



COLLEGE HANDBOOK 2025-26



GOVT. COLLEGE SEC- 9, GURUGRAM

Affiliated to Gurugram University



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Q&s=o8](https://wa.me/t=DIOWsEoAv5b_NoGBxVVMgQ&s=o8)



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VISION

To nurture globally competent, socially responsible, and ethically strong individuals through strong industry tie-ups, practical internships, and committed social service.

MISSION

- To provide industry-relevant education, foster experiential learning through internships, and instill a spirit of social responsibility through active community engagement.
- Focus on academic excellence by adopting outcome-based education that aligns with evolving educational and industry standards.
- Build strong industry-institution collaborations to bridge the gap between academic learning and practical application.
- Encourage research, innovation, and entrepreneurship to create a dynamic and forward-thinking academic environment.
- Nurture a deep commitment to social responsibility and community service.



Dr. Neelam Dahiya, Principal



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COLLEGE PROFILE

Establishment and Location

Govt. college, sector-9, Gurugram was ab initio established in the year 2004. Due to the growing demand for a college to accommodate the substantially increased number of students residing in the older part of the city and neighboring villages, the Haryana Urban Development Authority under the direction of the govt. of Haryana established this institution. It was inaugurated by the then Hon'ble Chief Minister of Haryana Ch. Om Prakash Chautala on Wednesday, 23rd august 2003. This institution embarked on its voyage in the academic session 2003-04. Initially the college offered admissions only in the humanities and commerce streams at the undergraduate level. However, soon, post-graduation in economics and mathematics were introduced. Along with this giant leap, honours courses in English and economics commenced in 2005.

The first job-oriented course i.e. bachelor in business administration was also introduced. Over the years new courses have been added. Presently the college offers undergraduate courses in arts, commerce and non-medical streams. Job-oriented courses – BBA, BCA and BTMM equip the young boys and girls for getting the lucrative jobs. The students are admitted as per guidelines issued by the Higher Education Department. By imparting analytic, value-based education the college has acquired a reputation of excellence in this region of haryana. The principal, the members of college fraternity, the ministerial staff and the support staff work tirelessly to make the college a coveted and sought after institution for higher learning.

Key Facts

- **Establishment Year:** 2004
- **Affiliation:** Gurugram University
- **UGC and AICTE :** Recognised
- **Type :** Government Institution
- **Location :** Sector 9, Gurugram, Haryana



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CODE OF CONDUCT FOR STUDENTS

- Students should maintain the highest standards of discipline and dignified manner of behaviour inside as well as outside the college, and must abide by the rules and regulations of the college.
- Punctuality is key to success and thus students must adhere to the timetable for attending classes and other activities.
- Students must not indulge in any kind of ragging, harassment of any kind towards their peers in the college.
- Students should attend all major College Functions and participate in extra curriculum activities.
- Students must carry their Identity card inside the campus and must show the same whenever asked by the Disciplinary Committee of the college.
- Students must not indulge in any kind of ragging, harassment of any kind towards their peers in the college.
- Students must keep the cleanliness in the campus and through garbage in segregated dustbins. Spitting and littering in the campus should be avoided.
- Students should not misuse or damage items of property on the campus.
- Use of Mobile phones during lectures and in the Library is prohibited.
- During the conduct of lecture students should not loiter outside the classrooms or in corridors.
- Students are to respect the rights and dignity of every teaching and non-teaching staff member.
- Students not attending classes for more than a week should inform the Teacher In -charge about the reason for their absence.
- Students should park their vehicles in the designated parking area only.
- Consumption of intoxication substances and smoking is strictly prohibited.

CODE OF CONDUCT FOR FACULTY

- The Code of Conduct for teachers is governed by the Directorate of Higher Education Haryana, Statutes, Ordinances and Service Rules.
- To further the development of the institution, all teaching staff members are expected to collaborate with the head of the institution in an honest and ethical manner.



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- Teachers are expected to prioritize the needs of the institution and to respect its regulations and procedures.
- Teachers are expected to carry out their responsibilities with honesty, commitment, and punctuality. Teachers have administrative, invigilation, and evaluation duties in addition to their teaching obligations.
- The working hours of teachers are Five hours and a half, along with any other additional duty assigned to them.
- Teachers need to sign the attendance register daily, at the time of entry and exit.
- Teachers are not allowed to take on jobs or activities outside of the institution that might conflict with their duties as professionals.
- Teachers are expected to follow policies regarding leave and give advance notice when taking time off.
- They are also expected to continuously pursue professional development through study, research, and attendance at seminars and conferences.
- Teachers are also expected to support and mentor students who are participating in extracurricular and co-curricular activities.
- Teachers are expected to respect each student's rights and dignity.
- Teachers are expected to treat every student equally, regardless of their religion, caste, socioeconomic status, or physical or social identity.

UNIVERSITY ACADEMIC CALENDAR 2025-26

FOR UNDER GRADUATE PROGRAMMES	
EVENT	DURATION
<u>ODD SEMESTER</u>	
Admissions	19.05.2025 to 14.07.2025
1st Teaching Term	16.07.2025 to 17.10.2025
Vacations (Diwali)	18.10.2025 to 26.10.2025
2nd Teaching Term	27.10.2025 to 23.11.2025
Examinations	24.11.2025 Onwards



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Winter Vacations	27.12.2025 to 05.01.2026
<u>EVEN SEMESTER</u>	
2nd Teaching Term	07.01.2026 to 28.02.2026
Vacations (Holi)	01.03.2026 to 08.03.2026
2nd Teaching Term	09.03.2026 to 09.05.2026
Examinations	10.05.2026 Onwards
Summer Vacations	20.05.2026 to 30.06.2026
<u>FOR POST GRADUATE PROGRAMMES</u>	
EVENT	DURATION
<u>ODD SEMESTER</u>	
Admissions	01.08.2025 to 18.10.2025
1st Teaching Term	19.10.2025 to 26.10.2025
Vacations (Diwali)	27.10.2025 to 01.12.2025
2nd Teaching Term	02.12.2025 to 10.12.2024
Examinations	11.12.2025 Onwards
<u>EVEN SEMESTER</u>	
Admissions	01.01.2026 to 28.02.2026
2nd Teaching Term	01.03.2026 to 08.03.2026
Vacations (Holi)	09.03.2026 to 13.05.2026
2nd Teaching Term	14.05.2026 to 15.05.2026
Examinations	16.05.2026 Onwards
Summer Vacations	20.05.2026 to 30.06.2026



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IQAC ACADEMIC/ACTIVITY CALENDAR 2025-26

Month	Department	Activity Particulars	Tentative Dates
July	All College	Admissions, Framing of Time Table and Commencement of classes.	Admissions- 01/07/2025 onwards Classes 16 /07/2025 onwards
		Tree Plantation	10.07.2025
	NSS	World Nature Conservation Day	28.07.2025
August	Computer Science	Quiz Competition	11-14 Aug
	Commerce	1. Poster making on International Youth Day and World organ donation day 2. Extension lecture on Women Entrepreneurship	1) 12-13 Aug 2025 2) 26th Aug
	Economics	Poster making competition	14 August 2025
	Hindi	Poetic Recitation	11-14
	English	Creative Writing Competition	11 -14 August
	History	Quiz Competition on Indian Freedom Struggle	11-14 August
	Sociology	Debate Competition	11 -14 August
	Physics	Essay writing competition	20-30 AUGUST
	Chemistry	Essay writing	20-30 August
	Mathematics		
	Mass Communication	Photography Competition	15-20 August
	BTTM	Celebration of Independence day by slogan writing, poster making	14 August 2025
	Women Cell	Mobile Photography Contest Theme: Women and Work, Shakti, or Everyday Empowerment— using only mobile phone	20-30 August



