

PRINCIPALS

- 1. Late P. R. Neog** (1972 ... 1995)
M.A. (Double), LLB.
- 2. Sri N. Borah** (1996 ... 2004)
M. A., M. Phil. (i/c)
- 3. Mrs. A. Handique** (2004)
M. A. (i/c)
- 4. Dr. P.L. Bhuyan** (From Dec.2004)
M.Com., LLB, Ph.D.

Principal's Chair:-

I welcome you to the Golaghat Commerce College, the temple of learning, the only full fledged commerce college having "NAAC B + Grade" and convey the best wishes for your deliberate effort towards pursuing higher education in our college. The senerio of higher education has been changing day by day on account of national and international education policy. It aims at quality education. The relevance of quality education in order to develop the human capital is of paramount importance in the 21st century.

Our quality objectives are:

- (i) To bring Co-ordination in curriculum of Commerce, Arts, Management and Computer technology at national level.*
- (ii) To provide specialized courses to bridge the gap in real fields.*
- (iii) To encourage the young India in starting and managing entrepreneurship.*

*Friends - Always remember There is no easy way to success except handwork. A hard worker is always positive and never feels tiredness. Wastage of time is lost of opportunity.
In order to develop your career:*

- (i) Set your vision and mission.*
- (ii) Plan your activities timely and daily.*
- (iii) Use your full potential.*
- (iv) Finish work at hand, sure success will come.*

Uniqueness: Golaghat Commerce College

- (i) Pollution free environment.*
 - (ii) Well experienced Faculty members*
 - (iii) For Commerce --
Specialization in Finance, Marketing, Insurance & Banking, International Marketing and E-Commerce.*
 - (iv) For Arts -- Major in English, Economics, Assamese, Political Science and History.*
 - (v) Convergence scheme of IGNOU.*
 - (vi) Professional courses -- BBA and BCA*
 - (vii) Master Degree Courses -- M. Com. & M. A. (Under Distance Edu. D. University)*
 - (viii) Study Centre of Krishna Kanta Handique State Open University.*
- Carrier oriented courses -- Retailing, Insurance E-Commerce*

- Vocational courses -- Computer Application, Tax Procedure, Office Management
A well designed revised syllabus with managerial skills to meet the challenges of globalization for the students of commerce.*
- Well stocked library with Internet facility.*
- SC/ST Reservation with scholarships.*
- Hostel facility for Girls & Boys. (Two storied for girls)*
- Provisson of Educational Loan of Nationalised Banks for BBA & BCA students.*
- Corporate interface through Industrial visits, workshops, seminars and lectures.*
- Entrepreneurship programmes through local District Industry Centre.*
- Computer Lab, well equiped canteen, Games & Sports, NCC, NSS camps, Scout guide.*
- Field study, on Job Training*
- Remedial Coaching for minority students.*
- Training for entry in services for ST & SC students.*
- Job oriented crash courses*

Overall, the college is well equiped with all educational tools. It has provided carrier opportunities to all students with quality standard. Students, teachers and guardians, all three factor; of production should come together to enhance the higher education to quality education for the betterment of the society.

Vission of Golaghat Commerce College is to produce entrepreneurs.

Mission of the college is to promote young generation for quality leadership to gear up the economic and social development of the country.

Last but not least, it gives me proud and joy to inform you that three students of 3rd year of our college have been selected by the NASS Com. for all India service and Mr.Renkim Verma, a student of B. Com. 3rd year has been able to qualify in MAT examination for MBA admission.

*Dr. P L. Bhuyan
Principal, Golaghat Commerce College
Golaghat - 785 621*

GOLAGHAT COMMERCE COLLEGE

1. A Profile:

The Golaghat Commerce College was established on 9th October, 1972 and classes were started in the premises of D.R.College in the evening shift with all assistance from Dr. M. K. Saikia, the then Principal of D. R. College.

The College was shifted to its own temporary building at its permanent site on 2nd. November, 1973. Since then the college has been making strides to its permanent buildings and other equipments.

The College is indebted specially to its founder lecturers, members, donors and the public of Golaghat District in general for their generous contribution and help in establishing the college. The founder Principal of the college was Late P. R. Neog, M.A.(double) LL.B., who retired on 31st. December, 1995.

The college has been making steady progress in academic as well as extra academic spheres. It has already earned reputation in all spheres like games, sports and other cultural and literary activities. The student of this college normally top the list of successful candidates in the Final Examination of the Dibrugarh University. The pass percentage is always higher than the percentage of AHSEC and DU.

In the fields of games, sports, cultural and literary activities, the college has been occupying a place of pride in all the years even since its inception. In social service, the college interacts with the rural communities through various programmes of its National Service Scheme unit. The NCC (Army) cadets of the college has been displaying their attainment and getting appreciations.

The college started Post-Graduate classes in Commerce (M. Com with Accountancy and Management as special group) with effect from 1991-92 academic session with necessary permission from the Dibrugarh University.

Although the college is a Commerce College, the Arts stream was started in 1989-90 academic session on the demand of the public with necessary permission from the Dibrugarh University.

The Commerce College was converted into a Deficit College in the year 1979. and now Provincialised from December 31st. 2005.

2. Emblem:

The College emblem is a symbol of two swans (representing the bahon of Saraswati, the Goddess of Learning.)

3. Motto :

"জেউতি চৰাই যাওঁ"

4. Governing Body:

The college is run by a Governing Body constituted by the Government and University. The Governing Body is the appointing and disciplinary authority of the college under the prevalent rules enacted by the Government.

5. Govt. Recognised Donors:

The college is grateful to all donors, such as founder members, donors of auditorium, Principal's room, class rooms, hostel rooms, books etc. The following donors contributing more than Rs. 25,000/- are recognised by Government for their participation in college management.

Sri M. L. Jallan - Donor of Ram Jallan class room (30 feet x 30 feet)
Late D. Dutta (Advocate)- Donor of Jogeswar Dutta Memorial Batchara.
(iii) Sri Ashok Bakliwal (Alumnus)- Donor of Pooraj Bakliwal Memorial

6. Location:

The college is situated at Jyoti Nagar, outside the Municipality area, hardly 3km. away from town bus stand and easily approachable from J.G.Path and D.R.College Road.

7. Aims and Objectives:

- (i) To impart higher education both in Commerce and Arts, and also higher secondary level of education in Commerce and Arts.
- (ii) To impart value based education particularly for Commerce and Trade.
- (iii) To develop an all round personality of the students by encouraging and creating an atmosphere to make themselves fit for games and sports, music, arts and culture, politics and commerce and be loyal and social.
- (iv) To introduce job oriented and crash courses.

8. Courses of Study / Number of Seats

At present, the college offers the following courses

- (i) H. S. (Both Commerce & Arts)
- (ii) Degree (Both Commerce & Arts)
- (iii) P. G. Courses in Commerce, Assamese, Political Science and Sociology under D. E. of D. U.
- (iv) Vocational Courses in: / Career Oriented Courses
 - (a) Computer Application (a) E-Commerce
- (v) Certificate Courses:
 - (a) Computer Application (in collaboration)
 - (b) Steno & Typewriting.
- (vi) Major Courses:
 - (a) Commerce: Finance, Marketing, Int. Business, Banking, E-Com., H.R.M., Specialty course.
 - (b) Arts : Assamese, English, Economics, History, Political Science and English.
- (vii) (BBA) Bachelor of Business Administration Course

From the academic session 2005-2006, the Bachelor of Business Administration Course is being introduced in the college. A student who has passed the Higher Secondary Final Examination in any stream i.e., Arts, Commerce and Science securing 50% aggregate marks, is eligible for admission into the course (45% for SC / ST).

- (viii) Remedial Coaching for Minority Community Students.
- (ix) Coaching for entry into Services of SC / ST candidates.

