



**PUNJAB
GROUP OF
COLLEGES**

EXPLORE YOUR ABILITY

Unique@PGC

- Earn while you learn
- International tie ups
- Class counselling
- Industry academic interface
- Corporate social responsibilities
- Clubs and committees
- Headed by an academic body instead of single principle
- Separate coaching classes for weak and meritorious students based on analysis of examination result
- Environment that works best for students' all over development
- Multi location industrial unit offering potential professionals an opportunity to see employment as per their specific skill set



PGC

CHUNNI KALAN

NAAC ACCREDITED



**ENRICHING
MINDS
ENHANCING
CAPABILITIES**

Our Recruiters



PUNJAB GROUP OF COLLEGES

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www.pgc.ac.in

since 2005

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Vision

To be world class institution imparting quality of education to the new generations and preparing them for the changing techno-social dimensions of the global challenges of the industry as well as the society by imbining, enhancing and inculcating ethics, value system in addition to technological and human skills.

Mission

"To impart quality management education to young graduates and to develop them into successful and skillful managers - capable of meeting global challenges with an excellent Industry - academician interface."





ADVISORY BOARD

Chairman's Message

It is a great opportunity for me to introduce Punjab Group of Colleges, as an appropriate destination for technical and higher education in the region. In an increasingly globalized world and market driven economy, it has become a great challenge for the learners as well as for educators to be more flexible and adoptive in their approaches. They must incorporate changes in the learning processes so that absorption in the profession or industry is facilitated. Thus, our focus in Punjab Group of Colleges is development of our students and imparting value oriented education that looks beyond employment with more concentration on individual development and imparting "work skills" that enhance life time opportunities.

I am sure that the budding Teachers, Managers, Technocrats after passing out from these institutes will make their mark in the global world. Our unique teaching methodology imparts education through modern learning techniques, which are characterized by brainstorming sessions, seminars, discussions, symposia, case studies, project presentations, career fests, workshops & several other functions so as to further strengthen the presentation & organizing acumen. We would like to ensure that the students utilize ever improving academic resources and state of art hi-tech infrastructure of Punjab Group of Colleges to improve their qualifications and build their career.

"All the best for the realization of your cherished goals in the future life"

Nirmal Singh
Chairman

- S. Nirmal Singh,
Chairman, PGC-Chunni Kalan
- Mr. Gurpreet Singh,
Chairman, UGI, Lalru
- Mr. Harnake Singh,
Secretary PGC-Chunni Kalan
- Sh. B.S. Kapoor
Ex. Additional Director, PSPTE
- Dr. Aruna Bhatia
Punjabi University, Patiala
- Dr. Beantjeet Kaur, Ph.D,
Principal PCE-Chunni Kalan
- Brig (Dr.) J. S. Grewal, Ph.D,
Director ,PBS-Chunni Kalan
- Mr. Sunil Kumar Soni, Ph.D,*
Associate Director, PBS-Chunni Kalan
- Col. V.K. Sood,
Principal PITE-Chunni Kalan
- Dr. Harish Kumar, Ph.D,
Prof. UIET, Punjab University Chandigarh
- Dr. N.P. Singh, M.E., Ph.D.,
Dean-Acad./Exam. PTU, Jalandhar
- Dr. Shushil Narang, Ph.D,*
Director IT, SAS IIT, Mohali
- Dr. Harish Kumari, Ph.D,
Director, Khalsa college, Mohali,
- Dr. Rajiv Khosla, Ph.D,
CGC, Ghauran
- Dr. C.L. Singla, Ph.D,
Principle, Malwa Institute, Bhatinda
- Dr. V.P. Nagpal, Ph.D,
Ex. Director IET, Bhattal
- Dr. Neeraj Sharma, Ph.D,
Associate Director, GJIMT, Mohali
- Mr. Sunil Kumar Bansal ,M. Tech.
Senior Buisness Development Manager
Aricent, New Delhi
- Mr. Ajitesh Agarwal,
Senior Manager,
Accenture, Gurgaon
- Dr. Harish Verma, M.E., Ph.D,
NIT, Jalandhar

