



GURU NANAK COLLEGE

Postgraduate Multi Faculty Premier College
KILLIANWALI, DISTT. SRI MUKTSAR SAHIB (Pb.) - 151211
NAAC Accredited Grade "B"

Recognized by U.G.C. Under Section 2 (f) & 12 (B) & Permanently Affiliated to Panjab University Chandigarh

2.5.1

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1. Academic calendar of the Institute

Academic Calendar 2021-22 as per PANJAB UNIVERSITY, CHANDIGARH

Admission Process for Ongoing Classes	09-08-2021 (Monday)	to	10-08-2021 (Tuesday)
Commencement of teaching in all the affiliated Colleges for ongoing classes	11-08-2021 (Wednesday)		
Normal Admission	11-08-2021 (Wednesday)	to	23-08-2021 (Monday)
Late admission to be allowed by the Principal of the College with late fees of Rs. 1000/- per student	24-08-2021 (Tuesday)	to	02-09-2021 (Thursday)
Late admission in the affiliated Colleges to be allowed with the permission of Vice Chancellor with late fees of Rs. 3000/- per student	03-09-2021 (Friday)	to	30-09-2021 (Thursday)
New Admission Process for First Year UG Classes	10-08-2021 (Tuesday)	to	31-08-2021 (Tuesday)
Commencement of teaching for 1st year UG Classes	01-09-2021 (Wednesday)		
Normal admission of 1st year UG classes	01-09-2021 (Wednesday)	to	10-09-2021 (Friday)
Late admission to be allowed by the Principal of the College with late fees of Rs. 1000/- per student	11-09-2021 (Saturday)	to	25-09-2021 (Saturday)
Late admission in the Affiliated Colleges to be allowed by the Vice-Chancellor with late fees of Rs. 3000/- per student	27-09-2021 (Monday)	to	30-10-2021 (Saturday)
Admission process for 1st year PG classes	09-08-2021 (Monday)	to	11-09-2021 (Saturday)
Commencement of teaching for 1st year PG Classes	13-09-2021 (Monday)		
Normal admission of 1st year PG classes	13-09-2021 (Monday)	to	17-09-2021 (Friday)
Late admission to be allowed by the Principal of the College with late fees of Rs. 1000/- per student	18-09-2021 (Saturday)	to	27-09-2021 (Monday)
Late admission in the Affiliated Colleges to be allowed by the Vice-Chancellor with late fees of Rs. 3000/- per student	28-09-2021 (Tuesday)	to	30-10-2021 (Wednesday)
Academic term-I (Odd Semesters)		till	16-12-2021 (Thursday)
End Semester Examinations (All Classes)	17-12-2021 (Friday)	to	27-01-2022 (Thursday)
Semester Vacations (Winter Break)	28-01-2022 (Friday)	to	02-03-2022 (Wednesday)
Academic term-II (Even Semesters)	03-02-2022 (Thursday)	to	25-05-2022 (Wednesday)
End Semester Examinations (All Classes)	26-05-2022 (Thursday)	to	05-07-2022 (Tuesday)
Summer Vacations (Tentative)	06-07-2022 (Wednesday)	to	31-07-2022 (Sunday)

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ANNEXURE 'C'

The Academic Calendar to be followed by **Affiliated and Constituent Colleges** for **1st year of UG/PG CLASSES** having Semester System of Examination for the session 2021-2022:

