

GURU NANAK KHALSA GIRLS COLLEGE

Baba Sang Dhesian, Goraya (Distt. Jalandhar)



STUDENT'S HANDBOOK



Guru Nanak Khalsa Girls College



Prospectus 2016-17



Principal's Message



I want each one of my student to be hundred times greater than I could ever be. Everone of you must be true to yourself-must than is my word. Obedience, readiness and love for the cause, if you have these three nothing can hold you back.

If you are really my students you fear nothing. You stop at nothing. You will be like lions because infinite, power, infinite knowledge and indomitable energy is within you. Patience, purity and preservance are the secre of success.

Good Luck to you all.

Mrs. Anand Sood
(Principal Officiating)



OUR MENTORS...

The College was established in July, 1970 to commemorate the 5th birth Centenary of Guru Nanak Dev Ji. Efforts, however, were initiated in 1969 with a primary objective of opening the doors of higher Education to the girls living in this small town and the rural interior.

The College is affiliated to GNDU, Asr. To begin with, it was purely an Arts Degree College in response to the aspirations of the people of the area. With the deep-founded vision and missionary efforts of S. Mehar Singh Bassi, the Institute started M.A. Pol. Sci. and M. A. Punjabi in 1980. It broadly aimed at the economic, social and cultural growth of Punjabis. But to cater the needs of the changing times, Commerce, Computer Science and Medical Streams were added later on.

The present Campus is spread over 6 acres of land. S. Kehar Singh Ji, took keen interest in the matter and managed to get land on lease from the Management Committee of Gurudwara Baba Sang Dhesian. The Foundation Stone of the College was laid on 15th of December 1969 by S. Mohan Singh Toor, then State Minister of Punjab.

The College has a magnificent campus located in a pollution free healthy atmosphere. It has an impressive building and spacious lawns and play grounds. The building houses an administrative Block: Commerce Block: Post-Graduate Block; Girls Hostel Spacious new library; well equipped Computer, Home-Science, Language labs, an office for Management and Secretarial Practice. Canteen: Seminar Hall with audio visual facility and an Open Air Stage. The College has a Multipurpose Hall with a seating capacity of about 1000 students. The play grounds include indoor and outdoor badminton courts, football ground: facility for Kho-Kho, Kabadi, Volleyball, Athletics, Tug-of-war, Boxing, Basket ball, Weight Lifting etc.

The College has twenty three buses for providing transportation facility to the students of 186 villages, an example in itself in the state. The services provided by S. Mehar Singh Bassi and S. Kehar Singh Dhesi in the advancement of the college will always be remembered. The Foundation laid by the founders has been well preserved, kindled and promoted further. College under aegis of President S. Kuldeep Singh Wadala, Sr. Vice President S. Surinder S. Gurdeep Singh Chemma, S. Punna Singh Dhesi Joint Secretary, S. Gurparatap Singh Wadala (Chief Parliamentary Secretary) S. Sarwan Singh Phillaur (Cabinet Minister) and all the other committee members is gradually being ushered in to the main stream of changing global scenario. While maintaining its poise in cultural simplicity, it is geared up to meet the challenges of the fast paced IT and Jet-Age.

It is an honour for the college that S. Kuldeep Singh Wadala will be awarded **Bharat Jyoti Award** by India International Friendship Society, New Delhi on 09-06-2016 for his good social work, agricultural contribution and politics.



Jath Kuldeep Singh Wadala
Ex. M.L.A., President



S. Surinderpal Singh Thamanwal
Ex. Minister, Punjab,
Sr. Vice-President



S. Udham Singh Aulakh
Jr. Vice President



S. Sucha Singh Johal
Secretary



S. Puna Singh,
Joint Secretary

INSTITUTIONS RUN BY US

- * GURU NANAK KHALSA GIRLS COLLEGE
- * GURU NANAK KHALSA GIRLS COLLEGE BRANCH VILLAGE RAULI MANDIALA (NAKODAR) JAL.
- * GURU NANAK KHALSA GIRLS COLLEGIATE SR. SEC. SCHOOL.
- * GURU NANAK KHALSA PUBLIC SCHOOL
- * GURU NANAK KHALSA PLAY-WAY SCHOOL

ACADEMIC

The Prime goal of the Institution to impact quality and value based education in Arts, Commerce, Vocational and technical streams is very well served by the curricular design of its PG and UG Programmes. However, it is open to continuous review for upgradation, enrichment and flexibility, so as to meet the challenges in future.

Apart from the curriculum prescribed by Guru Nanak Dev University, (Asr.) There is another important curriculum that promotes broad universal humanism which humanity can neglect only at its own peril, Regular curricular programmes like Gurmat Studies, General Tutorial System and various Clubs and Societies play a pivotal role in this direction.

The college is very sensitive to the market requirements and has taken promotional steps to meet the present future needs of the society, Although, the college does not have the freedom to design the syllabi for various courses, yet its faculty very actively participates in the design and formulation of these courses by representing the college on various university bodies like the Boards of Studies of various faculties and the Academic Council. Many a time, it initiates the introduction of new courses by suggesting suitable course syllabi for a particular subject/course which may meet the market demand in future. Realizing the importance of this, very significant academic activities, frequent discussions etc. are intialised to introduce fresh courses to the already existing ones. The UG students are offered many combinations in the available elective options.