(x) BCA from May'08 (Eligibility - 45% in H.S. having Mathes or CAES

(xi) BPP B.Com., B.A., BCA, under KKHSOU

(xii) IGNOU's Programmes

9. Limitation of Seats & Intake Capacity of Students

(a) The College has two shifts in Commerce, i.e., Morning & Day shift. For Arts section there is only the Day shift. The capacity of students is as follows-

		Commerce	Arts
	Day	Morning	Day.
(a) H. S. 1st year	150	100	180
(b) H. S. 2nd year	150	100	180
(c) Degree 1st year	150	100	180
2nd Year 2nd year	150	100	180
3rd Tear 3rd year	150	100	180
	<u>750</u>	<u>500</u>	<u>900</u>

(d) Vocational courses & Career Oriented Courses for Commerce in Degree - 30 per Vocational & Career courses.

(e) P. G. under D.E. - Open.

(f) B. B. A. - 20.

(g) B.C.A. - 30

(h) BPP, B. Com., B.A., BCA - KKHSOU open.

10. Procedure of Admission:

(a) Application for admission into the college should be made in the Prescribed Form within the stipulated date as notified by the Admission Committee headed by the Principal of the college. Prospectus & forms may be collected from the college office on any working days.

Students will be selected strictly on the basis of merit.

Few seats are reserved for SC / ST / OBC / MOBC as per Government rules.

Few seats are reserved for physically handicapped students and students having proficiency in games and sports, culture and NCC.

Incomplete application form will be rejected.

Admission to College Hostel will be made on merit basis by the Hostel Committee and must be applied in a separate Prescribed Form avail able at the office.

N B. - Students shall have to produce their original certificates and mark sheets at the time of interview.

(g) Date of commencement of classes will be announced on the date of admission.

11. Eligibility for Admission into different Programmes:

B.Com. : A student who has passed the Higher Secondary Examination (10+2)in Commerce of the AHSE Council or an equivalent examination(I 0+2) recognised by the Dibrugarh University will be eligible for admission into the First year of the Three Year Degree Course in Commerce.

B.A. : A student who has passed the Higher Secondary Examination (10+2) in Arts/Science /Commerce or any examination recognised as equivalent by the Dibrugarh University will be eligible for admission into the First Year of the Three Year Degree Course in Arts.

M.A. / M. Com.: A student who has passed the Three Year Degree Course Examination will be eligible for admission into the previous class of Master Degree. No marks bar for admission into P. G. classes under D. U.

Higher Secondary Course in Commerce / Arts: A student who has passed H.S.L.C. Examination of SEBA (Assam) or any other equivalent Examination recognised by the A. H. S. E. Council will be eligible for admission into 1st year class of Higher Secondary in Commerce & Arts.

12. Combination of Subjects

B.Com. : (A) General Course : (New Regulation D. U.)

DIBRUGARH UNIVERSITY REGULATIONS FOR
THE BACHELOR OF COMMERCE (B. Com.)
THREE-YEAR DEGREE COURSE, 2007

(As recommended by the Board of Studies in Commerce held on 08.05.2007 and the 92nd meeting of the Under Graduate Board, held on 17.05.2007, approved by the 88th meeting of the Academic Council held on 22.05.2007)

1. There shall be a course of study of three years duration leading to the Degree of Bachelor of Commerce (B.Com.). It shall consist of three parts Part-I for the First Year, Part-II for the Second Year and Part-III for the Third Year. A student admitted to the B.Com. Course shall have to complete the same within a period of seven years from the date of admission to the First Year Course.

2. A student who has passed the Higher Secondary Examination (10+2) in Commerce, Arts or Science of the Assam Higher Secondary Education Council/ CBSE/ICSE or an equivalent examination (10+2) recognized as such by the University, shall be eligible for admission into the First Year Degree Course in Commerce.

3. The Bachelor of Commerce (B.Com.) Three Year Degree Course in the 1+1+i pattern shall be conducted as:.

(A) B.Com. (General) Course; and

(B) Six numbers of Specialty Courses as follows:

(i) B.Com (Accounting and finance)

(ii) B.Com (Marketing)

(iii) B.Com (International Business)

(iv) B.Com (Banking and Insurance)

(v) B.Com (E-Commerce)

(vi) B.Com (Human Resource Management)

4. There shall be three examinations, one at the end of the First Year, termed as Part-I Examination, one at the end of Second Year termed as Part-II Examination and the other at the end of the Third Year termed as Part-III Examination.

6. (A)

Pattern of Marks

		<u>Part-I</u>	<u>Part-II</u>	<u>Part-III</u>	<u>Total</u>
B.Com. -	General -	500	500+100	500	1,600
	Speciality-	600	700+100	700	2,100

(B)

The total Marks for the B.Com. (General) Course of fifteen papers is 1500. The total Marks for B. Com. (Specialty) Course of 20 Papers is 2000.

Provided that there shall be a compulsory full paper on Environmental

Studies in the Part II of the Course and the examination for the same shall be conducted along with the Part II examination as per the procedure laid in Annexure I. Provided that the result of a student in this paper shall not be considered for his/her progression from Second Year to Third Year class. provided further that a student who does not pass the paper on environmental studies within the stipulated chances shall not be awarded the B.Com degree.

7. Internal Assessment

(a) Internal Assessment shall be a compulsory component of the B.Com Three Year Degree Course and students not appearing for Internal Assessment shall not be permitted to appear in the regular Part I/Part-II/ Part-III examination(s). Marks secured by a candidate in Internal Assessment of a paper shall be added to the marks secured in that paper in the Part-I / Part-II / Part-III examination.

(b) Each paper shall comprise of a total of 100 marks, 70 marks shall be for End-term B. Com. Part-I/ Part-II / Part-III Examinations and 30 marks for Internal Assessment. Provided that the component and allotment of marks of the following papers shall differ from all the other papers:

- (i) Essentials of e-commerce (Part-II) of B.Com. (e-commerce)
- (ii) Internet and World Wide Web (Part-III) of B.Com.(e-commerce)
- (iii) Online Marketing & e-CRM (Part-III) of B.Com. (e-commerce)
- (iv) Project Work (Part III) in all the Speciality Courses.

(c) Components and the distribution of marks for Internal Assessment for all the papers barring the four papers as stated in articles 7 (b) of these Regulations shall be as follows:

- (i) Sessional Examination I (10 % marks) 10 marks
- (ii) Sessional Examination II (10 % marks) 10 marks
- (iii) Seminar/Group Discussion (5 % marks) 05 marks
- (iv) Attendance (5% marks) 05 marks

(d) Marks for attendance shall be distributed as follows:

<i>Percentage of Attendance</i>	<i>Marks</i>
75%-80%	1
80% - 85%	2
85%-90%	3
90%-95%	4
95% - above	5

For the following papers in B.Com (e-commerce):

- (i) Essentials of e-commerce (Part-II)
- (ii) Internet and World Wide Web (Part-III)
- (iii) Online Marketing & e-CRM (Part-III);

The internal components and distribution of marks shall be as follows:

1.Sessional Examination	(5%marks)	05marks
2.Attendance	(5%marks)	05marks
3.Practical	(20%marks)	20marks

Provided that the marks for attendance shall be as stated in clause 7(d) of these Regulations.

(f) The components and distribution of marks for the paper on Project Work of 100 marks in Part III of all the B.Com Specialty Courses shall be as follows:

1. Presentation	(10%marks)	10marks
2. viva-voce	(20%marks)	20marks
3. Dissertation	(70%marks)	70marks

(g) The procedure for conducting the Sessional Examinations submission of marks to the University after tabulation shall be as per Annexure II.