Core values

- Demonstrate utmost integrity and transparency to all stakeholders of the Institution to ensure consistent value.
- Creation for students, staff and industry. Inspire trust through leadership in all aspects of Management at PGC.
- Pursue excellence through consistent focus on quality across all functions of our operations.
- Exemplify our core values towards Empowering Life for all individuals associated with PGC

Quality policy

- Establish standards of excellence at par with the very best in the world.
- Conduct regular 360 degree audits of our standards to ensure a consistent learning curve and continuous improvement.
- Transcend functional aspects to fulfill our responsibility towards the environment and society, also instilling such characteristics in all our students.

ACADEMIC DEVELOPMENT AND SUPPORT

PGC offers a wide range of services at 'No Cost' to you to provide support during your student career & to enrich your educational experience.

Skills To Enhance Personal Success Program (STEPS)

STEPS assist students in enhancing their learning & skills through such topics as study smarter not harder, Preparing for tests & finals and developing exam strategies.

Personality Development Centre (PDC)

There is a strong impetus on overall development of the students. An innovative Personality Development Program (PDP) has been conceived and designed by the institute with a focus on overall development of the students. The institute believes that to turn out globally competitive professionals, the regular curriculum should be supplemented by additional inputs, which would ensure the overall development of the student's personality

Student Counseling Centre (SCC)

Student counseling centre provides short term & crisis counseling, topic focused group discussion and workshops such as stress management and relaxation training.

Student Advisory Centre (SAC)

SAC acts as a liaison with all campus services and is the first step for students to get answers to their questions about PGC policies, procedures, services and events.

AFFILIATING AUTHORITIES

Colleges under PGC are approved by AICTE (New Delhi), NCTE (Jaipur) & Affiliated to Punjab Technical University, Jalandhar, Punjabi University, Patiala & Punjab State Board of Technical Education, Chandigarh, ministry of HRD New Delhi & Punjab Govt.





Infrastructure & Facilities

LIBRARY

The library at PGC is well equipped and constantly expanding and consist of more than 35000 books on various subjects including reference books, educational encyclopedias & business Magazines, journals etc. The college library remains open even after college hours for interested students.

HOSTEL

Separate hostel/paying guest facility arrangements are available for boys and girls. This facility is available with or without food. Each hostel has a warden to ensure smooth functioning and to implement discipline. Hostels are well guarded with proper security.

MEDICAL FACILITY

The students are provided with immediate free Medical attention in the campus through the services of qualified doctors.

TRANSPORTATION

The management runs a fleet of modern and comfortable buses for day scholars commutin from adjoining places namely Panchkula, Chandigarh, Ambala, Banur, Zirakpur, Patiala, Sirhind, Khanna, Ropar, Kurali, Morinda & Kharar. All buses are new with luxury comforts.

STATIONARY SHOP

To meet the daily needs of books, note books & other stationary items, the institute has set up a stationary shop in the campus.

SPORTS AND GAMES

Well equipped gym, six indoor and outdoor games options and annual intra and inter college Tournaments are organized.

COMPUTER LAB

Every College of PGC has independent, fully equipped and spacious laboratories for different disciplines. Computer labs are air conditioned and LAN wired.

COLLEGE MAGAZINE

PGC annual magazine "JYOTI SWAROOP" carries three sections English, Hindi & Punjabi. College students and staff contribute to literary work for the college magazine.



Punjab Business School



Director's Message

Punjab Business School prepares the students for the new economy through a continuously upgraded curriculum model and application oriented pedagogy, to meet the challenges of the vibrant business environment. Management is not just managing business, finance, trade and commerce. It has to face the challenges from outside as well as within. What we need are business drivers in today's competitive world. Entrepreneurial skills are gradually induced in the students to enable them to take decisions, turn around organization with ownership drive to achieve results.

You have reached a crucial juncture in your life where a wrong decision can spoil your career & life. Always remember "time & opportunity missed once doesn't return". May I invite you to join Punjab Business School so that we can assist you in building a global career. Punjab Business School offers various parameters viz. curricular aspects, teaching learning and evaluation, research, consultancy and extension activities, infra structural and learning resources, student support and progression, organization, management and healthy practices.