Academic Calendar 2016-17

Session Starts on 10.7. 16

Semester- I

10.7.16 - 19.12.16 (113 days)

Akhand Path - July 2016

Teej Mela - Aug. 2016

Gurupurb - Nov. 2016

House Examination - Nov. 2016

Semester Examination - Dec. 2016

Sundays : 21 Holidays : 10

No. of Teaching days - 113

Semester-II

6.1.17 - 30.4.17

Sports day - Feb. 2017

Prize distribution - April 2017

Akhand Path - April 2017

House Examination . March 2017

Sundays : 17 Holidays : 08

No. of Teaching days -90.



TEACHING LEARNING & EVALUATION PROCESS

The first step in improving the value of Education begins at the time of admitting the students to the college. The college has a very good system of counselling where by, students seeking admission to various courses offered by the college are guided to opt for the right course based on their merit, aptitude and potential. The Institution is proud of such a system, which adds value to Education right at the first step.

The next step in Education Administration is to handle the spectrum of ability and performance levels of the students. Well designed and time-tested systems have been applied to mitigate these differences. The Institution has accepted it as a challenge to design more robust and reliable systems for handling these sensitive issues. Periodic deliberations on these sensitive issues have highlighted its importance to the Faculty and continuous improvements are being made in this direction. A well designed system for the evaluation of learning and performance of the students exists. Although conventional methods have their own merits, the effectiveness of such a system is not simply in its design but in the seriousness given to it in the evaluation process by the teachers.

In the teaching-learning process, while knowledge and potential of the learners are important, the skill/knowledge of the teachers also plays a major role in honing the abilities of the learners.

To enable the Student to meet the challenges of the market, the College has taken timely initiatives for the improvement of Communication Skills and for the all-round Personality Development of the Students. It makes all efforts for the Proper Placement of the students through interviews etc.

The College lays stress on the inculcation of moral and ethical values and encourages the students to quickly respond to the call of the society at the time of national calamities and to combat the social maladies.

The feedback from the Students central Association (final year) and exit evaluation forms are utilized for indentifying the weakness in the teaching-learning and evaluation process and for taking remedial measures. The overall performance of the College is excellent as is reflected from the fact that it is the first choice of the students who come from other areas to study here.

TEACHING LEARNING & EVALUATION PROCESS

Information dissemination at admission stage	Evaluation of learning behaviour & performance	Promotion of the skills of learners	Evaluation	Feed Back
<ul style="list-style-type: none"> -Prospectus -Academic Counselling and Personal Guidance cell -Admission committees 	<ul style="list-style-type: none"> -Admission Forms -General Tutorial System -Talent -Sports Trials -Class Tests 	<ul style="list-style-type: none"> -Extention Lectures -Seminars -Workshops -Role Plays/Case Studies -Group Discussions -Communication Skills -Personality Development 	<ul style="list-style-type: none"> -Class Tests -House Tests -Snap Tests -Assignments -Presentations -Debates -Declamations -Youth Festivals -Sports Competitions -Tours/Excursions 	<ul style="list-style-type: none"> -Students Discussion -Student Central Association -Class Tests -Self Appraisal -Campus evaluation -Exit forms -Parent Teacher Interaction

House Test Rules (B. A. II & B. A. III)

1. There will be two terminal Examinations; in November and March.
2. Absence or exemption from the Examination for whatever reason would mean grant of Zero award in that particular paper/subject.
3. Students who absent themselves from terminal examinations without seeking exemption will be fined and they will have to reappear in the special test.
4. No student will be allowed to take examination without Identity Card.
5. A Student found guilty of using unfair means in an examination shall be find according to the gravity of offence and shall also be liable to detention or expulsion. Further, it will also automatically render her off any prize, concession, scholarship or stipend for a year.

Eligibility conditions for appearing in the University Examination for Professional Stream

The examination form submitted by the student in this college will be sent up provisionally in September.

1. She is required to attend at least 75% of lectures delivered in each subject both in theory as well as in Practical (the lectures will be counted from the day of commencement of teaching of the Classes upto the last day of the session, when the classess are dispersed by the Principal for the preparatory holidays).
2. She will have to secure at least 25% of marks in the aggregate of the subjects in the college House Examination.
3. She is required to show good conduct during the course of her stay as a bonafide student of the college. In case a student fails to fulfill any of the above conditions, the admission form submitted by her and sent up provisionally in September may be withdrawn even one day before the commencement of the Annual Examination and she shall not be eligible to appear in the Annual Examination even as private candidate. If the required percentage of attendance is deficient on account of certain Sports, NCC, NSS event/ activities/extra curricular activities and educational excursions etc. certified by the Principal, the credit may be given by the Principal for the number of days for which prior exemption was obtained over and above the limits provided in the existing rules and regulations.

