



**HIMACHAL PRADESH UNIVERSITY  
COLLEGE OF BUSINESS STUDIES  
(UCBS) AVALODGE, SHIMLA-171004**



**BBA & BCA ENTRANCE TEST-2026**

**HANDBOOK OF INFORMATION**

**For Admission to Regular BBA and BCA Courses in Himachal Pradesh University College of Business Studies, (UCBS) Avalodge, Shimla for the Academic Session 2026-27**



[www.nadmissions.hpshimla.in](http://www.nadmissions.hpshimla.in)  
[www.hpuniv.ac.in](http://www.hpuniv.ac.in)

**HPUCBS (BBA and BCA) Entrance Test ONLINE Application Fee:**

Category	Subsidized Seats	Subsidized & Non-Subsidized (Both)
SC/ST/Antyodaya / IRDP /EWS	400/-	1600/-
General	700/-	1900/-

**Last date of submission of online application form along with successful transaction of fee: 20<sup>th</sup> May, 2026 till 5:00 pm**

# WINNER OF ASIA'S MOST TRUSTED BUSINESS SCHOOL AWARD-2016



## HPUCBS (BBA and BCA) Entrance Test 2026-27

- A. Last Date** for Applying ONLINE for the Entrance Test of BBA and BCA-2026: **20<sup>th</sup> May, 2026 till 5:00 pm.**
- B. Admission Schedule:** Detailed Admission Schedule for BBA and BCA courses for the session 2026-27 including, Date of Entrance Test, Declaration of Result, Counselling, Group Discussion and Personal Interview (BBA Course) will be notified later on the HPU website [www.hpuniv.ac.in](http://www.hpuniv.ac.in) and college website <https://hpuniv.ac.in/university-detail/home.php?college-of-business-studies>
- C. Centre of Examination:** The Centre of Examination for BBA and BCA Entrance Test will be **Shimla** only.

**NOTE :** The result of the written test will be displayed on the notice board of HPUCBS and made available on the university website [www.hpuniv.ac.in](http://www.hpuniv.ac.in)

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प्रो० महावीर सिंह  
कुलापति

हिमाचल प्रदेश विश्वविद्यालय  
राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद् द्वारा प्रत्यायित "ए" ग्रेड विश्वविद्यालय  
— जान पथ, समरहिल, शिमला - 5

### संदेश

मुझे यह जानकर हार्दिक प्रसन्नता हो रही है कि हिमाचल प्रदेश विश्वविद्यालय के स्नातकोत्तर केन्द्र तथा इससे सम्बन्धित जन्म केन्द्रों में शैक्षणिक सत्र 2026-27 में छंटनी परीक्षा के माध्यम से प्रवेश प्रक्रिया आरम्भ करने के लिए विवरणिका तैयार की जा रही है।

हिमाचल प्रदेश विश्वविद्यालय ने अपने अस्तित्व के लगभग 56 वर्षों में शिक्षा के प्रचार-प्रसार में कई कीर्तिमान स्थापित किए हैं तथा यह विश्वविद्यालय पूरे प्रदेश में सबसे पुराना एक मात्र सम्बद्धता प्रदान करने के अतिरिक्त अकेला सह-आवासीय उच्च शिक्षा का प्रगतिशील केन्द्र है।

नई सम्भावनाओं और चुनौतियों को दृष्टिगत रखते हुए विश्वविद्यालय में अध्यापन को और अधिक प्रतिस्पर्धात्मक बनाने हेतु अध्यापन को न केवल कक्षा शिक्षण के लिए अपितु ऑनलाइन भी सूचना प्रौद्योगिकी तकनीक के माध्यम से परिपूर्ण बनाया गया है। मुझे पूर्ण विश्वास है कि यह विश्वविद्यालय छात्रों के लिए उच्चतर शिक्षा ग्रहण करने हेतु उपयुक्त वातावरण प्रदान करेगा।

मैं यहाँ शिक्षा ग्रहण करने के लिए आने वाले सभी छात्र-छात्राओं को अपनी हार्दिक शुभकामनायें देता हूँ।

  
(महावीर सिंह)

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ई-मेल : vc@hpu.ac.in, vc\_hpu@hotmail.com, mahavirhpu@gmail.com



## **DIRECTOR'S MESSAGE**

“Success is not final; failure is not fatal; it is the courage to continue that counts”.

**-Winston Churchill**

The **University College of Business (UCBS)** was established in the year **1996** and it is a constituent institution of Himachal Pradesh University (**Accredited with ‘A’ grade by NAAC**) founded on July 22, 1970. The institute is nestled amidst tall and lush green trees of deodars, oaks, pines and rhododendrons. The location of the institute presents a panoramic natural view among the woods and it is one of the pioneer institutions in the fields of Management and Computer Science in the North India. The mission of University College of Business Studies (UCBS) is to nurture future business leaders and computer professionals with character, competence and enthusiasm. These leaders would be capable of comprehending diverse populace, complex situations and conflicting requirements keeping design thinking as the framework for decisionmaking.

The **BBA and BCA programs of institute** are designed to prepare corporate leaders who can solve cross-functional and multidimensional problems of the business world. Besides this, one of our fundamental priorities is to instill in students a sense of ethics and sustainability. These qualities, along with our unique curriculum which **integrates management and computer disciplines with Liberal Arts and Design Thinking, ensure that our graduates take on global challenges with a clear understanding of how organizations work and a human-centric approach to problemsolving.**

We believe that education is about facilitating students to learn and self-discover themselves, and to make them capable of handling challenging situations not only in competitive world but also in real life situations. We channel our resources towards providing such an enabling ecosystem for education. The industry oriented curriculum includes case studies, simulation techniques as well as experiential learning modules, which is aimed at preparing students for future challenges. In the campus, entrepreneurial spirit is encouraged and innovative thinking is supported through a variety of entrepreneurship developing activities.

Our strong bonding with highly successful alumni has resulted in linkages with reputed companies. This has resulted in fetching rewarding career opportunities for students through proactive placement cell. I am sure that you will enjoy the vibrant student life during your stay in the campus which boasts of state-of-art facilities and a peaceful environment of Shimla which is highly conducive for learning.

*I wish you all the best for the journey you are embarking on and all your future endeavors as well.*

**Prof. Dinesh Kumar Sharma**  
**Director**

## IMPORTANT DATES AND INFORMATION AT A GLANCE

- A. **Last Date** for Applying ONLINE for the Entrance Test of BBA and BCA-2026: **20<sup>th</sup> May, 2026 till 5:00 pm.**
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## INTRODUCTION TO HIMACHAL PRADESH UNIVERSITY, SHIMLA

Himachal Pradesh University Shimla was established on 22<sup>nd</sup> July 1970 through an Act of Himachal Pradesh State Legislature, is one of the leading affiliating-cum- residential University in India. The University is located at Summer Hill, a suburb at the Western end of Shimla at a distance of about 5 kms. from the town, 5 minutes' walk from the Summer Hill Railway Station and about 15 kms. from the Jubbar Hatti, Air Port. The University has 30 Teaching Departments covering various programmes of study in the Faculties of Physical Sciences, Life Sciences, Commerce & Business Administration, Education, Law, Languages, and Performing & Visual Arts. Various academic programmes offered are at the levels of Certificate, Diploma, P.G. Studies at the Master's Level, Research Studies at Doctoral Levels, Private Studies (External Examinations) and Distance Education (Through ICDEOL) along with studies at the MIT/BIT, BBA, BCA and five years integrated course in Tourism Administration Levels. Admission to various courses is made either through entrance test or on the basis of merit of qualifying examination. The admission through Entrance Tests is made in Physical Sciences (M.Sc. Physics, M.Sc. Chemistry, M.A./M.Sc. Mathematics), Biological Sciences (M.Sc. Botany, M.Sc. Zoology), Laws (LLB), Computer Applications (MCA), Journalism (BJMC), Education (B.Ed., M.Ed., MA in Education) Regular & ICDEOL, Management Studies (MBA), Vocational Courses (FYICTA, MTA), UIT (B.Tech.) and UCBS (BBA & BCA). Separate prospectuses are available for Sciences, UBS, UCBS, IVS and UIT and various courses offered by ICDEOL. Necessary information is available from the respective departments. In most of the courses the pattern of Examination is semester System. Academic Session starts in the month of July.

### About UCBS:

UCBS Ava-Lodge, Shimla is a premier institution extending education of Bachelor of Business Administration and Bachelor of Computer Application (BBA & BCA) to develop professional and leadership qualities with values of entrepreneurship, ethics and social responsibility amongst students. It is functioning under the Executive Council of the Himachal Pradesh University since 1995. It admits students from all over the Country for BBA & BCA and imparts training to make them competent and motivated professionals as entrepreneurs with leadership qualities. UCBS Ava-Lodge Shimla is the Winner of “Asia's Most Trusted Business School Award-2016” awarded by International Brand Consulting Corporation, USA.

### Vision

**“To contribute valuable graduates for industry and society through excellence in Management and Technical Education & Research.”**

### Mission

**“To produce competent graduates to cater the needs of society by imparting skill-based education through effective teaching learning process.”**

The academic program of the UCBS is approved by the academic bodies of the University. It is a nodal centre for imparting Bachelor courses in Management and Computer Applications affiliated to Himachal Pradesh University. It provides academic and other curricular input to the students through exposure of industry and academia.

### ADMISSION PROCESS:

The college is running two undergraduate programmes BBA and BCA. The admission procedure for both the courses is given here under:

### BBA COURSE:

There is a total of 70 (Seventy) seats in BBA Programme out of which **40 (forty)** seats are under subsidized Category and 30 (Thirty) seats are under Non-subsidized Category.

### ELIGIBILITY FOR ADMISSION TO BBA PROGRAMME:

Minimum Eligibility for admission to BBA Programme is Plus Two examination under 10+2 system or examination equivalent thereto of a Board/ University established by Law in India with 45% marks (40% marks for Scheduled Caste/ Schedule Tribes)

**OR**

Any examination of a University/ Board/ College or School in foreign country recognized as equivalent for the above purpose by the Vice-Chancellor/ equivalence committee of its own or on recommendations of Association of Indian Universities with **45% marks (40% marks in case of SC/ST)**.

### AGE LIMIT (BBA):

The maximum age limit for the course is **22 years** on the 1<sup>st</sup> July of the year concerned, provided that in case of the candidates belonging to Scheduled Castes/ Scheduled Tribes, the upper age limit will be **relaxed by three years**. Provided further that 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**.

### BASIS OF ADMISSION TO BBA UNDER SUBSIDIZED SEATS

The admission to **40 subsidized seats** is based on competitive examination which comprises application ratings, Entrance Test, Group Discussion and Personal Interview. The weightage assigned in computing merit is as follows:

1. **Application Ratings:** 30 Marks (**15 Marks each for Matric and 10+2 examination** levels on the basis of percentage scored in the examination. While computing merit a candidate having commerce or Mathematics as a subject at 10+2 Level will be given additional weightage of 10% of the percentage of aggregate marks obtained by him/her in 10+2 examination).

2. **BBA Entrance Test:** 50 Marks
3. **Group Discussion:** 10 Marks
4. **Personal Interview:** 10 Marks

**Note:** The Entrance Test is also used for the screening the candidates for the Group Discussion and Interview. Normally, three candidates for each seat are called on the basis of written test for further processing for selection. **No re-evaluation or rechecking of marks is allowed for written test.**

#### **Composition of BBA Entrance Test:**

The BBA Entrance Test will comprise of four parts:

- a. General English
- b. General Mathematics
- c. General Knowledge.
- d. General Management

#### **BASIS OF ADMISSION TO BBA UNDER NON-SUBSIDIZED SEATS:**

For Non-Subsidized seats admission shall be based on the percentage of marks scored in Matric and 10+2 exam passed (carrying equal weightage). The candidates on merit depending upon the number of seats, shall be admitted to the course and there will not be any kind of reservation. The college reserves the right to increase or decrease the number of seats depending upon the availability of facilities.

**Note:** There will be no written test for non-subsidized seats and no reservations of any kind in allowed in this category. Further, Separate Merit List shall be prepared for subsidized category and Non-Subsidized category.

#### **BCA COURSE:**

There is a total of 50 (Fifty) seats in BCA Programme out of which **30 (Thirty)** seats are under subsidized Category and 20 (Twenty) seats are under Non-subsidized Category.

#### **ELIGIBILITY FOR ADMISSION TO BCA:**

Minimum Eligibility for admission to BCA Programme is plus two examination under 10+2 system or examination equivalent thereto of a Board/ University established by Law in India with **40% marks (35% marks for Scheduled Caste/ Schedule Tribes)**

**OR**

Any examination of a University/ Board/ College or School in foreign country recognized as equivalent for the above purpose by the Vice-Chancellor/ equivalence committee of its own or on recommendations of Association of Indian Universities with **40% marks (35% marks in case of SC/ST).**

### **AGE LIMIT (BCA):**

The maximum age limit for the course is **21 years** for male candidates of General Category, **23 years** for female candidates of General category and **24 years** for both male and female Scheduled Caste/ Scheduled Tribe category as on the 1<sup>st</sup> July of the year concerned. The Vice-Chancellor may permit age relaxation up to **maximum of six months**.

### **BASIS OF ADMISSION (BCA) SUBSIDIZED SEATS**

The final admission to BCA is based on the merit of BCA Entrance Test for **30 subsidized seats**.

#### **Composition of BCA Entrance Test:**

The BCA Entrance Test will comprise of three parts:

- a. Mathematics (40%)
- b. Logical Ability (40%)
- c. General Awareness (20%)

### **BASIS OF ADMISSION TO BCA UNDER NON-SUBSIDIZED SEATS:**

For Non-Subsidized seats admission shall be based on the percentage of marks scored in Matric and 10+2 exam passed (carrying equal weightage). The candidates on merit depending upon the number of seats, shall be admitted to the course and there will not be any kind of reservation. The college reserves the right to increase or decrease the number of seats depending upon the availability of facilities.

**Note:** There will be no written test for non-subsidized seats and no reservations of any kind in allowed in this category. Further, Separate Merit List shall be prepared for subsidized category and Non-Subsidized category.

### **RESERVATION UNDER SUBSIDIZED CATEGORY SEATS:**

Admission shall be subject to the following conditions:

- A. 15% and 7.5% seats shall be reserved for SC and ST candidates respectively having domicile of Himachal Pradesh – irrespective of the Institutions from where they have passed their qualifying examination.
- B. The remaining 77.5% seats shall be filled as under:
  - i. 25% of seats for admission shall be open for all the candidates irrespective of the institution from where they have passed their qualifying examination

- ii. 75% of seats shall be filled out of the candidates who have passed their qualifying examination from H P Board of School Education or any other school located within the territorial jurisdiction of Himachal Pradesh from any other Board like CBSE or ICSE etc.

Subject to the following reservations:

- a. 5% of the seats shall be reserved for outstanding sportsmen/Women.
  - b. 5% of seats shall be reserved for outstanding cultural activists.
  - c. 5% of seats shall be reserved for physically challenged candidates.
- C. Provided further that four seats in BBA and three seats in BCA (supernumerary) shall be reserved for Economically Weaker Sections (EWS) having domicile of H.P.
- D. Provided further that two seats (Supernumerary) shall be reserved for the Single Girl Child of Himachali domicile in BBA and BCA courses each. Applicant under this category must attach a certificate from the Executive Magistrate.
- E. Provided further that two seats (Supernumerary) shall be reserved for the J&K Domicile, Kashmiri Pandit/ Kashmiri Hindu families (Non-migrants) living in Kashmir valley.
- F. Provided that the minimum eligibility for admission to the course in the case of SC/ST will be 5% lower than the eligibility condition for other students.

#### Rules for Admission under Sports Category:

Following Criteria will be followed for determining Merit for Admission in various Departments of the University against Sports Quota for the session 2026-27:

1. Representation of the country/Indian Universities in the Inter National Competitions.
2. Position in Senior National/ National Games.
3. Position in All India Inter-University / Khelo India University Games.
4. Position in Zonal Inter-University Games.
5. Position in Youth National /Junior National / Khelo India Youth Games /SGFI (U-17, U-19) Competitions.
6. Number of participation in the Senior National/National Games.
7. Number of participation in the Inter-University tournaments / Khelo India University Games/ Intra-Zonal, Inter-University Games.
8. Position in Sub-Junior National and SGFI (U-14) Competitions.
9. Number of participations in Youth National/Junior National/Khelo India Youth Games/SGFI (U14) Competitions.
10. Position in Senior State/ Inter College / Youth State / Junior State/ School State Competitions.

**Note: Positions / Participation at higher level will be considered only after the production of supporting documents at the lower-level participation in sports.**

#### **IN CASE OF TIES:**

1. The candidate who is having higher number of positions /participations at the respective level in the order of hierarchy (Pt. No.1 to Pt. No.10) will be given preference.
2. Individual games shall be given preference over team Games.
3. The candidate who is having latest participation at the respective level in the order of hierarchy (Pt. No.1 to Pt. No.10) will be given preference
4. Candidate elder in age shall be given preference over younger candidate.