"Education is manifestation of perfection in a person". Keeping this significant adage in mind, institution endeavors to tap your latent talents and help you in pursuits whether in academics, sports or curricular activities. Our objectives and philosophy is to inculcate invincible moral, ethical and spiritual values and to provide confident, dynamic and courageous persons who can distinguish themselves and make meaningful contribution to the nation.

So let's join hands and plan together this journey of education that we hope to end at the Station of name and fame.

"We invite you to become part of this knowledge revolution".

Brig (Dr.) J. S. Grewal
DIRECTOR



About the College

Welcome to Punjab Business School (PBS). Here you begin to explore your ability. Our commitment and students' hard work at PBS make things happen. We feel responsible to ensure that students join their station of life as per pre-determined stint, intellectually well developed, spiritually oriented and morally upright. The Institutions provides a challenging environment to the students who learn to stimulate their attitudes to make themselves capable and competent to face any conceivable situation with confidence.

We offer **Regular 2 years MBA program, 5 years integrated MBA and BBA programs, regular 3 years BBA and BCA programs. The Institute is approved by AICTE, Ministry of HRD and affiliated to Punjab Technical University, Jalandhar, Punjab (India).** The institute is located in a cool and calm environment which is favorable to learning, thereby making the atmosphere infectiously and enviously more academic and competitive. Campus is delightfully and innovatively planned.

The layout is scientific, convenient and takes care of long term requirements. It is tastefully adorned with aesthetically impressive buildings, gardens, lush green lawns luring visitors. Shaded avenues with serene message of calmness, tranquility and harmony all put

together making it into the most inviting and congenial learning environment, forcefully etching in the visitor's memory forever to recall and cherish. The college in a short span of time has made significant strides to carve for itself an excellent image. It is proud of its dynamic, innovative and well qualified faculty.

Teaching methodology aims at academic growth and learning through application based approach. Putting emphasis on academics as well as on practical aspects of industry helps budding managers to face challenges in professional life. PBS has a comprehensive training and placement policy. The aim of the Training and Placement cell is to plan supervise, monitor and evaluate various job prospects for our students. Regular visits to industrial units are also undertaken. Along with the academics, students take active part in extracurricular activities and sports. In essence, students get the best of the faculty, infrastructure facilities, learning environment and opportunities for a head start in life, gaining all possible advantages. This is in tandem with India's position in the world market as it is one of the emerging nations with a vast pool of technical and managerial human resources.



COURSES OFFERED		
Course	No. of Seats	Duration
M.B.A	60	2 yrs.
B.B.A	40	3 yrs.
B.C.A	40	3 yrs.



Punjab College of Education

DEPARTMENT OF MANAGEMENT

Eligibility Criteria for MBA PROGRAM

Graduates in any discipline from any university recognized by the University Grants Commission are eligible.

Admission Procedure for MBA

Candidates desirous of admission in MBA programme have to undertake a Combined Entrance Examination, Management Entrance Test (MET) conducted by Punjab Technical University, the information of which is published in national and regional dailies. Subsequently the students who have applied for the test are required to appear for counseling on the basis of their score in the written examination.

Admission for 20 seats in Management quota shall be done by direct admission based on Graduation marks.

Eligibility Criteria for BBA PROGRAM

Passed 10 + 2 preferably with at least 50% marks.

The Admission Procedure for BBA

Direct Admission based on 10 + 2 marks and personal interview

MBA SPECIALIZATION OFFERED

- FINANCE
- MARKETING
- HUMAN RESOURCE
- INFORMATION TECHNOLOGY

DEPARTMENT OF COMPUTER APPLICATION

Eligibility Criteria for BCA PROGRAM

Passed 10 + 2 preferably with at least 50% marks.

The Admission Procedure for BCA

Direct Admission based on 10 + 2 marks and Personal interview.

About the college

The institution has dedicated itself to the service of society by educating teachers, preparing professional educators and research to strengthen the local, national and international communities of education.

