



ADITI MAHAVIDYALAYA

University of Delhi

Delhi -110039

PROSPECTUS (2017-18)



Table of Contents

S. No.	Contents	Page No.
1)	Aditi Mahavidyalaya	4
	a. About College	5
	b. From the Principal's Desk	
2)	Admission Schedule For The Academic Year (2017-18)	6
3)	Admission Committee (2017-18)	7
4)	List Of Documents Required At The Time Of Admission	10
5)	Programmes Of Study	11
6)	Courses Offered And Intake Capacity	32
7)	General Information	34
	a. Attendance	
	b. Discipline	
8)	Fee Structure of Various Courses	35

9)	Scholarships And Prizes	36
10)	Infrastructure And Facilities	38
11)	Teaching Staff	41
12)	College Societies And Cells	42
13)	Various Co-Curricular Activities And Events In The College	46
14)	Innovative Projects and College Publications	47
15)	Rules And Ordinances	48
16)	Academic Calendar	51
17)	Affidavit by Student—Annexure I	52
18)	Affidavit by Parent—Annexure II	53
19)	Undertaking by Student –Annexure III	54
20)	Undertaking by Parent – Annexure IV	55
21)	Procedure of Calculating ‘Best Four’ Subjects – Annexure XIII (as per D.U. Guidelines)	56

About Aditi Mahavidyalaya

Aditi Mahavidyalaya was established in 1994 and since over two decades has been a pioneering institution in bringing higher education to women students. Aditi Mahavidyalaya believes in bringing diversity in college education and hence recognizes and fosters the capacities and capabilities of the students coming from different socio-cultural and educational milieu. The college plays a dynamic role in bringing women empowerment to the marginalized women population of rural outskirts of Delhi. The institution offers well designed honours and professional courses to make the students confident, skillful and self-reliant. Apart from these courses, students are motivated to participate in various co-curricular activities for their personality enhancement. The college is proud of the academic commitment of its faculty members and students, who have several achievements to their credit and have made valuable contribution to the field of academics.

Professional courses like Bachelor of elementary education (B.El.Ed.), B.A.(Hons.)Social work, B.Com. (Hons.), B.A.(Hons.)Hindi Journalism, B.A.(Hons.)Geography are some of the highlights which not only enhance the professional skills of the students but also ensure their eligibility to secure employment in ever changing global economy. Aditi also offer undergraduate courses in B.Com.(Programme) and B.A.(Programme) with a variety of Discipline, Generic Elective and Skill Enhancement Courses. It is equipped with specialized laboratories and well stacked libraries including one for B.El.Ed. department.

In its glorious 23 years, Aditi has grown not only in size but has also catered to the needs of society for higher education and high social values. The campus is a “No-Smoking zone”. Ragging is completely prohibited and punishable. All necessary measures are taken to ensure the safety of students. Police picket with PCR van are provided for students’ safety. In addition, sensitization workshops and self defense training is rendered to make the students empowered.

Aditi Mahavidyalaya is committed to academic excellence and values humanism. We empower our students for self governance, participation and encourage an overall personality development. Energy and vitality for college activities comes from a collective sense of purpose, comradeship and social solidarity. It is a matter of great satisfaction and pride that Aditi Mahavidyalaya has grown not only in size but has also catered to the needs of the society for higher education and fine social values. Our students have carved a place for themselves in the society.

From the Principal's Desk



I extend a warm welcome to all students taking admission to Aditi Mahavidyalaya in academic session 2017-18.

Aditi Mahavidyalaya, located in Bawana village of North West-Delhi is an institution of academic excellence. We at Aditi, impart higher education to young women in India which is a substantially potent and assiduous task, and strongly believe that by empowering women one empowers a nation. The college schedule is designed in a manner to provide a firm academic base and professional skills needed to meet challenges at work place in future. The college homes distinguished faculty members proficient in their respective fields and a dedicated support staff. We emphasize on holistic development of students for which they are encouraged to work collaboratively in a team, learn from peers through projects and field work, along with personally mentored academic programmes.

Life at Aditi is much beyond academics which can be witnessed from energy radiating at college campus from entire college community in pursuit of extra-curricular activities, which pave way for creative outlets of students. Our college boasts of an active theatre and sports life which are effective for confidence-building. Further, in order to enable financial empowerment in future, we have started skill-based programmes that run parallel to mainstream academics. We aspire to build confident, talented and economically self sustaining young graduates by giving them wings to fly, dreams to reach and power to stay.

My best wishes to all the new comers.

Dr. Mamta Sharma
(Principal)

DISCLAIMER

The information contained in the prospectus is based on submissions by the staff members, who are responsible for its accuracy and authenticity.

For detailed/further information, the applicants are advised to check Delhi University Information Bulletin or the office of the Dean, Students' Welfare, University of Delhi. The information contained in relevant heads of Rules, Regulations, Ordinances and Statutes of the University of Delhi will be final. College website should be checked regularly for updates /clarification of information.

Undergraduate Admission 2017-18

Starting Date for Online Registration	22th May 2017
Closing Date for Online Registration	12 th June 2017
Notification of First Admission List	24 th June 2017
Commencement of Classes	20 th July 2017
	16 th August 2017

Schedule for Announcement of Cut - off Lists, Verification of Documents, Approval of Admission in Colleges and Payment of Admission Fee in College for 2017-18

Cut-off	Activity	Date	Time #
	Online Registration	From Monday, 22 nd May 2017 to Monday, 12 th June 2017	5 pm onwards till 5 pm
First Cut-off	Notification of first cut-off marks List	Saturday 24 th June, 2017	9:00AM
	Document verification and approval of admission	Saturday 24 th June, 2017 to Wednesday 28 th June, 2017	Upto 1:00PM

Second Cut-off	Notification of second cut-off marks List	Saturday, 1 st July 2017	9:00AM
	Document verification and approval of admission	Saturday, 1 st July 2017 to Tuesday 4 th July 2017	Upto 1:00PM
Third Cut-off	Notification of third Cut-off marks List	Friday, 7 th July 2017	9:00AM
	Document verification and approval of admission	Friday, 7 th July 2017 to Monday, 10 th July 2017	Upto 1:00PM
Fourth Cut-off	Notification of fourth Cut-off marks List (if any)	Thursday, 13 th July 2017	9:00AM
	Document verification and approval of admission	Thursday, 13 th July 2017 to Saturday, 15 th July	Upto 1:00PM
Fifth Cut-off	Notification of fifth Cut-off marks List	Tuesday, 18 th July 2017	9:00AM
	Document verification and approval of admission	Tuesday, 18 th July 2017 to Wednesday, 19 th July 2017	Upto 1:00PM
	Document verification and approval of admission	Tuesday, 18 th July 2017 to Wednesday, 19 th July 2017	Upto 1:00PM

Note:

1. For document verification and approval of admission following timing will be observed.
Morning College: 9.30 AM to 1:30 PM.

2. 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.

*The University will announce cut-off policy for merit-based admissions after receiving inputs from various Boards on results moderation.

The further cut-off lists may be declared, depending on the vacant seats in the colleges.

ADMISSION COMMITTEE (2017-2018)

Principal	Dr.Mamta Sharma
Convener – Admission	Ms. Abhilasha
Co- Convenor – Admission	Dr. Neena Saxena
Convenor – Prospectus	Dr. Nidhi Goel
Co- Convenor – Prospectus	Ms. Neerja Nagpal
Course	Teacher In-charge
Chemistry	Dr. Mamta Sharma
Education	Ms. Abhilasha
Commerce	Dr. Rajeev Kaur
Social Work	Dr. Beena Antony Reji
Hindi	Dr. Asha
Political Science	Dr. Sunita Pareek
Physical Education	Dr. Rashmi Gupta
Economics	Ms. Manisha
English	Dr. Sunita Dhankhar
Geography	Dr. Punyatoya Patra
History	Dr. Nalini Singh
Music	Dr. Suniti Datta
Sanskrit	Dr. Santosh Kumar
Sociology	Ms. Sushma
Mathematics	Dr. Suruchi Singh
O.M.S.P.	Ms. Leena Sehgal

Home science	Dr. Upasna Seth
--------------	-----------------

E.C.A.	Dr. Suniti Datta
Sports	Dr. Rashmi
Grievance-Admission Committee	Dr. Archana Sawshilya
Anti-Ragging Committee	Dr. Poonam Yadav

Office Staff:

Mr. Virender Prasad Tiwari (Administrative Officer)

Mr. Ashutosh Aggarwal (Section Officer, Administration)

Mr. I.K. Mishra (Section Officer, Accounts)

Mr. Ashok Kumar Wadhwa (Sr. P.A. to Principal)

Mr. Kavita (P.A. Library)

Important Information for Applicants

Womens' Helpline 181, 132, 1091

FOREIGN STUDENTS' REGISTRY OFFICE

Room No. 11, First Floor, Conference Centre, University of Delhi, Delhi-110007

Phone No: 011-27666756

E-mail : fsr_du@yahoo.com, akbasra@fsr.du.ac.in

Dealing Timings: 09.30 am - 1 pm & 2.00 pm - 5.00 pm (Office will remain closed on Saturdays, Sundays and all Public/ Gazetted Holidays)

List of Documents Required at the Time of Admission

Candidates who are admitted to the college are required to fill in and submit the following documents:

- 1) Admission Form
- 2) Enrollment Form
- 3) Two Passport Size Photographs
- 4) Original and Attested Copy of Provisional Certificate of the Examination passed
- 5) Original and Attested Copy of Mark sheet of class XII (or equivalent thereof)
- 6) Original Character Certificate from the Head of School last attended
- 7) Original and Attested Copy of certificate of Date of Birth (class X certificate)
- 8) Original and Attested Copy of Migration certificate in case the student is from a Board / University other than Delhi
- 9) Original and Attested Copy of S.C./S.T. registration/ latest O.B.C. (non creamy layer) certificate on the name of student
- 10) Undertaking by student and parent / guardian (against ragging) on the affidavit of Rs 10/- duly attested by the authorized notary
- 11) One of these Identity Proof is required from the student - Voter I.D. Card/ Aadhar Card/ Driving License/ Pan Card/ Passport

The University will accept self-attested copies of documents / papers provided by the students. It is made clear that if any false attestation / falsified records are detected, the student will be debarred from attending any course in the University / or its Colleges for next five years and in addition, a criminal case under relevant sections of I.P.C. (viz. 470,471,474 etc.) will be instituted against him/her. As per information provided on www.du.ac.in

SCHEME FOR CHOICE BASED CREDIT SYSTEM IN

B.A./B.COM. Programme

S.No	CORE COURSE(12)	Ability Enhancement Compulsory Course (AECC) (2)	Skill Enhancement Course (SEC) 2	Discipline Specific Elective DSE (4)	Generic Elective GE (2)
I	English/MIL-1	(English/MIL Communication) / Environmental Science			
	DSC-1 A				
	DSC-2A				
II	MIL/ English-1	Environmental Science / (English/MIL Communication)			
	DSC-1 B				
	DSC-2B				
III	English/MIL-2		SEC-1		
	DSC-1 C				
	DSC-2C				
IV	MIL/English-2		SEC-2		
	DSC-1 D				
	DSC-2D				
V			SEC-3	DSE-1A	GE-1
				DSE-2A	
VI			SEC-4	DSE-1B	GE-2
				DSE-2B	

#DISCLAIMER: - Course content and courses of studies are subject to change as per the university rules. For further updates kindly visit Delhi University website (www.du.ac.in) and,

<http://collegesat.du.ac.in/CBCS/BA%20BCOM%20Prog.pdf>

B.A. (Programme)

The restructured course of B.A. (Programme) enables students to attain a solid grounding in specific disciplines, acquire linguistic skills and equips them with skills to enter the world of work.

Options for B.A. (Programme)

1. A.S.P.S.M. – Advertising, Sales Promotion and Sales Management

This course addresses the management challenge of designing and implementing the best combination of marketing actions to carry out a firm's strategy in its target markets. Specifically, this course seeks to develop the students' skills in applying the analytic perspectives, decision tools, and concepts of marketing.

2. Economics

The department of Economics endeavours to impart specialized knowledge to create a class of skilled professional and intellectual individuals who can cope with the socio- economic and politico- economic challenges in the current global village. The department aims to acquaint students with problems of economies and affects insights into processes of markets and sustenance etc. The dedicated and sincere faculty aspires to enhance the capability and capacity of students.

The curriculum of the courses offered is designed to teach, train and prepare them for acquisition of scientific acumen. Presently the department offers following courses -

B.A. (Programme) Discipline Course

Semester I		Semester II	
Core Economics I: Principles of Microeconomics–I		Core Economics II: Principles of Microeconomics–II	
Semester III		Semester IV	
Core Economics III: Principles of Macroeconomics–I		Core Economics IV: Principles of Macroeconomics–II	
Semester V		Semester VI	
i. DSE 1: Economic Development and Policy in India–I		i. DSE 3: Economic Development and Policy in India–II	

Generic elective course(2017-18)

	Course	Semester	Name of the paper
	Honours courses	I	Introductory microeconomic
	Honours courses	III	Indian economy -I

Generic elective	B.A programme	V	Principle of microeconomics
------------------	---------------	---	-----------------------------

Skill enhancement course(2017-18)

Skill Enhancement Course	Course	Semester	Name of the paper
	B.A.(Programme)	III	Understanding The Economic Survey And Union Budget
	B.A.(Programme)	V	Data Analysis

The above- mentioned Generic Elective courses -- for Honours students other than Economics and Skill Enhancement Courses --for B. A. (Programme) students are career- oriented and empowering.

3. English

The Department of English has been functional ever since the inception of the college in 1994. The faculty is well qualified with over 95% members having completed their Ph.D. The team also makes special efforts to update its knowledge bank through regular participation in Seminars and workshops. Two faculty members are ELT trained and have been successfully conducting the English Language Proficiency Course, a Certificate Course initiated by the University of Delhi.

