

DDM SAI LAW COLLEGE

PROSPECTUS

For

LL.B. (3 year) & B.A.LL.B. (5 Year)

for the Academic Session 2022-23

Website: www.ddmsai.org

e-mail: contactddmsai@gmail.com

ANTI RAGGING WARNING

Under the order of Hon`ble Supreme Court of India vide its judgments/orders dated 4th May 2001, 16 May 2007 and 11th February 2009, ragging is completely prohibited (banned) in the Educational Institutions. Any one indulging in ragging is likely to be punished appropriately, which punishment include imprisonment, fine or both, expulsion from institution, suspension from the classes for a limited period or fine with a public apology. In case a student is harassed by seniors/any other student in the Institution/Hostel/ any premises of the College, he/she may contact directly or telephonically the following members of Anti Ragging Committee immediately : -

I Anti Ragging Committee

- | | |
|--------------------------------------|--------------------|
| i) Dr. O.P. Bhardwaj Chairman | 94598-16580 |
| ii) Sh. Sunil Kumar Member | 82195-96818 |
| iii) Sh. Vijay Kumar Member | 94183-10704 |
| iv) Ms. Kiran Soni Member | 98059-84277 |
| v) Sh. Raj Kumar Member | 94182-56169 |

II Anti Ragging Squad

- | | |
|---|--------------------|
| i) Dr. Malkiat Singh Rana Member | 98053-11453 |
| ii) Sh. Vivek Kumar Member | 9459008855 |
| iii) Sh. Ritesh Kanwar Member | 94181-28785 |

III Women Cell

- | | |
|--|--------------------|
| I) Ms. Renuka Kaushal (Asst. Prof. Law) | 9459037124 |
| ii) Ms. Monika Parmar (Asst. Prof.) B.Ed. | 94599-33052 |
| iii) Ms. Arti Devi (Lecturer) D.El.Ed. | 94186-51379 |

Introduction

Dawarka Dass Memorial Sai College has been established by Sai Society of Education, Kallar (Nadaun) in the memory of Late Sh. Dawarka Dass Ji, a dedicated educationist and a great philanthropist. This college is being run by the Sai Society of Education, Kallar under self financing scheme.

DDM Sai Law College was established in 2006. It is affiliated to H.P. University, Shimla and approved by Bar Council of India. LL.B. (3 years) course was started in 2008. later B.A.LL.B. (5 years) course was started in 2013. The intake capacity in L.L.B. (3 years) & B.A.LL.B (5 years) is 60 each.

The College believes in developing personality and creativity of students rather merely communicating factual knowledge of course contents to them. It is located at a distance of about 1K.M. from Shimla-Dharamshala National Highway-88 in a pollution free area having best academic environment. The college campus is abutted by a road with vast open space and tree groves around. It is situated in the lap of Shiwalik near Maan rivulet, a tributary of Beas river.

College campus consists of separate buildings for Law Department. The college is well equipped with conclusive infrastructural facilities like multipurpose hall, conference hall, spacious class rooms, Moot Court Room, well stocked library, computer lab etc. Which are necessary aspects of teaching learning process. There is a spacious playground for outdoor games in the campus.

In DDM Sai Law College is headed by an experienced Principal-cum-Director (academics) having long teaching and administrative experience. The faculty of the college is well qualified and have commitment to their profession. It is assured on the part of members of faculty that they will work in unison to achieve the noble cause undertaken by the institution. It aims to be a model institution in legal education.

LL.B. Course (3 Years)

Affiliated to : H.P. University, Shimla

Approved by : Bar Council of India, New Delhi.

Intake : 60 Seats

Eligibility:

i) Educational Qualifications:

The applicant should possess Bachelor Degree in any faculty of University established by Law in India with at least 45% marks (40% in case of SC/ST candidates).

ii) Age Limit:

A candidate should not have completed the age of 26 years in case of boys, 28 years in case of Girls and 29 years in case of SC/ST as on 1st July of the year of admission.

The Vice-Chancellor shall have the power to permit age relaxation for reasons to be recorded in writing, up to a maximum of six months.

However, age bar does not apply in case of "in service candidates". In service candidates must apply through proper channel along with the certificate for leave from their respective employers for the complete duration of course. However, in case of employee in private sector, No Objection Certificate and other related documents, such as appointment letter and leave certificate from the employer / competent authority must be submitted.

