



ਗੁਰੂ ਨਾਨਕ ਦੇਵ ਯੂਨੀਵਰਸਿਟੀ ਕਾਲਜ

ਲਾਡੋਵਾਲੀ ਰੋਡ, ਜਲੰਧਰ

ਕਾਲਜ ਪ੍ਰੋਫਾਈਲ

2023-24



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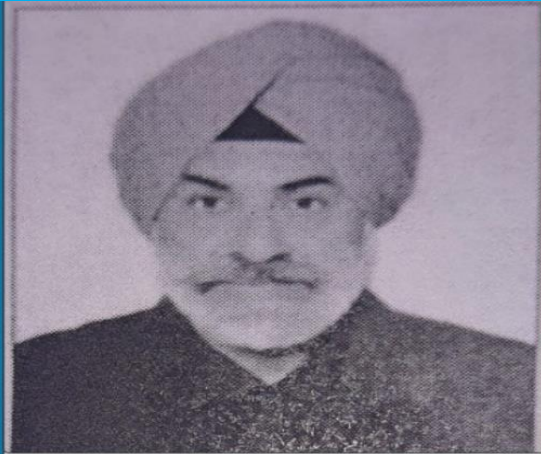
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Best Wishes From



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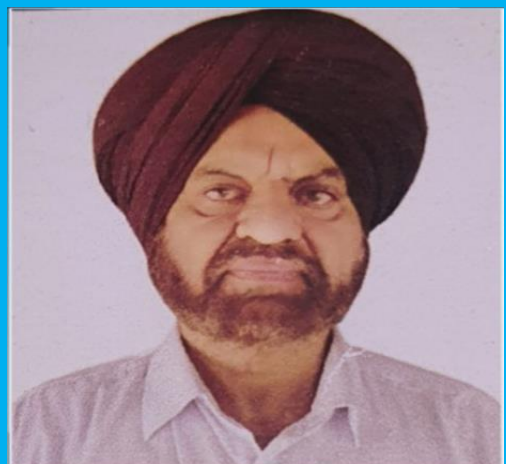
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About Guru Nanak Dev University

Guru Nanak Dev University was established on November 24, 1969 to mark the birth Quincentenary of Sri Guru Nanak Dev Ji, the founder of Sikhism. The University upholds the teachings and values of the Guru, the apostle of universal brotherhood, truthfulness, nonviolence, compassion, tolerance, harmony, humanity, who strictly observed moral and ethical values in daily life.

Ever since its foundation the endeavor of the University has always been to meet the objectives enshrined in the Guru Nanak Dev University Act 1969, which emphasize that the new University would make provisions for imparting education and promoting research in the humanities, learned professions, Sciences, especially of applied nature and technology. Hence, it has been promoting education in such fields as Basic and Applied Sciences, Arts, Management, Information Technology, Media, Industrial Technology, Environment, Planning and Architecture Studies. In addition, research on the life and teachings of Guru Nanak Dev ji, promotion of Punjabi language and spreading education among educationally backward classes and communities are its other commitments.

The UGC conferred this University with status of “University with Potential for Excellence” in 2012. The National Assessment and Accreditation Council (NAAC), Bangalore in November 2014 re-accredited the University in 3rd cycle with CGPA of 3.51 out of 4 point scale at “A” grade (“A++”, highest level, as per the revised accreditation framework of NAAC dated 27th July, 2017). Earlier, it had been accredited at “A” grade level in 2000 and then reaccredited in 2007 with CGPA of 3.50/4.00. The current H index of the university is 102 indicating the quality of research publications at national and international level.

Guru Nanak Dev University, Amritsar has become the only University of Punjab to get the elite "Category-1" status by the University Grants Commission (UGC), giving autonomy to open new Departments, schools, off-campus facilities and starts new schools and distance learning programmes, besides the freedom to hire foreign faculty without the UGC" s approval.

With the motto of the University as engraved on its emblem „Guru's wisdom illumines all“ , the University has been leaving no stone unturned to meet the aspirations and expectations of the society. Spread over area of 500 acres towards the west of the city, Guru Nanak Dev University presents a picture of lush green landscape, modern architecture and sustainable environment.. The University today boasts of 44 teaching Departments at the Campus, two regional campuses and 170 affiliated, University and constituent colleges, many of which are located in the rural areas so as to make quality Higher Education accessible to the rural masses.

More than twenty thousand students, an overwhelming majority of them being women, are enrolled in various Departments at University Campus, Regional Campuses and Constituent Colleges. Online admission, online Counselling, online re-evaluation, introduction of Credit Based Evaluation & Grading System etc. are a few hallmarks of the University. All the results have been computerized and OMR (Optical Magnetic Recognition) system is being used to bring in more efficiency and transparency. It is the first University in the region to have

computerized its examination and registration system. The students now have an all-time access to their results through SMS service.

