

NAHARKATIYA COLLEGE



PROSPECTUS

Session 2014-15

THREE YEARS DEGREE COURSE

NAHARKATIA 786610
DIBRUGARH, ASSAM

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Price Rs. 50/- only

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PROFILE OF THE COLLEGE

Naharkatiya College was established in 1964 at the initiative of the people of the locality. It is situated in a green and serene atmosphere free from the din and bustle of the town. Though, the college is about three kilometers away from Naharkatia, it is well connected with the township and can be reached easily by means of bus, rickshaw and auto rickshaw which ply from morning till evening. Students may also reach the college by bicycle.

The sprawling college campus is located at a beautiful site surrounded by paddy fields, tea garden and oil fields. The unique green surrounding of the college is congenial to pursuit of studies.

The college is affiliated to Dibrugarh University, recognized by the University Grants Commission under section 2 (f) & 12 (B) and accredited by the National Assessment & Accreditation Council (NAAC), Bangalore.

The emblem of Naharkatiya College proclaims the Shavian doctrine - "Culture alone evolves the Superman". It embodies the supreme goal and aspirations of humanity and eternal struggle and efforts of mankind for attainment of perfection, in keeping harmony with the evolutionary forces of Nature.

The college authority with the active co-operation of the teachers, staff, students and other well-wishers is taking up projects for the further development of the college. The project of construction of the administrative building with grants from MLA's Local Area Development Fund and the construction of three classrooms under Buniyad Scheme of the Govt. of Assam has been completed. During Xth plan period three class rooms were constructed under UGC scheme. The construction of laboratory and class rooms of Education department have been completed under XIth plan grants from University Grants Commission. A separate common room for lady teachers has also been constructed. The construction of the Volleyball Complex under the project "One College One Sports" of Government of India has been completed. Besides, a Boys' Hostel and a Girls' Hostels are under construction. The boundary wall of the college has been completed with grants from UGC. A digital classroom has been provided to facilitate technology enabled teaching and learning. Besides more projects of infrastructure development with grants from the State Govt. and UGC are going to be implemented during the current session.

The institution is committed to academic excellence since its inception. In 2008 the college was honoured with Radha Gobinda Baruah Award for Excellence in Education in Rural Areas by Radha Govinda Baruah Smriti Rakshya Samiti. The college won championship trophy in Girl's Volleyball in inter-college competition under Dibrugarh University.

The NSS unit of the college has adopted *Dihing Kinar Nocte Gaon* as a model village.

VISION OF THE COLLEGE

In consonance with the motto of the college enshrined in the college emblem "Culture alone evolves the superman" the vision of the college is to produce people of exceptional qualities by expanding the reach of qualitative education to the under privileged section of people in this remote and backward region and advancing their knowledge and skills through in-campus and distance modes.

MISSION OF THE COLLEGE

The mission statements of the college aim at translating the institution's vision in to action plans and define the specific tasks of the college's engagement and endeavour:

1. To make constant endeavour to expand the reach of quality education among the younger generations in this remote, rural and underdeveloped region of the country.
2. To foster the spirit of peaceful co-existence in the multicultural and multilingual social set-up by drawing students from different communities and ethnic groups.

3. To encourage the students to acquire advanced knowledge and skills to meet the challenges of life in the age of fast technological development.
4. To ensure the academic intellectual, cultural and physical development of the students and staff through facilitating participation in curricular and extra-curricular activities.
5. To stimulate the faculty members to undertake research to enhance their professional competence in the age of globalization and devise innovative methods of teaching and learning.
6. To collaborate with the Affiliating University in the evaluation of students' performance in curricular and extra-curricular activities.

OBJECTIVES OF THE COLLEGE

The Objective of the college is to cater to the need of quality higher education of the younger generations of this remote underdeveloped area bordering Arunachal Pradesh, and to help them to acquire advanced knowledge and skills for participation in the process of development of the region.

The immediate objective of the college is to fulfill the higher educational needs of the local youths to enable them to secure employment in the fast developing industrial centres in the surrounding places- Duliajan and Namrup. This objective is stated in the foundation resolution document submitted to Gauhati University for seeking permission to establish the College.

DEPARTMENTS

The college offers programmes of study in two streams Arts and Commerce. The college has eleven departments:

1. Department of Assamese offers both Major and Pass courses of studies.
2. Department of Bengali offers only Pass course of studies.
3. Department of Hindi offers only Pass course of studies.
4. Department of English offers Major and Pass courses.
5. Department of Economics offers both Major and Pass courses of studies.
6. Department of Education offers both Major and Pass courses of studies.
7. Department of Political Science offers both Major and Pass courses of studies.
8. Department of History offers only Pass course of studies.
9. Department of Sociology offers only Pass course of studies.
10. Department of Commerce offers both Specialty and General courses of studies.
11. Department of Information Technology offers only Pass course of studies.

INFORMATION & COMMUNICATION TECHNOLOGY CENTRE

The ICT Centre offers Certificate Course in Computer Application for Higher Secondary and Degree students.

INTERNAL QUALITY ASSURANCE CELL

According to guidelines set by the National Assessment & Accreditation Council, an Internal Quality Assurance Cell (IQAC) is functioning at the college to develop a system of conscious, consistent and catalytic action to improve the academic and administrative performance of the institution.

