



# MARKANDA NATIONAL COLLEGE, SHAHABAD MARKANDA

## VISION

To impart Qualitative, Value-based and Employable education at affordable cost to all sections of the society and to make the college a “Total Quality Zone”.

## MISSION

1. To pursue and disseminate knowledge with commitment to all sections of society.
2. To create and provide opportunities for the overall development of students.
3. To work towards optimum and meaningful utilization of human, infrastructural and financial resources.
4. To encourage self-evaluation, accountability and indigenous culture amongst the faculty members and students.
5. To foster the realization of social responsibilities and citizenship role amongst students.
6. To educate the girls of this semi-urban area at a very low cost and in a very dignified and secure atmosphere.

**LIST OF GOVERNING BODY MEMBERS**

<b>S. NO</b>	<b>NAME</b>	<b>PLACE</b>	<b>POSITIONS</b>	<b>CONTACT NO</b>
1	Sh. Yash Pal Wadhwa	Deepak Vihar, Shahabad (M)	President	240179, 329215, 94160-36888
2	Sh. Om Parkash Guliani	Shop No. 2 Grain Market, Pipli (Kurkushetra)	Vice- President	92551-98888
3	Sh. Prem Nath Gambhir	New Grain Market, Shahabad (M)	Gen. Secretary	240067, 326167, 98123-47667
4	Sh. Vijay Kumar	S/o Malik Kharaiti Lal, Nr. Public Health Deptt, Near Water Tanki, Shahabad (M.)	Treasurer	01744-240989, 94673-81505, 79865-13845
5	Sh. Ashwani Kumar Kalra	Deepak Vihar, Shahabad Markanda	Member	240137, 94160- 38137
6	Sh. Ghanshyam Dass	C/o M/s Faquir Chand & Co., New Grain Market, Sahabad (M)	Member	240963, 240253, 94160-84963
7	Sh. Sudershan Kalra	Green Park, G.T. Road, Shahabad(M)	Member	94160-85327
8	Sh. Parveen Kumar	Dharam Niwas, Hanuman Mandir Road, Ladwa, Distt- Kurukshetra	Member	098124-27009
9	Sh. Ramji Dass	# 152, HUDA, Sector-1, Part-1, Shahabad (M)	Member	098960-69712
10	Sh. Brij Lal Wadhwa	B-19, Bawa Vihar, H.W.H.O. Flats, Sect-9, Ambala City	Member	099960-02249, 98960-14210 , 017 2530119
11	Sh. Sanjeev Ahuja	# 504, W.No.3, Gopi Vihar, Shahabad (M)	Member	93552-21838
12	Sh. Naresh Kumar Kamra	# 269, Sector-1, HUDA, Shahabad (M)	Member	98120-94722
13	Sh. Raj Rishi	# 1263, Sector-1, Part-II, HUDA, Shahabad (M)	Member	98966-66636
14	Dr. Vinay Kumar Malhotra	“The Spring”, Ajit Nagar, Ambala Cantt	Member	98121-91901

**COLLEGE FACULTY**

<b>SR. NO.</b>	<b>NAME (DEPT. WISE)</b>	<b>DESIGNATION</b>	<b>QUALIFICATION</b>
<b>Department of English</b>			
1.	Dr. Ashok Kumar	Principal	M.A.(English), M.Phil., Ph.D., PGDTE
2.	Mrs. Kalpna	Asstt. Prof. of English	M.A., M.Phil.
3.	Dr. Sandeep Sheoran	Asstt. Prof. of English	M.A., M.Phil., NET, Ph.D.
4.	Dr. Divya	Asstt. Prof. of English	M.A., M.Phil., Ph.D.
5.	Sh. Siddhant	Asstt. Prof. of English	M.A., M.Phil., NET
<b>Department of Mathematics</b>			
1.	Dr. Tarun Kansal	Asstt. Prof. of Mathematics	M.Sc., M. Phil, NET. Ph.D.
<b>Department of Marketing</b>			
1.	Mrs. Manju Gupta	Asso. Prof. of Marketing	M. Com.
<b>Department of Pol. Science</b>			
1.	Dr. (Mrs.) Shalini Sharma	Asstt. Prof. of Pol.Sc.	M.A., M.Phil., NET, Ph.D.
<b>Department of Hindi</b>			
1.	Dr. Devraj Sharma	Asstt. Prof. of Hindi	M.A., M. Phil, Ph.D., M.M.C.
<b>Department of History</b>			
1.	Dr. Sanjay Kumar	Asso. Prof. of History	M.A., M. Phil, Ph.D
<b>Department of Physical Education</b>			
1.	Dr. Bhupinder Tanwar	Asstt Prof. of Physical Edu.	M.P.ED., M. Phil., Ph.D.
<b>Department of Commerce</b>			
1.	Sh. S.S. Kajal	Asso. Prof. of Commerce	M. Com., M. Phil.
2.	Mrs. Bhavini Tejpal	Asstt. Prof. of Commerce	M.Com., M. Phil., NET
<b>Department of Physics</b>			
1.	Dr. Jawahar Lal	Asstt. Prof. of Physics	M.Sc., Ph. D.
2.	Dr. Amit Kumar	Asstt. Prof. of Physics	M.Sc., M.Phil., Ph.D.
<b>Department of Punjabi</b>			
1.	Dr. Chuhar Singh	Asstt. Prof. of Punjabi	M.A., M.Phil., Ph.D.
<b>Department of Chemistry</b>			
1.	Sh. Suresh Kumar	Asstt. Prof. of Chemistry	M. Sc., M. Phil., NET
<b>Department of Economics</b>			
1.	Mrs. Prachi Arora	Asstt. Prof. of Economics	M.B.E., M.Phil., NET
<b>The MNC Library</b>			
1.	Dr. Ajay Kumar Arora	Librarian	M.Lib. & Inf. Sc., Ph.D.,

