



**Prospectus**  
**2017-18**  
**Govt. Girls' Post Graduate College, Ujjain**  
**(A Centre for Excellence)**

**Introduction of college**

Govt. Girls' Postgraduate College is Centre for Excellence as declared by the Department of Higher Education (M.P), catering to the academic needs of young women coming from diverse social and economic backgrounds. College was established in 1958, by the Govt. of Madhya Pradesh. It was primarily housed in the building of Govt. Vijayaraje Senior Secondary Girls' School in Ujjain. **Smt. Pramila Indurkar** was the pioneering principal. The legacy was passed on to **Dr. Mamta Datta**, who as a young principal, shaped and nurtured this college since its infancy. College has been blessed with a number of reverend academicians who worked as principals here like **Dr. Vijaya Chauhan, Dr. Nalini Rewadikar, Dr. K. K. Mehta, Dr. Usha Shrivastava, Dr. N. K. Dad, Dr. Lokesh Agarwal, Dr. Vijaya Kaothalkar** and presently **Dr. Tripta Sapru** is the principal of the college. All four faculties of **Arts, Science, Commerce and Home Science** are functioning successfully in the college. College got its own building in 1963 and from there on started the ever expanding phenomenon of growth. College has witnessed the era of **Lab renovations, modern infrastructural facilities, smart class rooms and teaching aids**. **Janbhagidari Samiti** was first of all registered in 2002, since then janbhagidari samiti is helping administration in academic as well as co curricular fields. Presently the Collector Ujjain **Mr. Sanket Bhondawe** is the chairperson of janbhagidari samiti. **Self finance scheme** was introduced in the college in 2002. Since then 08 subjects are being taught under self finance scheme at UG level and 02 at PG level. It has Post Graduation in all the subjects of Arts and Social Science. There is a Centre for PhD in 05 Subjects of Arts. Home Science is a stream which exists only in this college in the whole of Ujjain District and is thus an exception to the rule of eligibility marks for admission in a Centre for Excellence and therefore has no bar of cut off marks for admission as pertaining to the Centre for

**College was accredited at "A" level by NAAC in 2004.**  
**The College again earned an "A" Grade in 2016 in its Second Cycle Reaccreditation from NAAC with a CGPA of 3.19.**

**VISION:**

### ***"Vayam Rashtre Jagrayaam Purohitaha"***

The institution visualizes to nurturing the students to play a pivotal role in awakening the women power of the nation. It inculcates consciousness about leadership potential in its students and affirms faith in them that they belong to the ever growing community touching the skies with academic excellence. Not only submitting to the ethos of course requirements and examination system, but to the belief that their empowerment will lead to make a society free from discrimination for the up building of a strong nation.

#### **MISSION:**

- Empowerment of Women through Education.
- To provide a space for diversity, growth and excellence.
- To develop critical thinking with strong foundation based on current advancements in science and technology.
- To facilitate multifaceted growth of personality through all round skill development endeavours.
- To inculcate a spirit of enterprise and self reliance.
- To shape young girls into high calibre personalities with a human face through holistic education.

#### **OBJECTIVES:**

- To achieve the stated vision and mission statements through its action plans and relevant activities.
- To render well-integrated, value-based education encompassing rigorous academic approach, vibrant cultural life and community and society oriented extension services.
- To ensure physical, intellectual, emotional, moral, cultural and social development of the students.
- To enhance the social and economic relevance of the students.
- To make the students self reliant, sensitive, sensible, useful and diligent citizens of the Country.

#### **Rules and Regulations:**

1. Students should follow polite disciplined behaviour towards teachers, employees and fellow students.
2. Students must pay full concentration towards academics and prescribed co-curricular activities in the college campus.
3. Building, labs, equipment, library, hostel and other infrastructure is the property of college. Students should respect this property and in no way indulge in any activity which will harm this property.
4. Students should not involve in any activity pertaining to violence, otherwise disciplinary action will be taken against them.
5. Ragging is prohibited in the campus. Students and parent should give affidavit regarding this as per the guidelines of Supreme Court of India.
6. Any type of political activity is prohibited in the college campus.
7. Use of tobacco or any type of addiction is prohibited in the campus.

8. In case of any problem faced in the campus student can connect with her teacher guardian and if required with the principal in peaceful manner. If required complaints can be sent through complaint box kept at appropriate place in the college.
9. Utilization of any unfair means is prohibited in all examination i.e. semester, CCE and practical exams.
10. \*As prescribed under Madhya Pradesh university ordinance no. 6, 1973 a student is eligible for exams only after she attains 75% of attendance. Student falling short of 75 % attendance will be banned from appearing as a regular student in the exam.
11. \*Use of mobile phone is strictly prohibited in the college/class.

### **Range of program options available to learners:**

- Undergraduate Degree program options available to students are:
- Bachelor of Arts
- Bachelor of Science
- Bachelor of Commerce
- Bachelor of Home science

### **Postgraduate Degree Programs program options available to students are:**

- M.A. Hindi
- M.A. English
- M.A. Economics
- M.A. Political Science
- M.A. Sociology
- M.A. History
- M.A. Music Vocal
- M.A. Music Instrumental
- M.A. Drawing and Painting
- M.A. Sanskrit
- M.A. Dance

College offers wide range of elective options within the frame work of the university. There are many options available in arts and science.