Basis of Admission:

The candidates for admission to the college shall be considered only in order of merit subject to the availability of seats. The candidates shall be required to pay the fee on the spot as per fee structure of the college failing which his/her right to admission shall stand cancelled there and the seat will be allotted to next candidate in order of merit.

The scheme of examination will be according to the syllabi laid down by H.P. University, Shimla. A candidate is required to take the course in six semesters.

Note: - The promotion/continuation to next semester shall be subject to the provision of Act, Statutes, Ordinances and rules and regulations of the University as amended from time to time.

He/She has to attend 75% Lectures delivered for to appear in the University Examination.

Fee Structure: 37500.00 per annum
Library Security: 1000.00 (Refundable)

Academic Calendar

The law college shall follow the following schedule for Teaching / Examination / Vacation as released by the Dean of Studies, H.P. University.

Teaching / Examination / Vacation Schedule

For the Session 2022-23 LL.B.

Sr. No.	Activity	From	To
1	Teaching for I Semester	As per H.P.University schedule	
2	Teaching for III,V Semester		
3	Preparatory		
4	Examination Schedule		
5	Winter Vacation		
6	Teaching for II,IV,VI Semester		
7	Examination Schedule		
8	Summer Vacation		
9	Total days for Preparation/Examination		

LL.B. Course Semester-Wise

Ist Semester:

Paper Code

Subject

LLB I	Constitutional Law- I
LLB II	Law of Contact
LLB III	Law of Torts including Motor Vehicle Accidents and Consumer Protection Laws
LLB IV	Law of Crimes-1(IPC, 1860)
LLB V	Labour and Industrial Law

IInd Semester:

LLB VI	Constitutional Law-II
LLB VII	Administrative Law
LLB VIII	Cyber Law and Crimes
LLB IX	Environmental Law
LLB X	Family Law –I

IIIrd Semester:

LLB XI	Law of Crimes-II (Cr. PC, 1973)
LLB XII	Family Law-II
LLB XIII	Professional Ethics, Accountancy for Lawyers and Bench Bar Relations. (Clinical-I)
LLB XIV	Public International Law
LLB XV	Jurisprudence. (Legal Method, Indian Legal System & Basic Theory of Law)

IVth Semester:

LLB XVI	Law of Evidence, 1872
LLB XVII	Banking Law
LLB XVIII	Intellectual Property Law
LLB XIX	Interpretation of Statutes and Principles of Legislation
LLB XX	Alternative Dispute Resolution (Practical/Clinical-II)

Vth Semester:

LLB XXI	Property Law Including Transfer of Property Act, 1882
LLB XXII	Civil Procedure Code & Limitation Act (1908-1963)
LLB XXIII	Company Law
LLB XXIV	Drafting, Pleading & Conveyancing (Clinical-III)

VIth Semester:

LLB XXV	Land Laws including Ceiling and Other Local Laws
LLB XXVI	Principles of Taxation
LLB XXVII	International Human Rights
LLB XXVIII	Moot Court Practical Course (Clinical-IV)

B.A. LL.B. (Hon` s) Course (5 Years)

Affiliated to : H.P. University, Shimla
Approved by : Bar Council of India, New Delhi.
Intake : 60 Seats

Admission to the First year of the 5 Year B.A.LL.B. (Hons.) Degree Programme is made strictly on merit. To be eligible for admission in the B.A.LL.B. (Hons.) Degree Programme, the candidate should

- a) have passed the 10+2 system or an equivalent examination there to securing aggregate not less than 50 %of the total marks and for SC/ST 45% of the total marks.
- b) Less than 20 years of age, on the first day of July of the year of admission. However, in case of SC/ ST candidates the maximum age limit shall be 22 years as on the above date.

The scheme of examination will be according to the syllabi laid down by H.P. University, Shimla.

A candidate is required to take the course in ten semesters.

Fee Structure:

Subsidized Tuition Fee :	Rs. 45500.00 per annum
Non Subsidized Tuition Fee :	Rs. 80200.00 per annum
Practical, Moot Court & House Exam Fee:	Rs. 1000.00 per Annum
Library Security:	Rs. 1000.00 (Refundable)

Duration and Scheme of the Course

Duration of the course shall be five years. It shall have 60 papers spread over ten semesters. Each paper carries 100 marks, out of which 70 marks are assigned for End Semester Exam and the remaining 30 marks will be assessed on the basis of Continuous Internal Assessment. The components for Continuous Internal Assessment for Core/Elective Courses are :

Law Courses	Marks:	Social Science Courses	Marks:
Minor Test	10	Minor Test	10
Attendance	05	Project/Written Assignment	10
Moot Court	10	Attendance	05
Viva-Voce	05	Viva-Voce	05
Total	30	Total	30

Note: The promotion/continuation to next semester shall be subject to the Provision of Act, Statutes, Ordinances and rules & regulations of the University as amended from time to time.