**LIST OF NON-TEACHING STAFF**

<b>SR. NO.</b>	<b>NAME</b>	<b>DESIGNATION</b>
1.	Sh. Krishan Lal	Office Incharge
2.	Sh. Om Prakash	Clerk
3.	Sh. Lalit Kumar	Library Attendant
4.	Sh. Ishan	Laboratory Attendant
5.	Sh. Shashi Kant	Laboratory Attendant
6.	Sh. Charanjeet Singh	Peon
7.	Sh. Manoj Kumar	Mali
8.	Sh. Suresh Kumar	Sweeper

<b>Admission-cum-Counselling Committee:</b>	Mrs. Manju Gupta, Overall Incharge Dr. Sanjay Kumar Mrs. Kalpna Sh. S. S. Kajal Dr. Jawahar Lal Dr. Ajay Kumar Arora
<b>NSS</b>	Sh. Siddhant
<b>NCC</b>	Sh. Suresh Kumar
<b>Sports</b>	Dr. Bhupinder Tanwar
<b>Time-Table</b>	Dr. Tarun Kansal
<b>Controller of Examination</b>	Dr. Jawahar Lal
<b>Anti-Ragging</b>	Mrs. Manju Gupta
<b>Internal Complaints Committee</b>	Mrs. Manju Gupta Sh. Harpal Singh Saini Dr. Sanjay Kumar Sh. S.S. Kajal Dr. Jawahar Lal Dr. Shalini Sharma

<b>NUMBER OF SEATS</b>			
B.Com. I	80	B.Sc.	100
B.A. I	320	M.A. I (English)	40
Post Graduate Diploma in Yoga	40		

## Humanities, Commerce and Science Subject Combination

### Faculty of Arts B.A. (Semester System)

#### Compulsory Subjects

1. English      2. Hindi      3. Computer Level-1      4. Environmental Study

#### Compulsory Subjects

Any two of the following subjects:

1.	History	2.	Political Science
3.	Economics	4.	Health & Physical Education
5.	Punjabi	6.	Sanskrit
7.	Marketing	8.	Mathematics

#### Note:

Mathematics will be given with Economics, Sanskrit and History only.

Physical Education will not be given with Economics & Marketing.

Economics will not be given with Physical Education, Punjabi (E) & Sanskrit (E).

### Restructured Course (Marketing)

#### Elective Subjects

Any one of the following subjects:

1. Political Science      2. Economics      3. History

The students are exempted from the subject of Hindi in B.A.III who opt for Marketing.