8. Dissertation: Candidates of the B.Com Specialty Courses shall have to submit a Dissertation based on his/her Project Work in the Third Year of the Course to the university through the Principal of the College concerned. A candidate shall work under the supervision of a teacher of the Department of Commerce; provided that a teacher of the Department of Commerce in College may supervise, the Project Work/ Dissertation of more than one student. The Dissertation shall have to be duly certified and signed by the Supervisor, the Head of the Department and countersigned by the Principal of the college concerned. A completed copy of Dissertation must reach the Controller of Examinations, Dibrugarh University for evaluation at least 15 days before the commencement of the Part III

examination. The Dissertation shall be evaluated externally for 70 marks as specified in the syllabus under the Specialty Courses. Evaluation of viva-voce and presentation shall be done internally by the teachers of the College concerned. Marks of viva-voce and presentation shall have to reach the office of the Controller of Examination along with the copies of Dissertation.

9. The pass marks for each paper of the Bachelor of Commerce (B.Com) End-term Part-I/Part-II/Part-III Examinations (both General and Specialty) Course shall be 40%marks inclusive of the internal Assessment marks, subject to a minimum of 28 marks in every full paper of the term-end Part-I/Part-II/Part-III Examination.

10. A student shall be declared to have passed the B.Com (General) and B.Com (Specialty) Part-I/B.Com. Part-II/B.Com. Part-III Examination provided he/she has passed in all the theory and practical papers separately.

11. Each theory full paper shall be of three hours duration and each theory half paper shall be of two hours duration. Provided that the duration of the Practical Papers shall be as per specification of the syllabus.

12. A student who has completed the prescribed course of study for the First Year in a-college affiliated for the purpose to this University, maybe admitted to the B.Com Part-I examination.

13. A student who fails in more than two papers in the Part I examination shall be required to appear in all papers of all the next examination following the one held immediately after completion of the course. Provided that a candidate may avail a special chance as per article (18) of these Regulations.

14. A student who has passed the B.Com Part-I Examination shall be promoted to the Second Year Class, provided that a student who fails in not more than two papers in the Part-I Examination may also be permitted to proceed to the Second Year Class. But such a student must pass the paper(s) of B.Com Part-I examination, in which he/she has failed, in the next Part-I examinations.

Provided that a candidate may avail a special chance as per article (19)

15. A student who has passed the B.Com Part-I Examination and completed the prescribed course of study for the Second Year in an affiliated College may be admitted to the B.Com. Part-II Examination. A student who has failed in not more than two papers in the Part-I examination may also be allowed to sit in the Part-II Examination provided he/she has completed the prescribed course of study in the TDC Second Year Class as indicated in article (14) above.

16. (a) A student who has passed the B.Com. Part-II examination shall be promoted to the Third Year class, provided that a student who fails in not more than two papers in the Part-II examination may also be permitted to proceed to the Third Year Class provided he/she has cleared the Part-I examination. But such a student must pass the paper(s) of B.Com. Part-II examination in which he/she has failed in the next Part-II examination.

Provided that a student who fails in more than two papers in the Part-II examination shall be required to appear in all the papers as a Non-Collegiate student and shall have to pass the Part-II Examination in the next examination following the one held immediately after completion of the course. Provided that a student may avail a special chance as per article (10) of these Regulations.

(b) A student who has not cleared the Part-I examination shall not be permitted to proceed to the Third Year Class.

17. A student who has passed the B.Com. Part-II Examination and thereafter completed the prescribed course of study for the Third Year in an affiliated College may be admitted to the B.Com. Part-III examination. Provided that a student who has failed in not more than two papers in the Part-II examination may also be allowed to sit for the Part-III Examination if he/she has completed the Prescribed course of study in the Third Year Class as indicated in article (12) above.

18. A student failing in only two papers in Part-III Examination, may appear and clear the examination of the paper(s) in the next Part-III Examination. Provided that a student may avail a special chance as per article (19)of these Regulations.

Provided that a student who fails in more than two papers in the Part-III examination shall be required to appear in all the papers of all subjects as a Non-Collegiate student and shall have to pass the Part-III Examination in the next examination following the one held immediately after completion of the course. However, such a student shall not be eligible for any rank in the merit list of the successful candidates, but will be awarded the class/ division, which he/she obtains.

19. (a) A student shall be entitled to a maximum of seven chances to clear all the Part-I, Part-II and Part-III examinations. A student shall be entitled to clear a particular Part- I /P art-I I/Part-I 11 examination in two chances. Provided that a student may avail a Special Chance (third chance) only once in any of the Part-I/Part-II/Part-III examinations.

(b) Not appearing in an examination by a candidate after obtaining eligibility to appear in the examination amounts to losing a chance.

20. A student shall not be allowed to change in the Part-II and Part-III examination the papers which he/she had offered in the Part-I examination.

Provided that a student of the Specialty Course who has failed in Part-I examination or has been promoted to the second year class after the Part-I examination and has failed in not more than two papers or has secured less than 45% marks in the aggregate may be permitted to change the Course from Specialty to General with prior approval from the university.

Provided that a student may be permitted to switch over from Specialty to General course or vice-versa, with the permission of the Principal of the college concerned. but not later than one month from the commencement of the First Year Class. No change of subject/paper shall be allowed after one month of the initial academic session to which a student is admitted.

21. Betterment Examination:

(i) A student shall be entitled to take a 'Betterment Examination' shall have to surrender the two theory papers of the Part-III Examination of the B.A/B.Sc./B.Com Three Year Degree Course after passing the same.

(ii) A student willing to appear in the 'Betterment examination' shall have to surrender the concerned mark-sheet of the Part-III examination to the Controller of Examinations along with the filled-in prescribed application form..

(iii) The higher marks obtained by the student in either of the 'regular' or 'betterment' examination shall be retained.

22. A student who fails to clear any of the Part-I, the Part-11, or the Part-III Examination as per article (19) of the B.Com. Course shall have to take fresh admission, in the first year with permission from the University.

23. (a) A student who has passed the B.Com. Part-I, Part-II and PartI11 Examinations shall be declared to have passed the B. Com. Examination as a whole and shall qualify for the Degree of Bachelor of Commerce (B.Com.) of Dibrugarh University and a student who has passed the Speciality Programme shall be declared to have passed the B.Com. Examination as Bachelor of Commerce {B.Com. (Accounting and Finance)};

(b) A student offering B.Com. Course shall be declared to have passed in the:

First Division: If he/she secures 60% or above marks in the aggregate of all the papers. However, in each individual paper he/she has to secure minimum 40%

Second Division: If he/she secures 50% or above marks but less than 60% in the aggregate 'of all the papers. However, in each individual paper he/she has to secure minimum 40%.

Simple pass: If he/she passes securing less than 45% marks in aggregate, he/she shall be declared simple pass. However, in each individual paper he/she has to secure minimum 40%.

(c) A student offering Speciality Programme in a subject specialization shall be declared to have passed in the :

First Class with Distinction : If he/she secures 70% or above marks in the aggregate of the Speciality Programme papers. However, in each individual paper he/she has to secure a minimum of 40% marks.

First Class: If he/she secures 60% or above marks but below 70% in the aggregate of the Speciality Programme papers. However, in each individual paper he/she has to secure a minimum of 40% marks.

Second Class: If he/she secures 50% or above but less than 60% marks in the aggregate of the Speciality Programme papers. However, in each individual paper he/she has to secure a minimum of 40%marks.

Simple Pass: If he/she secures 40% in aggregate on all the papers. However, in each individual paper he/she has to secure minimum 40%.

24. (a) The minimum number of lectures to be delivered in a college in different papers will be as follows:

- (i) Per full theory paper-90 nos.
- (ii) Per full practical paper-40 nos.

(b) Each lecture period shall be of at-least 45 minutes duration and each practical period shall be at least 90 minutes duration.

(c) To be eligible to appear in the Part-I, Part-II and Part-III Examination as a regular Candidate a student must attend at least 75% of the lectures delivered during the academic session.

A student who attends at least 60% of the lectures delivered shall, however, be allowed to appear in the examinations as a non-collegiate candidate on payment of prescribed fee.

No candidate shall, however, be allowed to appear in the University Examinations with below 60% of attendance in theory classes.