Sr. No.	Particulars	Under Graduate**		No. of Days	Post Graduate		No. of Days
		From	To		From	To	
1	Semester Break / Summer Vacation	01.08.2021 (Sunday)	08.08.2021 (Sunday)	8	01.08.2021 (Sunday)	08.08.2021 (Sunday)	8
2	Admission Process	10.08.2021 (Tuesday)	31.08.2021 (Tuesday)	19	09.08.2021 (Monday)	11.09.2021 (Saturday)	30
3	Commencement of teaching For 1st year	01.09.2021	(Wednesday)		23.09.2021	(Thursday)	
4	Normal Admission for new Classes	01.09.2021 (Wednesday)	10.09.2021 (Friday)	10	23.09.2021 (Thursday)	28.09.2021 (Tuesday)	06
5	Late admission to be allowed by the Principal of the colleges with late fee of Rs. 1000/- per student.	11.09.2021 (Saturday)	25.09.2021 (Saturday)	15	29.09.2021 (Wednesday)	08.10.2021 (Friday)	10
6	Late admission in the colleges to be allowed by the Vice-Chancellor with late fee of Rs.3000/- per student.	27.09.2021 (Monday)	30.10.2021 (Saturday)	34	09.10.2021 (Saturday)	30.10.2021 (Saturday)	22
7	Academic Term-I (Odd semesters)	01.09.2021 (Wednesday)	16.12.2021 (Thursday)	92*	23.09.2021 (Thursday)	27.12.2021 (Monday)	81*
8	End Semester Examinations (Practical / Theory)	17.12.2021 (Friday)	27.01.2022 (Thursday)	42	28.12.2021 (Tuesday)	27.01.2022 (Thursday)	31
9	Semester Vacation (Winter Break)	28.01.2022 (Friday)	02.02.2022 (Wednesday)	06	28.01.2022 (Friday)	02.02.2022 (Wednesday)	6
10	Academic Term-II (Even semesters)	03.02.2022 (Thursday)	25.05.2022 (Wednesday)	97*	03.02.2022 (Thursday)	25.05.2022 (Wednesday)	97*
11	End Semester Examinations (Practical / Theory)	26.05.2022 (Thursday)	05.07.2022 (Tuesday)	41	26.05.2022 (Thursday)	05.07.2022 (Tuesday)	41
12	Summer Vacation (tentative)	06.07.2022 (Wednesday)	31.07.2022 (Sunday)	26	06.07.2022 (Wednesday)	31.07.2022 (Sunday)	26
*	Including Saturdays						
**	Except CET UG/UG Laws/PUTHAT						
→	NOTE:						
a.	Adjustments, if any, in the Semester schedule of certain University teaching Departments and Regional Centres may be allowed by the Dean of University Instruction in special cases.						
b.	Dates for filling of Registration & Returns is 27.09.2021 to 18.10.2021 (22 days)						

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ANNEXURE 'D'

The Academic Calendar to be followed by Affiliated and Constituent Colleges for UG/PG ONGOING CLASSES having Semester System of Examination for the session 2021-22:

Sr. No.	Particulars	From	To	No. of Days
1	Semester break / Summer Vacation	01.08.2021 (Sunday)	08.08.2021 (Sunday)	8
2	Admission Process	09.08.2021 (Monday)	10.08.2021 (Tuesday)	2
3	Commencement of teaching For ongoing classes	11.08.2021 (Wednesday)	11.08.2021 (Wednesday)	
3	Normal Admission for Ongoing Classes	11.08.2021 (Wednesday)	23.08.2021 (Monday)	13
4	Late admission to be allowed by the Principal of the colleges with late fee of Rs. 1000/- per student.	24.08.2021 (Tuesday)	02.09.2021 (Thursday)	10
5	Late admission in the colleges to be allowed by the Vice-Chancellor with late fee of Rs.3000/- per student.	03.09.2021 (Friday)	30.09.2021 (Thursday)	28
6	Academic Term-I Odd semesters	11.08.2021 (Wednesday)	30.11.2021 (Tuesday)	97*
7	Preparatory Break	01.12.2021 (Wednesday)	16.12.2021 (Thursday)	16
8	End Semester Examinations	17.12.2021 (Friday)	27.01.2022 (Thursday)	42
9	Semester Vacation (Winter Break)	28.01.2022 (Friday)	02.02.2022 (Wednesday)	06
10	Academic Term-II Even semesters	03.02.2022 (Thursday)	25.05.2022 (Wednesday)	97*
11	End Semester Examinations	26.05.2022 (Thursday)	05.07.2022 (Tuesday)	41
12	Summer Vacation (tentative)	06.07.2022 (Wednesday)	31.07.2022 (Sunday)	26
NOTE:				
a.	Adjustments, if any, in the Semester schedule of certain University teaching Departments and Regional Centres may be allowed by the Dean of University Instruction in special cases.			