## Rules for Admission under Cultural Category:

Rules for Admission for Outstanding Performance in Cultural Activities:

- 1) Admission against outstanding cultural quota at par with sports quota would be made once, in the beginning of the academic session. No forms for such admission would be entertained after the expiry of the last date of the submission of forms for admission in the University.
- 2) Candidates who are employed are not eligible for admission against cultural quota in any of the courses.
- 3) Only those students will be eligible for admission against outstanding cultural quota who have at least 1st, 2nd, 3rd or Highly Commended and Commended position in Inter-College Youth Festival in any item in any of the previous three years.
- 4) While considering admissions against cultural quota only the following cultural items will be considered:
  - (1) Debate (2) Indian Folk Dance (3) Indian Classical Music (Vocal) (4) Indian Classical Music (Instrumental) (5) Light Vocal Music (6) Vaidya Vadan (7) Group Singing (8) Indian Classical Dance (9) One Act Play/Short Play/Skit (10) Symposium (11) Poetic Symposium (14) On the Spot Painting and (14) Quizzing. Western Group Song, Western Solo, Rangoli, Clay Modelling, Elocution, Poetic Recitation, Cartooning, College, Poster Making Photography, Folk Dance, Orchestra and Mimicry.
- 5) It will be compulsory to represent Himachal Pradesh University in cultural activities for students who are admitted under cultural quota.
- 6) Any student who without adequate reason is found to be avoiding his/her cultural activity, will be liable for disciplinary action leading to the cancellation of his/her admission.
- 7) In order to judge the suitability of the candidates for admission against cultural quota, trials would be held in the respective cultural items by a committee comprising Dean Students' Welfare (as Chairman) and two persons to be nominated by the Vice-Chancellor and the recommendations of the committee will be final. Original certificates would be seen by the Committee at the time of trials.
- 8) The admission under cultural quota will be made on the basis of marks obtained in Entrance Test/ Qualifying Examination. The trials would be held to judge the suitability of the candidates only. For the selection under cultural quota, those candidates are entitled to be admitted in the course, who possess higher merit in the entrance test/ qualifying examination than others.

**Note: The Distinction in the individual item will be given preference over the Team Items. The students seeking admission against outstanding cultural quota should also qualify the minimum eligibility condition for admission in that course provided under rules.**

**The roster of admission (120-point roster), showing reservations of various categories shall be used as per H.P. University rules.**

**Note: Three supernumerary seats shall be reserved for wards of H. P. University employees under non subsidized category. Further, if Supernumerary seats remain vacant than these seats neither be filled with another category nor will carry forward.**

## Number of Seats:

The number of seats for subsidized and non-subsidized categories will be as under:

Course	Subsidized	Supernumerary Seats (Subsidized)		Supernumerary Seats (Non-Subsidized)	Non- Subsidized
		Single Girl Child	J & K Migrants	Wards of HPU Employees	
BBA	40	2	2	3	30
BCA	30	2	2	3	20

**Note:** In addition to the above, **four seats** in BBA and **three seats** in BCA (supernumerary) shall be reserved for Economically Weaker Sections (EWS) having domicile of H.P.

## PROCEDURE OF SUBMISSION OF ONLINE APPLICATION FORM

1. Log on to website [www.nadmissions.hpushimla.in](http://www.nadmissions.hpushimla.in) and download the prospectus and read it carefully to understand the eligibility criteria and other requirements for submission of online application. Read the instructions and procedure for online submission of application form carefully.
2. Before proceeding to apply, the candidates are required to go through the User Manual of admission available on <https://nadmissions.hpushimla.in> (other useful links).

**Note: 1. The candidate must fill all details in online form carefully, as the admission process for students will be based on the provided information.**

**2. Before proceeding further please make sure that the fields are filled correctly in the confirmation screen before clicking the submit button.**

3. **Before proceeding to apply, please ensure that you have:**
  - I. Scanned copy of candidate's recent photograph with following specifications  
Photograph must be passport size colour picture.
    - Photograph must be taken in full face view directly facing the camera.
    - Photograph should have no shadows and red eyes. Photograph should have maximum size of 200 kb.
    - Photo form should be .jpg., .jpeg, .bmp, .png.
  - II. Scanned copy of candidate's signature with following specifications. Applicant should sign with black ink on a white paper and get the signature scanned.
    - The signature must be signed only by the candidate and not by any other person. This signature has to be verified by the invigilator at the time of examination and at the time of Counseling/admission by the committee.
    - Signature should have maximum size of 200 kb.
    - Scanned signature format should be .jpg,.jpeg,.bmp,.png only.
  - III. Scanned copy of 10th Marksheet in any of the format .jpg,.jpeg,.bmp,.png,.pdf and file size should be less than 200KB.

- IV. Scanned copy of Himachal Bonafide (if applicable) in any of the format .jpg,.jpeg, bmp,.png,.pdf and file size should be less than 200KB.
- V. Create an email account if you already don't have one. It is mandatory as it will be used as your User ID/Login ID.
- VI. You must give a mobile number for Registration. If you don't have mobile number, enter your parent/guardian's working mobile number for any further correspondence/ communication in this regard.
- VII. All the fields marked with red star are mandatory to be filled up by the candidate.

4. Complete procedure for filling the ONLINE Application Form is given in the Annexure “**User Manual for Pre-Admission**”.

**5. The application fee for various categories will be charged as under:**

Category	Subsidized only	Subsidized & Non-Subsidized (Both)
SC/ST/IRDP/ Antyodaya / EWS	400/-	1600/-
General	700/-	1900/-

6. Before submitting the final information on each web page, the candidate must ensure that the information filled by him/her are correct. Once candidate “click on the final submission button” of his/her application page, he/she cannot edit/change the details entered.
7. After successful remittance of fee, system will generate for final submission to print the confirmation page of the online application form and then a message will be sent on registered mobile number. Follow the instructions to take the print out of confirmation page of online application form. **Please keep the confirmation page and proof of payment of fee safely for any future references.**
8. Failure to complete any of the step of online Application Form and payment of fee as per requirement of online process, final submission of online application will remain incomplete and unsuccessful all modes of payment of fee.
9. Generation of confirmation page confirms the correctness and final submission of application form. If confirmation page has not been generated, this means that application has not submitted successfully.
10. The Last date for submission of ONLINE Application form with successful final transaction of fee is **20.05.2026 till 5:00pm** after which the link will be disabled.

### **Important Directions for the Candidates**

1. Fee once remitted cannot be refunded under any circumstances; therefore, the candidates may remit the same very cautiously.
2. If ineligibility of a candidate is detected at any stage, his/her admission will be cancelled without any notice.
3. Do not send print out of confirmation page of online application form as well as fee receipt to the UCBS Avalodge, as the same are to be retained by the candidates in future reference safely.
4. Candidate is himself/herself responsible for any error or incomplete online application form.
5. Incomplete online application form is liable to be rejected without any notice.
6. Candidature of the candidates will not be accepted, if fee is not paid even after the successful submission of application form and issue of registration number.
7. For any pre-examination query/clarification, please contact on 0177-2830891, 2833588. Any query related with this entrance examination must be settled by the candidate well before the Entrance Examination.
8. **For any technical query with regard to filling the ONLINE Application form, please contact on 0177- 2833648, 2831298.**
9. **While filling up the ONLINE form, if candidate faces some technical query, he/she can click on the Help tab available on each and every web page and submit his/her query on the information required on the web page.**
10. The candidates may, please note that the Admit Cards for the Entrance Test will not be sent by post and the same will be downloaded by them from the University website on the schedule given in the prospectus.

### **ADMIT CARD**

The University will provide the facility of downloading the Admit Cards for appearing to BBA and BCA Entrance Tests on the same admission portal [www.nadmissions.hpshimla.in](http://www.nadmissions.hpshimla.in) through which the candidates have filled the online admission form. *The candidates are required to download the Admit cards from the website by logging in with the registered email ID or Mobile Number by following the instructions given therein. The candidate may please note that Admit cards will not be sent by post.* The Admit cards uploaded on website will be provisional and does not entail the final eligibility of the candidate for admission to the course. **The Admit Card will bear the Roll Number, Name, Father's Name, Category, Photograph, Date, Time, Venue of Entrance Test.** The candidate should carefully examine the Admit Card downloaded by him/her for all the entries made therein. In case of any discrepancy, the candidate should immediately inform in writing to the University along with the requisite fee of Rs. 100/-. In such cases, candidates would appear in the examination with the already downloaded Admit Card. However, the University will take necessary action to make correction of factual error in the record later. No candidate will be allowed to sit in the test without having Admit Card and the University will not be responsible on this account. The candidates are advised to preserve their Admit cards in good condition till admission in the is over.

## FEE STRUCTURE

### BBA COURSE

Subsidized Seat	Rs. 35,000/- Per Annum
Non-Subsidized Seat	Rs. 70,000/- Per Annum

### BCA COURSE

Subsidized Seat	Rs. 42,000/- Per Annum
Non-Subsidized Seat	Rs. 72,000/- Per Annum

**NOTE:** University Development Fund will be charged from the students only once at the time of admission as below:

1. Non-Subsidized Seat: Rs.625/-
2. Subsidized Seat: Rs. 315/-
3. IRDP/BPL students: Rs. 125/-

## UCBS Faculty Profile

Sr. No.	Photo	Name of the Faculty Member	Designation	Mobile Number	E-Mail ID
1.		<i>Dr. Sunil Mankotia</i>	<i>Assistant Professor &amp; Co-Ordinator BCA</i>	94189-00004	<i>mankotia.sunil@gmail.com</i>
2.		<i>Dr. Sanjeet Sharma</i>	<i>Assistant Professor &amp; Co-Ordinator BBA</i>	98574-64620	<i>sanjeetsharma1981@gmail.com</i>
3.		<i>Mr. Bhupender Kumar</i>	<i>Assistant Professor</i>	62807-99530	<i>sunnyrahi4@gmail.com</i>
4.		<i>Mr. Rahul Chauhan</i>	<i>Assistant Professor</i>	70184-59867	<i>rahulc70184@gmail.com</i>
5.		<i>Dr. Sakshi Khanna</i>	<i>Assistant Professor</i>	89882-05056	<i>email2.sakshi@gmail.com</i>
6.		<i>Dr. Alka Sharma</i>	<i>Assistant Professor</i>	99719-33860	<i>alka.sharmahpu@gmail.com</i>
7.		<i>Dr. Ranbir Singh</i>	<i>Assistant Professor</i>	98165-70208	<i>ranbir.ucbs@gmail.com</i>
8.		<i>Mr. Shivam Jhaji</i>	<i>Assistant Professor</i>	97367-42577	<i>shivamjhaji@gmail.com</i>

## Dress Code

All the students of BBA/BCA course will observe the Dress Code except on Wednesday.

## Attendance Requirements

Each student will have to attend minimum 75% Lectures/ Tutorials / Practical's. A student having less than 75% attendance will not be allowed to appear in the End- Semester Examination. Provided that the Director of the institute 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 the subjects/ such a student will apply for exemption in a prescribed form accompanied by clear reason(s) for absence to Director of the Institute.

## Refund of Fee:

If a student chooses to withdraw from the program of study in which he/she is enrolled, the college shall follow the system proposed by UGC for the refund of fees remitted by the student.

## ANTI-RAGGING COMMITTEE/SQUAD

<b>Prof. Dinesh Kumar Sharma</b>	<b>Director</b>	<b>94181-04742</b>
<b>Dr. Sunil Mankotia</b>	<b>Assistant Professor</b>	<b>94189-00004</b>
<b>Dr. Sanjeet Sharma</b>	<b>Assistant Professor</b>	<b>98574-64620</b>
<b>Mr. Bhupender Kumar</b>	<b>Assistant Professor</b>	<b>62807-99530</b>
<b>Mr. Rahul Kumar Chauhan</b>	<b>Assistant Professor</b>	<b>70184-59867</b>
<b>Dr. Sakshi Khanna</b>	<b>Assistant Professor</b>	<b>89882-05056</b>
<b>Dr. Alka Sharma</b>	<b>Assistant Professor</b>	<b>99719-33860</b>
<b>Dr. Ranbir Singh</b>	<b>Assistant Professor</b>	<b>98165-70208</b>
<b>Mr. Shivam Jhaji</b>	<b>Assistant Professor</b>	<b>97367-42577</b>

## Important Telephone Numbers of the Officers of the University

Country Code: 091, City STD Code: 0177

Vice- Chancellor	:	2831363
Pro- Vice Chancellor	:	2831196
Dean of Studies	:	2830922
Dean Students Welfare	:	2830926
Registrar	:	2830912
Finance Officer	:	2830913
Controller of Examination	:	2830911
Dean, Faculty of Law	:	2830935
University Health Centre	:	2830941
Chief Security Officer	:	2831270
Director UCBS	:	2805146
UCBS Office	:	2807790

For any enquiry, applicants may contact:

**(Prof. Dinesh Kumar Sharma)**  
**Director, UCBS**  
**Ava-Lodge, Chaura Maidan, Shimla-171004,**  
**0177-2807790(Office),**  
**0177-2805146(Fax No.)**  
**e-Mail ID: ucbs.hpu@gmail.com**

Although proper care and precaution have been taken while drafting the Prospectus. However, if any discrepancy is found at later stage shall be subject to ratification/ corrections per the Rules and Regulations of Himachal Pradesh University.

## Himachal Pradesh University KULGEET

पवित्रित वेदमंत्रों से मनोरम देवभूमि-निलय  
विराजे नवल नालन्दा उन्हीं की छाँव में मधुमय  
हिमाचल विश्वविद्यालय  
विविध विद्यावलय, जय जय !!

धरा जो शक्तिपीठों की, धरा शत कोटि तीर्थों की  
धरा जो शैलसंस्कृति की, धरा जो नृत्य-गीतों की  
जहाँ रावी-विपाशा चन्द्रमागा पुण्य सलिलायें  
कुसुम गलहार बनती हैं शतद्रू संग, सरितायें

धरा माण्ड्य ऋषि की परम पावन, ज्ञानमय-चिन्मय  
हिमाचल विश्वविद्यालय  
विविधविद्यावलय, जय जय !!

जहाँ तक रम्य धौलाधर पर्वत-श्रृंखला दिखतीं  
वहीं तक ज्ञान मधु रश्मियाँ नितफैलती रहतीं  
थिरकते पौव नाटी पर, लरजते गीत चम्बा के  
स्वयं श्री शारदा साकार हो उठतीं उन्हें गाके

लिए 'शास्त्रे च शस्त्रे कौशलम्' का मंत्र जो निर्भय  
हिमाचल विश्वविद्यालय  
विविधविद्यावलय, जय जय !!

तपोरत देवदारु खड़े तथागत-सदृश हैं लगते  
सुभग सन्देश मैत्री का निरन्तर बीटते रहते  
हिमाचल का परम गौरव, सदन विद्या-कलाओं का  
सदन विज्ञान का, तकनीकियों का, योग्यताओं का

निरन्तर बढ़ रहा आगे उदित रवि सा, सतत समुद्रय  
हिमाचल विश्वविद्यालय  
विविधविद्यावलय, जय जय !!



Accredited  
with "A"  
Grade by  
NAAC

# User Manual Admission

## Himachal Pradesh University

### Contact us

+91-0177-2833648

Summer Hill

Shimla-171005

Phone No: 0177 283 3555

# How to Enroll

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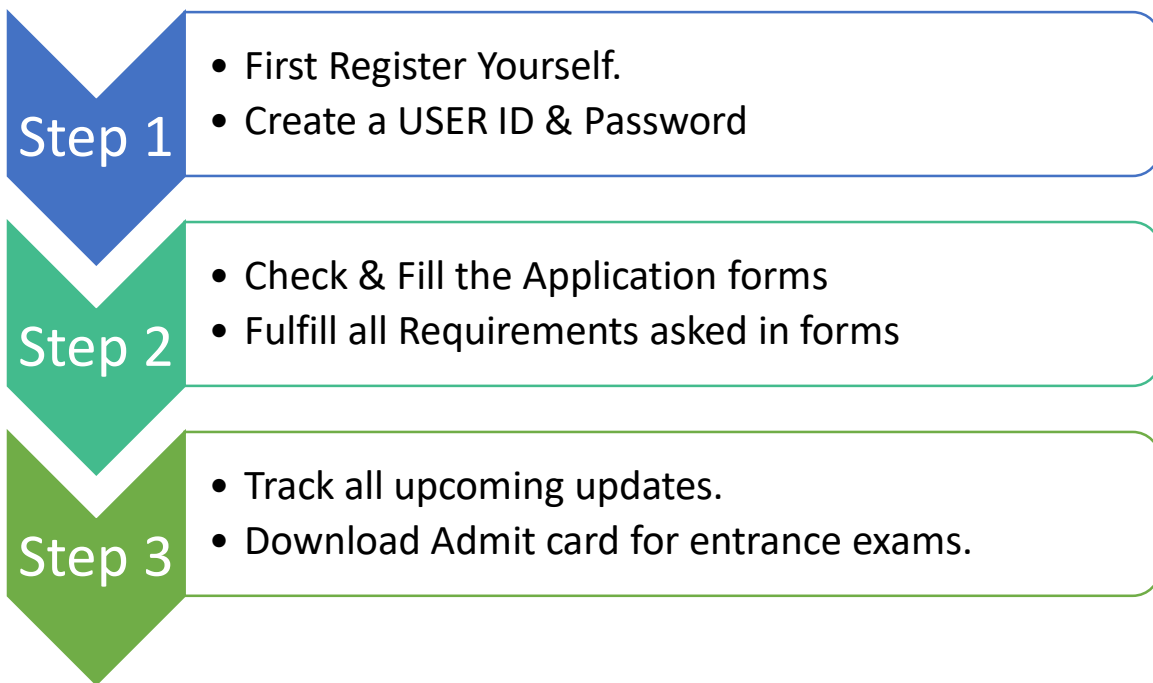
# 1. Objective of Admission Module

Welcome to the Himachal Pradesh University, Shimla New Admission Portal! This portal, accessible via the URL <https://nadmissions.hpshimla.in>, streamlines candidate's admission process. Upon registration, candidates access to multiple application forms based on candidates' eligibility criteria, all under one account. Keep track of upcoming notifications and admission updates by logging in regularly. Candidate dashboard displays all applied forms, facilitates online fee payments, and allows easy access to admit card downloads. Refer to this document for step-by-step guidance on registration and applying for admission forms.