English is compulsory for B.A./B.Com. (Programme) students and is taught in alternate semesters namely, I&III or II&IV. Those who have studied English up to class XII are offered stream A whereas those who have done English up to class X are given stream B. Students who have studied English up to class VIII may pursue stream C only. A.E.C.C.(Business Communication, English) is offered across all courses. For Generic English, the following options may be taken in semester I, II, III and IV respectively,

- 1.*Academic Writing and Composition*
- 2.*Language ,Literature and Culture*
- 3.*Contemporary India: Women and Empowerment*
- 4.*Readings on Indian Diversities and Literary Movements*

4. Food Technology (F.T.)

Food Technology is a discipline course of Home Science. This course aims at enriching the minds of those students who have interest in learning the techniques of baking as well as fruit and vegetable preservation in the broader context of food science and food safety. It aims to develop a holistic and multidimensional understanding of the topics. It attempts to approach new areas of learning, develop competencies in the students for food science and technology thereby opening various avenues for skill development, academic understanding,

entrepreneurship and employment in food industry. The content of the course has been drawn-up to accommodate the widening horizons of food processing industry and reflects the current changing needs of the food industry comprising of Food Product Development, Food Safety, Bakery Technology, Entrepreneurship and Food Quality Management. The objectives of the course are-

- To introduce the students to the fundamentals of food science and technology,
- To familiarize them with processing and preservation techniques of cereals, pulses, fruits and vegetables, egg and milk and its products,
- To impart knowledge about the science and techniques of baking as well as fruit and vegetable preservation,
- To emphasize on the importance of food safety, food quality, food laws and regulations, plant sanitation, packaging, marketing and cost control in food industry.

5. Geography

The Department of Geography began in 1994 with the inclusion of the subject paper in B.A. (Programme). While studying Geography as a Discipline, students will have a sound understanding of basic theory in Geography and of emerging concerns, which have a spatial bearing at the global and national level. This would prepare them to pursue advanced courses in Geography and related disciplines, or branch off to other related fields.

SCHEME FOR CHOICE BASED CREDIT SYSTEM IN B.A.(PROGRAMME) GEOGRAPHY

	Core Course (12)	Ability Enhancement Compulsory Course (AECC) (2)	Skill Enhancement Course (2)	Discipline Specific Elective DSE (4)	Generic Elective GE (2)
I	English/MIL-1 Physical Geography DSC- 2 A	(English/MIL Communication) / Environmental Science			
II	English/MIL-1 Human Geography DSC- 2 B	Environmental Science/ (English/MIL Communication)			
III	English/MIL-2 General Cartography DSC- 2 C DSC- 2 C		Regional Planning and Development		

IV	English/MIL-2		Remote Sensing and GPS based Project Report		
	Environmental Geography				
	DSC- 2 D				
V			GIS based Project Report (Practical)	Geography of India or Economic Geography	Disaster Risk Reduction
VI			Field Techniques and Survey based Project Report (Practical)	Disaster Management or Geography of Tourism	Sustainability and Development

6. Human Development and Family Empowerment (H.D.F.E.)

Human Development and Family Empowerment is a paper offered in B.A.(Programme) CBCS under the discipline Home Science. The papers in H.D.F.E. emphasize development programmes, legislations for women and children. It has excellent combination of skill-based and generic courses for students of other disciplines to make them competent in dealing with issues related to women, children, elderly, 'divyang' etc. Following is the scheme of papers in H.D.F.E.:

SCHEME FOR CHOICE BASED CREDIT SYSTEM IN B.A.(PROGRAMME) HUMAN DEVELOPMENT AND FAMILY EMPOWERMENT

Semester	Core Course (4)	Ability Enhancement Compulsory Course (Aecc) (2)	Skill Enhancement Courses (Sec) (4)	Discipline Specific Elective (Dse) (2)	Generic Elective (Ge) (2)
I	Principles of Child Development	(English/MIL/ Communication) / Environmental Science			
II	Introduction to Human Development	(English/MIL/ Communication) / Environmental Science			

III	Empowerment of Women and Children		SEC - 1		
IV	Principles and Perspectives on Early Childhood		SEC – 2		
V			SEC – 3	DSE –1 (Any one out of four)	GE – 1
VI			SEC -4	DSE –2 (Any one out of four)	GE – 2

ELECTIVE: DISCIPLINE SPECIFIC (DSE) (4) – (Any one out of four in Semester V and one in Semester VI):

1. DSE-H.D.F.E.-01- Child Rights and Gender Empowerment (Theory and Practical)
2. DSE- H.D.F.E.-02-Children with Special Needs (Theory and Practical)
3. DSE- H.D.F.E.-03- Parenting (Theory and Tutorial)
4. DSE- H.D.F.E.-04- Childhood in India (Theory and Tutorial)

SKILL ENHANCEMENT COURSES (4), (One each in Semester III, IV, V, VI):

1. SEC- H.D.F.E.-01 –Life Skill Education (Theory)
2. SEC- H.D.F.E.-02-Introduction to Guidance and Counseling (Theory)
3. SEC- H.D.F.E.-03- Parent and Community Education (Theory)
4. SEC- H.D.F.E.-04- Adolescent Development and Challenges (Theory)

GENERIC ELECTIVE (One each in Semester V and Semester VI):

1. GE- H.D.F.E.-01- Care and Well-being in Human Development (Theory + Tutorial)
2. GE- H.D.F.E.-02- Child Rights and Social Action (Theory + Tutorial)

7. History

History is a never ending dialogue between past and present. It studies the past which has relevance today in all walks of life – social, cultural, political, economic and environmental etc. It gives opportunity to study various dimensions of the civilization across the globe.

8. Mathematics

B.A. (Programme) with Mathematics has the following structure:

- Four core courses
- Four skill enhancement courses and
- two discipline specific elective

In skill enhancement course LaTeX, H.T.M.L., Computer algebra systems and Software, Operating System: Linux, Transportation and Game Theory will be taught. After completing B.A., mathematics students can pursue courses like M.A., M.C.A. and B.Ed. They can also explore the areas like actuarial sciences, banking and civil services etc. Moreover, Mathematics is an integral part of various competitions and job-seeking examinations.

Preference will be given to students who have studied Mathematics up to class 12th.

9. Music

The department of music offers the students a platform and outlet to their talent and creativity. It is a comprehensive training course which brings the students closer to the rich Indian traditions and cultural heritage.

10. Nutrition and Health Education (N.H.E.)

Nutrition and Health Education is a discipline course of Home Science. This course aims to develop a holistic and multidimensional understanding of the various topics. The syllabus covers basic aspects of nutrients, food science, and nutrition concerns in various stages of life cycle, food safety, and food security as well as open a vast understanding of the current spectrum of malnutrition. This course equips the students for skill development, academic understanding, entrepreneurship, community role and employment in various fields of food industry, health clinics and N.G.O.s', etc. The college has got well - equipped laboratory with modern cooking gadgets.

11. Office Management and Secretarial Practice (O.M.S.P.)

Office Management and Secretarial Practice is a practical-based and job-oriented commercial course for learning better management of modern office through improved knowledge of front office and back office. Communication and office management, theoretical and practical knowledge of stenography and wide use of computer applications and internet are the part of the curriculum, as they are the basic need of today's changing methods of working in modern offices. This course will make students proficient in terms of managing general office activities. Preference would be given to students who had O.M.S.P. subject at 10+2 level. Students with basic knowledge of computers would be preferred.

12. Political Science

Political Science covers many aspects. It has wide opportunities in the field of Government agencies and N.G.O.s'. It is also an integral part of various competitive and job-seeking examinations. Political Science as a Discipline paper B.A.(Programme) would be offered to those students who have studied Political Science up to class 12th and got 55% marks.

13. Psychology

Psychology is a discipline that can provide a better understanding of other's behaviour as well encourage self-understanding.. It is recognized as the scientific study of mind,

behaviour and higher mental processes. The B.A.(Programme) course teaches you the fundamentals of psychology, social, abnormal, statistics, research methodology, experimentation and psychological testing. The CBCS syllabus has a strong practical component. Students are imparted skills such as conducting experiments, administering tests, making observations, interviewing, case analyses and developing intervention programmes.

Psychology is open to students from all backgrounds, although having studied the subject in school gives you an edge. Science students are able to do better due to the strong scientific bent of the subject. Psychology needs sensitive, empathetic individuals who can also think outside the box. It is a lucrative subject because work is aplenty in a variety of settings like hospitals, counselling centres, government organizations, N.G.O.s and Research organizations. Psychology as a subject that meets not just market demands but also societal needs.

14. Sanskrit

Department of Sanskrit has been working since the very beginning of the college. The subject is being taught not only as a language or main subject but as a powerful medium of personality development too. The students are being familiarized with the rich culture of India, the spiritual knowledge, related life style and so many other things like stress management through the thoughts of Bhagwadgita and Upanishads etc. Sanskrit is being taught as Discipline, language, MIL, qualifying Sanskrit, Skill-Enhancement etc.

The department motivates young tender minds to assimilate the principles of high thought, full life and sound health. We also consider how the classical texts, in a logical and scientific manner may contribute to societal betterment. The concept of ideal living, based on Vedic teachings and overcoming life-style disorders and new health issues are also discussed. The study of the subject may also help in understanding original classics and allied literature (medical and environmental sciences). Thus, the study of Sanskrit provides deep enrichment on emotional, spiritual and intellectual levels.

15. Sociology

One of the initial departments of Aditi Mahavidyalaya, Sociology is taught at the B. A. (Programme) level. A very popular subject for the undergraduates, it gives them a grounding in basic sociological concepts and principles, sociology of India, theories and methods. Crucial in understanding contemporary social realities, the discipline of Sociology trains young minds for careers in teaching, journalism and research.

16. हिन्दी विभाग

हिन्दी विभाग के अंतर्गत बी.ए.(आनर्स) हिन्दी पत्रकारिता एवं संचार पाठ्यक्रम(जिसका विवरण अलग से दिया गया है) के अतिरिक्त बी.ए. आनर्स, बी.ए. प्रोग्राम, बी.कॉम प्रोग्राम, बी.एल.एड.आदि कोर्सों में हिन्दी के विविध प्रश्नपत्र

पढ़ाए जाते हैं। बी.ए. प्रोग्राम और बी.कॉम. प्रोग्राम में हिन्दी भाषा के तीन स्तर हैं- हिन्दी 'क'- उन छात्राओं के लिए है जिन्होंने बारहवीं कक्षा तक हिन्दी भाषा पढ़ी है, हिन्दी 'ख'- उन छात्राओं के लिए है जिन्होंने दसवीं कक्षा तक हिन्दी भाषा पढ़ी है वहिन्दी 'ग'- उन छात्राओं के लिए है जिन्होंने आठवीं कक्षा तक हिन्दी भाषा पढ़ी है। बी.ए. प्रोग्राम के अंतर्गत अन्य विषयों के समान हिन्दी अनुशासन का प्रश्नपत्र भी हमारे महाविद्यालय में पढ़ाया जाता है। अदिति महाविद्यालय के पुस्तकालय में हिन्दी भाषा और साहित्य की महत्वपूर्ण पुस्तकों का वृहद् संकलन है। दिल्ली विश्वविद्यालय की परीक्षाओं में हिन्दी भाषा और साहित्य पढ़ने वाली हमारी छात्राओं का प्रदर्शन सराहनीय रहता है।

बी. ए./ बी. कॉम. (प्रोग्राम) पाठ्यक्रम

सेमेस्टर- 1

- 1.1 हिन्दी भाषा और साहित्य का इतिहास (Core Course-1)
- 1.2 हिन्दी योग्यता संवर्द्धक पाठ्यक्रम Language-MIL/English Comm. (AECC)

सेमेस्टर- 2

- 2.1 हिन्दी कविता (मध्यकाल और आधुनिक काल) (Core Course-2)
- 2.2 आधुनिक भारतीय भाषा –हिन्दी: भाषा और साहित्य(क/ख/ग) Language-MIL/English-1

सेमेस्टर- 3

- 3.1 हिन्दी कथा साहित्य (Core Course-3)
- 3.2 हिन्दी कौशल संवर्द्धक पाठ्यक्रम (Skill Enhancement Course; Any One)

(क) रचनात्मक लेखन

अथवा

(ख) भाषा शिक्षण

अथवा

(ग) कार्यालयी हिन्दी

सेमेस्टर-4

- 4.1 अन्य गद्य विधाएँ (Core Course-4)

4.2आधुनिक भारतीय भाषा- हिन्दीगद्य: उद्भव और विकास क/ख/गLanguage-MIL/English-2

4.3हिन्दी कौशल संवर्द्धक पाठ्यक्रम (Skill Enhancement Course; Any One)

(क) भाषायी दक्षता

अथवा

(ख) विज्ञापन और हिन्दी भाषा

अथवा

(ग) कंप्यूटर और हिन्दी भाषा

सेमेस्टर-5

5.1विषय आधारित ऐच्छिक पाठ्यक्रम (Discipline Specific Elective-1)

(क)हिन्दी भाषा का व्यावहारिक व्याकरण

अथवा

(ख)हिन्दी का मौखिक साहित्य और उसकी परम्परा

अथवा

(ग)हिन्दी रंगमंच

5.2सामान्य(जेनेरिक) ऐच्छिक पाठ्यक्रम (Generic Elective; Any One)

(क)अनुवाद: व्यवहार और सिद्धांत

अथवा

(ख) जनपदीय साहित्य

सेमेस्टर-6

6.1विषय आधारित ऐच्छिक पाठ्यक्रम (Discipline Specific Elective-2)

(क) साहित्यचिंतन

अथवा

(ख) कोशविज्ञान: शब्दकोश और विश्वकोश

अथवा

(ग) विशेषअध्ययन: एक प्रमुख साहित्यकार

6.2 सामान्य(जेनेरिक) ऐच्छिक पाठ्यक्रम (Generic Elective; Any One)

(क) अस्मितामूलक अध्ययन और हिन्दी साहित्य

अथवा

(ख) हिन्दी सिनेमा और उसका अध्ययन

(उपर्युक्त पाठ्यक्रम दिल्ली विश्वविद्यालय की वेबसाइट से उद्धृत है.)