Academically also, the University has carved a niche for itself in the field of Higher Education in the country. Our University is recognized as one of the leading institutions in North India in the domain of Arts, Humanities, Science and Technology. Many coveted projects from the apex bodies like MHRD, DST, CSIR, BARC and other organizations worth crores of rupees have been awarded to our faculty members. One of the four Nodal Calibration Centres established by Bhabha Atomic Research Centre is set up at our campus. The Centre of Emerging Life Sciences equipped with the state-of-the-art scientific instruments worth crores of rupees, a wellmaintained Botanical Garden, Department of Sports Medicine & Physiotherapy are a few to mention. A well-equipped modern computer lab with the help of TCS has been established to strengthen the University infrastructure and to prepare students for employment. Presently, a Centre with Potential for Excellence in Life Sciences and a Centre for Advanced Study in Chemistry granted by UGC are working successfully in the University. A Centre for Entrepreneurship and Innovation is being set up in the university under the aegis of Rashtriya Uchatar Shiksha Abhiyan to provide skill oriented training and incubation facilities.

In the field of culture and Sports the achievements of the University are also noteworthy. The University has been National Champion for 10 times and the winner of the North-Zone-InterVarsity Cultural Championship for 13 times. The fact that the University has been the winner of the coveted Maulana Abdul Kalam Azad Trophy, the highest Sports award for a University in the country, for a record number of 23 times, speaks volumes about its supremacy in the field of Sports. An Astro Turf for hockey, a swimming pool of International standards, a velodrome, a gymnasium hall, a shooting range and many other state-of-the art Sports facilities are the prized possessions of the University. The Lifelong Learning Department of the University is successfully catering to the male and female folk of the region to make them self-dependent by offering various skill development programmes.

The track record of employment of our students by big business houses and multinational companies has been very satisfactory. Our students of engineering, planning, architecture, management and commerce field are employed by government sector and companies in India and abroad. They are all contributing to the credit worthiness of the University by their hard work and diligence. All these achievements and successes are due to the heart and soul put in by the students, faculty members, and administration of the University.

About Guru Nanak Dev University College Jalandhar

Guru Nanak Dev University College, Jalandhar which was started as Punjab University College in 1962, came under the jurisdiction of the Guru Nanak Dev University, Amritsar in 1973. Located in the center of the city, it is situated at a distance of just 1 km from the railway station and 2 km from the bus stand. With traditional and novel educational programs and requisite infrastructure, the college is housed in a majestic building and has a peaceful, natural and conducive environment for studies.

It was started as an arts College, gradually shifted its focus from the traditional to the professional courses. With the prime objective to provide quality education and career opportunities to students of the region and make them employable keeping in view of the changing market needs MCA(FYIC) was started in the year 2002, MBA(FYIC) IN 2004, MBA (Two years) in 2010 and MCA (Three years) in the academic session 2011-2012. In continuation with these endeavors, B. Com, B. Com (Honors) & BCOM (Financial Services) and M. Com courses were started from the academic session 2013-14. Besides, BBA, BCA and M.Sc. (Mathematics) were also started from academic year 2014-15. These professional courses will create young leaders, winners and achievers in a global corporate world.

The college claims excellent infrastructure in terms of airy class rooms, modern computer labs, and well-equipped seminar halls which are aesthetically designed to ensure high degree efficiency in the teaching learning process. Wi-Fi facility, 2 Mbps leased line; modern teaching aids like multi-media projectors are available to complement the teaching learning process.

The college is presently also offering 7 programs as a learning center under the Directorate of Open and Distance Learning of Guru Nanak Dev University, Amritsar. The courses offered included 3 post graduate degrees (MBA, MCA, MA English), 3 post graduate diplomas (PGDBM, PGDCA & PGDJMC) and 1 undergraduate degree course (BCOM). The college always strives to provide excellent quality education with its expert faculty and supportive infrastructure. Besides, there are 2 new courses, namely, Master of Commerce (MCOM) and Diploma in Advanced Taxation (DAT) have been scheduled to commence from the session 2020-21.

We welcome you to the college and wish you a wonderful learning.

