

GOVERNMENT DEGREE COLLEGE FOR WOMEN (Autonomous)

(UG & PG)

Begumpet, Hyderabad –500016

COLLEGE PROSPECTUS

2017 – 2018



ESTD - 1971



ABOUT THE COLLEGE

Government Degree College for Women (Autonomous), Begumpet, Hyderabad established in 1971, caters to the students hailing from the semi urban and rural areas of Hyderabad and Ranaga Reddy District. The college provides university education to deserving candidates in a secular atmosphere. During the last four decades the college has grown from strength to strength and presently enables about 1700 students to access higher education. With an abjective of “Empowerment of Women through Knowledge”, the college helps the students to become truly empowered citizens. The college celebrated its Silver Jubilee in 1996.

The college has three floors with spacious class rooms and laboratories, a good Library with a Reference section and a Reading Room. Spacious Playground and Open Air Auditorium. The Computer Center, JKC Lab, English Language Lab (ELL), Network Resource Center, the Health Center, the Gymnasium the Audio-Visual Department are the other supporting services provided by the college.

Autonomy

The college was conferred autonomous status in the year 2012. As such the teaching and evaluation are conducted in six semesters. The college follows the Choice Based Credit System (CBCS).

Telangana State Knowledge Center (TSKC)

The Telangana State Knowledge Center (TSKC) The concept of Telangana State Knowledge Center (TSKC) in Government Degree College is intended to enhance the employability of graduates, particularly those who do not opt for higher studies after completion of their graduation. TSKC trains students in various areas like Communication Skills Analytical Skills, Personality Development, Soft Skills and Computers. During the last academic year 296 students were trained in TSKC and 150 students were placed in various reputed companies.

MANA TV

The MANA TV telecasts Education programmes with an objective to enhance the knowledge base of students and provide right skill and help students achieve their long term career goals through Live and recorded presentation from SAPNET studios.

NAAC ACCREDITATION

During the academic year 2016-2017, the college was assessed and re-accredited by NAAC 3rd cycle with B grade (securing CGPA 2.76 on a 4 point scale).

FACULTY

There are about fifty experienced teaching Staff, a Librarian, a Physical Director and Computer Instructors. The Administrative Officer and the twenty members of Non-Teaching Staff help in the maintenance and smooth functioning of the college.

The following rules are followed at the time of admission into a particular course.

1. Candidates who have passed the Intermediate Public Examination (IPE) or a recognized equivalent examination are eligible to apply.
2. Candidates seeking admission into B.Sc. I year course:
 - Should have passed and secured an aggregate of 40% marks
 - Merely pass percentage in case of Scheduled Caste and Scheduled Tribes at the qualifying examination is adequate.
 - Candidates who have passed the qualifying examination with Arts / Commerce subject are **not eligible** for admission into B.Sc. course.
3. For admission into B.Sc. (M.C.IC) the candidates should have passed the qualifying examination with Mathematics and Chemistry as two of the optional subjects.
4. For admission into B.Com Vocational course (Tax Procedures) the candidates should have passed the qualifying examination with Commerce as one of the optional subjects.
5. There is no minimum percentage of marks in English subject at the qualifying Examination for admission into Degree courses in English medium. Hence, the candidates can be admitted into either English Medium through which they passed the qualifying examination.

Second Language Offered

The college offers Telugu/ Hindi/ Sanskrit/ Urdu/ Arabic subjects as second language.

The college offers one Career Oriented Programme sponsored by UGC.

- Business English.

Admission Procedure

Online admissions website: <http://dost.cgg.gov.in/>

At the time of admission students have to submit the following documents in the college (Xerox copies)

1. Pass Certificate and Memo of marks of the qualifying Exam.
2. Transfer Certificate from the college where last studied.
3. Conduct Certificate from the college where last studied.
4. Student Certificate for the four consecutive years preceding the qualifying examination.
5. Community Certificates in case of applicant belonging to Scheduled, Scheduled Tribes, Backward Classes issued by a competent authority (From M.R.O)
6. Migration Certificate in case of candidates who passed the qualifying examination other than Intermediate Public Examination.

7. Certificate if any of special proficiency extracurricular activities including Sports, Games, N.C.C., N.S.S. Cultural etc.
8. PHC, Ex-Service-supporting evidence.

SELECTION MODE

1. All selections are strictly provisional and are subject to confirmation only after the interview by the Principal.
2. Selected candidates must produce the ORIGINAL CERTIFICATES mentioned above for verification by the selection committee at the time of interview.
3. A Candidate's admission may be cancelled at any time during the course of their study if any discrepancy is found after admission with regard to eligibility, community, marks statements etc.
4. All selection are made strictly following the Government Roster.

A candidate provisionally selected for admission will forfeit her seat if:

1. The original documents and certificates at the time of admission are not submitted.
2. The above Original documents and certificates are found defective.
3. She fails to pay the prescribed fee within the given time.

Rules of Admission

1. Admission to B.A / B.Sc. /B.Com courses will be made in order of merit as shown by aggregate marks secured by the candidate at the qualifying examination in one attempt.
2. Admission of candidates who have passed the qualifying examination in parts will be considered only after all candidates ho have passed in one attempt are accommodated.
3. While calculating the percentage of marks for admission, 0.5 and above will be treated as 1.
4. 50% of the total number of seats available in B.A are reserved for students who have studied and passed the qualifying examination with at least one subject of Social Science or Humanities. Reservation rules apply.
5. 60% of the total number of seats available in B.Com are reserved only for candidates who have studied and passed the qualifying examination with Commerce as an optional subject. Reservation rules apply.
6. Candidates who have discontinued their studies in the first year B.A / B.Sc. /B.Com may be permitted to seek admission in the subsequent year or year provided they come in order of merit during the year of admission.