WOMEN'S STUDY CELL

The Women's Study Cell has been functioning since September 2005. The cell has been established with the objective of promoting awareness among women about their right and strength. The cell awards a cash prize of Rs. 1,000/- to the girl student securing highest aggregate marks in TDC final examination.

LIBRARY & NETWORK RESOURCE CENTRE

The college library contains a collection of over twenty two thousand text and reference books. It subscribes 9 newspapers and 25 journals & magazines. A spacious reading room with seating capacity of around 100 users is attached to the library. It is linked with Internet connectivity. Access to e-resources is available through NLIST Consortium of INFLIBNET. The students and teachers can also avail the facilities of e-learning resources through World Wide Web at the Network Resource Centre.

BOOK BANK

The college maintains a Book Bank. Generally poor and meritorious students are provided with textbooks from the Book Bank.

LABORATORY & TEACHING-LEARNING EQUIPMENTS

- (i) Psychological Laboratory in Education Department: The College has a psychological laboratory with sophisticated equipments which provides the facilities for laboratory works in Educational Psychology.
- (ii) The college provides the students with the modern teaching-learning equipments such as overhead projector, television, etc.
- (iii) The students are also provided with Free Internet Services and Xerox facilities at concessional rates.
- (iv) The College has Information Technology Laboratory with sophisticated computer system.

CAREER GUIDANCE CELL

The Career Guidance Cell provides guidance to the students for a career best suited to them. The cell organizes seminars and workshops from time to time throughout the year.

GRIEVANCE REDRESSAL CELL

The college has a Grievance Redressal Cell, which deals with various grievances of the students.

NATIONAL SERVICE SCHEME

The college has a unit of National Social Service (NSS) to create social awareness, foster solidarity and create linkages between campus and the community.

ALUMNI ASSOCIATION

There is an Alumni Association of the college, which is associated with developmental activities of the college.

GUARDIAN TEACHERS ASSOCIATION

The College has a Guardian Teacher Association which plays a pivotal role in getting feedback from the students regarding the quality of teaching learning programs.

STUDENTS WELFARE CELL DEALS WITH :

a) STUDENTS' AID FUND

The College maintains a Students' Aid Fund for economically backward meritorious students of the College. Any such students desiring to take help of the fund shall have to apply to the Principal with supporting testimonials (Income Certificate of the family) at the beginning of the session.

b) SCHOLARSHIP TO MERITORIOUS STUDENTS

- (i) Scholarship of Rs 1,000/- per annum to the TOPPERS of each class of Higher Secondary Arts & Commerce. (Sponsored by M/s Sarda Plywood Industries Ltd., Jeypore)
- (ii) Scholarship of Rs 1,200/- per annum to the TOPPERS of each class of Degree Arts & Commerce. (Sponsored by M/s Sarda Plywood Industries Ltd., Jeypore)
- (iii) Provisions for National & State Merit Scholarship.
- (iv) State Government Scholarship to Scheduled Caste, Scheduled Tribe, Other Backward Class/More Other Backward Class students.

c) RAILWAY TRAVEL CONCESSION

Students are entitled to avail traveling concession for Railway journey on their way home from the college and back during vacation only. Concession can also be availed for educational excursions, departmental or general excursions etc. to different places of importance in the country. Some departments organize departmental excursion as a part of the curriculum.

d) HEALTH SERVICE PROGRAMME

The college maintains a health care unit and the local doctors visit once a week. Health service programmes like free health check-up camp, AIDS awareness programme, blood donation awareness & blood grouping camp are organized for time to time by the college in collaboration with the OIL, NGOs and Govt. agencies.

e) STUDENTS' HEALTH CARE UNIT

There is a Students' Health Care Unit in the college. A physician visits the unit once a week for check-up of students' health.

STUDY CENTRE OF KRISHNA KANTA HANDIQUE STATE OPEN UNIVERSITY

There is a study centre of Krishna Kanta Handique State Open University to provide scope for higher education of those who cannot pursue regular courses of studies.

CANTEEN

The college has a canteen in its campus to provide fresh, wholesome food to students and staff at a reasonable price.

AUDITORIUM

The college has an auditorium of 500 seat capacity with stage for cultural and other extra-curricular activities of students.

SEMINAR HALL

The college has a Seminar Hall with LCD projector and sound system.

SPORTS FACILITIES

The college maintains a playground for outdoor sports. Facilities for football, cricket, volleyball, table tennis and carom etc. are available here. A volleyball complex with gallery has been constructed under One College One Sports Scheme of Dibrugarh University with the objective of providing facilities for

practice of Volleyball by Students and teachers and holding Inter College Volleyball Tournaments and competitions organized by local sports clubs.

STUDENTS' UNION

The college has a general body of the students named and styled as Naharkatiya College Students' Union of which every student shall be a member. The office bearers of this union are democratically elected annually by the students from amongst the regular students. The union provides a platform to the students to develop their leadership quality and shoulder social responsibility.

BOYS' AND GIRLS' COMMON ROOM

There are separate common rooms for boys and girls. Newspapers, Periodicals and indoor games facilities are available in the common rooms.

MAGAZINE & WALL MAGAZINE

The College magazine is the medium for developing creative potentialities of the students. It publishes articles and creative writings contributed by students and teachers. The wall magazines published by various departments are another medium for nurturing the creative and critical thinking abilities of the students.