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	NCC	Enrolment of 1st year students into NCC	2nd week of August
		Swachhata Abhiyan	04.08.2025
	NSS	Workshop on Flagship Schemes	05.08.2025
	Social Service Cell	Counseling Session at old Age Home	3rd week of August
	Placement Cell	Career counselling session	5th week
	Sports	Sports Day Celebration	29th August
	ICC	Gender Sensitisation Lecture	2nd week of August
	Alumni Association	Orientation Session	20-25 August
		Jungle Jeopardy”	
	Eco Club	Quiz competition modeled on the game show format, covering flora, fauna, climate change, eco heroes.	20-25 August
September	All College	SESSIONAL EXAMINATION-1	1-10 September
September	Computer Science	Group Discussion	11-15 Sept
	Commerce	Teachers day celebration, Extension lecture on financial literacy	5th sep, 24-25 Sept.
	Economics	Quiz competition	15 - 20 September
	Hindi	Debate Competition	13 September
	English	Activity on Translation	15-20 September
	History	Extension Lecture on Indian History	15-20 September
	Sociology	Poster making competition	15 -20 September
	Psychology	Slogan writing on mental health	
	Physics	Poster making competition	15 -20 September
	Chemistry	Poster making competition	15-20 September



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	Mathematics	Students' presentation/ seminar	15-20 September
	Mass Communication	Documentary Competition	15-20 September
	BTTM	Celebration of Haryana Tourism Day on 1 st Sept.2025 by collage making activities on tourism destinations.Celebration of World Tourism Day on 27 sept.2025 by organising a Tourism Quiz. Celebration of teachers day by the students	01/09/2025 & 27/9/2025
	Women Cell	Gender Quiz Day a fun quiz on gender facts, laws, famous women, etc.	12/09/25
	NCC	Parade as per Bn schedule	2 days in a week
	NSS	NSS Day Celebration	24.09.2025
	Social Service Cell	Financial literacy for women in Basai village	3rd week of September
	Placement Cell	Orientation session for skill development courses	3rd week
	Sports	Intercollegiate Competition	practice everyday
	ICC	Extension Lecture	3rd week of September
	Alumni Association	Alumni Association Meeting	10-15 September
	Cultural	Talent Show	15-20 September
	Eco Club	Eco Doodle Day” Students doodle eco-themed sketches during a free period using scrap paper — best ones are displayed.	3rd Week of September
October	Computer Science	1 day training programme, Power point presentation	5-7 Oct, 15-18 Oct



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Commerce	INNOVELLA Entrepreneurship mela	16-17th Oct.
Economics	Debate competition	Second week of October
Hindi	Speech Competition	13-17 October
English	Extension Lecture on Relevance of Literature	13-17 October
History	Essay Writing Competition	13-17 October
Sociology	Slogan Writing competition	13-17 October
Psychology	Extension Lecture	
Physics	PPT Competition	13-17 October
Chemistry	PPT presentation	15-20 October
Mass Communication	Short Film Competition	15-20 October
BTTM	Educational tour to Any Tourism destination in India . Celebration of Diwali festival	2nd Week of October 25 Tentative
Women Cell	Flash Awareness Posters 1-day poster making and display on corridors—issues like Climate Change and Women .	15/10/25
NCC	Parade/Camps	2 days in a week and RD Parade Camp
NSS	Organ Donation Campaign	
Social Service Cell	Counseling session for women on Stress Management	2nd week of October
Placement Cell	Workshop and lecture on Entrepreneurship	3rd Week
Sports	Sports Practice	Intercollegiate competition
ICC	ICC panel discussion	2nd week of October
Alumni Association	Alumni Success Stories	3rd week of October



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	Eco Club	Eco-Slam!" Slam poetry or short rap competition on climate change, pollution, sustainability, or nature-love.	2nd Week of October
	All College	DIWALI BREAK	18/10/25 TO 26/10/25
November	All College	SESSIONAL EXAMINATION-2	1-10 November
	Computer Science	Coding & Debugging	4-5 Nov.
	Commerce	1. Commerce Quiz 2. Management Games	1) 6-7 nov. 2) 13-14 Nov.
	Economics	Extension lecture on financial literacy	First week of November
	Hindi	Assignment submission and evaluation	3-8 November
	English	Assignment submission and evaluation	3-8 November
	History	Assignment submission and evaluation	3-8 November
November	Sociology	Quiz competition	3-8 November
	Psychology	Quiz competition	
	Physics	Quiz Competition	14 November
	Chemistry	Quiz competition	15-25 November
	Mass Communication	Group Discussion	15-20 November
	BTTM	Intra Department power point Presentation on Tourism facts	1&2week of November 25
	Women Cell	Wall of Strength Students pin quotes, experiences, or names of inspiring women on a common board	2nd Week of November



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	NCC	RD Parade Camps/Weekly Parade	Any Camp decided by DG NCC and 5HR Bn Gurugram
	NSS	Blood Donation Campaign	
	Social Service Cell	Counseling Session for women on Health and Hygiene	2nd week of November
	Placement Cell	Extension lecture	2nd week
	Sports	Annual Sports Day	2nd Week of November
	ICC	Counselling Session for girls	2nd week of November
	Alumni Association	End of semester Reflection Session	2nd week of November
	Cultural	Youth Festival	1st week of November
	Eco Club	Nature's Lens" A mobile photography contest on campus — theme: Nature on Campus.	2nd Week of November
	All College	EXAMINATIONS	24/11/25 ONWARDS
December	All College	EXAMINATIONS /WINTER VACATIONS	27/12/25 TO 05/01/26
January	Computer Science	Slogan writing competition	20-21 Jan
	Economics	Slogan writing competition	24-25 january
	Hindi	Essay Writing competition	12-17 January
	English	Debate Competition	12-17 January
	History	Debate Competition	12-17 January
	Sociology	Celebration of Sociology Day	12-17 January
	Psychology	Counselling Session for exams	
	Physics	Extension Lecture	12-17 January
	Chemistry	Extension lecture	15-25 January



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	Mathematics	Mathematics Day Celebration	22 December
	Mass Communication	News Reading Competition	15-20 January
	BTTM	Celebration of National Tourism Day on 25: January 2026 by organising an extension lecture or by organising an industrial visit to tourism business areas	25 January 2026
	Women Cell	Extension Lecture	2nd Week of January 2026
	NCC	Days Celebration/Preparation/B Exam	26th Jan Republic Day Celebration/Parade Preparation/ B Exam as per decided by DG NCC
	NSS	Yoga Session	2nd Week of January 2026
	Social Service Cell	Awareness Program on traffic rules and road safety	3 rd Week of January 2026
	Placement Cell	Workshop on Interviewing Skills	3rd week
	Sports	Intercollege Tournaments if any	Preparation for competition
	ICC	Extension Lecture	3rd week of January
	Alumni Association	Goal Setting Workshop	20-25 january
	Eco Club	“Silent Steps, Loud Impact” A silent eco-march/poster walk around campus with slogans about water, plastic, etc.	3rd Week of January
	Commerce	PPT Competition	21-22 Jan 2026
February	Computer Science	Aptitude Test & Chart Making Techno Rang Fest	10-12 feb, 15-18 feb last week feb
	Hindi	Slogan writing	21 February



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English	Extension Lecture on History of English Literature	2-7 February
History	Historical Excursion	Second week of February
Psychology	Science Exhibition	Second week of February
Physics	Science Exhibition	2-7 February
Chemistry	Science exhibition	5-15 February
Mass Communication	Radio News Competition	15-20 February
BTTM	Educational Tour / Excursion to Surajkund craft fair or visit to historical monuments in Delhi or NCR	2nd Week of February 25
Women Cell	Equality Badge Day	2nd Week of February
NCC	Parade Practice/C Exam	2 days in a week/C Exam as per schedule decided by DG NCC
NSS	Awareness Program for road safety	2nd week of February
Placement Cell	Extension lecture	3rd week
Sports	Interclass Sports Competition	1st week of February
ICC	Gender sensitisation by ICC	2nd week of February
Eco Club	“Reel Green: One Planet, One Shot” 1-minute student reels or short films on climate, pollution, or green living.	2nd Week of February
Commerce	Plastic pollution -Eassy writing competition Carrer counselling session	13-14 Feb. 19-20 Feb
Economics	Article writing competition	First week of February



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	Sociology	Debate competition	2-7 February
	Mathematics	science Day Celebration	28 February
	NCC	Papade/Exam Preparation	2 days in a week and B Exam schedule as per decided by DG NCC
	NSS	NSS Seven Day Night special Camp	
	Social Service Cell	Awareness Program for Drug Abuse	2nd week of February
	Placement Cell	Extension lecture- How to master Group discussion	2nd week
	Sports	Interclass competitions	1st week of February
	Alumni Association	Interactive Case Studies	3rd week of February
	Eco Club	Mitti ki Khushboo” Clay pot painting and plantation activity – promotion of earthenware and growing herbs at home.	3rd week of February
	All College	Sessional Examination -1	Last week of February
March	All College	HOLI BREAK	01/03/26 TO 08/03/26
	Computer Science	Guest Lecture	2 nd Week of March
	Commerce	World Consumer Day celebration- poster, Debate	13th March
	Economics	Poster making competition	2nd week of march
	Hindi	Book Review	9-14 march
	English	Quiz Competition on Indian Writing in English	9-14 March
	History	Extension Lecture	9-14 March
	Sociology	Quiz competition	9-14 March
	Psychology	Counseling	9-14 March