A student must attend all practical classes and perform all practical works as required under clause 24 (a)

25. RULES FOR ADMISSION ON TRANSFER FROM OTHER UNIVERSITY:

Under very special circumstances a B.Com Three Year Degree Course student in the 10+2+3 pattern of other Universities studying in the first year may be allowed admission with the same subjects in any affiliated college under this university in the first year only on production of transfer certificate, proof of classes attended, migration certificate, etc. not later than 4 months from the commencement of the academic session. The attendance at lectures in his/her credit shall be carried over on admission and shall be computed for the purpose of examination. Students admitted under this clause shall have to fulfill the requirements as under article (2) of these Regulations.

Provided that a student who has passed the Part I examination from a recognised university may also be permitted to take admission in a college preferably with the same subjects, with due permission from the Dibrugarh University in the Part II of the Course on the condition that the student concerned shall clear Part I of the Bachelor of Commerce (B.Com.) Three Year Degree Course under Dibrugarh University. Such student(s) under the special circumstances shall be provisionally permitted to appear in both Part I and Part II examinations in the same year other conditions remaining the same. Such admission shall have to fulfill the minimum requirements as under clause 2

PROCEDURE OF THE EXAMINATION ON THE PAPER ENVIRONMENTAL STUDIES

1. There shall be a compulsory paper on Environmental Studies to be offered by the students in the second year of the course and the examination for the same shall be held along with the Part II examination.

2. The total marks for the paper shall be 100 and the lectures and marks for the units in the paper shall be as per the syllabus approved by the Under Graduate Board

3. A student must secure 10% marks in order to pass in the paper.

4. A student who fails in the paper shall be entitled to two additional chances only to clear the paper in any of the consecutive Part II examinations.

5. A student who does not pass in the paper on environmental studies shall not be awarded the B.Com degree.

6. Successful candidates shall be awarded grades according to the marks secured as below

A-80-100 marks
B-60-79 marks
C-45-59 marks
D-30-44 marks
F- Failed

7. The marks secured by the students in the paper shall not added to the grand total of the Pass Course marks.

Annexure II
GUIDELINES FOR INTERNAL ASSESSMENMT

1. Sessional Examination shall be conducted for 100 or 50 marks secured by the candidates shall be converted against the marks allotted for the purpose at article (7) of these Regulations.

2. The sessional examination shall be of one hour duration and shall be conducted by the concerned teacher(s) of the paper. The setting of question paper, invigilation duty, and evaluation of answer scripts for each paper shall be done by the concerned teacher(s) as a part of his/her/ their normal duty. The teacher concerned shall fix the date of the Sessional Examination in each paper following the guidelines given in this annexure. The students shall write the answers in proper college answer books.

3. After evaluation, the answer scripts shall be shown to the students and corrections should be made if necessary. After this the answer scripts shall be collected and kept for record for a minimum of one year. The entire process of evaluation of a Sessional Examination should not take more than weeks from the date of examination.

4. There shall be no provision for "repeat"/ "betterment" in the Sessional Examination. If a student misses any Sessional Examination for unavoidable reasons, then the concerned teacher may allow the student a separate examination with the approval of the Principal of the college.

5. If more than one teacher teaches a paper, then the concerned teachers shall co-operate in conducting the internal evaluation. Each Sessional Examination for a particular paper shall be of one-hour duration even if it is taught by more than one teacher.

6. At the end of the year (at least one month before the final Part-I/Part-II/ Part-III examinations begin) the concerned teacher(s) shall submit the Internal Assessment marks in proper format to the Head of the Department and the head of the institution will send the international assessment marks of Part -I/Part-II/Part-III) in the prescribed format and send them to the Controller of Examinations along with 10% of the answer scripts of the sessional examination, as early as possible.

7. The colleges may also be required to the university without fail all the answer scripts of the Sessional Examination if and when called for.

BCA Session: 2008-2009

Date of Adv.:	01.04.2008
Date of issue of forms	10.04.2008
Last date of submission of forms	17.05.2008
Date for CET/CAT:	18.05.2008
Date for declaration of results:	03.06.2008
Date for notification of list of Sleeted candidate:	26.06.2008 (Admission)
Commencement of classes:	16.07.2008
Completion of Course:	15.11.2008
Tentative date of Examination:	01.12.2008

Eligibility- H.S. Passed (10+2)
With minimum 45% having Math's, CAES or Statistics as one Paper

Sl. No.	B. Com. (General)	B. Com. (Accounting & Finance)	B. Com. (Marketing)	B.Com. (International Business)	B.Com. (Banking & Insurance)	B. Com. (E-Commerce)	B. Com. (HRM)
PART-III							
1.	I- Either 1.Information Technology & its Implications in Business Or Vocational Paper-11 (Com/Gen/ 3.01	1. Management Accounting	1. Principles of Marketing	1. Principles of Marketing	1. Indian Banking System	1.Principles of Marketing	1. Industrial Relations
2.	2. Indian Financial System	2. Financial Management	2. International Marketing	2.International Marketing	2.Fundamentals of Insurance	2.Management Accounting	2. Labour Legislation
3.	3. Auditing	3. Financial Marketing Operations	3. Personal Selling	3.International Business Environment	3.Merchant Banking & Financial System	3. Indirect Taxes	3. Global Human Resource Management
4.	4. Either A.Indirect Taxes Or B.Principles of Marketing	4. Indian Financial System	4. Advertising & Sales Promotion	4. Indian Foreign Trade & Policy	4.Insurance Management	4. Legal Securities and other issues in e-commerce	4. Trade Unionism and ILO
5.	5.Fundamentals of Entrepreneurship	5.Security Analysis and Portfolio Mgt.	5.Agriculture & Rural Marketing	5. Export-Import Procedures & Documentation	5.Commercial Bank Management	5. Internet & World Wide Web	5. Human Resource Development
6.		6. Financial Statement Analysis	6. Distribution & Retailing	6.International Finance	6. Insurance Regulatory Framework	6. Online Marketing & e-CRM	6. Compensation Management
7.		7. Project Work	7. Project Work	7. Project Work	7. Project Work	7. Project Work	7. Project Work

COURSE STRUCTURE OF THE B. COM. THREE YEAR DEGREE COURSE (1+1+1) 2007

(As recommended by the Board of Studies in Commerce held on 08.05.2007 and the 92nd meeting of the Under Graduate Board held on 17. 5. 2007; Approved by the 88th meeting of the Academic held on 2.05.2007)

Sl. No	B. Com. (General)	B.Com.(Accounting & Finance)	B.Com.(Marketing)	B.Com.(International Business)	B.Com.(Banking & Insurance)	B.Com.(E-Commerce)	B.Com. (HRM)
PART-I							
1.	1. Business Communication	1. Business Communication	1. Business Communication	1. Business Communication	1. Business Communication	1. Business Communication	1. Business Communication
2.	2. MIL	2. Mathematics	2. Mathematics	2. Mathematics	2. Mathematics	2. Mathematics	2. Mathematics
3.	3. Financial Accounting	3. Financial Accounting	3. Financial Accounting	3. Financial Accounting	3. Financial Accounting	3. Financial Accounting	3. Financial Accounting
4.	1. Business Regulatory Framework	1. Business Regulatory Framework	1. Business Regulatory Framework	1. Business Regulatory Framework	1. Business Regulatory Framework	1. Business Regulatory Framework	1. Business Regulatory Framework
5.	Either 5.A. Business Economics or 5.B Business Environment	Either 5.A. Business Economics or 5.B Business Environment	Either 5.A. Business Economics or 5.B Business Environment	Either 5.A. Business Economics or 5.B Business Environment	Either 5.A. Business Economics or 5.B Business Environment	Either 5.A. Business Economics or 5.B Business Environment	Either 5.A. Business Economics or 5.B Business Environment
6.		6. Principles of Business Management	6. Principles of Business Management	6. Principles of Business Management	6. Principles of Business Management	6. Principles of Business Management	6. Principles of Business Management