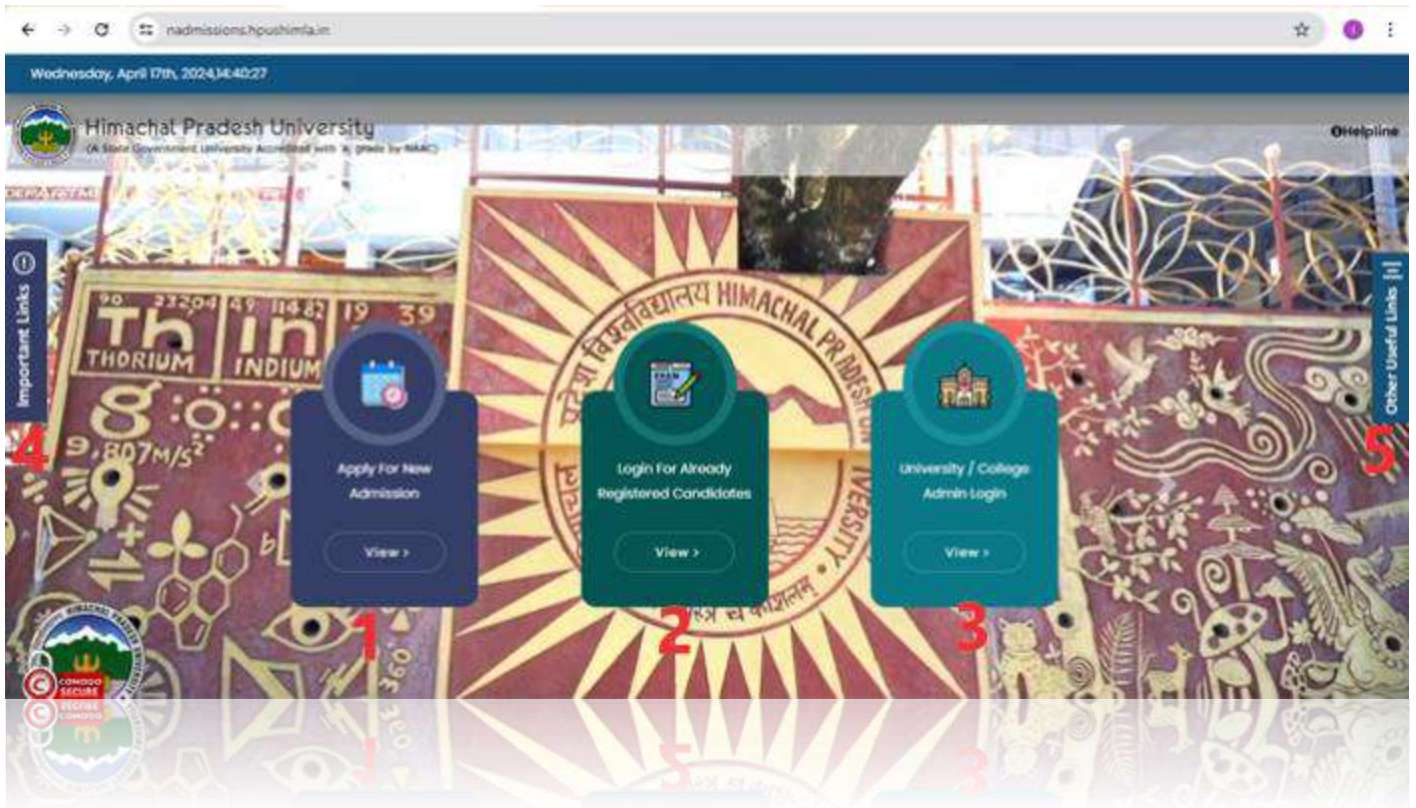


## 2. Introduction

This manual is designed to provide candidates with comprehensive guidance on navigating the admission process seamlessly. This manual will walk candidates through the registration process, application submission, form fee payments and accessing essential updates and notifications.



### 3. Main Landing Page



### 3.1 Apply for New Admission

The 'Apply for New Admission' tab displays a comprehensive list of currently available application forms. Towards the end of this page, you'll find two buttons: one for registering as a new user, and the other for logging in if you're already registered. These options enable you to seamlessly apply for admission forms. Refer to Screenshot below.

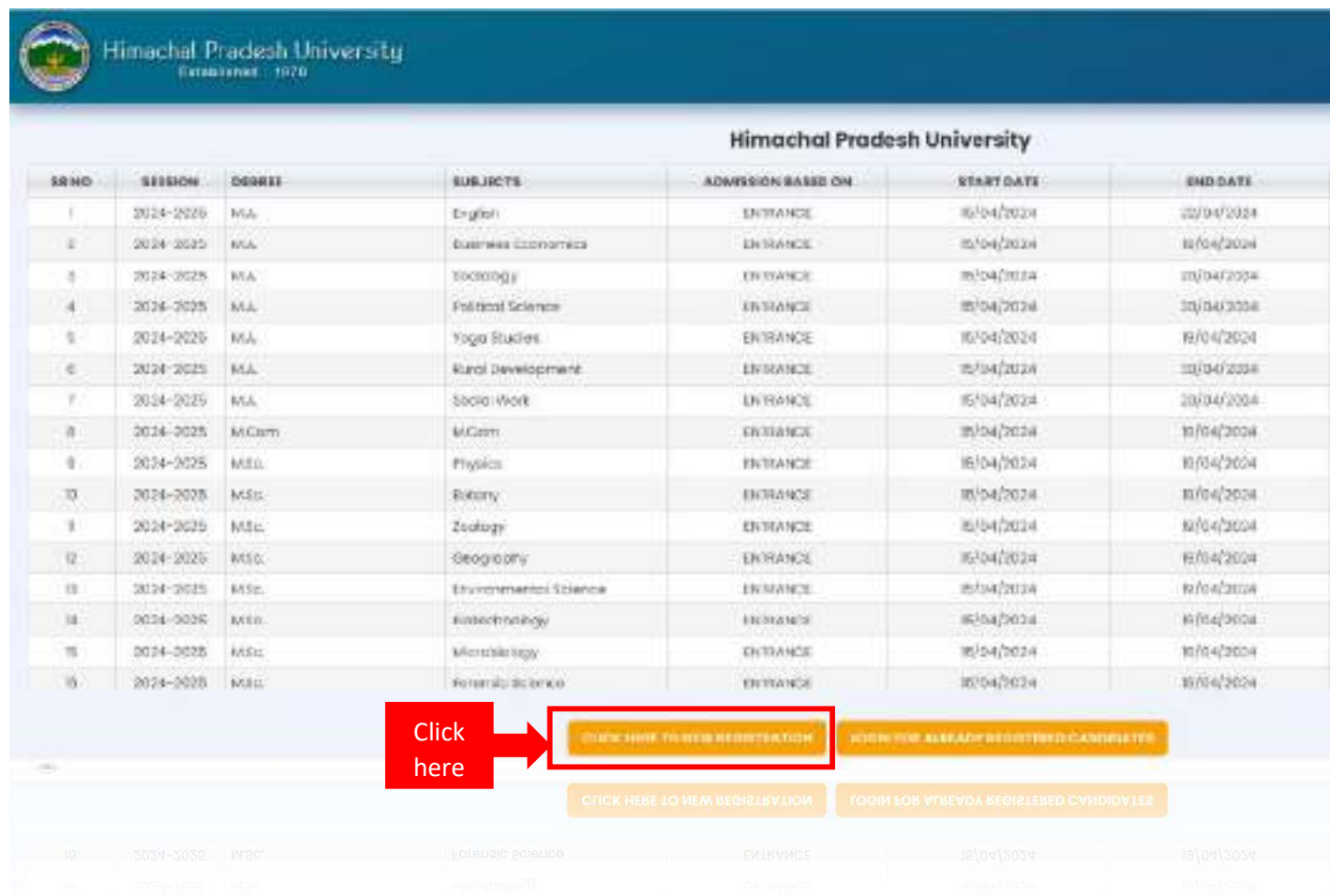
The screenshot shows the Himachal Pradesh University website. At the top, there is a header with the university logo and name. Below the header is a table listing various admission forms. The table has columns for S.No, Session, Degree, Subject, Admission Based On, Start Date, End Date, Registration, and Prospectus. Below the table, there are two buttons: 'CLICK HERE TO NEW REGISTRATION' and 'LOGIN FOR ALREADY REGISTERED CANDIDATES'. At the bottom of the page, there is a search bar and a footer.

S.No	SESSION	DEGREE	SUBJECT	ADMISSION BASED ON	START DATE	END DATE	REGISTRATION	PROSPECTUS
1	2023-2024	B.A.	English	DIPLOMA	15/04/2024	31/03/2024		
2	2024-2025	B.A.	Business Economics	DIPLOMA	15/04/2024	15/04/2024	<a href="#">VIEW NOTIFICATION</a>	
3	2024-2025	B.A.	Education	DIPLOMA	15/04/2024	31/03/2024		
4	2024-2025	B.A.	Political Science	DIPLOMA	15/04/2024	31/03/2024		
5	2024-2025	B.A.	Food Studies	DIPLOMA	15/04/2024	15/04/2024		
6	2023-2024	B.A.	Rural Development	DIPLOMA	15/04/2024	31/03/2024		
7	2024-2025	B.A.	Scotti Ware	DIPLOMA	15/04/2024	31/03/2024		
8	2023-2024	B.A.Hon	Media	DIPLOMA	15/04/2024	15/04/2024		
9	2024-2025	B.A.	Media	DIPLOMA	15/04/2024	15/04/2024		
10	2024-2025	B.A.	History	DIPLOMA	15/04/2024	15/04/2024		
11	2023-2024	B.A.	Language	DIPLOMA	15/04/2024	15/04/2024		
12	2024-2025	B.A.	Geography	DIPLOMA	15/04/2024	15/04/2024		
13	2024-2025	B.A.	Environmental Studies	DIPLOMA	15/04/2024	15/04/2024		
14	2024-2025	B.A.	Mass Media	DIPLOMA	15/04/2024	15/04/2024		
15	2024-2025	B.A.	Microbiology	DIPLOMA	15/04/2024	15/04/2024		
16	2024-2025	B.A.	General Science	DIPLOMA	15/04/2024	15/04/2024		



## 3.2 New Registration

In New Registration user can registered them self by click on “CLICK HERE TO NEW REGISTRATION” button.



The screenshot displays the Himachal Pradesh University website. At the top left is the university logo and name, established in 1970. Below this is a table listing various courses. The table has columns for SR NO, SESSION, DEGREE, SUBJECTS, ADMISSION BASED ON, START DATE, and END DATE. Below the table, there are two rows of buttons. The first row contains a red button labeled 'CLICK HERE TO NEW REGISTRATION' and an orange button labeled 'LOGIN FOR ALREADY REGISTERED CANDIDATES'. The second row contains a light blue button labeled 'CLICK HERE TO NEW REGISTRATION' and a light blue button labeled 'LOGIN FOR UPREVEDA REGISTERED CANDIDATES'. A red box with the text 'Click here' and an arrow points to the first 'CLICK HERE TO NEW REGISTRATION' button.

SR NO	SESSION	DEGREE	SUBJECTS	ADMISSION BASED ON	START DATE	END DATE
1	2024-2025	MA	English	ENTRANCE	15/04/2024	22/04/2024
2	2024-2025	MA	Business Economics	ENTRANCE	15/04/2024	12/04/2024
3	2024-2025	MA	Sociology	ENTRANCE	15/04/2024	20/04/2024
4	2024-2025	MA	Political Science	ENTRANCE	15/04/2024	20/04/2024
5	2024-2025	MA	Yoga Studies	ENTRANCE	15/04/2024	19/04/2024
6	2024-2025	MA	Rural Development	ENTRANCE	15/04/2024	20/04/2024
7	2024-2025	MA	Social Work	ENTRANCE	15/04/2024	20/04/2024
8	2024-2025	M.Com	M.Com	ENTRANCE	15/04/2024	10/04/2024
9	2024-2025	M.Sc.	Physics	ENTRANCE	15/04/2024	10/04/2024
10	2024-2025	M.Sc.	Biology	ENTRANCE	15/04/2024	10/04/2024
11	2024-2025	M.Sc.	Zoology	ENTRANCE	15/04/2024	10/04/2024
12	2024-2025	M.Sc.	Geography	ENTRANCE	15/04/2024	10/04/2024
13	2024-2025	M.Sc.	Environmental Science	ENTRANCE	15/04/2024	10/04/2024
14	2024-2025	M.Sc.	Nanotechnology	ENTRANCE	15/04/2024	10/04/2024
15	2024-2025	M.Sc.	Microbiology	ENTRANCE	15/04/2024	10/04/2024
16	2024-2025	M.Sc.	Forensic Science	ENTRANCE	15/04/2024	10/04/2024

Click here → [CLICK HERE TO NEW REGISTRATION](#) [LOGIN FOR ALREADY REGISTERED CANDIDATES](#)

[CLICK HERE TO NEW REGISTRATION](#) [LOGIN FOR UPREVEDA REGISTERED CANDIDATES](#)

19	2024-2025	M.Sc.	Logic science	ENTRANCE	12/04/2024	18/04/2024
20	2024-2025	M.Sc.	Psychology	ENTRANCE	12/04/2024	18/04/2024

After that candidate will be navigated to Registration form as below mention screen

## Registration

हिंदी में परिवर्तन हेतु लिखने के पक्ष में स्पष्ट कर या टैब खटन को दबाएँ।

Candidate's Name (As Per 10th Certificate)	<input type="text"/>	Candidate's Name in Hindi	<input type="text"/>
Mother's Name	Mrs. <input type="text"/>	Mother's Name in Hindi	<input type="text"/>
Father's Name	Mr. <input type="text"/>	Father's Name in Hindi	<input type="text"/>
Date of Birth (As Per 10th Certificate)	<input type="text"/>	Gender	<input type="text" value="-- Please Select Gender --"/>
Bonafide Himachal	<input type="radio"/> Yes <input checked="" type="radio"/> No (If Yes, Document Required)	Aadhar Number	<input type="text"/>

## Address

Nationality	<input checked="" type="radio"/> Indian <input type="radio"/> Other	State	<input type="text" value="-- Please Select State --"/>
District	<input type="text"/>	Address	<input type="text"/>

## Login Details

फॉर्म सबमिट करने से पहले अपना मोबाइल नंबर जाँच लें। आपकी रजिस्ट्रेशन डिटेल्स आपके रजिस्टर्ड मोबाइल नंबर पर भेजी जाएंगी।

Candidate's Mobile No.	<input type="text"/>	Send OTP	<input type="text"/>	Verify
Candidate's Email Id	<input type="text"/>	Send OTP	<input type="text"/>	Verify
Create Password	<input type="text"/>	Confirm Password	<input type="text"/>	
<input type="button" value="SAVE"/>				

नोट: जिस कॉलम पर (\*) का निशान लगा हुआ है वो कॉलम भरना अनिवार्य है।

नोट: लुप्त कालम पर (\*) का निशान लगा हुआ है वो कालम भरना अनिवार्य है।

SAVE

Create Password

Confirm Password

In Registration form candidate have to fill the required filled as per form required

- 1) Personal information: candidate name, candidate father name, candidate mother name, candidate DOB (Date of Birth), Gender, Aadhar number, Bonafide Himachal (Yes/No).
- 2) Address Details: Nationality, State, District, Address.
- 3) Login Details: Candidate Mobile No, candidate Email Id, Create password, Confirm Password

Note: i) Password should be in as below mention format

- Your password must be at least 8 characters.
- Your password must contain at least one digit.

-Your password must contain at least one special character.

-Your password must contain at least one letter.

ii) Candidate have to remember his/her login details because this will use in further pre-admission activities.