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TENTATIVE ACADEMIC CALENDER 2021-22

Timeline	Activity	Organiser
August 2021	Paath Shri Sukhmani Sahib Ji Essay writing competition Celebration of International Youth day Celebration of Independence day Extension lecture Interview of 1st year students for enrollment in NCC Celebration of National Sports Day Janamashtami Celebration	Gurudwara Committee Deptt. of Political science NSS and Red cross society NCC Deptt. of Punjabi NCC Deptt. of Physical Education Cultural Committee
September	Ice breaking session Celebration of Teachers Day Extension lecture Extension lecture International/National Seminar Quiz Competition Celebration of NSS day Workshop on Research Quiz/Debate/Poster making Meeting with students regarding scholarship	Deptt. of BMC Deptt. of BMC Alumni Association Deptt. of Computer App. Deptt. of Hindi Deptt. of English NSS Research Committee Youth leadership club SC,ST/HEPSN cell
October	Celebration of Gandhi Jayanti Extension lecture Extension lecture Business Quiz Extension lecture Extension lecture on the theme related with social welfare Extension lecture Quiz competition Extension lecture Annual function of Thinkers' society and Celebration of National Unity Day	NSS Deptt. of BMC Deptt. of Economics Deptt. of BMC Internal complaints committee cum women cell Red ribbon cell Legal literacy cell Deptt. of Punjabi Deptt. of English Deptt. of Political Science
November	Creative writing competition Spelling writing competition Gurpurab Shri Guru Nanak Dev Ji Celebration of Constitution day Celebration of Punjabi Week PPT presentation competition ATC Celebration of NCC day Subject promotion speech/dialogue National Seminar/Webinar Debate on Economic issues Skit Industrial visit	Internal complaints committee cum women cell Deptt. of English Gurudwara Committee Deptt. of Political Science Deptt. of Punjabi Deptt. of BMC NCC NCC Deptt. of Hindi Deptt. of BMC (Business Management & Commerce) Deptt. of Economics Legal literacy cell Deptt. of BMC
December	7-Days NSS camp	NSS



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TENTATIVE ACADEMIC CALENDER 2021-22

Timeline	Activity	Organiser
January 2022	Celebration of National Youth Day Lecture on significant issues Review meeting with students regarding scholarship Quiz competition ATC Republic day celebration	Youth leadership club Youth leadership club SC, ST/HEPSN cell Deptt. of Political Science NCC NCC
February	One day camp on Yoga Ad-Mad Documentary on Mathematics Quiz Competition Annual Athletic Meet Awareness rally Extension lecture on Drug abuse and road safety Lecture on analysis of Budget 2022	NSS Deptt. of BMC Deptt. of Mathematics Legal literacy cell Deptt. of Physical Education Internal complaints committee cum women cell NCC and NSS Deptt. of Economics
March	Awareness rally/camp Celebration of International women's day Pi-day celebration Management games Extension lecture on Research Faculty Development Programme Tribute to martyrs of Jallianwala bagh One day camp on Gender equality Job fair Career counselling in schools	Legal literacy cell Internal complaints committee cum women cell Deptt. of Mathematics Deptt. of BMC Research Committee Research Committee Deptt. of Political Science NSS Career counselling and guidance cell Deptt. of BMC
April	Educational tour Blood donation camp Industrial visit Poster making competition Lecture on Environment protection Farewell party	Deptt. of BMC Alumni Association Deptt. of BMC Red cross society Deptt. of Political Science Deptt. of BMC (Business management & Commerce)
May	Celebration of Red cross society day ICT classes	Red Cross Society Deptt. of Computer App.
June	Celebration of World Environment day Celebration of International Day of Yoga Celebration of International day against Drug abuse & Illicit trafficking	NCC and NSS NCC and NSS NSS

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2. Continuous Internal Assessment Distribution