MERIT LIST SEMESTER-MAY/2015

B. A. Semester-IV

				Merit No.
1	10321358115	Ramanjit Kaur	294/400	60
2	10321358118	Rupinder Kaur	294/400	77
3	10321358055	Rajdeep Kaur	279/400	115

B.COM. Semester-IV

				Merit No.
1	10851304013	Navpreet Kaur	534/700	25

B.COM. Semester-VI

				Merit No.
1	10851204002	Neha Rani	1533/2100	36

DISTINCTION LIST Semester-MAY/2015

PGDCA Semester-II

1	30351402764	Sandeep Kaur Randhawa	604/800	Distinction
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1. Member of Faculty

Covered under 95% Grant -n Aid.

- | | |
|---|--|
| 1. Dr. (Ms.) Harsimranpreet Sidhu
Principal (on leave)
M. Phil, Ph. D. English. | 4. Ms. Reeti Mangoch
M.A Hons. (Eng.), M. Phil. |
| 2. Ms. Anand Sood
Principal (Officiating)
(Dept. Of English)
M.A Eng. M. Phil. | 5. Ms. Baljinder Kaur
M.A (Pol. Sc.), M. Phil. |
| 3. Ms. Balwinder Ravi
(Dept. of Music)
B.Ed., M. Phil. | 6. Dr. Gursharanjit Bains.
M.A (Eng.), M. Phil, Ph.D. |

2. Member of Faculty

Appointed under new policy of pb. govt. /DPI.

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|--|--|
| 1. Dr. Maninderjit Kaur
M.A (Pbi), M. Phil, Ph.D. | 3. Ms. Naresh Rani
M.A (Pol. Sc.), M. Phil. |
| 2. Dr. Rupinder Mahal
M.A (Pbi), M. Phil, Ph.D. | 4. Mr. Satpal Singh
M.A. (Eng.), UGCNET |

3. Covered Under Management Aid

- | | |
|--|---|
| 1. Ms. Hardeep Kahlon
M.A. (English) | 3. Ms. Pardeep Kaur
M.A. (Pol. Sci.) |
| 2. Ms. Renu Claire
M. Tech (Comp. Sci.) | 4. Mr. Hardesh
Sports (M. Ped) |

4. Vocational Course

- | | |
|---|---------------------------------------|
| 1. Ms. Tirath Rani
(Dress Making and Embroidery) | 4. Ms. Navneet Kaur
(D. C.A) |
| 2. Ms. Randip Kaur
(Child Care) | 5. Vacant
(Spoken English , IELTS) |
| 3. Ms. Hema
(Beauty Culture) | |

Administrative and Support Staff.

1.	Ms. Nirmal Kaur	(Supdt.)	24.	Surinder Singh	(Gate Keeper)
2.	Mr. Baldev Singh	(Jr. Asst.)	25.	Puramjit	(Gate Keeper)
3.	Ms. Kuldeep Kaur	(Jr. Asst.)	26.	S. Santokh Singh	Driver
4.	Ms. Baljit Kaur	(Clerk)	27.	S. Satnam Singh	Driver
5.	Mr. Rameshwar Sharma	(Accounts)	28.	S. Santokh Singh	Driver
6.	Ms. Kiranjit	(Clerk)	29.	Sh. Om Parkash	Driver
7.	Ms. Anjali	(Clerk)	30.	S. Jagjit Singh	Driver
8.	Sh. Parupkar Singh	(Clerk)	31.	S. Gian Singh	Driver
9.	Ms. Jaskaran Kaur	(Lib.)	32.	S. Hardeep Singh	Driver
10.	Ms. Lakshmi Kiran	(Asstt. Lib)	33.	Sh. Pargan	Driver
11.	Sh. Jaspreet Singh	(Buses)	34.	Buta Singh	Driver
12.	Sh. Prem Lal	(Peon)	35.	Nirmal Singh	Driver
13.	Sh. Mangat Ram	(Ground Man)	36.	S. Bahadur Singh	Driver
14.	Ms. Lalti Devi	(Peon)	37.	Smt. Manju	Bus Helper
15.	Smt. Harjinder Kaur	(Lib. Attd.)	38.	S. Bhupinder Singh	Driver
16.	Sh. Ram Narayan	(Principal Odly.)	39.	S. Sukhwinder Singh	Driver
17.	Tarsem Lal	(Sweeper)	40.	S. Paramjit Singh	Driver
18.	Smt. Seema Rani	(Peon)	41.	Sh. Sandeep Kumar	Bus Cleaner
19.	Smt. Kashmir Kaur	(Sweeper)	42.	S. Nunihal Singh	Driver
20.	Smt. Amarjit Kaur	(Sweeper)	43.	S. Harkit Singh	Driver
21.	Smt. Bimla	(Cook)	44.	S. Harnek Singh	Driver
22.	Ms. Jaswinder Kaur	(Peon)	45.	S. Narinder Singh	Driver
23.	Charan Singh	(Gate Keeper)			



Extension Activities

List of Committees.