### Registration

हिंदी में परिचरन हेतु लिखने के पश्चात् स्पेश खर वा टैच अटन को दखरौं

Candidate's Name (As Per 10th Certificate)	<input type="text"/>	Candidate's Name in Hindi	<input type="text"/>
Mother's Name	Mrs. <input type="text"/>	Mother's Name in Hindi	<input type="text"/>
Father's Name	Mr. <input type="text"/>	Father's Name in Hindi	<input type="text"/>
Date of Birth (As Per 10th Certificate)	<input type="text"/>	Gender	<input type="text"/>
Bonafide Himachal	<input type="radio"/> Yes <input checked="" type="radio"/> No (If Yes, Document Required)	Aadhar Number	<input type="text"/>

### Address

Nationality	<input checked="" type="radio"/> Indian <input type="radio"/> Other	State	<input type="text"/>
District	<input type="text"/>	Address	<input type="text"/>

### Login Details

फारम सबमिट करने से पहले अपना मोबाइल नंबर जाँच लें। आपकी रजिस्ट्रेशन डिटेल्स आपके रजिस्टर्ड मोबाइल नंबर पर भेजी जाएंगी।

Candidate's Mobile No.	<input type="text"/>	Send OTP	<input type="text"/>	<input type="button" value="Verify"/>
Candidate's Email Id	<input type="text"/>	Send OTP	<input type="text"/>	<input type="button" value="Verify"/>
Create Password	<input type="text"/>	Confirm Password	<input type="text"/>	
<input type="button" value="SAVE"/>				

नोट: जिस कॉलम पर (\*) का निशान लगा हुआ है वो कॉलम भरना अनिवार्य है।

नोट: जिस कॉलम पर (\*) का निशान लगा हुआ है वो कॉलम भरना अनिवार्य है।

SAVE

Create Password

Confirm Password

- 4) Document Details: Upload student photo, Student Signature, Student 10<sup>th</sup> Marksheet, Bonafide Himachal (if candidate select Yes, Document upload required).

**Note: All the document size and format mention with the respective document.**

Documents upload

# Once you upload the photo, you cannot remove it but you can change the uploaded photo.  
\*\*\* Please upload only (Color) photograph.\*\*\*

Academic Session (शैक्षणिक सत्र)	Applied In (इसमें लागू)	Degree (डिग्री)	Application For (अर्जित हेतु)
S. No.	Document Required	Upload Document	Preview Download Document
1*	Student Photo	<input type="button" value="Choose file"/> No file chosen File size should not be more than 200 KB and supported file types are .jpg, .jpeg, .bmp, .png	<input type="button" value="Preview"/> <input type="button" value="Download Document"/>
2*	Signature	<input type="button" value="Choose file"/> No file chosen File size should not be more than 200 KB and supported file types are .jpg, .jpeg, .bmp, .png	<input type="button" value="Preview"/> <input type="button" value="Download Document"/>
3*	10th Marksheet	<input type="button" value="Choose file"/> No file chosen File size should not be more than 200 KB and supported file types are .jpg, .jpeg, .bmp, .png, .pdf	<input type="button" value="Preview"/> <input type="button" value="Download Document"/>
4*	Bonafide Himachal	<input type="button" value="Choose file"/> No file chosen File size should not be more than 200 KB and supported file types are .jpg, .jpeg, .bmp, .png, .pdf	<input type="button" value="Preview"/> <input type="button" value="Download Document"/>

\*\*\* कृपया डिग्री भी उहाँ पर जाने से पहले अपडेट की सुनिश्चित करें।\*\*\*

... कृपया प्रश्न में दी गई आस में सही उत्तरों को दर्शाएं।...

Document format

Click here to upload document

Following the successful document upload, the user will receive a confirmation email and SMS at the registered contact details.

# Thankyou, You have registered successfully!

Your User ID has been sent to your registered Mobile Number and Email ID

[Click here to login](#)

Following that, the user can proceed to log in using the created login credentials.



### Candidate Login

Enter Your Email/Name

Enter Your Password

064739



Login

[Forgot Password?](#) / [Registration](#)

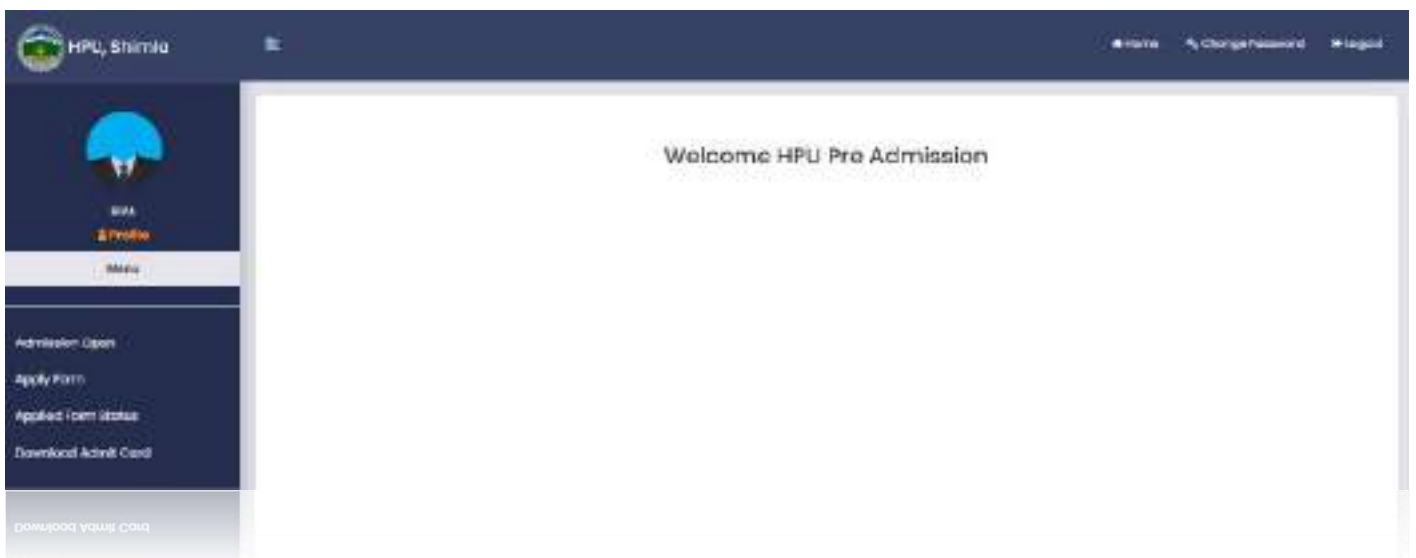
[English](#) / [हिन्दी](#)

## 4. Login for Already registered candidates

This section allows registered candidates to access their accounts using their login credentials. User ID options include their mobile number or email ID. In the event of a forgotten password, candidates can reset it here. Additionally, a registration button is provided for those who have yet to register. Refer to Screenshot below.



After login user will be navigated to pre-admission student dashboard.



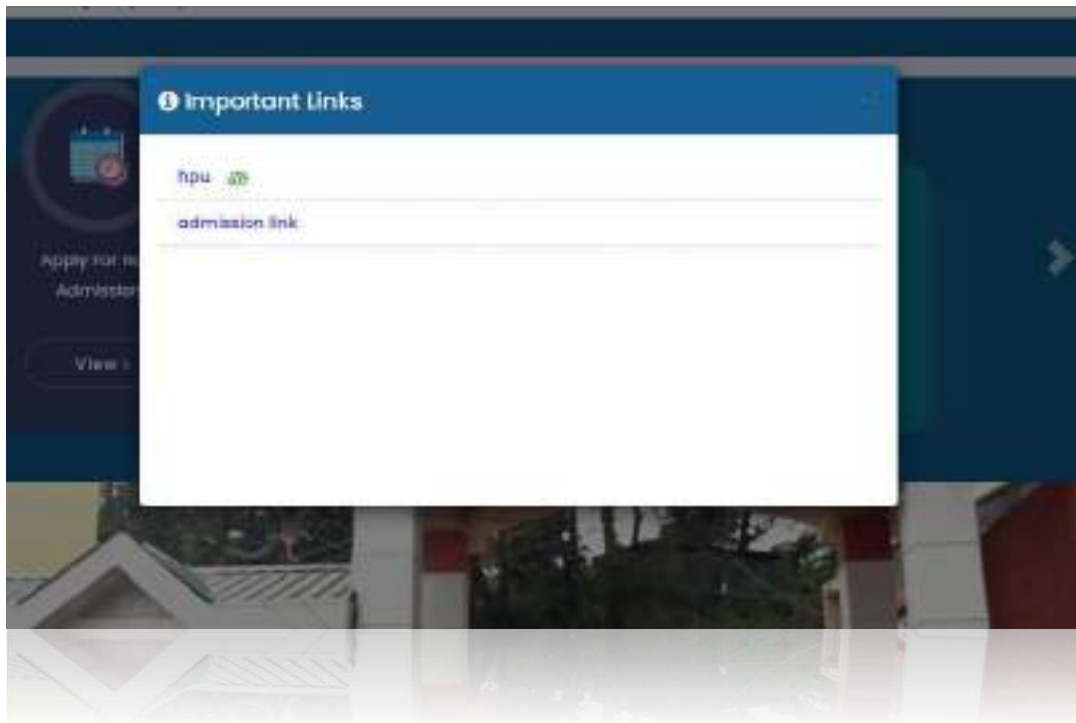
## 5. University / College Admin Login

This section is exclusively for University Administrators to access the system. Students are not permitted to perform any activities here.



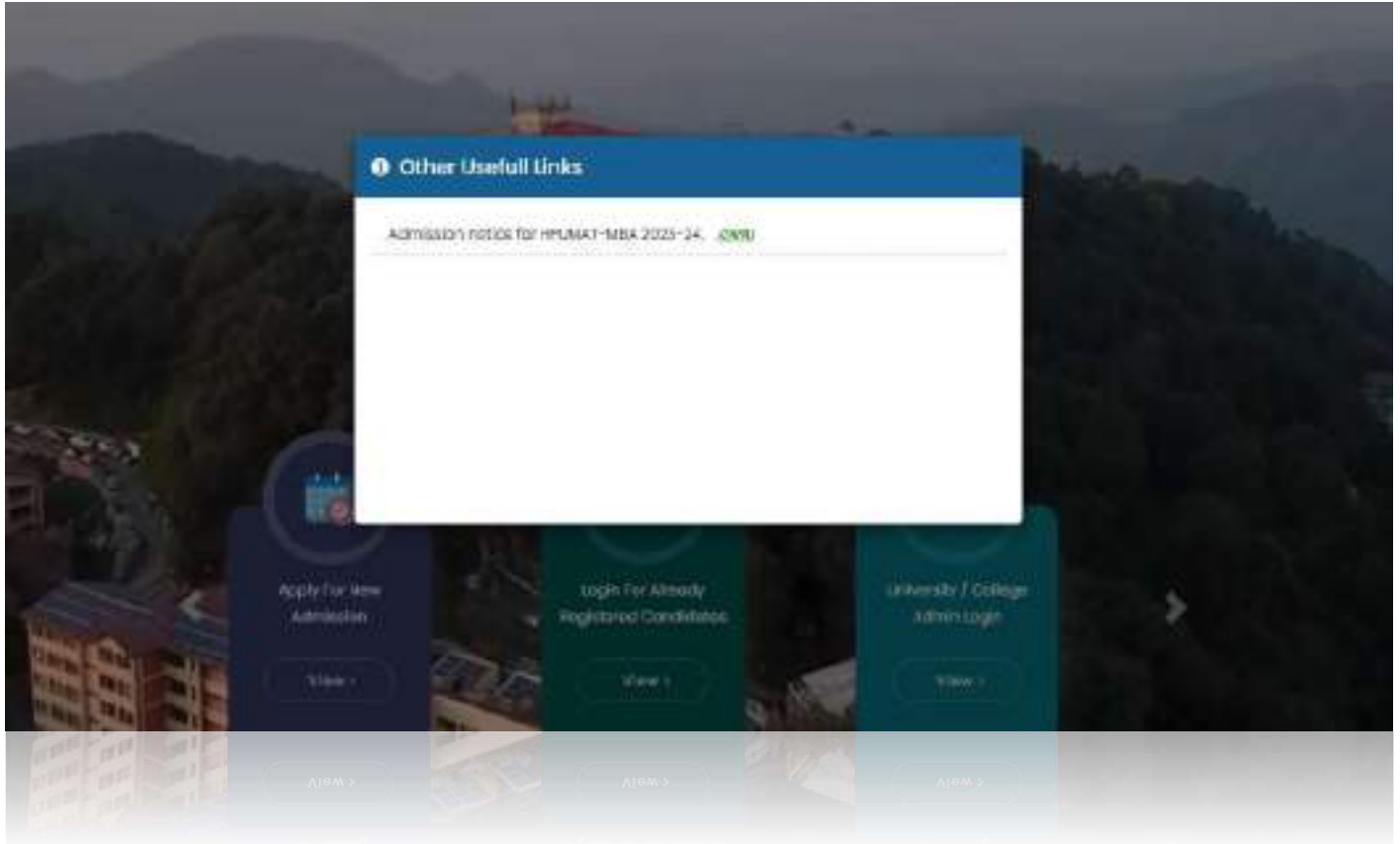
## 6. Important Links

The 'Important Links' tab serves as a centralized hub for essential notifications pertinent to the admission process. These notifications may include textual information, uploaded files in various formats such as Word documents, JPEG images, or PDFs by the University authorities, as well as links to videos and URLs that are beneficial for admission seekers. It is crucial for candidates to review all relevant links tailored to their specific needs. Refer to Screenshot below.



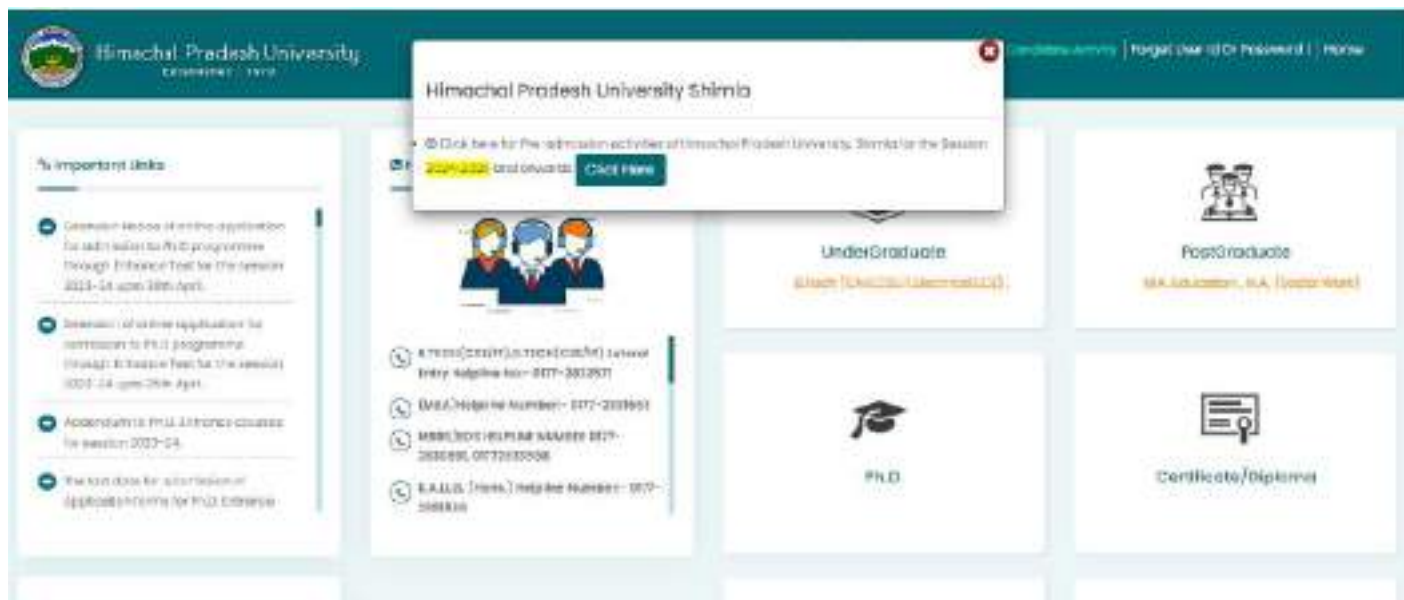
## 7. Other Useful Links

The 'Other Useful Links' tab functions similarly to the 'Important Links' section, presenting relevant information that complements the essential notifications.