### **Institution offers the following self financed programs in the institution:**

- 1 B.Sc. with Computer Science
- 2 B.Sc. with Statistics
- 3 B.Sc. with Microbiology
- 4 B.Sc. with Pharmaceutical
- 5 B.Sc. with Biotechnology
- 7 B.Com. Plain
- 8 B.Com. With Tax-procedure
- 9 B.Com. With Computer Application.
- 10 M.Com
- 11 MSc in Pharmaceutical Chemistry

Self finance programs have curriculum which is industry oriented and need based

## Govt. Girls' P.G. College Ujjain (M.P.)

### Online Admission 2017-18 Course Combination Information

S.No.	Course Code	Branch	Course	Academic Year	No. Of Set	Yearly Fee
1	1004	Drawing & Painting	M. A.	2017-18	50	999
2	1005	Economics	M. A.	2017-18	50	699
3	1006	English	M. A.	2017-18	50	699
4	1008	Hindi	M. A.	2017-18	50	699
5	1009	History	M. A.	2017-18	50	699
6	1015	Music Instrument	M. A.	2017-18	50	899
7	1016	Music Vocal	M. A.	2017-18	50	899
8	1018	Political Science	M. A.	2017-18	50	699
9	1020	Psychology	M. A.	2017-18	50	799
10	1022	Sanskrit	M. A.	2017-18	50	699
11	1026	Sociology	M. A.	2017-18	50	699
12	1028	Arts	B. A.	2017-18	250	Combinations given in the table below
13	1031	Commerce	M. Com.	2017-18	30	4699
14	1032	Commerce	B. Com	2017-18	50	3489
15	1037	Home Science	B. H. Sc.	2017-18	50	1289
16	1053	Pharmaceutical Chemistry	M. Sc.	2017-18	30	16099
17	1067	Biotechnology - Chemistry - Zoology	B. Sc.	2017-18	36	6889

18	1080	Botany - Chemistry - Microbiology	B. Sc.	2017-18	30	6889
19	1085	Botany - Chemistry - Zoology	B. Sc.	2017-18	50	989
20	1092	Botany - Pharmaceutical Chemistry - Zoology	B. Sc.	2017-18	30	6889
21	1116	Chemistry - Mathematics - Physics	B. Sc.	2017-18	50	889
22	1137	Computer Science - Mathematics - Physics	B. Sc.	2017-18	51	7789
23	1138	Computer Science - Mathematics - Statistics	B. Sc.	2017-18	10	9689
24	1187	Physics - Mathematics - Statistics	B. Sc.	2017-18	20	3789
25	1198	Commerce with Computer Application	B. Com	2017-18	50	6689
26	1206	Family Resource Management	M. Sc. (Home Science)	2017-18	50	1099
27	1226	Commerce with Tax Procedure and Practice	B. Com	2017-18	30	4689

## Combinations of Arts

S.No.	Course	Combination	Operation Mode
1	B. A.	Dance - Drawing & Painting - Economics	Regular (conventional)
2	B. A.	Dance - Drawing & Painting - Sanskrit	Regular (conventional)
3	B. A.	Dance - Economics - Political Science	Regular (conventional)
4	B. A.	Dance - Hindi - Political Science	Regular (conventional)
5	B. A.	Dance - Political Science - Sanskrit	Regular (conventional)
6	B. A.	Drawing & Painting - Economics - English	Regular (conventional)

7	B. A.	Drawing & Painting - Economics - Home Science	Regular (conventional)
8	B. A.	Drawing & Painting - Economics - Music Instrument	Regular (conventional)
9	B. A.	Drawing & Painting - Economics - Sociology	Regular (conventional)
10	B. A.	Drawing & Painting - English - Music Vocal	Regular (conventional)
11	B. A.	Drawing & Painting - English - Psychology	Regular (conventional)
12	B. A.	Drawing & Painting - Functional English - Music Instrument	Regular (conventional)
13	B. A.	Drawing & Painting - Hindi - History	Regular (conventional)
14	B. A.	Drawing & Painting - Hindi - Music Vocal	Regular (conventional)
15	B. A.	Drawing & Painting - History - Music Instrument	Regular (conventional)
16	B. A.	Drawing & Painting - History - Music Vocal	Regular (conventional)
17	B. A.	Drawing & Painting - History - Sanskrit	Regular (conventional)
18	B. A.	Drawing & Painting - History - Sociology	Regular (conventional)
19	B. A.	Economics - English - Home Science	Regular (conventional)
20	B. A.	Economics - English - Political Science	Regular (conventional)
21	B. A.	Economics - Functional English - Music Vocal	Regular (conventional)
22	B. A.	Economics - Hindi - Home Science	Regular (conventional)
23	B. A.	Economics - Hindi - Political Science	Regular (conventional)
24	B. A.	Economics - Hindi - Sociology	Regular (conventional)
25	B. A.	Economics - Home Science - Music	Regular (conventional)
26	B. A.	Economics - Home Science - Political Science	Regular (conventional)
27	B. A.	Economics - Home Science - Psychology	Regular (conventional)
28	B. A.	Economics - Home Science - Sociology	Regular (conventional)