College News Letter	: Ms. Hardeep Kahlon, Dr. Maninderjit Kaur
Audio Visual Society	: Ms. Reeti Mangoch, Ms. Renu Claire
Punjabi Sahit Sabha	: Dr. Maninderjit Kaur, Dr. Rupinder Mahal
Study Circle	: Dr. Rupinder Mahal, Ms. Balwinder Ravi, Ms. Tirath Rani
Sports Club	: Mr. Hardesh, Ms. Baljinder Kaur
Alumni Association	: Ms. Balwinder Ravi
Grievance Redressed Committee	: Ms. Hardeep Kahlon
Computer Club	: Ms. Renu Claire, Ms. Gurpreet Kaur
Morning Assembly	: Ms. Balwinder Ravi, Ms. Reeti Mangoch, Dr. Rupinder Mahal
Youth Festival	: Ms. Hardeep Kahlon, Dr. Maninderjit Kaur
Gurmat Comp & Religious Festivals	: Dr. Rupinder Mahal, Ms. Tirath Rani
Extension Lectures & Seminars	: Dr. Gursharanjit Bains, Dr. Rupinder Mahal
Tours	: Ms. Balwinder Ravi, Ms. Hardeep Kahlon, Mr. Baldev Singh
Press Publicity & Advertisement	: Ms. Amarpreet Kaur
Annual Report	: Ms. Reeti Mangoch, Dr. Maninderjit Kaur
Photography	: Dr. Rupinder Mahal, Ms. Amarpreet Kaur
Hostel Committee	: (Hostel Warden) Ms. Sukhwinder Kaur, Ms. Pardeep Kaur
First Aid Committee	: Ms. Baljinder Kaur, Ms. Pardeep Kaur : Mr. Hardesh, Mr. Baldev Singh
Central Association	: Ms. Balwinder Ravi, Ms. Reeti Mangoch
Maintenance of Articles	: Ms. Rupinder Mahal, Ms. Renu Claire : Mr. Rameshwar, Mr. Prem Lal
Committee for disposing off articles	: Librarian, Warden, Ms. Nirmal Kaur, Mr. Prem Lal
Literary Society	: Ms. Reeti Mangoch, Dr. Gursharanjit Bains
Sexual Harassment	: Heads of Deptt. Ms. Nirmal Kaur, Head girl
Scholarship Committee	: Ms. Hardeep Kahlon, Ms. Renu Claire, Ms. Sukhwinder Kaur
Landscaping Committee	: NSS Deptt, Mr. Hardesh
Discipline Committee	: Mr. Hardesh, Ms. Pardeep Kaur, Ms. Baljinder Kaur
Examination Committee	: Dr. Maninderjit Kaur, Ms. Sukhwinder Kaur, Ms. Amarpreet Kaur
Cleanliness Committee	: Ms. Baljit Kaur, Mr. Prem Lal
NSS Deptt.	: Ms. Reeti Mangoch, Ms. Baljinder Kaur, Dr. Rupinder Mahal
Bus Duty	: Dr. Maninderjit Kaur, Dr. Rupinder Mahal

Editorial Board	: Chief Ed. Ms. Reeti Mangoch
Co. editor	: Ms. Baljinder Kaur
NCC Section	: Lieut. Pardeep Kaur
Eng. Section	: Dr. Gursharanjit Bains.
Sports Section	: Mr. Hardesh
Punjabi Section	: Dr. Rupinder Mahal
Courses Section	: Ms. Tirath Rani
Computer Section	: Ms. Renu Claire
Re admission / Advisory Committee	: Heads of the Deptt.
Canteen Committee	: Ms. Hardeep Kahlon, Dr. Maninderjit, Dr. Rupinder Mahal
Cultural Club	: Ms Balwinder Ravi, Ms. Hardeep Kahlon, Dr. Maninderjit Kaur
Fee Concession	: Ms. Balwinder Ravi, Ms. Hardeep Kahlon, Dr. Gursharanjit Bains, Ms. Reeti Mangoch, Ms. Baljinder Kaur, Dr. Maninderjit Kaur, Dr. Rupinder Mahal.
Time - table	: Dr. Gursharanjit Bains, Dr. Maninderjit Kaur
Prospectus	: Dr. Gursharanjit Bains, Ms. Amarpreet Kaur
NAAC Team	: Ms Reeti Mangoch (Co-ordinator) : Dr. Gursharanjit Bains. (Asst. Co. ordinator) : Ms. Renu Claire (Data Collector)

Career Oriented/Add-on Courses

Globalisation of Education and economy has led the University Grants commission (UGC) to reorient and reshape its policies and programmes to make the current Indian Higher Education System more relevant and career-oriented with focus on quality and excellence. It is envisaged that professionally qualified graduates with a sound knowledge of their core discipline and expertise in related skills, will have more openings in service, industry and self-employment sectors. Demand and scope for such professionally trained graduates are visible in the applied fields of almost all basis/core disciplines and facilities in the current changing global scenario and is likely to increase in the future.

The Popularity of Rapid Application Developers has necessitated the Rapid inclusion of this course in the curriculum. It hones the software development skills of the students and teaches them quality procedures, networking concepts, 3tier Architecture and the latest trends in programming.