Reservations

1. Seats for Scheduled Castes / Scheduled Tribes / Backward Classes / Physically Handicapped / Ex- Servicemen / Games & Sports / N.C.C & N.S.S / Non Local and other categories of Candidates are reserved as per Government rules.
2. Candidates who wish to secure admission under reserved categories have to submit the Caste Certificate as per G.O. Ms.No.68, dated 6-6-1997 indicating their category by competent authorities.

Fee

At the time of admission, students should pay the tuition fee and special in full as per the Govt. Orders. The fee should be remitted through challan in the **State Bank of Hyderabad, R.P, Road Branch, Secunderabad.** The challan forms will be supplied by the College Office as per the Admission slip issued by the Selection Committee.

Attendance

1. Every student is required to attend all the classes, and extracurricular activities arranged by the college.
2. Every student must have atleast 75% attendance in every subject of the course to secure eligibility to appear for End Semester Examinations.
3. No student shall absent herself from the college without written permission endorsed by the parents / Guardians to be handed over to the class In-charge lecturer. If the leave of absence is for more than five days: a certificate from Medical Practitioner is necessary.

Semester System of Study

- There will be two semesters in each academic year.
- Final examinations are conducted at the end of each semester.
- There will be detention at the end of first, third and fifth semester.
- There will be detention at the end of the second and fourth semester as follows:
 - a. If a student fails in more than 50% of the total papers of first and second semester, he will be detained at the end of second semester.
 - b. If a student fails in more than 25% of first, second, third and fourth semester put together he will be detained at the end of forth semester.

Internal Assessment

Students are required to write two Internal Assessment examinations in each paper in each subject as part of continuous Internal Evaluation. The maximum mark in each paper is 25 and the average of the marks of two internal assessments will be taken into account for the end examination result.

End Semester Examination:

1. The maximum marks in the theory subject in each paper is 75 (end exam, each semester) and the Internal Assessment is 25.
2. The students have to get a minimum 40 out of 100 (75+25) and a minimum of 27 out of 75 in the end semester examination to pass in the examination of each paper.
3. The students are required to complete a project work in a subject of their choice in their Sixth Semester (Final Year).

General Rules

1. When a student joins the College, she is expected to abide by the rules in force.
2. A student is expected to behave decently with all members of the teaching staff, office staff and all supporting staff and with other students.
3. Students should refrain from loitering in the corridors or standing in the open areas.
4. Every student should carry her Identity card daily.
5. If a student is absent from the college more than fifteen days continuously without leave of absence, her name will be removed from the rolls.
6. Students who are granted admission will be required to pay the entire college fee of the year in advance. Otherwise, they will not be allowed to attend the classes and their examination forms will not be forwarded to the University and they will not be allowed to write the End Semester Examination.
7. Every student must put in a minimum of 75% attendance to be eligible to appear for the End Semester Examination.
8. Students falling short of 75% attendance are not eligible for scholarships.

Discipline

- The Discipline and Attendance Committee comprising the class incharge lecturers will ensure the strict discipline of student of the different classes.
- Students are required to attend all the classes including extension lecturer and seminars regularly.
- The students should come to the college decently dressed.
- Students should maintain discipline in the classroom as well as in the college campus.
- Students should not use Mobile phones in the class room. If they are found talking on Mobile phones, they will be liable for punishment.
- The Principal reserves the right to suspend or dismiss any student, who is found guilty of serious misbehavior.
- Student are required to maintain 75% attendance.

Extracurricular activities

The college considers all extra-curricular activities as integral and important part of the college education. Thus, every student is expected to take full advantages of activities like Literary Competitions, Debates, Creative Writing Programmes, Cultural Programmes, Seminars, Sports and Athletics.

The details of facilities available in the college are given below.

- A. JAWAR KNOWLEDGE CENTRE
- B. SPORTS & GAMES
- C. NATIONAL SERVICE SCHEME (NSS): UNITS I, II, III & IV

- D. NATIONAL CADET CORPS (NCC)
- E. LITERARY AND CULTURAL ACTIVITIES
- F. COLLEGE LIBRARY
- G. COMPUTER LABS
- H. CAREER GUIDANCE CELL
- I. STUDENTS REDRESSAL CELL
- J. WOMEN EMPOWERMENT CELL
- K. HEALTH CENTRE
- L. RED-CROSS CENTER
- M. CELL FOR PREVENTION OF GENDER HARASSMENT
- N. RED RIBBON CLUB
- O. GYNASSIUM

Reach Out

Education for girls and women is one of the most rewarding investments a society can make. Reach Out is a loving gesture by the teaching staff of our college through which financial assistance is given to needy students who do not receive any scholarship.

Government Scholarship and Fee Reimbursement

Student belonging to the Scheduled Castes, Tribes, BC, Muslim Minority, EBC and Adi-Andhra Christians VimuktaJatis and Nomadic Tribes can apply for scholarship and Fee Reimbursement online in the prescribed proforma as per Government directives. The students have to submit a certificate of Caste and Income in the prescribed form, Issued by the M.R.O.

All students who enjoy fee concessions should pay the special fees in full.

The following Self-Financed PG courses are offered in the college by Osmania University allotment.

1. M.A (English)
2. M.Sc. Chemistry (Organic Chemistry – Elective Drug Design)
3. M.Sc. (Mathematics)
4. M.Com
5. MA Economics
6. MA Telugu