B.A. LL.B. (Hon` s) Course (Semester-Wise)

Ist Semester:

Paper Code	Subject
BALLB 101	English-I
BALLB 102	History-I
BALLB 103	Sociology-I
BALLB 104	Political Science-I
LLB 105	Law of Torts, Motor Vehicle Act 1988 and Consumer Protection Act, 1986
LLB 106	Family Law-I

IInd Semester:

BALLB 201	English-II
BALLB 202	History-II
BALLB 203	Sociology-II
BALLB 204	Political Science-II
LLB 205	Law of Crimes-I
LLB 206	Family Law-II

Winter School:

At the end of 1st Semester, the students of 2nd Semester shall undergo a Winter School (During Winter Vacations for Two Weeks) either with a corporate or Law Firm or Advocate or Law Officer. They will submit a Report at the end of it. The detailed instructions in this regard will be given by the Teacher (Coordinator).

IIIrd Semester:

BALLB 301	History-III (Legal and Constitutional History of India)
BALLB 302	Economics -I
BALLB 303	Sociology-III
LLB 304	Constitutional Law-I

LLB 305	Law of Contract-I
LLB 306	Environmental Law

IVth Semester:

BALLB 401	English-III (Legal Language)
BALLB 402	Economics-II
BALLB 403	Political Science -III
LLB 404	Law of Contract -II
LLB 405	Jurisprudence (Legal Method, Indian Act, 1882 Legal System and Basic
LLB 406	Constitutional Law-II

Winter School:

At the end of 3rd Semester, the students of 4th Semester shall undergo a Winter School (During Winter Vacations for Two Weeks) at Police Station or Police Post. They will submit a Report at the end of it. The detailed instructions in this regard will be given by the Teacher (Coordinator).

Vth Semester:

BALLB 501	Public Administration-I
BALLB 502	Psychology-I
BALLB 503	Economics-III
LLB 504	Business Law
LLB 505	Law of Crimes-II
LLB 506	Company Law.

VIth Semester:

BALLAB 601	Public Administration-II
BALLB 602	Psychology-II
BALLAB 603	Civil Procedure Code and Limitation Act
LLB 604	Law of Evidence
LLB 605	Public International Law
LLB 606	Administrative Law and Right to Information

Winter School:

At the end of 5th Semester, the students of 6th Semester shall undergo a Winter School (During Winter Vacations for Two Weeks) with Advocate General / Additional Advocate General / Deputy Advocate General/ Assistant Advocate General/ Public Prosecutor etc. They will submit a Report at the end of it. The detailed instructions in this regard will be given by the Teacher (Coordinator).

VIIth Semester:

BALLB 701	Journalism and Mass Communication-I
LLB 702	Labour and Industrial Law-I
LLB 703	Cyber Law
LLB 704	Alternative Dispute Resolution (ADR) (Practical-I)
LLB 705	Elective / Optional, Subjects (Any one of the following) a) International Humanitarian and Refugee Law b) International Criminal Law and ICC c) International Labour Organizations and Labour Laws
LLB 706	Elective / Optional, Subjects (Any one of the following) a) Women and Law b) Election Law

VIIIth Semester

BALLB 801	Journalism and Mass Communication-II
LLB 802	Interpretation of Statutes
LLB 803	Labour Law and Industrial Laws-II
LLB 804	Professional Ethics and Professional Accounting System (Practical-II)
LLB 805	Elective / Optional, Subjects (Any one of the following) a) Intellectual Property Rights b) Comparative Law
LLB 806	Elective/Optional, Subjects (Any one of the following) a) Criminology b) Socio-Economics Offences

Winter School:

At the end of 7th Semester, the students of 8th Semester shall undergo a Winter School(During Winter Vacations for Two Weeks) with the Revenue Officer/ Tehsildar/ Naib-Tehsildar/ Kanungo/ Patwari etc. They will submit a Report at the end of it. The detailed instructions in this regard will be given by the Teacher (Coordinator).