UNIFORM

Students must come in college uniform as mentioned below:

- (a) Boys - Black trousers and white shirt; navy blue sweater/blazer in winter.
- (b) Girls - Navy blue blouse, white *mekhela* & *chadar* bordered navy blue or white *shalwar* suit and navy blue *dupatta*; navy blue sweater/ cardigan / blazer in winter
- (c) Badge & Identity Card - Students must put on college badge and carry identity card while attending the college.

PART - B

COURSES OF STUDY

Semester System is introduced at the degree level from the academic session 2011-12.

1. Three Years Degree Course (TDC) in Arts under semester system.
2. Three Years Degree Course (TDC) in Commerce under semester system.
3. Certificate Course in Computer Application

A. Structure of the courses of the programme under semester system

- (i) Compulsory Courses : These courses are the compulsory for all students of the programme concerned.
- (ii) Major Courses : Major courses shall be chosen by the students. The Courses shall be optional and non-mandatory.

- (iii) Non-Major Courses: Non-Major courses shall be chosen by the students, who do not opt for major courses.
- (iv) Skill-based Courses: A skill based course shall be mandatory for all students pursuing General B.A. programme.

B. Subjects offered in six semester Degree Programme.

(i) Bachelor of Arts:

Core Subjects:

- (i) English
- (ii) Modern Indian Languages (Assamese, Bengali, Hindi) or Alternative English
- (iii) Computer Skills/Communication Skills (in lieu of Computer skills)
- (iv) Multi-disciplinary
- (v) Environmental Studies*
- (vi) Skill based courses (for General programme only)
Any one of the following
 - (a) Teaching in Elementary Level
 - (b) Tourism and Travel Management

Elective Subjects:

- (i) History
- (ii) Economics
- (iii) Education
- (iv) Political Science
- (v) Sociology / Information Technology

Major Subjects:

One of the following subjects may be chosen as Major

- (i) Assamese
- (ii) English
- (iii) Economics
- (iv) Education
- (v) Political Science

Course Structure for the Bachelor of Arts (B.A.) Programme under Semester System shall be as follows

Sem.	General Programme				Major Programme			
	Compul-sory	Non-Major	Skill based	Total	Compul-sory	Non-Major	Major	Total
I	200	200	--	400	200	100	100	400
II	200	200	--	400	200	100	100	400
III	200	200	--	400	100	100	200	400
IV	200	200	--	400	100	100	200	400
V	100	200	100	400	--	--	400	400
VI	100	200	100	400	--	--	400	400

SEMESTER I

General Programme			Major Programme		
Type	Title	Total Marks	Type	Title	Total Marks

Compulsory	English (I)	100	Compulsory	English (I)	100
Compulsory	MIL (I)	100	Compulsory	MIL (I)	100
Non-Major	Non-Major I (Course I)	100	Non-Major	Non-Major I (Course I)	100
Non-Major	Non-Major II (Course I)	100	Major	Major (Course I)	100
Total		400	Total		400

SEMESTER II

General Programme			Major Programme		
Type	Title	Total Marks	Type	Title	Total Marks
Compulsory	English (II)	100	Compulsory	English (II)	100
Compulsory	MIL (II)	100	Compulsory	MIL (II)	100
Non-Major	Non-Major I (Course II)	100	Non-Major	Non-Major I (Course II)	100
Non-Major	Non-Major II (Course II)	100	Major	Major (Course II)	100
Total		400	Total		400

SEMESTER III

General Programme			Major Programme		
Type	Title	Total Marks	Type	Title	Total Marks
Compulsory	Computer Skills/ Communicative Skills	100	Compulsory	Computer Skills/ Communicative Skills	100
Compulsory	English (III)	100	Non-Major	Non-Major (Course III)	100
Non-Major	Non-Major I (Course III)	100	Major	Major (Course III)	100
Non-Major	Non-Major II (Course III)	100	Major	Major (Course IV)	100
Compulsory	Environmental Studies	*	Compulsory	Environmental Studies	*
Total		400	Total		400

* There shall be a compulsory course on Environmental Studies of 100 marks which shall be evaluated in grades

SEMESTER IV

General Programme			Major Programme		
Type	Title	Total Marks	Type	Title	Total Marks
Compulsory	Multi-disciplinary	100	Compulsory	Multi-disciplinary	100
Compulsory	MIL (III)	100	Non-Major	Non-Major (Course IV)	100

Non-Major	Non-Major I (Course IV)	100	Major	Major (Course V)	100
Non-Major	Non-Major II (Course IV)	100	Major	Major (Course VI)	100
Total		400	Total		400

SEMESTER V

General Programme			Major Programme		
Type	Title	Total Marks	Type	Title	Total Marks
Non-Major	Non-Major I (Course V)	100	Major	Major (Course VII)	100
Non-Major	Non-Major II (Course V)	100	Major	Major (Course VIII)	100
Skill Based	Skill Based I (Course I)	100	Major	Major (Course IX)	100
Skill Based	Skill Based II (Course II)	100	Major	Major (Course X)	100
Total		400	Total		400