B. A.(Hons.) COURSES

बी.ए. (विशेष) हिन्दी पत्रकारिता एवं जनसंचार

वर्तमान तकनीकी और सूचना-क्रांति के दौर में हिन्दी पत्रकारिता और जनसंचार का क्षेत्र रोजगार के विभिन्न विकल्पों और बेहतर सम्भावनाओं से युक्त है। उपर्युक्त पाठ्यक्रम के अंतर्गत छात्राओं को भारतीय और वैश्विक पत्रकारिता के स्वरूप, विकास, इतिहास के सैद्धांतिक परिचय के साथ ही पत्रकारिता से सम्बंधित व्यावहारिक आयामों की जानकारी दी जाती है। प्रतिवर्ष विशेष व्याख्यानों, फिल्म-प्रदर्शन, डॉक्युमेंट्री फिल्म-निर्माण, लेखन-कला संबंधी मीडिया कार्यशालाओं व सेमिनारों का आयोजन किया जाता है। पाठ्यक्रम की आवश्यकता के अनुरूप अदिति महाविद्यालय की हिन्दी पत्रकारिता लैब में छात्राओं के प्रशिक्षण के लिए अत्याधुनिक डिजिटल कैमरों, LCD स्क्रीन, LED टी.वी., LCD प्रोजेक्टर, DVD प्लेयर, वोइस रिकॉर्डर, माइक सिस्टम, होम थिएटर आदि की व्यवस्था है। महाविद्यालय में पत्रकारिता से जुड़े विभिन्न सॉफ्टवेयर से युक्त कम्प्यूटर-लैब की भी सुविधा है। साथ ही महाविद्यालय के पुस्तकालय में पत्रकारिता से सम्बंधित महत्वपूर्ण पुस्तकों का संकलन है।

छात्राओं के उत्साह-वर्द्धन के लिए प्रतिवर्ष रिपोर्टिंग, विज्ञापन-निर्माण, फोटोग्राफी, डॉक्युमेंट्री-निर्माण आदि में उत्कृष्ट प्रदर्शन करने वाली छात्राओं को पुरस्कार दिए जाते हैं। पाठ्यक्रम के अभिन्न अंग के रूप में प्रशिक्षण-कार्यक्रम (internship) के अंतर्गत छात्राओं को विभिन्न प्रिंट व इलेक्ट्रॉनिक माध्यमों व मीडिया संस्थानों में भेजा जाता है।

इस पाठ्यक्रम के अध्ययन के उपरान्त छात्राएँ अध्यापन, फोटोग्राफी, रिपोर्ट-पटकथा लेखन, साक्षात्कार-कला, टी. वी. व रेडियो में न्यूज एंकरिंग, फीचर व विज्ञापन-निर्माण, फिल्म समीक्षा, रेडियो जॉकी आदि

विभिन्न क्षेत्रों में विशिष्ट पहचान बना सकती हैं। अदिति महाविद्यालय से उत्तीर्ण छात्राएँ दिल्ली विश्वविद्यालय में प्रतिवर्ष उल्लेखनीय स्थान प्राप्त करती हैं। इसके साथ ही हमारी छात्राएँ 'हिन्दुस्तान', 'पायनीयर', 'पंजाब केसरी', 'नवभारत टाइम्स' जैसे प्रतिष्ठित समाचार-पत्रों और टेलीविजन न्यूज चैनलों, एफ़.एम. रेडियो आदि में कार्यरत हैं।

इस पाठ्यक्रम में प्रश्नपत्रों का क्रम इस प्रकार होगा:

1. सेमेस्टर - 1

- | | |
|---|-----------------------------|
| 1.1. जनसंचार माध्यम | (Core Discipline-1) |
| 1.2. हिंदी पत्रकारिता का इतिहास | (Core Discipline-2) |
| 1.3. (क) संस्कृति, साहित्य और मीडिया | (Generic Elective, Any One) |
| अथवा | |
| (ख) फोटो पत्रकारिता | |
| 1.4. Language-MIL-Comm./ENGLISH, Environmental Science (AECC) | |

2. सेमेस्टर - 2

- | | |
|---|-----------------------------|
| 2.1. जनसंचार माध्यमों की भाषा | (Core Discipline-3) |
| 2.2. समाचार की अवधारणा और रिपोर्टिंग | (Core Discipline-4) |
| 2.3. (क) फिल्म अध्ययन | (Generic Elective, Any One) |
| अथवा | |
| (ख) सोशल मीडिया | |
| 2.4. Language-MIL-Comm./ENGLISH, Environmental Science (AECC) | |

3. सेमेस्टर - 3

- | | |
|---|-------------------------------------|
| 3.1. माध्यम कानून और आचार संहिता | (Core Discipline-5) |
| 3.2. संपादन | (Core Discipline-6) |
| 3.3. रेडियो | (Core Discipline-7) |
| 3.4. (क) राजनीति, विचारधारा और हिंदी मीडिया | (Generic Elective, Any One) |
| अथवा | |
| (ख) मीडिया प्रोडक्शन | |
| 3.5. (क) मुद्रित माध्यमों की पृष्ठ सज्जा | (Skill Enhancement Course, Any One) |

अथवा

(ख) रेडियो कार्यक्रम और निर्माण

4. सेमेस्टर - 4

- | | |
|-----------------------|-----------------------------|
| 4.1. न्यू मीडिया | (Core Discipline-8) |
| 4.2. टेलीविजन | (Core Discipline-9) |
| 4.3. विकास पत्रकारिता | (Core Discipline-10) |
| 4.4. (क) पटकथा लेखन | (Generic Elective, Any One) |

अथवा

(ख) संचार क्रांति, वैश्विक परिदृश्य और हिंदी मीडिया

- | | |
|--------------------------------|-------------------------------------|
| 4.5. (क) डाक्यूमेंट्री निर्माण | (Skill Enhancement Course, Any One) |
|--------------------------------|-------------------------------------|

अथवा

(ख) टेलीविजन कार्यक्रम: निर्माण की प्रक्रिया

5. सेमेस्टर - 5

- | | |
|--|----------------------------------|
| 5.1. मीडिया शोध | (Core Discipline-11) |
| 5.2. मीडिया लेखन और समाचार-पत्र निर्माण | (Core Discipline-12) |
| 5.3. हाशिए का समाज, अस्मिता विमर्श और हिंदी मीडिया | (Discipline Specific Elective-1) |
| 5.4. जनमाध्यमों की सैद्धांतिकी | (Discipline Specific Elective-2) |

6. सेमेस्टर - 6

- | | |
|----------------------------------|----------------------------------|
| 6.1. विज्ञापन और जनसंपर्क | (Core Discipline-13) |
| 6.2. परियोजना कार्य | (Core Discipline-14) |
| 6.3. मीडिया प्रबंधन | (Discipline Specific Elective-3) |
| 6.4. हिंदी पत्रकारिता के नए आयाम | (Discipline Specific Elective-4) |

- एक अनिवार्य प्रश्नपत्र : आधुनिक भारतीय भाषा-संचार/अंग्रेजी
- एक अनिवार्य प्रश्नपत्र : पर्यावरण विज्ञान

B. A. (Hons.) - GEOGRAPHY

Geography is a unique discipline which studies the most intricate relationship between human and environment from both physical and social perspective. Geography studies the spatial distribution of any phenomenon on the earth's surface and its change spatially and temporally. Therefore the learning of this subject helps us in providing solutions to various environmental and societal problems.

The B.A.(Hons.) in Geography was introduced in Aditi Mahavidyalaya during the session 2007-08. The course aims to enhancing the learning experience to the students by providing them the real world information and a practical and sound understanding of the various geographical phenomena occurring every now and then. Apart from ample openings in academics, geography opens up an arena of opportunities to students who look for other options after their degree course in business, administration, law and planning etc. The course would also prepare them to pursue advanced courses in Geography and related discipline or branch of two other related fields.

The faculties with specialization in different fields of Geography teach the syllabus of through lectures, tutorials, field studies, seminars and workshops etc. The department is proud of having produced young geographers as P.G. students in nearby universities, school teachers, G.I.S. technicians and government officials.

Eligibility criteria: As per university rules

1. An aggregate of 45% marks in the qualifying examination.
2. The merit shall be determined on the basis of one language and three best elective subjects.

Note: Preference would be given to the applicant who has studied Geography in 12th class.

B.A. (Hons.) GEOGRAPHY CHOICE BASED CREDIT SYSTEM (CBCS)

SEMESTER I	SEMESTER II
Core Courses 1. Geomorphology 2. Cartographic Techniques (Practical)	Core Courses 3. Human Geography 4. Thematic Cartography (Practical)
SEMESTER III	SEMESTER IV
Core Courses 5. Climatology 6. Statistical Methods in Geography (Practical) 7. Geography of India Skill Enhancement Paper	Core Courses 8. Economic Geography 9. Environmental Geography 10. Field Work and Research Methodology (Practical) Skill Enhancement Paper Semester 4

Semester 3 1. Remote sensing 2. Advanced Spatial Statistical Techniques	3. G.I.S (Practical) 4. Research methods (Practical)
SEMESTER V Core Courses 11. Regional Planning and Development 12. Remote Sensing and G.I.S. (Practical) DSE-1 1. Population Geography 2. Resource Geography DSE-2 3. Urban Geography 4. Agricultural Geography	SEMESTER VI Core Courses 13. Evolution of Geographical Thought 14. Disaster Management based Project Work (Practical) DSE-3 5. Geography of Health and Well Being 6. Political Geography DSE-4 7. Hydrology and Oceanography 8. Social Geography

B. A. (Hons.)- SOCIAL WORK

Social Work is a professional discipline that attempts to deal with socio-psychological and emotional issue of an individual, groups and community at large for the better functioning of our society. It helps individuals to realize their potential and become useful member of society.

Social Work deals with various social issues and problems. Youth who have genuine concern for the welfare of the society should opt for this course. Social Work equips the student with relevant skills to work under challenging situations and transmits the knowledge required for social reconstruction and regenerations.

Vision: Promoting an egalitarian and just society that enables students to realize the value of strengthening interpersonal relationships and social justice through advanced curriculum and research.

Mission: To ensure that students have the knowledge, skills, techniques and attitude necessary for taking up the responsibilities both at the grass-root and junior level engagement of social welfare and developmental services. The objectives of the course are to:

1. Impart education and training in professional social work in order to develop qualified personnel in social welfare and development sector.
2. Develop knowledge, skills, attitude and values appropriate to the profession of social Work.
3. Develop understanding of social needs and problems at individual, family, group and community levels respectively.

4. Learn the application of professional social work.

The course aims at providing interdisciplinary collaboration for better understanding of human needs, problems, services and issues of development. It promotes integration of theory and practice in the fields of social work. The students are provided direct exposure in the field in addition to theory classes. The students will be required to attend four days of theory classes and two days of field work in a week. Medium of instruction is both Hindi and English.

Field work is an integral part of social work curriculum. Students are placed in various settings such as schools, hospitals, de-addiction centres, N.G.O.s', community and industry etc., where they are exposed to the field realities. Once the fieldwork placement is done, no changes will be encouraged.

Apart from field work, the students are taken on a study tour/rural camp to N.G.O.s' and Development Organizations within and outside Delhi. Orientation is an integral part of Social Work curriculum. Attendance in Orientation Programme is compulsory after which admission shall close.

The department runs 'EKTA' a society which actively participates in the Departmental functions. The objective is to foster personality development of students through organizational and planning skills, cultural activities, etc. The society provides a platform for the social work students to participate and contribute in different activities like N.G.O. meet, Diwali Mela, Effulgence, etc. The department organizes various workshops, interactive session, career guidance session, exposure visits to different organizations and so on.

This Six Semester course will enable the students to get practical training in the field of social work. Later on they can engage themselves as professional social workers. In addition, students would have job opportunities in various organizations working for welfare of the children, women, youth, scheduled castes and tribes, differently abled, etc., and can further go for higher studies in social work.

Eligibility

The eligibility criteria are as follows:

- a) Any person with minimum 45% marks in the aggregate of best four subjects including at least one language in XII standard examination or its equivalent examination recognized by University of Delhi in any discipline shall be eligible to apply for this course.
- b) Candidates belonging to S.C./S.T. categories shall be allowed 5% relaxation in the eligibility requirement.

Admission Procedure

Admission procedure will take place as per Delhi University decision.

B.A. (Hons.) Social Work Choice Based Credit System (CBCS) Scheme

SEMESTER- I	SEMESTER-III	SEMESTER- V
<p>C-1: SW 101 Fundamentals of Social Work</p> <p>C-2: SW 102 Introduction to Society for Social Work</p> <p>AECC 1: As per College/University Decision</p> <p>GE1 : Any one of the followings:</p> <p>SW 111: Social Work with Youth</p> <p>SW 112: Disability and Social Work</p> <p>FW1: SW 106 Field Work Practicum-I</p>	<p>C-5: SW 301 Working With Individuals</p> <p>C-6 : SW 302 Working With Groups</p> <p>C-7: SW30 3Social Deviance and Social Problems</p> <p>SEC 1: Any one of the followings</p> <p>SW 311: Communication for Development</p> <p>SW 312: Programme Media in Social Work</p> <p>GE3 : Any one of the followings</p> <p>SW 321: Integrated Methods In Social Work Practice-I</p> <p>SW 322 : Palliative Care in Social Work</p> <p>FW2: SW 306 Field Work Practicum-III</p>	<p>C-11: SW 501 Social Policy and Development</p> <p>C-12 : SW 502 Social Action and Movements</p> <p>DSE 1: Social Legislation and Human Rights</p> <p>DSE 2: Health and Social Work</p> <p>DSE 3: Social Work Intervention in Disaster</p> <p>DSE 4: Social Work Response to Social Concerns</p> <p>FW5: SW 506 Field Work Practicum-V</p>
SEMESTER-II	SEMESTER – IV	SEMESTER- VI
<p>C-3: SW 201 Contemporary Social</p>	<p>C-8: SW 401 Working with</p>	<p>C-13: SW 601 Social Welfare</p>

Concerns	Communities	Administration
C-4: SW 202	C-9: SW 402	C-14: SW 602
Understanding Psychology for Social Work	Social Psychology For Social Work	Research in Social Work
AECC 2*: As per College/University Decision	C-10: SW 403	DSE 5: Social Work Practice in Different Settings
GE1 : Any one of the followings:	Areas of Social Work Practice	DSE 6: N.G.O. Management
SW 211: Social Work Response to Health Care	SEC 2: Any one of the followings	DSE 7: Counselling Skills in Social Work
SW 213: Criminal Justice Social Work	SW 411: Application of Programme Media	DSE 8: Project Work/Dissertation
FW2: SW 206	SW 412: Skill and Technique of Field Work	FW6: SW 606
Field Work Practicum -II	GE4 : Any one of the followings	Field Work Practicum-VI
	SW 421: Social Work with Older Persons	
	SW 422: International Social work	
	FW4 : SW 406	
	Field Work Practicum- IV	

COMMERCE

The course brings together all relevant business disciplines and prepares graduates for realities of job market. Studies in accounting, finance, marketing, management, commercial laws and economics are combined with business communication, politics, ethics, introduction to business mathematics and computers. Recognizing the spectacular growth in electronic commerce, specific courses in e-commerce has been included in the curriculum. The modern methods of

analysis and data presentation involving computer technology are an integral part of the course content. Specifically, with the introduction of information technology (I.T.) model of examination in commerce, basic I.T. inputs have included in many of the compulsory papers like accountancy, statistics, income tax, investment management etc. Our commerce graduates are supervisory managers in different functional areas of business like sales, marketing, accounting and finance. The course provides a solid foundation to pursue higher professional courses such as chartered accountancy; cost accountancy, company secretary ship and M.B.A. etc. Eminent speakers from different organizations are invited for discussion on contemporary business-related issues. Every year department organizes 'Commerce Fest' which showcases the students' talent, their organizational and leadership skills.