IXth Semester

BALLB 901 Media and Law

LLB 902 Property Law and Indian Easement Act, 1882.

LLB 903 Drafting, Pleading and Conveyancing (Practical-III)

LLB 904 Equity, Trust and Fiduciary Obligations

LLB 905 **Elective / Optional, Subjects (Any one of the following)**

a) Human Rights Law

b) Health Care Law

c) Law, poverty and Development

LLB 906 **Elective / Optional, Subjects (Any one of the following)**

a) Local Self Government including Panchayat Administration

b) Corporate Governance

c) Insurance Law

Xth Semester

LLB 1001 Taxation Laws

LLB 1002 Land Laws

LLB 1003 Banking Law

LLB 1004 Moot Court Exercise and internship (Practical-IV)

LLB 1005 **Elective / Optional, Subjects (Any one of the following)**

a) Capital Market Regulation

b) Competition Law

c) Law of Corporate Finance

LLB 1006

Elective / Optional, Subjects (Any one of the following)

- a) International Trade Law
- b) International Organization
- c) Private International Law

Winter School:

At the end of 9th Semester, the students shall go a Winter Training Programme (During Winter Vacations). During this training the students will attend Two Trials. Beside this each student will observe Two Interviewing Sessions of clients at the Lawyers' Office/ Legal Ail Office. Each student will further observe the Prepration of Documents and Court Papers by the Advocate and the Procedure for the Filing of the Suit/ Petition.They will submit a Report at the end of it and the marks will be added in the Course LLB(H) 1004 of the 10th Semester.

Roster of Reservation (LL.B. and B.A.LL.B.)

Reservations in admissions under different categories shall be determined on the basis of the following Roster

120 Point Reservation Roster

1	25	49	73	97 SC
2	26 SC	50	74	98 Cul
3	27 ST	51	75	99 SP
4	28	52 SC	76	100 HC
5	29	53 ST	77	101
6	30	54	78 SC	102
7 SC	31	55	79 SP	103
8	32	56	80 ST	104
9	33 SC	57	81 Cul	105
10	34 HC	58	82	106 SC
11	35	59 SC	83	107 ST
12 SC	36	60 SP	84	108
13 ST	37	61 Cul	85 SC	109
14	38 Cul	62	86	110
15	39 SC	63	87	111
16	40 SP	64	88	112
17	41 ST	65 SC	89	113 SC
18 SC	42	66 HC	90	114
19 SP	43	67 ST	91 SC	115
20 CUL	44	68	92	116
21	45	69	93 ST	117 SP
22	46 SC	70	94	118 Cul
23	47	71	95	119 SC
24	48	72 SC	96	120 ST

(HC-3%) (Cul-5%)(SP-5%)(SC-15%)(ST-7.5%)

HC: Handicapped, Cul: Culture, SP: Sports, SC: Scheduled Cast and ST: Scheduled Tribe.

Note:

1. The degree of physical handicapped will be the same as prescribed by the Government of Himachal Pradesh i.e. 40% or more.
2. Reservation for Cultural and Sports quota is available at Department of Laws, HPU, Shimla-5 and School of Legal Studies, Dharamshala only.
3. No seat (s) are available for sports and cultural category for B.A.LL.B. (Hons) five year integrated Course.

Teaching / Examination / Vacation Schedule For the Session 2022-23 B.A.LL.B.

Regular teaching of Ist, IIIrd, Vth, VII and IXth semesters and regular Teaching of IInd, IVth, VIth, VIIIth & Xth Semester will start as per H.P. University Schedule.

Vacation Schedule

Winter Vacation: as per H.P. University Schedule

Summer Vacation: as per H.P. University Schedule

Note: Subject to change by the H.P. University, Shimla -05 from time to time.

Attendance Requirements:

Each Students will have to attend minimum 75% Lectures/Tutorials/Practicals. A student having less than 75% attendance will not be allowed to appear in the End-semester Examination (ESE) Provided that the Principal/Director of the College/Institution may allow a student to appear in the examination on reasonable grounds, if such a student has attended at least 60% in the individual subject and 66% in aggregate of all subjects. such a student will apply for exemption in a prescribed form accompanied by clear reason (s) for absence to Principal/Director of the College/Institution.

Promotion Rules: Ordinance 12.8 9A) to 12.12 (A)

Ordinance 12.8 (A) A candidate is required to pass in all the Courses of B.A.LL.B (Hons) in each Semester under the Credit Based Semester System.