29	B. A.	Economics - Music Instrument - Political Science	Regular (conventional)
30	B. A.	Economics - Music Instrument - Sanskrit	Regular (conventional)
31	B. A.	Economics - Music Vocal - Political Science	Regular (conventional)
32	B. A.	Economics - Political Science - Sanskrit	Regular (conventional)
33	B. A.	Economics - Political Science - Sociology	Regular (conventional)
34	B. A.	Economics - Psychology - Sanskrit	Regular (conventional)
35	B. A.	Economics - Sanskrit - Sociology	Regular (conventional)
36	B. A.	English - Economics - Political Science	Regular (conventional)
37	B. A.	English - Economics - Psychology	Regular (conventional)
38	B. A.	English - Home Science - Political Science	Regular (conventional)
39	B. A.	English - Political Science - Psychology	Regular (conventional)
40	B. A.	English - Political Science - Sociology	Regular (conventional)
41	B. A.	Hindi - Economics - Psychology	Regular (conventional)
42	B. A.	Hindi - Home Science - Music Vocal	Regular (conventional)
43	B. A.	Hindi - Home Science - Sociology	Regular (conventional)
44	B. A.	Hindi - Music Instrument - Political Science	Regular (conventional)
45	B. A.	Hindi - Political Science - Psychology	Regular (conventional)
46	B. A.	Hindi - Political Science - Sociology	Regular (conventional)
47	B. A.	History - Drawing & Painting - Home Science	Regular (conventional)
48	B. A.	History - English - Psychology	Regular (conventional)
49	B. A.	History - Hindi - Political Science	Regular (conventional)
50	B. A.	History - Hindi - Sociology	Regular (conventional)
51	B. A.	History - Home Science - Music Vocal	Regular (conventional)

52	B. A.	History - Marathi - Sociology	Regular (conventional)
53	B. A.	History - Music Instrument - Political Science	Regular (conventional)
54	B. A.	History - Political Science - Psychology	Regular (conventional)
55	B. A.	History - Political Science - Sanskrit	Regular (conventional)
56	B. A.	History - Political Science - Sociology	Regular (conventional)
57	B. A.	Home Science - Economics - Political Science	Regular (conventional)
58	B. A.	Home Science - English - Sociology	Regular (conventional)
59	B. A.	Home Science - Music - Political Science	Regular (conventional)
60	B. A.	Music - Political Science - Sanskrit	Regular (conventional)
61	B. A.	Political Science - Home Science - Psychology	Regular (conventional)
62	B. A.	Political Science - Home Science - Sociology	Regular (conventional)
63	B. A.	Sanskrit - Political Science - Sociology	Regular (conventional)

### **Admission Updates of 2017-18**

The college strictly follows the rules laid down by both the University and the Government of Madhya Pradesh to ensure transparency in the admission procedure.

In the Year 2017-18, Annual System has been introduced for the Graduation Level from First Semester to be followed later in the consecutive semesters till the existing Semester System phases out from Graduation. Semester System will continue for Post Graduation. All payments made by the students will be in cashless form. The amounts to be paid through Bank Challan in the first, second and third round are Rs. 100/-, 250/- and 500/- respectively. A copy of the Aadhaar Card of all the students will have to be submitted in the college at the time of admission. The original documents of the students from outside the state of M.P. will be detained in the college for six months. Police verification of the students from outside the State of M.P. will be done both in the Ujjain as well as the place of origin. Eligibility will have to be obtained from the University.

### **Admission process comprises of the following steps:**

1. Initially in the first round a student must go for registration from any Govt. College, Kiosk Center or registered MP Online Centre.
2. After registration, Bank Challan is to be deposited.
3. Then she must get the verification of the documents done from any government college.
4. Finally Seat allotment is done by Department of Higher Education, Bhopal.



5. Student deposits fees after getting seat.
6. Admission process concludes with College Level Counselling.  
These rules are subject to change made by Deptt. Of Higher Education , MP

### **ADMISSION RULES**

- College is a centre of excellence for higher education so minimum requirement for admission in UG and PG is 60% for General & OBC and 55% for SC and ST.
- Admission at UG and PG level are centralised and through online module as per regulation of M.P. university Ordinance 6 and 7
- Applicant has to register herself and then follow the time table of online admission published accordingly.
- Applicant can register herself on the portal from anywhere; however college has opened a help centre for the facilitation of students.
- After registration applicant has to get her online application verified through the verification executive in the college.
- After the publication of admission lists candidate has to deposit fees accordingly.
- There is a provision for subject/faculty change as per guideline issued by department of higher education M.P.
- If a candidate is admitted on the basis of false documents or any official/administrative mistake, principal of the college has every right to cancel the admission of the student.
- After the regular admission if a student is absent continuously for 15 days without any valid reason or information, the admission is liable to be cancelled by the principal.
- In the case of indiscipline/ragging principal has all the powers to cancel the admission or terminate the student from the college
- After admission if a student leaves the college or admission is cancelled or in case of termination, only the caution money will be refunded, no other fees will be refunded
- If a student is admitted to technical/professional course after admission in the college, she will be refunded whole fees deposited by her deducting Rs. 100/- as process fess. But no fees will be refunded to student admitted in self-finance course.
- If a provisionally admitted student is declared failed after the declaration of her results she will be refunded fees deposited by her after deducting Rs. 100/-.

