

Department of EAFM

B.Com. (Honours) EAFM

Nomenclature of the Course :

I I Semester (CBCS) - Core Papers: Business Economics (1211), Indian Banking (1212), Elements of Financial Management (1213)

Subsidiary Papers: Financial Accounting, Business Contract

II Semester (CBCS) - Core Papers: Managerial Economics (2211), Indian Financial System (2212), Business Finance (2213)

Subsidiary Papers: Corporate Accounting, Business Laws

III Semester-Core Papers : Theory and Practice of Economic Administration (3311), Macro Economic Theory (3312), Project Planning and Production Decision (3313), Development Banking (3314)

Subsidiary Papers : Income Tax Law, Corporate Law I

IV Semester-Core Papers : Public Enterprises in India (4411), Monetary Economics (4412), Project Management and Control (4413), Structure of Financial Institutions (4414)

Subsidiary Papers : Income Tax Law & Practices, Corporate Law II

V Semester-Core Papers : International Trade and Finance (5511), Indian Economic Environment (5512), Rural Development (5513), Public Finance (5514)

Subsidiary Papers : Auditing, Functional Management I

VI Semester -Core Papers : Foreign Exchange (6611), Business Environment in India (6612), Principles of Co-operation (6613), Central Financial Administration (6614)

Subsidiary Papers : Management Accounting, Functional Management II

Department of Business Administration

B.Com. (Honours) Business Administration

Nomenclature of the Course :

I Semester (CBCS) – Core Papers: Business Law (101), Business Organization (102), Corporate Communication (103)

Subsidiary Papers: Financial Accounting, Business Economics

II Semester (CBCS) – Core Papers: Principles of Management (201), Commercial Legislations (202), Entrepreneurship (203)

Subsidiary Papers: Corporate Accounting, Managerial Economics

III Semester – Core Papers : Company Law (301), Principles of Management and practices (302), Organisational Theory and Practices (303), Ethics, Governance and Sustainability (304)

Subsidiary Papers: Income Tax Law, Economic Environment in India

IV Semester – Core Papers : Secretarial Practices (401), Business Environment (402), Sales Promotion and Sales Management (403), Business and Finance Environment (404)

Subsidiary Papers : Income Laws and Practices, International Trade and Finance

V Semester – Core Papers : Labour Legislation (501), E-Commerce (502), Organisational Change and Development (503), Research Methodology (504)

Subsidiary Papers : Auditing, Rural Development and Cooperation

VI Semester – Core Papers : Industrial Law (601), Production and Material Management (602), Marketing communication and Advertising Management (603), Group Project and Presentation (Practical) (604)

Subsidiary Papers : Management Accounting, Economy of Rajasthan

Department of ABST

Accounting does not make corporate earnings or balance sheets more volatile. Accounting just increases the transparency of volatility in earnings. - Diane Garnick.

The Department of Accountancy and Business Statistics aims to provide the practical excellence which makes students employable as per the need of the hour. The time has passed when accounting used to be done on paper only. In the modern context, the knowledge of the domain has no value unless you know how to use the accounting application on system. Therefore, the department facilitates the latest software and accounting tools to the students to make them familiar with the industrial trends. The curricula, delivered in a student friendly environment, provide innovative and high-quality educational experience that emphasizes on acquisition of technical knowledge, analytical and communication skills and ethical practices.

Course offered : Master of Commerce (M.Com.) ABST

Eligibility : 10+2+3 from any recognized University

Duration : Four Semesters (Two Years)

Affiliating Body : University of Rajasthan

Nomenclature of the Course :

I Semester (CBCS) - Advanced Business Statistics I (MABST 101), Direct Taxes (MABST 102), Advanced Cost Accounting (MABST 103), Cost and Management Audit (MABST 104)

II Semester (CBCS) - Advance Business Statistics II (MABST 201), Management Accounting (MABST 202), Advance Corporate Accounting (MABST 203), Goods and Service Tax (MABST 204)

III Semester - Research Methodology (MABST 301), Custom Duty (MABST 302), Project Planning & Management (MABST 303), Tax Planning (MABST 304)

IV Semester - Operational Research and Quantitative Techniques (MABST 401), Financial Reporting (MABST 402) Strategic Financial Management (MABST 403), Dissertation (Project) and comprehensive Viva (MABST 404)

Department of EAFM

The curious task of economics is to demonstrate to men how little they really know about what they imagine they can design. -Friedrich von Hayek

The Department of EAFM was constituted with a goal of imparting knowledge of Indian economy and the phenomena of global world, while considering the major role of rural economy in India. The understanding of economic and various policies requires a lot of practical exposure therefore the department conducts various workshops, seminars and conferences to make students familiar with business fluctuations. The department offers two years Masters programme through value-based learning. To meet the demand of financial and banking sector, the department offers PG course in Economic Administration and Financial Management (EAFM). The department has been approved as a Research Centre by University of Rajasthan. The course focuses on operational area of financial and banking activities.

Course offered : Master of Commerce (M.Com.) EAFM

Eligibility : 10+2+3 from any recognized University

Duration : Four Semesters (Two Years)

Affiliating Body : University of Rajasthan

Nomenclature of the Course :

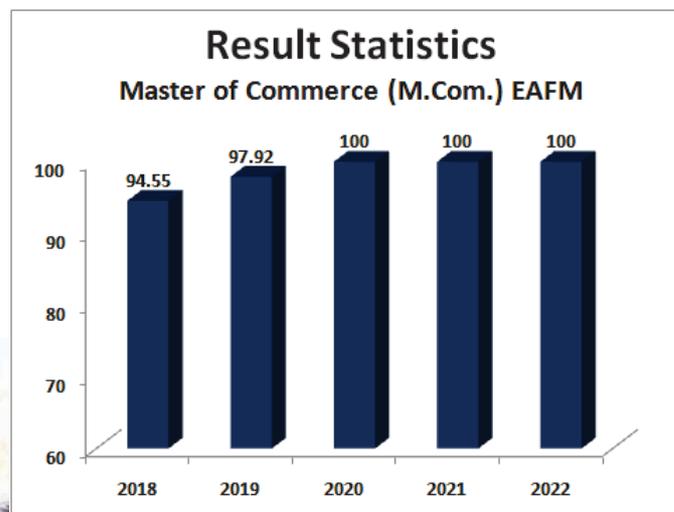
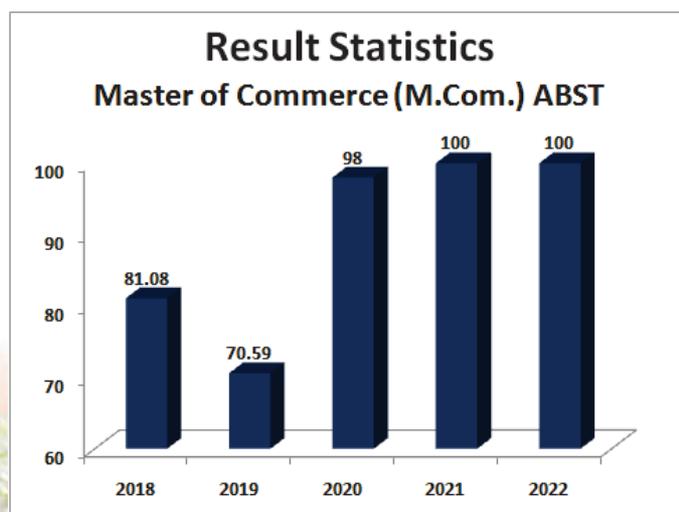
I Semester (CBCS) - Economic Analysis (MEAFM 101), Financial Management (MEAFM 102), Business Budgeting (MEAFM 103), Public Finance (MEAFM 104)

II Semester (CBCS) - Managerial Economics (MEAFM 201), Financial Analysis and Control (MEAFM 202), Project Planning & Control (MEAFM 203), Financial System in India (MEAFM 204)

III Semester – Indian Economy (MEAFM 301), Indian Banking System (MEAFM 302), International Banking (MEAFM 303), Research Methodology and Statistics (MEAFM 304)

IV Semester - Co-operative Sector Management (MEAFM 401), Bank Management (MEAFM 402), Rural Development (MEAFM 403), Central Banking (MEAFM 404) OR Dissertation (MEAFM 405)

The option of Dissertation is only for those who will secure minimum of 60% marks in aggregate of Semester-I and Semester-II (A student can opt either dissertation or paper MEAFM 404 Central Banking)



Department of Business Administration

The success of the young entrepreneur will be the key to India's transformation in the new millennium. - Dhirubhai Ambani

The Department of Business Administration was established with a mandate to explore new frontiers of knowledge and innovation in commerce field. The Department strives to fulfill the market demand by preparing professional well equipped to deal with the modern world and its challenges. The course curriculum has been designed to inculcate not only the theoretical knowledge through classroom lectures but also get practical exposure that the industry requires. The rapid growth of the department is reflected in its expansion as well as novelty in its academic program such as entrepreneurship development, legal aspects of professional world, business communication etc.

Course offered : Master of Commerce (M.Com.) Business Administration

Eligibility : 10+2+3 from any recognized University

Duration : Four Semesters (Two Years)

Affiliating Body : University of Rajasthan

Nomenclature of the Course :

I Semester (CBCS) : Theory and Practice of Management (101), Marketing Management (102), Human Resource Management (103), Managerial Economics (104)

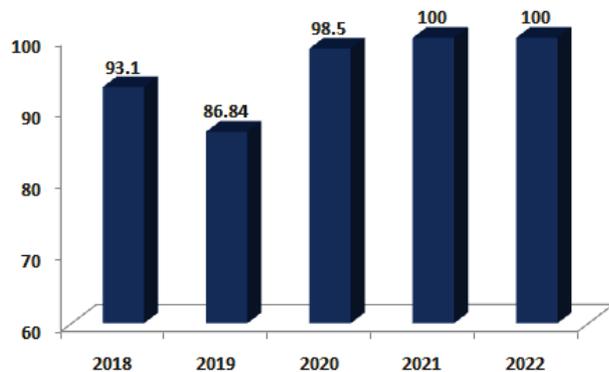
II Semester (CBCS) : Management Thinkers (201), Advertising Management (202), Organisational Behaviour (203), Financial Management (204)

III Semester : Business Environment (301), E-Commerce (302), International Business (303), Research Methodology (304)

IV Semester : Strategic Management (401), Tourism Marketing (402), Human Resource Development (403), Dissertation (404)

Result Statistics

Master of Commerce (M.Com.) BADM



Bachelor of Arts (B. A.)

"The Arts and Humanities teach us who we are and what we can be. They lie at the very core of the culture of which we are part". -Ronald Reagan

The Faculty of Arts and Social Sciences, comprises of History, Political Science, Economics, Geography, Physical Education, Sanskrit, Hindi Literature, English Literature, Public Administration, Sociology, Psychology, Statistics, Philosophy and Mathematics. The Department of Humanities and Social Sciences operates from spaces that give us an opportunity to act as an interface between empirical and experiential knowledge systems. Playing a significant role in the academic curriculum of the students, we offer both core and elective courses at the Bachelors and Masters. The ability to provide tools and skills for specific aims not withstanding, the essence of Humanities and Social Sciences involves the sensitizing of individuals. Acting as facilitators, thus, we engage in meaningful interactions with students and help them witness, study, and understand the interplay among technology, society, and humanity. With students from a spectrum of backgrounds, the Department provides an enriching platform where their education can be complemented with human and social understanding. This task assumes even more significance in an educational context where the brightest young minds of India come together. We are also committed to engagement with the world beyond the campus, ensuring that our students have employability embedded as a theme in their courses and that our academic staff members are supported in seeking knowledge transfer and consultancy activities with public and private enterprises. Syllabi are framed and reviewed to prepare students for various competitive examinations viz., UPSC, RPSC, Banking, NET and other examinations organized by Government agencies or Private sectors. The Department of Humanities and Social Sciences conduct several Workshops, National and International conferences, guest lectures, co-curricular and extracurricular activities in order to foster cognitive thinking and provide an exposure to modern trends in the fields of arts and social sciences.

Optional Subjects offered : History, Political Science, Economics, Geography, Physical Education, Sanskrit, Hindi Literature, English Literature, Public Administration, Sociology, Psychology, Statistics, Philosophy, Mathematics, Indian Music

Compulsory Subjects :

- I Semester** : General English
II Semester : General Hindi
III Semester : Elementary Computer Application (Theory & Practical)
IV Semester : Environmental Studies and Sustainable Development
V Semester : Mental Ability and Reasoning
VI Semester : Anandam-Joy of Giving / NCC, NSS, Rovers and Rangers, Sports, Red Ribbon Club, Extracurricular and co-curricular activities
- Eligibility** : 10+2 with 48% from Rajasthan Board/CBSE in Rajasthan or 60% from CBSE or any other Equivalent recognized Board from other states.

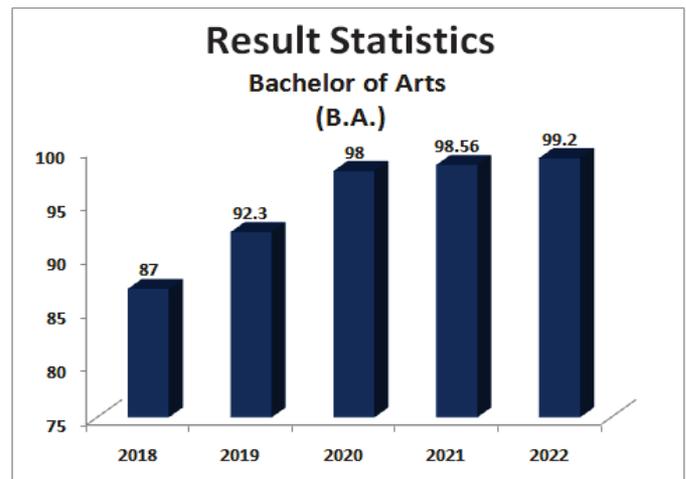
Duration : Six Semesters (Three Years)

Affiliating Body : University of Rajasthan

Optional Subjects :

- Group – A** : History, Political Science, Economics, Geography or Physical Education, English Literature, Statistics, Mathematics
Group – B : History, Political Science, Hindi Literature, English Literature, Public Administration, Sociology, Psychology, Philosophy, Indian Music
Group – C : History, Political Science, Public Administration, Sanskrit, Geography or Physical Education, Statistics, Philosophy
Group – D : History, Political Science, Economics, Hindi Literature, Public Administration, Psychology, Sanskrit, Philosophy, Mathematics
Group – E : History, Political Science, Geography or Physical Education, Sociology, Statistics, Economics, Indian Music

- * Out of these five groups, one can choose any group with three electives.
** As there are limited seats in Geography, it will be offered strictly on merit basis.
*** Students having less than 65% in Senior Secondary Examination need not apply for Geography subject.



