or collective act or practice of ragging constitutes gross indiscipline and shall be dealt with under this ordinance.
 - Ragging ordinarily means any act, conduct or practice by which dominant power or status of senior students is brought to bear on students freshly enrolled or students who are in any way considered junior or inferior by other students and includes individual or collective acts or practices which:
 - (a) involve physical assault, or threat, or use of physical force;

- (b) violate the status, dignity and honour of women students;
- (c) violate the status, dignity and honour of students belonging to the scheduled castes and tribes;
- (d) expose students to ridicule and contempt that affect their self-esteem;
- (e) entail verbal abuse and aggression, indecent gestures and obscene behaviour.

Sexual Harassment

Sexual harassment shall include the following as per the University of Delhi Ordinance XV-D which reads as under:

1. When unwelcome advances, and verbal, non-verbal and/or physical conduct such as loaded comments, remarks or jokes, letters, phone calls or e-mails, gestures, exhibition of pornography, lurid stares, physical contact, stalking, sounds or display of derogatory nature have the purpose and/or effect of interfering with an individual's performance by creating an intimidating, hostile, or offensive environment.
2. When deprecatory comments, conduct or any such behaviour is based on the gender identity/sexual orientation of the person and/or when the classroom or other public forum of the university is used to denigrate/discriminate against a person or create a hostile environment on the basis of a person's gender identity/sexual orientation.
3. The disciplinary action shall be commensurate with the nature of violation of the ordinance.

Library

The college library provides ample reading opportunities to the students. There are more than 90,000 volumes in the library at present and a significant number of books are added every year. The library is housed in the spacious ground floor of the college building in which the hall serves as a reading room. Magazines and periodicals are always available to provide the latest information on current affairs.

Games and Sports

Arrangement exists for Kho-Kho, Chess, Basketball, Wrestling, Kabaddi, Football, Badminton, Table Tennis, Cricket and many other outdoor and indoor games for boys and girls. Spacious grounds and sports materials are provided liberally to sports enthusiasts. The college holds annual sports meets regularly.

NCC and NSS

Students who are medically fit can offer themselves for enrolment in NCC Army / Navy / Air Wings. There is also NCC (Girls Wing) in the college. NSS Scheme is sponsored by the Ministry of Education and Youth Services and its objective is to

educate the youth through community services. It aims at enriching a student's personality by developing in her / him an understanding of the social environment in which the student lives. Those desirous of joining it may contact NSS Officer.

Academic, Cultural and Other Societies

The college is a hub of various social, cultural and extra-curricular activities which continue throughout the academic year. The societies associated with these activities conduct their programmes under the guidance of teachers.

The following societies exist in the college:

1. Agrochemical Society, 2. Audio-visual Society, 3. Botanical Society, 4. Commerce Society, 5. Cultural Society, 6. Debating Society, 7. Dramatics Society, 8. Economics Society, 9. English Society, 10. Environment Society, 11. Geography Society, 12. Hindi Parishad, 13. History Association, 14. Mathematics Society, 15. Microbiology Society, 16. Photographic Association, 17. Physics Association, 18. Planning Forum, 19. Political Science Association, 20. Sahityiki, 21. Sanskrit Parishad, 22. Science Association, 23. UN Association, 24. World University Services and 25. Zoological Society.

In order to develop all round excellence, the following centres are working in the college:

1. Art Foundation, 2. Environment Education Centre, 3. Gandhi Study Circle, 4. Women Development Centre, and 5. Writers Forum.

For helping students find suitable jobs, a Career Placement Cell is also working in the college.

College Magazine

In order to cultivate a literary taste among the students, the college brings out its magazine 'Shraddha' every year. The magazine is published in three languages—English, Hindi and Sanskrit—and represents the faculties of Arts, Commerce & Science. Five student members are selected and five teachers are nominated on its Editorial Board.

Medical Aid

All the students will be medically examined at least once a year by the College Medical Officer. The students may refer their problems of health to the Medical Officer and get his advice.

Students Aid Fund

The objective of this fund is to render financial assistance to deserving students to enable them to deposit their tuition/ examination fees or to purchase books. It also runs a Book Bank having 7,000 books which are lent to the students on loan.