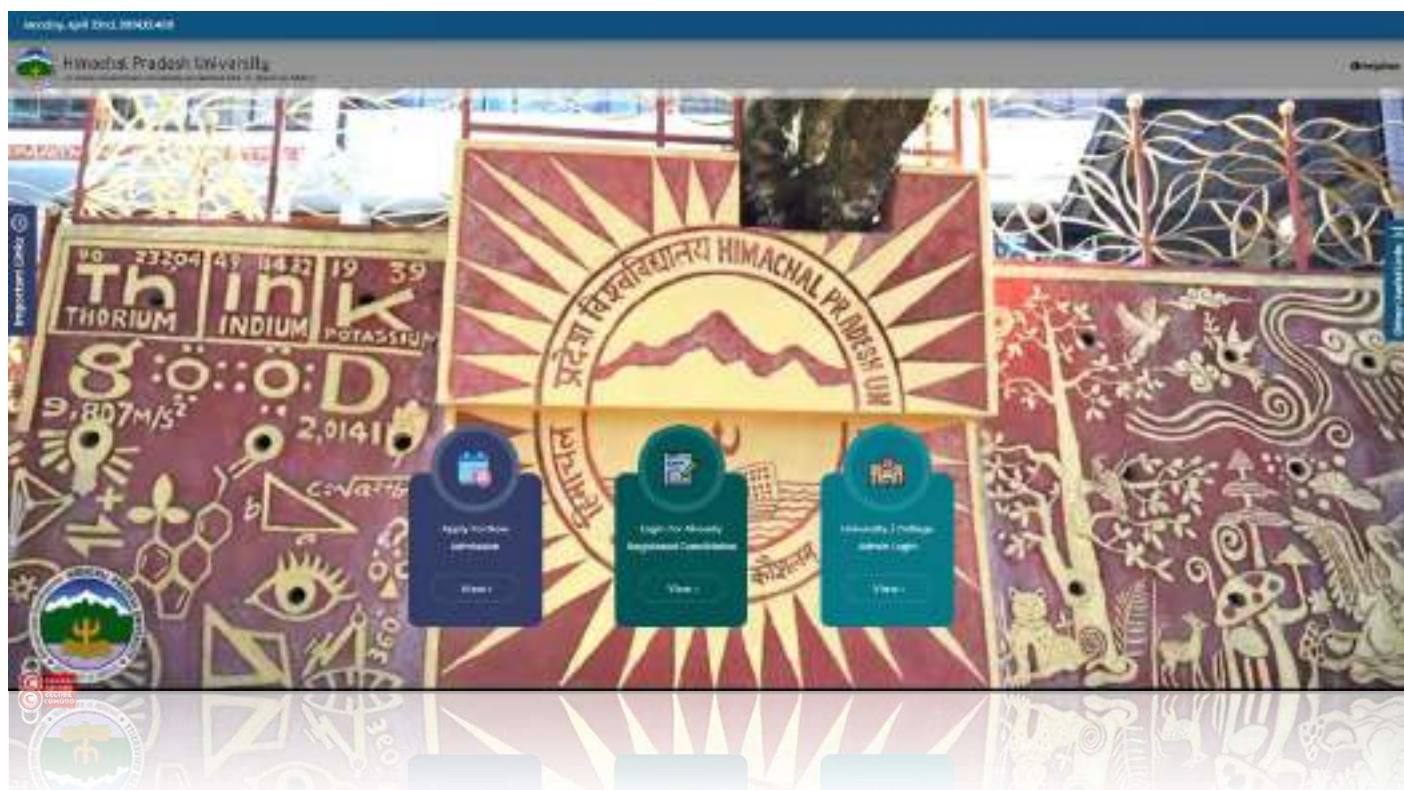


## 8. How to fill Admission application Form

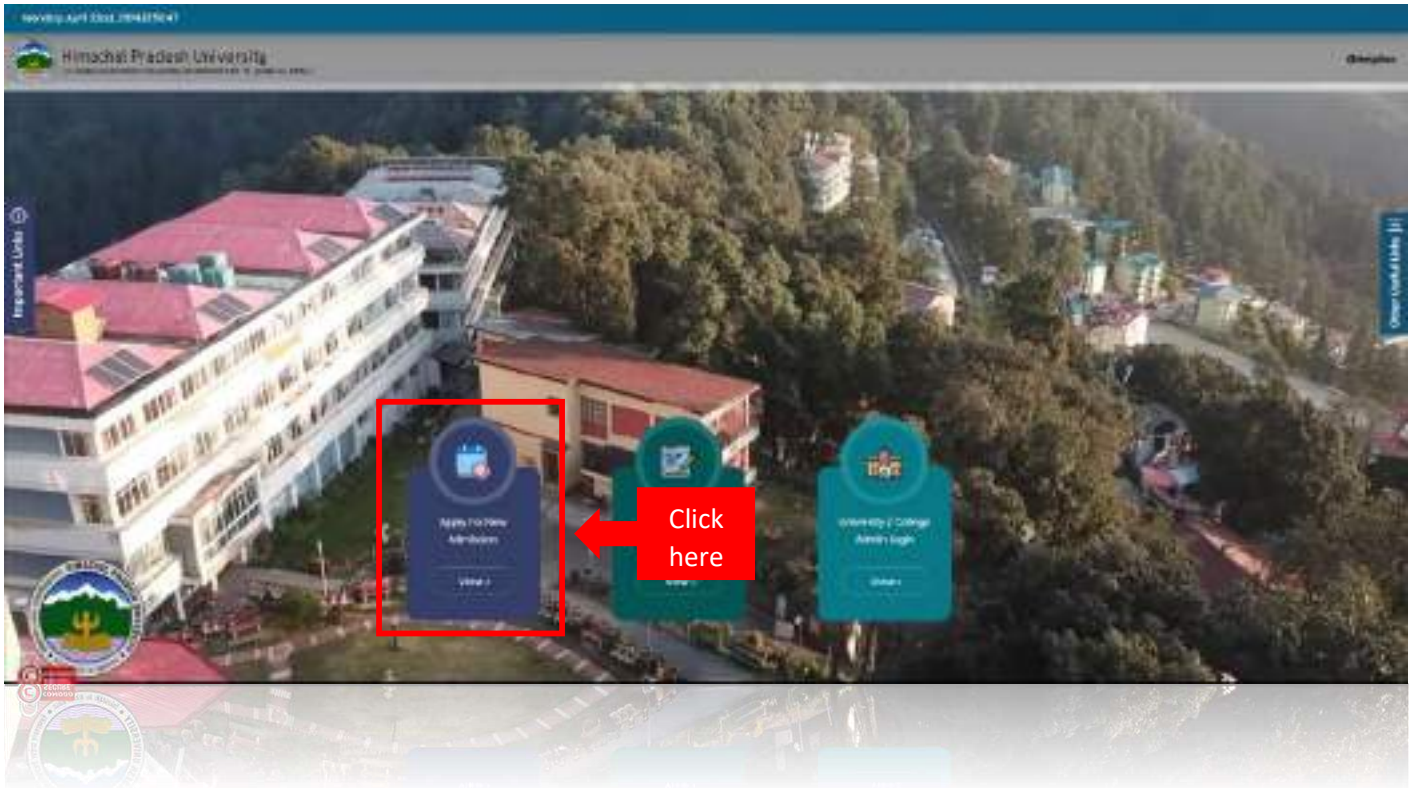
For fill pre-admission application form candidate have to visit on HPU admission official site <https://admissions.hpshimla.in> and click on “Click here for Pre-admission activities of Himachal Pradesh University, Shimla for the Session 2024-2025 and onwards” for move to admission new application.



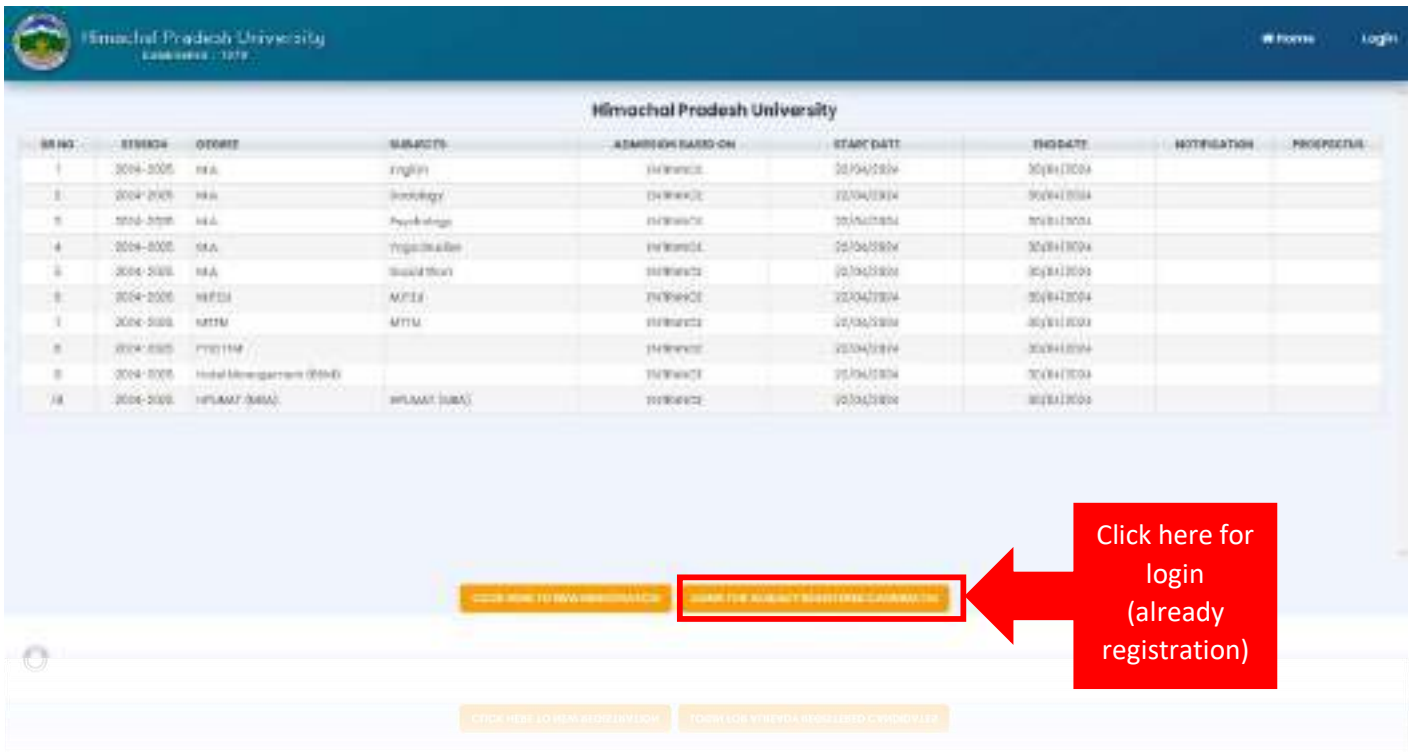
After click on “click here” button, candidate will be navigated to admission new site as below screen show



After that candidate have to click on “Apply for new admission”.

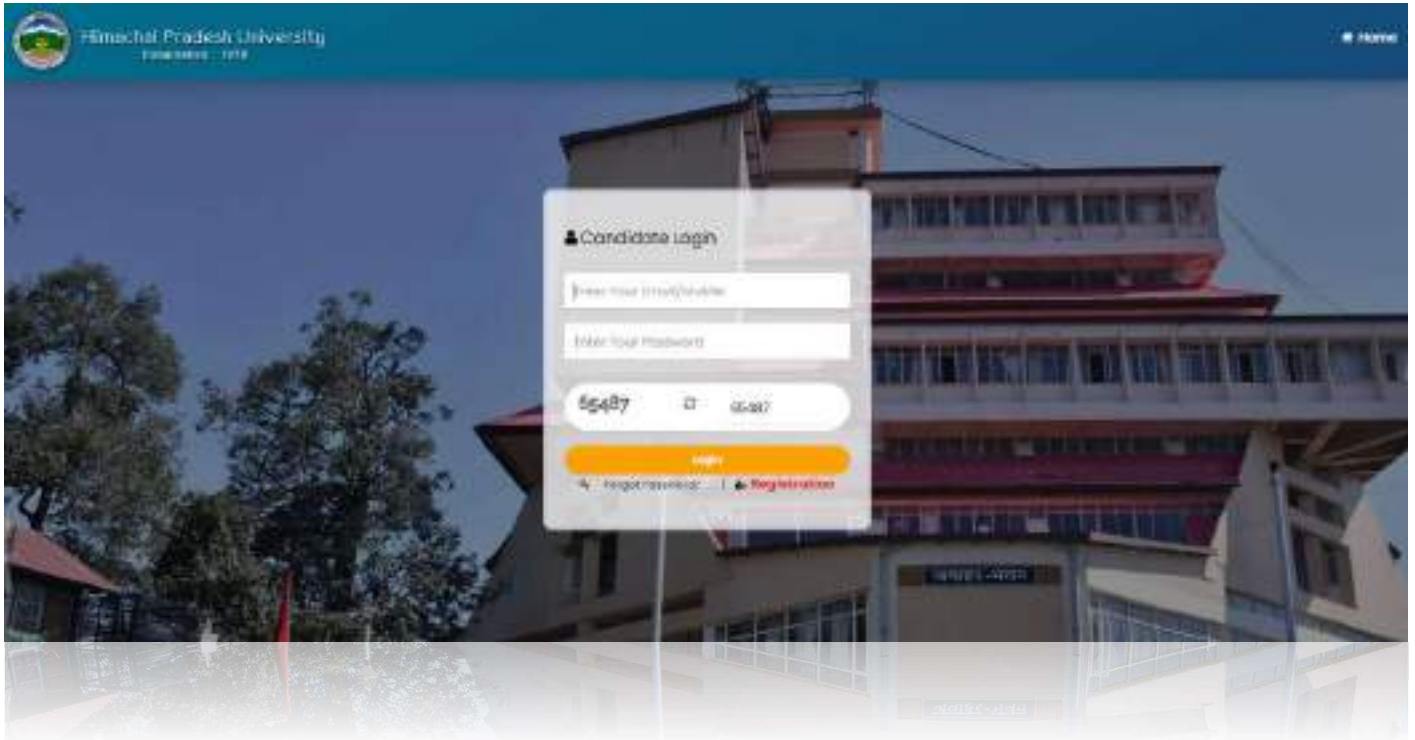


After that user will be navigated to below mention screen

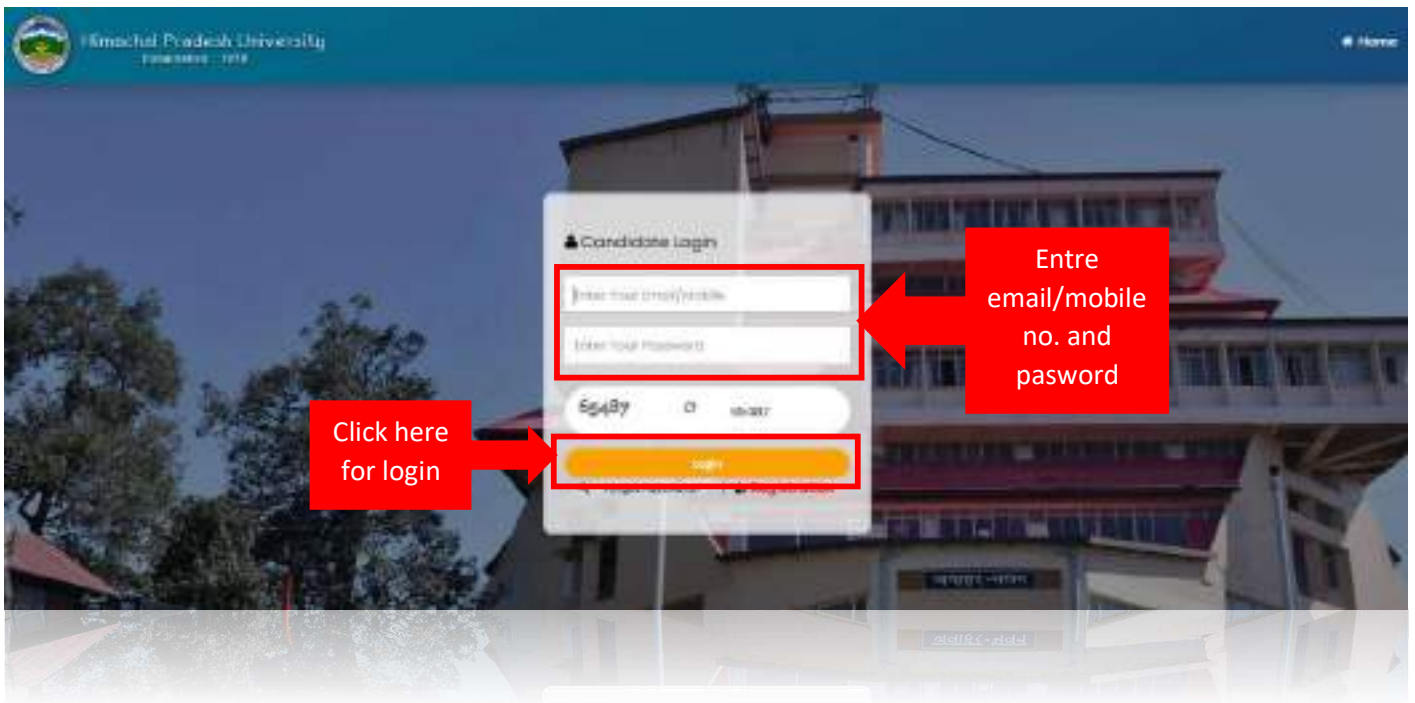


Note: If user not registered in HPU Pre-admission them user have click on “CLICK HERE TO NEW REGISTRATION” button.