SEMESTER VI

General Programme			Major Programme		
Type	Title	Total Marks	Type	Title	Total Marks
Non-Major	Non-Major I (Course VI)	100	Major	Major (Course XI)	100
Non-Major	Non-Major II (Course VI)	100	Major	Major (Course XII)	100
Skill Based	Skill Based I (Course II)	100	Major	Major (Course XIII)	100
Skill Based	Skill Based II (Course IV)	100	Major	Major (Course XIV)	100
Total		400	Total		400

Course Structure for Bachelor of Commerce in General and Specialty Programme

1st Semester	
General	Specialty (Both ACF & HRM)
Business Communication-I (BUCN I)	Business Communication-I (BUCN I)
Business Regulatory Framework (BRFW II)	Business Regulatory Framework (BRFW II)
Financial Accounting (FACC III)	Financial Accounting (FACC III)
Business Environment (BNEV IV)	Business Environment (BNEV IV)
Total Marks 400	Total Marks 400

2nd Semester	
General	Specialty (Both ACF & HRM)
Business Communication-II (BUCN V)	Business Communication-II (BUCN V)

Business Economics (BECO VI)	Business Economics (BECO VI)
Corporate Accounting (COAC VII)	Corporate Accounting (COAC VII)
Principles of Business Management (PMBT VIII)	Principles of Business Management (PMBT VIII)
Total Marks 400	Total Marks 400

3rd Semester		
General	Specialty(ACF)	Specialty(HRM)
HRM (HRMT IX)	Advanced Financial Accounting (AFAC IX)	Principles of Marketing (PMTG IX)
MIL (MILA/B/E/H X)	Financial Management (FIMT X)	Financial Management (FIMT X)
Business Statistics (BUST XI)	Business Statistics (BUST XI)	Business Statistics (BUST XI)
I.T. & its Application in Business (ITAB XII)	I.T. & its Application in Business (ITAB XII)	I.T. & its Application in Business (ITAB XII)
Total Marks 400	Total Marks 400	Total Marks 400

4th Semester		
General	Specialty(ACF)	Specialty(HRM)
Cost Accounting (COAC XIII)	Cost Accounting (COAC XIII)	Cost Accounting (COAC XIII)
Company Law (COLW XIV)	Company Law (COLW XIV)	Company Law (COLW XIV)
Auditing (AUDG XV)	Auditing (AUDG XV)	HRM (HRMT XV)
Indian Banking System (IBSM VI)	Security Analysis & Portfolio Management (SAPM XVI)	Industrial Relations (INRL XVI)
Environmental Studies*	Environmental Studies*	Environmental Studies*
Total Marks 400	Total Marks 400	Total Marks 400

* There shall be a compulsory course on Environmental Studies of 100 marks which shall be evaluated in grades.

5th Semester		
General	Specialty(ACF)	Specialty(HRM)
Public Finance (PUFC XVII) or Mathematics (MATS XVII)	Public Finance (PUFC XVII) or Mathematics (MATS XVII)	Public Finance (PUFC XVII) or Mathematics (MATS XVII)
Entrepreneurship Development (ENDT XVIII)	Entrepreneurship Development (ENDT XVIII)	Entrepreneurship Development (ENDT XVIII)
Management Accounting (MAAC XIX)	Management Accounting (MAAC XIX)	Global HRM (GHRM XIX)
Principles of Marketing (PMTG XX)	Direct Tax I (DTAX XX)	Human Resource Development (HRDT XX)
Total Marks 400	Total Marks 400	Total Marks 400

6th Semester		
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General	Specialty(ACF)	Specialty(HRM)
Income Tax (INTX XXI)	Direct Tax II (DTAX XXI)	Labour and Industrial Laws (LILW XXI)
International Business (INBU XXII)	Financial Statement Analysis (FSAS XXII)	Trade Unionism (TRUM XXII)
Indian Financial System (IFSM XXIII)	Indian Financial System (IFSM XXIII)	Compensation Manage- ment (PRWK XXIII)
Small Business Management (SBMT XXIV)	Project Work (PRWK XXIV)	Project Work (PRWK XXIV)
Total Marks 400	Total Marks 400	Total Marks 400

- Each paper except Environmental Studies under the semester is of 100 marks of which 20 marks is for Internal Assessment
- In case of Project 80 marks is for dissertation and 20 marks for viva-voce.
- For I.T. & its Application in Business, the internal assessment of 20 marks shall comprise of
 - 1st Sessional (written) 5 marks
 - 2nd Sessional (written) 5 marks
 - Practical 10 marks

PROGRAMME REGISTRATION

- (i) The candidates shall have to register themselves to the University at the time of admission clearly mentioning their course/ subject combinations.
- (ii) The colleges/ institutes concerned shall submit to the University the detailed Registration List of their enrolled students using the software provided by the University within one month from the date of admission or as prescribed in the University Academic Calendar.
- (iii) The students registered by the University as per the information provided by the colleges institutes shall be treated as final. In no circumstances, change of subject combination and switching from major programme to general programme and vice-versa shall be allowed.
- (iv) There shall be no provision for giving permission by the University for admission after submission of detailed Registration List of their enrolled students by the colleges/ institutes concerned to the University.