Bachelor of Arts (B. A. Honours: Geography)

"Geography is the subject which holds the key to our Future" - Michael Palin

Compulsory Subjects :

- I Semester** : General English
II Semester : General Hindi
III Semester : Elementary Computer Application (Theory & Practical)
IV Semester : Environmental Studies and Sustainable Development
V Semester : Mental Ability and Reasoning
VI Semester : Anandam-Joy of Giving / NCC, NSS, Rovers and Rangers, Sports, Red Ribbon Club, Extracurricular and co-curricular activities
- Eligibility** : 10+2 with 50% from Rajasthan Board/CBSE in Rajasthan State or 60% from CBSE or any other Equivalent recognized Board from other State

Duration : Six Semesters (Three Years)

Affiliating Body : University of Rajasthan

Nomenclature of the Course :

- I Semester (CBCS)** : Physical Geography – I (Geomorphology) (GEOH 101), Economic Geography (GEOH 102), Geography of Rajasthan-I (Physical and Cultural Aspects) (GEOH 103), Practical (GEOH 104)
II Semester (CBCS) : Physical Geography-II (Climatology and Oceanography) (GEOH 201), Theories of Economic Geography (GEOH 202), Geography of Rajasthan-II (Economic Aspects) (HGEO 203), Practical (GEOH 204)
III Semester : Introduction of Political Geography (HGEO 301), Cultural Geography- I (HGEO 302), Fundamentals of Biogeography-I (HGEO 303), Statistical Methods in Geography-I (HGEO 304), Practical (HGEO 305)
IV Semester : Political Geography (HGEO 401), Cultural Geography-II (HGEO 402), Fundamentals of Biogeography – II (HGEO 403), Statistical Methods in Geography – II (HGEO 404), Practical (HGEO 405)
V Semester : India- A Systematic Geography- I (HGEO 501), Evolution of Geographical Thought – I (HGEO 502), Agricultural Geography: An Introduction (HGEO 503), Applied Geography – I (HGEO 504), Practical (HGEO 505)
VI Semester : India – A Systematic Geography II (HGEO 601), Evolution of Geographical Thought – II (HGEO 602), Agricultural Geography (HGEO 603), Applied Geography- II (HGEO 604), Practical (HGEO 605)
Subsidiary Subjects : History/Political Science/ Economics/ Public Administration/English Literature.

Bachelor of Arts (B. A. Honours: History)

"History is not a burden on the memory but an illumination of the soul" - Lord Acton

Compulsory Subjects :

I Semester	: General English
II Semester	: General Hindi
III Semester	: Elementary Computer Application (Theory & Practical)
IV Semester	: Environmental Studies and Sustainable Development
V Semester	: Mental Ability and Reasoning
VI Semester	: Anandam-Joy of Giving / NCC, NSS, Rovers and Rangers, Sports, Red Ribbon Club, Extracurricular and co-curricular activities
Eligibility	: 10+2 with 50% from Rajasthan Board/CBSE in Rajasthan State or 60% from CBSE or any other Equivalent recognized Board from other State
Duration	: Six Semesters (Three Years)
Affiliating Body	: University of Rajasthan

Nomenclature of the Course :

I Semester (CBCS) : Paper I : Sources of Indian History: Part-I, Paper II: History of India (From Beginning to 1200 A.D.): Part –I, Paper III: History of Rajasthan (From Earliest Times To 1956 A.D.): Part –I

II Semester (CBCS) : Paper I : Sources of Indian History: Part –II, Paper II: History of India (From Beginning to 1200 A.D.): Part –II, Paper III: History of Rajasthan (From Earliest Time to 1956 A.D.): Part –II

III Semester - Paper I : Historians of Medieval India:Part –I, Paper II: History of Medieval India (1200-1526): Part –I, Paper III: Main Trends in The Cultural History of India: Part – I, Paper IV: Art and Architecture of Medieval India:Part –I,

IV Semester - Paper I : Historians of Medieval India:Part –II, Paper II: History of Medieval India (1526-1761 A.D.): Part –II, Paper III: Main Trends in The Cultural History of India: Part – II, Paper IV: Art and Architecture of Medieval India:Part –II,

V Semester - Paper I : History of Modern India (1761-1971): Part-I, Paper II: History of Modern World up to Second World War: Part –I, Paper III: Administrative and Constitutional History of Modern India:Part-I, Paper IV: Modern Indians Thought:Part-I,

VI Semester - Paper I : History of Modern India (1761-1971): Part-II, Paper II: History of Modern World up to Second World War: Part–II, Paper III: Administrative and Constitutional History of Modern India:Part-II, Paper IV: Modern Indians Thought:Part-II

Subsidiary Subjects : Economics/Public Administration/English Literature/Political Science

Bachelor of Arts (B. A. Honours: Political Science)

"Political Science is the study of power, authority, and governance, and it is essential to understanding how societies function and how decisions are made." - Madeleine Albright

Compulsory subjects :

I Semester	: General English
II Semester	: General Hindi
III Semester	: Elementary Computer Application (Theory & Practical)
IV Semester	: Environmental Studies and Sustainable Development
V Semester	: Mental Ability and Reasoning
VI Semester	: Anandam-Joy of Giving / NCC, NSS, Rovers and Rangers, Sports, Red Ribbon Club, Extracurricular and co-curricular activities
Eligibility	: 10 + 2 with 50% from Rajasthan Board/ CBSE in Rajasthan state or 60% from CBSE or any other Equivalent Recognized board from other state
Duration	: Six Semesters (3 years)
Affiliating Body	: University of Rajasthan

Nomenclature of the Course :

I Semester (CBCS) : Paper I : Foundations of Political Science-I, Paper II: Representative Indian Political Thinkers-I, Paper III: Selected Political System-I

II Semester (CBCS) : Paper I: Foundations of Political Science-II, Paper II: Representative Indian Political Thinkers-II, Paper III: Selected Political System-II

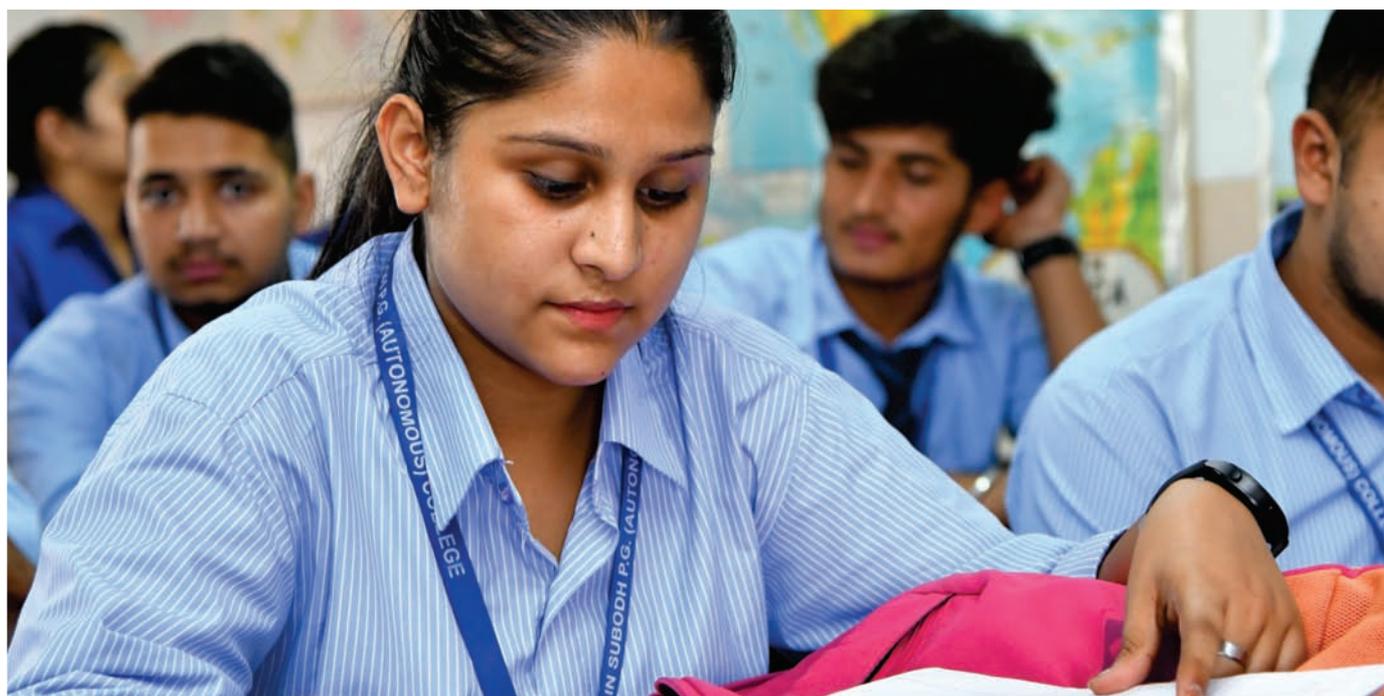
III Semester (CBCS) : Paper I : Indian Freedom Movement and Constitutional Development-I, Paper II: Indian Political Institutions and Process-I, Paper III : International politics and Foreign Policy of India - I

IV Semester (CBCS) : Paper I : Indian Freedom Movement and Constitutional Development-II, Paper II: Indian Political Institutions and Process-II, Paper III : International politics and Foreign Policy of India - II

V Semester (CBCS) : Paper I: History of Western Political Thought-I, Paper II: Modern Political Analysis -I, Paper III: Research Methodology-I

VI Semester (CBCS) : Paper I: History of Western Political Thought-II, Paper II: Modern Political Analysis -II, Paper III: Research Methodology-II

Subsidiary Subjects : History/Economics/Public Administration/English Literature





Faculty of Arts/Humanities/Social Sciences offering Post Graduate Courses

Department of Political Science

"The method of political science is the interpretation of life; Its instrument is insight a nice understanding of subtle, unformulated conditions" - Woodrow Wilson

The Department of Political Science is a diverse group of active scholars dedicated to intellectual discovery and teaching excellence. The objective of the curriculum designed in the department is to train both the U.G. and P.G. students thoroughly in all branches of the discipline, focusing on classical themes and recent development. The curriculum covers theoretical conceptual and empirical aspects of the discipline. This provides the students with necessary conceptual awareness to undertake further specialized studies and research activities.

The P.G. programme focuses on the study of Political theory, ideas, Comparative Politics, International Relations, and Indian Politics and Public Policy. The programme is designed to enhance theoretical understanding and to develop methodological skills, relate political processes with social structures and ideas and interpret institutions, policies and processes in a historical perspective. The department has constantly been engaged in academic pursuits by organizing seminars, workshops, guest lectures and conferences.

Course offered : Master of Arts (M.A.) Pol. Science

Eligibility : 10+2+3 from any recognized University

Duration : Four Semesters (Two Years)

Affiliating Body : University of Rajasthan

Nomenclature of the Course :

I Semester (CBCS) : Western Political Thought- I (MPOL 101), Indian Political Thought-I(MPOL 102), International Politics -I (MPOL 103), Theory and Practice of Public Administration-I (MPOL 104)

II Semester (CBCS) : Western Political Thought - II (MPOL 201), Indian Political Thought-II (MPOL 202), International Politics- II (MPOL 203), Theory and Practice of Public Administration -II(MPOL 204)

III Semester - Comparative Politics and Institutions (MPOL 301), Indian Government and Politics (Constitutional Framework) (MPOL 302), Research Methodology-I (MPOL 303)

Elective Paper Group-A (Political Theory) Modern Indian Political

Thought-I(MPOL 304A), Foundation of Gandhian Thought-I (MPOL 305A)

Elective Paper Group-B (International Politics) Theory of Diplomacy (MPOL 304B), Foreign Policies of USA, Russia, and China (MPOL 305B)

Elective Paper Group-C (Indian Government) Public Administration in India (MPOL 304C), State Politics in India (MPOL 305C)

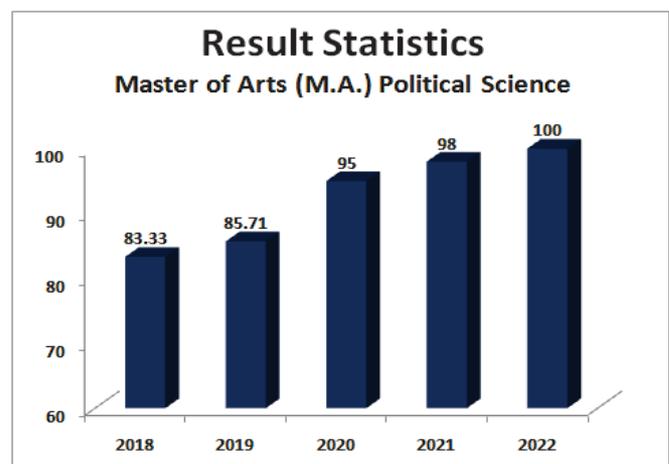
IV Semester - Contemporary Political Theory (MPOL401), Indian Government and Politics (Practice and Processes) (MPOL402), Research Methodology-II (MPOL 403A) or Dissertation (MPOL 403B)

Elective Paper Group-A (Political Theory) Modern Indian Political Thought-II (MPOL 404A), Foundation of Gandhian Thought-II (MPOL 405A)

Elective Paper Group-B (International Politics) Practice of Diplomacy (MPOL 404B), India's Foreign Policy (MPOL 405B)

Elective Paper Group-C (Indian Government) Comparative Public Administration (MPOL 404C), Electoral System in India; Electoral Reforms (MPOL405 C)

The option of Dissertation is only for those who secure minimum of 60% marks in aggregate of Semester-I and Semester-II (A student can opt either dissertation or paper (MPOL 403A) Research Methodology-II)



Department of History

*"Those who don't know history are doomed to repeat it."
– Edmund Bruke*

Our history has a big impact on us, and understanding it can benefit us. For us to understand how and why our present world is the way it is, look to history for answers. Having knowledge of our history allows us to understand where we are coming from, which allows us to understand our present. It not only reveals the past, but it also helps us create a better future.