The college is affiliated to the Punjabi University, Patiala & recognized by the NCTE, Jaipur. The college is accredited with grade 'B' by NAAC. We have a long history of excellence and repute and have a solemn commitment to address ourselves vigorously to the needs arising from a dynamic and rapidly changing society by aligning ourselves to the requirement of the new age of teaching, conducting research, disseminating new knowledge and developing application for existing knowledge.

We also believe in preparing learners who are able to apply their knowledge in a cross cultural and diverse society.

Our strength as an Institution rests on our ability to function as a contributing member of society, maintaining quality in as offerings is fundamental to the reputation. Our various scholarly research programs have continued, as before, to reflect the standards of intellectual vitality and excellence. Our scholars have continued to play active role in the national as well as international arena. We are trying to create a dynamic, exciting discovery driven intellectual environment that will draw superior teachers to befit our motto :

"GENERATION, PRESERVATION AND TRANSMISSION OF KNOWLEDGE"

COURSES OFFERED

Course	No. of Seats	Duration
B.Ed	200	1 yr.
E.T.T	50	2 yr.

Bachelor of Education (B.Ed.)

Eligibility Criteria : 50% marks in Graduation/ Post Graduation (General Category), 45% marks in Graduation/ Post Graduation (SC/ST/OBC)

Subject Combinations

- | | | |
|--------------------------|----------------------------------|------------------------|
| 1. Science-Languages | 2. Science-Maths | 3. Commerce Languages |
| 4. Commerce-Economics | 5. Social Study - Languages | 6. Economics-Languages |
| 7. Economics-Maths | 8. History-Languages | 9. Maths-Languages |
| 10. Pol. Sci.- Languages | 11. Physical Education-Languages | |

Note : Fill the subject combination carefully in the admission form. No further change will be entertained

Elementary Teacher Training (E.T.T.)

Eligibility Criteria : 50% marks in 10 + 2 (General Category), 45% marks in 10 + 2 (SC/ST/OBC)

Teaching subjects : English, Punjabi, Hindi, Environmental science, Environmental studies, Art and Craft, Maths

Beyond the Curriculum

The College lays emphasis on all-round development of the personality through the various curricular and co-curricular activities. Students are encouraged to participate in cultural and literary activities besides sports and athletics.

The following are the features :

- Morning Assembly Celebrations of festivals
- Excursions Tours and Trips
- Skill in Teaching competitions (Intra & Inter & college)
- Formation of different clubs
- Annual Function
- Seminars
- Cultural Activities, Paper Reading, Debates. Quiz, Essay writing etc.
- Participation of Students in Youth Fest and Sports Activities
- Literary Talent Search Competitions
- Workshops
- Students Tutorial groups
- Annual Athletic meet
- NSS camps
- Extension talks
- Blood Donation Camp



Principal's Message

It gives me a great sense of purpose and accomplishment in leading a group of enthusiastic and dedicated professionals, committed to the mission of PCE. We at PCE shall leave no stone unturned to equip our students with such skills, qualification, habits and values that they develop internally as well as externally and become enlightened citizens of this country. The faculty is committed to provide top class education to the future teachers of this country. I ensure that academic and co-curricular activities of the college that motivate team work and dedication to profession shall be appreciated by one and all.

Dr. Beantjit Kaur
MA., M.Ed. Ph.D, CES-1 (Retd.)
Former Principal Govt. College of Education
Sector 20, Chandigarh



PUNJAB INSTITUTE OF TECHNICAL EDUCATION

Punjab Institute of Technical Education



Principal's Message

This is the era of difficult competition in every walk of life. My young friends, so is the situation in front of you after successful completion of your matriculation. All of you carry lots of realistic ambitions and dreams to join IITs, Medical Colleges or higher academic careers after 10+2. Notwithstanding this, your well considered and wise decision to join diploma engg at this very stage after matriculation, is another realistic and appreciable route to attain the above said ambitions. Diploma Course in Engineering is a real gateway to practical and realistic engineering career. A balanced mix of exposure to theoretical principles along with practical experimentation on machines & equipments, is the unique characteristics of the course. You are rightly making this course as your first option to join.