ADMISSION PROCEDURE

- (i) Admission to Degree courses are strictly made on the basis of merit and interview. The eligibility for admission will be as determined in accordance with Dibrugarh University rules.
- (ii) Admission will be strictly on the basis of merit list to be published a day prior to the date of admission. Applicants are directed to follow the college Notice Board for the merit list and the exact date of admission.
- (iii) Reservation of seats for SC, ST(Plain), ST(Hill), OBC/MOBC, Physically Handicapped are provided as per State Govt. rules.
- (iv) Two seats in Degree 1st Semester are reserved for candidates with outstanding performance in sports.
- (v) Two seats in Degree 1st Semester are reserved for candidates with outstanding performance in cultural activities.

DEPOSIT OF ADMISSION FEE

- (i) **There will be no collection of fee in the college office.**
- (ii) All fees will be collected through **Assam Co-operative Apex Bank Limited, Naharkatia Branch** in the A/c. No. recorded in the Challan.
- (iii) Selected candidates will be provided with Challans containing three foils – Bankers copy, Depositors copy and College copy.
- (iv) Candidates will have to deposit the admission fee / examination fee through the Challan and produce the college copy at the college office.
- (v) The college office will issue admission receipt on receipt of the college copy of deposit Challan and the roll no. of the candidate will be allotted.

EXAMINATION AND EVALUATION PROCESS

- (i) The college follows the semester system of studies.
- (ii) There is provision for both external and internal evaluation. The internal evaluation forms a part of internal assessment. 20 % of marks in each course is allotted for internal assessment based on the following
 - a. Sessional Examination I (Written) – 5 marks
 - b. Sessional Examination II (Written) – 5 marks
 - c. Seminar/ Group Discussion/ Home Assignment – 5 marks
 - d. Attendance – 5 marks
 - Attendance 80 to 85% – 2 marks
 - Attendance 85 to 90% – 3 marks
 - Attendance 90 to 95% – 4 marks
 - Attendance 95 and above – 5 marks

If any student fails to appear in internal assessment, he/ shall not be eligible to appear in the end semester examinations of the courses(s) concerned. The colleges/ institutes shall notify the same prior to filling up forms for examinations.

- (iii) The End-semester examination in each course shall be conducted by the university.
- (iv) 80% marks are allotted for end-semester examination. There shall be no provision for re-evaluation of the answer-scripts of the end-semester examinations. However, a candidate may apply for re-scrutiny.

ATTENDANCE

- (i) A student under semester system must attend 80% of the classes held
- (ii) The students who have less than 80% attendance shall not be permitted to sit for the End-semester examination in the course.
- (iii) A student who fails to attend 80% of the classes and does not fulfill the criteria of Internal Assessment shall have to re-enroll in the relevant course(s) with the subsequent year.

PART – C

COLLEGE HOURS

- (a) Class Hours : The classes are held from 9.00 a.m. to 3.45 p.m.
- (b) Office hours : From Monday to Saturday : 10.00 a.m. to 4.00 p.m.
- (c) Library hours : Reading Room : 8.30 a.m. to 4.30 p.m.

Issue of Books : 10.00 a.m. to 3.00 p.m.

N.B. The college gate will remain closed from 10.30 a.m. to 2.15 p.m. during class days.

GENERAL RULES

- Students must come to the college in college uniform and bring the identity card. The violation of the above rule would be considered a serious offence.
- Students must maintain decorum while he/she is in college uniform within or outside the college campus.
- Loitering within the campus is strictly prohibited.
- Students must attend at least 80% of total classes held during the semester/session.
- A student must apply for leave duly signed by parents/guardians if he/she remains absent for 10 consecutive days otherwise it may lead to stringent disciplinary action.
- For each student it is compulsorily to appear in the Sessional Examination, Class Tests and attend the Seminar and Group Discussion of the concerned Department.
- Ragging in any form is strictly prohibited. Disciplinary action will be taken against any student found indulging in ragging.
- Students must take care of the college property and keep the college campus clean and green.
- Use of mobile phone is strictly prohibited within the class rooms. In case of emergency students may contact principal/vice principal.
- **Students driving or riding motor bikes to college must wear helmet.**

LIBRARY RULES

- TDC students of Major Courses are allowed to borrow 4 books at a time from the library, while TDC students of General Course can borrow 3books.
- A book must be returned within 10 days from the date of issue.
- Students should compulsorily attend the Library Initiation Class held at the beginning of the session to avail the library facilities.
- Students must be in complete college uniform and produce their identity card at the time of borrowing book or while availing any kind of library facilities.
- Students should carefully examine the book(s) borrowed by them at the time of the issue of the book(s). If the book is found damaged or mutilated at the time of return and he/she shall have to replace the book with a new one, or pay a fine amounting to FIVE TIMES of the cost (current or currently assessed) of the book at the time of return.
- If reader's ticket is lost by a student, it must be immediately brought to the notice of the librarian. Duplicate reader's ticket may be issued after payment of Rs. 20/-.
- Students must submit the reader's ticket to the library towards the end of the session. Otherwise they will not be allowed to fill up the examination forms.
- Students are not allowed to carry anything other than notebook inside the library and reading room.
- Students must maintain silence inside the library and reading room.
- If the books are not returned on or before the date stamped, a fine of Re. 1/- per day per book will be charge.