Sl. No	B. Com. (General)	B.Com.(Accounting & Finance)	B.Com.(Marketing)	B.Com.(International Business)	B.Com.(Banking & Insurance)	B.Com.(E-Commerce)	B.Com. (HRM)
PART-II							
1.	1. Corporate Accounting	1. Corporate Accounting	1. Corporate Accounting	1. Corporate Accounting	1. Corporate Accounting	1. Corporate Accounting	1. Corporate Accounting
2.	2. Business Statistics	2. Company Law	2. Company Law	2. Company Law	2. Company Law	2. Company Law	2. Company Law
3.	3. Cost Management & Accounting	3. Business Statistics	3. Business Statistics	3. Business Statistics	3. Business Statistics	3. Business Statistics	3. Business Statistics
4.	4. Principles of Business Management	4. Cost Accounting	4. Cost Accounting	4. Cost Accounting	4. Cost Accounting	4. Cost Accounting	4. Cost Accounting
5.	5. Direct Tax Laws	5. Info Tech & its Implications in Business	5. Info Tech & its Implications in Business	5. Info Tech & its Implications in Business	5. Info Tech & its Implications in Business	5. Info Tech & its Implications in Business	5. Info Tech & its Implications in Business
6.		6. Income Tax	6. Income Tax	6. Income Tax	6. Income Tax	6. Income Tax	6. Income Tax
7.		7. Fundamentals of Entrepreneurship	7. Fundamentals of Entrepreneurship	7. Fundamentals of Entrepreneurship	7. Fundamentals of Entrepreneurship	7. Fundamentals of Entrepreneurship	7. Fundamentals of Entrepreneurship

OFFICE OF THE REGISTRAR::DIBRUGARH UNIVERSITY

DIBRUGARH

Memo No: DU/DR/-A/8-1/08/2438

Date: 28.02.2008

NOTIFICATION

As recommended by the 93rd meeting of the Under Graduate Board held on 11.08.2007. the 89th meeting of the Academic Council held on 29.01.2008 vide Resolution No (6) has approved the abolition of the following provision in article (3) regarding Major Course in the Dibrugarh University Regulations for the Bachelor of Arts (B.A.) Three Year Degree Course with effect from the session 2008-2009:

Provided that a student offering English as Major subject shall be required to take another Core subject not involving practical to be termed as Core-II in lieu of the two papers of General English.

(Dr. R. Handique)
Deputy Registrar(Academic)
Dibrugarh University

OFFICE OF THE REGISTRAR::DIBRUGARH UNIVERSITY
DIBRUGARH

Memo No:: DU/DR-A/-8-1/08/2441

Date: 28.02.2008

NOTIFICATION

As recommended by the 94th meeting of the Under Graduate Board held on 11.01.2008, the 89th meeting of the Academic Council held on 29 .01.2008 vide Resolution No (15) has approved the grant of permission to the regular students of the B.A./B.Sc./B.Com. Three Year Degree Course to appear as private candidates under unavoidable circumstances in Nepali, Hindi and Bodo as permitted MIL subject provided that they apply for such permission through their respective college to the University and deposit the permission fee as may be fixed by the University time to time.

The same meeting of the Under Graduate Board and Academic Council has further approved that such permission shall not be accorded to any candidate offering Alternative English from the 2008-2009 session.

(Dr. R. Handique)
Deputy Registrar (Academic)
Dibrugarh University

OFFICE OF THE REGISTRAR::DIBRUGARH UNIVERSITY
DIBRUGARH

Ref. No. DU/DR/-A/6-1/05/1507

Date : 27.08.2007

NOTIFICATION

As recommended vide Registration No. (17) of the 93rd meeting of the Under Graduate Board, Dibrugarh University held on 11.08.2007, the hon'ble Vice Chancellor is pleased to approve under report to the Academic Council that the students admitted in permitted MIL subjects like Hindi, Nepali, Bodo etc. shall be allowed to answer additional questions of 30 marks in lieu of Internal Assessment.

(Dr. R.Handique)
Deputy Registrar (Academic)
Dibrugarh University

Annexure II

GUIDELINES FOR INTERNAL ASSESSMENT

(As recommended by the 88th meeting of the Under Graduate Board held on 50.11.2005 and approved by the 84th meeting of the Academic Council held on 13.12.2005 for inclusion in the Dibrugarh University B.ILIBI. Sc.1B. Com Regulations)

1. The marks allotted for Internal Assessment in each Theory paper with more than 60 marks shall be based on the following:

- (i) Attendance
- (ii) Sessional Examination
- (iii) Home assignment

2. The distribution of marks shall be as follows.

Total marks in the Theory Paper	Total marks for Internal Assessment	Sessional	Home Assignment	Attendance
100	10	6	2	2
75	8	4	2	2
70-60	7	3	2	2

3. Home Assignment and Sessional Examination shall be conducted for 50 marks each and the marks secured by the candidates shall be converted against the marks allotted for the purpose at (2) above.

4. The sessional examination shall be of one hour duration and shall be conducted by the concerned teacher(s) of the paper. The setting of question paper, invigilation duty, evaluation of answer scripts for each paper shall be done by the concerned teacher(s) as a part of his/her/their normal duty the teacher concerned shall fix the date of the sessional examination in each paper following the guidelines given in this annexure. The students shall write the answers in proper college answer books.

5. After evaluation the answer scripts shall be shown to the students and corrections should be made if necessary. After the answer scripts shall be collected and kept for a minimum fo record for a minimum of one year. The entire process of evaluation of a sessional examination should not take more than three weeks from the date of examination.

6. There shall be no provision for "repeat" "betterment" in the sessional examination if a students misses any sessional examination for unavoidable reasons then the concerned teacher may allow the students a separate examination with the approval of the Principal of the college.

7. If more than one teacher teaches a paper, then the concerned teacher shall co-operate in conducting the internal evaluation. Each sessional examination for a particular paper shall be of one-hour duration even if more than one teacher teaches it.

8. At the end of the year (at least one month before the final PartI/PartII/ PartIII examination begin), the concerned teacher (s) shall submit the Internal Assessment marks in proper format along with the answer scripts to the Principal. The Principal will take necessary steps to scrutinize and tabulate the marks against the Roll No of the university examination (PartI/PartII/PartIII) in the prescribed format and sent them to the Controller of Examinations along with 10% of the answer scripts as early as possible.

9. The colleges may also be required to submit to the university without fail all the answer scripts of the sessional examination if and when called for.

10. Home assignments may be given to the students at any time during the year. The candidates shall answer the assignment within the time stipulated by the teacher of the paper concerned.

11. The student who attends more than 75% but less 85% of the total classes in a paper shall awarded 1 mark while a student who attends more than 85% of total in paper shall be awarded 2 marks.

12. Students appearing as private shall have the provision to answer a separate question for the marks allotted to Internal Assessment for the theory paper.

OFFICE OF THE REGISTRAR::DIBRUGARH UNIVERSITY

Memo No. DU/DR-A/6-1/07/1813 Dated: 05.11.2007

NOTIFICATION

In pursuance of Resolution No. 16 adopted by the 93rd meeting of the Under Graduate Board held on 11 08 2007. The Hon'ble Vice- Chancellor is pleased to approve modification of the last paragraph of article (3) of the Dibrugarh University Bachelor of Arts (B.A.) Three Year Degree Course Regulations under report to the Academic Council as below giving effect from the session 2007-2008

Provided further that a student offering any Modern Indian Language excepting Assamese, as a Major subject shall be required to take two papers in the same subject termed as Additional Papers or Sanskrit/Hindi as Core-II in lieu of the MIL Papers Provided that a student with Major in Assamese shall have to appear in the MIL papers. A student offering Assamese or Bengali as Major shall not be allowed to take Elective Assamese or Elective Bengali respectively as core subject. However, a student offering Assamese as Major may opt for Elective Bengali, while a student offering Bengali as Major may opt for Elective Assamese as a Core.