COURSE DETAILS & DISTRIBUTION OF SEATS: -

Course	Duration (year)	Total Seats	Reserved category			
			SC/S T	BC	Physically handicapped	Others
Bachelor of Financial Services B.Com.(F.S.)	4	120	30	12	06	10
Bachelor of Commerce (B.Com.)	4	350	88	35	18	28
Bachelor of Business Administration (B.B.A)	4	120	30	12	06	10
Bachelor of Computer Application (B.C.A.)	4	120	30	12	06	10
Bachelor of Vocation (Journalism and Media)	4	30	18	03	01	02
Bachelor of Vocation (Ecommerce & Digital Marketing)	4	20	05	02	01	02
Master Of Computer Application (M.C.A.)	2	25	06	03	01	02
Master Of Commerce (M.Com.)	2	70	18	07	04	05
M.A. Punjabi	2	20	05	02	01	02
Master of Business Administration M.B.A.(TYC)	2	60	15	06	03	05
Master of Business Administration M.B.A.(FYIC)	5	40	10	04	02	03

Eligibility

+2 with at least 40% marks in aggregate or equivalent examination.

Mode of Admission

Admission will be based on merit of the candidate.

Instructions

1. Eligibility for Admission and duration of the courses

The Eligibility and duration of the courses shall be as prescribed by the University from time to time.

2. Fee

Every candidate shall pay such fee to the institution under the jurisdiction of the University as the Syndicate may prescribe from time to time.

3. Scheme of Instructions-Examination

For each examination, every student admitted to the courses under the semester system must be on the rolls of the institution, and shall send his/her admission form and fees for the examination through the Principal/Head of the Institution, accompanied by the following certificates:

- a) Of having attended at least 75% of the total number of lectures delivered in each theory and practical course separately. Deficiency in lectures may be condoned as per ordinances (Chapter 15 (ii) of university calendar, Vol. II). If in a particular semester, a student falls short of attendance in a maximum of two courses, he/she would be permitted to appear in the semester examination of the papers in which he/she fulfils the attendance requirements. The course/s in which the student does not fulfill the minimum attendance requirements, he/she shall not be permitted to appear in the semester examination of such course/s, and shall be declared as having failed in such course/s. A student who is falling short of attendance in maximum of two courses, he/she shall be required to attend the minimum number of lectures which were falling short, during next year when the course/s is/are offered.
- b) Of having good moral character.
- c) The syllabi, courses of reading and regulations for the courses shall be notified by the University from time to time, and shall be deemed to constitute integral part of the ordinances. Course evaluation under the semester system of evaluation shall be done on marks basis. If a course has both the theory and practical components, the student will be required to pass both the components, separately. However, if the student fails in theory, but is passing in practical of that course, he/she will be required to clear the theory paper only, and vice-versa.

4. Carry on system for various semester examinations.

I. Courses having two semester duration:

- a. There shall be no condition for promoting a student from first semester to second semester.
- b. **For certificate courses/UG/PG Diploma** - In case a student fails to pass all the courses/papers within a period of two semesters (One Year), he/she shall be given two consecutive semesters (one year) more to pass.
- c. **For one year degree course-** In case a student fails to pass all the courses/papers within a period of two semesters (One Year), he/she shall be given two year more to pass.

II. Courses having four semester duration:

- a. There shall be no condition for promoting a student from first semester to second semester.
- b. However the student shall be promoted to the third semester only if he/she has passed at least 50% courses/papers of the first two semesters.
- c. There shall be no condition for promoting a student from third semester to fourth semester.
- d. In case a student fails to pass all the courses/papers within a period of four semesters (Two Years), he/ she shall be given four consecutive semesters (Two Years) more to pass.

III. Courses having six semester duration:

- a. There shall be no condition for promoting a student from first semester to second semester
- b. However, the student shall be promoted to the third semester only if he/she has passed atleast 50% courses/papers of the first two semesters.
- c. There shall be no condition for promoting a student from third semester to fourth semester.
- d. However a student shall be promoted to fifth semester only if he/she has passed atleast 50% courses/ papers of the first four semesters.
- e. There shall be no condition for promoting a student from fifth semester

to sixth semester. After a period of six semesters the student shall be given a period of two consecutive years to pass.

IV. Courses having eight semester duration:

- a. There shall be no condition for promoting a student from first semester to second semester.
- b. A student shall be promoted to the third semester only if he/she has passed atleast 50% courses/papers of the first two semesters, but there will be no condition for promoting a student from third semester to fourth semester.
- c. A student shall be promoted to fifth semester only if he/she has passed at least 50% courses/papers of the first four semesters.
- d. There shall be no condition for promoting a student from fifth semester to sixth semester.
- e. A student shall be promoted to seventh semester only if he/she has passed at least 50% courses/ papers of the first six semesters.
- f. There will be no condition for promoting a student from seventh semester to eight semester and after a period of eight semesters, the student shall be given a period of two consecutive years to pass.