Fee Concession and Prizes

1. Fee concession is given to a few students on the basis of merit and individual needs.
2. Students belonging to the Scheduled Castes/Scheduled Tribes and Other Backward Classes are awarded scholarship by the Ministry of Education. Such students are required to apply to the Secretary, Scheduled Castes/Tribes and the Backward Classes Board, Govt. of India on prescribed form, through the Principal, immediately after joining the college.
3. Prizes are given to students for academic distinction in University Examinations for distinguished performance in debates and other cultural activities. College sports colours are awarded to sportsmen winning distinction at inter-college meets.

Scholarships

1. Raj Kumar Memorial Award for B.Com. (Prog.) and B.Com. (Hons.) to a 2nd year student who secures first position in the 1st Year.
2. Shraddhanand Memorial Scholarship for the topper of the college.
3. Dr. Chander Hans Pathak Award, Smt. Bhagwati Award and Sh. Ganga Lal Award to Art, Science and Commerce students respectively, who secure the first position in the 1st or 2nd year examination.
4. Dr. C.P.Bali Award to B.A. (Prog) I, II & III year topper students in English subject.
5. Dr. Anita Marwaha Award to B.A.(Hons.) English students, who secure the first position in the 1st, 2nd and 3rd year examinations.

Identity Card

Every student will be issued an Identity Card. The students are required to keep their Identity Cards and produce the same on demand. They will deposit the identity card with the college office while claiming back their securities. In case of loss of Identity Card, the students shall have to deposit Rs.100, produce a copy of the FIR from the police station concerned and also submit an affidavit to this effect for getting a duplicate Identity Card.

Refund of Security Deposit

Security deposits are refundable, but payment will be made only on application and after deduction of outstanding dues, if any. If no application is received from a student within three years of leaving the college, the amount shall lapse to the College account.

Transport

The following D.T.C. buses are available to and from Alipur:

103, 109, 112, 120, 124, 125, 129, 131, 135, 136, 144, 147, 148, 149, 154, 162, 141, 171, 172, 175, 189, 193, 194, 882.

CUT-OFF PERCENTAGE FOR ADMISSION ANNOUNCED IN 2016-17

S. No.	Course	Percentage of Marks				
		General	OBC	SC	ST	PwD
1.	B.Sc. Physical Science	80	72	63	50	50
2.	B.Sc. Life Science	82	78	72	50	50
3.	B.Sc. App. Life Science (Agrochemicals)	82	80	72	50	50
4.	B.Sc. Physics (Hons.)	89	83	72	50	55
5.	B.Sc. Microbiology (Hons.)	84	78	70	60	55
6.	B.Sc. Zoology (Hons.)	86	83	72	60	55
7.	B.Sc. Botany (Hons.)	88	83	80	65	55
8.	B.Com. (Hons.)	89	74	66	60	50
9.	B.Com. (Prog.)	80	74	62	65	45
10.	B.A. (Prog.)	74	70	68	50	48
11.	B.A. History (Hons.)	80	77	72	55	55
12.	B.A. Hindi (Hons.)	80	68	68	50	50
13.	B.A. Geography (Hons.)	82	76	70	65	50
14.	B.A. English (Hons.)	85	74	68	55	50
15.	B.A. Chemistry (Hons.)	89	85	70	63	55

OUR YOUNG ACHIEVERS UNIVERSITY TOP RANKERS/MERIT HOLDERS

S. No.	Name	Course	Year	University Position
1.	Usha Rani	B.Sc. (Hons.) Botany II Year	2001	II
2.	Hemant Kumar	B.Sc. (Hons.) Botany II Year	2001	III
3.	Preet Khatri	B.Sc. (Hons.) Zoology I Year	2002	I
4.	Sikander Alam	B.Sc. (Hons.) Microbiology II Year	2002	I
5.	Sikander Alam	B.Sc. (Hons.) Microbiology III Year	2003	II
6.	Dinesh Giri	B.Sc. (Hons.) Microbiology I Year	2003	III
7.	Anupam Mittal	B.Sc. (Hons.) Microbiology I Year	2004	III
8.	Pinki Rani Dhull	B.Sc. (Hons.) Microbiology I Year	2005	I
9.	Anupam Mittal	B.Sc. (Hons.) Microbiology II Year	2005	III
10.	Anupam Mittal	B.Sc. (Hons.) Microbiology III Year	2006	III
11.	Sandeep Tokas	B.A. (Hons.) English II Year	2006	II
12.	Sonia	B.Sc. (Hons.) Zoology II Year	2006	II
13.	Pinki Rani Dhull	B.Sc. (Hons.) Microbiology III Year	2007	I
14.	Kumar Desh Deepak	B.A. (Hons.) History Semester I	2012	III