Perhaps today theoretical engineers are easy to find whereas on the contrary a practical hand with sharpened theoretical knowledge is difficult. This practical engineer is the 'one' that you get transformed after completion of this course. God willing, your sincerity, hard work, discipline and desire to learn and optimal use of the hard earned money of your parents will make you a successful, worthy competent engineer in any industry, government laboratories or public/private engg sector. Getting jobs or to set your own enterprise is not a far & difficult dream any more.

Today none of the engineering disciplines is a pure discipline. Even branches like civil and mechanical are not untouched by technical exposure of computers and electronics. Thereby emphasizing the need of your own personality, depth of knowledge and sincerity than the importance of the branch you get admitted to your institute is just getting started. Your hard work, discipline and focus of aim will not only get you high laurels but name and fame to your alma mater. Wishing you God's speed and all the success in life, career and studies.

B.S. Kapur
Principal

About the college

A very warm welcome to Punjab Institute of Technical Education (PITE), where your search for ability begins. Our commitment and students hardwork at PITE surely will make the things happen. We feel responsible to ensure that students join their station of life after the predetermined stint, as technically/intellectually well developed, spiritually oriented and morally upright.

The Institutions provides a challenging environment to the students who learn to stimulate their attitudes to make themselves capable and competent to face any conceivable situation including technical ones, with confidence. **We offer a regular three year polytechnic diploma courses in four disciplines. All these are approved by AICTE, Ministry of HRD, New Delhi and affiliated to Punjab State Board of Technical Education and Industrial Training, Chandigarh.** The location of the institute is in cool and calm environment which is favorable to learning. The campus is delightfully and innovatively planned.

The layout is scientific, convenient and takes care of long term requirement. Institute is proud of its dynamic, innovative and well qualified faculty. Teaching methodology is aimed at academic growth and learning through application based approach. PITE will have regular summer training with industry to enable students to get abreast with real life technical and human related situations.

Training and placement cell is there to plan, supervise, monitor and evaluate various job aspects for our students. Along with academics students take active part in extracurricular activities and sports. We are confident to make PITE one of the most preferred, excellent and appropriate destination for these diploma engineering courses.



COURSES OFFERED

Courses	No. of Seats	Duration
Mechanical Engineering	120	3 yrs
Civil Engineering	60	3 yrs
Electronic and Comm. Engineering	60	3yrs
Computer Science and Engineering	60	3yrs

ELIGIBILITY CRITERIA

- Matric passed from any recognized Education Board with English, Maths & Science.
- For LEET (2nd Year-ITI/10+2 vocational/10+2 Non Medical)
- 33% management quote seats on the basis of class 10th marks.

DEPARTMENT OF MECHANICAL ENGINEERING

Mechanical Engineering is one of the oldest branches of Engineering. Any system from macro level to micro or nano level cannot be possible without Mechanical Engineering. Ranging from ships, rockets, aircrafts down to needles, this stream of Engineering is very visible in our day to day life.

The department has following fully equipped and advanced laboratories

- SOM lab • Thermodynamics lab • Metrology lab • Applied Mechanics lab • RAC lab • FM Lab

DEPARTMENT OF CIVIL ENGINEERING

The last two decades have witnessed explosive expansion in infrastructure like construction of massive structures of Airports, Hospitals, Bridges, Roads, Housing & Irrigation system at national and international level. It is a global requirement without which no country can think of higher growth rates. Coming decades will witness an accelerated growth in this area. This department addresses current issues in Structural Engineering, Transport, Water Resource Engineering, Material Engineering, and Construction Engineering.

The department has following fully equipped and advanced laboratories

- Surveying Lab • Concrete Technology Lab • Structural Mechanic lab • Water Supply & Waste Water Engineering Lab • Construction Material Lab • Highway Engineering Lab • Soil & Foundation Engineering Lab

DEPARTMENT OF COMPUTER SCIENCE AND ENGINEERING

This department aims to produce computer Professionals with analytical and logical skills along with knowledge in a wide range of computing areas like Soft Computing, Artificial Intelligence, Computer Graphics and Vision, Multimedia and Networking. Research based learning is provided in areas such as Audio and Video Compression, Programming Paradigm, Scientific Computation, Data Warehousing & Data Mining and Embedded Systems. This is achieved through expertise of invited professionals in areas beyond the established curriculum.