B.Com. (Hons.)

The choice based credit system (CBCS) based syllabus for B.Com.(Hons.) consisting of 26 papers provides an opportunity for the students to choose papers from the prescribed courses comprising core, elective/minor skill based courses.

Eligibility

1. Candidates should have obtained at least 45% in the qualifying examination.
2. The candidates must have studied and passed Mathematics/ Business Mathematics at the qualifying exam for admission to Honors in Commerce.
3. As per the University of Delhi Information Bulletin 2017- 18, selection shall be based on inclusion of :

One language from Part 1 of List C1 + Three best subjects as per Part 2 of List C1.

OR

One language from Part 1 of List C1+ any combination of subjects out of Part 2 of List C1, List C2 or any other subject (not listed either in List C1 or List C2). **In such a case, the deduction of marks from aggregate percentage of 'Best Four' shall be as follows:**

- i. For every subject included from List C2, a deduction of one percent in aggregate percentage of 'Best Four';
- ii. For every other subject (not listed either in List C1 or List C2), a deduction of 2.5% per subject in aggregate percentage of 'Best Four'.

Note:

All subjects to be included in the calculation of 'Best Four' must have at least 70% theory component of examination. In case the subject to be considered does not have at least 70% theory component, then the marks obtained in theory and practical shall be converted to 70% and 30% respectively, on pro rata basis. The marks so arrived at will then be considered for calculation of 'Best Four'.

B.Com. (Hons.) – CBCS

SEMESTER I			SEMESTER II		
Course No.	Course Title	Course Type	Course No.	Course Title	Course Type
BCH-1.1	Environmental Studies	AECC-1	BCH-2.1	Business Communication(Language-English, Hindi,MIL)	AECC-2
BCH-1.2	Financial Accounting	Core Course-1	BCH-2.2	Corporate Accounting	Core Course-3
BCH-1.3	Business Law	Core Course-2	BCH-2.3	Corporate Law	Core Course-4
BCH-1.4	Generic Elective(any one)	Generic Elective-1	BCH-2.4	Generic Elective(any one)	Generic Elective-2
	a) Micro Economics			a)Macro Economic	
	b) Insurance and Risk Management			b)Investing in Stock Markets	
SEMESTER III			SEMESTER IV		
Course No.	Course Title	Course Type	Course No.	Course Title	Course Type
BCH-3.1	Human Resource Management	Core Course-5	BCH-4.1	Cost Accounting	Core Course-8
BCH-3.2	Income Tax Law and Practice	Core Course-6	BCH-4.2	Business Mathematics	Core Course-9
BCH-3.3	Management Principle and Applications	Core Course-7	BCH-4.3	Computer Application in Business	Core Course-10
BCH-3.4	Generic Elective(any one)	Generic Elective-3	BCH-4.4	Generic Elective(any one)	Generic Elective-4
	a) Business Statistics			a)Indian Economy	
	b) Project Management			b)Economics of Regulation of Domestic and Foreign Exchange Markets	
BCH-3.5	Skill Enhancement Course(Any one)	SEC -1	BCH-4.5	Skill Enhancement Course(Any one)	SEC -2
	a)E-Commerce			a)Entrepreneurship	
	b)Training and Development			b)Collective Bargaining and Negotiation Skills	
	c)E-Marketing			c)E-filling of Returns	
	d)Personal Tax Planning			d)Cyber Crime and Laws	

SEMESTER V			SEMESTER VI		
Course No.	Course Title	Course Type	Course No.	Course Title	Course Type
BCH-5.1	Principles of Marketing	Core Course-11	BCH-6.1	Auditing and Corporate Governance	Core Course-13
BCH-5.2	Fundamentals of Financial Management	Core Course-12	BCH-6.2	Indirect Tax Laws	Core Course-14
BCH-5.3	Discipline Specific Elective(Any one of Group A)	DSE-1	BCH-6.3	Discipline Specific Elective(Any one of Group B)	DSE-3
BCH-5.4	Discipline Specific Elective(Any one of Group A)	DSE-2	BCH-6.4	Discipline Specific Elective(Any one of Group B)	DSE-4
	a)Management Accounting			a)Fundamentals of Investment	
	b)Corporate Tax Planning			b)Consumer Affairs and Customer Care	
	c)Advertising			c)Business Tax Procedures and Management	
	d)Banking and Insurance			d)International Business	
	e)Computerized Accounting System			e)Industrial Relations and Labour Laws	
	f)Financial Markets Institution and Financial Services			f)Business Research Methods and Project Work	
	g)Industrial Laws			g)New Venture Planning	
	h)Organizational Behaviour			h)Financial Reporting and Analysis	
				i)Compensation Management	

B.Com.

The choice based credit system (CBCS) based syllabus for B.Com. consists of 24 papers. The course provides an insight into extensive range of subjects such as Accounting, Management, Business Laws, Corporate tax, Cyber-Crimes and Cyber Laws etc.

Eligibility

1. Candidates should have obtained at least 40% in the qualifying examination.
2. As per the University of Delhi Information Bulletin 2017- 18, selection shall be based on inclusion of :

One language from Part 1 of List C1 + Three best subjects as per Part 2 of List C1.

OR

One language from Part 1 of List C1+ any combination of subjects out of Part 2 of List C1, List C2 or any other subject (not listed either in List C1 or List C2). **In such a case, the deduction of marks from aggregate percentage of 'Best Four' shall be as follows:**

- i. For every subject included from List C2, a deduction of one percent in aggregate percentage of 'Best Four';
- ii. For every other subject (not listed either in List C1 or List C2), a deduction of 2.5% per subject in aggregate percentage of 'Best Four'.

Note:

All subjects to be included in the calculation of 'Best Four' must have at least 70% theory component of examination. In case the subject to be considered does not have at least 70% theory component, then the marks obtained in theory and practical shall be converted to 70% and 30% respectively, on pro rata basis. The marks so arrived at will then be considered for calculation of 'Best Four'.

B.Com. – CBCS PROGRAMME

Semester – I			Semester – II		
Course No.	Course Title	Course Type	Course No.	Course Title	Course Type
BC 1.1	Environmental Studies	AECC-1	BC 2.1	Language: English/Hindi/Modern Indian Language	AECC-2
BC 1.2	Financial Accounting	Core Course (DSC-1)	BC2.2	Business Law	Core Course (DSC-3)
BC 1.3	Business Organization and Management	Core Course (DSC-2)	BC 2.3	Business Mathematics and Statistics	Core Course (DSC-4)
BC 1.4	English	Language	BC 2.4	Hindi/ Modern Indian	Language

	Language	– 1		Language	– 2
--	----------	-----	--	----------	-----

Semester – III			Semester – IV		
Course No.	Course Title	Course Type	Course No.	Course Title	Course Type
BC 3.1	Company Law	Core Course (DSC-5)	BC 4.1	Business Communication(English/ Hindi)	Language – 4
BC 3.2	Income Tax Law and Practice	Core Course (DSC-6)	BC4.2	Corporate Accounting	Core Course (DSC-7)
BC 3.3	Hindi/ Modern Indian Language	Language – 3	BC 4.3	Cost Accounting	Core Course (DSC-8)
BC3.4	Skill Based (Any one of the following)	Skill based AECC-1	BC 4.4	Skill Based (Any one of the following)	Skill based AECC-2
	a) Computer Application in Business			a) E-Commerce	
	a) Cyber-Crime and Laws			b) Investing in Stock Markets	

SEMESTER V			SEMESTER VI		
Course No.	Course Title	Course Type	Course No.	Course Title	Course Type
BC-5.1	Discipline Specific Elective(Any one of the following)	DSE-1	BC-6.1	Discipline Specific Elective(Any one of the following)	DSE-3
	a)Human Resource Management			a)Corporate Tax Planning	
	b)Principle of Marketing			b)Banking and Insurance	
	c)Auditing and Corporate Governance			c)Management Accounting	
	d) Financial Reporting and Analysis			d) Computerized Accounting System	
				e)Financial Markets and Institutions	
BC-5.2	Discipline Specific Elective(Any one of the following)	DSE-2	BC-6.2	Discipline Specific Elective(Any one of the following)	DSE-4
	a)Fundamentals of Financial Management			a)International Business	
	b)Indirect Tax Laws			b)Office Management and	

				Secretarial Practice	
	c)Training and Development			c)Fundamentals of Investment	
	d)Industrial Laws			d)Consumer Protection	
				e)Organizational Behaviour	
BC-5.3	Skill Based(Any one of the following)	AECC-3	BC-6.3	Skill Based(Any one of the following)	AECC-4
	a)Entrepreneurship			a)Personal Selling and Salesmanship	
	b)Advertising			b)Collective Bargaining and Negotiation Skills	
BC-5.4	Generic Elective (Any one of the following)	GE-1	BC-6.4	Generic Elective (Any one of the following)	GE-2
	a)Principle of Micro Economics			a)Indian Economy	
	b)Economics of Regulation of Domestic and Foreign Exchange Markets			b)Project Management	

Disclaimer: The contents of this prospectus have been prepared as per the University guidelines, which are subject to change from time to time. All students desirous of seeking admission in B.Com./ B.Com.(Hons.) are requested to follow the website of University of Delhi (www.du.ac.in) regularly for any changes/ clarifications done by the University. The Department of Commerce (Aditi Mahavidyalaya) does not hold any responsibility for any changes in admission procedure/ eligibility criterion/ course content done by the University after publication of the prospectus.

B.El.Ed. (Bachelor of Elementary Education)

Bachelor of Elementary Education programme is a four-year integrated professional degree programme of teacher education offered after the senior secondary stage. This programme is an attempt towards fulfilling the need for professionally qualified elementary school teachers. It is designed to integrate the study of subject knowledge, human development with pedagogy and communication skills. It offers compulsory as well as optional theory courses, compulsory practicum courses and a comprehensive school internship experience. Students are expected to cover 19 theory courses and 7 practicum courses during the four year programme of study. Total weightage of the theory course over four years is 1250 marks and 950 marks for the practicum (total 2200 marks). These courses are designed in such a manner that they offer an opportunity to the students to study in detail the process of child development and learning, concepts and perspectives in education, processes and techniques of school organization and management,

various issues related to elementary education and development of skills to relate and communicate with children.

In 1995, our college started B.El.Ed. course with thirty five students and became the second college in the University of Delhi to offer this course. Today, we have alumni of over 600 graduates. A separate wing in the college building is exclusively dedicated to the department of B.El.Ed for the smooth conduction of the practicum, workshops and other course related activities. Department has a curriculum laboratory in which a library, computer (equipped with Internet facility) and Audio - Visual facilities are available for students and teachers. In addition to the basic reference materials, curricular resources and books including children's literature and school textbooks and audio - visual materials are also available in the library. Department has its own laboratories of Biology and Chemistry, along with a laboratory of the cooperative Department of Geography, equipped with modern equipments.

The Department of Education organizes various workshops – Theatre, Craft, Self Development and Story-telling (*Qissa-Goi*) workshops. Students also visit places of innovation teaching and learning practices. Other than these compulsory workshops, students also participate in various other activities such as heritage walk to the area of Chandni Chowk, visit to National Museum, Science Centre, workshops TERI Earth Leadership Programme, Youth Development Programme by Social work Department and ‘Utsav’(college festival), which is very popular among girls. Students are encouraged to participate in extracurricular activities in other colleges and in the University.

A collection of activities and experiences of the students of the Department is brought out annually as Newsletter ‘AAROHI’. The e- version of ‘AAROHI’ for the sessions 2014-15 and 2015-16 are available at college website <http://www.amv94.org> The last two numbers are e - version and are available at college website <http://www.amv94.org>. B.El.Ed Department's Alumni Meet 'MILAAP', is also the first alumni meet of the college which was organized in Jan 2013. In past years, our graduates are meaningfully contributing to many government and private schools, teacher education institutions / colleges and Non government organizations like Vidya Bhavan Society and Bodh Shiksha Samiti. Some students and faculty of the department have also been part of Innovation projects of the University of Delhi.

University of Delhi commemorated a scholarship in the memory of our student Vaishali Tomar to the toppers from the B.El.Ed. first, second and third years for the college fee and book grant. It is approximately Rs 10,000/ per annum.

Note:

For information regarding admission to B.El.Ed.course, kindly visit the website of Department of Education, Central Institute of Education, University of Delhi <http://cie.du.ac.in>

OR

Official website of University of Delhi www.du.ac.in

INTAKE CAPACITY OF STUDENTS

Ist Year	General	S.C.	S.T.	O.B.C.	Total
B.A.(Programme)	271	81	40	146	538
B.A. (Hons.) Geography	16	5	2	8	31
B.A. (Hons.) Hindi Journalism	23	7	3	12	45
B.A. (Hons.) Social Work	23	7	3	12	45
B.Com. (Hons.)	27	8	4	15	54
B.Com.	23	7	3	12	45
B.El.Ed.	25	8	4	13	50
Total	408	123	59	218	808

Subject combinations with student intake capacity (2017-18)

S.No	Subject	1	2	3	4
1	A.S.P.S.M.	ECONOMICS	MATHEMATICS		
2	ECONOMICS	PSYCHOLOGY	A.S.P.S.M.	F.T.	MATHEMATICS
3	H.D.F.E. (Practical)	POLITICAL SCIENCE			
4	F.T. (Practical)	ECONOMICS	GEOGRAPHY		
5	GEOGRAPHY	HISTORY	F.T.		
6	HINDI (D)	N.H.E.	O.M.S.P.	POLITICAL SCIENCE	
7	HISTORY	SANSKRIT	GEOGRAPHY		
8	MATHEMATICS	ECONOMICS	PSYCHOLOGY	A.S.P.S.M.	
9	MUSIC (Practical)	SOCIOLOGY	SANSKRIT		
10	N.H.E. (Practical)	SOCIOLOGY	HINDI(D)		
11	O.M.S.P. (Practical)	SOCIOLOGY	HINDI(D)		
12	POLITICAL SCIENCE	H.D.F.E.	HINDI(D)	SANSKRIT	SOCIOLOGY
13	PSYCHOLOGY	ECONOMICS	MATHEMATICS		
14	SANSKRIT	HISTORY	POLITICAL SCIENCE	MUSIC	
15	SOCIOLOGY	POLITICAL SCIENCE	O.M.S.P.	MUSIC	N.H.E.