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	Physics	Debate competition	9-14 March
	Chemistry	Debate	10-15 march
	Mathematics	Pi day celebration	14 March
	Mass Communication	Reel Making Competition	15-20 March
	BTTM	Holi Celebration	last date of February 25
	Women Cell	She Leads, We Rise"Women's Day" Celebration	08/03/26
	NCC	Parade Practice	2 days in a week
	NSS	Say No to Drugs Awareness Rally Program	2nd week of march
	Social Service Cell	Awareness Program for organ donation	2nd week of march
	Placement Cell	Extension lecture- How to prepare impressive C.V.	3rd week
	Sports	Sports Practice	as per the intrest of the students for future competitions
	ICC	Celebration of International Women Day	8th March
	Alumni Association	Alumni association Meeting	
	Eco Club	Eco Rangoli Fest"	2nd Week of March
April	All College	SESSIONAL EXAMINATION-2	First week of April
April	Computer Science	Assignment Submission and Evaluation	last week of April
	Commerce	Extension lecture on Mental Health	7th April
	Economics	Extension lecture	6-11 April
	Hindi	Book Review	6-11 April
	English	Book Review Writing	6-11 April
	History	Quiz Competition	Second week of April
	Sociology	Slogan Writing competition	6-11 April



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	Psychology		
	Physics	Extension lecture	6-11 April
	Chemistry	Extension lecture	5-15 April
	Mathematics	Extension lecture	5-15 April
	Mass Communication	Film Competition	15-20 April
	BTTM	Seminar Presentation	1&2 week of April
	Women Cell	Safe Spaces, Strong Voices”Focus: Mental health, safe campuses, support systems	2nd Week of April
	NCC	Parade Practice	2 days in a week
	NSS	Plantation Drive and Awareness Rally	
	Social Service Cell	Awareness Program for water conservation	2nd week of April
	Placement Cell	Placement Drive	4th week
	Sports	Sports Practice	as per the intrest of the students for future competitions
	ICC	Awareness program by ICC members	!st week of April
	Alumni Association	Lecture	2nd week
	Eco Club	“Know Your Carbon Footprint” carbon footprint quiz or awareness poster-making session.	2nd Week of April
May	Economics	Quiz competition	1 to 2nd may
	Hindi	Assignment Submission and Evaluation	13-18
	English	Assignment Submission and Evaluation	13-18 April
	History	Assignment Submission and evaluation	13-18 April
	Sociology	Assignment Submission and evaluation	13-18 April



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	Physics	Assignment Submission and evaluation	13-18 April
	Mass Communication	Radio News Competition	10-12 May
	BTTM	External and Internal Exams	As per college and University schedule
	Women Cell	Gender Pictionary	2nd Week of May
	NCC	Parade Practice	2 days in a week
	NSS	Workshop on Waste Management	
	Social Service Cell	Awareness Program for Blood Donation	2nd week of May
	Sports	Sports Practice	As per the interest of the students for future competitions
	ICC	Meeting of ICC Committee	2nd week of May
	Alumni Association	Alumni Association Meeting	2nd week of May
	Eco Club	Clean Sweep March" Campus/community cleanliness drive + waste segregation drive	2nd Week of May
	All College	EXAMINATIONS	16/05/26 ONWARDS
June	All College	SUMMER VACATIONS	20/05/26 TO 30/06/26
	Eco Club		

COURSES/PROGRAMMES OFFERED

Undergraduate Programmes



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1. Bachelor of Arts (B.A.)

Duration: Max 4 Years (As per NEP)

Subjects Offered:

- English
- Hindi
- Political Science
- History
- Economics
- Sociology
- Geography
- Physical Education
- Psychology
- Mathematics

2. Bachelor of Arts with Major in English

Duration: Max 4 Years (As per NEP)

3. Bachelor of Arts with Major in Economics

Duration: Max 4 Years (As per NEP)

4. Bachelor of Science in Physical Sciences (B.Sc.)

Duration: Max 4 Years (As per NEP)

Subjects Offered:

- Mathematics
- Physics
- Chemistry

5. Bachelor of Science in Life Sciences ([B.Sc.](#))

Duration: Max 4 Years (As per NEP)

- Physics
- Chemistry
- Botany
- Zoology



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6. Bachelor of Commerce (B.Com.)
Duration: Max 4 Years (As per NEP)
7. Bachelor of Business Administration (BBA)
Duration: Max 4 Years (As per NEP)
8. Bachelor of Computer Applications (BCA)
Duration: Max 4 Years (As per NEP)
9. Bachelor of Travel & Tourism Management (BTTM)
Duration: Max 4 Years (As per NEP)
10. Bachelor of Journalism and Mass Communication (BA(JMC))
Duration: Max 4 Years (As per NEP)

Postgraduate Programmes

1. Master of Arts in Economics
Duration: 2 Years Subject Available: Economics
2. Master of Commerce (M.Com.)
Duration: 2 Years Specializations: M.Com. (General)
3. Master of Arts in Sociology
Duration: 2 Years
4. M.Sc. Mathematics
Duration: 2 Years
5. MCA (Master of Computer Application)
Duration: 2 Years

DEPARTMENTS WITH FACULTY

Commerce	Dr. Mukesh Kumar Sharma
----------	-------------------------



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	Mr. Sandeep Yadav
	Dr. Vandana Dangi
	Dr. Surender Kadiyan
	Dr. Kaushal Kumari
	Dr. Mukesh
	Ms. Anita Nihaliya
	Ms. Anuradha
	Dr. Bhavana Yadav
	Dr. Shubhra Jain
	Mr. Jagdish Chand
	Ms. Kavita Dua
	Ms. Latika Gauba
	Ms. Minakshi
	Ms. Nisha Rani
	Ms. Priya Sharma
	Ms. Ritu Phogat
	Ms. Shaili Soni
	Ms. Shilpa Thakral
	Ms. Swati Bansal
Computer Science	Ms. Venu
	Ms. Priyanka
	Ms. Rakhi Soni



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	Mr. Sanjay Katyal
	Dr. Renu Saini
	Dr. Pooja Rani
	Mr. Rajesh Kumar
	Dr. Jyoti Rani
	Dr. Kanta
	Dr. Lalita Devi
	Ms. Monika Yadav
	Ms. Sheela
	Ms. Ritu Sharma
	Ms. Seema
	Ms. Hema Jandsalar
Economics	Dr. Rajesh Kundu
	Mr. Bahadur Singh
	Ms. Reshma Yadav
	Dr. Meenu Mendiratta
	Ms. Monika Yadav
	Ms. Nirupma
	Ms. Parul Sharma
	Dr. Savita
English	Dr. Meenakshi Dalal
	Dr. Lalita Gaur



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	Ms. Vandana Yadav
Hindi	Ms. Pooja Singh
	Ms. Kavita Yadav
Geography	Mr. Ajay Kumar
	Dr. Isha Kaushik
	Ms. Poonam Yadav
Math	Dr. Harish Kumar
	Ms. Reena
	Mr. Rohit Sharma
	Dr. Nisha Yadav
	Ms. Somi Devi
	Ms. Mohita Sharma
	Ms. Vijayveer
Physics	Dr. Mukesh Kumari
	Dr. Kalyani
	Mr. Vikas
Physical Education	Dr. Satish Yadav
Sociology	Dr. Monika Sehrawat
	Mr. Ravi Deshwal
Tourism Mgmt.	Dr. Anjana Sharma
	Mr. Ravi Kumar
	Dr. Pardeep Singh



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	Dr. Brijesh Kumar
Psychology	Dr. Sonika Dangi
	Dr. Satyam Bhambhu
	Dr. Sangeeta
History	Dr. Meenu Sharma
Mass Communication	Dr. Surender Kumar
Chemistry	Dr. Alka
	Dr. Meena Rani
	Dr. Pooja Rani