The department has following fully equipped and advanced labs

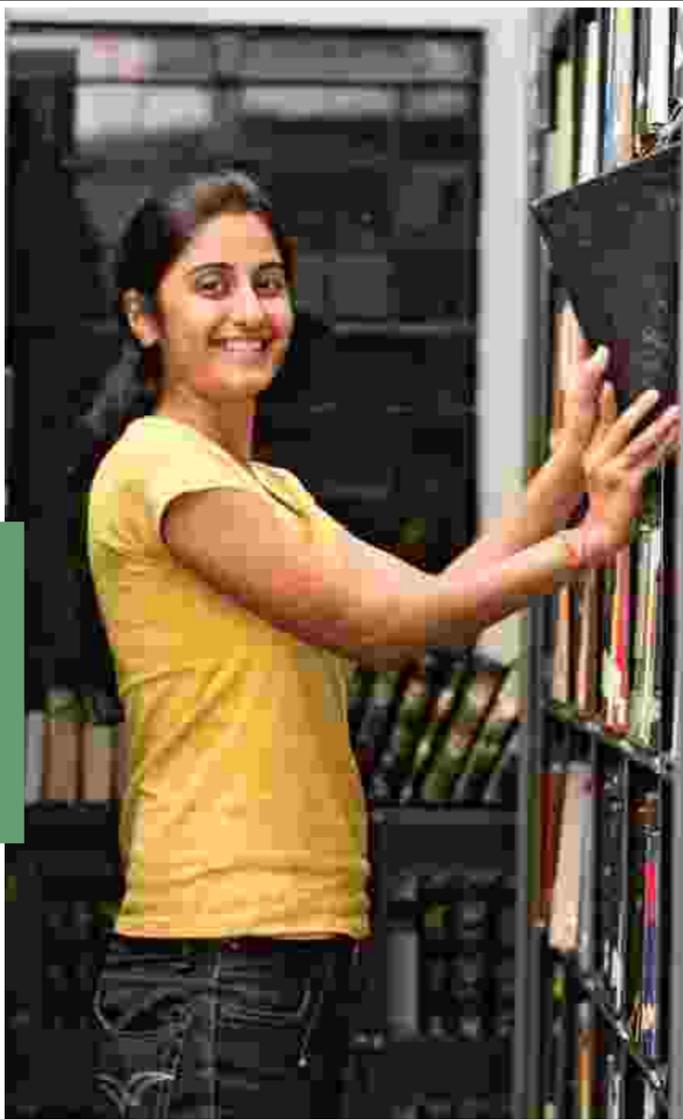
- Hardware Lab • Internet Lab • Software Lab • Communication Lab

DEPARTMENT OF ELECTRONICS AND COMMUNICATION ENGINEERING

Electronics & Communications is increasingly supporting almost all areas of engineering in the ever changing industrial environment. The major areas of focus are Microelectronics, Optical Fiber Technology, Wireless and Mobile Communication, System-on-Chip, Signal Processing and Embedded systems. The laboratories with sophisticated equipment are available with a mission for the students to learn beyond their standard curriculum. We provide expertise at the global level to give students a cutting edge in technical exploration and enhance their learning through encountering real life industrial problems.

The department has following well equipped and advanced laboratories

- Basic Electronic and Measurements Lab • Communication and Microwave Lab
- Power Electronics and Microprocessor Lab • Digital Lab



TRAINING AND PLACEMENTS

The Institute has a comprehensive Training and Placement Policy. Training and Placement Cell (TPC) of the Institute is making strenuous efforts to provide best career opportunities to the students. The objective is to enable students to develop skill base as per demands of the industry. TPC undertakes the following activities in a routine manner to achieve its sacred objective of shaping students' career.

Job Prospects

These courses open limitless job prospects with well known companies in the areas of software development, networking, embedded systems etc. Our students are competent to secure jobs in manufacturing and assembling etc. in Electronics/Mechanical/Civil/ Business Management/Computer Science related projects.