General Information

Attendance

1. Every student is expected to be regular and punctual in college.
2. Student is required to attend atleast two-third of total number of lectures in all the subjects taken together for being eligible to appear in the University examination.
3. University Ordinance VII clause 2A, part (ii) states that “the college shall have power to strike off the name of a student who is irregular in attendance or when the absence of the student is for such a long period that he/she cannot put in the requisite % of attendance.”
4. Attendance in NCC/NSS and Sports would carry special weightage.
5. The attendance rules are strictly followed in the college and Principal decision in this regard shall be final and binding.
6. It is the responsibility of the student or her Guardian to know the state of attendance from college office periodically.
7. Application for medical leave will be entertained only if it reaches the college within three days from the 1st day of absence.

Discipline

The saying goes that “self discipline is the best discipline”. The following code of conduct is expected from the students:

1. To carry identity and library card to the college every day.
2. To maintain silence in the “SILENCE ZONE” i.e corridors, inside and outside the classroom.
3. To attend all lectures tutorials and co-curricular activities regularly.
4. To read students’ notice boards every day.
5. To use library, common room or canteen during free time and not miss classes.
6. To desist from tearing-off pages from library books.
7. To assist college authorities in maintaining the campus greenery and garden.
8. To switch-off light and fans on vacating the classrooms.
9. To respect others’ independence in order to maintain your own.
10. To report as a duty, all cases of impropriety and misbehavior to the college authorities.
11. To observe self discipline, cleanliness and punctuality.
12. Parents are requested to confirm from the college Principal all information regarding excursions and tours on which their wards propose to go.
13. Students must not remove furniture from the classrooms to sit in the corridors. Any student found sitting in the corridors on college furniture shall be fined.

Fee Structure 2017 – 18

(*Charges in Table in Rupees*)

Course	Admission Fee	Tuition Fee	Estb. Charges	Caution Deposits	Course Fee	Univ. Dues	Student Fund	Total
B.Com.	10	180	690	350	1000	900	2030	5160
B.Com. (H)	10	180	690	350	1500	900	2030	5660
B.A. (H) Geography	10	180	690	350	1500	900	2030	5660
B.A. (H) Hindi Patrakarita	10	180	690	350	3150	900	2030	7310
B.A. (H) Social Work	10	180	690	350	1550	900	2030	5710
B.A. (Programme)	10	180	690	350	-	900	2030	4160*
B.El.Ed.	10	180	690	350	4500	950	2030	8710
P.H. Category	10	0	25	350	0	20	0	405

*Practical Paper fees will be charge extra. The details are given below –

Details of Establishment Charges

Water & Electricity – Rs. 385, Home Exam – Rs. 40, Library Fee – Rs. 150, Magazine Fee – Rs. 50, I.Card – Rs. 25, Garden Fee – Rs. 40
(Total – Rs. 690)

Details of University Dues

University Development Fee – Rs. 600, University Athletic Fee – Rs. 50, University Cultural Council Fee – Rs. 5, University Enrolment Fee – Rs. 200/250, N.S.S. Fee – Rs. 20, W.U.S. Fund – Rs. 5, D.U.S.U. – Rs. 20
(Total – Rs. 900/950)

Details of Student Fund Sports Fee – Rs. 500, Canteen – Rs. 30, Union Fee – Rs. 200, Student Welfare Fee – Rs. 15, Social Cultural Activities – Rs. 400, Medical –Rs. 40, Student Development – Rs. 120, Student Common Room – Rs. 10, Women Development Fee – Rs. 15, Laboratory Development Fund – Rs. 200, College Placement Cell – Rs. 20, Hindi Dramatic Society – Rs. 100, N.C.C. – Rs. 20, Library Development Fee – Rs.160, College Development Fee – Rs. 150, Film Society – Rs. 50

(Total – Rs. 2030)

Practical Paper	Fees for the Paper in addition to above fee (in Rupees)
H.D.F.E./ Family & Child Welfare	200
Nutrition & Health Education	300
Music	300
Food Technology	400

Prizes and Scholarships

College Level Scholarships

Aditi Mahavidyalaya Encouragement Prizes: Encouragement Prizes are given on the College Annual Day to the students who score highest marks in various courses every year. Students who are University Rank Holders are also felicitated

Pushpa Bhatnatgar Education Trust Scholarship: Scholarship is given to the toppers of college

Merit Scholarship: Scholarship is given to the students scoring 60% and above every year in any stream

Shri Basant Lal Bhutani Memorial Prize: For the Best All-Rounder student of the college

Mrs. Kalawati Bhutani Memorial Prize :For Best Actor in Drama Competition

Prof. Lalit K. Bhutani Memorial Prize :For Best Singer of the college

Dr. Sohan Lal Gulati Memorial Prize :For the Best Debater of the college

Mrs. Kaushlya Gulati Memorial Prize :For maximum marks (aggregate) in I, II & III year Food Technology

Dr. Shaminder K.Gulati Memorial Prize :For the maximum attendance in I year

Shri L.N.Gupta Memorial Prize :For highest marks in Management Accounting

Shri S.N. Garg Memorial Prize :For highest marks in Cost Accounting

Oti Milang Memorial Prize :For most needy and deserving student in B.El.Ed

Oti Milang Motivation Award :For physically handicapped students in B.El.Ed

Shri S. Krishan Tiwari Scholarship :For highest marks in B.A.(Programme) Hindi

Smt. Laxmi Tiwari Scholarship :For highest marks in B.A.(Hons.) Hindi Journalism

Smt. Prakash Kaur Memorial Prizes :For highest marks in Financial Management in B.

Com. (Hons.) and also for highest marks in Financial Management in B. Com.

Shri O.P. Datta Memorial Prize :For highest marks in B. A. II yr in Music

University Level Scholarships

Scholarship under All India Entrance Examination: Delhi University holds a competitive examination in the month of October every year and offers 50 scholarships of Rs.250/-p.m. for 3 years for pursuing Honours course in the University. The competition is open to those who have passed XII Class from C.B.S.E. or any equivalent examination with at least 55% marks in aggregate. The forms may be obtained from Examination Branch VII (i) of Delhi University

V.C. Scholarship: V.C. Scholarship of 1200/- each is awarded to the students belonging to S.C./S.T. General Categories on fulfilling the required criteria

Dr. S.Ranganathan Memorial Prize :For highest marks in B.A. (Hons.) Social work I year (minimum 60%)

S. Alamelu Ranganathan Memorial Prize :For highest marks in Music III year

Government/ State Level Scholarships

State Government Scholarship to S.C./S.T. Students: Students belonging to S.C./S.T. are eligible for the award of

Post-Merit Scholarships through the Govt. of N.C.T. of Delhi. Students are advised to obtain and submit their applications in the college office along with the certificates as required under the rules. (Parent's income would be the criterion for judging the eligibility of students applying for this scholarship.)

State Government Award: The govt. of Delhi facilitates with an award of Rs.5000/- to those students of commerce and humanities streams scoring an aggregate of 70% and above in the results of 12th standard, I year and II year

Sanskrit Academy Scholarship: Scholarship is awarded to the students scoring 70% and above every year in Sanskrit language

Dr. V.K.R.V. Rao Endowment Scholarship: Scholarship is awarded to needy and deserving students belonging to low income group families. Students can obtain the required information regarding this scholarship from the college office

College Infrastructure & Facilities

Library and Reading Room

Our college library has a collection of about 20,000 books comprising of about 2000 reference books. The library remains open throughout the year from 9a.m. to 5 p.m. except on Sundays and official holidays. There are separate sections for newspapers, magazines, periodicals and books for general reading. The reference section stacks encyclopaedia, dictionaries and thesaurus. There is a comfortable seating arrangement in reading room which provides a calm environment for study.

Biology Laboratory

The Biology Laboratory of the college is well-equipped with all modern scientific apparatus to aid and support the curriculum of Biology (optional paper) in B.El.Ed. The equipments are made available to the students to facilitate practical knowledge of the course.

Chemistry Laboratory

It is spacious, well-ventilated and equipped with modern equipments and apparatus like Ph. meter and conductometer, etc. which facilitate students in conducting experiments and research.

Curriculum and Resource Centre

B.El.Ed. has a curriculum laboratory and Resource Centre. It has an exclusive library and reading space for B.El.Ed. Students and faculty members. It has more than two thousand books, magazines, and other reading material for various theory papers and practicum of the B.El.Ed. Course. It also has various teaching learning material in the form of teaching aids, charts, activities, models, flash cards, science and mathematics kit etc. Other than books, students have access to different encyclopaedias, glossaries and dictionaries. These books and material can be issued to students. The laboratory is also equipped with audio-visual aids like O.H.P., Television, Music System and Computer with internet facility.

Collage Hall

College has a spacious hall where curricular, co- curricular and cultural activities are conducted throughout the year. Seminars, workshops, orientation programmes and trainings are organized here. The college hall is constantly engaged in various activities organized by the departments.

Canteen

The canteen is a popular stop-over for students and staff to grab a bite between classes. It provides an informal space, where students gather informally. It is run under the supervision of the college canteen committee, provides refreshment and hygienic eatables at reasonable prices.

Computer Centre

College has three computer labs. The software and hardware is constantly upgraded to keep abreast with latest technology. There are 160 computers and latest special purpose software packages to meet the requirements of the curriculum. Though the students from any discipline may use the lab., the students of B. Com. (Hons.) and B. Com. need to study computer papers as their main papers, the college provides them with the latest special purpose software packages.

Counselling Unit

Counselling Unit opens for three days a week. An experienced professional counsellor who is associated with many governmental and non-governmental organizations is appointed for counselling. A separate cabin is made to maintain the privacy and confidentiality. Feedback is taken from the counsellor intermittently. Students receive counselling sessions as per their needs.

Family and Child Welfare Laboratory

The laboratory is equipped with audio-visual aids to support curriculum delivery. Different psychological tests as per the curriculum are also available.

Food Technology Laboratory

This laboratory is equipped with state-of-the-art facilities to produce bakery items like bread, buns, cakes, pastries, biscuits etc. and preserved food items like jams, jellies, pickles, preserves etc. The laboratory is well-equipped with modern gadgets and equipments for baking, preservation and quality analysis.

Geography Laboratory

A practical knowledge of the subject, through the use of various laboratory equipments such as computers, maps, charts, diagrams, models, barometers, thermometers, compasses etc. is imparted to the students here.

Global fund Conference room

College has a conference room which is equipped with all the modern equipments and facilities like overhead projector, audio visual system, etc.

Hindi Journalism Laboratory

For the students of Hindi Patrakarita Evam Jansanchar, the College maintains a repository of audio-visual equipments such as overhead projectors, slide projectors, television, computers, web camera etc. to support curriculum delivery. Students are encouraged to use them in their presentations.

Music Room

The Music Room is a great help in enabling the students to acquire the divine art of music. The Music Room is a space to perform various curricular and co-curricular activities, train themselves and participate in various competitions apart from regular rehearsals. It houses instruments like the tanpura, harmonium, tabla, music system and guitar etc.

Nutrition and Health Education Laboratory

The laboratory has facilities of modern cooking gadgets and equipments such as refrigerators, food processors, oven, non-stick cookware, idli cooker etc. Students are provided with ingredients as well as utensils so that they can work efficiently in a hygienic environment. Students are encouraged to use energy-saving techniques and gadgets that help to preserve nutritional content of food.

Psychology Laboratory

The college has a well-equipped Psychology Laboratory. It stocks latest psychological tests and apparatuses. The equipment is made available to the students to facilitate the practical work of the discipline.

Social Work Unit Room

The Social Work unit is a multipurpose room, where the social work students, teaching staff and non-teaching staff get-together for various activities like individual conferences, Ekta Associations meetings, faculty interaction with experts etc. The unit also has a small collection of social-work related books for reference work. This also serves as reading room for Social Work students.

Sports Room

The college arranges for various items required for games such as Kho- Kho, Kabaddi, Volleyball, Judo, Athletics etc in sports zone. It also has a mini gymnasium. The Department of Physical Education and sports sciences functions with a view to build a balance between mind and body. The Department provides opportunities and exposure for personality development of sports girls.

Photocopy

The college allows a private agency to run a photocopy shop in its premises. The services are efficient, economical and student-friendly.

Teaching Staff:

S.No.	Name of the Lecturer
Education (B.El.Ed.) Department	
1	Dr.Manisha Wadhwa
2	Dr.Indu Nashier Gahlawat
3	Ms.Punita Gupta
4	Dr.Poonam Yadav
5	Ms.Abhilasha Bajaj
6	Ms.Nidhi Goel
7	Dr.Ritu Chaudhary(EOL)
8	Ms.Sarita
Commerce Department	
9	Dr. Rajeev Kaur
10	Dr.Bhawna Rajput
11	Dr.Hema Gupta
12	Dr.Anu Jain
13	Ms.Vijaya Sharma
14	Ms.Nitu Rana (S.L.)
Mathematics Department	
15	Dr.Suruchi Singh (EOL)
Economics Department	
16	Ms.Manisha
English Department	
17	Dr.Pooja Khanna
18	Ms.Neerja Nagpal
19	Dr.Neelu
20	Dr.Neerja Deswal
21	Dr.Neenu Kumar
22	Dr.Neena Saxena
23	Ms.Sunita Dhanker
24	Dr.Manju
F.C.W. Department	
25	Dr.Sadhna Jain
26	Dr.Reema Lamba
F.T. Department	
27	Dr.Upasna Seth

S.No.	Name of the Lecturer
Hindi Department	
30	Dr. Mala Misra
31	Dr.Neelam Rathi
32	Dr.Meena Budhiraja
33	Dr.Rashmi Sharma
34	Dr.Sandhya Vatsyayana
35	Dr.Tripta
36	Dr.Asha
37	Dr.Vidhi Sharma
38	Dr.Madhu Lomesh
39	Dr.Kshama Dwivedi
40	Dr.Manju Rani
History Department	
41	Dr.Bharti Mohan
42	Dr.Nalini Singh
Music Department	
43	Dr.Suniti Datta
N.H.E. Department	
44	Dr.Poonam Lakra
Political Science	
45	Dr.Archana Sawshilya
46	Dr.Kamlesh Rani
47	Dr.Sunita Pareek
Psychology Department	
48	Dr.Priya Bir
49	Dr.Ritu Sharma
Department of Social Work	
50	Dr.Neena Pande(EOL)
51	Dr.Beena Antony Reji
52	Dr.Sunita Bahmani
53	Ms.Seema Rani
Sanskrit Department	
54	Dr.Archana Tyagi
55	Dr.Santosh Kumar

Geography Department	
28	Dr.Punyatoya Patra
29	Dr.Anju Singh

Sociology Department	
56	Dr. Lakshmi Bhatia
57	Ms. Sushma
O.M.S.P.	
58	Ms. Leena Sehgal

SOCIETIES AND CELLS

Alumni committee

The Alumni Committee of Aditi Mahavidyalaya intends to connect with each alumnus of our college and fosters a spirit of loyalty. It also aims to collect data about their profiles, achievements, academic and professional growth. On 6th May, 2017 our college celebrated the first Alumni Meet. The programme was full of cultural events and interactions between proud Aditians and the teachers. More than a hundred alumni participated and registered themselves for the event. The committee aims to hold a Meet regularly, so that the ties between alumni and parent organization are strengthened.