### **Foreign Students' Rule**

Foreign students will be given admission according to the admission rules of Deptt. of Higher Education and the concerned university. Such students must possess student visa, eligibility certificate issued by concerned university, certificate of residence issued by the Police Commissioner and a latest health certificate issued by the CMO/ Professor of Medical College. It should be explicitly mentioned in certificate that the student does not suffer from AIDS.

### **Identity Card**

Identity card will be provided to each student. It is mandatory for each student to get an Identity card with a passport size photo affixed on it. Student must bring it every day to the college. Student will not be able to get books from the library, T.C. and caution money without an Identity card. It is very important document hence the student must immediately report to the college and the police station if it is lost. A duplicate Identity card will be issued only after enclosing a photocopy of the Police report.

### **Rules for obtaining T.C.**

Students must acquire a no dues certificate from all the concerned departments to get a T.C. She should deposit the fees for it. Along with the application, she must enclose the receipt of the fees and no dues certificate and submit it in the office

### **Rules for Ph.D.**

1. Student registered for Ph.D. will be given admission for 2 years in the college.
2. Students must be registered under a professor of this institution or must have professor of this college as a co-guide.
3. For admission student must apply in the definite format. Regular admission will be given only after the deposition of fees.
4. Time limit can be extended up to four years under special circumstances by the recommendation of the guide followed by the permission of the principal.
5. A record of daily attendance will be maintained by the guide only. A progress report of six months must be submitted compulsorily.
6. Student must produce a no-dues certificates form the library and the concerned departments, certified by the guide, before the principal.
7. Teacher doing Ph.D on study leave must produce an attendance certificate issued by competent officer. Also a progress report of three months should be submitted. Only after this the salary of the teacher will be released.
8. Research scholar will work within the rules of college and the concerned university.

### **Return of Caution Money**

1. Student must apply 15 days before with the main receipt of the admission.
2. Caution money will be given only after issuing the T.C to the student.
3. Caution money can be obtained only within three years of leaving the college.

### **Academic Calendar**

#### **Academic Calendar 2015-16\* for all classes**

**As declared by department of Higher Education Govt. of M.P.**

## Admission process 1<sup>st</sup> SEM UG/PG

### 1. Online Registration and verification and fees deposition -20/5/15 to 15/07/15

Academic work	I/III/V Sem	II/IV/VI Sem
Zero classes/Bridge classes/SWOT analysis	01st July to 11 <sup>th</sup> July 2015 ( for 10 days )	
Class work and CCE	July 13 <sup>th</sup> to 7 <sup>th</sup> November(93 working day)	1 January to 23 <sup>rd</sup> April(90)
CCE Work	September 2 <sup>nd</sup> week	March 2 <sup>nd</sup> week
Exam preparation	14 <sup>th</sup> Nov. To 16 <sup>th</sup> Nov. 2015 (3 days)	24 <sup>th</sup> April to 26 <sup>th</sup> April 2016 (3 days)
Practical exam UG and PG	15 <sup>th</sup> Oct. to 05 <sup>th</sup> Nov. 2015 (3 days)	25 <sup>th</sup> March to 11 <sup>th</sup> April 2016 (3 days)
Semester Exam/ATKT Exam	17 <sup>th</sup> Nov. To 21 <sup>st</sup> Dec. 2015	27 <sup>th</sup> April to 26 <sup>th</sup> May 2016
Declaration of Results	Till 31 <sup>st</sup> Dec. 2015	Till 15 <sup>th</sup> June 2016
Semester Break	22 <sup>nd</sup> Dec to 31 <sup>st</sup> Dec. 2015 (10 days)	27 <sup>th</sup> May to 15 <sup>th</sup> June 2016 (20 days )
Students council constitution	August – September 2015	
Youth Festival /Sports/ Cultural activities ( one week )	October 2015	
Deepawali Vacation	8 – 13 November 2015	
Annual Function /Prize Distribution/ Magazine publication	February last week /March 1 <sup>st</sup> week 2016 ( maximum 04 days)	

\*The Academic Calendar for 2017-18 will be updated as and when it is uploaded by the Deptt of Higher Education, Bhopal.

### **Strengths:**

**Moral and ethical values:** This College is known for its discipline and dedication. The value orientation is also ensured through active participation in NSS, NCC and Sports. The College NSS Units hold camps in surrounding villages, promotes social awareness, plants trees. Many students work for NGOs and give their services to the society. The College conducts Yoga training programmes for the students to help them in their physical and spiritual development..

Visits to Old age and Disabled Homes and distribution of medicines and other such activities are conducted by the Red Cross Cell of the college.

**Employable and life skills:** Vivekanand Career Counseling Cell (VCCC) organizes different workshops and training courses on personality development, communication skills, soft skills, self employment skills, computer applications, resume preparation, GD & interview preparation. The Placement Cell also explores the current career opportunities and the eligibility requirements to disseminate the same among the students and at the same time conduct and recommend the suitable training programmes to the VCCC..