This cancels our earlier notification No. DU/DR-A/6-1/07/1783 dated 30.10.2007

(Dr. R.Handique)
Deputy Registrar (Academic)
Dibrugarh University

OFFICE OF THE REGISTRAR::DIBRUGARH UNIVERSITY

DIBRUGARH

Memo No.: DU/DR-A/8-1/08/2439

Date: 28.02.2008

NOTIFICATION

As recommended by the 94th meeting of the Under Graduate Board held on 11.01.2008. the 89th meeting of the Academic Council held on 29.01.2008 vide Resolution. No (14) has approved the incorporation of the following provision in the Dibrugarh University Regulations for the B.A./B.Sc./B.Com Three Year Degree Course:

The result of a candidate who fails to appear in any paper(s) of any of the Part I Part H Part III Examination of the B.A./B.Sc./B.Com Three Year Degree Course shall be declared as incomplete and the absentee candidate shall have to appear in all the papers of the examination in the next legitimate chance (s):

Provided that a candidate who fails to appear in not more than two papers in an examination because of genuine extraordinary circumstances may be considered by the vice Chancellor to be permitted to appear in the papers) as backlog(s) subject to submission of a certificate of genuineness from the Principal of the College concerned within 20 days from the date of the examination concerned. Provided further that the absentee students shall have to report the matter to the college immediately and delayed reporting, will not be considered.

(Dr. R. Handique)
Deputy Registrar (Academic)
Dibrugarh University

OFFICE OF THE REGISTRAR::DIBRUGARH UNIVERSITY

DIBRUGARH

Memo No.: DU/DR-A8-1/08/2440

Date: 28.02.2008

NOTIFICATION

As recommended by the 93rd meeting of the Under Graduate Board held on 11.08.2007, the 89th meeting of the Academic Council held on 29.01.2008 vide Resolution No (12) has approved that the pattern of question papers of the different subjects of the B.A./B.Sc./B.Com. Three Year Degree Course be changed from time to time as per decision of the respective Board of Studies.

Further as recommended by the 93rd meeting of the Under Graduate Board the 89th meeting of Academic Council vide Resolution No(13) has approved that steps be taken for proper implementation of the word limit prescribed for essay-type questions in the question papers of the different subject of the B.A./B.Sc./B.Com. Three Year Degree Course examinations and that provision be made to penalize candidates for violating the word limit/page limit.

(Dr. R. Handique)
Deputy Registrar (Academic)
Dibrugarh University

DIBRUGARH UNIVERSITY
REGULATIONS FOR THE BACHELOR OF BUSINESS ADMINISTRATION (B.B.A.)
THREE YEAR DEGREE COURSE, 2004

(As drafted by the Board of Studies in Business Administration and as recommended by the 80th meeting of the Under Graduate Board held on 03.05.2004)

1. Introduction:

There shall be a course of study for the Degree of Bachelor of Business Administration (B.B.A.) which shall be of three year's duration. It shall consist of three parts Part-I for the First Year, Part-II for the Second Year and Part-III for the Third Year.

2. Eligibility:

A student who has passed the Higher Secondary Examination (10+2) in Arts. Science or Commerce of the Assam Higher Secondary Council or an equivalent examination (10+2) recognized as such by the university with at least 50 per cent marks (45 per cent for SC/ST) in aggregate, will be eligible to apply for admission into the First Year of the Three Year Degree Course in Business Administration.

3. Admission:

There shall be an admission test for selection of candidates for admission into the B.B.A. course. The scheme of admission test will be as follows:

(a) Written Test (objective) - consisting of General Awareness, Test of Reasoning, Numerical Ability, English Language.....200marks

(b) Personal Interview.....50marks

The candidates who qualify in the written test will be called for a personal interview and final selection will be made on the basis of one's interview performance.

4. Course Structure:

A student of the course shall be required to take up the following subjects:

Core Subject:

PART-I	1.01 Business Communication 1.02 Business Environment 1.03 Resource Study 1.04 Economics-I 1.05 Principles of Business Management 1.06 Financial Accounting
PART-II	2.01 Business Mathematics & Statistics 2.02 Econcmics-II 2.03 Office Organization & Management 2.04 Principles of Marketing 2.05 Computer Applications 2.06 Business Law
PART-III	3.01 Production Management

- 3.02 Fundamentals of Entrepreneurship
- 3.03 Cost & Management Accounting
- 3.04 Specialization-1
- 3.05 Specialization-II
- 3.06 Specialization-III

Specialization Subject:

A student of the 1313A course shall have to opt for any one of the specialization subject consisting of three papers of 100 marks in Part-III Examination. The following three specialization subjects will be available to be opted for.

MARKETING-

- I Marketing Management
- II Advertising & Sales Promoting
- III Sales Management

HUMAN RESOURCE MANAGEMENT-

- I Personal Management
- II Human Resource Development
- III Industrial Relations

FINANCE-

- I Business finance
- II Working Finance
- III Indian Financial System

5. Academic Schedule:

- First Year Admission:
- Second and Third Year Admission: Classes:
- Sessional Exam I:
- Sessional Exam II:
- Sessional Exam III:
- End year Exam:
- Announcement of Results:

6. Examination:

a) There shall be three examinations, one at the end of the first year, termed as BBA Part-I Examination, one at the end of Second year termed as BBA Part-II Examination and the other at the end of the Third year termed as BBA Part-III Examination to be conducted by the University at such dates and times as may be fixed by the University.

b) A student who has completed the prescribed course of study for the First Year may be admitted to the BBA Part-I Examination.

c) Examination for each theory paper shall be of three hours duration. Each Paper shall be of 100 marks. End year examination shall be for 75 marks and for the rest 25 marks three shall be continuous internal assessment. Internal assessment shall be done through 3-Sessional examinations, Assignments and Quiz/Presentations. Each component shall have equal weight age of 5 marks.

d) The pass marks for the BBA Part-I, the BBA Part-II and the BBA Part-III Examinations shall be 30% marks in each paper.

e) A student shall be declared to have passed the BBA Part-I/BBA Part-III examination provided he/she has passed in all papers separately.

f) A student who fails in more than one paper shall be required to appear in all papers as a Non-Collegiate student and shall have to pass the Part-I examination in the next examination following the one held immediately after completion of the course.

Provided that, a candidate may avail a special chance as per article (16) of these Regulations.

g) A student who has passed the BBA Part-4 examination shall be promoted to the Second Year Class, provided that a student who fails in not more than one paper in the Part-I examination may also be permitted to proceed to the Second year Class. But such a student must pass the paper of BBA Part-I examination, in which he/she 'has failed, in the next Part-I examination.

Provided that a candidate may avail a special chance as per article (16) of these Regulations.

h) A student who has passed the BBA part-I examination and completed the prescribed course of study for the Second Year may be admitted to the BBA Part-II examination. A student who has failed in not more than one Paper in the Part-1 examination may also be allowed to sit in the Part-11 examination provided he/she has completed the prescribed course of study in the BBA Second Year Class as indicated in (12) above.

**DIBRUGARH UNIVERSITY
REGULATIONS FOR THE M.A./M.Sc./M.Com PROGRAMMES IN
DISTANCE EDUCATION, 2007**

1. Short title, definitions and commencement

1.1 These regulations shall be called the Dibrugarh University Regulations for the M.A./ M.Sc. / M.Com Programmes in Distance Education, 2007.

1.2 Directorate of Distance Education (DDE) : There shall be a Directorate of Distance Education (DDE) as may be constituted by the Executive Council.

1.3 Distance Education: The Term 'Distance Education' is used to mean an alternative non-institutional and cost-effective channel for tertiary education with the help of self-instructional materials.

1.4 Programme: By a programme, we mean the whole learning experience or combination of courses in a particular field of study. For example M.A. Programme in Assamese.

1.5 Course: Programme is divided into a number of courses. A course may be considered as a paper in conventional education system.

1.6 Block: A course is divided into 'block'. The block appears in the form of a booklet. Generally each block presents one unified theme.