### Faculty of Commerce B.Com. (Semester System)

#### B.Com. 1st Semester

BC 101	Financial Accounting	BC 102	Micro Economics
BC 103	Principles of Business Management	BC 104	Computer Applications in Business
BC 105	Business Mathematics-I	BC 106	Business Communication

#### B.Com.-2nd Semester

BC 201	Financial Accounting-II	BC 202	Macro Economics
BC 203	Fundamentals of Marketing	BC 204	E-Commerce
BC 205	Business Mathematics-II	BC 206	Business Environment of Haryana
BC 207	Environmental Studies (Qualifying Paper)		

### **B.Com. 3rd Semester**

BC 301	Corporate Accounting-I	BC 302	Business Statistics-I
BC 303	Business Laws - I	BC 304	Company Laws-I
BC 305	Indian Financial System	BC 306(i)	Rural Marketing
		BC 306(ii)	Foreign Trade of India
		BC 306(iii)	Networking and Web Designing

### **B.Com. 4th Semester**

BC 401	Corporate Accounting-II	BC 402	Business Statistics-II
BC 403	Business Laws-II	BC 404	Company Law-II
BC 405	Computerized Accounting System	BC 406(i)	Advertising
		BC 406(ii)	Entrepreneurship Development
		BC 406(iii)	Accounting & Reporting Standards

### **B.Com. 5th Semester**

BC 501	Cost Accounting	BC 502	Financial Management
BC 503	Goods and Services Tax	BC 504	Income Tax-I
BC 505	Auditing	BC 506(i)	Supply Chain Management
		BC 506(ii)	Indian Economy
		BC 506(iii)	Fundamentals of Stock Market

### **B.Com. 6th Semester**

BC 601	Management Accounting	BC 602	Fundamentals of Insurance
BC 603	Human Resource Management	BC 604	Income Tax-II
BC 605	Business Environment	BC 606(i)	Retail Management
		BC 606(ii)	Corporate Governance
		BC 606(iii)	Industrial Law

The scheme of Compulsory Paper of Computer Education for freshers, starting from 1st year of under-graduates courses is as follows :

1. Level - I Certificate Course in Computer Awareness
2. Level - II Diploma Course in Computer Awareness
3. Level - III Advanced Diploma Course in Computer Awareness

### **Faculty of Science B.Sc. (Semester System)**

#### **B.Sc. I (Non-Medical)**

- |              |                       |
|--------------|-----------------------|
| 1. English   | 2. Physics            |
| 3. Chemistry | 4. Mathematics        |
| 5. EVS       | 6. Computer Awareness |

### **B.Sc. I (Computer Science)**

- |                     |                |
|---------------------|----------------|
| 1. English          | 2. Physics     |
| 3. Computer Science | 4. Mathematics |
| 5. EVS              |                |

### **B.Sc. II (Non-Medical)**

- |              |                |
|--------------|----------------|
| 1. Hindi     | 2. Physics     |
| 3. Chemistry | 4. Mathematics |

### **B.Sc. II (Computer Science)**

- |                     |                |
|---------------------|----------------|
| 1. Hindi            | 2. Physics     |
| 3. Computer Science | 4. Mathematics |

### **B.Sc. III (Non-Medical)**

- |                |              |
|----------------|--------------|
| 1. Physics     | 2. Chemistry |
| 3. Mathematics |              |

### **B.Sc. III (Computer Science)**

- |                |                     |
|----------------|---------------------|
| 1. Physics     | 2. Computer Science |
| 3. Mathematics |                     |

## **Faculty of Arts M.A.(ENGLISH) (Semester System)**

### **M.A. 1st Semester**

- |           |                                   |
|-----------|-----------------------------------|
| Paper I   | Literature in English (1550-1660) |
| Paper II  | Literature in English (1660-1798) |
| Paper III | Literature in English (1798-1914) |
| Paper IV  | Literature in English (1914-2000) |
| Paper V   | Literature in English (Fiction)   |

### **M.A. 2nd Semester**

- |            |                                   |
|------------|-----------------------------------|
| Paper VI   | Literature in English (1550-1660) |
| Paper VII  | Literature in English (1660-1798) |
| Paper VIII | Literature in English (1798-1914) |
| Paper IX   | Literature in English (1914-2000) |
| Paper X    | Literature in English (Fiction)   |

### **M.A. 3rd Semester**

- |            |  |
|------------|--|
| Paper XI   | Literature in English (Critical Theory)        |
| Paper XII  | Literature in English (American Literature)    |
| Paper XIII | Literature in English (Indian Writing English) |
| Paper XIV  | Literature in English (English Language)       |
| Paper XV   | Literature in English (Literature and Gender)  |

### **M.A. 4th Semester**

- |             |   |
|-------------|---|
| Paper XVI   | Literature in English (Critical Theory)           |
| Paper XVII  | Literature in English (American Literature)       |
| Paper XVIII | Literature in English (Indian Writing in English) |
| Paper XIX   | Literature in English (English Language)          |
| Paper XX    | Literature in English (Literature and Gender)     |