The UGC has recasted the vocationalisation programme at undergraduate level under a modified scheme of CAREER ORIENTATION PROGRAMME. The college has introduced a flexible system of Certificate/ Diploma/Advance Diploma programme, which will run parallel to the conventional B.A/B.Com/M.A. degrees. The objective of this scheme is to introduce career and market-oriented skill enhancing add-on-courses that have utility for job, self-employment and empowerment of the students. At the end of three years, the students will be equipped with a Certificate/ Diploma/Advanced Diploma in an add-on course or 3 certificates of Add-on courses along with a conventional degree in Arts/Commerce. The institution offers a wide range of career-oriented subjects in various related areas. There are no watertight compartments and students can have the freedom to diverse into various fields not necessarily related with their core discipline. Every Student is advised to opt one add-on course to increase employability.

1. Communication Skills
2. Fashion Tailoring
3. Cutting & Tailoring
4. Embroidery
5. Beauty Culture
6. Child Care
7. Spoken English



New Course

1. Video Making
2. Fashion Designing and Jewellery Making
3. Hospitality and Hotel Management (U.G. Course) subject to approval by Guru Nanak Dev University.

College Timings

9-00 am to 2-20pm

Session Starts on 10-07-16

Admission Process

(For Old Students)

- . Normal Admission will be started within 10 days of declaration of University results.
- . Purchase Prospectus
- . Fill application form and attach attested copy of the result of previous class and the University registration card in original.
- . Interact and show original certificate to admission committee.
- . Get fee receipt from College fee counter and deposit fee college counter.
- . Congrats! Welcome to G. N. K. G. C. Family.

Admission Process

(For New Students)

- . Purchase Prospectus
- . Seek expert advice through interaction with personal Guidance and Career Counselling Cell.
- . Fill Application Form and attach attested copy of DMC of Last Class attended, Character Certificate, Date of Birth certificate and Certificate to claim reservation (if any).
- . Deposit form at administrative office.
- . Check deficiency list of documents displayed on college notice board on 29th of June.
- . Submit deficient documents (if any) in Administrative office on 30th of June till 4 p.m.
- . Interact and show original certificate to admission committee on 4th of July 2009 at 9.00 a.m.
- . Get fee receipt from College counter.
- . Congrats ! You are now part of G.N.K.G. C family.

Procedure To Get Leave

- . Get Leave form from the office.
- . Fill leave Form, get it signed from your Parents/Local Guardians.
- . Attach supporting documents, i.e. Medical Certificate, Marriage Card, Camp Selection Letter etc.
- . Get it signed from all the concerned. Teachers & Hostel Warden (For Boarders only.)
- . Get it sanctioned from the Principal.
- . Deposit first signed form of Leave Application in Leave Box.
- . You have got Leave now.



Sports

To bring about general physical fitness in the students and to develop a sense of sportsmanship, special emphasis is laid on creating a healthy balance between class room and the play field.



BEST ATHLETE



Facilities exist for various sports and games. Like Kho-Kho, Tug-of-war, Athletics, Boxing, Basket ball, Weight Lifting etc.

The players participating in the University Tournaments must attend at least 50% of lectures in each subject during their stay in the College. The College allots various scholarships to sports students along with free boarding, lodging and sports kit facility.

National Cadet Corps

The college is known for the emphasis that it lays on the N.C.C. Every N.C.C. Cadet has to attend 32 parades or 96 periods during the session. Those students who want to specialize or train themselves for military career will also be required to attend two camps in the course of three years plus such service attachments as may be decided upon. They are prepared for Regular Commission in the Army and Paramilitary Forces like BSF, CRPF, NSG, Police etc. Besides, the cadet undergoes further service training for which the cadets may volunteer in activities like Republic Day Parade at Delhi, basic and advanced leadership campus and various other adventurous activities. Complete kit is issued to the cadets. For any loss or damage, they shall have to make good the loss.



National Services Scheme

The college has an N.S.S. unit that imparts education through community services to encourage the youth for constructive and extension work in rural/slum areas and thus help to solve problems of the downtrodden. Students of all classes can apply for enrollment in N.S.S. They will be required to put in 120 hours of work during the session, including a ten-day service camp specially provided for them.

Everyone has a hidden artist within oneself. To unleash one's artistic faculties and to showcase one's talent the college provides a perfect platform through the following cultural activities:

Activities

- Drama, Histrionics
- Skits & Mimicry
- Music Vocal Instrumental
- Creative Writing
- Collage Making, Painting
- Rangoli, Fine Arts
- Mime, Music
- Theatre
- Designing
- Mehndi, Design (On Hands).

Important Functions of the College

1. Inaugural functions, Sahaj Path
2. Teej Festival
3. Annual Sports Meet
4. Annual Prize Distribution
5. Gurupurab
6. Inter Class Competitions.
7. Convocation
8. College Fete
9. Valedictory Functions

Besides the above-mentioned functions, extension lectures and seminars are also organized from time to time.