The curriculum of History in the institution is tailored in part to put the modern world in historical perspective. The curriculum seeks to encourage both an understanding of the human past and the development of skills necessary to express that knowledge effectively and aims to provide a comprehensive and in-depth assumption & proposition about human actions, beliefs and ideas. The Department of History focuses on imparting interdisciplinary approach to understand the socio-economic and political realities of Indian History. National seminars, workshops and guest lectures by distinguished experts inculcate critical thinking and refined interpretation of the subject.

Course offered : Master of Arts (M.A.) History

Eligibility : 10+2+3 from any recognized University

Duration : Four Semesters (Two Years)

Affiliating Body : University of Rajasthan

Nomenclature of the Course:

I Semester (CBCS) : Main Trends in the History of Modern World (Upto1900 A.D.) Part-I (MHIS101), History of Modern World (1900-2000 A.D.) Part-1 (MHIS102), Main Trends in the History and Culture of Rajasthan Part-I (MHIS103)

Elective (Select any One)

Paper - 4 (A) Ancient Indian History (Earliest Times to C.200 B.C.) Part-I (MHIS104 A)

Paper-4 (B) Medieval Indian History (750-1526 A.D.) Part-I (MHIS104 B)

Paper-4 (C) Modern Indian History (1756-1905 A.D.) Part-I (MHIS 104 C)

II Semester (CBCS) : Main Current in the History of Modern World (Upto1900 A.D.) Part-II (MHIS201),

History of Modern World (1900-2000 A.D.) Part-II (MHIS202), Main Trends in the History and Culture of Rajasthan Part-II (MHIS 203)

Elective (Select any One)

Paper-4 (A) Ancient Indian History (Earliest Times to C.200 B.C.) Part-II (MHIS204 A)

Paper 4(B) Medieval Indian History (750-1526 A.D.) Part-II (MHIS204 B)

Paper-4 (C) Modern Indian History (1756-1905 A.D.) Part-II (MHIS204 C)

III Semester - Elective (Select any One)

(A) Ancient Indian History (C.200 B.C. to 750 A.D.) Part-I (MHIS 301A), Social and Economic Life in Ancient India Part-I (MHIS 301B), Ancient Indian Art and Architecture Part-I (MHIS 301C)

(B) Medieval Indian History (1526-1761 A.D.) Part-I (MHIS 302A), Social and Economic Life in Medieval India Part-I (MHIS 302B), History and Culture of Medieval Rajasthan (1200-1761A.D.) Part-I (MHIS 302C)

(C) Modern Indian History (1905-1990A.D.) Part-I (MHIS 303A), Social and Economic Life in Modern India Part-I (MHIS 303B), History of Modern Rajasthan Part-I (MHIS 303C)

Compulsory for all three Groups : Historical Tourism in India with Special Reference to Rajasthan Part-I (MHIS 304), Philosophy of History Part-I (MHIS 305)

IV Semester - Elective (Select any One)

(A) Ancient Indian History (C.200 B.C. to 750 A.D.) Part-II (MHIS 401A), Social and Economic Life in Ancient India Part-II (MHIS 401B), Ancient Indian Art and Architecture Part-II (MHIS 401C)

(B) Medieval Indian History (1526-1761 A.D.) Part-II (MHIS 402A), Social and Economic Life in Medieval India Part-II (MHIS 402B), History and Culture of Medieval Rajasthan (C.1200-1761A.D.) Part-II (MHIS 402C)

(C) Modern Indian History (1905-1990 A.D.) Part-II (MHIS 403A), Social and Economic Life in Modern India Part-II (MHIS 403B), History of Modern Rajasthan Part-II (MHIS 403C)

Compulsory for all three Groups : Historical Tourism in India with special reference to Rajasthan Part-II (MHIS 404), Philosophy of History Part-II (MHIS 405)



Department of Public Administration

"The sublimity of administration consists in knowing the proper degree of power that should be exerted on different occasions". - Montesquieu

The Department of Public Administration was established in 1997. Public administration is both an academic discipline and a field of practice, which is multidisciplinary in character. The P.G. program focuses on the formation and management of public agencies. The studies focus on issues such as public resources, accountability, and the description, analysis, solutions and synthesis of contemporary management problems in criminal justice agencies. The course is designed and reviewed to help the aspirants achieve success in various competitions conducted by Government and Non-Government bodies.

Course offered : Master of Arts (M.A.) Public Administration

Eligibility : 10+2+3 from any recognized University

Duration : Four Semesters (Two Years)

Affiliating Body : University of Rajasthan

Nomenclature of the Course :

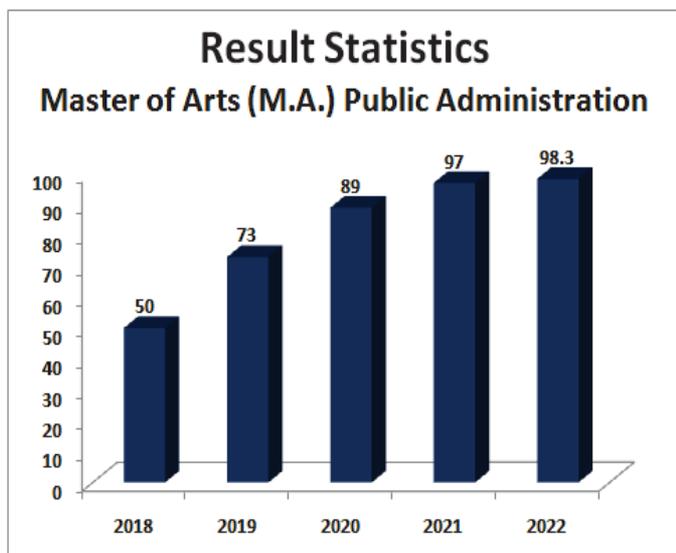
I Semester (CBCS) : Administrative Theories and Management (MPAD 101), Comparative Public Administration (MPAD 102), Public Personnel Administration (MPAD 103), Social Welfare Administration (MPAD 104)

II Semester (CBCS) : Management Techniques (MPAD 201), Comparative Administrative Systems (MPAD 202), Human Resource Management in Government (MPAD 203), Social Welfare Administration in India (MPAD 204)

III Semester : (Compulsory Papers) Public Administration in India (MPAD 301), Economic Policy and Administration (MPAD 302) **Optional Papers (Select any Three)-** Development Administration (MAPAD 303), Research Methodology (MAPAD 304), Indian Constitution (MAPAD 305), Urban Local Administration (MAPAD 306), Rural Local Administration (MAPAD 307), Public Policy and Administration (MAPAD 308), (State Administration in India) with Special Reference to Rajasthan (MAPAD 309)

IV Semester : (Compulsory Papers) Public Administration in India (MPAD 401), Economic Policy and Administration (MPAD 402), **Optional Papers (Select any Three)** Development Administration (MAPAD 403), Research Methodology (MAPAD 404), Indian Constitution (MAPAD 405), Urban Local Administration (MAPAD 406), Rural Local Administration (MAPAD 407), Public Policy and Administration (MAPAD 408), (State Administration in India) with Special Reference to Rajasthan (MAPAD 409), Dissertation.

The option of Dissertation is only for those who secure minimum of 60% marks in aggregate of Semester-I and Semester-II (Students can opt either dissertation or paper MAPAD-403A (Research Methodology)



Department of Hindi

“निज भाषा उन्नति अहै, सबै उन्नति कौ मूल। बिन निज भाषा ज्ञान कै, मिटत न हिय कौ सुल।।” - भारतेंदु हरिश्चन्द्र

Hindi is a modest language which not only comes in the form of language but also teaches us the importance of inculcating moral values and ethos. In the present times, Hindi language has become the necessity of life as it introduces great career avenues. The knowledge of this language and interest in literature can make the students masters of different career fields; for instance, education, print and electronic media, theatre and translation. The students need to put in immaculate efforts to crack jobs in present times and for that, this language demands sincere efforts from their side. It is observed that people are not very good orators of Hindi language and that is why students don't get good marks in competitive exams. Hindi plays a significant role in the making of one's career and if a student is well versed with this language, then nobody can stop him from soaring high to excellence. The New Education Policy 2020 of Indian government pours light on the importance of studies of Indian language. Hindi marks its presence across the globe and a student can easily establish his/her career in the field of translator, content writer and many more. It is our mother tongue and official language which can easily be spoken by all of us and it makes us learn the role of values and culture in our day-to-day life.

Course offered : Master of Arts (M.A.) Hindi

Eligibility : 10+2+3 from any recognized University

Duration : Four Semesters (Two Years)

Affiliating Body : University of Rajasthan

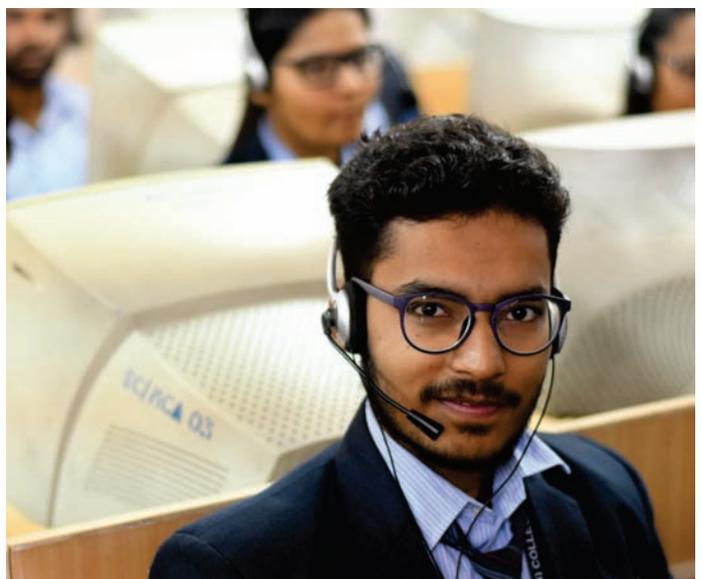
Nomenclature of the course :

I Semester (CBCS) : Hindi Sahitya Ka Itihas (MHIN 101), Madhyakalin Kavya-I (MHIN 102), Sahitya Shashtra I (Bhartiya tatha Pashchatya) (MHIN 103), Hindi Gadhya (Upanyas, Kahani evam Anya Gadhya Vidhayan-I) (MHIN 104)

II Semester (CBCS) : Hindi Sahitya Ka Itihas (MHIN 201), Madhyakalin Kavya-II (MHIN 202), Sahitya Shashtra II (Bhartiya tatha Pashchatya) (MHIN 203), Hindi Gadhya (Upanyas, Kahanievam Anya Gadhya Vidhayan-II) (MHIN 204)

III Semester - Hindi Gadhya (Natak, Nibandh evam Aalochna-I) (MHIN 301), Prachin evam Nirgun Kavya-I (MHIN 302), Bhasha Vigyan-I (MHIN 303), Adhunik Kavya-I (MHIN 304) Elective Paper-V- Vishishta Adhyayan : Kavi, Sahityakar (Select any one) (i) Tulsidas (MHIN 305A) (ii) Premchand (MHIN 305B)

IV Semester - Hindi Gadhya (Natak, Nibandh evam Aalochna-II) (MHIN 401), Prachin evam Nirgun Kavya-II (MHIN 402), Bhasha Vigyan-II (MHIN 403), Adhunik Kavya-II (MHIN 404) Elective Paper-V-Vishishta Adhyayan: Kavi, Sahityakar (Select any one) (i) Tulsidas (MHIN 405A) (ii) Premchand (MHIN 405B)



Department of English

"Great literature is simply language charged with meaning to the utmost possible degree." - Ezra Pound

Since its inception in 1954, the Department of English has been working towards encouraging young minds to explore and evaluate human relationships. The Department offers both UG and PG courses. The most important skills that the study of literature teaches are analytic and synthetic skills. And as we seek to discover the relationships between the ideas and images we uncover in a work, our ultimate goal is to see the whole — to see how the parts work together to make the piece what it is. In grappling with the complex and difficult ideas contained in literature, we learn to accept the multiple dimensions and ambiguity that are so often present in life.

The study of literature also helps develop our writing abilities as we come to value the written word and understand its power to communicate.