**Better career options:** The Members of the Admission Committees perform a responsibility of counselling the students for choice of suitable subjects for better career options. The students of the final semesters are frequently given orientation for recent trends in career options by the Placement Cell. The students are trained and sent for interviews in open campus selection in the college and also to other colleges. The willing students were registered online on the website of the TCS, Bengaluru for free tutorials of computer and English. Career seminars, Campus recruitments, Mock interviews at class level, Study tours and field visits also provide better career options to the students.

**Community orientation:** College has NSS, NCC, and Red Ribbon, Red Cross and Science Club to organize and encourage students to participate in community service oriented program. Regular NSS camps are organized in nearby villages where the students actively give their services and organize awareness camps.

**Library:** Apart from the departmental libraries, the college has a rich General Library with more than 50,000 books. Library has a vast hall, Book Store area 86.96 m<sup>2</sup>; a Reading Room of 136.57 m<sup>2</sup>, Cubicles (16)3.95 m<sup>2</sup>; Rooms (03) 13.38 m<sup>2</sup>. The cubicles available in the library are utilized for relaxed reading. Library has 21 computers.

**E Library** is fully functional.

**Language Lab**

**Virtual Classroom.**

### **Nurturing students' creativity**

The students' creativity is nurtured by organizing various cultural and literary events and competitions.

College celebrates special days like International women's Day, Hindi Divas, Science Day etc. and the students participate, conduct and organize different events on various related topics. Students participate in speech, debates, dramas, dance, craft activities and writing activities. Students are encouraged to develop creative skills through Handicraft workshops organized by the Home science department of the college.

College has Science Committee, Cultural Committee, Literary Committee, Sports Committee which organize various programmes like Science Quiz, exhibitions, flower decoration, essay writing, extempore, debate, rangoli, painting. Lifelong learning and leadership skills are ensured by assigning duties to the students during the functions and these activities.

To ensure the development of skills like interactive learning, collaborative learning through modern methods such as group discussions, mock interviews, seminars, poster-making, discussions on contemporary issues, class-teaching by students etc. are implemented and practiced.

College publishes e-news letter and annual magazine. Students write articles, poems, experiences etc. in magazine. Students are encouraged to develop creative skills through exhibitions; College has a rich legacy of organizing science exhibition every year. Students prepare static and working models on contemporary themes like Earth and Environment, Eco restoration and Carbon neutrality. Craft workshops are also organized by the college.

### NSS

National Service Scheme dedicated to the overall development of students through social changes is a major crucible for human values, social ethics, and environmental issues. There are 2 units of NSS in the college looked after by programme co coordinators. Students participate in regular activities as well as campaigning activities round the year. Tree plantation camps, blood donation camps and awareness campaigns on contemporary issues like HIV, AIDS, gender sensitization etc are held.

### NCC

NCC with its motto "Unity and discipline" started in the college from session 2012-13, under the aegis of 10 MPBN. 53 cadet vacancies are allotted by NCC headquarters. Students enthusiastically get enrolled for NCC, which develops skills like discipline, leadership, secular outlook, character and adventure in these students. Cadets participate in Republic day parade and Independence day parade. During this short span of 2 years. 10 cadets have qualified for 'C' certificate and in session 2014-15, 14 cadets will appear in 'B' certificate exams.

### WI-FI CAMPUS

The entire campus is Wi-Fi enabled with a high speed internet connection to allow the students to access the internet ..All the websites browsed by him/her are regularly monitored.

### ACADEMIC COUNSELLING CELL

To facilitate students in their academic endeavours college has an academic cell with a convener and 04 members. Cell aims at counselling students in academic areas. Results are analyzed; students with below average and brilliant performance are identified and provided counselling accordingly. Special classes are arranged for weak students as well as for brilliant students. Brilliant students are advised for their career prospects relating to higher studies and research. Special interactive sessions are arranged for these brilliant students also.

### AVAGAMAN YOJANA

Students of under graduate classes, studying in regular traditional courses, staying in nearby villages or at a radial distance of more than 5 km from college are benefited. They are paid Rs 5/- per day (Maximum 1000/- per year) as their travel allowance. Money is paid to them by e transfer on the basis of their attendance in the class room(s)

### **Fund for poor students:**

Unreserved students below poverty line should apply with all the required certificates to avail of this facility.

### **Railway Concession:**

College provides a certificate for railway concession only for going to the home town mentioned in the permanent address of admission form. Student must apply in the prescribed form 10 days before.

### **Scholarships:**

- Gaon ki Beti
- Pratibha Kiran
- Post Matric Scholarships for SC
- Post Matric scholarships for ST
- Post Matric Scholarships for OBC
- Miniority
- Central sector
- Only Girl child
- Inspire award
- Labour Department

### **Academic, personal, psycho-social support and guidance services**

- Academic counselling is provided by Academic counselling cell
- Teacher Guardian scheme is sincerely followed by the college. The students can interact and discuss their problems with their Teacher guardian.
- Record is maintained for every student's hobbies, attendance, extracurricular activities and their problems.
- Parent teacher meeting is organized by the college every year for direct interaction with parents.
- Faculty members act as mentor and adviser for the student.
- Vivekananda career guidance cell and placement cell guide & counsel the students about their subject choices and career.
- Department of Psychology counsels students regarding their psycho-social stress.
- Teachers as mentors and advisors try their best to solve the problems of every student and provide counselling to the students regarding their studies.
- College has NSS, NCC, Personality Development cell, Red Cross, Students' Union etc. Various activities and camps are organized which help students for their multi dimensional Development.