Industry-Academic Interface

The cell maintains an active industry-academic interface so as to provide exposure of corporate /industrial culture to the students. Feeling the need for a well groomed personality among the technocrats, institute lays extra emphasis on developing students through:

- Guest lectures by professionals
- Industrial Visits
- Arranging Training Programmes

Training and Placement

It focuses on the following to achieve the objectives:

- Invite and conduct campus interviews.
- Coordinating with other institutes to organize job fairs.
- Exploring Job opportunities in the region and motivating candidates to apply for them
- Internship programs for development.

In-House Training Programs

Regular in house training programs in addition to the regular curriculum are organized with an objective to:

- Emphasising on Personality Development
- Enhancing Proficiency in English language both written and verbal.
- Training in formal dressing, etiquettes/manners and thus the overall grooming.

Salary package

1.8 to 4.8 lacs per annum

CONCESSIONS AND SCHOLARSHIPS

Entrance scholarships are awarded to academically outstanding students entering PGC.

SCHOLARSHIP AT ENTRY LEVEL

Qualifying Exam	MBA/BBA/BCA/Polytechnic
Above 90%	100% tuition fee concession
80%-89.99%	75% tuition fee Concession
75%-79.99%	50% tuition fee Concession
70%-74.99%	25% tuition fee Concession

SCHOLARSHIP ON THE BASIS OF ENTRANCE EXAM

Concession in tuition fee	MBA(MET)	DIPLOMA(JET)
100%	1-1000	1-1000
75%	1001-2000	1001-2000
50%	2001-3000	2001-3000
25%	3001-4000	3001-4000

FEES : For MBA/BBA/BCA as per PTU and Punjab Govt. Norms.

For polytechnic as per PSBTE and Punjab Govt. Norms.

For B.Ed. & ETT as per Punjabi University & Punjab Govt. norms.

Note : No Donation & Capitation Fee.



Some of the prominent industries recruiting students in our vicinity are: GPI, Swaraj Mazda, ICICI Prudential, Punjab Tractors Ltd, Diplast Ltd, Markfed, Gillard Electronics, Tynor Orthotics, Milkfed, Dell, Cheema Boilers, Ambuja Cements, MFG, Philips, Infrastructure Developers, JBL, Goetz, Nahar etc.

FACULTY AND STAFF

Faculty is the backbone of this professional educational institution. Faculty here is a cohesive team of well qualified, experienced and dedicated teachers. Their teaching experience in the best Institutes/Universities is an added advantage to students. The non teaching staff is also very well qualified and has wide-ranging experience. The students have career guidance based on different backgrounds and educational experiences. Equal emphasis is laid on indoor/outdoor games, cultural as well as literary activities, for the all round development of students.

WHY JOIN PGC

- Located amidst a green and pollution-free environment.
- Modern setup conforming to international standards including air-conditioned interactive classrooms and e-libraries.
- Highly qualified, experienced & dedicated faculty.
- Provides the best quality in Engineering, Management, Computers and Education.
- An atmosphere that works best for a student's overall development.
- Focus on Personality Development, Training and Placement.
- Practical, Industry oriented teaching methodology.
- Wi-Fi enabled campus and internet facility round the clock.
- Vibrant and exciting student life, a whole new world within PGC.
- Air-conditioned Hostels for boys and girls with modern State-of-the-art infrastructure and all facilities.
- Modern Transport facility available from various places within a radial distance of 60 kms.

Rules & Regulations

Identity Cards

1. Entry to the college premises will be on production of Identity Card issued to the students.
2. Identity card issued to student is institute specific. A student has the privilege to utilize the facilities provided to him/her in the institute only.
3. In case of loss of identity card, a duplicate identity card shall be issued with a written request from the student. Rs. 50/- will be charged for issuing a new card.
4. Identity card is the property of the Institute and is to be surrendered before leaving the Institutions.