APPENDIX – I

FEE STRUCTURE

1. ANNUAL FEE STRUCTURE (To be paid at the time of admission) FOR TDC CLASSES (GENERAL COURSE).

Sl. No.	Particulars	TDC 1 st Sem.	TDC 3 rd & 5 th Sem.	TDC 2 nd , 4 th & 6 th Sem.
1	Admission Fee	250	250	250
2	Establishment Fee	250	250	250
3	College Dev. Fee	250	250	0
4	Tuition Fee	720	720	0
5	Enrollment Fee	50	50	50
6	Registration Fee	250	0	0
7	E & R Processing Fee	50	0	0
8	Faculty Fee	500	500	0
9	Foundation Day	50	50	0
10	IQAC Fee	150	150	0
11	Identity Card	70	70	0
12	Badge	20	0	0
13	Library Fee	100	100	0
14	Library Caution Money ¹	150	0	0
15	Electricity Fee	200	200	0
16	Examination Fee	300	300	0
17	Union Fee	400	400	0
18	University Sports Fee	10	10	0
19	Students' Aid Fund	20	20	0
20	National Service Scheme	20	20	0
21	Healthcare Fee	30	30	0
22	Golden Jubilee (two installments)	150	150	150
	Total (Rs.)	3990	3520	700

¹ 80% Refundable on course completion provided the original admission receipt is produced.

2. ANNUAL FEE STRUCTURE (To be paid at the time of admission) FOR TDC CLASSES (MAJOR & SPECIALTY COURSE)

Sl. No.	Particulars	TDC 1 st Sem.	TDC 3 rd & 5 th Sem.	TDC 2 nd , 4 th & 6 th Sem.
1	Admission Fee	250	250	250
2	Establishment Fee	250	250	250
3	College Dev. Fee	250	250	0
4	Tuition Fee	720	720	0
5	Enrollment Fee	50	50	50
6	Registration Fee	250	0	0
7	E & R Processing Fee	50	0	0
8	Faculty Fee	500	500	0
9	Foundation Day	50	50	0
10	IQAC Fee	150	150	0
11	Identity Card	70	70	0
12	Badge	20	0	0
13	Library Fee	100	100	0
14	Library Caution Money ¹	150	0	0
15	Electricity Fee	200	200	0
16	Examination Fee	300	300	0
17	Union Fee	400	400	0
18	University Sports Fee	10	10	0
19	Students' Aid Fund	20	20	0
20	National Service Scheme	20	20	0
21	Healthcare Fee	30	30	0
22	Major Fee	200	200	0
23	Golden Jubilee (two installments)	150	150	150
	Total (Rs.)	4190	3720	700

¹ 80% Refundable on course completion provided the original admission receipt is produced.

3. Additional Fee

TDC Major Course Education & IT Laboratory Fee Rs. 150

4. Certificate Course in Computer Application (CCA) Fee

Particulars	Fees
Admission & Tuition Fee	1,000
Examination Fees	400
Certificate Fee	100
Total	1,500

APPENDIX – II

ACADEMIC CALENDAR

Detailed Academic Calendar for Degree Semester Classes 2014-15

1 st , 3 rd & 5 th SEMESTER				
Dates (s)	Teaching Days	Sundays	Holidays	Observation & Celebration
June 1 to 30, 2014		1, 8, 15, 22, 29	Summer Vacation 16 - 30	World Environment Day, 5 th June
July 1 to 31, 2014	16, 17, 18, 19, 20, 22, 23, 24, 25, 26, 27, 29, 30, 31 = 14 days	6, 13, 20, 27	Summer Vacation 1 - 15	Freshers' Social
August 1 to 31, 2014	1, 2, 4, 5, 6, 7, 8, 9, 11, 12, 13, 14, 16, 19, 20, 21, 22, 23, 25, 26, 28, 29, 30 = 23 days	3, 10, 17, 24, 31	15, 18, 27	Independence day 15 th August Students' Union Election
September 1 to 30, 2014	1, 2, 3, 4, 5, 6, 8, 9, 10, 11, 12, 15, 16, 17, 18, 19, 20, 22, 23, 24, 25, 26, 27, 29, 30 = 25 days	7, 14, 21, 28	13	Teachers' Day 5 th September International Literary day, 8 th Sept World Peace day, 21 st Sept. Submission of Exam Form for HS Final Exam
October 1 to 31, 2014	8, 9, 10, 11, 13, 14, 15, 16, 17, 20, 21, 22, 24, 25, 27, 28, 29, 30, 31 = 19 days	5, 12, 19, 26	1, 2, 3, 4, 6, 7, 18, 23	World Disaster Day, 13 th Oct UNO Day, 24 th Oct
November 1 to 30, 2014	1, 3, 4, 5, 7, 8, 10, 11, 12, 13, 14, 15, 17, 18, 19, 20, 21, 22, 25, 26, 27, 28, 29 = 23 days	2, 9, 16, 23, 30	6, 24	Death Anniversary of Dr. Bhupen Hazarika, 5 th Nov.
TOTAL	90 days			

2 nd , 4 th & 6 th SEMESTER				
Dates (s)	Teaching Days	Sundays	Holidays	Observation & Celebration
December 1 to 31, 2014				
February 1 to 28, 2015	= 22 days	1, 8, 15, 22	2 days	National Science Day, 28 th
March 1 to 31, 2015	= 25 days	1, 8, 15, 22, 29	1 day	International Women's day 8 th March World Water day, 22 nd March
April 1 to 30, 2015	= 21 days	5, 12, 19, 26	5 days	National Science Day, 28 th
May 1 to 31, 2015	= 12 days	3, 10, 17, 24, 31	2 day	International Women's day 8 th March World Water day, 22 nd March
TOTAL	90 days			