Debating Society

It aims to develop the skills of creative and logical arguments and public speaking among students. It provides them a platform to express and exchange ideas on pertinent issues. The Society helps students to represent college in various debate competitions. Debates are organized in Hindi and English at intra and inter-college levels.

Dramatic Society

The role of the Dramatic Society is to generate awareness among the students through entertainment and drama thereby educating them about social and gender related issues. The goal is to make the students realize, internalize and respond to the core problems of the society. The Dramatic Society provides the students with an insight to cope with the day to day challenges. Dramatic Society organizes a one-month long theatre workshop in collaboration with National School of Drama for the students who are interested in dramatics and theatre. During the workshops students prepare a full-length play which is presented in the college and Mandi House. The college has showcased nine plays till date which were highly appreciated by the audience. Last year the team performed the play titled '*Jhansi Ki Rani*' in the direction of renowned theatre director Sh. Surendra Sharma.

Environment Committee

The Environment Committee of the college was constituted to expand awareness among all in the college regarding issues related to the environment. The most important objective is to sensitize the students about the role of clean and green environment.

Equal Opportunity Cell

Aditi Mahavidyalaya is strongly committed to the principle of providing equal opportunities to the differently abled. In order to translate its vision to reality, Equal Opportunity Cell *Samvedana* has been set up. Ramps and tactile surfaces have been built to provide barrier free access to the differently-abled staff, students and visitors. *Samvedana* organises sensitization programmes.

Film Society

Film Society of college holds screening of important films of Hindi and world cinema. In addition, the society introduces technique of film and documentary making along with film appreciation methods. Society organises workshop and seminars related to cinema. Last year 'Off-beat cinema' theme seminar was held. The films were shot and recorded by our own students. The purpose of the society is to create awareness about the role of cinema in development of society and its prominent issues and concerns.

Gandhi Study Circle

This provides a forum for discussion, lectures and activities on the life, work and philosophy of Mahatma Gandhi. The aim is to create an understanding of Gandhian thoughts of truth and non-violence and their perpetual relevance.

Innovations in Teaching Practices Committee

The college runs the Innovations in Teaching Practices Cell where an attempt is made to use more of technology in teaching – learning process. Automation, optimal use of internet and harvesting of authentic and productive websites, programmes and/ tools etc. are explored. The cell also thinks about interactive teaching, well-researched pedagogies and enhanced learning whether gadgets or technologies are used sparingly or extensively.

Music Society

The Society helps to identify and nurture skills among students in various forms of dance and music and conducts inter-college and intra-college competitions. Eminent personalities are also invited for live performances.

National Cadet Corps (N.C.C.)

National cadet corps (N.C.C.) has been introduced in the college with the main objective of inculcating a sense of 'Unity and Discipline' among students to make them better citizens. N.C.C. helps cadets to develop responsibility and integrity to develop into better citizens.

National Service Scheme (N.S.S.)

College has an active N.S.S. unit. The overall objective of N.S.S. is to develop a sense of social commitment among the students and sensitize them to various social issues. Members of N.S.S. unit are involved in awareness programmes about A.I.D.S., drug abuse, child rights and primary education among slum dwellers. N.S.S. unit regularly organizes blood donation camps in the college.

Placement Cell

The placement cell aims at providing employment opportunities to students while in college, and arranges for internship programmes so that they can gain exposure to practical work environment. The Cell endeavors to increase employment potential of students by instilling confidence and developing leadership qualities in them. The cell reaches out to students of all departments in the college and informs them of job and internship opportunities offered by the C.P.C. (D.U.) and other institutions.

Rashtriya Uchatar Shiksha Abhiyaan (R.U.S.A.)

The college is in the process of receiving financial assistance under Rashtriya Uchatar Shiksha Abhiyan (R.U.S.A.). The scheme will ensure the improvement of overall quality of faculty and infrastructure and facilitate research and innovation in the college. The college campus may soon have air-cooled lecture theatres with modern audio and video presentation system. Each class room is likely to be equipped with audio-visual aids and internet connectivity. The Labs may have state-of-the-art equipments that may help students to truly harness their creativity without having to worry about technical difficulties. R.U.S.A. grant might enable the college to launch value added courses for the students of different streams to improve employability of the students.

Skill Development Cell

The Skill Development Cell has been established in college to develop competence and skills among students, which would increase their employment potential. Since its inception, the cell has been instrumental in bridging the gap between education and employment of girls (especially in suburban Delhi) where even sending them to college is a distant dream for many. It aids in training students for commercial and industrial set up.

Sports Committee

Sports Committee works to support the functioning of the Department of Physical Education. It functions in collaboration with the Sports Department and plays an important role in organization and conduction of various sports events especially annual sports day along with other sports events such as self- defence training programmes, cross country race, adventure sports, health-related seminars and workshops. Committee also plays a major role in taking approvals concerning important purchases of the department and taking grants from government for conduction of events and workshops.

Students Aid & Fee-Concession

Students are also given financial aid and fee concession on the basis of need-cum-merit basis. Students are required to submit duly filled forms (obtainable from the college office) supported by the required documents by the specified dates in the college office. Eligible S.C./S.T./O.B.C./P.W.D. students etc. students should submit their scholarship form for the academic year by February for processing scholarship to S.C./S.T./O.B.C./P.W.D. students each year (as per U.G.C. guidelines).

Swachh Bharat Abhiyan

In pursuit of '*Swachh Bharat Abhiyan*', Aditi Mahavidyalaya had launched a special cleanliness drive and formally constituted a committee to monitor and coordinate cleanliness activities in the college. It generates mass awareness on cleanliness and hygiene among students and staff members by holding regular sensitization programmes so as to motivate and associate them with the campaign in a proactive manner. Rallies on themes connected with '*Swachh Bharat Abhiyan*' are conducted in and around the college campus.

Unnat Bharat Abhiyaan (U.B.A.) Cell Report

U.B.A. is a central government funded programme and is based on Gandhian concept of 'Gram Swaraj' ie making villages self-sufficient in their basic needs like food, livelihood, health care, education etc.

U.B.A. Cell of Aditi Mahavidyalaya has adopted Bawana and its adjacent villages to make them self-reliant and hence '*Adarsh Grams*'. The college has initiated baseline survey for the demographic profiling of Bawana and adjacent villages. The N.S.S. team of the college is an integral part of this cell. The U.B.A. Cell of the college has tried to take at least one member from each department so that each department can contribute towards the all-round development of the villages in their own unique way. At present the Cell is working on its funding part. Later, each department will be requested to make action plans for sustainable development of 'Bawana' village in particular and other villages in general. Certain social issues have also been identified by the Cell on which it intends to work in coming months. Exploration and development of necessary linkages with other stakeholders, programmes and units/N.G.O.s in action are also under process. The college has also initiated the process of opening up of 'Entrepreneur Cell' to help villagers and college students in attaining self-sufficiency and self- reliance. In this way, it will also help in developing linkages of the college with the community. The college would no longer be considered as an isolated unit concerned only with academics but a unit which is

dedicated to unfold the tremendous hidden potential of people of Bawana and adjacent villages and to transform them into model villages.

Women Development Cell (W.D.C.)

‘U.R.J.A.’, the college W.D.C., is a forum to address various women-related issues and to create an understanding of gender-equality. The cell conducts various activities such as self-defence workshops, experts’ panel discussions, seminars and presentations on relevant issues. It also provides counselling services to students to deal with their personal problems.

Departmental Societies

Departmental societies organize various competitions, quizzes, seminars and debates on general issues related to their subjects. The idea is to expose students to subject-specific contemporary issues. The students of the respective departments are the members of these departmental societies.

Aakriti Society	Department of Political Science
Ananya Society	Department of Sanskrit
Dharitri	Department of Geography
Ekta Society	Department of Social Work
Empathy Society	Department of Psychology
English Literary Society	Department of English
Family and Child Welfare Society	Department of F.C.W.
Sahityiki Society	Department of Hindi
Vedic Society	Department of History

VARIOUS CO-CURRICULAR ACTIVITIES AND EVENTS IN THE COLLEGE

Annual Day

The Annual Day is the culmination of year round work and dedication of student achievers and the faculty. The students are felicitated with prizes, trophies and certificates. The Principal addresses the entire college fraternity, invites guests and presents the annual report.

Annual Festival ‘Utsav’

The annual festival is a much awaited- event of the college. It is a showcase of students' talents in various cultural activities such as classical and folk dance, making mehendi and rangoli patterns, poem recitation, debate, drama and music. Apart from various inter- college and intra-college competitions in these events, live performances of artists are also organized.

Annual Sports Function

Department of Physical Education and Sports Sciences organizes a theme-based annual sports function every year. A half-day seminar is also organized to give more insight into the theme. Students, teaching and non-teaching staff members participate enthusiastically and enjoy the day.

Freshers' Orientation Day

Aditi Mahavidyalaya welcomes its new students with an Orientation Programme on the first day the college reopens after the summer break. The students are not only familiarized with the college environment, they are also acquainted with important rules and regulations, activities and facilities.

Milaap

Milaap is an event initiated by the Department of Elementary Education to build a resource network through its alumni. This provides a platform for professional interaction among the alumni, the contemporaries and the faculty.

Students' Union

Each college student is a member of the Students' Union and annually participates in the election of Office Bearers viz. President, Vice-President, Secretary, Joint-Secretary and Central- Counsellor. Elections are usually held in the month of September every year. The Students' Union is affiliated to Delhi University Student Union (D.U.S.U.). The Union organizes various cultural events and an annual picnic planned under the supervision of Students' Union Advisory Committee of the college. The Student Union Office Bearers' of college in academic year 2016-17 are as follows:

President	Ms. Preeti Solanki
Vice President	Ms. Megha Bhardwaj

Secretary	Ms. Indu Swami
Joint Secretary	Ms. Srishti
Central Counsellor	Ms. Kajal Tomar, Ms. Princy Kataria

INNOVATIVE PROJECTS

The college regularly takes up U.G.C. funded Innovative Projects where team of lecturers involves about 10 students with required inclination and aptitude. There is exposure to research, documentation and empirical collation of results. The Innovative Project completed during academic year 2016-17 is :

1. A.M. -- 302 (October 2015 – November 2016):

Development Of An Educational Programme To Enhance Food Label Understanding Among Early Adolescents: Peri- Urban Delhi

COLLEGE PUBLICATIONS

AAROHI, the yearly (annual) newsletter of the B.El.Ed. course which canvasses/ documents the important activities and events organised by the students and faculty. E-version of Aarohi can be accessed at the college website.

DHARITRI: The annual magazine of department of geography provides a forum and platform where ideas can be exchanged and knowledge can be shared on some of the globally-challenging and pressing issues facing the earth.

Maintenance of discipline among Students of the University:

Ordinance XV-B

1. All powers relating to discipline and disciplinary action are vested in the Vice - Chancellor.
2. The Vice-Chancellor may delegate all or such powers as he / she deems proper to the Proctor and to such other persons as he/she may specify in this behalf.
3. Without prejudice to the generality of power to enforce discipline under the Ordinance the following shall amount to acts of gross indiscipline:
 - a. Physical assault, or threat to use physical force, against any member of the teaching and non-teaching staff of any Institution / Department and against any student within the University of Delhi.
 - b. Carrying of, use of or threat to use of any weapons.
 - c. Any violation of the provisions of the Civil Rights Protection Act, 1976.
 - d. Violation of the status, dignity and honour of students belonging to the scheduled castes and tribes.
 - e. Any practice-whether verbal or otherwise-derogatory of women.
 - f. Any attempt at bribing or corruption in any manner
 - g. Willful destruction of institutional property
 - h. Creating ill-will or intolerance on religious or communal grounds
 - i. Causing disruption in any manner of the academic functioning of the University system;
 - j. Prohibition of Ragging as per Ordinance XV-C.
4. Without prejudice to the generality of his / her powers relating to the maintenance of discipline and taking such action in the interest of maintaining discipline as may seem to him/her appropriate, the Vice-Chancellor, may in the exercise of his / her powers aforesaid order or direct that any student or students -
 - a. be expelled; or
 - b. be, for a stated period rusticated; or

c. be not for a stated period, admitted to a course or courses of study in a College, Department or Institution of the University; or d. be fined with a sum of rupees that may be specified; or

e. be debarred from taking a University or College or Departmental Examination or Examinations for one or more years; or that the result of the student or students concerned in

the Examination or Examinations in which he /she or they have appeared be cancelled.

5. Institutions, Halls and teaching in the concerned Departments. They may exercise their authority through, or delegate authority to such of the teachers in their Colleges, Institutions or Departments as they may specify for these purposes.