ADMINISTRATIVE STAFF



Govt. College, Sector-9, Gurugram

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Email: gpgcsector9@gmail.com

Name (Sh. /Smt.)	Designation
Mukesh Kumar	Dy. Supdt
Jitender	Assistant
Shakuntala	JLA
Devdatt Sharma	Clerk- OS Part-II
Mahender	Library Att.
Deepak Kumar	Computer Lab Attendant
Birender Kumar	L.A- OS Part-II
Anita Yadav	Restorer- HKRN
Arun Yadav	Restorer- HKRN

NON- TEACHING STAFF

Name (Sh. /Smt.)	Designation
Rohit Kumar	Sweeper
Jai Bhagwan	Chowkidar- OS Part-II
Reshma	Peon- OS- Part-II
Maninder	Chowkidar- OS Part-II
Sumit	Peon-cum-chowkidar-HKRN
Dharmender	Mali- HKRN



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Dalbir	Mali- HKRN
Vicky	Sweeper- HKRN
Vivek Kumar	Sweeper- HKRN
Jagbir	Sweeper- HKRN
Pooja	Sweeper- HKRN

DEPARTMENT WISE TIME TABLE

TIME TABLE B.A SESSION 2025-26, ODD SEMESTER

CLASS	9:00-10:00	10:00-11:00	11:00-12:00	12:00-01:00	01:00-02:00	02:00-03:00	03:00-04:00
BA I	GEOGRAPHY PRACTICAL LAB-I PSYCHOLOGY PRACTICAL LAB-I SKILL ENHANCEMENT PRACTICAL MDC PRACTICAL MATHEMATICS PRACTICAL PHYSICAL EDUCATION PRACTICAL		GEOGRAPHY THEORY A + B LAB-I (1-3) ECONOMIC C-B MAJOR (1-3) Tutorial 4 ALL Minor (5-6)	PSYCHOLOGY (1-3) HISTORY (1-3) ECONOMIC A MAJOR (1-3) HINDI (A+B) Major (4-6)	MATHEMATICS (1-3) SOCIOLOGY (1-3) SEC (4-6)	AEC Hindi (1-2) AEC English (1-2) Tutorial 3 MDC (4-6)	VAC (1-2) Tutorial 3 POLITICAL SCIENCE (4-6) PHYSICAL EDUCATION (4-6)
BA II	ALL Minor (1-3) SOCIOLOGY (4-6)	PSYCHOLOGY (1-3) HISTORY (1-3) ECONOMIC A MAJOR (1-3) HINDI (A+B) Major (4-6) ENGLISH	GEOGRAPHY PRACTICAL LAB II PSYCHOLOGY PRACTICAL LAB-I SKILL ENHANCEMENT PRACTICAL MDC PRACTICAL		GEOGRAPHY THEORY A & B LAB-I (1-3) ECONOMIC C-B MAJOR (1-3) POLITICAL SCIENCE	MDC (1-3) AEC Hindi (4-5) AEC English (4-5) Tutorial 6	Tutorials if required



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		(A+B) MAJOR (4-6)			(4-6)		
BA III	English A+B (2-6)	Geography A+B (2-6) Political science A (2-6)	PSYCHOL OGY (1-5) HISTORY (1-5) Economics A(1-5)	Sociology (2-6) Political Science B (2-6) Economics B (1-5) Hindi A(1-5)	GEOGRAPHY PRACTICAL LAB II PSYCHOLOGY PRACTICAL LAB-I		
					Hindi B (2-6)		

TIME TABLE SCIENCE SESSION 2025-26, ODD SEMESTER



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Period/ Class	1 st 9:00-10:00	2 nd 10:00-11:00	3 rd 11:00-12:00	4 th 12:00-01:00	5 th 01:00-02:00	6 th 2:00-03:00	7 th 03:00-04:00
B.SC I	Practical Physics/Chemistry Botany/Zoology/Math/ MDC/SEC/MINOR		VAC(1-2) TUTORIAL 4 MINOR(5-6) LT-1	CHEMISTR Y(1-3) PHYSICS(4- 6) BOTANY (4-6) LT-1	MATH(1-3) ZOO(1-3) SEC(4-6) LT-1	AEC Hindi (1-2) AEC English (1- 2) Tutorial 3 MDC (4-6) LT-1	TUTORIAL
B.SC II	PHYSICS(1-4) MINOR MATHS MINOR (5-6) LT-2	MATH(1-3) ZOO(1-3) PHYSICS(4 -6) BOTANY (4-6 LT-2)	Practical Physics/Chemistry Botany/Zoology/Math/ MDC/SEC/MINOR		CHEMISTR YA(1-3) CHEMISTR Y B (4-6) LT-2	MDC(1-3) AEC HINDI (4- 5) AEC ENG. (4-5) TUTORAI L 6 LT-2	
B.SC III	MATH (1-6) LT-3 BOT(2-6) LT-3	MATH (1) CHEM(2-6) LT-3	MATH(1-3) PHYSICS (4-6) ZOO(1-5) LT-3	PHYSICS (1-2) MATH(3-6) LT-3	Practical Physics Practical Chemistry Practical Botany/Zoology Practical Math		

M.SC I CC-A01 (1- DSE (1-2) CC-A03 (1- AEC (3-6)



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TIME TABLE COMMERCE SESSION 2025-26, ODD SEMESTER

Class	09:00-10:00	10:00-11:00	11:00-12:00	12:00-01:00	1:00-2:00	02:00-03:00	03:00-4:00
	1 ST	2 ND	3 RD	4 TH	5 TH	6 TH	7 th
B.Com. (H) 5 th Semester		Income Tax Law & Practice (1-4) R-2 Dr. Mukesh Sharma Money and Banking (5-6) Dr. Kaushal R-2	Financial Management Sh Sandeep Yadav (1-4) R-2 Money and Banking (5-6) Dr. Kaushal OS	Investment Analysis (3-6) R-1 Mrs. Shaili Contemporary Issue in Commerce (1-2) Dr. Mukesh	Entrepreneurship and ESSB/(1-4) Dr. Kaushal R-2		



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M.Com. 1 st Semester	Ethics, corporate governance, and stability (1-4) Dr. Mukesh R-12	Advanced corporate accounting (1-4) R-8 Dr. Kaushal	Organizational Behavior (1-4) Dr. Kaushal R-6 MDC (4-6) (Int. to Economics) R-9	Business ethics based on Indian Knowledge system (1-2) Dr. Mukesh AEC- Communicatio n Skills Dr. Bhavna (5-6)R- 1	Financial management and policy (1-3) Dr. Vandana R-8 Business ethics based on Indian Knowledge system (5-6) Dr. Mukesh		
M.Com. 3 rd Semester	Business communication & presentation skills Dr. Mukesh (5-6) Seminar (G-1) (3-4) Dr. Mukesh sharma R-8 Seminar (G-3)(1-2) Dr. KaushalLab - 7	DSC- Multinational financial mgmt. (1-3) MDC- Financial analysis for stock market (4-6) Dr. Vandana R-5	Corporate tax planning & management (1-4) / (VAC) E- Filing of returns (5-6) R-5 Dr. Mukesh Sharma	Business research methods (1-4) (4-6) Seminar (G-2) (5-6) Dr. Vandana R-8	Security analysis and portfolio mgmt. (4-6) Dr. Vandana R-8	Seminar (G-4) (5-6) Dr. Mukesh Sharma	



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Pass 1 st Semester B.com. Section A	Business organization and management(1-4) Fundamental s of business services (5-6)Dr. Kavita R-4	Computerized accounting system (1-2) Ms. Shaili	VAC (1-2) Environmental studies	Business environment (1-6) R-11 Ms. Nisha	Financial accounting (1-3L)(4-6T) Ms. Priya R-11	AEC1(1-2) MDC1(4-6)	
B.com. Pass 1 st Semester Section B	Business organization and management(1-4) Fundamental s of business services (5-6)Dr. Surender	Financial accounting (1-6) (R-6) Dr. Kavita	Business environment (1-3L)(4-6T) 6 Ms. Minakshi R-11	VAC(5- Environmental studies	Computerized accounting system (5-6)	AEC1(1-2) MDC1(4-6)	
B.com. Pass 1 st Semester Section C	Financial accounting (1-6) (R-3) Ms. Nisha	Business organization and management (1-6)	Fundamentals of business services (5-6)	Business environment (1-4) Dr. Surender VAC (5-6) Environmental studies	Computerized accounting system (5-6)	AEC1(1-2) MDC1(4-6)	
B.Com Pass 1 st semester Section D	Fundamental s of business services (5-6) Ms. Priya R-11	Business organization and management (1-6) Ms. Latika R-1	Financial accounting (1-3L)(4-6T) Ms. Nisha R-12	VAC(1-4)	Computerized accounting system (5-6) Ms.Shilpa(R-6) Business environment (1-3) Dr. Shubhra R-12	AEC1(1-2) MDC1(4-6)	