Course offered : Master of Arts (M.A.) English

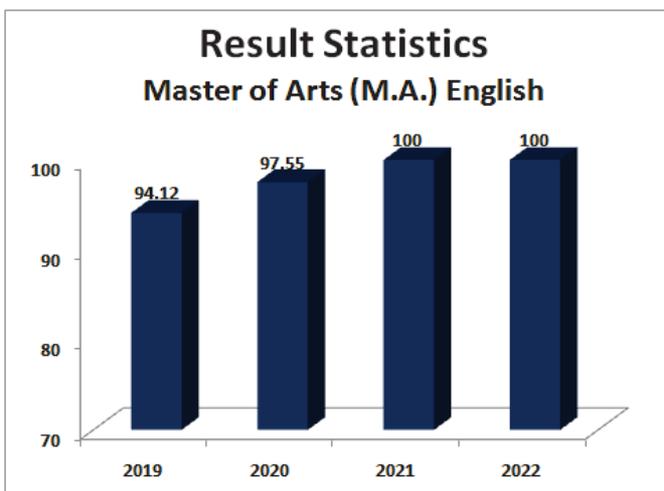
Eligibility : 10+2+3 from any recognized University

Duration : Four Semesters (Two Years)

Affiliating Body : University of Rajasthan

Nomenclature of the Course :

I Semester (CBCS) : Language & Communication Skills I (MENG 101), Age of Revival I (Elizabethan) (MENG 102), Pre-Romantic & Romantic Age I (MENG 103), Victorian Age I (MENG 104)



II Semester (CBCS) : Language & Communication Skills II (MENG 201), Age of Revival II (Elizabethan) (MENG 202), Pre-Romantic & Romantic Age II (MENG 203), Victorian Age II (MENG 204)

III Semester - Literary Criticism & Theory I (MENG 301), 20th Century Literature I (MENG 302), Indian Writing in English I (MENG 303), Elective (A) Applied Linguistics & Contemporary English Grammar I, (B) American Literature I, (C) Women's Writing I (D) Post-Colonial Literature I (MENG 304)

IV Semester - Literary Criticism & Theory II (MENG 401), 20th Century Literature II (MENG 402), Indian Writing in English II (MENG 403), Elective (A) Applied Linguistics & Contemporary English Grammar II, (B) American Literature II, (C) Women's Writing II (D) Post-Colonial Literature II (MENG 404)

Department of Journalism and Mass Communication

"Journalism allows its readers to witness history; fiction gives its readers an opportunity to live it." - John Hersey

The department of Journalism and Mass Communication offers a full-fledged undergraduate, postgraduate as well as doctorate program covering all major areas of Journalism, Communication and Film Studies. The department has highly qualified faculty with rich industry experience, state-of-the-art infrastructure, holistic curriculum, placement process, lively co-curricular activities (theatre, dance, music, cinema, literature, debate etc.) and an ambience which encourages students to scale new heights in their areas of interest with a firm root in social sensitivity. The department aims to prepare skilled professionals and world leaders in the field of communication who can serve the society at large. The Department offers two years (four semesters) course and focuses on developing technical knowledge, communication skills and refining creativity of the learners.

Course offered : Master of Arts in Journalism and Mass Communication (M.A.JMC)

Eligibility : 10+2+3 from any recognized University

Duration : Four Semesters (Two Years)

Affiliating Body : University of Rajasthan

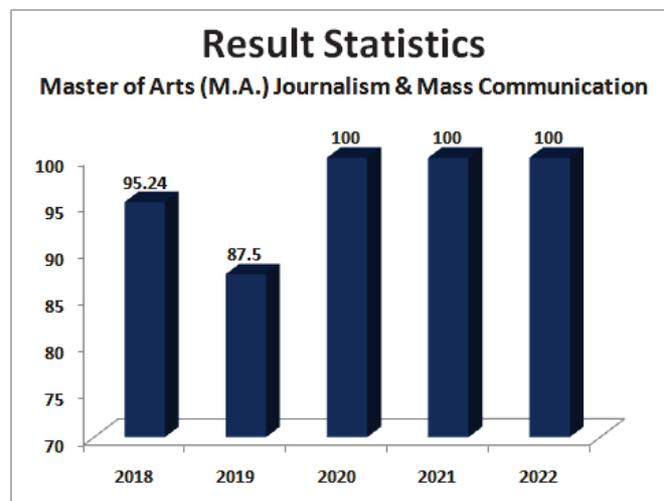
Nomenclature of the Course :

I Semester (CBCS) : Contemporary India (JMC 101), Growth of Media (JMC 102), News Reporting and Feature Writing (JMC103), Editing, Layout and Photo Journalism (JMC104)

II Semester (CBCS) : Theories of Communication (JMC201), Media Laws and Ethics (JMC202), Computer Applications (JMC203), Media Management (JMC204)

III Semester - Radio Programme Production (JMC301), Communication Research (JMC302), Desktop Publishing (JMC303), New Media Technology (JMC304)

IV Semester - Television Programme Production (JMC401), Advertising and Public Relations (JMC402), Science and Development Communication (JMC403), Dissertation/ Practical Work / Project Work (JMC404)



Department of Sociology & Social Work

"I measure the progress of a community by the degree of progress which women have achieved."
— Bhim Rao Ambedkar

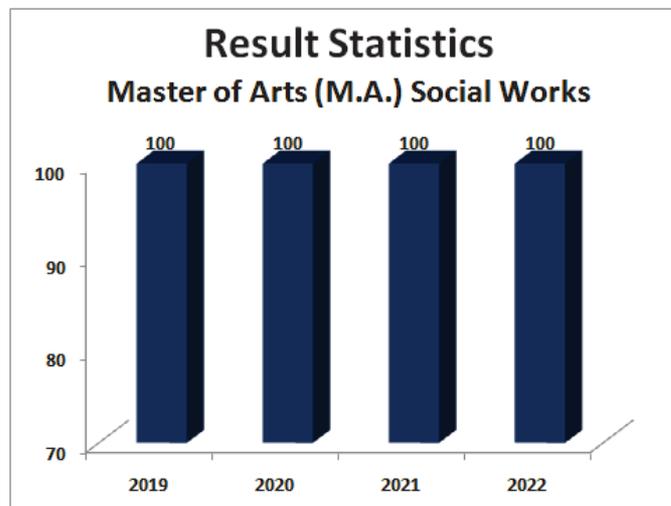
Sociology provides many distinctive perspectives on the world, generating new ideas and critiquing the old. The field also offers a range of research techniques that can be applied to virtually any aspect of social life: street crime and delinquency, corporate downsizing, how people express emotions, welfare or education reform, how families differ and flourish, or problems of peace and war. The Department of Sociology analyzes the nature of groups, tribes, women and other marginalized groups. We seek to locate the individual and his thinking in a social context and analyze an individual's behavior and thinking. Social Theory is used in undergraduate classes and in research works to materialize abstract thoughts into reality. Marx, Weber and Durkheim are looked alongside Goffman and Habermas. The attempt is to analyze individual predicament, pragmatic solutions and evaluate the life in 21st century. The Masters in Social Work program trains students for careers in social work; to serve society and tackle its problems and not simply to understand it. The interface between Sociology and Social work help seeking scientific solutions of social and individual problems.

Course offered : Master of Social Work (MSW)
Eligibility : 10+2+3 from any recognized University
Duration : Four Semesters (Two Years)
Affiliating Body : University of Rajasthan

Nomenclature of the Course :

I Semester (CBCS) : Introduction to Social Work (MSW 01), Society and Human Behavior (MSW 02), Social Work with Communities (MSW 03), Fieldwork Practicum (MSW 04)

II Semester (CBCS) : Social Case Work (MSW 05), Social Work with Groups (MSW 06), Research Methods in Social Work (MSW 07), Fieldwork Practicum (MSW 08)



III Semester - Indian Society : Issues and Challenges (MSW 09), Social Welfare Administration and Welfare Services (MSW 10), Urban world and social work (MSW 11), Fieldwork Practicum (MSW 12)

Elective Courses

Students can opt any one out of the following: Environment and Social Work (MSW 13A), Occupational Social Work (MSW 13B)

IV Semester - Human Resource Management (HRM) (MSW 14), Health Care Social Work Practice (MSW 15), Rural Community Development (MSW 16), Fieldwork Practicum (MSW 17),

Elective Courses

Students can opt any one out of the following: Women's Welfare & Social Legislation (MSW 18A), Social Work with Elderly (MSW 18B)

Department of Economics

"Economics is everywhere, and understanding economics can help you make better decisions and lead a happier life." -Tyler Cowen

Economics is a discipline which combines politics, sociology, psychology and history. It aims to provide guidance regarding business, management, marketing, banks, insurance and research etc. It uses high levels mathematical and statistical skills and the ability to apply economic principles and models to solve the problems in business, finance and public sector. High level tools and techniques of econometrics are used to understand how scarce resources are exchanged within the society. Economics affects everyone's life and plays an important role in personal and professional life. For the practical exposures, department conducts education tours, seminars, conferences, symposium, industrial visit, Talk Show etc.

Course offered : Master of Science (M.Sc.)
Economics Master of Arts (M.A.) Economics
Eligibility : 10+2+3 from any recognized University
Duration : Four Semesters (Two Years)
Affiliating Body : University of Rajasthan

Nomenclature of the Course :

Semester I (CBCS) : Microeconomic Theory — I, Macroeconomic Theory — I, Mathematical Methods for Economics Elective Core Courses - (A): Demography-I, (B): Mathematical Economics-I

Semester II (CBCS) : Microeconomic Theory — II, Macroeconomic Theory — II, Statistical method Elective Core Courses- (A): Demography-II, (B) Mathematical Economics-II

Semester III : Public Economics-I, International Trade Theory, Economics of Development and Growth—I, Indian Economy-I

Elective Core Courses- (A) : History of Modern Economics -I (B)

Econometrics-I

Semester IV - Public Economics- II, Trade Policy and International Monetary system, Economics of Development and Growth—II, Indian Economy—II

Elective Core Courses - (A): History of Modern Economics- II (B) Econometrics-II (C): Dissertations (Note: Applicable only to those students who get minimum of 55% marks in I, II Semester aggregate)

Department of Mathematics

Master of Arts (M.A.) Mathematics

For further information see at pg. no. 38 M.Sc. Mathematics

Department of Geography

Master of Arts (M.A.) Geography

For further information see at pg. no. 42 M.Sc. Geography

Department of Computer Science: DBT STAR DEPARTMENT

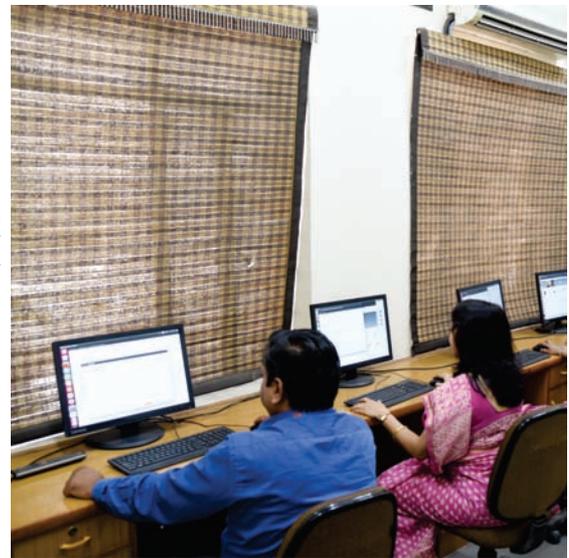
"India has long been an exporter of talent to tech companies. But it is India that's now undergoing its own revolution." - Sundar Pichai

Since its inception, the department aims to produce versatile students ready for employment in Industry/Government Sector or for Higher Education/Entrepreneurship Research & Development from the very first day with a capability of cross disciplinary collaboration. Computer Science department is one of the biggest departments of the college with an incredible infrastructure. The department is offering Post Graduate courses in Computer Science via Master of Computer Application (MCA), Master of Science in Information Technology (M. Sc. - IT), Post Graduate Diploma in Computer Application (PGDCA) and an undergraduate course, Bachelor of Computer Application (BCA). Simultaneously, the department also imparts the elementary computer application course for B.Sc., B.Com. and B.A. (Pass Course and Honours) as a skill enhancement courses. To support and conduct academic and industrial research, Department of Computer Science has a research center offering Doctor of Philosophy, with affiliation from Rajasthan Technical University, Kota. The department has seven computer laboratories facilitated with a state-of-the-art infrastructure of more than 350 computers and an up to date set up in terms of hardware and software. The computer systems are enabled with 5th generation Core i5 processors and different softwares pertaining to specific courses. All the computer systems in various labs are centrally interconnected, protected and managed by central server aptly secured by UTM Firewall. The centre is heavily configured with IBM Series High Volume Rack X3630 M4 Intel® Xeon CPU E52420 1.90 GHz (2 Processor) 32 GB RAM, 1 TB Hard Disk Drive with RAID 5. The department provides internet connectivity through Wi-Fi to students and faculty members. The departmental library is enriched with 10320 computer related books, managed through library software. The department has high speed leased line internet connection of 50 Mbps which provides high speed data to the students, faculties and visitors.

Doctor of Philosophy (Ph.D.)

ADMISSION PROCEDURE

- Applications for admission to the Ph.D. programme are invited during an academic year for the available vacancies as notified by the Rajasthan Technical University(www.rtu.ac.in). The admission to the Ph.D. programme is made through RTU Doctoral Admission Test (RTU-DAT).
- DRC and all supervisors of the department will interview qualified applicants in order of merit of RTU-DAT and allot the supervisor(s) on the basis of specialization of supervisors, interest area of the applicant, mutual consent of supervisor(s) and the applicant till all the vacancies are filled as per the regulations.
- Every successful applicant will have to register for the Ph.D. programme as a research scholar. All research scholars will be required to renew the registration every semester, till the submission of the thesis as per the regulations.
- Those applicants who fail to get admission to a Ph.D. programme, after qualifying the RTU-DAT, due to any reason in an academic session, are required to reappear and qualify RTU-DAT again.