### **College has the following cells to take care of different activities.**

- Academic Counselling Cell
- Semester Cell
- Career Counselling Cell
- Placement Cell

- Personality Development Cell
- Women Empowerment Cell
- Student Grievance Redressal Cell
- Anti Ragging Committee
- Education Loan Cell
- IT Cell for proposed smart phone distribution by Govt.
- Teacher Guardian cell
- Alumni Association
- Science Association
- Cultural Activities cell
- Craft club
- N.S.S. 02 units
- Activity club
- Ucha shiksha rin yojana
- RUSA
- Vyaktitva Vikas Prakoshtha
- Vivekanand Career Guidance Cell

### **INNOVATIONS AND BEST PRACTICES**

College has implemented policies and programs which help towards eco restoration and environmental conservation, which include

- Use of power saving equipments (Star rated)
- Use of LED lights where ever possible
- Removal of old system and installation of modern electrical panel of the cost of Rs.1, 00,000 for power distribution.
- Practice of vehicle pool has been franchised in the college since 2010-11.
- College has been made a no polythene zone.
- Budget allocation of Rs.1, 60,000 for installation of solar lights in the campus.
- Proposal for purchase of solar water heater and solar panels in the hostel.
- Chemistry department of the college has organized 08 workshops in the different colonies of Ujjain, to create awareness about the concept of clean energy. Every workshop conducted has measurable success milestones.
- The Institution has roof water harvesting and has created infrastructure which helps in improving the water table.
- Use of disposable materials is strictly prohibited inside the campus.
- Institute has good green cover. Efforts are continuously made by eco club, science association and Botany department to increase this green cover. Botany department has started a scheme for Plant auditing.
- E-waste is managed and handled as per govt. instructions and returned to the manufacturer for further recycling.
- Innovations are initiated and practiced in the college through active IQAC. Some of the major innovations introduced during the span of four years are
- Establishment of active Academic Counselling Cell. The Cell identifies slow and fast learners and arranges programs accordingly for both types of students as per needs.
- Establishment of Innovation and Incubation centre to promote innovative activities among students.

- Different CCE modes for students in each semester, leading to availability of 06 modes per student.
- Introduction of Experiential learning through various subject oriented activities □ Society Connect through non N.S.S/N.C.C students.
- Bringing scientific ideas from classrooms and labs to society through social workshops and seminars.
- Separate e-cell to promote self employment with student participation.
- Learner centric approach is followed as the students are the leaders / chairpersons and members of various cells.
- ICT enabled internal evaluation. Participation of peers in evaluation of internal examination.
- Feedback mechanism, proper analysis through scales and graphs, communication of out come to teachers are followed.
- Language improvement and development of computer skills in students through specially designed programmes.
- Fully furnished state of art e library.
- English language lab is under construction to improve communication skills in English.

**Detail of the facilities available:**

**a) Curricular and co-curricular activities – classrooms, technology enabled learning spaces, seminar halls, tutorial spaces, laboratories, botanical garden, Animal house, specialized facilities and equipment for teaching, learning and research etc.**

Class Rooms	35
Laboratories	19
Smart Classroom	03
Virtual Classroom	01(for video conferencing with work station, seating capacity -65)

**ICT**

No. of Computers	84
No. of VPN	12
No. of Broad Bands	04
No. of Intercom	12
No. of Televisions	02
No. of OHPs	04
No. of LCD	09
No. of Interactive Board	03
Visualizer	03
No. of VCP/VCR	01
Sony Handy Cam	01



**b)Extra -curricular activities - sports, outdoor and indoor games, gymnasium, auditorium, NSS, NCC, cultural activities, Public speaking, communication skills development, yoga, health and hygiene etc.**

S.No.	Space	Number	
1.	Auditorium with seating Capacity 250	1	
2.	Dance and music practice space	1	
3.	N.S.S. room	1	
4.	N.C.C. room	1	
5.	Students union room	1	

### **Student activities centre**

Includes indoor activities such as carom board, chess board, table tennis.

S.No.	Space	Number	
1.	One Badminton court	1	
2.	One Basketball ground	1	
3.	One Kabaddi ground	1	
4.	One Volleyball ground	1	

### **Hostel**

Hostel Facility – Accommodation available

- Recreational facilities, yoga center, etc.
- Facilities for medical emergencies
- Library facility in the hostels
- Recreational facility-common room with audio-visual equipments

Available residential facility for the staff .