College Academic Calendar for Degree Classes 2014-15*

Dates (s)	Events
June 1 to 15, 2014	1. Admission to B.A./ B. Com. 1 st /3 rd /5 th Semester classes. 2. Jun. 16-Jul. 15, Semester End Vacation.
July 16 to 31, 2014	1. July, 16 (i) Commencement of classes (ii) Notification of class routine (iii) Notification of course plans in departmental notice board. 2. Jul. 17-21, (i) Interaction with 1st sem. students with principal and teachers.
August 1 to August 31, 2014	1. Freshers' social (1 day) Aug. 26-Sept. 4, 2. 1 st Sessional exam. of 1 st /3 rd /5 th Sem.
September 1 to 30, 2014	1. Students' union election (1 day) 2. Sept. 6-11, Counselling & mid sem. feedback assessment (1 day) 3. Sept. 28, (i) Notification of 1 st sessional exam marks in the departmental notice board (ii) Internal assessment (through seminar, group discussion. etc.)
October 1 to 31, 2014	1. Oct. 21-26, 2 nd sessional exam 2. Oct. 23, Last date of submission of assignments of 1 st /3 rd /5 th Sem.
November 1 to 16, 2014	1. Nov. 11, Notification of 2 nd sessional examination marks in departmental notice board 2. Nov. 10, Completion of 1 st /3 rd /5 th Sem. classes. 3. Nov. 20-December 14, End Sem. Exam of 1 st /3 rd /5 th Sem.
December 1 to 31, 2014	1. Dec. 17-31, College Week(7 days) 2. Dec. 16-Jan. 15, Semester End Vacation
January 1 to 31, 2015	1. Jan. 17, (i) Commencement of classes of 2 nd /4 th /6 th Semester (ii) Notification of class routine (iii) Notification of course plan in the departmental notice board.
February 1 to 28, 2015	1. Feb. 20- Mar. 5, 1 st sessional examination of 2 nd /4 th /6 th Semester
March 1 to 31, 2015	1. March 1-6, Counselling & mid sem. feedback assessment (any 1 day) 2. March 20-26, (i) Notification of 1 st sessional examination marks of 2 nd /4 th /6 th Semester in the departmental notice board (ii) Internal assessment (through seminar, group discussion. etc.)
April 1 to 30, 2015	1. April 18-30, 2 nd sessional exam of 2 nd /4 th /6 th Semester 2. April 26, Last date for submission of assignment by the students 3. April 26, Last date for form fill-up of 2 nd /4 th /6 th Semester
May 1 to 31, 2015	1. May 10, Notification of 2 nd sessional examination marks in departmental notice board 2. May 10, Completion of 2 nd /4 th /6 th Semester classes 3. May 19-June 14, End Sem. Exam of 2 nd /4 th /6 th Semester classes

* Subject to modification consequent upon changes, if any, in the comprehensive academic calendar of Dibrugarh University

APPENDIX – III

Principal : Dr. Kalyan Baruah
Vice Principal : Prof. Prokash Sarmah

Department of Assamese :

1. Prof. (Mrs.) Mamoni Devi, M Phil, HOD
2. Prof. Moniram Phukan, M Phil
3. Prof. Jyoti Prasad Konwar, M. Phil.
4. Prof. (Mrs.) Smrity Rekha Gogoi (Gayan), M.A.(double), M. Phil.
5. Prof. (Ms.) Runumi Sonowal
6. Dr.(Mrs.) Jyoti Rekha Gogoi

Department of Bengali :

1. Dr. Prabhakar Mandal
2. Vacant (To be filled up)

Department of Economics :

1. Prof. Diganta Tamuli, HOD
2. Prof. Prokash Sarmah, M Phil
3. Prof. (Mrs.) Geeta Swargari
4. Prof. (Mrs.) Purabi Baruah
5. Prof. Diganta Khanikar
6. Prof. Runmoni Mahanta

Department of Education :

1. Prof Naren Changmai, HOD
2. Dr.(Mrs.) Anita Mahanta
3. Prof. Kunja Mukul Gogoi
4. Vacant - to be filled up shortly

Department of English :

1. Prof. Krishna Dey, HOD
2. Prof. Dipak Bhattacharjee.
3. Prof. (Mrs.) Chandramallika Hondikoi, M. Phil.
4. Prof. (Mrs.) Karabi Hazarika, M Phil

5. Prof. Prabin Hazarika

Department of Hindi :

1. Prof. Krishna Dev Malakar

Department of History :

1. Dr. Dipankar Gogoi, HOD

2. Prof. Nilam Hazarika

Department of Sociology :

1. Prof. Suresh Kumar Sahu, M
Phil, HOD

2. Prof. (Miss) Sarada Gogoi

Department of Information Technology :

1. Prof. (Mrs.) Anamika Gogoi,
Department i/c

2. Prof. (Mrs.) Dimi Duwarah

3. Mrs. Tarali Gogoi
(Laboratory Asstt.)

Department of Political Science :

1. Prof. Ananta Kumar Baruah,
HOD

2. Prof. Prasanta Dutta, M.A.,
L.L.B.

3. Prof. Dhiraj Das

4. Prof. (Miss) Amken Gohain

Department of Commerce :