6. Without prejudice to the powers of the Vice-Chancellor and the Proctor as aforesaid, detailed rules of discipline and proper conduct shall be framed. These rules may be supplemented, where necessary, by the Principals of Colleges, Heads of Halls, Deans of Faculties and Heads of Teaching Departments in this University. Each student shall be expected to provide himself / herself with a copy of these rules. At the time of admission, every student shall be required to sign a declaration that on admission he /she submits himself / herself to the disciplinary jurisdiction of the Vice-Chancellor and several authorities of the University who may be vested with the authority to exercise discipline under the Acts, the Statutes, the Ordinances and the rules that have been framed therein by the University

Prohibition and Punishment for Ragging

Ordinance XV-C

1. Ragging in any form is strictly prohibited, within the premises of College / Department or Institution and any part of Delhi University system as well as on public transport.
2. Any individual or collective act or practice of ragging constitutes gross indiscipline and shall be dealt with under this Ordinance.
3. Ragging for the purposes of this Ordinance, 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 to 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 caste and tribe.
 - d. expose students to ridicule and contempt and affect their self-esteem.
 - e. entail verbal abuse and aggression, indecent gestures and obscene behavior.

4. The Principal of a College, the Head of the Department or an Institution, the authorities of College, or University Hostel or Halls of Residence shall take immediate action on any information of the occurrence of ragging.
5. Notwithstanding anything in Clause (4) above, the Proctor may also suo moto enquire into any incident of ragging and make a report to the Vice-Chancellor of the identity of those who have engaged in ragging and the nature of the incident.
6. The Proctor may also submit an initial report establishing the identity of the perpetrators of ragging and the nature of the ragging incident.
7. If the Principal of a College or Head of the Department or Institution or the Proctor is satisfied that for some reason, to be recorded in writing, it is not reasonably practical to hold such an enquiry, he/ she may so advise the Vice-Chancellor accordingly.
8. When the Vice-Chancellor is satisfied that it is not expedient to hold such an enquiry, his / her decision shall be final.
9. On the receipt of a report under Clause (5) or (6) or a determination by the relevant authority under clause (7) disclosing the occurrence of ragging incidents described in Clause 3(a), (b) and (c), the Vice-Chancellor shall direct or order rustication of a student or students for a specific number of years.
10. The Vice-chancellor may in other cases of ragging order or direct that any student or students be expelled or be not for a stated period, admitted to a course of study in a college, departmental examination for one or more years or that the results of the student or students concerned in the examination or examinations in which they appeared be cancelled.
11. In case any students who have obtained degrees or diplomas of Delhi University are found guilty; under this Ordinance, appropriate action will be taken under Statute 15 for withdrawal of degrees or diploma conferred by the University.
12. For the purpose of this Ordinance, abetment to ragging whether by way of any act, practice or incitement of ragging will also amount to ragging.
13. All Institutions within the Delhi University system shall be obligated to carry out instructions / directions issued under this Ordinance, and to give aid assistance to the Vice-Chancellor to achieve the effective implementation of the Ordinance.

The Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 (Ministry Of Law and Justice)

An Act to provide protection against sexual harassment of women at work place and for the prevention and redressal of complaints of sexual harassment and for matters connected there with incidental thereto.

WHEREAS sexual harassment results in violation of the fundamental rights of a woman to equality under articles 14 and 15 of the Constitution of India and her right to life and to live with dignity under article 21 of the Constitution and right to practice any profession or to carry on any occupation, trade or business which includes a right to a safe environment free from sexual harassment;

AND WHEREAS the protection against sexual harassment and the right to work with dignity are universally recognized human rights by international conventions and instruments such as Convention on the Elimination of all forms of discrimination against Women, which has been ratified on the 25th June, 1993 by the Government of India.

AND WHEREAS it is expedient to make provisions for giving effect to the said Convention for protection of women against sexual harassment at workplace.

For details, please see the website <http://indiacode.nic.in/acts-in-pdf/142013.pdf>.

University of Delhi - Academic Calendar 2017-18

Semester I/III/V/VII	
Classes begin	20 th July 2017(Thursday)
Mid Semester break	30 th September 2017 (Saturday) to 6 th October 2017 (Friday)
Classes Begin after mid semester break	7 th October 2017 (Saturday)
Dispersal of classes, Preparation leave and practical examination begin	16 th November 2017, Thursday
Theory Examination begin	30 th November 2017(Thursday)
Winter Break	17 th December, 2017 (Sunday) to 31 st January 2017 (Sunday)
Semester II/IV/VI/VIII	
Classes begin	1 st January , 2018 (Monday)
Mid Semester break	2 nd March 2018 (Friday) to 7 th March 2018(Wednesday)
Classes Begin after mid semester break	8 th March2018 (Thursday)
Dispersal of classes, Preparation leave and practical examination begin	27 th April 2018 (Friday)
Theory Examination begin	9 th May 2018 (Wednesday)
Summer Vacation	20 th May 2018, (Sunday) to 19 th July 2018 (Thursday)

AFFIDAVIT BY THE STUDENT

ANNEXURE I

I _____ (full name of student with admission/registration/enrolment no.), S./o., D./o. Mr./Mrs./Ms. _____

having been admitted to Aditi Mahavidyalaya, Bawana, Delhi, have received a copy of the U.G.C. Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, January, 2009, (hereinafter called the "Regulations") carefully read and fully understood the provisions contained in the said Regulation.

2. I have, in particular, perused clause 3 of the Regulations and am aware as to what constitutes ragging.

3. I have also, in particular, perused clause 7 and clause 9.1 of the Regulations and am fully aware of the penal and administrative action that is liable to be taken against me in case I am found guilty of or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.

4. I hereby solemnly aver and undertake that :

a. I will not indulge in any behaviour or act that may be constituted as ragging under clause 3 of the Regulation while staying in the University Hostel or any other place outside the University Campus.

b. I will not participate in or abet or propagate through any act of commission or omission that may be constituted as ragging under clause 3 of the Regulations while staying in the University Hostel or any other place outside the University Campus.

5. I hereby affirm that, If found guilty of ragging, I am liable for punishment according to clause 9.1 of the Regulations, without prejudice to any other criminal action that maybe taken against me under any penal law or any law for the time being in force.

6. I hereby declare that I have not been expelled or debarred from admission in any institution in the country on account of being found guilty of, abetting or being part of a conspiracy to promote, ragging and further affirm that, in case the declaration is found to be untrue, I am aware that my admission is liable to be cancelled.

Declared this _____ days of _____ month _____ year.

Signature of deponent

Name:

Verification

Verified that the contents of this affidavit are true to the best of my knowledge and no part of the affidavit is false and nothing has been concealed or misstated therein. Verified at _____ (place) on this the _____ (day) of _____ (month) _____ (year).

Signature of deponent

AFFIDAVIT BY THE PARENT/GUARDIAN

ANNEXURE II

I, Mr./Mrs./Ms. _____ (full name of parent/guardian) Father/Mother/Guardian of, _____ (full name of student with admission/registration/ enrolment number) who has taken admission to Aditi Mahavidyalaya, Bawana, Delhi, have received a copy of the U.G.C. Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, January, 2009, (hereinafter called the “Regulations”) carefully read and fully understood the provisions contained in the said Regulation.

2. I have, in particular, perused clause 3 of the Regulations and am aware as to what constitutes ragging. 3. I have also, in particular, perused clause 7 and clause 9.1 of the Regulations and am fully aware of the penal and administrative action that is liable to be taken against my ward in case he/she is found guilty of or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.

4. I hereby solemnly aver and undertake that :a. My ward will not indulge in any behaviour or act that may be constituted as ragging under clause 3 of the Regulation while staying in the University Hostel or any other place outside the University Campus. b. My ward will not participate in or abet or propagate through any act of commission or omission that may be constituted as ragging under clause 3 of the Regulations while staying in the University Hostel or any other place outside the University Campus.

5. I hereby affirm that, If found guilty of ragging, My ward shall be liable for punishment according to clause 9.1 of the Regulations, without prejudice to any other criminal action that maybe taken against me under any penal law or any law for the time being in force.

6. I hereby declare that My ward has not been expelled or debarred from admission in any institution in the country on account of being found guilty of, abetting or being part of a conspiracy to promote, ragging and further affirm that, in case the declaration is found to be untrue, I am aware that my ward's admission is liable to be cancelled.

Declared this _____ days of _____ month _____ year.

Signature of deponent

Name:

Address

Contact No: -

Verification

Verified that the contents of this affidavit are true to the best of my knowledge and no part of the affidavit is false and nothing has been concealed or misstated therein. Verified at _____ (place) on

this the _____ (day) of
_____ (month) _____ (year).

Signature of deponent

UNDERTAKING BY THE STUDENT

ANNEXURE III

I _____ (full name of student with admission/registration/enrolment no.), S./o., D./o. Mr./Mrs./Ms. _____

having been admitted to Aditi Mahavidyalaya, Bawana, Delhi, have received a copy of the U.G.C. Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, January, 2009, (hereinafter called the "Regulations") carefully read and fully understood the provisions contained in the said Regulation.

2. I have, in particular, perused clause 3 of the Regulations and am aware as to what constitutes ragging.

3. I have also, in particular, perused clause 7 and clause 9.1 of the Regulations and am fully aware of the penal and administrative action that is liable to be taken against me in case I am found guilty of or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.

4. I hereby solemnly aver and undertake that :

a. I will not indulge in any behaviour or act that may be constituted as ragging under clause 3 of the Regulation while staying in the University Hostel or any other place outside the University Campus.

b. I will not participate in or abet or propagate through any act of commission or omission that may be constituted as ragging under clause 3 of the Regulations while staying in the University Hostel or any other place outside the University Campus.

5. I hereby affirm that, If found guilty of ragging, I am liable for punishment according to clause 9.1 of the Regulations, without prejudice to any other criminal action that maybe taken against me under any penal law or any law for the time being in force.

6. I hereby declare that I have not been expelled or debarred from admission in any institution in the country on account of being found guilty of, abetting or being part of a conspiracy to promote, ragging and further affirm that, in case the declaration is found to be untrue, I am aware that my admission is liable to be cancelled.

Declared this _____ days of _____ month _____ year.

Signature of deponent

Name:

Verification

Verified that the contents of this affidavit are true to the best of my knowledge and no part of the affidavit is false and nothing has been concealed or misstated therein. Verified at _____ (place) on this the _____ (day) of _____ (month) _____ (year).

Signature of deponent

ANNEXURE IV

UNDERTAKING BY THE PARENT/GUARDIAN

I, Mr./Mrs./Ms. _____ (full name of parent/guardian) Father/Mother/Guardian of, _____ (full name of student with admission/registration/ enrolment number) who has taken admission to Aditi Mahavidyalaya, Bawana, Delhi, have received a copy of the U.G.C. Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, January, 2009, (hereinafter called the “Regulations”) carefully read and fully understood the provisions contained in the said Regulation.

2. I have, in particular, perused clause 3 of the Regulations and am aware as to what constitutes ragging.

3. I have also, in particular, perused clause 7 and clause 9.1 of the Regulations and am fully aware of the penal and administrative action that is liable to be taken against my ward in case he/she is found guilty of or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.

4. I hereby solemnly aver and undertake that :

a. My ward will not indulge in any behaviour or act that may be constituted as ragging under clause 3 of the Regulation while staying in the University Hostel or any other place outside the University Campus.

b. My ward will not participate in or abet or propagate through any act of commission or omission that may be constituted as ragging under clause 3 of the Regulations while staying in the University Hostel or any other place outside the University Campus.

5 I hereby affirm that, If found guilty of ragging, My ward shall be liable for punishment according to clause 9.1 of the Regulations, without prejudice to any other criminal action that maybe taken against me under any penal law or any law for the time being in force.

6. I hereby declare that My ward has not been expelled or debarred from admission in any institution in the country on account of being found guilty of, abetting or being part of a conspiracy to promote, ragging and further affirm that, in case the declaration is found to be untrue, I am aware that my ward's admission is liable to be cancelled.

Declared this _____ days of _____ month _____ year.

Signature of deponent

Name:

Address

Contact No: -

Verification

Verified that the contents of this affidavit are true to the best of my knowledge and no part of the affidavit is false and nothing has been concealed or misstated therein. Verified at _____ (place) on this the _____ (day) of _____ (month) _____ (year).

Signature of deponent

Procedure for Calculating 'Best Four' Subjects

Annexure-XIII (as per D.U. Guidelines)

I. Procedure for calculation of 'Best Four' subjects percentage for Honours Programmes

(For admission to Arts/ Humanities Programmes):

- a. The merit shall be determined on the basis of one language and three best academic/elective subjects from LIST A.
- b. Out of three, academic/elective subject chosen above, one must be the concerned subject in which the admission is sought, failing which a deduction of 2.5% will be imposed on the calculated 'Best Four' percentage.

For honours in languages refer to **point 6 of Basis of calculation of Best Four** given below.

Note:

- i. If an applicant doesn't include the subjects given in LIST A in 'Best Four', then a deduction of 2.5% of maximum marks will be levied for each subject for the purpose of calculating 'Best Four'.
- ii. All subjects to be included in the calculation of 'Best Four' must have at least 70% theory component of exam. *In case, the subject to be considered does not have 70% theory component and 30% practical component, then the marks of theory and practical only shall be converted to 70% and 30%, respectively on pro rata basis. These new marks will then be considered for calculation of 'Best Four'.*

Examples

- (1) If an applicant has scored: Physics 90 (theory 50, practical 40; max. marks theory 60, practical 40), and Chemistry 91 (theory 52, practical 39; max. marks theory 60, practical

40) which is not in ratio of 70: 30, then the marks can be converted on *pro rata* basis
Pro rata marks in physics = 88.33; $((50/60) \times 70 + (40/40) \times 30) = 58.33 + 30 = 88.33$

Pro rata marks in chemistry = 89.92; $((52/60) \times 70 + (39/40) \times 30) = 60.66 + 29.25 = 89.91$

- (2) If an applicant has scored: Physics 88 (theory 45, IA 14, practical 29; max. marks theory 56, IA 14, practical 30), Chemistry 92 (theory 48, IA 14, practical 30; max. marks theory 56, IA 14, practical 30), English (90) and Biology 95 (theory 51, IA 14, practical 30; max. marks theory 56, IA 14, practical 30). Mathematics 92. The marks in Physics, Chemistry and Biology have less than 70% theory component and therefore have to be converted to 70:30 ratio on pro rata basis.

For Physics, it is $56.25 + 29 = 85.25$; $((45/56) \times 70 + 29) = 56.25 + 29 = 85.25$

For Chemistry, it is $60 + 30 = 90$; $((48/56) \times 70 + 30 = 60 + 30 = 90$

For Biology, it is $63.75 + 30 = 93.75$; $((51/56) \times 70 + 30 = 63.75 + 30 = 93.75$

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

LIST A

(Academic/Elective Subjects)

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

Basis of calculation of Best Four

1. Mass Media Studies will be treated as an academic subject for the purpose of admission to B.A. (Hons.) Journalism (Hindi/ English).
2. In case an applicant has studied elective and core languages, the core language subject will be treated as language, while elective language can be considered as academic/ elective subject.
3. Admission to B.A. (Hons.) Applied Psychology will be based on 'Best Four' percentage as in B.A. (Hons.) Psychology.