Master of Computer Application (MCA)

Eligibility: BCA/B.Sc. (IT)/ B.Sc. Computer Science/ Bachelor's Degree in any stream with Mathematics as one of the subjects at 10+2 level. Minimum of 50% marks (45% marks for SC/ST), Selection criteria on the basis of RMCAAP

Duration : Two Years (Four Semesters)

Affiliating Body: Rajasthan Technical University, Kota

Nomenclature of the Course :

Bridge Course Syllabus [for non B.C.A. /B.Sc. (IT)/B.Sc. (CS)]:
Fundamentals of Computer Science

MCA Semester I

Mathematical Foundations in Computer Science (MCA-101), Object Oriented Programming with C++ (MCA-102), Operating System (MCA-103), Computer Architecture (MCA-104), Database Systems (MCA-105), Web Technologies (MCA-106) Practical: Object Oriented Programming Lab (MCA-151), SQL-PL/SQL Lab (MCA-152), Web Technologies Lab (MCA-153)

MCA Semester II

Java Technologies (MCA-201), Computer Networks (MCA-202), Data Structures (MCA-203), Software Engineering & UML (MCA-204), Python Programming (MCA-205), Business Informatics (MCA-206) Practical: Data Structures Lab (MCA-251), Java Technologies Lab (MCA-252), Python Programming Lab (MCA-253)

Note:

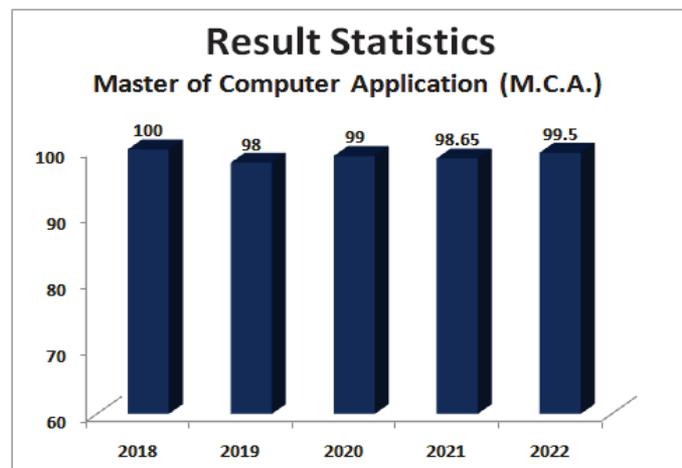
Mandatory Summer Training: 45 Days Summer Training during

Semester Break of 100 Marks/ 1 credit. Evaluation will be done in Semester III Examinations.

MCA Semester III

Cloud Computing (MCA-301), Analysis and Design of Algorithm (MCA-302), Artificial Intelligence (MCA-303), Information Security (MCA-304), Mobile Application Development (MCA-305), and Elective 1 (MCA-306) Practical: ADA Lab (MCA-351), Mobile Application Development Lab (MCA-352), Summer Industrial Training Presentation (MCA-353)

Elective-1 a) Data Mining and Warehousing b) Big Data Technologies c) Soft Computing



MCA Semester IV

Software Project Management (MCA-401), Elective 2 (MCA-402)
Practical: Industrial Project Presentation (MCA-451)

Elective 2: a) Principles of Management and Information System, b)
Machine Learning, c) Data Science with R

Note: Change and updates as per RTU Guidelines, please visit at
<http://www.rtu.ac.in/RTU/mca-2>

Master of Science in Information Technology (M.Sc. - IT)

Eligibility : 10+2+3 with 50% from any recognized
University

Duration: Four Semesters (Two Years)

Affiliating Body : University of Rajasthan, Jaipur

Nomenclature of the Course:

I Semester (CBCS) - Programming Fundamentals (PMIT101),
Database Management System (PMIT102), Fundamentals of
Information Technology (PMIT103), Computer Architecture
(PMIT104), Operating System (PMIT105),

Practical-Papers- 'C' Programming Lab (PMIT151), DBMS Lab
(PMIT152), Office Management Lab (PMIT153)

II Semester (CBCS) - Object Oriented Programming concepts
using Java Programming (PMIT201), Data Structure and
Algorithms (PMIT202), Web Designing and Development
(PMIT203), Management Information System (PMIT204), Data
Communication and Networking (PMIT205)

Practical Papers- Java Programming Lab (PMIT251), Data
structure Lab (PMIT252), Web Designing Lab (PMIT253)

III Semester- .Net Technologies (PMIT301), Python Programming
(PMIT302), PHP (PMIT303), E-Commerce Application
Development (PMIT304), Software Engineering and testing
(PMIT305)

Practical Papers- .Net Lab (PMIT351), Python Lab (PMIT352), PHP
Lab (PMIT353)

IV Semester- Data Warehousing and Data Mining (PMIT 401)

Elective Paper-I

Artificial Intelligence and Expert Systems (PMIT 402 A) /
Information Protection and Security (PMIT 402 B)

Elective Paper-II

Open-Source Operating System (PMIT 403 A) / Mobile
Application Development (PMIT 403 B)

Practical /Project: Linux Lab (PMIT 451), Mobile Application Lab
(PMIT 452), Project (Project Report, Viva) (PMIT 453)



Result Statistics

Master of Science in Information Technology (M.Sc. IT)



Post Graduate Diploma in Computer Application (PGDCA)

Eligibility: 10+2+3 with 48% from any recognized University

Duration: Two Semesters (One Year)

Affiliating Body: University of Rajasthan, Jaipur.

Nomenclature of the Course :

I Semester : Computer Fundamentals and Office Tools (PDCA101), Programming Fundamentals through 'C' (PDCA102), Web Development Tools (PDCA103), Networking Technologies (PDCA104), Operating System (PDCA105)

Practical Papers-Office Management Lab (PDCA 151), 'C' Programming Lab (PDCA152), Web Authoring Tool Lab (PDCA 153), Networking Lab (PDCA154)

II Semester : Data Base Management System (PDCA201), Object Oriented Programming Concepts (PDCA202), Desktop Publishing (PDCA203), Tally (PDCA204), System Analysis and Design (PDCA205)

Practical Papers-SQL Lab (PDCA 251), C++ Programming Lab (PDCA252), Desktop Publishing Lab (PDCA253), Tally Lab (PDCA254)

Bachelor of Computer Application (BCA)

Eligibility: 10+2 with 50% from any other recognized Board.

Duration : Six Semesters (Three Years)

Affiliating Body: University of Rajasthan, Jaipur

Nomenclature of the Course :

I Semester (CBCS) - Computer Organization (PBCA 101), Programming in C (PBCA 102), Language and Communication (PBCA 103), Elementary Physics and Digital Electronics (PBCA 104)

Practical Papers- Office Management Lab (PBCA 151), Programming in C Lab (PBCA152), Communication Skills Lab (PBCA 153)

II Semester (CBCS) - Object Oriented Programming through C++ (PBCA 201), Internet and Web Technologies (PBCA 202), Desktop Publishing (DTP) (PBCA 203), Discrete Mathematics (PBCA 204)

Practical Papers- C++ Lab (PBCA 251), Internet and Web Lab (PBCA 252), Desktop Publishing Lab (PBCA 253)

III Semester- Database Management System (PBCA 301), Programming in Java (PBCA 302), Data Structure and Algorithms (PBCA 303), System Analysis and Design (PBCA 304)

Practical Papers - DBMS Lab (PBCA 351), Java Lab (PBCA 352), Data Structures and Algorithms Lab (PBCA 353)

IV Semester- Operating System (PBCA 401), PHP Programming (PBCA 402), Advance Database Concepts (PBCA 403), Data Communication and Networking (PBCA404)

Practical Papers-Linux Lab (PBCA 451), PHP Lab (PBCA 452), PL/SQL Lab (PBCA 453)

V Semester- Computer Graphics (PBCA 501), Dot Net Technologies (PBCA 502), Programming in Python (PBCA 503), Software Engineering (PBCA 504)

Practical Papers-Computer Graphics Lab (PBCA 551), Dot Net Lab (PBCA 552), Python Lab (PBCA 553)

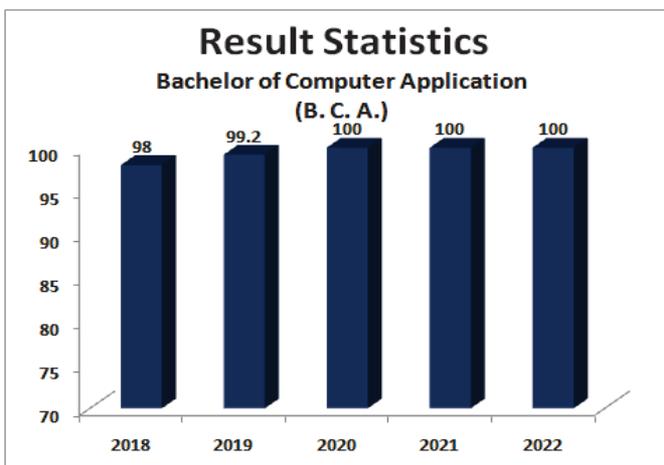
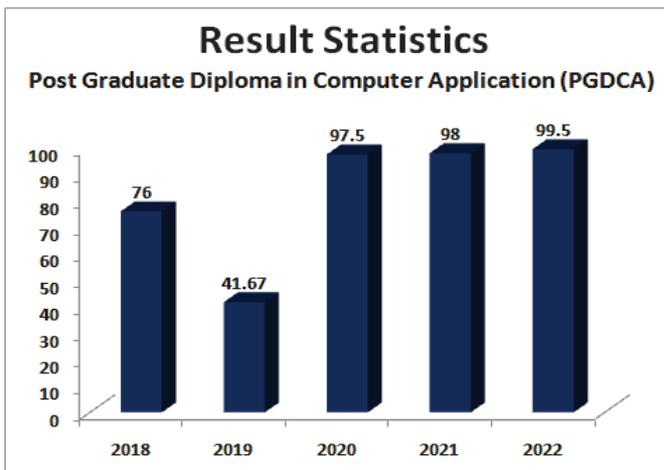
VI Semester-E-commerce Application Development (PBCA 601), Cyber Security(PBCA 602), Data Warehousing and Data Mining (PBCA 603)

Elective Papers-Artificial Intelligence and Expert System (PBCA 604 A), Animation / Multimedia (PBCA 604 B)

Practical Papers-Project & Training (PBCA 651)

In house Training for each and every student is mandatory upon payment of the registration fee decided by the college administration.

Special in-house project training on a particular technology is also conducted with the alliance of corporate world, helping students to decide a career track.



Department of Bachelor of Business Administration (BBA)

"All of us do not have equal talent. Yet, all of us have an equal opportunity to develop our talents." - Ratan Tata

The Department of BBA offers a three-year full-time course designed to give rise to future professionals. The program incorporates all the requisites of the various industries and multinational companies in its curriculum, sculpturing the future Managers of the Nation. It is determined to impart the students with best academic knowledge and modern industry practices with an appropriate mix of industry academia interface. With an objective of motivating budding managers, the Department has developed industry and employment-oriented curriculum which is imparted through uniquely blended learning methodologies. The department provides an enriched holistic learning experience to its aspiring managers aimed at encouraging entrepreneurship in them. The courses are designed to disseminate knowledge through a portfolio of teaching, research and co-curricular activities.

Course offered : Bachelor of Business Administration (B.B.A.)

Eligibility : 10+2 with 50% from any board approved by the University of Rajasthan

Duration : Six Semesters (Three Years)

Affiliating Body : University of Rajasthan

Nomenclature of the Course:

I Semester (CBCS) - Principles and Practices of Management (PBBA 101), Business Communication (PBBA 102), Business Law (PBBA 103), Fundamentals of Computers (PBBA 104), Managerial Economics (PBBA 105), Fundamentals of Accounting (PBBA 106)

II Semester (CBCS) - Entrepreneurship and Start up Management (PBBA 201), Human Resource Management (PBBA 202), Company Law (PBBA 203), Strategic Management (PBBA 204), Macro Economics (PBBA 205), Financial Management and Accounting (PBBA 206)

III Semester - Indian Management Thought (PBBA 301), Marketing Management (PBBA 302), Personality Development (PBBA 303), Industrial and Production Management (PBBA 304), Fundamentals of Banking (PBBA 305), Business Statistics (PBBA 306)

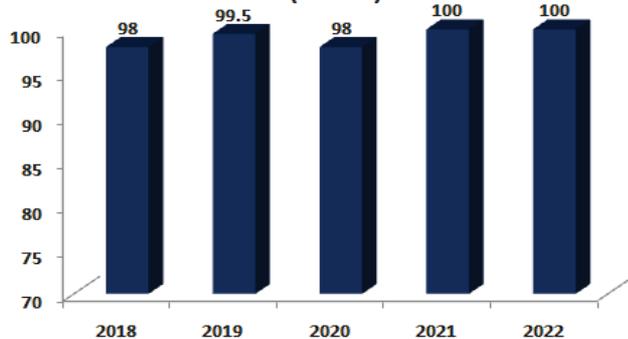
IV Semester - Green Management and Sustainability (PBBA 401), Organizational Behavior (PBBA 402), Advertising and Sales Promotion (PBBA 403), E-Commerce (PBBA 404), Research Methods in Business Management (PBBA 405), Presentation Quantitative Techniques (PBBA 406)

V Semester - Ethics and Corporate Social Responsibility (PBBA 501), Consumer Behavior and Marketing Research (PBBA 502), International Business (PBBA 503), Project Report and Viva-Voce (PBBA 504), Business Budgeting (PBBA 505), Management Accounting (PBBA 506)

VI Semester - Retail Management (PBBA 601), Compensation Management (PBBA 602), Management Information System (PBBA 603), Group Project and Presentation (PBBA 604), Risk and Insurance Management (PBBA 605), Cost Accounting (PBBA 606)

Result Statistics

Bachelor of Business Administration (B.B. A.)



RS-CIT - Rajasthan State Certificate Course in Information Technology

RS-CIT has been recognized by Department of Information Technology and Communication (DoIT & C), Govt. of Rajasthan to propagate IT literacy among the people of Rajasthan.

Course Objective:

To empower citizens with fundamental understanding of Information Technology (I.T.) at affordable cost, acquiring essential skills to begin computing with confidence, be more productive at home and work and able to explore career opportunities globally.