1. Prof. Gauri Sankar Sahu, HOD

2. Prof. Tarun Chandra Nath

3. Prof. Navajit Dutta

4. Prof. Pranjali Kumar Bordoloi

5. Prof. Tarun Jyoti Gogoi

6. Prof. Amlan Jyoti Sharma

7. Prof. Dilip Bania, M. Phil

Library Staff :

1. Sri Suraj Gogoi, Librarian

2. Mrs. Anjana Bhuyan

3. Mrs. Minu Borkakoty

4. Sri Dharmeswar Gorh

Office Staff :

1. Sri Jibon Chaliha, UDA
2. Sri Kandarpa Kakoty
3. Sri Monidip Borkakoty
4. Mrs. Bhanu Rajkumari
5. Sri Pranjali Bhuyan
6. Sri Dharma Kanta Deka

Supporting Staff :

1. Sri Phuleswar Kacharu
2. Sri Jugesh Kurmi
3. Sri Punaram Mahali
4. Sri Jagadish Mahali (Night Watchman)
5. Sri Rakesh Bawri

3.

Internal Quality Assurance Cell :

7. Prof. Krishna Dey, Co-ordinator
8. Prof. Tarun Jyoti Gogoi, Asstt. Coordinator

National Social Service :

1. Prof. Nilam Hazarika, Co-ordinator

Women's Study Cell :

1. Dr. Kalyan Baruah, Chairperson
2. Prof. Mamoni Devi, Secretary
3. Prof. Geeta Swargari, Jt. Secretary

Anti Ragging Committee

Prof. Pranjali Bordoloi, Secretary

Phn No. – 9435247374

Students can fill in an Anti Ragging

Affidavit online at:

www.amanmovement.org

www.antiragging.in

**Gender Sensitization And Complaint
Committee For Sexual Harassment
(GSCCH)**

Dr. Anita Mahanta, Secretary

Ph. No.- 9435039678

**Krishna Kanta Handique State Open
University**

1. Dr. Dipankar Gogoi, Coordinator
2. Sri Ravi Ghatowar, Office
Assistant



**DIBRUGARH UNIVERSITY:: DIBRUGARH :: ASSAM
HOLIDAY LIST: 2014**

**LIST OF HOLIDAYS FOR OFFICES AND CLASSES OF DIBRUGARH UNIVERSITY AND ITS
AFFILIATED & PERMITTED COLLEGES**

Month	Date	Day	Festival	No. of days
January	13, 14 & 15	Monday to Wednesday	Magh Bihu	3
January	26	Sunday	Republic Day	1
January	31	Friday	Me-dam-Me-fi	1
February	4	Tuesday	Saraswati Puja	1
February	14	Friday	Bir Chilarai Divas	1
March	17	Monday	Holi, Doljatra (Fakua)	1
April	14, 15, 16,17,18,19	Monday to Saturday	Rongali Bihu / Bohag Bihu/Good Friday	6
May	1	Thursday	May Day	1
May	14	Wednesday	Buddha Purnima	1
July	29	Tuesday	Id-ul-Fitre	1
August	15	Friday	Independence Day	1
August	18	Monday	Janmastami	1
August	27	Wednesday	Tithi of Shri Shri Sankardeva	1
September	13	Saturday	Tithi of Shri Shri Madhavdeva	1
October	1, 2, 3 & 4	Wednesday to Saturday	Durga Puja, Gandhi Jayanti and Janmotsav of Shri Shri Sankardeva	4
October	6	Monday	Id-Uz-Zuha	1
October	7	Tuesday	Lakhmi Puja	1
October	18	Saturday	Kati Bihu	1
October	23	Thursday	Kali Puja & Dewali	1
November	6	Thursday	Birthday of Guru Nanak	1
November	24	Monday	Lachit Divas	1
December	2	Tuesday	Asom Divas (Su-Ka-Pha Divas)	1
December	25	Thursday	Christmas	1

Restricted Holiday {Each employee may avail only 1 (one) day of the following}

Month	Date	Day	Festival	No. of days
January	14	Tuesday	Fateha-E-Duaz Daham	1
February	19	Wednesday	Ali-Aye-Ligang	1
March	10	Monday	Bathaw Puja / Khiring Khiring Baithaw Puja	1
April	13	Sunday	Mahabir Jayanti	1
April	16	Wednesday	Deori Bihu	1
April	17	Thursday	Mundy Thursday	1
April	19	Saturday	Easter Saturday	1
April	21	Monday	Sati Sadhini Divas	1
June	14	Saturday	Sabebarat	1
September	5	Friday	Karam Puja	1
November	4	Tuesday	Muharram	1
December	24	Wednesday	Christmas Eve	1



N.B. The University shall remain open on two Saturdays in 2014 for the Teaching Departments/Centres of Studies/ DUIET (Academic weekday).

A) For University Department / Centre for Studies:

- (i) Semester End Vacation : 1st January, 2014 to 31st January, 2014.
- (ii) Semester End Vacation : 2nd July, 2014 to 31st July, 2014.

B) For General Degree Colleges:

- (i) Semester End Vacation : 16th December, 2013 to 15th January, 2014.
- (ii) Semester End Vacation : 16th June, 2014 to 15th July, 2014.

Sd/-Registrar
Dibrugarh University,
Dibrugarh