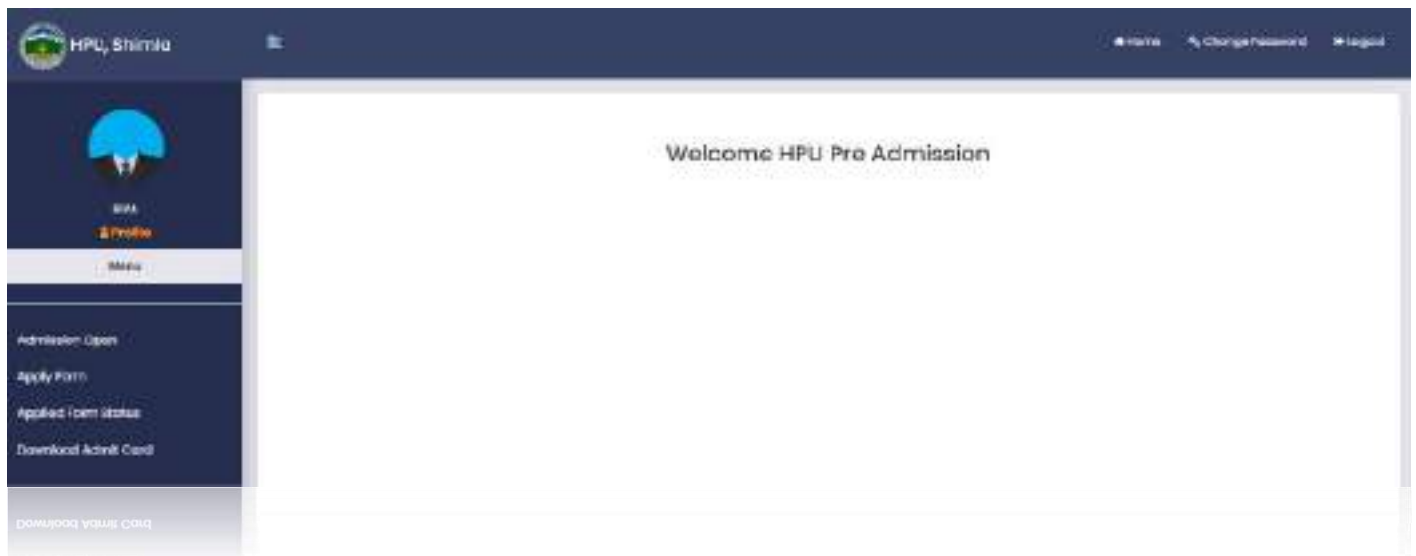
After that user will be navigated to candidate login as below mention screen show.



Candidate have to enter the Email/Mobile and Password and enter the captcha and click on login button



After login user will be navigated to pre-admission dashboard.

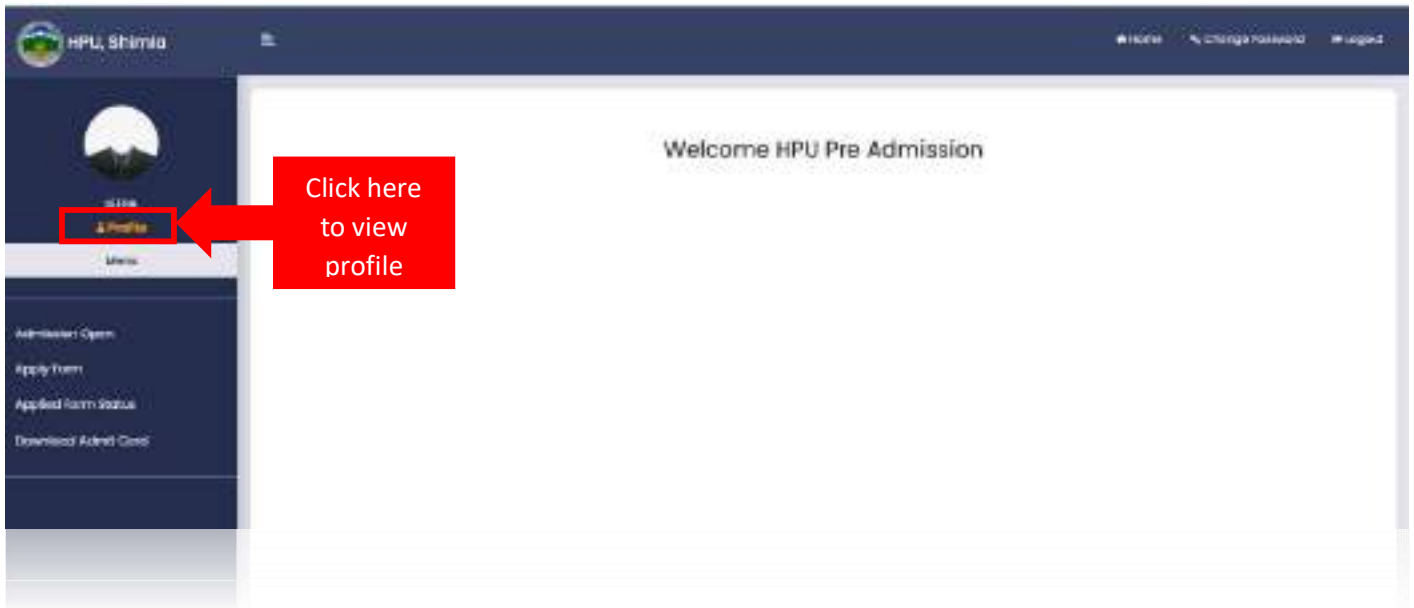


In pre-admission student portal student can access all the activities related to pre-admission (entrance and merit) as below mention:

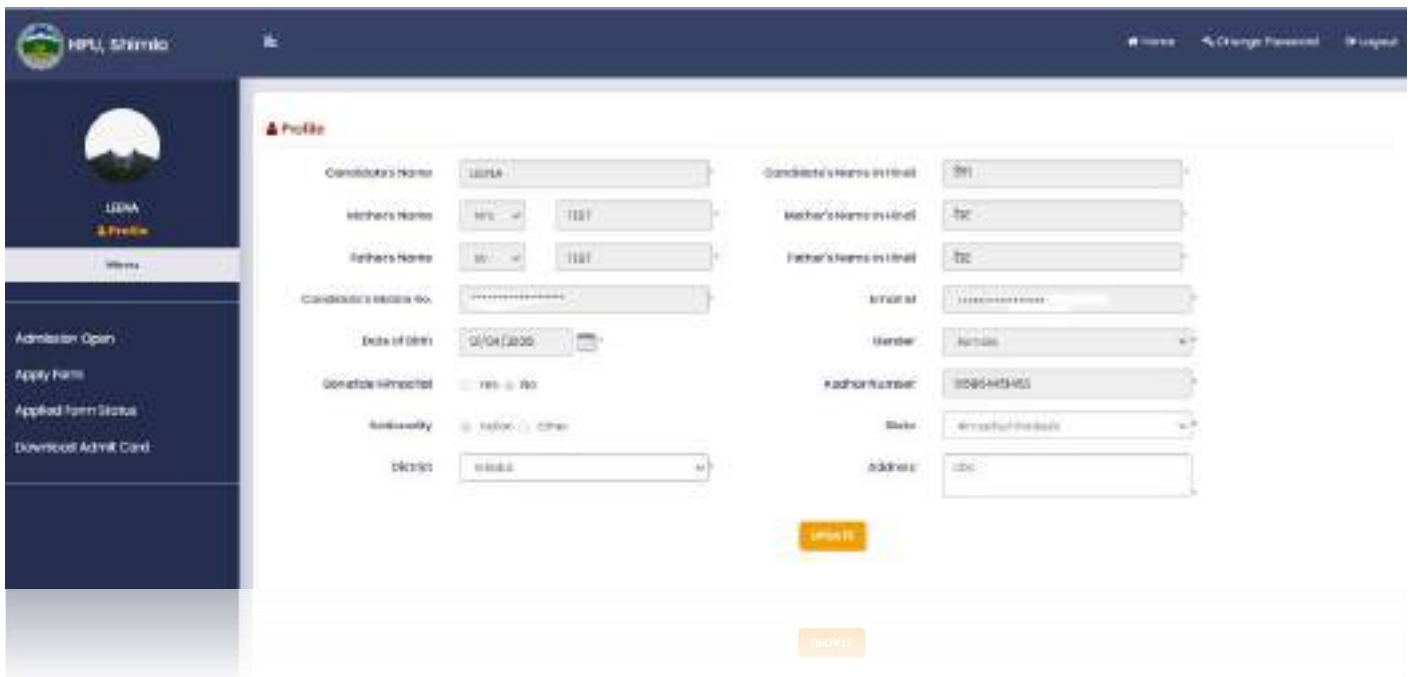
- i) Profile
- ii) Admission Open
- iii) Apply Form
- iv) Applied Form Status
- v) Download Admit Card
- vi) Change Password

## 8.1 Profile

In profile menu user can view all details filled in registration form and user can edit student address details. For view profile user have to click on profile menu.

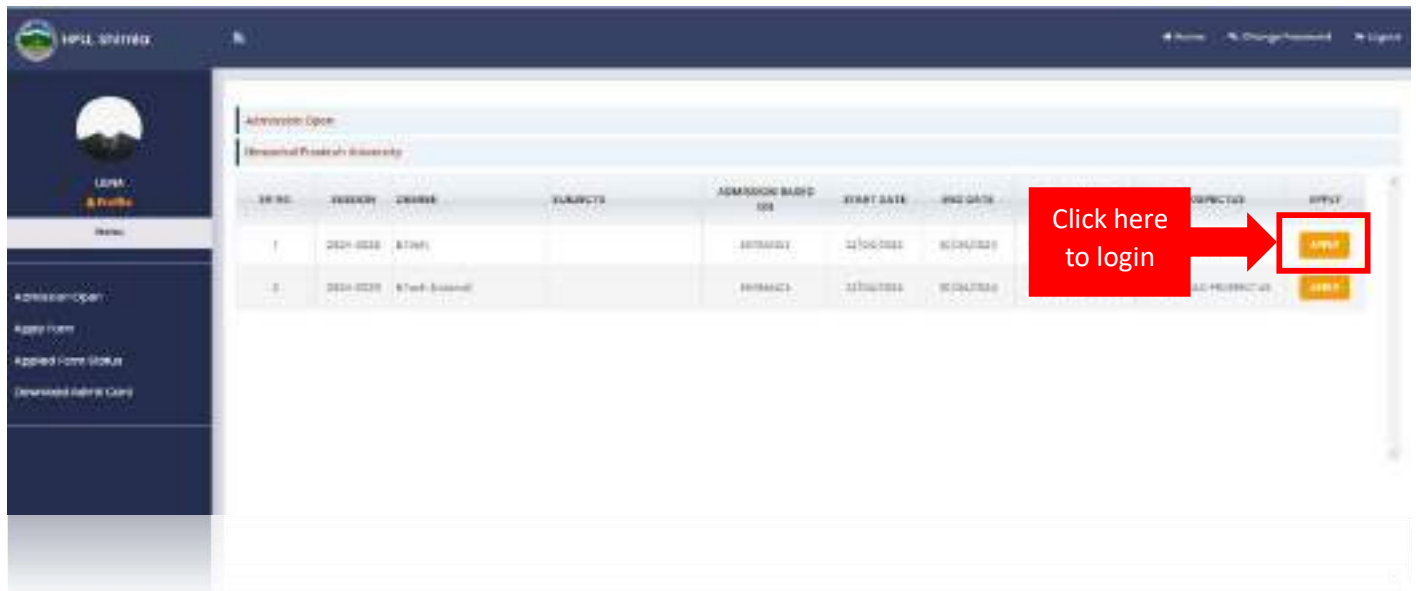


After that user will be navigated to below mention screen.



## 8.2 Admission Open

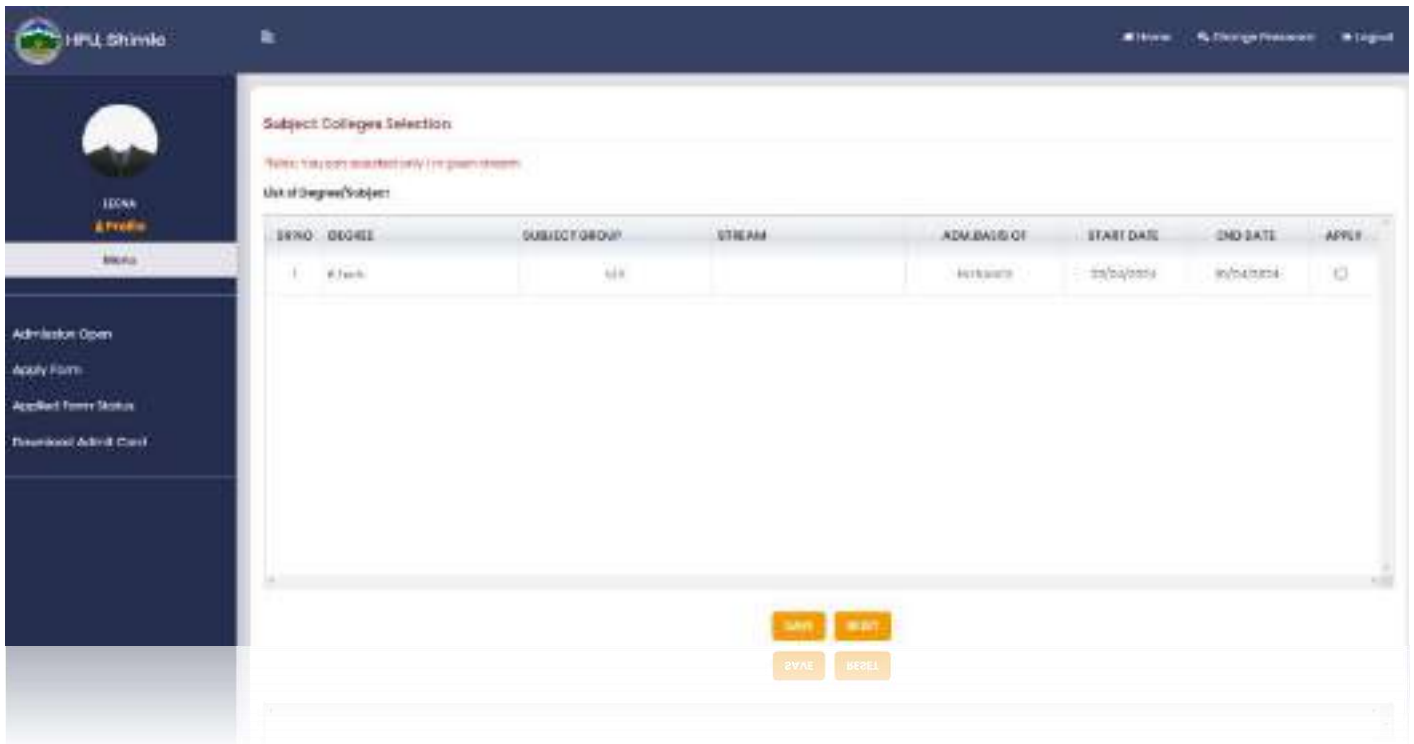
In admission open user can view list of degree's form open in admission open. User can apply directly by click on apply button.



The screenshot displays the 'Admission Open' section of a web application. The header includes the university name 'UJPM, Shillong' and navigation links for 'Home', 'Change Password', and 'Logout'. The user profile shows 'UDPA' with a 'Profile' link. The main content area features a table with columns: 'SR NO.', 'SEMESTER', 'COURSE', 'SUBJECTS', 'ADMISSION BARD ID', 'START DATE', 'END DATE', 'APPLICANT', and 'APPLY'. Two rows are visible, each with an 'APPLY' button. A red callout box with the text 'Click here to login' and a red arrow points to the 'APPLY' button in the second row.