Provided that:

i) A Candidate who appears in the examination and fails to obtain pass marks/grades in any course in the First Semester, may be permitted to proceed to the Second Semester but shall not be permitted to Proceed from the Second to the Third Semester without appearing in the examination and having qualified 50% of the total number of courses prescribed for First and Second Semester taken together.

ii) At the time of Third Semester examination the candidate may appear in the course in which he/she may have failed to obtain pass marks/grades in the First Semester and also in all the courses prescribed for the Third Semester. But he/sheshall not be permitted to proceed from the Third Semester to the Fourth Semester without appearing in the examination.

- iii) At the time of Fourth Semester examination a candidate may appear in the courses in which he/she may failed to obtain Pass marks/Grades in the Second Semester and also in all the courses prescribed for the Fourth Semester but he/she shall not be permitted to proceed from the Fourth Semester to the Fifth Semester without appearing in the examination and having qualified 50% of the courses of the First to Fourth Semester taken together.
- iv) At the time of fifth semester examination a candidate may appear in the course in which he/she may have failed to obtain pass marks/grades in the Third Semester and also in all the courses prescribed for the fifth Semester. But he/she shall not be permitted to proceed from the Fifth Semester to the Sixth Semester without appearing in the examination.
- v) At the time of Sixth Semester examination a candidate may appear in the courses in which he/she may failed to obtain Pass Marks/Grades in the Fourth Semester and also in all the courses prescribed for the Sixth Semester. But he/she shall not be permitted to proceed from the Sixth to Seventh Semester without appearing in the examination and having qualified 50% of the courses prescribed for the First to Sixth Semester taken together.
- vi) At the time of Seventh Semester examination a candidate may appear in the courses in which he/she may failed to obtain pass marks/grades in the Fifth Semester and also in all the courses prescribed for the Seventh Semester. But he/she not be permitted to proceed from the seventh Semester to the Eighth Semester without appearing in the examination.
- vii) At the time of Eighth Semester examination a candidate may appear in the courses in which he/she may have failed to obtain pass marks/grades in the Sixth Semester and also in all the courses prescribed for the Eighth semester. But he/she shall not be permitted to proceed from the Eighth Semester to Ninth semester without appearing in the examination and having qualified 50% of the courses prescribed for the Seventh and Eighth Semesters taken and all the courses from First to Sixth Semester.
- viii) At the time of Ninth Semester examination a candidate may appear in the courses in which he/she may have failed to obtain pass marks/grades in the Seventh semester and also in all the courses prescribed for the Ninth Semester. But he/she shall not be permitted from the Ninth Semester to Tenth Semester without appearing in the examination.
- ix) At the time of Tenth Semester examination a candidate may appear on the courses in which he/she may failed to obtain Pass Marks in all the courses of Seventh to Ninth and also in all the courses prescribed for the Tenth semester.

Note: (Subject to change by the H.P. University, Shimla-05 from time to time.)

Formation of Student`s BAR COUNCIL

The Composition of the Student Bar Council is as follows.

1. Patron-in-chief - Principal/Director of the College/Institute.
2. Two teachers and one Non-teaching employee shall be Nominated by the Principal/Director of the Institute.
3. Two members (i.e. 1st Topper and 2nd Topper) each from all the year such as 1st, 2nd, 3rd, 4th and 5th on the basis of their academic performance in examination.
4. The entire above mentioned student members (as mentioned in clause 3) may elect one of them as President, Vice-President, Secretary and Joint Secretary.
5. Student Bar Council shall assist and help the authorities to redress the grievances of the students or submit any suggestions for the betterment of the Institute and to organize Extra Co-curricular activities such as Moot Courtcompetitions, Educational Tours, Sports and Cultural etc. Students bar Council shall be constituted every year during the month of September.

Rules of Payment of College Dues:

1. Dues must be paid at the time of admission on the same day on which the form is signed by the Principal otherwise admission stands cancelled automatically.
 2. The mode of payment in the college office is by cash for which a receipt must be obtained from the college accounts clerk invariably.
 3. Fee can also be deposited on line from any Bank, in the KCCB Bank Nadaun, Distt. Hamirpur. The account number and IFSC Code are as under:
IFSC Code: KACE0000018
Account No.: 20018050408 (LL.B., B.A.LL.B)
- Note:** For depositing the fee online it is compulsory that the name of depositor shall be that of the candidate or the Father of the candidate. Once the fee has been deposited by the candidate in the bank he/she shall immediately inform the institution telephonically. Thereafter the institute, after confirmation from the Bank, will inform the candidate about his/her admission in the institute.
4. Fee once paid shall not be refunded under any circumstances.
 5. Student timing regarding payment will be from 10:00 am to 01:30 pm.