Future Activities

- Strengthening of Research and Consultancy Activities.
- Strengthening of existing extension programmes.
- Creation of a Gymnasium for the students.
- Computer training programme for downtrodden.

Extension Lectures

Learning beyond the classroom is an effort that is met by organising and attending Extension Lectures by eminent Professors and Learned Elite of the society from time to time all the year round. The students look forward eagerly to such free and healthy interaction session of the visting faculty.

Guest Lectures in session 2015-2016

1. Lecture on How to Read Drama on 5-10-15 by Dr. Ghanshyam Sharma, Ex HOD English GNDU Regional Campus, Jalandhar.
2. Lecture on Globalization and Human Rights on 03-02-16 by Dr. Tejinder Virli, Associate Professor Punjabi, DAV College, Nakodar.
3. Lecture on Human Rights: Status and Issue of Protection on 15-03-16 by Prof. K.K. Ghai, Ex HOD Pol.Sci, DAV College, Jalandhar.
4. Lecture on Radio on 21-03-16 by Ms. Poonam, Radio Jockey, All India Radio, Jalandhar.
5. Lecture on Relation of Raag's with Rass and Emotions on 22-03-16 by Prof. Hari Dev, Retd. Kamla Nehru College, Phagwara.
6. Lecture on Health Issues on 07-04-16 by Dr. Baldev Raj Mehmi and Dr. Manjit Singh (MS) Sahara Welfare Society, Noormahal.

The college has maintained its academic excellence by bagging the highest number of top positions especially in commerce, vocational and professional courses. The pass percentage of the college has consistently been very high. The dropout rate occurs mainly in B.A. first year due to shifting of students to professional/vocational programmes, or occasional immigrations abroad. The college Academic counselling and Personal Guidance Cell help the students to orient them with the courses offered by the college as well as the skills in the right direction to develop the improvement of various aspects of the college functioning by providing the all-important feedback.

Sound Moral/Ethical Training

Gurmat Study Circle of the College propogates the inculcation of moral, ethical and spiritual values among the students through lectures and discussions by eminent spiritual personalities from time to time.



Audio Visual Facilities

There is a spacious seminar hall with a seating capacity of 100 persons. The college has facility of L.C.D. Projectors and over Head Projector. A wide range of educational CD's smart boards are available. A separate cell to help and train the teachers to prepare Multimedia/ Audio Visual presentations and teaching package has been set up.

Suggestion Boxes

Suggestion boxes have been placed at prominent places in the college. These are used to improve the facilities in the college through various ideas or suggestions provided to us.

Library Facilities

Special attention has been paid to the provision of equipping of a well stocked Library. The Library contains large number of books on topics of curriculum as well as general interest and is expanding at a rapid pace. The periodical section is well provided with newspapers and Journals. Library furnishing of the latest design has been procured with an eye on taste & comfort. Books from the Library may be borrowed by students for reading at home and for consultation in the library itself. The Library is open from 9a.m. to 4p.m. (issues books only upto 2.00p.m.). There is a reference library and a virtual resource centre cum digital library with information facilities in hard and soft media.

Text Book Section/Book Bank

There is a separate Book Bank in the college library. The needy students are issued books from the book for the entire academic session on the recommendation of the tutor and with the permission of the Principal.

Magazine Section

Various magazines and newspapers pertaining to different languages are available in this section. Old editions of magazines can be issued to the students for one day.

Identity Card

An Identity-cum-library card is issued to every student of the college. Important instructions are given in it, which every student of the college has to carry in the College Campus and it has to be produced when demanded by the staff. In case the identity card is lost, it may be reissued on the payment of Rs. 50/-.

Career Guidance and Counselling

The college has set up a Career Guidance and Counselling Bureau. It guides the students in selection of the courses and subjects at the time of admissions and avenues for further study. Students are guided to choose a career and methods to prepare for it. The students are also provided counselling for further hardships.

Remedial/Special Coaching Classes

Special classes are organized to remove the deficiency of the students especially in the subject of English and other difficult subjects. Remedial classes are also arranged for students from weaker sections, minorities and other sections.

Students Welfare Council

To ensure students participation in decision making, Students Welfare Council is formed among the college students. It provides a platform for the students to discuss the educational, co-curricular and student welfare activities and share these with the Principal Dean and the staff. It also aims at the grievance redressal of the students. The selection of the students' representatives is also made on the basis of their academic standing and outstanding achievements in this council.

Tutorial Group

Every student is assigned a tutorial group in which the Tutors personally look after and guide the students. If need be, the guardians of the students are informed about the educational and cultural activities of the students. Tutorial meetings are often held in which the attendance is mandatory. There is also a special fine on being absent.

Tutorial group meetings are held fortnightly for interaction among the teachers and the Students, where the students gain lot of knowledge and cultural interests from their teachers.

Concessional Bus Facility

The students of the college are provided with the facility of travel by buses at concessional rates. For this, the students have to fill a prescribed form.

College Uniform

Every student is expected to wear white uniform; shirt, salwar & dupatta on Mondays i.e. the day of Assembly and other special functions. Black Sweater/Shawl are essential in winter. Simple formal dress for students on other days. The students are not allowed to put on gaudy dresses and ornaments. No complaint regarding loss of ornaments will be entertained.