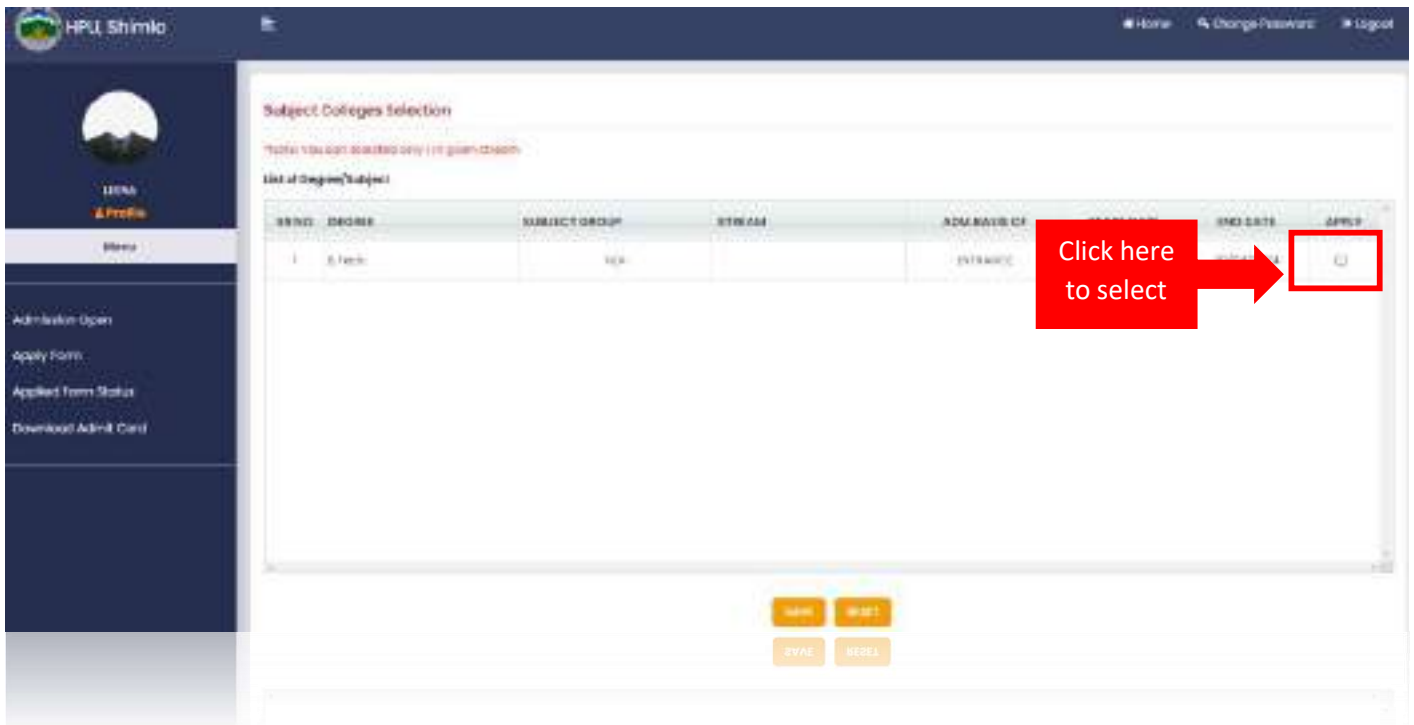
SR NO.	SEMESTER	COURSE	SUBJECTS	ADMISSION BARD ID	START DATE	END DATE	APPLICANT	APPLY
1	2024-2025	B.Tech		BT202401	22/06/2024	30/06/2024		APPLY
2	2024-2025	B.Tech-Extended		BT202402	22/06/2024	30/06/2024		APPLY

After click on apply button candidate will be navigated to apply form as below mention screen



### 8.3 Apply Form

In apply form user can view list of degree's wise subject. User can choose subject by click check box and after that click on save button for save subject details.



After click on apply button candidate will be navigated to apply form as below mention screen

**Subject College Selection**

*Note: You can remove only 1 in given stream.*

List of Degree/Subject

DEGREE	DEGREE	SUBJECT GROUP	STREAM	ADDRESS OF	START DATE	END DATE	APPLY
1	B.TECH.	MS		SHIMLA	2024-03-14	2024-03-14	

Click here to save

**SAVE** **RESET**

**VIEW** **RESET**

After that user will navigated to student application form in personal information section

**HPU, Shimla**

**Personal Information**

Application Degree (Fulltime) **B.TECH.** Applied to (OFFICE) **H.P. University College of Multidisciplinary Studies, Ludhiana (Haryana)**

Degree (DIPLOMA) **B.TECH.** Application for (ADMISSION) **B.TECH.**

Candidate's Name (As Per 10th Certificate)   
 Candidate's Name in Hindi   
 Mother's Name   
 Mother's Name in Hindi   
 Father's Name   
 Father's Name in Hindi   
 Date of Birth  Click to edit  
 Nationality    
 Religion (R)   
 Select The Sect you are Applying for (Subdivision - Substate)   
 Student Sub-Category

Candidate's Address in Hindi   
 Mother's Address in Hindi   
 Father's Address in Hindi   
 Gender (TR)   
 Are you in Service (State/ Central Government/ Other)   
 Examination Centre for Entrance Test (after office & Pre-entrance test)   
 Student Category

## 8.4 Personal Information

In the personal information section, candidates must provide all the necessary details. Certain fields may already be pre-filled based on the registration form and candidate are unable to modify these pre-filled details.

Academic Session (पैठणिक सत्र) 2024-2025

Applied In (इसमें लागू)

HPU University College of Business Studies Awa Lodge, Shimla

Degree (डिग्री) BBA

Application For (आवेदन हेतु)

BBA

### Personal Information

Candidate's Name (As Per 10th Certificate)	LEENA	Candidate's Name in Hindi	लीना
Mother's Name	M. TEST	Mother's Name in Hindi	टेस्ट
Father's Name	M. TEST	Father's Name in Hindi	टेस्ट
Date of Birth	01/04/2005 <input type="checkbox"/> Age On 01/07/2024	Gender (लिंग)	Female

Nationality  Indian  Other

Are you In-Service (State/Central Government)?

No

Religion (धर्म) hindu

Examination Centre for Entrance Test (प्रवेश परीक्षा के लिए परीक्षा केंद्र)

SHIMLA

Select The Seat You Are Applying For (Subsidize, non-Subsidize) Subsidized

Student Category GENERAL

Student Sub-Category Economically Weaker Sections

Domicile (State) Himachal Pradesh

Have you ever been disqualified /suspended/rusticated or expelled by any University/Board?  Yes  No

Are You A Person With Disabilities?  YES  NO

Are You A Single Girl Child of Your Parents?  YES  NO

SUBMIT

नोट: बिस्स कौलम पर (\*) का निशान लगा हुआ है वो कौलम भरना अनिवार्य है।

नोट: बिस्स कौलम पर (\*) का निशान लगा हुआ है वो कौलम भरना अनिवार्य है।

SUBMIT

Are you a Single Girl Child of your Parents?  YES  NO

**Note:** The user must fill in all details carefully, as the admission process for students will be based on the provided information.

After successfully submitting personal information, candidate will be navigated to Questionnaire section as below mention screen show.

Academic Session  
(शैक्षणिक सत्र) 2024-2025

Applied in (इसमें लागू) HP, University College of Business  
Studies, Awa Lodge, Shimla

Degree (डिग्री) BBA

Application For (आवेदन  
के लिए) BBA

### Questionnaire

- |   |   |   |
|---|---|---|
| 1 | Do you belong to E.W.S with annual family income less than 4 lakhs? | <input type="radio"/> Yes <input checked="" type="radio"/> No |
| 2 | Are you a migrant of J&K?   | <input type="radio"/> Yes <input checked="" type="radio"/> No |
| 3 | You are applying for (Sports/ Cultural/ Both/ None)?                | None  |
| 4 | Are you Ward/Child of HPU Employee?                                 | <input type="radio"/> Yes <input checked="" type="radio"/> No |

SAVE

EXIT

## 8.5 Questionnaire

In the Questionnaire section, candidates must provide all the necessary details.

Academic Session (शैक्षणिक सत्र)	2024-2025	Applied in (इसमें लागू)	H.P. University College of Business Studies Awa Lodge, Shimla
Degree (डिग्री)	BBA	Application For (आवेदन हेतु)	BBA

### Questionnaire

1	Do you belong to E.W.S with annual family income less than 4 lakhs?	<input type="radio"/> Yes <input checked="" type="radio"/> No
2	Are you a migrant of J&K?	<input type="radio"/> Yes <input checked="" type="radio"/> No
3	You are applying for (Sports/ Cultural/ Both/ None)?	None
4	Are you Ward/Child of HPU Employee?	<input type="radio"/> Yes <input checked="" type="radio"/> No

**SAVE**

SAVE

After successfully submitting Questionnaire details, candidate will be navigated to Education Details section as below mention screen show.

Academic Session (शैक्षणिक सत्र)	2024-2025	Applied in (इसमें लागू)	H.P. University College of Business Studies Awa Lodge, Shimla
Degree (डिग्री)	BBA	Application For (आवेदन हेतु)	BBA

### Education Details (शिक्षा का विवरण)

#### Matriculation /10th Marks Details (\* Required To Fill All Details)

\* यदि Board का नाम सूची (List) में नहीं है तो अन्य बोर्ड कॉलम में अपने बोर्ड का नाम भरें।

School	ABC	Other Board	OTHER BOARD NAME
Board	BHAR STATE MADRASA EDUCAT	Grading System	Nu
Passing Year	2018	Maximum Marks	800
COPA	0	Percentage (%)	00.25
Marks Obtained	450	Percentage (%)	00.52
Marks Obtained	420	Percentage (%)	00.52
COPA	0	Maximum Marks	800

## 8.6 Education Details

In the Education Details section, candidates must provide all the previous qualification details.

Academic Session (शैक्षणिक सत्र)	2024-2025	Applied In (इसमें लागू)	H.P. University College of Business Studies Avo Lodge, Shimla
Degree (डिग्री)	BBA	Application For (आवेदन के लिये)	BBA

### Education Details (शिक्षा का विवरण)

#### Matriculation /10th Marks Details (\* Required To Fill All Details)

\* यदि Board का नाम सूची (List) में नहीं है तो अन्य बोर्ड कॉलम में अपने बोर्ड का नाम भरें।

School	ABC	Other Board	OTHER BOARD NAME
Board	BHAR STATE MADRASA EDUCAT	Grading System	No
Passing Year	2018	Maximum Marks	800
CGPA	0	Percentage (%)	55.25
Marks Obtained	450		

#### Intermediate / 12th Marks Details (\* Required To Fill All Details)

\* यदि Board का नाम सूची (List) में नहीं है तो अन्य बोर्ड कॉलम में अपने बोर्ड का नाम भरें।

School/College	abc	Board	BHUTAN COUNCIL FOR SCHOOL
Exam Stream	Arts   (Required 45.00%)	Passing Year	2022
Other Board	OTHER BOARD NAME	CGPA	CUMULATIVE GRADE POINT AVERAG
Result Awaited	Yes	Maximum Marks	MAXIMUM MARKS
Grading System	No	Marks Obtained	MARKS OBTAINED
Percentage (%)	PERCENTAGE(%)		

UPDATE

GOVIE

संकेतित करें (x)

संकेतित करें (x)

Please adhere to the following guidelines:

i) There must be a minimum 2-year gap between completing matriculation (10th grade) and intermediate (12th grade) qualifications.

ii) If candidate selects the grading system option 'YES', they must input the percentage according to the candidate's university format for the previous degree.

After successfully submitting the education details, candidate will be navigated to document section as below mention screen show.

**Other Document Upload (अन्य दस्तावेज़ अपलोड)**

\*! Once you upload the photo, you cannot remove it but you can change the uploaded photo.  
 \*\*\* All Documents must be self Attested.\*\*\*

S No.	Document Required	Upload Document	Preview	Download Document
1*	Student Photo	file size should not be more than 200 KB and supported file types are .jpg, .jpeg, .bmp, .png		<a href="#">Download</a>
2*	Signature	file size should not be more than 200 KB and supported file types are .jpg, .jpeg, .bmp, .png		<a href="#">Download</a>
3*	10th Marksheet	file size should not be more than 2000 KB and supported file types are .jpg, .jpeg, .bmp, .png, .pdf		<a href="#">Download</a>
4*	Sub-Category Certificate	<div style="border: 1px solid #ccc; padding: 2px; display: inline-block;">Choose File</div> No file chosen file size should not be more than 2000 KB and supported file types are .jpg, .jpeg, .bmp, .png, .pdf		Not Uploaded

**SAVE**

**SAVE**

1*	Certificate	file size should not be more than 2000 KB and supported file types are .jpg, .jpeg, .bmp, .png, .pdf		Not Uploaded
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## 8.7 Document Details

In the Document Details section, candidates must upload all the required document. Certain document may already be pre-filled based on the registration form and candidate are unable to modify these pre-filled details.

**Note:** All the document size and format mention with the respective document.

**Other Document Upload (अन्य दस्तावेज़ अपलोड)**

\* Once you upload the photo, you cannot remove it but you can change the uploaded photo.  
 \*\*\* All Documents must be self Attested.\*\*\*

S No.	Document Required	Upload Document	Preview	Download Document
1*	Student Photo	file size should not be more than 200 KB and supported file types are .jpg, .jpeg, .bmp, .png		<a href="#">Download</a>
2*	Signature	file size should not be more than 200 KB and supported file types are .jpg, .jpeg, .bmp, .png		<a href="#">Download</a>
3*	10th Marksheet	file size should not be more than 2000 KB and supported file types are .jpg, .jpeg, .bmp, .png, .pdf		<a href="#">Download</a>
4*	Sub-Category Certificate	<input type="button" value="Choose File"/> No file chosen file size should not be more than 2000 KB and supported file types are .jpg, .jpeg, .bmp, .png, .pdf		Not Uploaded

1\* Certificate (अन्य दस्तावेज़ अपलोड) (file size should not be more than 2000 KB and supported file types are .jpg, .jpeg, .bmp, .png, .pdf)

After successfully submitting document details then user will be navigated to Application Preview section as below mention show.

**PREVIEW FORM BEFORE FINAL SUBMISSION**

Step (1/4) Personal Information

Academic session (अकादमिक सत्र)	2024-2025	Applicant (अर्जित)	H.U. University College of Business Studies Ava Lodge, Shimla
Category (श्रेणी)	BSA	Application no (अर्जित नं.)	
Registration No.	H24AG02903		
Candidate's Name (आपका नाम)	LSMA	Candidate's Name in Hindi	LSMA
Mother's Name	Mrs. JAGT	Mother's Name in Hindi	श्री. जगत
Father's Name	Mr. JAGT	Father's Name in Hindi	श्री. जगत
Candidate's Mobile No.	9448090413	Email id	lsma@hug-explore.com
Date of Birth (आपका जन्म तिथि)	07/04/2008	Candidate's Address	777
Candidate's Mobile No.	9448090413	Phone No.	9448090413

## 8.8 Application Form Preview

In the application preview, candidates can view all the details and candidate must need to verify all details after that click on declaration and click proceed to payment button for application payment.

### Step 1/6 - Personal Information

Academic Session (As Per IDP)	2024-2025	Applicant (As Per IDP)	441 University College of Business Studies Zaid Jodga, Thane
Degree (IDP)	BBA	Application No (As Per IDP)	
Registration No.	H0142888	Candidate's Name as in IDP	Mr
Candidate's Name (As Per IDP Cardbook)	HEEVA	Student's Name as in IDP	Ms
Mother's Name	Ms. TST	Father's Name as in IDP	Mr
Father's Name	Mr. TST	Small ID	
Candidate's mobile No.		Co-Ordinate (Latitude)	N/A
Date of Birth (As Per IDP Cardbook)	11/04/2001	Student Category	GENERAL
Religion	Hindu	Author Number	0000000000
Student Sub-Category	Economically Weaker Sections (EWS) (As Per IDP)	Gender	Female
Domicile (State)	Maharashtra (India)	Reason	N/A
Have you ever been disqualified (suspended/expelled/expelled by the University/Board)?	No		
Are you an ex-employee (ex-employee of government)?	No		

### Step 2/6 - Questionnaire

S No.	Question	Response
1	Do you belong to F.W.S with correct Family Income less than 8 Lakhs?	No
2	Are you a migrant of JAT?	No
3	Are you applying for (Sports/Cultural/ Both) Score?	None
4	Are you a student/Child of PSU employee?	No

S No.	Document	Preview Document
1	Student Photo	
2	Signature	
3	10th Mark sheet	
4	Sub-Category Certificate	

### Step 3/6 - Education Details

Matriculation Marks Details			
School/College	AJC	Passing Year	2018
Board	MAHARASHTRA STATE BOARD OF EDUCATION (MSBS)	Other Board	N/A
Grading System	CG	CGPA	N/A
Maximum Marks	300	Marks Obtained	490
Percentage	16		
பெரும்பாடு	20	மார்க் பெறப்பட்டது	420
மாநிலப் பரீட்சை	800	CGPA	N/A
பொதுப் பரீட்சை	MSBS STATE BOARD OF EDUCATION (MSBS)	பெறப்பட்ட மார்க்	414
பெரும்பாடு	300	பெறப்பட்ட மார்க்	300

பெரும்பாடு மார்க் பெறப்பட்டது

### Intermediate Marks Details

School/College	UAC	Rolling Year	2022
Board	GUJARAT COUNCIL FOR SCHOOL EXAMINATIONS & ASSESSMENT (GSE/TAH)	Order Status	N/A
Grading System	NO	CGPA	N/A
Maximum Marks	11	Marks Obtained	0
Percentage	0	Exam Status	Auto [Reschedule Exam]
Result Available	Yes		

### Declaration

- I hereby declare that the entries made by me in the Application form are complete and true to the best of my knowledge, belief and information. I further declare that my certificate marks concealed at any stage, if I am found to provide and/or the information provided by me are found to be incorrect.
- I hereby undertake to present the original documents for verification immediately upon demand by the concerned authorities of the University.
- I hereby promise to abide by the rules and regulations concerning admission, attendance, discipline etc. of Hiraachal Pradesh University, Shimla and follow the Code of Conduct prescribed for the Students of Hiraachal Pradesh University. Shimla as in force from time to time and subsequent changes/modifications/announcements made therein. I acknowledge that the Hiraachal Pradesh University, Shimla has the authority for taking punitive actions against me for violation or non-compliance of the same.
- I understand that 75% attendance in classes is compulsory and I commit myself to adhere to the same. I also understand that in my attendance falls short, for any reason, the competent authority of the Hiraachal Pradesh University, Shimla may take such punitive action against me as may be deemed fit and proper.
- I hereby declare that I will not indulge in any activity involving in any form, even in outdoor activities.
- I hereby declare that I have read and understood all the stipulated conditions carefully as laid down in the Admission Prospectus.