4. Admission to B.A. (Hons.) Social Work and B.A. (Hons.) Philosophy will be based on 'Best Four' percentage including one language and three academic/elective subjects as per the above procedure.
5. The applicants must have studied and passed Mathematics at the qualifying exam for admission to B.A. (Honours) in Economics.
6. (a) For admission to Honours in any language programme, advantage of 2% in the 'Best Four' percentage will be given to those applicants who have studied that particular elective language.

(b) In case, an applicant has not studied a language at qualifying exam and is seeking admission to Honours in that language (except for Honours in English and Hindi, refer (c)), deduction of 5% will be imposed on 'Best Four' percentage.

(c) For admission to Honours in English and Hindi, the applicant must have studied and passed the respective language in the qualifying exam and should include respective language for calculation of 'Best Four' percentage.
7. University may define any other relevant subjects as an academic/ elective for a particular Honours programme.

<p>Example 1:</p> <p>If an applicant has scored: Accountancy (90), Business Studies (92), English Core (88) and Economics (94).</p> <p>Total marks are $90+92+88+94=364$, Percentage is 91%.</p> <p>The effective percentage for: B.A. (Hons.) English is 91%, Not eligible for B.A. (Hons.) Economics, B.A. (Hons.) Political Science is $91\% - 2.5\% = 88.5\%$.</p>	<p>Example 2:</p> <p>If an applicant has scored: Physics (96), Chemistry (92), English Core (90) and Mathematics (94), Economics (83).</p> <p>Case1: Total marks are $96+92+90+94=372$, Percentage is 93%. The effective percentage for: B.A. (Hons.) History is $93\% - 2.5\% = 90.5\%$, B.A. (Hons.) English is 93%, B.A. (Hons.) Economics is 90.5% ,</p> <p>Case2: Total marks are $96+90+94+83=363$, Percentage is 90.75%. The effective percentage for: B.A. (Hons.) History is $90.75\% - 2.5\% = 88.25\%$, B.A. (Hons.) English 93%, B.A. (Hons.) Economics 90.75%</p> <p>Comparing Case1 & Case2, Best Four for</p> <p>B.A. (Hons.) History is 90.5%</p> <p>B.A. (Hons.) English 93%,</p> <p>B.A. (Hons.) Economics 90.75%</p>
---	--

<p>Example 3:</p> <p>If an applicant scored: Accounts (88), English Core (92), Punjabi Elective</p>	<p>Example 4:</p> <p>If an applicant has scored: Accounts (90), Business Studies (92), English Core (88) and</p>
--	---

<p>(90), Mathematics (82) and Web Designing (96).</p> <p>Total marks are $88+92+90+96 = 366$, Percentage is 91.5%.</p> <p>The effective percentage for:</p> <p>B.A. (Hons.) History is $91.5\% - 2.5\% - 2.5\% = 86.5\%$</p> <p>B.A. (Hons.) Punjabi is $91.5\% - 2.5\% + 2\% = 91\%$</p> <p>B.A. (Hons.) English is $91.5\% - 2.5\% = 89\%$</p>	<p>Home Science (94), Mathematics (85).</p> <p>Case1: Total marks are $90+92+88+94=364$, Percentage is 91%.</p> <p>The effective percentage for B.A. (Hons.) Psychology is $91 - 2.5 = 88.5\%$</p> <p>The effective percentage for B.A. (Hons.) Economics is $91 - 2.5 = 88.5\%$</p> <p>The effective percentage for B.A. (Hons.) English is 91%</p>
--	---

<p>Example 5:</p> <p>If an applicant has scored: Physics (85), Chemistry (90), English Core (90) and Biology (85), Mathematics (75).</p> <p>Total marks in PCBE are: $85+90+85+90=350$</p> <p>The percentage is 87.5%</p> <p>The effective percentage for:</p> <p>B.A. (Hons.) English is 87.5%</p> <p>B.A. (Hons.) Political Science is $87.5\% - 2.5\% = 85\%$</p> <p>B.A. (Hons.) Economics is $87.5\% - 2.5\% = 85\%$</p>	<p>Example 6:</p> <p>If an applicant has scored: English Elective (92), History (65), Political Science (85), Geography (89) and Home Science (90).</p> <p>Total Marks = 356 excluding History.</p> <p>The percentage is 89%. The effective percentage for:</p> <p>B.A. (Hons.) English is $89\% + 2\% \text{ (Elective)} = 91\%$</p> <p>B.A. (Hons.) Political Science is 89%</p> <p>B.A. (Hons.) History $89 - 2.5\% = 86.5\%$ (History not included)</p> <p>B.A. (Hons.) Psychology $89 - 2.5\% = 86.5\%$</p>
--	--

II. Procedure for calculation of ‘Best Four’ subjects percentage for B. Com.

(Honours)/B.Com.:

One Language from Part 1 of List C1 + three best subjects out of Part 2 of List C1.

OR

One Language from Part 1 of List C1 + any combination of subjects out of Part 2 of List C1, List C2 or any other subject (not listed either in List C1 or List C2). In such a case, the deduction of marks from aggregate percentage of ‘Best Four’ shall be as follows:

- i. For every subject included from List C2, a deduction of one percent in aggregate percentage of 'Best Four';
- ii. For every other subject (not listed either in List C1 or List C2), a deduction of 2.5% per subject in aggregate percentage of 'Best Four'.

Note:

1. All subjects to be included in the calculation of 'Best Four' must have at least 70% theory component of examination. In case the subject to be considered does not have at least 70% theory component, then the marks obtained in theory and practical shall be converted to 70% and 30% respectively, on pro rata basis. The marks so arrived at will then be considered for calculation of 'Best Four'.
2. The applicant must have studied and passed Mathematics/Business Mathematics at the qualifying examination for admission to B. Com. (Hons.).
3. The computation of 'best four' subjects in the above framework should lead to an effective and unique 'best four' which would be higher than any other combination of 'best four' subjects.

LIST C1 – List of Core Subjects for B.Com. (Hons.)/B.Com.

PART 1 (Language)	PART 2 (Core Subjects)
English	Mathematics
Hindi	Accountancy
	Business Studies / Commerce
	Economics

LIST C2 – ADDITIONAL LIST of Subjects for B. Com. (Hons.)/ B.Com.

Botany	Geography	Philosophy	Statistics
Business Mathematics	Geology	Physics	Zoology
Biology/ Biotechnology	History	Political Science	
Chemistry	Home Science	Psychology	
Computer Science/ Informatics Practices	Legal Studies	Sociology	

Example 7:

If an applicant has scored: Accountancy (90), Business Studies (92), English Core (88) and Economics (94). Total marks are $90+92+88+94 = 364$, Percentage is 91%.
Not eligible for B.Com. (Hons.)

Example 8:

If an applicant has scored: Physics (96)*, Chemistry (92), English Core (90) and Mathematics (94).
Total marks are $96+92+90+94 = 372$, Percentage is 93%.

<p>The effective percentage for B.Com. is 91%</p>	<p>The effective percentage for both B.Com. (Hons.) & B.Com. is $= 93 - 2 \times 1\% = 90\%$</p>
<p>Example 9:</p> <p>If an applicant scored: Accountancy (88), English Core (92), Punjabi Elective (90), Mathematics (82) and Web Designing (96).</p> <p>Case1: Total marks are $88+92+90+96 = 366$, Percentage is 91.5%.</p> <p>The effective percentage is $91.5 - 2 \times 2.5\% = 86.5$</p> <p>Case2: Total marks are $88+92+82+96 = 358$ Percentage is 89.5%,</p> <p>The effective percentage is $89.5\% - 2.5\% = 87\%$</p> <p>Case 2 is unique “best four”, so effective percentage for both B.Com. (Hons.) & B.Com. is 87%</p>	<p>Example 10:</p> <p>If an applicant has scored: Accountancy (90), Business Studies (92), English Core (88) and Home Science (94), Mathematics (85).</p> <p>Case1: Total marks are $90+92+88+94=364$, Percentage is 91%.</p> <p>The effective percentage is $91\% - 1\% = 90\%$</p> <p>Case2: Total marks are $90+92+88+85=355$, Percentage is 88.75%.</p> <p>The effective percentage is 88.75%</p> <p>Case 1 is unique “best four”, so effective percentage for both B.Com. (Hons.) & B.Com. is 90%</p>

<p>Example 11:</p> <p>If an applicant scored: History (88), English Core (92), Political Science (90), Philosophy (67) and WebDesigning(96).Totalmarksare $88+92+90+96=366$, Percentage is 91.5%.</p> <p>Not eligible for B.Com. (Hons.)</p> <p>The effective Percentage for B.Com. is $91.5\% - 1\% - 1\% - 2.5\% = 87\%$</p>	<p>Example 12:</p> <p>If an applicant has scored in Mathematics (90), Business Studies (82), Hindi (88), Web designing (94)* and Painting (95)*.</p> <p>Case1: Total marks are $90+88+94+95=367$. The Percentage is 91.75%.</p> <p>The effective percentage is $91.75\% - 2 \times 2.5\% = 86.75$</p> <p>Case2: Total marks are $90+82+88+95=354$. The Percentage is 88.75%.</p> <p>The effective percentage is $88.75\% - 2.5\% = 86.25$</p> <p>Case 1 is unique “best four”, so effective percentage for both B.Com. (Hons.) & B.Com. is 86.75%</p>
---	---

*Marks in physics/chemistry/biology papers should be in ratio of 70: 30 (theory: practical), otherwise, marks calculated on *pro rata* basis will be considered.

II. Procedure for calculation of ‘Best Four’ subjects percentage for B.A. programme:

- One Language (Core/Elective/Functional)
- Any three elective subjects can be chosen. A deduction of upto 5% on ‘Best Four’ percentage may be imposed if there is a change of stream, which means either from Commerce stream to Arts/Humanities/Social Sciences or from Science stream to Arts/Humanities/Social Sciences..

- c. One non-listed (LIST A of 0) subject can be included in calculation of 'Best Four' without any deduction.
- d. For admission to B.A. (Vocational) only, related vocational subjects may be treated at par with academic/elective subjects and upto two vocational subjects which are in relationship with the programme of study may be included for the calculation of 'Best Four'.
- e. If an applicant opts for Modern Indian Language (MIL) (Except Hindi) as a subject, an advantage of up to 10% may be given in 'Best Four' in those colleges where MIL is offered as a subject.

Note:

- i. The college will have to notify the actual deduction upto 5% for change of stream beforehand by uploading on their website and intimating the same to the University.

- ii. If more than one non-listed subject is included for calculation of 'Best Four', a deduction of 2.5% each in 'Best Four' may be levied in addition to deduction due to change of stream, if any.
- iii. All subjects to be included in the calculation of 'Best Four' must have at least 70% theory component of exam. *In case, the subject to be considered does not have 70% theory component and 30% practical component, then the marks of theory and practical only shall be converted to 70% and 30%, respectively on pro rata basis. These new marks will then be considered for calculation of 'Best Four' in addition to Note (i).*

Examples for calculation of 'Best Four' Percentage are given below.

<p>Example 13:</p> <p>If an applicant has scored in Accountancy (90), Business Studies (92), English Core (88) and Economics (94). Total marks are $90+92+88+94=364$. The Percentage is 91%.</p>	<p>Example 14:</p> <p>If an applicant has scored in Physics (96)*, Chemistry (92)*, English Core (90) and Mathematics (94). Total marks are $96+92+90+94=372$ and Percentage is 93%.</p>
<p>The effective percentage for B.A. programme is $91\% - 5\%^{**} = 86\%$</p>	<p>The effective percentage for B.A. programme is $93\% - 5\%^{**} = 88\%$</p>
<p>Example 15:</p> <p>If an applicant scored: History (88), English Core (92), Political Science (90) and Web Designing (96)*</p> <p>Total marks are $88+92+90+96=366$, Percentage is 91.5%.</p> <p>The effective Percentage for B.A.</p>	<p>Example 16:</p> <p>If an applicant has scored in Accountancy (90), Business Studies (62), English Core (88), Web designing (94)* and Painting (95)*. Total marks are $90+95+88+94=367$. The Percentage is 91.75%.</p> <p>The effective percentage for B.A.</p>

programme is 91.5%

programme is $91.75\% - 5\%^{**} - 2.5^{\#} =$
84.25%

** is deduction due to change of stream.

is for second vocational subject.

*Marks in these papers should be in ratio of 70: 30 (theory, practical), otherwise, marks calculated on *pro rata* basis will be considered.

Admission to Science Programmes

The Basis of Selection for Mathematical Sciences/Science/Home Science programmes is listed in [Section 5.3](#). All the subjects to be included for Basis of Selection (PCM/PCB/PCMB) must have at least 70% theory component of examination. In case, the subject to be considered does not have 70% theory component and 30% practical component, then the marks of theory and practical only must be converted to 70% and 30% , respectively on pro rata basis. These new marks will then be considered for calculation of PCM/PCB etc.

--	--

Example 17:

If an applicant has scored: Physics 90 (theory 50, practical 40; max. marks theory 60, practical 40), Chemistry 91(theory 52, practical 39; max. marks theory 60, practical 40), English (90) and Mathematics (95), Physical Education (92). Physics and Chemistry have 60% theory component and 40% practical marks.

Pro rata marks in physics = 88.33% Pro rata marks in chemistry = 89.92%

Therefore, Total marks in PCM are: $88.33+89.92+95=273.25=91.08\%$ and PCME are: $88.3+89.92+95+90 = 363.25 = 90.81\%$.

Example 18:

If an applicant has scored: Physics 88 (theory 45, IA 14, practical 29; max. marks theory 56, IA 14, practical 30), Chemistry 92 (theory 48, IA 14, practical 30; max. marks theory 56, IA 14, practical 30), English (90) and Biology 95 (theory 51, IA 14, practical 30; max. marks theory 56, IA 14, practical 30). Mathematics 92. Physics, Chemistry and Biology have less than 70% theory component and must be converted to 70:30.

For Physics, it is $56.25 + 29 = 85.25$; For chemistry, it is $60 + 30 = 90$; For biology, it is $63.75 + 30 = 93.75$. The PCB is 89.77% ; PCM is 89.19%