## **UGC Career Oriented Add-on Courses:**

- 1. Retailing**
- 2. Information and Computer Technology**

A regular student of the college from any faculty can study the above one of the courses with an additional



fees and he/she will get the following certificate / Diploma

1. 1st year - Certificate in Retailing or ICT
2. 2nd year - Diploma in Retailing or ICT
3. 3rd year - Advance Diploma in Retailing or ICT

### **SUBJECT COMBINATION**

Subject Combination Code.	Particular (Subjects)	
<b>001</b>	<b>English + Hindi + Political Science + History</b>	
<b>002</b>	<b>English + Hindi + Political Science + Punjabi</b>	
<b>003</b>	<b>English + Hindi + Political Science + Marketing</b>	
<b>004</b>	<b>English + Hindi + Political Science + Economics</b>	
<b>005</b>	<b>English + Hindi + Economics + Mathematics</b>	
<b>006</b>	<b>English + Hindi + Economics + Marketing</b>	
<b>007</b>	<b>English + Hindi + Economics + History</b>	
<b>008</b>	<b>English + Hindi + History + Punjabi</b>	
<b>009</b>	<b>English + Hindi + History + Marketing</b>	
<b>010</b>	<b>English + Hindi + Physical Education + Political Science</b>	
<b>011</b>	<b>English + Hindi + Physical Education + History</b>	
<b>012</b>	<b>English + Hindi + Physical Education + Punjabi</b>	
<b>017</b>	<b>B.A. III</b>	<b>English + Marketing + Political Science</b>
<b>018</b>		<b>English + Marketing + Economics</b>
<b>019</b>		<b>English + Marketing + History</b>
<b>020</b>	<b>B. Com. I</b>	
<b>021</b>	<b>B. Com. II</b>	
<b>022</b>	<b>B. Com. III</b>	
<b>023</b>	<b>B. Sc. I (N.M)</b>	<b>English + Math + Physics + Chemistry</b>
<b>024</b>	<b>B. Sc. I (C.S)</b>	<b>English + Math + Physics + Computer Science</b>
<b>025</b>	<b>B. Sc. II (N.M)</b>	<b>Hindi + Math + Physics+ Chemistry</b>
<b>026</b>	<b>B. Sc. II (C.S)</b>	<b>Hindi + Math + Physics+ Computer Science</b>
<b>027</b>	<b>B. Sc. III (N.M)</b>	<b>Math + Physics + Chemistry</b>
<b>028</b>	<b>B. Sc. III (C.S)</b>	<b>Math + Physics + Computer Science</b>
<b>029</b>	<b>M. A. Previous</b>	
<b>030</b>	<b>M.A. Final</b>	

<b>032</b>	<b>B. Com. I (Self- Finance)</b>
<b>033</b>	<b>B. Com. II (Self - Finance)</b>
<b>034</b>	<b>B. Com. III (Self-Finance)</b>
<b>035</b>	<b>P.G. Diploma in Yoga</b>

Change of Subjects / Faculty for B.A./B.Sc./B.Com Part-I will be allowed within one month with the permission of the Principal.

Environmental Studies is a compulsory subject of 100 marks for B.A./B.Com./B.Sc.I. The degree of B.A. B.Com./B. Sc. will not be awarded without qualifying the Environmental Studies Paper.

### **Arts Faculty:**

#### **B.A. First Semester**

Only those students are eligible for admission to B.A.-First Semester who have passed any of the following examination:

10+2 examination from Board of School Education, Haryana/CBSE/Any other board's equivalent examination with 35% marks.

**Note: Failed candidates are not eligible for admission in the college.**

### **Commerce Faculty:**

#### **B.Com. First Semester**

Only those students are eligible for admission to B.Com.-First Semester who have passed any of the following examination:

10+ 2 examination from Board of School Education, Haryana/CBSE/Any other Board's equivalent examination with 40% marks in Commerce Group or 50% marks in Arts/Science Group.

### **Science Faculty:**

#### **B.Sc. First Semester**

Only those students are eligible for admission to B.Sc.-First Semester who have passed any of the following examination:

10+2 examination from Board of School Education, Haryana/CBSE/Any other Board's equivalent examination with 40% marks in Science Group.

Candidate (s) placed under compartment in one subject only can be admitted provisionally to B.A./B.Com./B.Sc. 1st semester subject to passing their compartmental subject only in one subsequent chance as per provisions of the Kurukshetra University/Haryana Govt. Rules.