Compulsory Weekly Assemblies

The teachers and students recite and listen to hymns on every Monday. Activities of the following week and other necessary announcements for the students are made at this time.

Student Council

Class representatives of every class, Presidents and Secretaries of various societies are all members of the Council and help in maintaining discipline.



Scholarships

Late S. Natha Singh Dhesi Zaildar Memorial Scholarship amount of Rs. 1,00,000/- is distributed among financially weak but intelligent Students.

Scholarship is provided to SC students whose family income is less than Rs. 2,50,000/- annually & to OBC. Students whose family income is less than Rs. 1,00,000/- annually by the Govt.

List of Committees

Admission & Counselling Committee:

B.A I-	Ms. B. Ravi, Ms. H. Khalon
B.A II-	Dr. Gursharanjit, Ms. Amarpreet
B.A. III-	Dr. R. Mahal, Ms. Sukhwinder.
B.Com.-	Ms. Navneet Kaur
BCA-	Ms. Gurpreet Kaur
MA Punjabi-	Dr. Maninderjit
MA Pol. Sc.-	Mr. Baljinder
MA Eng.-	Mrs. Reeti
M.Sc.-	Ms. Renu

GURU NANAK KHALSA GIRLS COLLEGE BABA SANG DHESIAN GORAYA

List of Donation for the year 2015-16

Sr.No.	Particular	R.N.	Dated	Amount
1.	S.Jagtar Singh Rurka Kalan	14	13.4.15	1100.00
2.	S.Kulwinder Singh Kaka Rurka Kalan	15	13.4.15	5100.00
3.	Dr. D.S.Gill, Ludhiana	16	17.4.15	1820.00
4.	S.Surjit Singh Kooner, Goraya	17	22.4.15	11000.00
5.	Sh.Babu Mohan Singh S/o. S. Tara Singh Lalian Jalandhar	18	19.5.15	50000.00
6.	Sardarni Jaskamal Kaur Sandhu, Canada	20	8.8.15	5100.00
7.	S.Kulwinder Singh Kaka Rurka Kalan	21	8.8.15	5100.00
8.	Pardeep Kumar S/o Chander Sen V.P.O. Rurka Kalan	22	31.8.15	11000.00
9.	Ms. Anita Samra C/s/ Ajmer Singh Samra V.P.O. Samarai	23	10.10.15	21000.00
10.	S.Gurpreet Singh S/o S Balwant Singh Village Jasomajara	24	2.1.16	2500.00
11.	S.Joginder Singh S/o Maha Singh Thakari	25	19.1.16	1100.00
12.	S.Madha Singh Zaildaar Memorial Trust V.P.O. Sang Dhesian	27	1.2.16	11000.00
13.	S.Sandeep Singh S/o S. Avtar Singh Village Deowal The Distt. Hosp.	28	4.3.16	1100.00
14.	S.Narinder Singh S/o S. Sardara Singh Village Kahna Dhesian	29	5.3.16	1100.00
15.	S.Sukhdeep Kaur Dhesi (UK) V.P.O. Sang Dhesian(Jalandhar)	51	26.3.16	100000.00
			Total	341920.00



GURU NANAK KHALSA GIRLS COLLEGE, BABA SANG DHESIAN (JALANDHAR) FEES DETAIL FOR THE CLASSES FOR THE YEAR 2016-17

Sr.No.	Particular	Admission	Ist Instal.	IIInd Instal	IIIrd Instal	Total
1	B.A.I,II,III	8675	3772	7103	3750	23300
2	M.A.ALL	7640	3310	7315	3285	21550
3	B.Com I,II,III	8675	3772	7103	3750	23300
4	BCA I,II,III	8100	8100	8100	8100	32400
5	M.SC.I & II	10000	11000	10000	9300	40300
6	PGDCA	6100	6000	6000	6000	24100
7	Dress Making	6000	3500	-	-	9500
8	Computer One Year	7000	5000	-	-	12000
9	Child Care One Year	6000	3500	-	-	9500
10	Beauty Culture	6000	5000	-	-	11000
11	IIets	3000/-P.M.				
12	Spoken English	1500/-P.M.				
13	Hobby Classes	500/-				
	Migration Fee Extra	Rs.2000/-				
	Duplicat I.Card Fee	50/-				
	Mess Fee P.M.	3000/-				
	Hostel Annual Fund	10100/-				

Mode of Payments

Ist instalment	At the time of admission
2nd instalment	Ist week of September
3rd instalment	Ist week of November
4th instalment	2nd week of January

Note : Due once Paid will not be Refunded or Adjusted

- Students coming from other Universities/ Boards are required to pay Rs. 850/-each as migration, verification and eligibility fee in addition to Registration Fee etc.
- Students belonging to Scheduled Caste and Backward Classes are required to fill up the prescribed Scholarsip form available in the college office within 30 days of admission.
- College Security not withdrawn within one year of leaving college i.e. by March next shall be treated as donation to the college. No claim will be entertained after 31st March.
- The College has the right to levy any charges/funds for meeting unforeseen expenditure of development of the college.
- All the dues are to be paid in cash at the college office on the notified dates. An extension may be granted, with proper application, in exceptional cases.
- Names of the defaulters will be struck off on the 10th day of the due date. Re-admission may be permitted by the Principal on payment of late and re-admission fee.