1.7 Unit: The term 'unit' of a course is used to denote a division of a block.

1.8 Self Learning Materials/Self Instructional Materials: Materials which are specially prepared to help self-study by including features that provide continuous feedback on performance and device for self learning.

1.9 These Regulations shall be effective from the session 2007-2008.

2. Extent of Application

2. These Regulations shall be applicable to the student enrolled for the MA/M.Sc/M.Com. programmes under the Directorate of Distance Education, Dibrugarh University in the Distance Education System.

3. Eligibility Criteria for admission:

3.1 News paper Notice inviting applications for admission into the different programmes of studies shall be issued by the Director at least six weeks in advance of the date of admission. Each applicant shall have to submit within the prescribed date his/her application with requisite document as indicated.

3.2 The minimum qualifications for admission into various programmes shall be viewed by the Academic Council from time to time.

3.3 Eligibility for admission, submission of application for admission, Admission Procedure, fee structure and mode of payment etc shall be determined by the University from time to time.

4. Schedule of Programme:

4.1 A Post-Graduate programme under Distance Education shall be conducted in two parts-Previous and Final. The schedule for the Distance Education System shall be as shown below:

i) Previous: September to August (including Previous Examination)

ii) Final : September to August (including Final Examination)

The Academic Calendar and schedule for the Distance Education Programmes is given in Annexure -I

4.2 The total marks in a Post-Graduate Programme in Distance Education shall be as follows

(a) MA/ M.Sc. 1200

(b) M.Com. 1000

(c) 20% of the marks in each course shall be assessed through as assignment.

(d) Rest 80% of the marks in each course (paper) shall be assessed through University Annual Examination (Previous & Final)

4.3 The syllabi for the programmes to be offered in Distance Education shall be separate from the syllabi of Semester System of M.A. / M.Sc./M.Com courses in the subject concerned.

4.4 The syllabus for each course (paper) shall be divided into block and units and questions shall be set from each block and unit and students shall be required to answer questions in each block. Block wise distribution of marks shall be shown in the syllabus.

5. Admission Procedure:

5.1 Graduates (10+2+3 pattern) from any recognized university in the Major Honours or General courses may apply for admission into a post-graduate course offered in Distance Education, D. U. and get themselves registered as student of Distance Education, D.U. in the Previous Year Course.

5.2 Provisionally admitted students shall have to produce the transcript issued by the institution last attended or, the original mark sheet and other testimonials for verification at the Office of the DDE, D.U. at the time of their first Personal Contact Programme to be held in the month of December.

On production of transcript/original mark sheet and other testimonials their admission to the DDE, D.U. will be confirmed latest by January.

5.3 Students admitted shall be issued student Roll Numbers and shall be intimated to them.

KRISHNA KANTA HANDIQUE ATATE OPEN UNIVERSITY

(Established by an Act (XXXVII of 2005) of Assam Legislative Assembly and Recognised by
Dispur Education Council, Govt. of Assam)

Housefed Complex, Last Gate, Dispur, Guwahati - 6

* Those who not pursue Higher Studies due to various adverse circumstances (economic, domestic, geographical locations etc.) the opportunity for higher education is now at their doorstep.

* Bachelor's Degree Programmes in Arts (B.A), Commerce (B.Com), Mass Communication (BMC), Computer Application (BCA) and Business Administration (BBA) are being offered from the next academic year July-August 2008.

* Diploma and Certificate Courses in several professional and vocational subjects are also being offered.

* Even those who could not complete 10+2 can now take admission into various Bachelor's Degree Programmes after successful completion of a -

Six-month BACHELOR PREPARATORY PROGRAMME (BPP)

* Bachelor Preparatory Programme (BPP) is offered twice a year i.e. January and July.

* Admission to the Bachelor Preparatory Programme is already in Progress at various study centers across the state.

* Contact sessions/instructions start from ensuring February at various study centers.

* Any person above 18 years of age are eligible to get admission into the Bachelor Preparatory Programme.

* Successful completion of the six month Bachelor Preparatory Programme will qualify learners to get admission into the Bachelor's Degree Programmes.

* Admissions will be done through study centers only.

Last date of admission: with confessional fee 20.01.08, with full fee 15.02.08 Cost of Prospectus with admission form : Rs. 100/- only (Rs.50/ - only for SC/ST and woman)

FOR DETAILS NEAREST STUDY CENTRE(S) MAY BE CONCERNED

INSTUCATIONS REGARDING WEIGHTAGE TO DIFFERENT FORMS OF QUESTIONS (For both H.S First Year and Final Year Examination w.e.f.2008)

1. Assamese/Bengali translation should be given under each question set in English (except the MIL subjects).

2. The distribution of marks according to difficulty level should be as follows:

25% marks easy (b) 60% marks average (c) 15% marks difficult'. All questions of the first two categories (a) and (b) will be compulsory but there will be internal option for the difficult question under category (c).

3. With regard to types of questions, the following patterns be adopted -

(A) STREAM: ARTS

Forms of Question	No. of Marks of Questions	Marks of each Questions	Total Questions
VSA	1 (10)	1	10
SA (Type I)	10	2	20
SA (Type II)	10	3	30
LA (Type I)	5	4	20
LA (Type II)	4	5	20

Total Questions = 30

Total Marks = 100

(B) STREAM: COMMERCE

Forms of Question	No. of Marks of Questions	Marks of each Questions	Total Questions
VSA	1 (10)	1	10
SA (Type 1)	6	2	12
SA (Type II)	8	3	24
LA (Type I)	6	5	30
LA (Type 11)	3	8	24

Total Questions

=24

Total Marks =100

(VSA - Very Short Answer, SA - Short Answer, LA - Long Answer) 1 (one) Multiple Choice Question carrying 1 mark must be included in VSA forms of questions.

NOTE:

(I) For LANGUAGE SUBJECTS, the pattern stipulated for 'ARTS STREAM SUBJECT' should be followed with the exception that there should be one question of 15 (fifteen) marks under the LA category.

(II) For setting of question papers on subject like Mathematics, Statistics, the pattern stipulated for Arts Stream be followed. For Computer Science and Application/Introductory Computer Science, the pattern stipulated for the Science Stream be followed.

(III) For setting question papers on the subject like Home Science, Geography and Anthropology, the pattern stipulated for Science Stream be followed.

4. Marks will be spelt out for each part of question and the break up shown accordingly.

5. THE QUESTION PAPER WILL BE SUCH THAT A CANDIDATE CAN REASONABLY ANSWER ALL THE QUESTIONS WITHIN THE TWO AND HALF HOUR OF THE ALLOTTED TIME, ENABLING THE CANDIDATE TO REVISE THE ANSWER IN THE REMAINING HALF AN HOUR.

6. Question will be so framed as to encourage and help the candidates to avoid the habit of memorising.

7. A question be framed in such a manner that the subjective variability is kept at the minimum.

The following example clarifies the point:

Q. Why is Assam industrially backward?.....5 marks

While assessing the answer to this question, the subjective variability is likely to be highly significant. The subjective variability could be removed by the question in the form,

Write five causes of industrial backwardness of Assam.....5 marks

8. In Language subjects when the students are asked to write an essay

on a particular, topic, different points be spelt out serially under the topic so that subjective variability in making assessment by the Examiners is reduces to the minimum level.