#### **For B.A./B.Com./B.Sc- III-V Semester**

The eligibility conditions will be determined as per the latest rules, regulations, guidelines of Kurukshetra

University, Kurukshetra/DHE, Haryana.

The students who have not passed all the papers of 1st semester of B.A./B.Com/B.Sc will not be promoted to B.A./B.Com/B.Sc. 5th semester class.

### **M.A.(English) First Semester**

1. B.A.(Hons.) in English with 45% marks in aggregate

OR

2. Bachelor's degree with atleast 50% marks in aggregate or 45% marks in the subject of English

3. The candidate with compartment in lower exam will not be given admission in M.A.I.

### **RULES OF ADMISSION**

1. The father/guardian must accompany the student at the time of admission and sign in the presence of the Principal the undertaking for the good conduct of the applicant.
2. Every student shall submit the declaration that he/she has not so far been admitted to any other college in the same class.
3. All columns should be clearly and legibly filled. Students belonging to SC/ST/BC should write the name of their caste. Wrong or incomplete information would deprive the student of all concessions/scholarships.
4. The following documents must be attached with admission form:
  - i) Two attested photocopies of the certificate of last examination
  - ii) Photocopy of Matric examination for the proof of date of birth and age.
  - iii) Original character certificate from the Principal of the institution last attended.
  - iv) Three recent passport size photographs pasted, not pinned or stapled on the space provided for it.
  - v) Students belonging to SC/ST must attach a certificate issued by First Class Magistrate. Otherwise, they will have to deposit the full fee and funds like other students.
  - vi) Students migrating from other Universities/Boards shall have to submit migration certificate in original at the time of admission. -
5. All the original certificates must be produced at the time of admission.
6. **If there is a gap year, original affidavit duly signed by the Magistrate First Class will have to be submitted.**
7. Copy of Aadhar Card, Voter Card and Ration Card/BPL Card must be attached with the admission form.

### **Important:**

- i) Admissions will be on purely merit basis, after fixing the number of students to be admitted in each subject/course & class as per University norms.
- ii) The name of any student whose presence in the college is against the discipline of the college can be struck off by the Principal.

- iii) The students must not conceal any information in the admission form, otherwise their admission can be cancelled at any time.
- iv) The decision of the Principal in any matter will be final.
- v) Students from other colleges will not be admitted to B.A./B.Com/B.Sc. 3rd, 5th semester classes.

### **ELIGIBILITY TO APPEAR IN THE EXAMINATION**

As per University rules, University Examination shall be open to any student who:

1. Has attended not less than 75% of the full course of lectures and practicals separately delivered in his/her class. (The lectures to be counted upto the date of dispersal of classes)

2. Has satisfactorily performed his/her work in the college.

Note: Irrespective of what has been mentioned here, the rules received from the University from time to time will be followed. Changes if any, will be duly notified on the college notice board from time to time

### **INTERNAL ASSESSMENT**

Internal assessment for B.A./B.Com./B.Sc. equal to 20% of total marks in each subject will be granted on the basis of attendance, assignments & class tests as per University rules.

The detail is as follows :

- a) Two hand written assignments for B.A./B.Com./B.Sc. : 50%  
one seminar or one class Test for M.A.
- b) One Class Test : 25%
- c) Class Attendance : 25%

Marks of attendance will be as under :

65% to 69%	-	1 mark	81% to 90%	-	4 marks
70% to 74%	-	2 marks	91% or above	-	5 marks
75% to 80%	-	3 marks			

#### **Note :**

- a) If any student avails medical leave, he /she will submit the medical certificate from an MBBS doctor subject to the approval of the Principal. If he / she takes any other kind of leave, he / she will have to take the prior permission of the Principal.
- b) If any student remains absent from the class test/s he/she will be fined Rs. 100/- for each subject.
- c) Fee concession will be withdrawn of those students if they will not pass the class test/s.
- d) No prize will be awarded to those students if they use the unfair means material in the class test/s.
- e) 35% marks in Theory & 40% marks in Practical examinations separately are compulsory to pass their semester examination in each subject.
- f) 35% marks separately in internal assessment and theory examinations are required to pass the semester examination.

#### **IMPORTANT :-**

- 1. If a student fails to attend his/her classes continuously for seven days from the date of commencement of the classes or from the admission, his/her admission shall be cancelled.
- 2. Name of the student, who remains absent from his/her class for 14 days in a month in any subject will be struck off the college rolls.