Eligibility : Anyone who is literate & has keen desire to learn Computer & Information Technology Course

Duration : 3 Months or 132 Hours (2 hours per day - 1 Hour Practical and 1 Hour Theory)

Course Fees : Rs. 3350/- per candidate

Course Medium : Hindi & English

Concerned Department: Training & Skill Development Cell (Room No.111)

Name of Program Coordinators: 1. Dr. Satish C. Sharma 2. Dr. Ravi Gupta

Personality Development with Interview Skills Programme

Personality Development, Public Speaking, Grooming and Interview Skills are the components of syllabus with an objective to develop effective communication and increasing employability quotient.

Course Objective :

- Develop effective communication & presentation skills.
- Become self-confident individuals by mastering inter-personal, team management, and leadership skills.
- Develop all-round personality with a mature outlook to function effectively in different circumstances.
- Develop broad career plans, evaluate the employment market, identify the organizations to get good placement, match the job requirements and skill sets.

Eligibility : This Course is open for all students across disciplines and semesters.

Duration: 60 Days (60 Hours)

Course Fees- Rs2500/- per candidate

Concerned Department:-Training & Placement Cell (Room No.111)

Name of Program Coordinator : Dr. Bhavna Detha / Dr. Rachna Gour

Basic Skills in Psychological Counseling

The course offers individuals background information and basic skills and concepts in the field of guidance and counseling. It helps them to have an understanding of human behaviour and develop competencies for counseling. The course is designed to enable the students to understand response mechanisms and strategies in order to handle the stress of modern life.

Course offered : Basic Skills in Psychological Counseling

Eligibility : 10+2 with 50% from Rajasthan Board/CBSE

Duration : Six Months

Course Fee : Rs. 4000/- per candidate

Department : Department of Psychology (Room No.208)

Name of Program Coordinator : Dr. Supriya Paliwal

Nomenclature of the Course:

Unit 1: Meaning and Definitions of Psychology, Methods of studying behavior- observation, experimentation, survey, and case study.

Unit 2 : Counseling implications of Physical, Cognitive and Socio-emotional Development during Childhood, Adolescence, Adulthood

and Aging, Stress, Health and Coping, Psychological disorders.

Unit 3 : Meaning, Definition, Goals and Scope of counseling, Qualities of a Counselor; Counseee- Counselor relationship, personal and professional growth of counselors, Consultation- models and levels, Legal and Ethical issues in counseling.

Unit 4 : Types of counseling - Individual, Family, Group; Areas in counseling - emotional, adjustment, interpersonal, career, educational, social (skill development); different settings in which counselors work - educational institutions, medical/health, organizational, correctional, family courts, community rehabilitation etc.

Unit 5 : Conceptualizing, selecting / Defining out-come goals, Selecting helping strategies (interventions), termination and follow-up; Report writing.

Unit6 : Behavioral Counseling techniques: Formation of new behavior - Shaping, prompting and transfer of stimulus control, chaining and skills training process developing desirable behavior- Extension, differential reinforcement, antecedent control procedures, punishment, generalization and self management. Behavior changing procedures- Habit reversal and token economy.

Certified Professional Computer Accountant

Certified Professional Computer Accountant is a course that has been designed by understanding the vitality of computer knowledge in the stream of Accounts. The papers have been so designed that the student can learn the basics of accounts in relation to computer competencies. The certificate course will have an annual scheme, comprising Theory and Practical papers.

Course offered : Certified Professional Computer Accountant

Eligibility : 10+2 with 50% from Rajasthan Board/CBSE

Duration : One Year (Classes- six days a week)

Fee : Rs. 6000/- per candidate

Contact Person : Dr. Neel Kamal Purohit (ABST Faculty Room)

Nomenclature of the Course:

Computer Fundamentals (CPCA 101), Fundamentals of Accounting (CPCA 102), Basic Tally (CPCA 103), Taxation (CPCA 201), Costing, Management and Investment Techniques (CPCA 202), Advance Tally (CPCA 203)

Preparatory Classes for Competitive Exams

The preparatory classes for competitive exams such as IAS, RAS, BANK PO, SSC, UPSC, CGL, SSC (STATISTICAL INVESTIGATOR) etc. are regularly conducted for students at free of cost for only those students who are registered for this course and regularly attend the classes. These classes are being provided within the campus by expert and professional faculty members. This institution is trying hard to meet the demands and expectations of the students, aspiring for competitive exams. Apart from this, we also have the counseling cell that provides guidance and complete support.

Important Note:

- For all streams, arrangements have been made for separate English medium sections.
- Co-educational classes are conducted in all Under graduate and Post graduate courses.
- Changes if any, in the syllabus by the University of Rajasthan or autonomous syllabus of Subodh College will be applicable as such.
- Entry in the college premises will be only through the college Identity Card. Therefore, every student should wear Identity card daily.
- Wearing College uniform is mandatory for the entry of the students in the college premises.

SUBODH TALENT ENHANCEMENT PROGRAMMES

PG. DIPLOMA IN THE FOLLOWING STREAMS WITH THE DURATION OF ONE YEAR

Eligibility for Admission : The candidate opting the programme can be of any stream (Arts/Science/Commerce). The candidate must be graduate with 55% or more (50% for SC/ST/OBC/SBC category) in aggregate without any approximation.

Faculty	Fees (in Rs.)
Faculty of Science	
Water Harvesting & Management System	8000/-
Environmental Audit & ISO Certification	8000/-
Forensic Sciences	8000/-
Analytical Chemistry	8000/-
Faculty of Commerce	
International Business	5000/-
Faculty of Humanities	
Lexicography	5000/-
Disaster Management	5000/-

PG Diploma in Jain Studies

Eligibility for Admission: Bachelor's Degree in any discipline from any recognized University from any State.

Duration: One Year Medium: English and Hindi 5000/-

PG Diploma in Yoga Education

Eligibility for Admission: Bachelor's Degree in any discipline from any recognized University from any State.

Duration: One Year Medium: English and Hindi 10,000/-

DIPLOMA PROGRAMMES WITH THE DURATION OF SIX MONTHS

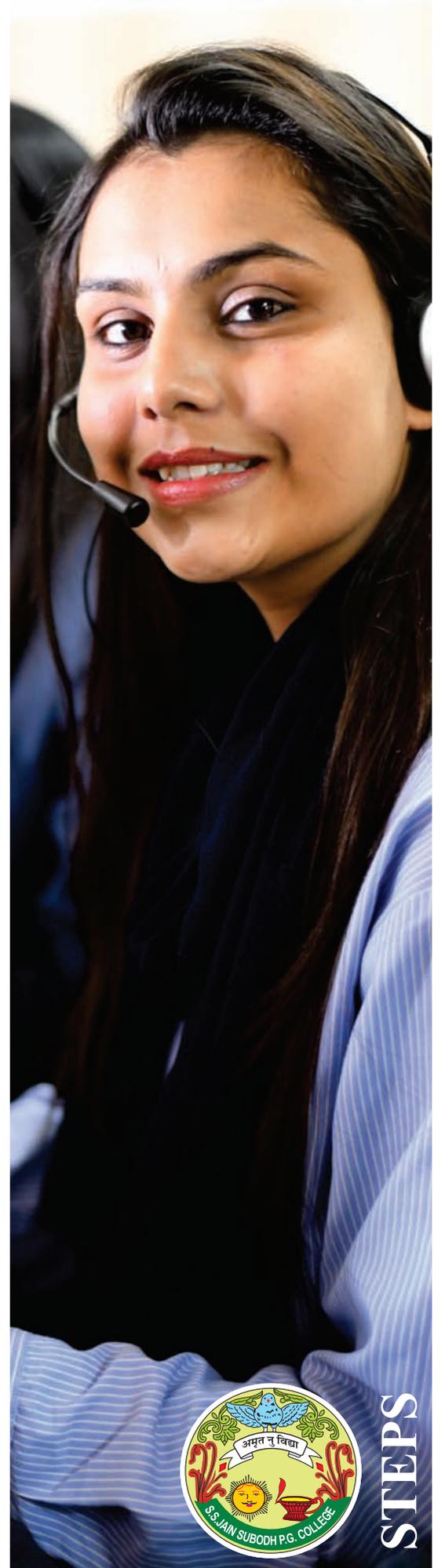
Eligibility for Admission : The candidate opting the programme can be of any stream (Arts/Science/Commerce). The candidate must have passed XII with 50% or more (48% for SC/ST/OBC/SBC category) in aggregate without any approximation.

Programmes	Fees (in Rs.)
Photography & Audio-visual Production	5000/-
Digital Marketing	5000/-
Mobile App Development	8000/-

CERTIFICATE PROGRAMMES WITH THE DURATION OF ONE/TWO MONTHS

Eligibility for Admission : The candidate opting the programme can be of any stream (Arts/Science/Commerce). The candidate must have passed XII with 50% or more (48% for SC/ST/OBC/SBC category) in aggregate without any approximation.

Programmes	Fees (in Rs.)
Rajasthan State Certificate of Information Technology (RS-CIT)	₹ 3350/-
Eureka - Entrepreneurship Skill Development Program	₹ 1000/-
Anusandhan - Research Writing Skill Development Program	₹ 1000/-
Certified Professional Computer Accountant Program	₹ 1000/-
Spoken Tutorial Online Certificate Program (in association with IIT Mumbai)	₹ 1000/-
Basic Skills in Psychological Counseling	₹ 1000/-
Certificate Course in German and French	₹ 4000/-
Communication Skill Course & Personality Enhancement Program (PEP)	₹ 1000/-
Personality Development with Interview Skills Programs	₹ 2500/-
Industry Oriented Program (IOP)	₹ 1000/-
Certificate Course in Jain Studies	₹ 2000/-
Certificate Course in Retail Management	₹ 1000/-
Certificate Course in Banking and Financial Management	₹ 1000/-
Certificate Course in Human Resource Management	₹ 1000/-
Certificate Course in Hardware and Networking	₹ 1000/-
ICICI e-Learning Education	₹ 1000/-
Job Oriented Course in Genpact	₹ 1000/-
Certificate Course in Travel and Tourism Management	₹ 1000/-
Certificate Course in Ethical Hacking	₹ 2000/-
HIV/AIDS Awareness and Counseling Program	₹ 1000/-
Certificate Program in association with Centre for United Nations	₹ 1000/-
Matrix - Aptitude and Reasoning Enhancement Program	₹ 2000/-



STEPS

SUPPORT & SUSTENANCE

INTERNAL QUALITY ASSURANCE CELL (IQAC)

The internal quality assurance mechanism of the institution is called "Internal Quality Assurance Cell (IQAC)". The IQAC is meant for planning, guiding and monitoring Quality Assurance (QA) and Quality Enhancement (QE) activities of the college. The prime task of the IQAC is to develop a quality system for conscious, consistent and catalytic improvement in the academic and administrative performance of the institution and also encourage measures towards enhancement of quality. This cell also promotes the research and consultancy services of faculty members and assures quality in all the programs and activities of the institute through continuous planning, monitoring and evaluation for the betterment of the students and the institution as a whole.

ANTI RAGGING CELL

Ragging is STRICTLY prohibited under the Indian Laws. Anyone found guilty of committing any acts of ragging and /or indulging and /or attempting to indulge in any of its forms will be liable to be punished under Indian Penal Code, 1860. Maintaining the dignity of an individual is the topmost concern at Subodh. The college is proactive against any kind of teasing, harassment or ragging of students. The college cell, as per UGC guidelines, has a Vigilance Squad to ensure safety of students in general and girls in specific. The college premises, laboratories and corridors are equipped with CCTV cameras and facilitate video surveillance at all hours. Victimized students of ragging may seek help from the following persons:

S. No.	Name	Contact No.	Time to meet
1.	Dr. Vikas Bairathi	97844-56521	8:00 a.m. to 2:00 p.m.
2.	Dr. Satish Chaturvedi	94141-11151	11:00 a.m. to 5:00 p.m.
3.	Dr. Harbhajan Singh	94600-71085	8:00 a.m. to 2:00 p.m.
4.	Dr. Rajnarain Sharma	75977-29152	10:00 a.m. to 4:00 p.m.
5.	Ms. Simple Pareek	9314407177	10:00 a.m. to 4:00 p.m.
6.	S. H. O. Gandhi Nagar	0141-2719026	Office Hours

The Anti-Ragging Cell is responsible for maintaining a healthy atmosphere in the college by patrolling the activities of the students and taking action against the students who are found involved in such practices. All the students are required to submit Anti-Ragging affidavits as an enclosure with admission form. Students and their parents/guardians have to submit a written undertaking regarding non-participation in ragging. Online undertaking is also to be filled up by the students as per Government of India/ UGC directives.

STUDENT SAFETY INSURANCE CELL

All the students in the institution are insured under The New India Assurance Company Ltd. In case of any mishap, the students have a support of the insurance policy. As per policy, sum insured for each student is Rs. 2,00,000/- in the case of accidental death and permanent total disablement along with Rs. 5000/- for Medical and first aid expenses.

SUBODH COLLEGE WOMEN GRIEVANCE REDRESSAL CELL

The Cell will deal with the cases / complaints of sexual annoyance and any other type of harassment/requirement of the female students, teaching and non-teaching women staff of the college. In accordance with the guidelines issued by the Women Commission and Government of Rajasthan, our campus has established the Women Grievance Redressal cell to handle various gender sensitive issues. The cell aims at protecting the rights of the female faculties and students in order to create a safe and complacent environment. It addresses all kinds of discrimination and harassment issues that might threaten the dignity of any of its constituents. An environment conducive for safe and secure learning is provided in the institution and a Drop Box has been placed at different places in the campus so that students can easily share their issues on gender inequality, violence or any other problem.

GRIEVANCE REDRESSAL CELL

The Grievance Redressal Cell (GRC) aims to look into the complaints lodged by any student and redress it as per requirement. The administration and staff are accountable to solve the problems of the pursuer, to maintain a harmonious educational atmosphere in the institute. The main purpose of the cell is timely amendment of the complaint to the satisfaction of the complainant. Suggestion boxes are available at different places so that the students may submit their grievances without any hesitation.