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Pass 3 rd Semester Section A	B.com.	Corporate governance Dr. Mukesh (1-6) R-11	Corporate Law (5-6) Sh.Sandeep (R-2)	Q T for Business (1-6) Ms. Minakshi R-4	CorporateAccountin (1-6) Dr. Kavita R-11	MDC AEC	
		Q T for Business (1-6) Ms. Minakshi R-2	CorporateAccounting (R-4) Dr. Swati	Corporate governance	Corporate Law (1-4) Sh.Sandeep R-2	MDC AEC	
Pass 3 rd Semester Section C	B.com. Dr. Surender OS	Corporate Law (1-4)	Corporate governance (1-6) Ms. Priya R-4	Q T for Business(1-6) R-6 Dr. Swati	CorporateAccountin g (1-6) Dr. Surender	MDC AEC	
Pass 3 rd Semester Section D	B.com. Priya R-11 Dr. Surender (1-6) OS	Corporate Law (1-4)Ms.	Corporate governance	Q T for Business (1-4) Sh. Jagdish Chand	Corporate Accounting (1-6) Dr. Swati R-3	MDC AEC	
Pass 5 th Semester Section A	B.Com.	Investment Mgt. (3-6) Ms. Shaili OS	Cost Accounting Dr. Shubhra (1-3)R-8 ESSB (4-6) Ms. Shilpa R-3	Accounting for Management Mukesh Sharma R-5 (1-4) R-3 Ms. Latika	Income Tax (1-4)DrF. M.O (4-6) Sh.Jagdish Chand Cost Accounting(5-6) Sh. Sandeep yadav	ESSB (1-2) Sh. Jagdish ChandOS	



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B.Com. Pass 5 th Semester Section B	Investment Mgt.(1-4) Accounting for Management (5-6) Ms. Shaili R-5	Income Tax (1-4) Ms. Shilpa R-3	Accounting for Management (1-2) R-5 Ms. Shaili Soni	ESSB (1-4) Ms. Shilpa R-6	Cost Accounting (3-6) Sh.Sandeep R-2	F.M.O (4-6) Sh. Jagdish ChandR-5
B.Com. Pass 5 th Semester Section C	Cost Accounting (1-3) Dr. Shubhra R-8	Income Tax (1-4) ESSB (5-6) Ms. Shilpa R-3	F.M.O (4-6) Sh.Jagdish Chand	Investment Mgt (5-6) Ms. Latika R-2	Accounting for Management (1-4) Investment Mgt. (5-6) Ms.Latika R-4	
B.B.A. 1 st Semester		Business analysis techniques(1-6) (L-7) Ms. Anita	Financial Accounting (1-6) L-7 Dr. Bhavana	Business organization(1-4) VAC (5-6) Ms. Ritu R-1	(SEC)Business communication skills (1-3) MIC-People management (4-6) Ms Anuradha (R-1)	MDC (5-6) Dr. Bhavana AEC (1-2)
B.B.A. 3 rd Semester	Retail management Ms. Anita (1-4) MarketingMg t. (5-6) Ms. Ritu PhogatR-1		Business Law (1-4) MarketingMgt. (5-6) Ritu PhogatR-1	Cost and Mgt. Accounting (1-6) L-7 Ms. Dr.Bhavana		MDC (3-4) Dr. Bhavana AEC



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B.B.A. 5 th Semester	Company Law (1-4) Ritu (R-6)	Presentation Skill and P.D. (1-4) Cyber Security (5-6) R-12 Ms. Anuradha	Computer Networking and Internet (1-3) OS Cyber Security (4-6) (R-8) Ms. Anuradha	Indian Business Env't. (1-4) Production & mat. Mgmt. (5-6) Ms. Anita R-12	Production & mat. Mgmt. Ms. Anita (5-6) R12	Summer Training Report (5-6) Dr. Bhavana	
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TIME TABLE COMPUTER SCIENCE SESSION 2025-26, ODD SEMESTER

Teacher s\ Timing	9:00 - 10:00	10:00 - 11:00	11:00 - 12:00	12:00-- 1:00	1:00 - 2:00	2:00-3:00	3:00 - 4:00
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MCA I	COMP FUND. & C(1-3) SSAD (4-6) RAKHI L1	AI (4-6) PRIYANKA L1	<----- PRACTICAL-----> C, G1 ,G2, G3 RAKHI (1-3) SSAD, G1,G2, G3 P2 RAKHI(4-6) AI, G1,G2,G3 PRIYANKA (1-3) DSE, G1, G2, G3 PRIYANKA (4-6) L1	DSE THEOR Y(1-2) SANJA Y BLOCK CHAIN TECH(5 -6) PRIYA NKA L1	AEC (1-2) ENG DEPT. MDC (4-6)	
MCA II	SE (1-3) DCN(4- 6) SANJA Y L5	DSE THEORY(1-2) CSA (3-5) SEC TH(6) MONIKA L5	<----- Practical-----> SE G1, G2, G3 SANJAY (1-3) DCN G1, G2, G3 SANJAY (4-6) SEC G1, G2, G3 MONIKA (1-3) DSE G1, G2,G3 MONIKA (4-6) L5	SEMIN AR G1,G2, G3 NEELA M L5	MDC(4-6) SOCIOLOG Y/MATHS DEPT. CSA TUT(1-3) MONIKA L5	VAC(5- 6) SEEMA R18



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BCA I A	PC SOFT. (1-2) POOJA LOC (3-4) LALITA R20	FUND. PROG. & C (1-3) RAKHI R20 MIC 1(3-4) RAJESH R18	SEC TH (5-6) VAC (1-2) SEEMA R20 SEC PRACTI CAL(3-4) L2	<----- PRACTICAL----- -----> PC SOFT RAJESH FUND. PROG. & C POOJA (G1 G2 G3 G4 G5 G6) _____L3____ _____		AEC 1(4-5) ENG DEPT MDC(1-3)	SEC (PRAC TICAL) (1-4) G1 G2 G3 SEEMA L2
BCA I B	LOC (1-2) LALITA PC SOFT(3-4) POOJA R18	FUND. PROG. & C(1-3) PRIYANKA R15 MIC 1(5-6) RAJESH R18	SEC TH (5-6) VAC(1-2) HEMA R18			AEC 1(4-5) ENG DEPT MDC(1-3)	SEC (PRAC TICAL) (1-6) G4 G5 G6 HEMA L3
BCA II A	OS(1-2) KANTA WEB DESIG. (3-4) RITU L4	<-----PRACTICAL----- > OOPS JYOTI WEB DESIG RITU OS KANTA G1 G2 G3 G4 G5 G6 L3		MINOR PRAC (1-6) RENU L2	MINOR (4-6) LALIT A L4 AEC (1-2) ENG DEPT	OOPS (1-3) RAJESH R18 MDC (4-6)	



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BCA II B	WEB DESIG. (1-2) RITU OS(3-4) KANTA R16				MINOR (1-2) JYOTI OOPS(4 -6) RITU L2	AEC (1-2) ENG DEPT MDC (4-6)	
BCA III A	MIS(1-3) RENU L3	<-----PRACTICAL-(1-5)-----> SHEELA , LALITA L4		VB(1-2) JYOTI R16	CG(4-6) DCN(1-3) SHEEL A R18		
BCA III B	VB(4-6) JYOTI L3			DCN(4-6) SHEEL A R20	MIS(1-3) RENU CG(4-6) RENU R20		
PG MDC I						MDC(5-6) LALITA R-15	
BAJMC I			COMP. LAB (1-2) (5-6) RENU L2				