V. Courses having ten semester duration:

- a. There shall be no condition for promoting a student from first semester to second semester
- b. A student shall be promoted to the third semester only if he/she has passed atleast 50% courses/papers of the first two semesters, but there will be no condition for promoting a student from third semester to fourth semester.
- c. A student shall be promoted to fifth semester only if he/she has passed at least 50% courses/papers of the first four semesters.
- d. There shall be no condition for promoting a student from fifth semester to sixth semester.
- e. A student shall be promoted to seventh semester only if he/she has passed at least 50% courses/ papers of the first six semesters.
- f. There will be no condition for promoting the student from seventh semester to eighth semester.

However, a student shall be promoted to ninth semester only if he/she

has passed at least 50% courses/papers of the first eight semesters.

- g. There will be no condition for promoting the student from ninth semester to tenth semester.
- h. After a period of ten semesters, the student will be given a period of two consecutive years more to pass.

Note:1. No special chance or exemption shall be allowed beyond what is stated in the above Ordinances.

Note:2. Failing students shall appear in the examination in the regular semester examinations next year i.e., reappear of examination for an odd semester shall be conducted alongwith the next odd semester, and even semester alongwith the next even semester and there shall be no special supplementary examinations.

Note:3. If 50% of the courses/papers required to pass involve a fraction, the fraction of the course/paper will be treated as a full course. For example, if in a year there are 13 courses in two semesters, the candidate will be required to pass minimum of 7 courses/papers.

VI. The medium of instructions shall be as already existing in the ordinances.

VII. Maximum time allowed to pass a degree is given in the table below *:

<i>Course duration</i>	<i>Maximum time to complete a degree</i>
Five years	Seven years
Four years	Six years
Three years	Five years
Two years	Four years
One year*	Three years

*For certificate course/UG/PG Diploma maximum time limit is N+1.

VIII. The candidate shall be treated to be failing in the courses offered in the semester in which he has not sought admission/ dropped the semester and

such courses/papers in which the candidate has failed shall be taken into account while deciding the promotion of the candidate in subsequent semesters as per the condition. The candidate shall be required to seek admission into the dropped/ gap semester examination as a regular candidate at the end of the prescribed duration of the course, but within the maximum time allowed to pass a course as given above table VIII of the ordinances, provided that he fulfills all other requirements under the prevailing ordinances. Regular students admitted to a course shall register/enroll themselves with the university in the very first semester of their admission and pay prescribed fee to the college/University. Direct admission to second semester is not allowed. The same rule shall apply to private and capacity enhancement programme students.

The above shall also apply to all such courses in which admission to a college is a prerequisite as a regular student.

The above provision is extended to all the Under Graduate, Post Graduate Courses & Diplomas. This provision shall also be extended for subsequent semesters.

5. **Course Credit**

Each course shall have a certain number of credits assigned to it depending upon the academic load of the course assessed on the basis of weekly contact hours of lecture, tutorial and laboratory classes, assignments or field study and/or self study.

Generally, each course shall have an integer number of credits reflecting its weightage. The number of credits of a course in a semester shall ordinarily be calculated as under:

- (1) **Lectures/Tutorials:** One lecture hour per week shall normally be assigned on credit. One hour of tutorial per week shall be assigned one credit. Theory courses shall be generally two to four credits, and tutorials one credit each. For determining the credits of a theory course, lectures and tutorials shall be added.
- (2) **Practicals:** Two laboratory hours per week shall be assigned one credit. Courses other than Lectures /Tutorials shall be treated as practical courses. The Course credits for each course shall be given as L-T-P. For example, 3-1-0 will mean that it is a lecture based course and has 3 lectures, 1 tutorial,

and no practical assigned to it. Similarly, a course with 0-0-2 means that it is a practical course with 4 hours of class work. Credit will be assigned to seminar, dissertation, project etc. under the practical component.

Generally the course work per semester will be 20 to 30 credits. A student shall register for a minimum of 20 credits in a semester. Syllabi will be designed with minimum credits required to complete a degree as follows:

Duration of Degree Programme	Minimum Credits
One year	45
Two year	90
Three year	135
Four year	180
Five year	225

6. Grading System

The Grading will follow Credit-Based System, the details of which are given below:

While undertaking the course work, the following terms are defined:

'Course' means a paper.

'Credit' means weightage assigned to a course

'Grade' means a letter grade assigned to a student on a 10 point scale.

'Grade point' means points assigned to a letter grade.