Fine:

For absence for a day or for one class lecture, there will be a fine of Rs. 2/ for each absence. For non-payment of dues by the date, each absence from house

test, moot court and each attendance without uniform, special fine will be charged.

College General Rules:

1. All students are required to take part in games, curricular and co-curricular activities.
2. During the period of training a student shall not take part in anti-social, anti-government, anti-college or any other type of subversive activity. Those who commit a breach of this rule may be removed from the college rolls at the sole discretion of the Director/Principal/HOD.
3. Rule regarding discipline, payment of fee, grant of leave and use of library must be strictly adhered to.
4. No one who is in any employment shall be allowed to join any course without taking prior permission from his employer and shall have to take leave from the date of commencement of academic session up to the final examination and teaching practice.
5. During the course at any time, Principal/HOD may at his/her discretion, drop from the college rolls, a student who has failed to make reasonable progress in his/her studies or has otherwise proved unfit to be retained in the college.
6. No student shall take to any private tuition work.
7. Movement from one room to another must be quiet and calm. Loitering and making noise in the college premises is strictly prohibited.
8. Students are not to damage the college property or deface the walls, desks etc.
9. Smoking and use of any intoxicant in the premises of the college is strictly prohibited.
10. No one will mis-handle or damage the fans, regulators, switches, holders, bulbs, tubes etc.
11. Political meetings & demonstrations in the college premises are forbidden.
12. All cases of misconduct and discipline shall be severely dealt with and may involve even expulsion or rustication from the college.

13. Student must take note of the notice Board Regularly. Ignorance of Notice Board shall not be entertained

as an excuse for its noncompliance.

14. Guests are normally not allowed to visit the students during the college hours. However, in case of emergency. Principal`s permission to do so is essential.

15. Students are not allowed to sit in the college canteen aimlessly in their vacant periods but are directed to sit in the library.

16. Anybody showing discourtesy towards other student shall be severely dealt with and may be expelled from the college.

17. No student can organize recreation party, tour, friendly matches (inside and outside of the campus) without the permission of the principal.

18. He/She has to attend minimum required of lectures delivered for to appear in the university examinations.

Leaves Rules:

The college observes strict procedure for grant of leave to Day - Scholars as well as resident students.

1. All leave applications must be got sanctioned before it is availed of applicant must state the exact reason for leave.

2. a) Leave up to two days can be granted by the tutors.

b) Leave for more than two days will be granted by the Principal on the recommendation of the tutor concerned

3. Application of resident student should be recommended by the Hostel Warden.

4. If a student remains absent without leave for more than a week continuously, his/her name will be struck off from the rolls.

5. No student will be allowed to avail ordinary leave for more than six days.

6. Leave sought on the medical ground for more than three days should be supported by a medical certificate from a qualified medical officer.

College Library:

College has adequate facility of library. It is fully computerized with SOUL software. In the college library, there are nearly 3023 books apart from journals and magazines. It is well equipped with furniture & fixture and can accommodate 80 students at a time.

College Library Rules:

1. Non transferable borrower`s card will be issued to all students and books will be issued on these cards only.
2. Students are not allowed to borrow more than three books at a time.
3. Books issued to a student must be returned within a fortnight from the date of issue otherwise it will entail a fine of Rs. 2/- per day per volume.
4. Re-issue of the same book to the same borrower will be permitted only if the same is not wanted by other.
5. A person losing, defacing, damaging or underlining a book shall be charged equal to the cost of the book or replacement.
6. Books issued from the library are not to be passed on to others.
7. A perfect silence is to be observed by the students in the reading room/hall.

Special Features of Library:

- Reference Section.
- Text book section.
- Teacher`s section.
- A book Bank for needy students.

College Activities:

Tutorials and seminars are organized regularly. To ensure a close supervision of the students work, the entire lot of students is divided into tutorial groups. Each group is placed under the supervision of a member of the staff who acts as his/her tutor and keeps record of the activities of a student placed under his/her guidance. the record is taken into account while issuing character certificate to students. Eminent scholars, educationists & other personalities having expertise in important fields of life are invited to interact with the students of the college.