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MIC I		MIC 1(3-4) RAJESH MIC 1(5-6) RAJESH R18					
MDC IST YEAR						SECTION A (1-2) SHEELA R20 SECTION B (1-2) JYOTI OS1 SECTION C (1-2) HEMA L3	
SEC IST YEAR	SEC PRACTICAL (BA ENG H + OTHERS) G1 G2 G3 SEEMA G4 G5 G6 HEMA (1-3) L2 _____ SEC THEORY BA ENG H (4-5) L2 SEEMA 				SEC THEOR Y (OTHE RS) HEMA OS1 (5-6)		



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M.SC Maths II					MDC(1-2) LALIT A L4	
B. Sc Physical Sciences II				MIC (1-2) KANT A R20		
MDC III						BBA + BSC MED (5-6) RITU R18 BA PASS II A (5-6) RENU L2 BA PASS II B (5-6) POOJA L3 BCOM PASS II A(5-6) KANTA R20 BCOM PASS II B(5-6) RAJESH OS1



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BTTM I		APPLICATI ON OF COMP. (1-2) POOJA RANI BTTM DEPT.					
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TIME TABLE ECONOMICS SESSION 2025-26, ODD SEMESTER



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CLASS	1 9:00 - 10:00	2 10:00 - 11:00	3 11:00 - 12:00	4 12:00 - 1:00	5 1:00 - 2:00	6 2:00 - 3:00
B.A I with Major in Economics	Micro [1-3] [R-10] VAC [5-6] [R-10]	Maths [1-6] [R-10]	Macro [1-4] [R-10] Minor [5-6] [R-10A]	Macro [5-6] [R-9] SEC [1-3] [R-10]	Micro [5-6] [R-9]	MDC [4-6] [R-10B]
B.A II with Major in Economics		Indian Eco [1-6] [L+T] [R-10B]	Maths [4-6] [R-9]	Minor [4-6] [R-10A]	Dev Eco [1-6] [L+T] [R-10]	MDC [1-3] [R-10B]
B.A III Eco (H)	I.T [1-3] [R-10A] Thought [4-6] [R-10A]	Econometric s [1-3] [R-10A]	Agriculture Eco [1-4] [R-10A]		FIM [1-4] [R-10A] Econometri cs [5] [R-10A] I.T - [6] [R-10A]	
M.A (Previous)	AEC [5-6] [R-9] MDC [1-3]	Micro [1-6] [L+T] [R-9]	Maths [1-3] [R-9] VAC [5-6] [R-10]	Macro (L) [1-4] [R-9] VAC [5-6] [R-10]	Indian Eco [1-4] [R-9] [5] [OS]	
M.A (Final)	I.T [1-4] [R-10B] VAC [5-6] [R=10B]	MDC [4-6]	Agriculture Eco [1-4] [R-10B] SEC [5-6] [R-10B]	Growth & Dev (L+T) [1-6] [R-10B]	Econometri c [1-6] [L+T] [R-10B]	

TIME TABLE BTTM SESSION 2025-26, ODD SEMESTER

	1	2	3	4	5	6
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	09:00 – 10:00 A.M.	10:00 – 11:00 A.M.	11:00 – 12:00 P.M.	12:00– 01:00 P.M.	01:00 – 02:00 P.M.	02:00 – 03:00 P.M.
BTTM-I (Semester)		AOC (1: Theory): Tourism Room (2: Practical): Tourism Lab Mrs. Pooja Rani TRI-I (N) (3-6): Tourism Room, Dr. Brijesh Kumar	Transport Services (1-2): Tourism Room, Dr. Pardeep Singh ITTM (3-6): Tourism Room Dr. Anjana Sharma		VAC (1-2): Tourism Room Geography Dept. Transport Services (3-4): Tourism Room, Dr. Pardeep Singh CRM(5-6): Tourism Room,Dr. Kaushal	AEC (English/Hindi) (1-2) ITTM (MDC) (4-6): Tourism Room Dr. Anjana Sharma ITTM (MDC) (4-6): R.N. 24 Dr. Brijesh Kumar
BTTM-III (Semester)			GOT (1-4): R.N. 25 Mr. Ravi Kumar TRI-III (C) (5-6): R.N. 25 Dr. Brijesh Kumar	TD&TO (3-4): Tourism Room Dr. Brijesh Kumar TRI-III (C) (6): Tourism Room Dr. Brijesh Kumar	TD&TO (1-2): R.N.24, Dr. Brijesh Kumar Fundamentals of Mgt. (3-6): R.N. 24 Mrs. Ritu Phogat	AT (MDC) (1-3): Tourism Room Dr. Pardeep Singh AT (MDC)(1-3): R.N. 24 Mr. Ravi Kumar AEC (English/Hindi) (4-5)
BTTM-V (Semester)	Airlines Ticketing (1-2): Tourism Room Mr. Ravi Kumar; A.T.-II (A) (3-6): Tourism Room Mr. Ravi Kumar	Medical Tm (1-4): R.N.24 Dr. Pardeep Singh; Airlines Ticketing (5-6): R.N.24 Mr. Ravi Kumar	Internship (Report) (1-2): Tourism Lab Dr. Anjana Sharma Destination Management (3-6): Tourism Lab Dr. Pardeep Singh			Internship (Report) (1-2): R.N. Tourism Lab Dr. Anjana Sharma



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BTTM-VII (Semester)	Travel Documentation (1-4): R.N. 25 Dr. Brijesh Kumar	RM (1-4): RN. 25, Dr. Harish Kumar		ITD (1-2): R.N. 25 Dr. Pardeep Singh WS&TM (3-4): RN. 25, Dr. Anjana Sharma Event Management (5-6): RN. 25 Mr. Ravi Kumar	One Day Industrial Visit: Report (1-2): R.N.25 Dr. Anjana Sharma Event Management (3-4): RN. 25 Mr. Ravi Kumar One Day Industrial Visit: Report (5-6): R.N.25 Dr. Anjana Sharma	
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TIME TABLE ENGLISH SESSION 2025-26, ODD SEMESTER

Teachers/ Timings	1	2	3	4	5	6
	09:00 – 10:00 A.M.	10:00 – 11:00 A.M.	11:00 – 12:00 P.M.	12:00– 01:00 P.M.	01:00 – 02:00 P.M.	02:00 – 03:00 P.M.
Dr. Meenakshi Dalal	BA (P) Sem 5 Room 15 (2-6)	BA Eng (H) Sem 3 Indian writing in English R-14 (1-5)	BA Eng (H) Sem 5 Poetry R-14 (2-6)	BA (P) Sem 1 English Major Room 15 (4-6)		
Dr. Lalita Gaur		BA Eng (H) Sem 1 Poetry L.lab (1-2)	BA Eng (H) Sem 3 Novel L.lab (1-3)		BA Eng Hons Sem 5 Novel Language Lab (1-3)	AEC Sem 1 Room 18 (2)
Ms Vandana		BA (P) Sem 3 Room 16		BA (P) Sem 1 Room 16	BA Eng Hons Sem 3 History of	BA Eng (H)



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Yadav		(4-6)		(4-6)	English Literature(1798-1914) (1-6) Room-15	Sem5 History of Eng. Lit.(1798-1914) R-16 (1-6)
Dr. Pawan	English Minor BA(MD) and BA with Major in English Sem 3 (1-3) Room 14			BA Eng (H) Sem 1 Introduction to Prose R-14 (1-3)	BA Eng Hons Sem1 History of English Literature(1350-1660) (1-3) R14	
Dr Neeraj Rana		BA Eng (H) Sem 5 Prose R-15 (4-6)	BA (H) & BA(M) Sem 1 English Minor R-15 (4-6)			AEC Sem 3 (5) Room 18 (4-5) Tutorial Eng Hons Sem 3 (6) Room-14

STUDENT LIFE

Student Organizations

Academic Clubs

- Literary Society: Creative writing, debates, discussions
- Science Club: Experiments, projects, science fairs
- Mathematics Club: Problem solving, competitions
- Computer Science Club: Programming, hackathons
- Commerce Club: Business case studies, entrepreneurship

Cultural Committees: The Cultural committee maintains various cultural programmes under its aegis viz Dance, Music, Drama,, Art, Photography and literary.