Special Note : The rules and regulations of GNDU, Asr and directions of Punjab Govt. shall have an overriding effect over the rules of the college. In case any dispute arises regarding the interpretation of the rules given in the college Prospectus, the decision of the college Principal will be final.

The Fees can be changed without any prior intimation.

Code of Conduct

The Students of the college are required to observe the following code of conduct both inside and outside the college.

1. Maintain discipline and decorum. Ragging is strictly prohibited in the college as well as in the hostel. A student found guilty of this crime may be punished heavily. It may lead to expulsion from the Institution.
2. Abide by all rules, regulations and instructions issued by the college from time to time.
3. Inculcate high moral values of life such as truth, honesty and devotion to duty.
4. Time being the greatest wealth that nature has bestowed upon us, the students must make the best use of it and spend it in creative and constructive activity for their own betterment and that of the Nation. They should plan their work.
5. Punctuality is the sign of good culture, the students be punctual at all occasions and in attending their classes, Functions and fulfilling appointments.
6. Bring the Identity card daily and produce it, if any member of the staff or official of the college demands at any time. Identity card may be checked on the entry gate of the college and those found without it shall not be allowed to enter.
7. Exhibit fine manners and excellent behaviour, use decent language, be courteous and polite in dealing with fellow students and college staff, as this would add to their own credit as also to that of their Alma-Mater.
8. Students are expected to conduct themselves with dignity, modesty and simplicity. The students should wear sober dresses.
9. Observe proper decorum in and outside the classroom and at the Functions organised in the college. Students should respect their parents and elders from the core of their heart.
10. Endeavour should be made to keep the environment neat, clean and beautiful at home and at college, and to achieve this avoid littering and use the dustbins.
11. Show proper respect to the teachers and carry out their instructions most faithfully.
12. Perfect silence should be maintained in the classroom, the library, the corridors and the verandahs in the college, so that the atmosphere in the college remains perfectly congenial for studies.
13. Utilize vacant periods in reading books, magazine and newspapers available in the library.
14. Quarrels and dispute should be avoided. In the event of a dispute a written complaint should be made than to take the law in one's own hands.
15. Students should understand that the college property is National trust and as such its upkeep is as much their responsibility as that of the administration. Therefore, no one



should disfigure furniture or deface walls with pencil, chalk or knife marks. Damage to the college property will not be condoned under any circumstances.

16. Students are required not to remove chairs/furniture from any room. They are further required to note that they must not remove chairs from the canteen hall to sit outside.
17. Students must keep their vehicles at the cycle stand. Playing of vehicle in the college campus is not allowed.
- 18. USE OF MOBILE PHONE IS STRICTLY PROHIBITED.**
19. Sitting on the railings at the college campus is strictly prohibited.
20. Students must make it a point to look up the Notice Board and read the latest notices. Ignorance of orders duly displayed on the Notice Board shall not be accepted as an excuse for Non-compliance.
21. The Student will be punished, rusticated or expelled from the college if she directly or indirectly takes part or induces others to do so in any movement or agitation or strike in the college for any reason, whatsoever, which in the opinion of the Principal is subversive of the College discipline.

Canteen and Stationery

A spacious, hygienic canteen is the hot favourite of all the students. They share their day's experiences with each other, over a cup of tea/coffee. Eatables at reasonable rates are much cherished by all. Stationery needs are also catered to, on the way out to attend the classes.

Parents Teachers Meet

At the end of each House Test and Supplementary test, the Parents/Guardians of the students visit the college. They can freely interact with all the Staff Members, Tutorial Teachers, Principal and The Management; collect the results and attendance details of their wards and offer valuable suggestions or get redressal of these problems. It is mandatory for the Parents of all Students to visit the College.

Research Consultancy

The Research at the students front is limited to the creation, presentation of Projects, Industrial visits, Job Training, Report Writing etc. for the Post Graduate Students. The Reports of these are updated and entered in the library for References. The Staff at their personal level indulge in research from time to time by initiating Research Projects.

Most of the staff members are actively pursuing their personal studies in an urge to enhance their existing knowledge and skills. They participate actively in the various Orientation and Refresher Courses organised of the Universities of the State from time in time. Their personal interests in studies are reflected in the rich addition of latest Books or Journals in the College Library for the benefits of the Students and Staff.



Merit Holders



Navpreet Kaur
B.Com. Ivth
University Merit
No. 25



Neha Rani
B.Com. Vith
University Merit
No. 36



Rajdeep Kaur
B.A. Ivth
University Merit
No. 115



Ramanjit Kaur
B.A. Ivth
University Merit
No. 60



Rupinder Kaur
B.A. Ivth
University Merit
No. 77



Sandeep K. Randhawa
PGDCA II
Distinction





College Activities