Constant supply of safe drinking water

### **Hostel Admission Rules**

- Students are required to apply in prescribed form.
- Admission in the hostel is given after admission in the college is completed.
- Every student is required to submit following documents.
- A Medical fitness certificate
- Blood Group Certificate □ Photograph of student □ Photograph of Guardian.
- Photograph of local guardians no. 1 and 2
- After submission of the hostel admission form, a general meeting of students, guardians and local guardian no. 1 and 2 is held in the presence of the principal and hostel warden. If a student fails to attend the meeting, her admission to the hostel is likely to be cancelled.
- The following fee and security has to be deposited. If a student does not turn up within 15 days, her admission is likely to be cancelled and no fee is returned except security deposit.
- Rules regarding hostel management

- Student will stay in the room allotted by the warden. Room Change is not permitted.
- The student will be responsible for the allotted room. Any damage will be fined.
- There will be attendance at a fixed time. Principal / Warden can inspect the hostel at any time. Absent student will be punished suitably. Admission of the student remaining absent continuously is likely to be cancelled.
- Time for studies is fixed in the hostel. All students must study in their room at the specified time. Making noise of any type is punishable and a disciplinary action will be taken..
- No student can go outside except college hours. Application for permission must be submitted to the warden through matron if any student wants to go to participate in any program or sports activities.
- Presence of hostel inmates is compulsory in college classes. If a student is unable to attend the classes whatsoever the reason may be, the permission of the principal through warden must be sought.
- Possession of electrical appliances by the student is prohibited. Possession of any will be punishable and extra electricity fee will be charged.
- Student can meet only those persons whose names and photos are given with the admission form.
- Parents/Local Guardian can meet their wards on Saturdays between 4 to 6 PM. They can take their wards outside on Sundays between 12 noon to 6 PM. No student will be allowed to stay outside except on Sundays.
- If a student visits her local guardian on holidays she has to bring a written note from them for the time she stayed there.
- A student under any circumstances can not stay outside after 6 PM. Disciplinary action will be taken if she returns late.
- Pets and valuable ornaments are not allowed in the hostel.
- Any student is likely to be expelled if she is found to be involved in unwanted activities outside hostel.
- An application to the principal / Warden must be submitted by parents and permission should be taken before proceeding to home during vacation or at the end of session.
- A student is not allowed to go home with any person except parents or local guardian no.1 and 2.
- If a student does not turn up after the sanctioned vacation a disciplinary action will be taken. Monetary penalty will be imposed on being late and if a student does not turn up within seven days her admission is likely to be cancelled.
- Students have to use locks given by the hostel and will return to the office at session end. Personal locks will be broken if necessary and for this student herself will be held responsible. Penalty will be charged if the lock and keys of the hostel are lost.
- Students are required to lock their belongings in the almirah provided, before leaving their home during vacations. Rooms should be locked and keys be deposited with the matron before leaving.
- Students are expected to take away their belongings after examinations. They are not supposed to leave anything in the room otherwise 25 /- per day will be charged as penalty.
- Decision of the principal will be final at the time of any dispute.
- Principal has all rights to modify, change, extend or reject any rule of the hostel.

### Rules regarding cleanliness

- There are sweepers for the general cleaning of the hostel.
- Student will be responsible for the cleaning of room allotted to her.
- General cleanliness & maintenance of the hostel is expected from the students.

### **Govt. Girls' PG College , Ujjain Year 2015-16 Faculty Details**

No.	Name	Subject	Designation	Address	Mobile No
1	UMA BAJPAI	HINDI	ASSISTANT PROFESSOR	202, Sheetal Apartment, Khshapank Marg, Ujjain	9425916714
2	SADHNA NIRBHAY	HINDI	ASSISTANT PROFESSOR	A-23/9,Basant Bihar, Colony, UJJAIN	9425093067
3	ARCHANA MEHRA	HINDI	ASSISTANT PROFESSOR	76, GALI NO. 3, SHASTRI NAGAR, UJJAIN	9424014916
4	ABHA LADDHA	ENGLISH	ASSISTANT PROFESSOR	25, Rajasiwe Colony, Ujjain	9425195662
5	ANUPAMA TIKKU	ENGLISH	ASSISTANT PROFESSOR	Ex-04, Sehti Nagar, Ujjain	9329790520
6	BHARTI SHRIWASTAV	ENGLISH	ASSISTANT PROFESSOR	41, Adarsh Vikram Nagar, Sethi Nagar, Ujjain	9630165406
7	SEEMA SHARMA	ENGLISH	ASSISTANT PROFESSOR	18, B- ARIHANT VIKRAM NEGER, SETHI NEGER	9752688661
8	VANDANA TRIPATHI	SANSKRIT	PROFESSOR	261, Mahaveer Bagh, Near Parmeshwari Garden, Ujjain	9977077976
9	KAILASH CHOUHAN	SANSKRIT	ASSISTANT PROFESSOR	Shipra Guest House Ujjain	9993124527
10	NANCY CHAUHAN	ECONOMICS	PROFESSOR	19, Bhakt Nagar, Ujjain	9406860740
11	ABHA DIXIT	ECONOMICS	ASSISTANT PROFESSOR	HIG-A 1/4, Vasant Vihar, Ujjain	9826388212
12	NIKHIL JOSHI	ECONOMICS	PROFESSOR	201, SETHI NAGAR, UJJAIN	9425928000
13	NEETA TAPAN	ECONOMICS	ASSISTANT PROFESSOR	16, Alkapuri, Udayan Marg, Ujjain	9926573070
14	BHARTI JAIN	POLITICAL SCIENCE	PROFESSOR	M.I.G.A. 26/2 Ved Nagar, Ujjain	9425094160
15	NIRMALA SHAH	POLITICAL SCIENCE	ASSISTANT PROFESSOR	5B PROFESSOR COLONEY AGAR	9425083463