I, **LEENA** hereby declare that the information furnished above is true, complete and correct to the best of my knowledge and belief. I understand that in the event of my information being found false or incorrect at any stage, my candidature / appointment shall be liable to cancellation / termination without notice or any compensation in law thereon.

सूचनाएँ / घोषणाएँ और प्रमाण सूचनाएँ / सूचनाएँ सही, संपूर्ण और सत्य हैं। मैं यह भी घोषणा करता हूँ कि यदि मेरी सूचनाएँ गलत या गलत पाई जाती हैं, तो मेरी पढ़ाई / नियुक्ति का निर्यात / समाप्ति बिना सूचना या कोई भी क्षतिपूर्ति के कानून के अधीन हो सकती है।

मैं यह भी घोषणा करता हूँ कि मैं अपने पाठ्यक्रम में भाग लेने में शामिल नहीं हूँ, जो कि किसी भी रूप में, यहां तक ​​​​कि बाहरी गतिविधियों में भी।

After that candidate will be navigated to payment process as per below mention

### Payment Process

Academic Session (सत्र/पत्रिका)	2024-2025	Applied In (प्रवेश परीक्षा)	H.P. University College of Business Studies Pata Gadge, Shimla
Degree (पत्रिका)	BBA	Application For (प्रवेश परीक्षा)	UAC

Exam Fee Amount	350.00
Info Fee Amount	0.00
Hold Fee Amount	0.00
<b>Net Payable Amount (₹.)</b>	<b>350.00</b>

**NO PAYMENT OVER**



# Pay through EASYEMI with HDFC Bank Credit Cards

### Billing Information

Amount  
**₹250.00**

Order No  
**PA20240423...**

Your session will expire in 14:57 minutes

- PAY WITH ▲
-  HDFC BANK CREDIT CARD
  -  HDFC BANK DEBIT CARD
  -  OTHER BANK CREDIT CARD
  -  OTHER BANK DEBIT CARD
  -  NET BANKING
  -  UPI
  -  SCAN & PAY

Merchant  
**Admissions.hpshmla.in/**

Website  
**www.admissions.hpshmla.in/**

Get 20% Cashback upto ₹2000 on your online spends\* with Business Credit Card



Get 20% Cashback upto ₹2000 on your online spends\* with Business Credit Card



Candidate can pay by using debit card, credit card, Net banking, and UPI in UCO payment gateway.



# HIMACHAL PRADESH UNIVERSITY

Order ID: #266283976

₹ 250.0



+918448050463 | LEENA

Edit

## Select Payment Methods



### UPI

Paytm, PhonePe, Bhim UPI and More



### Credit Card

Mastercard, Visa, Rupay, Maestro, Amex



### Debit Card

Visa, Master, Rupay, Maestro, Amex



### Net Banking

ICICI, SBI, BOI, BOB and more

₹ 250.00

View detailed bill

View detailed bill

₹ 250.00

Proceed to Pay

Proceed to Pay




## 8.10 Applied Form Status

In the Applied Form Status section, candidates can view the form status, all transaction details, and download application form.


Sl No	APPLIED	DEGREE	SUBJECTS	SECTION	PERSONAL	QUESTION	EDUCATION	DOCUMENT	PREVIEW	PAYMENT	LASTDATE	TRANSACTION	DOWNLOAD
1	HF University College of Business Studies Koo Lodge Shirgaon	BBA		004-004							14/04/2024		

After click on transaction icon user can view transaction details

Payment Transaction											
Academic Session (अकादमिक सत्र)				004-004		Application (अर्ज)				HF University College of Business Studies Koo Lodge Shirgaon	
Degree (दरजा)				BBA		Application For (अर्ज के लिए)				BBA	
Payment Transaction-Details											
Sl No	Institute	Degree	Subject	Transaction ID	Transaction Date	Amount	Mode	Status	Bank	Bank Ref. No	
1	HF University College of Business Studies Koo Lodge Shirgaon	BBA		FA20240422005238_41	4/22/2024 15:22:24	0	Follow	UPI			
2	HF University College of Business Studies Koo Lodge Shirgaon	BBA		FA20240422005237_40	4/22/2024 12:00:52 PM	0	Failure	UPI			

	<p><b>HIMACHAL PRADESH UNIVERSITY, SHIMLA</b></p> <p>Candidate Application Form</p> <p>Session:2024-2025</p> <p>Degree:M.A.Economics</p>
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**Personal Details**

Registration No: H24A944419			
College Name: HPU Centre			
Name of the Candidate: RIYA			
Father's Name: FATHER			
Mother's Name: MOTHER			
Date of Birth : 31/03/2000			
Domicile(State) : Uttarakhand			
Gender : MALE		Aadhar No. : 123456789098	
Student Category : SCHEDULED TRIBE (ST)		Sub Category : Open	
Email ID : shivmohan767@gmail.com		Mobile : 7689565459	
Are you bonafied resident of HP : NO		Fee deposited Amount : 2.00	
Have you ever been disqualified/suspended/restricted by university/board give details : YES			
Address	District	State	Nationality
sdfsdfsdf	DEHRADUN	Uttarakhand	Indian

**Qualification Details**

Standard	Name of the University/Board	Pass Year	Max Marks	Obtained Marks	Marks% / CGPA	Result Awaited
10th	USM PUBLIC SCHOOL	2015	100.00	97.00		No
12th	CRM PUBLIC SCHOOL	2018	800.00	655.00	81.88	No
Graduation	Abhilashi University, Chailchowk (Chachiot), Distt. Mandi, Himachal Pradesh. (Private University)	2020	1000.00	800.00	80.00	No

**Question Details**

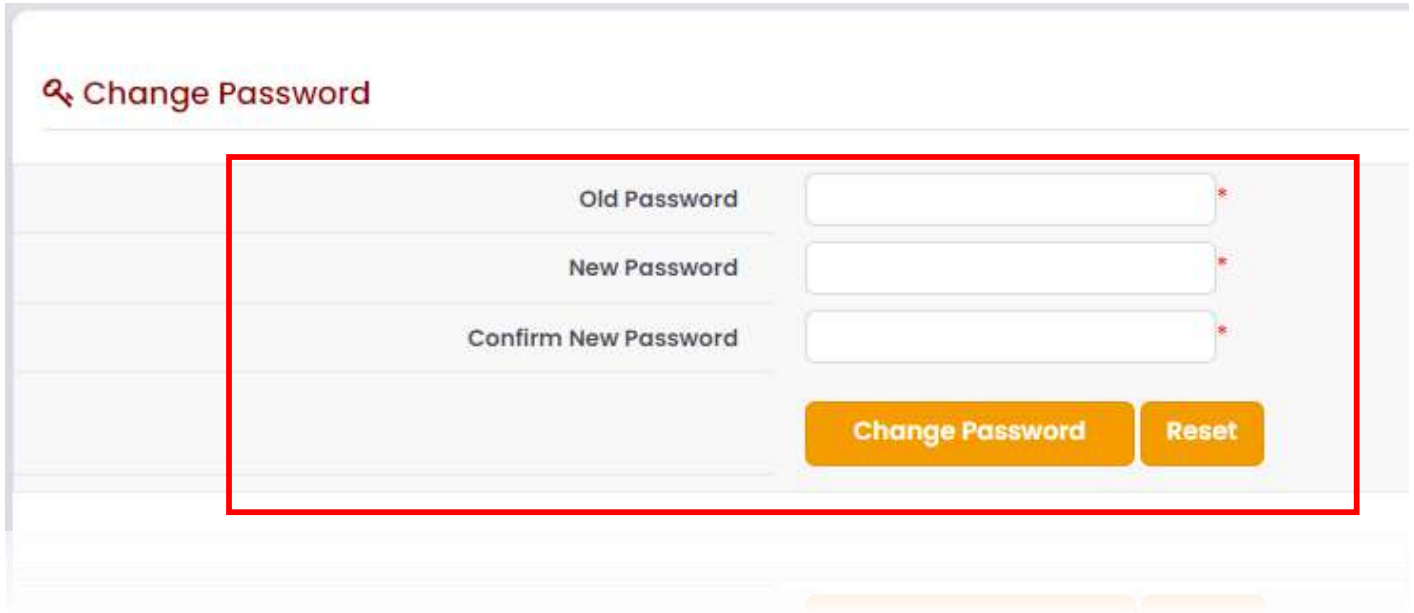
Do you belong to E.W.S with annual family income less than 4 lakhs?	No
Are you a migrant of J&K?	No
You are applying for (Sports/ Cultural/ Both/ None)?	None
Is your last qualifying examination affiliated with Himachal Pradesh University, Shimla?	No

Do you belong to E.W.S with annual family income less than 4 lakhs?	No
You are applying for (Sports/ Cultural/ Both/ None)?	None
Are you a migrant of J&K?	No
Is your last qualifying examination affiliated with Himachal Pradesh University, Shimla?	No

**Question Details**

## 8.11 Change Password

In the change password section, candidates can change their current password.

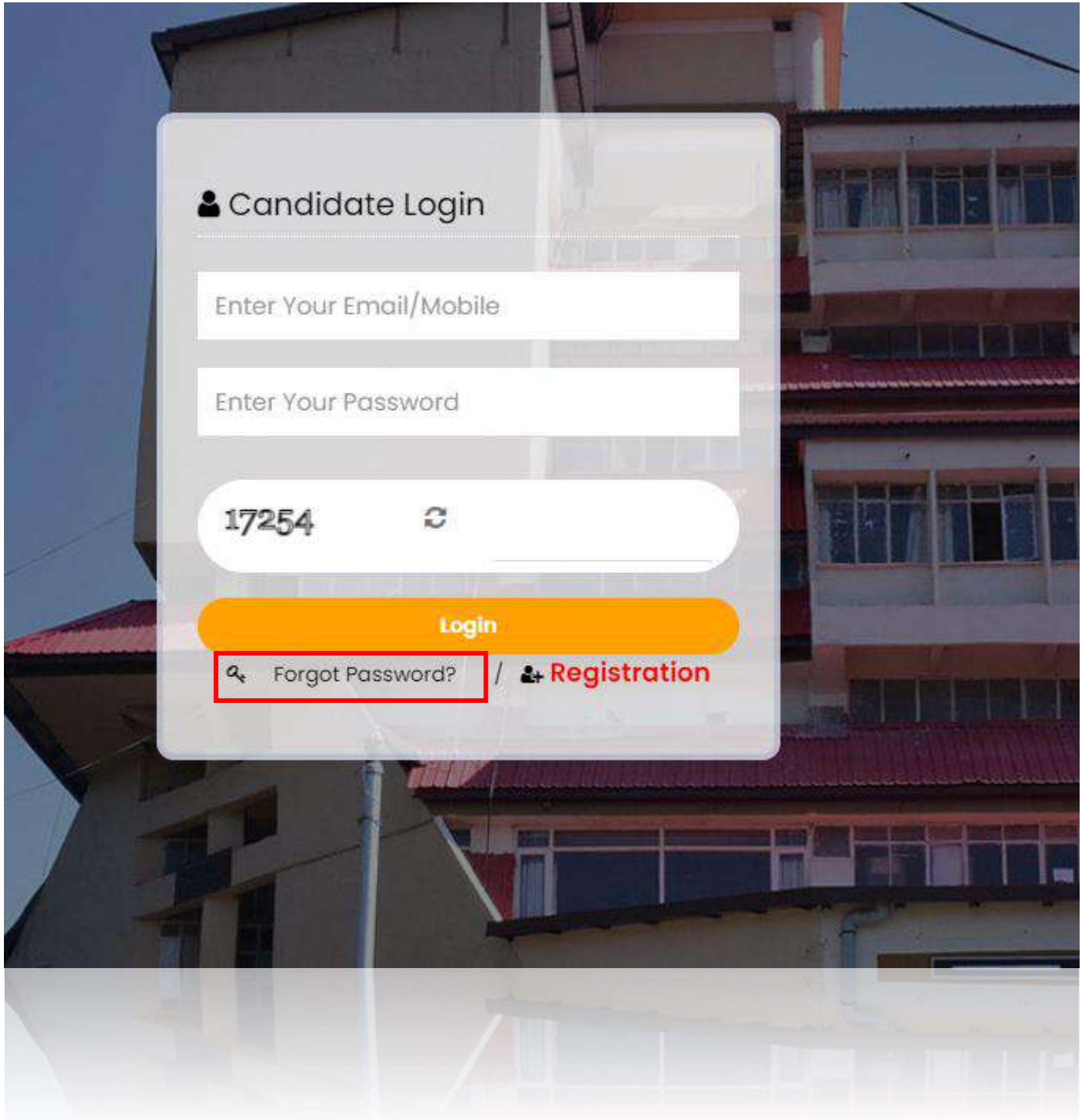


The screenshot shows a web form titled "Change Password" with a magnifying glass icon. The form is enclosed in a light gray border. A red rectangular box highlights the central part of the form, which contains three input fields and two buttons. The first input field is labeled "Old Password" and has a red asterisk to its right. The second input field is labeled "New Password" and also has a red asterisk. The third input field is labeled "Confirm New Password" and has a red asterisk. Below the input fields are two orange buttons: "Change Password" and "Reset".

Old Password	<input type="password"/>	*
New Password	<input type="password"/>	*
Confirm New Password	<input type="password"/>	*

## 8.12 Forgot Password

In the forgot password section, candidates can get their forgot password.



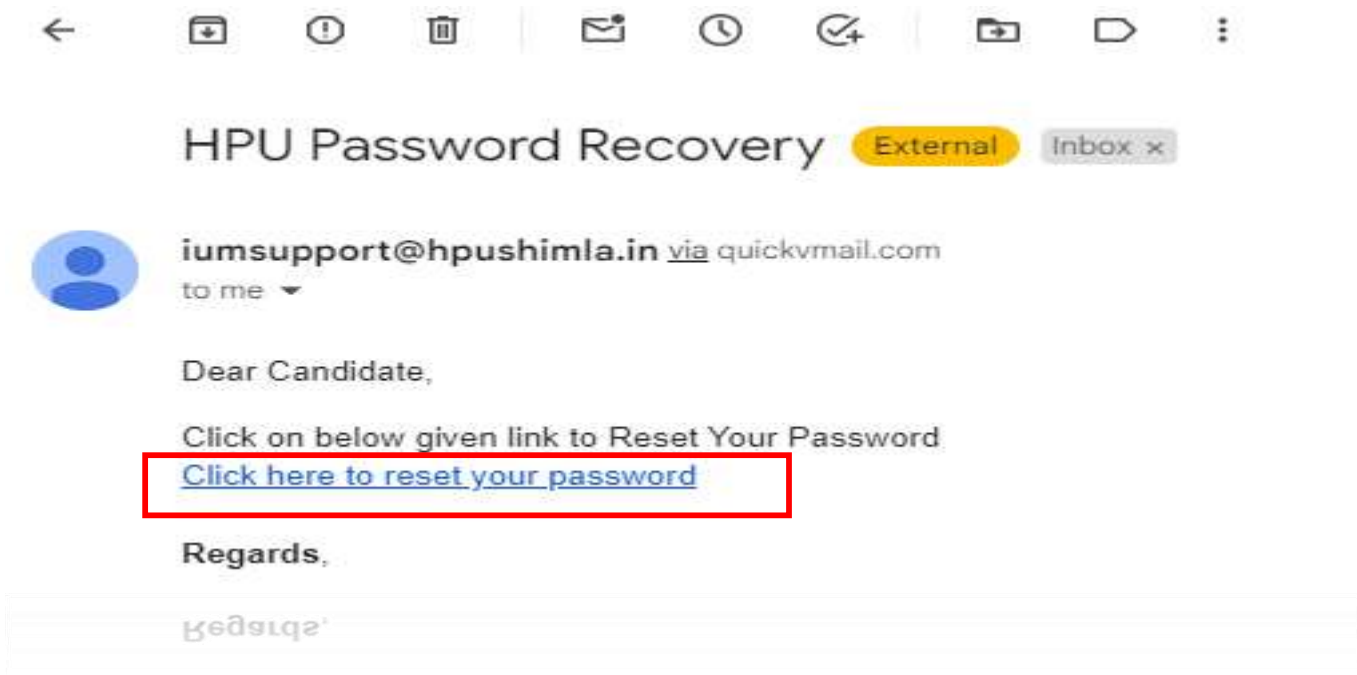
For forgot password click on forgot password button. After that user will be navigated to Forgot Password (Verification Details) page. As below mention.

**Forgot Password (Verification Details)**

Forgot your account's password? Enter your email address and we'll send you recovery credentials.

Email ID :

Candidate have to enter the registered Email id and candidate will get a recovery credentials on the registered emails id.



After that user have to click on reset your password link, after that user will be navigated to reset password as below mention. In screen candidate have to enter new password and confirm new password and after that click on reset password button

**Reset Password**

New Password

Confirm New Password

Note: Password should be in as below mention format

- Your password must be at least 8 characters.
- Your password must contain at least one digit.
- Your password must contain at least one special character.
- Your password must contain at least one letter.