Events & Activities

Annual Events



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- Talent Search: Cultural performances
- Sports Day: Athletic competitions and games
- Science Exhibition: Student research projects
- Literary Fest: Writing competitions and readings
- Orientation Program: Orientation for new students
- Farewell: Celebration for graduating students

Regular Activities

- Mentor-Mentee Sessions: Every alternate Saturday.
- Guest Lectures: Expert speakers from various fields under different activity cells.
- Workshops: Skill development sessions under different activity cells.
- Field Trips: Educational excursions as per curriculum of various programmes.
- Community Service: Social responsibility projects under Social Protection Cell and NSS.
- Mid-Term Tests: Two mid-term tests in each semester as per college calendar.
- Remedial Classes: Doubt clearing session for weaker students.

Sports & Recreation

- Indoor Games: Table tennis, chess, carrom, badminton
- Outdoor Games: Cricket, volleyball, basketball, athletics.
- Yoga Classes: Regular sessions for physical and mental well-being organised by NSS/NCC and Women Cell.
- Gym Facilities: Fitness equipment and training under sports.

FACILITIES & INFRASTRUCTURE

Academic Infrastructure

Classrooms

- Smart Classrooms: 16 smart class rooms with LCD projectors and interactive boards
- Classroom Furniture: Comfortable seating arrangements
- Audio-Visual Equipment: Modern teaching aids
- Girls' Common Room: Comfortable seating and study space, Mirror and basic grooming and a small library for girls.



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Laboratories-19

- Computer Lab: 9 with approx 25+ computers per lab with latest software
- Physics Lab: Well-equipped with modern instruments
- Mathematics Lab: Well equipped Math lab.
- Geography Lab: Globes, wall maps, topographic sheets, relief maps, Compass and Clinometer, Weather instruments.
- Language Lab: Audio equipment for language learning.
- Digital Lounge: For students and faculty who want to pursue research.

Library

- Collection: 15211 books, 1279 e books and 4 journals
- Digital Resources: Inlibnet (more than 30 lakh books and journals) Online databases and e-books
- Reading Halls & Club: Quiet reading spaces for 200+ students.
- Internet Access: Wi-Fi and computer terminals.
- E Resource Centre: Research facility for faculty.

Support & Facilities

Medical Aid

- NSS/NCC volunteers are ready to provide first aid and take any student or faculty to the General Hospital for immediate medical attention .
- Women Cell: Women cell looks after the welfare of girls and takes them to nearby hospital if needed.
- Health Check-ups: Regular health monitoring and Camps under NCC, NSS and Red Ribbon Club.
- Counseling: Mental health support services under Psychology Department.

Crèche:

- Purpose: On-site childcare support for student and staff parents
- Age Group: Typically for children aged 6 months to 5 years
- Facilities: Safe play areas, rest space, learning activities, outdoor play.



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College Canteen

- College Canteen: Hygienic and affordable snacks.
- Water Coolers: Purified drinking water throughout campus

Technology Infrastructure

- Wi-Fi Campus: High-speed internet connectivity
- Audio-Visual Aids: Projectors and sound systems
- Online Learning Platforms: Digital education tools

Safety & Security

- CCTV Surveillance: 24/7 monitoring
- Security Guards: Round-the-clock security
- Emergency Protocols: Safety procedures and drills
- Women Safety: Dedicated measures for student security
- Anti-Ragging: Zero tolerance policy
- PCR: A PCR is deployed in the campus for the safety of the students.

RULES & REGULATIONS

Academic Conduct

Attendance Requirements

- Minimum Attendance: 75% for theory and practical classes
- Condonation: Medical grounds with proper documentation
- Shortage Penalty: Detention from examinations
- Monitoring: Regular attendance tracking

Examination Rules

- Admit Card: Mandatory for all examinations
- Punctuality: Arrive 30 minutes before exam time
- Prohibited Items: Mobile phones, calculators (unless permitted)
- Unfair Means: Zero tolerance for cheating



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Library Rules

- Borrowing Limits: Maximum books per student
- Return Policy: Timely return to avoid fines
- Silence: Maintain quiet environment
- Damage: Compensation for damaged materials
- Digital Access: Proper use of online resources
-

SCHOLARSHIPS & FINANCIAL AID

State Govt. Scholarships

Har-Chhatravratti" (<https://harchhatravratti.highereduhry.ac.in/>) is a centralized portal developed by the Department of Higher Education that provides one stop solution for end- to-end scholarship process right from submission of application, verification and disbursal to end beneficiary. "Har-Chhatravratti" Portal emerges as one of the most prominent scholarship portals that offers three tier verification of the application. Student Application form got verified from three levels i.e. Institute, University/Nodal Body and Head Office thus ensuring the complete authentication of the applicant. In order to avail the benefits of scholarship schemes of the state government, it is mandatory for each applicant to have Parivar Pehchan Patra (PPP). The various Scholarships are as follows:

1. Post Matric Scholarship (PMS) Scheme For SC
2. Post Matric Scholarship (PMS) Scheme For BC
3. Consolidated Stipend and Free Books Scheme For SC
4. Consolidated Stipend Scheme For Grand Children of Freedom Fighters
5. State Merit Scholarship To UG Girls
6. State Merit Scholarship To UG/PG Students
7. Haryana State Meritorious Incentives Scheme
8. Haryana State Meritorious Incentives Scheme (CBSE)
9. Lower Income Group

Centre Govt. Scholarships

1. National Scholarship Scheme



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2. Inspire Scholarship Scheme

College Scholarships

Merit-based Scholarships

- Rank Holders: Top 3 students in each program
- Subject Toppers: Best performance in individual subjects
- Overall Excellence: All-round development recognition

Need-based Financial Aid

- Fee Waiver: Complete or partial fee exemption
- Book Allowance: Support for purchasing textbooks
- Emergency Fund: For unexpected financial difficulties

Application Process

- Eligibility Check: Verify scholarship criteria
- Document Collection: Gather required certificates
- Online Application: Submit through respective portals
- Verification: College verification of documents
- Selection: Based on merit/need criteria
- Disbursement: Direct transfer to student accounts

Incharge: SC Scholarship: Dr. Mukesh

BC Scholarship: Ms. Reshma Yadav

Merit/ NSP: Dr. Monika Sehrawat

STUDENT GRIEVANCES AND REDRESSAL CELL

The Student Grievance and Redressal Cell is established to provide a fair and transparent mechanism for addressing student concerns and complaints. The cell ensures that grievances related to academics, facilities, discrimination, harassment, or administrative matters are resolved promptly and effectively. There is a complaint box for student grievances in the administrative block where students can put their concerns. Besides this, the students can contact their respective teachers or mentors also for the same.



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Members:

1. Dr Rajesh Kundu
2. Dr Meenakshi Dalal
3. Dr Vandana Dangi
4. Dr Lalita Gaur
5. Ms Venu

ANTI RAGGING COMMITTEE

The Anti-Ragging Committee is a statutory body constituted to prevent and address any incidents of ragging within the campus. The committee ensures that a safe, respectful, and inclusive environment is maintained for all students, especially new entrants.

Members:

1. Dr Meenu Sharma
2. Ms Shaili
3. Ms Ritu Sharma
4. Ms Nisha Yadav

SOCIAL PROTECTION CELL

The Social Protection Cell aims to safeguard the rights and well-being of students, especially those from marginalized and vulnerable sections of society. It works to create an inclusive, safe, and supportive campus environment by promoting awareness about social justice, equity, and government welfare schemes. The cell also provides guidance on accessing scholarships, financial aid, and legal support. Through workshops, outreach programs, and collaborations with welfare departments, it empowers students to overcome socio-economic challenges and participate fully in academic life.

Incharge: Dr Reena Bhagwat

SPORTS

The college encourages holistic development through a strong focus on sports and physical fitness. A wide range of indoor and outdoor sports facilities are available, allowing students to participate in games like cricket, football, volleyball, badminton, athletics, table tennis, and more. Regular



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coaching, inter-class and inter-collegiate tournaments, and annual sports meets promote team spirit, discipline, and a healthy competitive spirit. The college also supports talented athletes in representing the institution at university, state, and national levels.

Incharge: Dr. Satish Yadav

INTERNAL COMPLAINTS COMMITTEE

The Internal Complaints Committee (ICC) is constituted in accordance with the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013. The committee is committed to providing a safe, secure, and respectful environment for all students, faculty, and staff—free from sexual harassment and gender-based discrimination.