Assessment Criteria (as per P.U. Norms)	
For B.A. Classes :-	10% Marks in each paper will be internal assessment based on the following parameters- (a) Class Test 5% (b) Academic Activities (Seminar, Project, Assignments) 3% (c) Attendance 2%
For M.A. Classes	20 % Internal assessment will be based on following parameters- (a) Written Test 25% (reduced to 5) (b) Snap Test 25% (reduced to 5) (c) Participation in class Discussion 15% (reduced to 3) (d) Term Paper 25% (reduced to 5) (e) Attendance 10% (reduced to 2)
For B.Com. Classes	20% Marks in each paper will be internal Assessment based on the following parameters- (a) Mid-Semester Test 50% (b) Academic Activity (Seminar, Project & Assignments) 30% (c) Attendance 20%
For M.Com. Classes	20% Marks for internal Assessment will be divided as following parameters- (a) Attendance 20% (b) Written Assignments 30% (c) Mid-Semester Test 50%
For C.B.A.	50 Marks Internal Assessment will be based on Practical Training, Class Participation, Attendance, Case studies & Project Report.
For PGDCA	20% Marks in each paper will be Internal Assessment based on class participation, attendance, written test, assignments & snap Test.
In case of absence in any paper, a fine of ₹ 100/- will be charged. A student having less than 75% lectures will not be allowed to appear in university examinations.	



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3. Assignments



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4. Regularity norms of the Institute

MODEL CODE OF CONDUCT

Discipline is the key to success. A student is required to abide by the rules and always remain in discipline while pursuing studies and getting trained in the art of living. Every student must strive to:-

1. Contribute actively to create congenial atmosphere in the college.
2. Show courtesy and decency of behaviour to all the teachers, non teaching employees and fellow college students especially to girls.
3. Always keep his/her college Identity Card with him/her, failing which the student could be refused to enter the college premises.
4. Always to be particular in maintaining silence and discipline while in the Reading Room and Library.
5. Inculcate sweetness of temper, humility and courtesy of manners as is the hall-mark of deserving students.
6. Avoid participation in political and communal activities which disturb and damage our social set up.
7. Stay at the window of college office while depositing dues in a queue in disciplined fashion.
8. Never to deface the college walls, Black board etc. by writing any-thing and making images. A student guilty of the breach of this rule will be turned out of college.
9. Not to spoil the Library books and magazines by writing any-thing on them or making them dog-eared.
10. Not to come to the College Campus under intoxication, playing cards in the college premises is strictly prohibited.
11. Not to enter the staff-room and the college office without permission.
12. Ensure attendance in the college functions and activities. A fine of Rs. 100/-per day shall be imposed in case of absence.
13. To maintain proper decorum at the college canteen-as canteen is also a part of the college premises.
14. To ensure that college property, furniture etc. sustains no damage. Strict action will be taken against the violators of this rule.
15. Not to indulge in Ragging. As per the clear-cut instructions of the Honble Supreme Court of India, Ragging has been banned. Student guilty to Ragging shall be expelled from the college.

DO'S AND DON'TS FOR THE STUDENTS

Do's:- Each student must wear the college Identity card during college hours. Defaulters will be fined heavily. It is the duty of each student to maintain discipline in the college. It is the prime duty of every student to keep himself/herself in touch with the Main Notice Board, Departmental Notice Board, College Website, College Facebook page & WhatsApp group created by concerned teacher of the College. College is not responsible for the missing of any important information displayed on the Notice Boards during the absence of student.

Don'ts:- Don't get involved in any activity leading to indiscipline in the college. Repetition of these mistakes will lead to rustication. Don't harm the college property in any way. Don't wear ungraceful dress.



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FINES

1. Absent for one period	₹ 2.00	2. Absent for two periods	₹ 5.00
3. Absent from tutorial group	₹ 10.00	4. Absent from examination	₹ 100.00 (Per Subject)
5. Absent from Env. Edu. Class	₹ 50.00 (Per Class)	6. The fine on account of indiscipline will be determined by the Principal and the concerned committee.	