Hostel Rules:

1. Orders/decisions notified from time to time by the Principal/Warden will be binding on the residents.
2. Residents should be properly dressed while going to mess.

3. Residents should not keep cash or jewellery or other valuable things in their rooms. The responsibility of safety of the belongings will be entirely of the residents.
4. Every resident should be responsible for the safety of the furniture and other articles given to her.
5. The telephone is meant to attend the incoming calls only. The timings to attend the calls are from 6:30 pm to 8:00 pm. The duration to attend a call should not exceed five minutes.
6. Acts of indiscipline and misbehaviour in the hostel shall be severely dealt with.
7. Use of any kind of intoxicants is strictly prohibited.
8. All rooms (including almirah and belongings) can be open to inspection by the Warden at any time in the presence of the students.
9. Before leaving the hostel, every resident shall obtain clearance from the Warden & personally handover the charges of the room to the Warden.
10. A boarder may be expelled from the hostel if she stays away from the hostel without permission of the Principal/Warden and is found guilty of misconduct.
11. Light shall remain switched off from 12:00 midnight to 5:00 AM. For late night studies, special permission has to be obtained from the Principal/Warden.
12. The use of any kind of electric appliances is not allowed in the Hostel. Disciplinary action will be taken against the defaulters.
13. No student is allowed to take law into her own hands.
14. Shouting, hooting, violent knocking or any other act, movement or behavior that is likely to cause disturbance is strictly prohibited. There shall be no loud discussion or chatting.
15. All cases of sickness should be immediately reported to the hostel Warden.
16. Boarders shall present themselves in person of daily roll at 5:20 PM.
17. Meals are served at fixed hours. Late-comers will not be served any food.
18. Servants shall not be encouraged to enter student's room, nor shall they be asked by the boarders to run private errands for them.
19. If mess charges are not paid by the 5th of every month, meals may not be served.
20. Father/guardian of the students should fill in the visitors register at the time of arrival in the hostel. No visitor is allowed to enter without the identity card.

Attendance and leave:

1. All the residents should be present in the hostel after the college hours.
2. Attendance of the residents will be taken at 5:20 PM daily before closing the hostel gate.
3. The residents can go home only after 15 days.
4. Each Resident will have to get leave sanctioned before leaving Hostel and fill up and sign the home going register in the presence of warden.

Food:

1. Hostel has facilities for breakfast, lunch, evening-tea and dinner. A resident shall have meals in the hostel mess only.
2. Residents will not enter into the cooking area.
3. Cooking in the rooms is strictly prohibited.
4. No meals will be served in the rooms unless the hostler is unable to move due to sickness.
5. All students will have to abide by the mess rules to be prescribed by the Principal/Warden from time to time.

Hostel Charges:

1. Room Rent : Rs. 9600/- (Annual)
To Include : Bed, Chair, Almirah, Common TV , Sanitation water.
2. Hostel Security : Rs. 2000/- (Refundable at the end of session)
3. Mess Charges : Rs. 2400/- per Month

There should be no noise/disturbance during the study hours.

Responsibility:

Living in a hostel presupposes a high degree of integrity & consciousness as a member of community. It entails a moral responsibility upon a resident to:

1. See that no damage is caused to hostel property.
2. Make every effort for peaceful coexistence.
3. Observe all hostel rules meticulously in letter and spirit

College Uniform

For B.A.LL.B. & LL.B. Students:

For Men: White Shirt, Black Coat with Insignia, Black Trouser, Black Necktie with Insignia Black footwear and Black Socks.

For Women : White Shirt, Black Trouser and Black Neckties with Insignia/White Suit with White Dupatta, Black Coat with Insignia , Black Footwear, Black Shoes & Tied Hair.

Prizes and Scholarships:

1. Academic prizes.
2. Sport`s prizes.
3. Scholarship for meritorious low income group students.

Documents to be attached with the application form:

- 1.Recent passport size photographs to be affixed on the admission form.
2. Attested copy of metriculation certificate as a proof of age.
3. Attested copy of 10+2 certificate.
4. Attested copies of B.A./B.Sc./B.Com./Any other equivalent examination certificate of part-I,II & III.
5. Character Certificate issued by the head of the institution last attended.
6. Bonafide Himachali Certificate.
7. Proof of Claim for a reserve / quota seat.
8. Physically handicapped certificate if any.
9. No objection and leave certificate (For employed applicants only)