Members:

1. Dr. Meenu Sharma
2. Dr. Mukesh Kumar Sharma
3. Dr. Kaushal Phogat
4. Ms. Rakhi

WOMEN CELL

The Women Cell of the college is committed to creating a safe, inclusive, and empowering environment for female students and staff. It works towards promoting gender sensitivity, raising awareness about women's rights, and addressing issues related to discrimination or harassment. Through workshops, counseling sessions, and awareness programs, the cell supports the academic and personal growth of women, ensuring their dignity and equality on campus.

Incharge: Dr. Isha Kaushik

LEGAL LITERACY CELL

The Legal Literacy Cell aims to educate students about their legal rights and duties as responsible citizens. It conducts awareness programs, seminars, and workshops on topics such as fundamental



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rights, cyber laws, consumer rights, and gender justice. The cell empowers students with knowledge of the legal system, encouraging them to uphold the rule of law and promote justice both on campus and in society.

Incharge: Dr. Mukesh (Dept. of Commerce)

SUBJECT SOCIETIES

The cell in the college plays a crucial role in ensuring inclusivity and equipping opportunities for students from marginalized communities. It serves as a dedicated platform to address the concerns and welfare of students belonging to scheduled caste, schedule, Tribes, and other backward classes and minority communities. The self-facilitates access to scholarship, financial aid, and other support mechanisms to promote educational, advancements and social economic empowerment among these students. It fosters a supportive environment that values diversity, and promotes social justice within the college community.

Incharge: Heads of Department

PLACEMENT CELL/ ENTREPRENEURSHIP DEVELOPMENT CELL

The Placement Cell facilitates training, internships, and campus recruitment by inviting companies across diverse sectors. The cell also conducts workshops on resume writing, interview skills, group discussions, and aptitude tests to enhance students' employability. Its aim is to ensure students are industry-ready and confident to embark on their career paths. Besides this, the Placement Cell of our college has signed several industry and inter institutional MoUs for facilitating student/faculty training as well as student internships and placement assistance.

The Entrepreneurship Development Cell promotes innovation and entrepreneurial thinking among students. It organizes seminars, trainings and business plan competitions. The cell also collaborates with industry experts, incubators, and government schemes to support student-led startups. Its goal is to nurture entrepreneurial talent and help students convert ideas into viable business ventures.

Incharge: Dr. Kaushal Phogat

SPORTS\YOGA CLUB

The college encourages holistic development through a strong focus on sports and physical fitness. A wide range of indoor and outdoor sports facilities are available, allowing students to participate in games like cricket, football, volleyball, badminton, athletics, table tennis, and more. Regular



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coaching, inter-class and inter-collegiate tournaments, and annual sports meets promote team spirit, discipline, and a healthy competitive spirit. The college also supports talented athletes in representing the institution at university, state, and national levels.

Incharge: Dr. Satish Yadav

EARN WHILE YOU LEARN SCHEME

It is a Haryana Govt. scheme. It enables students to earn modest income (via part-time college work) while gaining practical experience in campus support roles like administration, library, laboratories, and computer labs. Students are selected by a dedicated Earn While You Learn Committee (usually comprising faculty members). Jobs include tasks such as data entry, book cataloging, or general administrative support. Preferred candidates include those who are financially needy or meritorious

Incharge: Dr. Mukesh Kumari

NATIONAL SERVICE SCHEME (NSS)

National Service Scheme (NSS) is a social service programme envisioned at national level, with a view to bring our academic institutions closer to the society. Fulfilling this vision of extending social services of the academic community, the National Service Scheme of Government College for Govt. College Sec-9, Gurugram has been playing a pivotal role since its inception in forming a well organised linkage between the campus and the community and it has grabbed many honours for its outstanding performance like Dr Lalita Gaur has participated as Contingent incharge of NSS students from Delhi Region in RDParade2020 with NSS volunteer girls from the college. She has also been felicitated by Vice Chancellor MD University Rohtak and Governor of Haryana Shri Bandaru Datatrey. Besides this, Dr Harish Dhull won the Red Cross Award for his exemplary services.

The NSS unit of our college has adopted the Basai Village and has been visiting and organising welfare activities for the people there. The unit also makes it a point to visit old age homes and orphanages as a part of their NSS activities. The motto of the NSS is *NOT ME, BUT YOU* that emphasizes the need for a cohesive living wherein the privileged look after the needs of the under privileged.

Incharge: Dr. Harish Dhull and Dr. Satyam Bhambhu

SOCIAL SERVICE CELL



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The Social Service Cell of the college fosters a spirit of empathy, civic responsibility, and community engagement among students. The cell has been constituted keeping in mind the core vision of the college in mind which is inculcating a spirit of social commitment amongst the students. It plans to collaborate with NSS, NCC , Women Cell and Counseling Cell to organise social welfare programmes in the adopted village, orphanages and old age homes. It aims to empower students to contribute meaningfully to society while developing leadership and teamwork skills.

Incharge: Dr. Monika Sehrawat

MENTOR – MENTEE SCHEME

The Mentor-Mentee system in college is designed to provide personalized guidance and support to students throughout their academic journey. Under this system, each faculty member (Mentor) is assigned a group of students (Mentees) to monitor and guide. Mentors help mentees with academic planning, career counseling, personal development, and addressing any challenges they may face. This fosters a nurturing environment, encourages open communication, and enhances student well-being and performance.

The mentor - mentee interaction in the college takes place every second and fourth Saturday of the month. Besides the designated time and day the mentees can approach their respective mentors whenever they need guidance on any aspect of their life.

Incharge: Dr Vandana Dangi

INTERNAL ASSESSMENT

The conduct and the performance of students are closely monitored in terms of internal assessment based on attendance, continuous assessment test, assignments, mid semester tests and tutorials. The internal assessment record is maintained by the respective teachers and uploaded at the end of each semester. As a part of this assessment students are given research based assignments to align with NEP 2020. A rapport is maintained with parents through periodic Parent- Teacher meetings and the parents are informed of their wards' progress on a regular basis. The registrar manages the assessment for the entire college.

Incharge: Registrar (Dr Sanjay Katyal)



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WASTE SEGREGATION AND MANAGEMENT

The college believes in sustainable living and this includes proper waste management. Every member, be it the faculty or the students, are to ensure that the waste is disposed off in designated trash bins and make sustainability a part of life by giving up plastic and adopting bio degradable material in their daily use. The campus is to remain a zero- plastic zone with the faculty, students and even guests are expected to follow and help in implementing.

A compost pit is also there in the botanical garden to decompose the bio degradable waste and further use it as manure for the college plants.

Incharge: Eco Club and Cleanliness Committee

NSS GARDEN AND BOTANICAL GARDEN

There is a Botanical Garden and an NSS garden in the Science wing of the college that supports education, research, and environmental awareness. It houses a diverse collection of medicinal and ornamental plants and inculcates in students and faculty a respect for the environment and the need to conserve it for the future generations. The garden also promotes biodiversity and sustainability through regular maintenance and eco-friendly practices. It offers a serene space for academic exploration for Botany students and enhances the green campus initiative of the institution. The NSS garden is maintained by the NSS volunteers, both boys and girls.

Incharge: Eco Club (Dr. Isha Kaushik) -Botanical Garden and NSS Incharge for NSS garden

COLLEGE REGISTRAR

The College Registrar is responsible for maintaining and safeguarding all academic records of students, including admissions, attendance, examinations, and results. The Registrar oversees the implementation of academic policies of Gurugram University, coordinates with departments for curriculum updates, manages registration of new admissions and also of the existing classes and scheduling of courses, and ensures compliance with university guidelines. The office serves as a critical link between students, faculty, administration, and Gurugram University, ensuring smooth academic operations.

College Registrar: Dr. Sanjay Katyal



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COLLEGE BURSAR

The Bursar manages the internal finances of the college, and helps the principal in proper utilization of the college funds, maintenance of accounts and day to day financial decisions of the college. He advises the Principal on the financial aspects of college operations.

College Bursar: Dr. Mukesh Kumar Sharma

WHILE EVERY EFFORT HAS BEEN MADE TO ENSURE ACCURACY, THIS HANDBOOK MAY NOT CAPTURE EVERY POLICY OR REGULATION CURRENTLY IN EFFECT. THE COLLEGE RESERVES THE RIGHT TO IMPLEMENT CHANGES TO ANY PART OF THIS HANDBOOK AT ANY TIME, WITHOUT OBLIGATION TO PROVIDE ADVANCE NOTICE.