TOBACCO CONTROL CELL

Tobacco and tobacco products are a curse to the society and the world has recognized it for long. Countries all over the world have been initiating various measures to curb this menace. The college has also been taking active part to fight this social evil. There is an active Tobacco Control Cell in the campus in order to create a healthy and addiction free environment, by condemning and penalizing any usage of tobacco products within the premises. If anyone violates the rule, Rs 200 may be charged as penalty.

MENTOR-MENTEE CELL

The mentor-mentee cell in the college tends to encourage the mentee to develop and channelize his/her skills and talents through an appropriate forum or activity of the institution (fine arts, sports, workshops, conferences, etc.). These are aimed at the overall development of the personality of the student so as to make him/her a complete person. Every student is treated as an asset to the college. In keeping with the goal to make its students responsible citizens of the country, Subodh has initiated Mentor-Mentee Cell, which provides guidance and all information related to the students. The mentor keeps the track of all the records of his mentee in terms of his regular classes, appearing in CIA & End Semester, scholarship taken, preparing for competitive exams like CA, CS, CMA, CLAT, CAT, MAT etc. Mentee can turn to the mentor for any kind of support and guidance. Parents can also come and meet the concerned mentor to know about the well-being of their ward.

SCIENCE CLUB

The Science club has the objectives of cultivation of awareness, consciousness and opportunity for learners to explore various aspects of science as well as development of analytical and critical thinking. Its main aim is to trigger interest among the students in science, applications of science and its interface with society. Various events and activities such as National Science Day, Poster Making Competition, Quiz Competition, Seminar, Guest Lectures and Health Awareness Programmes are organized by this club.

COMMERCE CLUB

The objective of the Commerce Club is to expose students to the practical challenges in a business scenario. The club aims at building the self-confidence and increasing financial literacy among students. Business Quiz, Group Discussion, Power point presentations, Guest Lectures, Industrial Visit, Debate, Competitions to improve not only communication skills but also personality and attitude of students are a few activities conducted by the commerce club. Commerce Club is a great way to spark student's interest in learning different facets of Commerce. It gives students a chance to question how or why things work and work toward solutions. The club gives students a safe environment to learn and interact with others with similar interests.

HUMANITIES CLUB

The Humanities Club works to promote an understanding of the humanities with the Program and across the humanities disciplines. It encourages community involvement through cultural experiences such as plays and concerts, as well as through analysis and discussion of various works in the discipline, such as literature, art, psychology, journalism and tourism. Activities like debates, newsletter publishing, wall magazines, quizzes, etc., are a few events where students get opportunities to become more expressive. Other activities conducted under this segment are Guest Lectures, Workshops, Movie screening and Movie review, Essay/Creative Writing/ Short Story writing competitions, Visit to TV Channels/ Newspaper offices, Photography exhibition and competitions, Exhibitions on Literature themes/ authors and Visit to Mental Health and Rehabilitation centres etc.

GREEN CLUB

It is voluntary group with an objective to raise awareness and understanding of environmental issues. Various activities like growing kitchen gardens, maintaining vermin-composting pits, construct water-harvesting structures in the college, practice paper recycling, to prepare inventories of polluting sources and forward it to enforcement agencies tree plantation, awareness programme on Biodiversity Conservation, Awareness about pathogenic aspect of soil and water and their impact on health, awareness programme and community participation for water conservation etc. are been conducted under this club every year. The celebration of nationally and internationally recognised days such as World Environmental Day, Ozone Day, Wildlife week celebration are some of the important programmes of this club.

LITERARY SOCIETY

The Literary Society in the college is more than just a society for reading and writing; it is also a place where students from all the streams can come to share their insights on politics, life, and college issues. It aims towards strengthening the competencies of the students in the field of literature and language and also to develop their perspectives in real life. From time to time, the society organizes a rich and diverse array of literary activities such as debates, declamations, group discussions, poetry writing and recitation, short story writing, quiz contests, interactive lecture sessions, etc. The Literary Society of the college has been instrumental in building a community of creative, imaginative and thoughtful human beings. It has created deep awareness about several issues of local and global importance. It basically sensitizes students to react constructively to disparity and injustice in modern society, inculcate socially desirable values such as empathy and cooperation. At the individual level, the students have been greatly benefitted by their performance and participation in the events. They have also acquired some highly valued skills in professional field, such as effective communication, leadership skills, interpersonal communication skills.



IQAC



FEE STRUCTURE FOR THE YEAR 2023-24 FOR NEW STUDENTS

S.No.	Name of Course/Program	Fee Per Annum (in ₹)	
1	B.Sc. I & II Semester (Biology/Mathematics)	23000/-	
2	B.Sc. (Hons.) I & II Semester (Physics/Chemistry/Mathematics/Zoology/Botany)	24000/-	
3	B.Com. I & II Semester	17000/-	
4	B.Com. (Hons.) I & II Semester (ABST / BADM / EAFM)	18000/-	
5	B.A. I & II Semester	20000/-	
6	B.A./B.Sc. (Hons.) I & II Semester Geography	21000/-	
7	B.A. (Hons.) I & II Semester History / Political Science	21000/-	
8	B.B.A. I & II Semester	27000/-	
9	B.C.A. I & II Semester	27000/-	
10	M.Sc.	Information Technology (IT) I & II Semester	20000/-
		Physics I & II Semester	26000/-
		Chemistry I & II Semester	28000/-
		Mathematics I & II Semester	22000/-
		Zoology I & II Semester	25000/-
		Botany I & II Semester	25000/-
		Environment Science I & II Semester	13000/-
		Biotechnology I & II Semester	25000/-
11	M.Com.	Microbiology I & II Semester	25000/-
		Psychology I & II Semester	11000/-
		ABST I & II Semester	11000/-
12	M.A.	Business Administration I & II Semester	11000/-
		EAFM I & II Semester	11000/-
		History I & II Semester	10000/-
		Political Science I & II Semester	10000/-
		Geography I & II Semester	19000/-
		Public Administration I & II Semester	10000/-
		English I & II Semester	11000/-
13	M.A.J.M.C. I & II Semester	Hindi I & II Semester	10000/-
		Economics I & II Semester	10000/-
14	M.S.W. I & II Semester	14500/-	
15	P.G.D.C.A.	11000/-	
16	M.C.A. I Year	13000/-	
17	Ph.D. in Computer Science (1st Year)	66000/-	
OTHER FEE (Included in Fee)			
S. No.	Name of Head	Fee (in ₹)	
1	ALUMNI (I & II Semester)	100/-	
2	ENROLMENT/ELIGIBILITY (I & II Semester)	350/-	
3	BBA/BCA/M. Sc. CAUTION MONEY (I & II Semester)	500/-	
4	M.A / M. Com. CAUTION MONEY (I & II Semester)	100/-	
5	B.A./B.Com./B.Sc. CAUTION MONEY (I & II Semester)	100/-	
EXCLUDED FEE			
1	Examination fee ₹ 2000/- shall be levied additionally as per the separate examination notification.		

*Additional Practical fee : Geography : 2000/-, Physical Education : 500/-, Psychology : 500/-, Computer Application : 2000/-

FEE STRUCTURE FOR THE YEAR 2023-24 FOR EXISTING STUDENTS

S.No.		Name of Course/Program	Fee Per Annum (in ₹)
1	B. Sc.	III & IV Semester (Biology/Mathematics)	23500/-
		V & VI Semester (Biology/Mathematics)	23700/-
		(Hons.) III & IV Semester (Physics/Chemistry/Mathematics)	24500/-
		(Hons.) V & VI Semester (Physics/Chemistry/Mathematics)	24700/-
2	B.Com.	III & IV Semester	18500/-
		V & VI Semester	18700/-
		(Hons.) III & IV Semester (ABST/BADM/EAFM)	19500/-
		(Hons.) V & VI Semester (ABST/BADM/EAFM)	19700/-
3	B.A.	III & IV Semester	20000/-
		V & VI Semester	20200/-
4	B.A./B. Sc. Geography	(Hons.) III & IV Semester	21000/-
		(Hons.) V & VI Semester	21200/-
5	B.A. History	(Hons.) III & IV Semester	21000/-
5	BBA	III & IV Semester	28000/-
		V & VI Semester	28200/-
6	BCA	III & IV Semester	28000/-
		V & VI Semester	28200/-
7	M. Sc.	Information Technology (IT) III & IV Semester	21000/-
		Physics III & IV Semester	27000/-
		Chemistry III & IV Semester	29000/-
		Mathematics III & IV Semester	23500/-
		Zoology III & IV Semester	26500/-
		Botany III & IV Semester	26500/-
		Environment III & IV Semester	13500/-
8	M.Com.	Biotechnology III & IV Semester	26500/-
		ABST III & IV Semester	12000/-
		Business Administration III & IV Semester	11500/-
9	M.A.	EAFM III & IV Semester	12000/-
		History III & IV Semester	10000/-
		Political Science III & IV Semester	11000/-
		Geography III & IV Semester	20000/-
		Public Administration III & IV Semester	10000/-
		English III & IV Semester	11500/-
		Hindi III & IV Semester	10000/-
10	MAJMC	Economics III & IV Semester	10000/-
11	MSW	III & IV Semester	15000/-
12	MCA	M.C.A. II Year	11000/-
13	Ph.D.	Ph.D. in Computer Science (IInd Year/IIIrd Year)	61000/-
			21000/-

Note : Examination fee ₹ 2000/- shall be levied additionally as per the separate exam notification.

ADMISSION PROCEDURE

RULES AND REGULATIONS FOR AUTONOMOUS SCHEME STUDENTS

Important Note :

1. All the college students should abide by traffic rules while crossing the Rambagh Circle or college campus area nearby. The college will not be responsible in case of any mishappening due to violation of traffic rules by students.
2. Students are not allowed to bring four wheelers and high-volume honking vehicles to the college.

ELIGIBILITY CRITERIA FOR ADMISSION

1. Admissions in various courses are done strictly on the basis of merit in qualifying exam.
2. Weightage of 3% is given to female candidates and students belonging to Jain minority's community.
3. A weightage of 3% will be given to SC & ST candidates and 1% weightage will be given to OBC (non-creamy layer), SBC, MBC, EWS candidates.
4. Additional weightage may also be awarded to the students possessing NCC / NSS / Rovers / Sports certificates. This percentage will be decided as per the guidelines of the State Government or as specified by regulations of Admission Committee.
5. A weightage of 5% is given to candidates graduated with Honours course on their admission in any post-graduate course.
6. Out of the above-mentioned weightages (point 2 to 4), for a candidate's admission, only one and highest weightage will be considered.
7. Undergraduate students (Subodhians) aspiring to seek admission in Post Graduate courses shall be admitted only when the college Principal is satisfied with his/her character and conduct during their UG studies.
8. In case a student has a gap of more than two regular academic sessions in a regular course then regular/ private student shall not be allowed admission in the next class.
9. If a student has passed PG Previous (privately), he / she will not be given admission in final year as a regular student.

PROCEDURE TO GET ADMISSION FORM

1. Application for admission should be made in the prescribed application form available in/at:
 - Office : S.S. Jain Subodh P. G. College, Rambagh Circle, Jaipur 302004.
 - Online : www.subodhpgcollege.com
2. If the admission form is downloaded by candidates, he/she shall enclose ₹400/- Demand Draft in favor of "Principal, S. S. Jain Subodh P.G. College" payable at Jaipur. The filled Application Form can be deposited directly or sent by post at the college postal address.
3. The admission form can also be obtained and deposited online through college website (<http://www.subodhpgcollege.com>) or through the direct link (<https://admissionsubodh.com>)
4. The facility of filling the admission form online is also available with proper guidance at college reception counter at payment of Rs. 50/-

QR for Online Admission Form



FILLING UP ADMISSION FORM

1. Student should fill the subject combination in legible handwriting along with details of qualifying examination, personal details, authentic phone numbers and mail address etc.
2. Outstation candidates have to mention the local correspondence address also along with permanent address.
3. Students must provide their WhatsApp number.
4. Candidates are required to affix latest Passport sized photographs on prescribed places in the admission form.
5. Self-attested Photostat copies of all the documents mentioned in the admission form should be enclosed.
6. Incomplete application forms and forms reaching after the stipulated date will not be entertained and shall be rejected outrightly.

SUBMISSION OF ADMISSION FORM

1. The duly filled application form should be submitted to the office either in person or by post on or before the stipulated date mentioned on the website/ college notice board.
2. The duly filled admission form may be deposited in the online mode also.

Fee Submission

1. Candidates admitted in college can deposit the college fee at the respective fee counters through:
 - Demand Draft of any Bank in favor of "Principal, S. S. Jain Subodh P.G. College" payable at Jaipur or
 - Online fee submission via Net Banking /Credit Card / Debit Card/UPI by link given on college website www.subodhpgcollege.com
2. Students should write their Form No., Name, Father's Name, Class and Contact Number on the back side of the Demand Draft.
3. Fee once deposited will not be refunded under any circumstances.
4. Mere submission of fees will not entitle a candidate for his/her admission in the college until/unless he/she submits the original documents and receives hard copy of the fee receipt from the college premises within the stipulated time.
5. Fee deposited after due date will not be valid and is sufficient cause for denial of admission.

HELP LINE NUMBER: 0141-2565989, 2569850, 2574780

SELECTION

1. Names of candidates selected for admission in various courses will be displayed on the notice board / website of the college. No postal / telephone intimation will be sent.
2. The selected students are advised to contact members of the admission committee with the following documents, within stipulated time mentioned in the merit list:
 - Mark sheet of last qualifying exam. (For Under Graduate Courses: Class XII Marksheet and For Post-Graduate Courses: All the Marksheets of Graduation [I, II and III years]
 - Transfer Certificate (T.C.) issued by the school / college last attended.
 - Character Certificate (C.C.) from the institution last attended.
 - Migration and eligibility certificate in case the student is from outside the State, Board and University.
 - Three passport- size photographs for (Form, ID cum Library card).