'Semester Grade Point Average' (SGPA) means weighted average of grades in a semester.

$$SGPA = \frac{\sum_{i=1}^m (G_i \times C_i)}{\sum_{i=1}^m C_i}$$

Where G_i are the grade points obtained by a student in the i^{th} registered course and C_i are the credits of the i^{th} registered course and 'm' is the number of courses registered by a student in a particular semester.

$\sum_{i=1}^m (G_i \times C_i)$ = Total grade points obtained by a student in a semester,

$\sum_{i=1}^m C_i$ = Total credits registered by the student in that semester.

Or

$$SGPA = [(G_1 \times C_1) + (G_2 \times C_2) + \dots + (G_m \times C_m)] / [C_1 + C_2 + \dots + C_m]$$

‘Cumulative Grade Point Average’ (CGPA) means weighted average of grades in all the semesters computed at the end of any semester or at the end of the course completion.

$$CGPA = \frac{\sum_{i=1}^n (G_i \times C_i)}{\sum_{i=1}^n C_i}$$
$$= [(G_1 \times C_1) + (G_2 \times C_2) + \dots + (G_n \times C_n)] / [C_1 + C_2 + \dots + C_n],$$

where G_i are the grade points obtained by a student in the i^{th} registered course and C_i are the credits of the i^{th} registered course, ‘n’ is the number of courses registered in all the semesters.

SGPA and CGPA shall be calculated up to two decimal places, after rounding off the third decimal to the nearest second place integer decimal, hence 0.005 to be increased to 0.01

The student would be awarded a letter grade on a 10 point scale on the basis of his/her performance. Grades shall be awarded as per the following table:

Common Grading Table		
Percentage Marks	Letter Grade	Grade Points
>90 to ≤100	O (Outstanding)	10
>80 to ≤90	A+ (Excellent)	9
>70 to ≤80	A (Very Good)	8
>60 to ≤70	B+ (Good)	7
>50 to ≤60	B (Above Average)	6
>40 to ≤50	C (Average)	5
≥35 to ≤40	P (Pass)	4
Below 35	F (Fail)	0
Absent (Ab)	F (Fail)	0

7. Assignments

In courses involving project report/ dissertation/thesis/case study/ status report/training report/term report or any other such assignment, the candidate shall be required to submit any such assignment, required in the partial fulfillment of the degree, by the 31st March of the last semester of the course, in which he/ she is registered. The Principal/Head of the Institution may, however, give an extension of one month after this date i.e., up to 30th April. Grant of further

Extension/Condonation of delay in receipt of such an assignment will be made and governed as per ordinances available in the Guru Nanak Dev University Calendar, Volume II in chapter VII or as amended by the University from time to time. Assignments shall be evaluated by a board of three examiners, as approved by the Board of Studies for the conduct of practical examination/viva voce etc.

8. Discipline

Each student shall be under the control and discipline of the concerned institution. In case of any misconduct on the part of a student, the institution shall have a power to take disciplinary action against the defaulter, to the extent of cancellation of admission of the defaulting student from the rolls of the institution.

9. Minimum Credits and Minimum CGPA required for a degree

The credits for the courses in which a student has obtained 'P' (minimum passing grade for a course) grade or higher shall be counted as Credits earned by him/her. A student shall have to earn a minimum of such number of Credits as may be required for the award of a degree in a particular course/discipline. A student, who has obtained a minimum CGPA of 4 and earned a minimum number of Credits as per scheme as specified for the programme, shall be eligible for the award of the respective degree.

- a) A student shall be required to maintain a minimum of 4 CGPA at the end of the final semester of his/her degree programme. If his/her CGPA falls below 4 at the end of final semester, the student will be declared as having failed in that particular year and will have to seek readmission in the odd semester of the particular year. For Example: In three year UG programme, the candidate having failed in the (final) 6th semester will have to seek readmission in the 5th semester.
- b) A student getting 'F' grade in any course will be treated as having failed in that course. If he/she fails in a course, he/she will have to repeat the course and will have to obtain at least 'P' grade in that course within the maximum period defined above in table 4 (IX) to complete the degree for that programme.

A student who does not complete the programme of study within the minimum duration of the course of his/her study, or gets 'F' grade in any course shall not be eligible for any merit position/medal/award of the University.

Notes:

1. All such students who were admitted under the non-credit based system before the implementation of credit based evaluation and grading system will be governed under the prevalent respective Ordinances of non-credit based System of examination till they pass such classes/courses.
2. The clauses which are not covered under these Common Ordinances be read with their respective Ordinances and other general rules.
3. Clauses relating to medium of instructions, duration of courses, eligibility, re-appear etc. which have not been mentioned under the new Common Ordinances will remain the same as per the previous ordinances.