16	NEETA TIWARI	SOCIOLOGY	PROFESSOR	14-A, Indrapuri Near Sethi Nagar, Ujjain	9981147814
17	PRATIBHA SHRIVASTAVA	PSYCHOLOGY	ASSISTANT PROFESSOR	38, Kshapnak Marg, Dasher Madhan, Ujjain	9424014697
18	NIKHAT PARVEEN AHMED	PSYCHOLOGY	ASSISTANT PROFESSOR	49/2-B, Adarsh Nagar, Dewas Road, Ujjain	9755895952
19	ANSHU ARPAN BHARADWAJ	HISTORY	ASSISTANT PROFESSOR	E-24MIG, Rishi Nagar, Ujjain	9425195909
20	CHANDRAKANTA SARAF	HOME SCIENCE	PROFESSOR	Saraf Pathology lab, 141, kavi kalidas Marg, Jawahar Chowk, Dewas	9893008495
21	MAMTA GAUR	HOME SCIENCE	ASSISTANT PROFESSOR	c-11/28, Mahananda Nagar, Ujjain	9406873400
22	NAMITA JAIN	HOME SCIENCE	ASSISTANT PROFESSOR	C-44/3, Rashi Nagar Ext., Ujjain	9424572260
23	PRIYANKA VERMA	HOME SCIENCE	ASSISTANT PROFESSOR	528, sai nath colony, Sethi Nagar, Ujjain	9893570401
24	REKHA SHARMA	HOME SCIENCE	ASSISTANT PROFESSOR	53A-LIG, Rashi Nagar Ext-1, Ujjain	9826929349
25	SAVITA KHARE	HOME SCIENCE	PROFESSOR	A-6, BDA COLONY, TULSI NAGAR, Bhopal	9977479324
26	PRANJALI KULKARNI	MARATHI	ASSISTANT PROFESSOR	579, Vashali Nagar, Sathi Nagar, Ujjain	9981908654
27	RANJANA WANKHADE	DRAWING & PAIN.	ASSISTANT PROFESSOR	39-A, Shivaji Park, Ujjain	9425049698
28	SANDHYA MAHAJAN	MUSIC	PROFESSOR	65-B, Vivekananda Colony, Ujjain	9407126061
29	VARSHA AGRAWAL	MUSIC	ASSISTANT PROFESSOR	12, Morsali Mandir, Dabari Pitha, Ujjain	9425091805
29	ARCHANA PARMAR	MUSIC	ASSISTANT PROFESSOR	79, Anees villa, Dewas Road, Ujjain	9424068922
30	LOKESH KUMAR WAHNE	MUSIC	ASSISTANT PROFESSOR	73/A, Abhishek Nagar, Ujjain (M.P.)	7693019066
31	PURNENDU SHARMA	MUSIC	ASSISTANT PROFESSOR	63, Shree Vishala, Dewas Road, Ujjain	9893449079
32	VINOD KUMAR GUPTA	PHYSICS	PROFESSOR	A-9/6, Basant Vihar, Ujjain	9425915962
33	PRATIBHA PATHAK	PHYSICS	ASSISTANT PROFESSOR	A-2, Indrapuri, Ujjain	9424602097

34	NIRMALA GUPTA	MATHEMATICS	ASSISTANT PROFESSOR	F-5/39 LIG, RISHA NAGAR UJJAIN	9179950217
35	LEENA LAKHANI	ZOOLOGY	ASSISTANT PROFESSOR	1/11, Alakahnanda Nagar, Ujjain	9827048714
36	PRATIBHA AKHAND	ZOOLOGY	ASSISTANT PROFESSOR	259, Laxmi Nagar, Ujjain	9826810183
37	SAROJ VIKRAM RATNAKAR	ZOOLOGY	ASSISTANT PROFESSOR	F-2, Officer Colony, Vikram University, Ujjain	9074949357
38	ULKA YADAV	ZOOLOGY	PROFESSOR	99,Sati gate Ujjain	9926071030
39	TRIPTA SAPRU	BOTANY	PROFESSOR	C-44/4, RISHI NAGER Extn. UJJAIN	9893017727
40	ARTI PARIHAR	BOTANY	ASSISTANT PROFESSOR	D-4, vikram university, ujjain	9407125218
41	ANITA MANCHANDIA	CHEMISTRY	PROFESSOR	179, Alakhdham Nagar, Ujjain	9009280800
42	RASHMI BHARGAVA	CHEMISTRY	PROFESSOR	1 BANK COLONY Dewas road Ujjain	9425946447
43	Rajesh Kumar Kourav	SPORTS OFFICER	SPORTS OFFICER	Rishi Nagar, Ujjain	9893455179