- Latest Caste Certificate (Not more than 2 years old) for students belonging to SC/ST/OBC/EWS/MBC/PWD/Minority.
 - Copy of Aadhaar Card.
 - Copy of class X marksheet.
1. After admission in a stream, change to other stream shall be allowed only, when the marks obtained by the candidate in the qualifying examination (10+2) are higher than that of the students last admitted in the stream / class and also subject to the condition that there is a vacant seat in the class/stream. Students are required to submit a proper application in prescribed format.
 2. After admission, a student shall be allowed to change a subject only once, provided availability of vacant seats in the subject / subject combination. The changes will be done within 15 days from the date of admission with a fee of Rs. 500/- for the same. In case of change in stream, a fees of Rs 1000/- will be charged.
 3. All admissions should be subject to approval from the University of Rajasthan, Jaipur.

PROMOTION TO HIGHER CLASSES

1. Admission to a higher class shall be subject to student's satisfactory academic performance, character and conduct during the academic years.
2. There will be a continuous, comprehensive evaluation of students.
3. Students will have to appear in one internal examination and will have to prepare one assignment.
4. Marks of internal examinations and end semester exams shall be taken into consideration collectively for promotion of student to next semester.
5. A student is eligible to appear for the End Semester Examination only if:
 - a) He/she has at least 75% attendance in each subject at the end of the semester as per the regulations of the college.
 - b) He/she gets the minimum pass marks in the examination conducted by the college as per the norms laid down by the college.
 - c) The Principal is satisfied with the character and conduct of the student.
6. Shortage of attendance will be notified from time to time and students are advised to make up for any shortage caused due to any reason.
7. All the disputes are subject to Jaipur Jurisdiction only.

RULES AND REGULATIONS FOR AUTONOMOUS EXAMINATIONS

1. Promotion from odd semesters to even semesters is an academic process, provided the student has registered his / her name for the examination by paying the required examination fee.
2. Rules for passing and promotion of B.A./B.Sc./B.Com. (Pass / Honours Course) /BBA/BCA are as follows:
 - a) To be promoted to the III Semester that is, at the end of first academic year, a student is required to pass in 50% of the subjects/ papers offered in both the semesters, practical papers of the subject will be included and will be counted as one paper. But compulsory paper will be excluded.
 - b) In order to get promotion to the V Semester, at the end of second academic year, the student is required to pass in 75% of the subjects / papers offered in all the four semesters (I, II, III & IV Semester), then only the student would be considered as eligible to be promoted to the next academic year.
 - c) For a candidate to be declared pass, he/she is required to obtain minimum 40% marks in each subject (40% marks in theory and sessional put together) & 40% marks in practical taken separately and 40% marks in Ability Enhancement Compulsory Course (AECC) and Skill Enhancement Course (SEC) viz., General Hindi/ General English/ Computer Applications /Environmental Science and Sustainable Development/ Mental Ability and Reasoning/Anandam-Joy of Giving/ NCC, NSS, Rovers and rangers/Sports/Extracurricular and co-curricular activities.
 - d) A non-commerce student appearing in B.Com. Part I Examination is required to pass the subject of Book-Keeping & Accountancy. The candidates are required to obtain 40% marks in this subject. However, the marks obtained will not be added for the award of division.
3. Promotion and passing rules of M.A./M.Sc./M.Com./M.Sc. IT/PGDCA:
 - a) For a candidate to be declared as pass, he/she will have to score minimum 40 % out of total marks prescribed in the aggregate of all the papers and should be considered pass, if he/she secures 30% marks in End Semester Theory Exam and 40% marks in both theory and sessional, put together. If there is practical examination, a candidate is required to obtain minimum 40% marks in Practical exam separately.
 - b) To be promoted to Semester III that is at the end of first academic year, a

student is required to pass in 50% of the subjects/ papers offered in both the semesters, and then only the student will be eligible for the promotion to the next academic year. At the same time, he/she will be allowed to reappear in the papers in which he/she failed in his/her I/II Semester along with the III/IV Semester Examination. While considering 50% of the papers at the Semester-I & II Examination, practical will be included and one Practical will be counted as one paper.

4. If the student fails in theory or practical, he/she will have to reappear for theory or practical examination as the case may be. Examinations will be conducted for odd and even semesters at the end of each semester.
5. If the student fails to secure minimum marks in the theory paper but passes the practical examination of that paper then practical marks will be carried forward.
6. Students have to appear in one internal examination and to prepare one assignment.
7. Candidate must complete the course within the double of the course duration time after appearing in the main exam. Candidate will be allowed to appear 3 times (1 Main + 2 extra attempts) in that particular paper.
8. Grace marks to the extent of 1% of the aggregate marks prescribed for an examination (to be raised to the next whole number) will be awarded to a student in the failed subject(s) provided the student passes the examination by the award of such Grace Marks and is present in all the papers.
9. Candidate taking admission in Autonomous course will not be allowed to simultaneously pursue any other regular course from any other University and they will also not be allowed to do any full-time job.
10. Marking of Continuous Internal Assessment (CIA) will be displayed on the college website. The student can approach the respective faculty for any kind of grievances related to marks within a period of seven days of uploading marks on college website.
11. Re-evaluation of answer books shall be permissible in not more than 25% of the theory papers (to be raised to the next whole number) in which a student has actually appeared in the examination. For re-evaluation, the student must submit his/her duly filled in application form to the college within 15 days from the date of issue of marks sheet or notified separately by administration. Incomplete application without requisite fee or received after the due date will be rejected. Revaluation is not permitted in the BACK paper examination(s).

Award of Division and Grade (Old Scheme)

To award Division and Grade to the students, the total of one internal assessment, one departmental assignment, discipline, extra-curricular, attendance (DECA) and term end semester exam marks in all subjects will be considered. Overall merit / rank of student will be declared after compilation of marks / grade secured by the candidate in all the semesters of that course. The categorization of marks is as under:

% of Marks	Division	Grade	Level
90 % and above	I	A+++	Outstanding
80 % - 89.99 %	I	A++	Excellent
70 % - 79.99 %	I	A+	Very Good
60 % - 69.99 %	I	A	Good
54 % - 59.99%	II	B	Fair
48 % - 53.99 %	II	C	Average
40 % - 47.99 %	Pass	D	Pass
Less than 40 %	Reappear/Fail	F	Yet to Pass

Award of Division and Grade (New Scheme)

The minimum acceptable level of achievement that a student must demonstrate to be eligible for the award of academic credit or a qualification is the minimum acceptable level of academic standards. The Letter Grades and Grade Points which shall be used to reflect the outcome of assessment process of the student's performance is indicated in Table below

Letter Grade	Grade point
O (outstanding)	10
A+ (Excellent)	9
A (Very good)	8
B+ (Good)	7
B (Above average)	6
C (Average)	5
P (Pass)	4
F (Fail)	0
Ab (Absent)	0

ELECTION POLICY FOR STUDENT UNION

After attaining the autonomous status, the institute has dissolved the Student Union and the student's election mechanism. Academic and co-curricular performance of students is the basis for the creation of College Student Council.

CODE OF CONDUCT

1. Student will observe strict discipline and decorum at the college premises and in case of any indiscipline or misconduct; student shall be liable to be expelled from the institute without any notice. **No fees will be refundable in such cases.**
2. Students shall wear college uniform and identity card in the college campus.
3. Students should not damage or make any loss to the college property. If anyone is found guilty, he/she shall be punished as per the rules.
4. Ragging in any form, either physically or mentally is strictly prohibited in the college. If anyone is found involved in such activity then FIR will be lodged and the student can be expelled from the institution.
5. College would not, in any case, accept violence, exploitation or harassment of any student. It would be considered as a crime and punishable as per law.
6. Political/organizational activities are banned in the campus. Only official activities which are specifically permitted or sponsored by the college authorities shall be allowed in the college campus.
7. Students are not allowed to carry mobiles in classrooms, if found then penalty will be imposed and their mobiles will be forfeited.
8. Use of cigarette, alcohol, and tobacco product (paan, gutka, supari etc.) is strictly prohibited in the college campus and a punishable offence too.
9. Any kind of nuisance will not be tolerated in the college.
10. Misconduct, bribing, cheating or false declaration of any kind is not acceptable and is strictly prohibited.
11. Respecting the faculty, ministerial staff and class four employees should be a part of student behavior.
12. Collection of money in any case is strictly prohibited. If anyone does so, then under the disciplinary code, he/she is liable for punishment.
13. It is mandatory for every student to inform the college if he/she leaves the college in mid of the session.
14. College is free to change the time schedule of any course at any time.
15. College shall be free to use photographs of students, as submitted by them in application form, for publication in any journal, book, brochure, newspaper & other media.
16. Students are not allowed to misuse the internet facilities during lab hours.
17. Students are not allowed to listen to music and perform gaming activity inside the college campus. Laptops/Computers are to be used with in the premises for academic purposes only.
18. Students are expected to contribute towards the academic/social/environmental initiatives that the institute may undertake.
19. Students found involved in illegal messaging on Instagram, Facebook, Twitter, WhataApp etc. in regards to the college, strict action will be taken against them as per cybercrime rules.

IMPORTANT NOTE FOR PARENTS/GUARDIANS

Parents/guardians will co-operate with the college authorities by ensuring that their wards:

1. Attend the college regularly
2. Appear in CIA, as the marks will be added in the final marks, which would help their ward in final marks improvement
3. Attend college regularly and maintain 75% attendance which is compulsory as per the university orders. Warning letters will be sent if the student has short attendance.
4. Submit the assignment with the time allowed to the student.
5. Their ward does not falter in following the moral conduct/behavior and paying the fees regularly.

DETAILS OF OTHER FEE

ID CARD (DUPLICATE) FEE	₹ 100/-
LATE FEE	₹ 500/-
RE ADMISSION FEE	₹ 1000/-
LATE FEES FOR M.C.A.	₹ 500/-
STREAM CHANGE FEE	₹ 1000/-
SUBJECT CHANGE FEE	₹ 500/-
RE-EVALUATION FEE PER SUBJECT PAPER	₹ 600/-
DUPLICATE MARKSHEET/GRADE CARD FEE	₹ 200/-
COMPUTER APPLICATION LAB FEE	₹ 2000/-
PHYSICAL EDUCATION	₹ 500/-

GEOGRAPHY LAB FEE	₹ 2000/-
PSYCHOLOGY	₹ 500/-
TOURS AND TRAVELS MANAGEMENT	₹ 1000/-
ADVERTISING SALES PROMOTION and SALES MANAGEMENT	₹ 1000/-
FUNCTIONAL ENGLISH	₹ 1000/-
LANGUAGE LAB FEE	₹ 1500/-
CA FOUNDATION FEE	₹ 8000/-
Foundation Course For Competitive Exam And Skill Development	₹ 2000/-

For the re-conduction of CIA exams, mercy test fee will be charged as per norms (For the students who have not appeared in regular CIA exams)

RULES AND REGULATION OF FEES

It is mandatory for all the students to deposit their fees on time and if he/she fails to do so, then his/her registration in the college will be cancelled.

1. The student has to pay the full fees irrespective of the fact that he/she has taken the admission in beginning or during the session.
2. The fee has to be deposited in one time deposition which would include the fees of the session (both semesters), caution money and enrollment fee.
3. After three months of commencement of particular course, the late fee of Rs. 50/- will be charged per day in addition to usual late fee mentioned in the above table.
4. Separate examination fee of Rs. 2000/- must be deposited by each and every student at the time of filling of examination form.
5. The student has to pay extra fee if he/she opts for Geography, Physical Education, Psychology and Job-oriented courses and Add-on courses (refer fee page no. itself.)
6. The caution money will be returned through account payee cheque only. If any student, in a year, is unable to collect the cheque/online then his amount will be transferred to Student Alumni Fund.
7. Candidates admitted to the college must deposit the required college fee at the respective Fee counter through following ways:
 - Demand Draft of any Bank in favor of "Principal, S. S. Jain Subodh PG College" payable at Jaipur.
 - Online fee submission through Net Banking/Credit Card /Debit Card /UPI by link given on college website www.subodhpgcollege.com
 - Mere deposition of fee does not entitle a candidate for admission in the college, until/unless he/she submits the original documents and obtains a hard copy of the fee receipt from the college within stipulated time.
8. Fee once deposited will not be refunded under any circumstances.
9. Any disputes will be subject to Jurisdiction of Jaipur Courts only.

SCHOLARSHIPS

With the aim to encourage higher education among the students, various scholarship schemes initiated by the State Government are provided to the students in the college. Students who are from under privileged, needy and physically challenged groups are endowed with these scholarships by the college to ensure an increase in access to education. Following are the various types of Scholarship schemes available for the benefit of students through various funding agencies:

- Merit based scholarship provided by the RBSE / CBSE Board.
- Scholarship to the PWD, SC/ST/BC /MBC students by the Ministry of Social Justice and Empowerment, Govt. of Rajasthan.
- INSPIRE Scholarship of Department of Science and Technology, New Delhi.
- Scholarship by Ministry of Education.
- Scholarship given to the meritorious students by Central Government.
- Sumedha scholarship for students who have secured above 75% marks and are from economically deprived section.
- Chief Minister Higher Education Scholarship.
- Need cum Merit Scholarship of Government of Rajasthan for Players, who have achieved first or second position in various competitions at University/State/National/International levels
- "Prime Minister Special Scholarship Scheme" (PMSSS), from All India Council for Technical Education for students of Jammu and Kashmir
- Need cum merit scholarship from Subodh Shiksha Samiti
- Sports scholarship from the institution

Note: In case of any ambiguity in rules, the decision of the Principal/ Management shall be the final. Matters not covered by these rules are left to the discretion of the Principal and his decision shall be final.