Computer Lab

1. Computer Labs are for academic homework and research use. Personal E-mailing, Chat and Games are not permitted.
2. Academic use of computers (homework and research) will take priority.
3. Settings on the computers should not be changed.
4. No personal floppy disks, CDs or USB memory sticks are allowed in computers lab.
5. Unauthorized and illegal copying of any licensed software is strictly prohibited.

Library

1. Only valid library card-holders will be eligible to use the library facility.
2. Books will be issued only on production of identity cum library cards in case a card is lost for the first time, duplicate card will be issued on request along with a fine of Rs. 50/-. Second time loss of Identity cum library card will invite a fine of Rs. 100/-. Thereafter card will be issued only at the discretion of the Director/Principal.
3. A maximum of two books / old periodicals / old newspaper can be issued to students and non teaching staff for 10 days at a time. Books may be renewed two times after initial issue i.e. a book can be kept for maximum of 30 days provided.
 - i) The book is physically presented for renewal.
 - ii) Demand for the books is not pending in the reservation register.
4. Mobile phones or pagrs will be switched off in the library.
5. Smoking, eating & drinking is not be permitted inside the library.
6. Silence will be observed in the library.

Attendance

As per rules of the University a student is entitled to appear in the end semester examinations if he/she attended a minimum of 75% of scheduled lectures in every subject. Defaulter will not be allowed to appear in the University examination accordingly. Attendance in class/seminars and other functions organized in the institute is mandatory. Absenteeism will invite fine to the tune of decision taken by the college authorities in this regard.

Code of Conduct

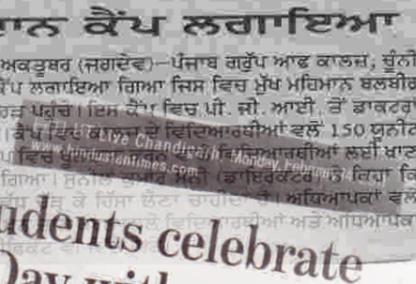
1. Students must be seated in the classroom before the start of the lecture. No students shall enter the door or knock the door after 5 minutes of the start of the class. No break shall be permitted during the lecture unless absolutely necessary.
2. No students shall be loitering near the classes once the classes are in progress.
3. Regular attendance in the class including guest lectures is compulsory.
4. Use of Mobile Phones and pagers is prohibited in the classrooms, laboratories and seminar hall.
5. Food, beverages and any type of drinks are not permitted in the labs/class rooms.
6. Every student will submit assignments, present papers, projects, case analysis etc. as per periodic directions.
7. Students have to adhere to formal dress code. (T-Shirts/Jeans, Sneakers & Kurta Pajamas are not permitted in the institute). On all Mondays, students will put on college neck ties/scarfs. Students not adhering dress codes will be liable to financial penalty.
8. Misbehavior, persistent disobedience, frequent absenteeism, habitual late coming, consumption of drug or liquor in the institute, cheating in the examination and any act unbecoming of a professional student shall be considered as serious and invite disciplinary action including expulsion from the institute. The institute reserves the right to exercise such an option unilaterally.

Internal Assessment

40% and 20% of marks have been earmarked for internal assessment as per PTU and Punjabi University and PSBTE & IT Rules. This includes assignments, attendance & performance in class.

Most Important

1. It is not a legal document. The principal/director reserve the right to change any rules & regulations. (Which is mentioned in the prospectus) without prior intimation.
2. Fee structure will be followed as prescribed by PTU, Punjabi University, PSBTE & Punjab Govt. from time to time.
3. The candidate should read the instructions carefully before submitting seeks admission to campus.
4. No dues form should be submitted in the office before leaving college/receiving examination admit card.
5. Student must provide correct information/particulars in their admission form.



Students celebrate V-Day with mentally challenged children

SAS NAGAR: Students of Punjab Group of Colleges celebrated Valentine's Day with mentally challenged children at Padiala village near here on Sunday. The students also visited the village's old age home and presented a cultural programme. The students interacted with the inmates on various social aspects.

flowers and fruits to the children and the aged to celebrate Valentine's Day. The college assured help to special children in future also. Sunil Kumar Soni, associate director, Punjab business School; Beantji Kaur, principal, Punjab College of Education, among others, also participated in this event.