For example: Write an essay on Television-Its Uses and Abuses

- | | |
|------------------------------------|----------|
| (a) Introduction | 1 marks |
| (b)TV is a part of our daily lives | 2 marks |
| (c) Its Usefulness | 2 marks |
| (d)Its popularity | 2 marks |
| (e)How it may be abused | 2 marks |
| (f)Effects on juvenile mind | 1 marks |
| (g)Is it necessary | 2 marks |
| (h)Conclusion | 3 marks. |

PATTERN OF EXAMINATION:

D.U. has decided to change the pattern of examination of TDC Part-1 & Part-II examination in the course of studies (B.A./B.Sc.) to the TDC (1+1+1) pattern of examination from 2001-2002 session. The breakup of marks is as given below:

B.A. (MAJOR)

Subject	Part - 1	Part - II	Part - III	Total
English	100	100		200
MIL	100	100		200
Major	100 x 2 = 200	100 x 2 = 200	500	900(M)
Core	100	100		200
Total	500	500	500 (M)	1500

B.A. (CORE)

Subject	Part - I	Part - II	Part- III	Total
English	100	100		200
MIL	100	100		200
Core - 1	100	100	200	400
Core - II	100	100	200	400
Total	400	400	400	1200

DISTRIBUTION OF MARKS FOR QUESTION PAPER

Under the notification No.DU/DR-A/8-1-1451 dated 07.01.2006 the following distribution of marks for the B.A./B.Sc./B.Com Three Year Degree Course has been followed so far:

Objective type questions 10%
Short answer type 20% marks, and
Essay-type 70% marks.

In view of the introduction of Internal assessment for the students admitted to the B.A./B.Sc./B.Com Three Year Degree Course(s) from the 2006-07 it has been decided to put into effect the following distribution of marks

Objective type questions 10%
Short answer type 20% marks, and
Essay-type 60% marks.
(Internal Assessment). 10%

Further there shall be separate question of 10 marks for the private students of the B.A. course in lieu of Internal Assessment.

ADMISSION:

Major Course:

1. A student may offer Major Course in Assamese in any one of the subjects from SI. No. (ii) to (xiii) of Section (A) termed as Major. A student doing a major course shall be required to offer anyone of the subjects of Section (A) or Section (B) as a Core subject termed as Core-I limited only to the syllabus content earmarked for Part-I and Part-II.

Provided that a student offering Major in a subject shall not be allowed to offer any vocational subject as a core subject.

Provided that a student offering English as Major subject shall be required to take another Core subject not involving practical to be termed as Core-II in lieu of the two papers of General English.

Provided further that a student offering any Modern Indian Language as a Major subject shall be required to take two papers in the same subject termed as Additional Papers (Assamese or Bengali) or Sanskrit/ Hindi as Core-II in lieu of the MIL Papers. A student offering Assamese or Bengali as Major shall not be allowed to take Elective Assamese as Elective Bengali respectively as core subject. However, a student offering Assamese as Major may opt for Elective Bengali, while a student offering Bengali as Major may opt for elective Assamese as a Core.

2. Notwithstanding anything contained in article (3) above, no student shall be allowed to take Mathematics or Statistics unless he/ she had Mathematics in the Higher Secondary (10+2) Examination or an equivalent examination.

3. There shall be three examinations, one at the end of the First year, termed as B.A. Part-I Examination, one at the end of the Second year, termed as B.A. Part-II Examination, and one at the end of the Third Year termed as B.A. Part-III Examination to be conducted by the University.

A student, who has completed the prescribed course of study for the First Year in a college affiliated for the purpose to this University, may be admitted to the B.A. Part-Examination.

5. The pass marks for the B.A. Part-I, the B.A. Part-II and the B.A. Part-III examinations shall be as follows:

(i) 30% marks in each paper of General English/'MIL/Alt. English and each Major paper and Core subject involving no practical.

(ii) 30% marks in each Theory paper and 40% marks in practical of Major and Core subject involving practical.

6. A student shall be declared to have passed the B.A. Part-I/B.A. Part-II/B.A. Part-III Examination provided he/she has passed in all the subjects and in all the papers separately, and in both theory and practical papers in subjects having practical.

7. A student who has passed the B.A Part-I Examination shall be promoted to the Second Year Class, provided that a student who fails in not more than two papers (including Major papers) in the Part-I Examination may also be permitted to proceed to the Second Year Class. But such a student must pass the paper of B.A. Part-I examination. in which he/she has failed, in the next Part-I examination.

Provided that a candidate may avail a special chance as per article (15) of these Regulations.

8. A student who has passed the B.A. Part-I Examination and completed the prescribed course of study for the Second Year in an affiliated College may be admitted to the B.A Part-II Examination. A student who has failed in not more than two papers (including Major papers) in the Part-I Examination may also be allowed to sit in the Part-II Examination provided he/she has completed the prescribed course of study in the TDC Second Year Class as indicated in article (11) above.

9. (a) A student who has passed the B.A. Part-II examination shall be promoted to the Third year class, provided that a student who fails not more than two papers (including major papers) in the Part-II examination may also be permitted to proceed to the Third Year Class provided he/she has cleared the Part-I examination may also be permitted to proceed to the Third Year Class provided he/she has cleared the Part-I examination. But such a student must pass the paper of B.A. Part-II examination in which he/she has failed in the next Part-II examination.

(b) A student who has not cleared B.A. Part I examination shall not be permitted to proceed to the third year class.

10. A student who has passed the B.A. Part II Examination and thereafter completed the prescribed course of study for the third year in an affiliated College may be admitted to the B.A.III examination.

Provided that a student who has failed in not more than one paper (including major papers) in the Part II examination may also be allowed to sit for the Part III examination if he/she has completed the prescribed course of study in third year class as indicated in article (13) above.

11. (a) A student shall be entitled to a maximum of seven chances to clear all the Part 1, Part II, Part III examinations. A student shall be entitled to clear a particular Part I/Part II/Part III examination in two chances.

Provided that a student may avail a special chance (third chance) only once in any of the Part-I/Part-II/Part-III examinations.

(b) Not appearing in an examination by a candidate after obtaining eligibility to appear in the examination amounts to losing a chance.

12. A student shall not be allowed to change in the Part-II and Part-III examinations the subjects (including Major) which he/she had offered in the Part-I examination.

Provided that a student and vice-versa. With the permission of the Principal of the college concerned, but not later than one month from the commencement of the First Year Class. No change of subject shall be allowed after one month of the initial academic session to which a student is admitted.

13. A student failing in only two papers (including Major papers) in the Part-III examination may appear and clear the examination of that paper in the Part-III Examination.

Provided that a student may avail a special chance as per article (15) of these Regulations. However, such a student shall not be eligible for any rank in the merit list of the successful candidates, but will be awarded the class/division, which he/she obtains.

14. A student who fails to clear any of the Part-I, the Part-II or the Part-III Examinations as per article (15) of the B.A. Course shall have to take fresh admission, in the first year with permission from the University.

15.(a) A student who has passed the B.A. Part-1, the B.A. Part-II and the B.A. Part-III examinations shall be declared to have passed the B.A. examination as a whole and shall qualify for the Degree of Bachelor of Arts (B.A.) of Dibrugarh University.

(b) A student offering General Course shall be declared to have passed in the First Division if he/she secures 60% or above marks in the aggregate; in the Second Division if he/she secures 45% or above marks but less than 60% in the aggregate. If a student passes securing less than 45% marks in the aggregate, he/she shall be declared Simple pass.

(c) A student offering Major in a subject shall be declared to have passed in the first class with distinction if he/she secures 60% or above marks in the major subject and also secures 50% or more marks in the aggregate of all other subjects.

First class: If he/she secures 60% or above marks in the major subject and passes in all other subjects.

Second Class: If he/she secures 40% or above but less than 60% marks in major subject and passes in all the other subjects.

Simple Pass: If he/she secures 30% or more but less than 40% marks in the major subject and passes in all other subjects.

Note: (a), (b) and (c) above will be subject to fulfillment of article (8) above.

16. (a) The minimum numbers of lectures to be delivered in a college in different subjects will be as follows:

(i) Per Full Theory Paper - 90

(ii) Per Full Practical Paper - 40

(b) Each lecture period shall be of at least 45 minutes duration, and practical period shall be at least 90 minutes duration.

No student shall be permitted to appear in a subject having practical in any of the part-1/part-II/part-III

- (b) First Division --- 60% and above.
 Second Division--- 45% and above but less than 60%.
 Third Division ---- 30% and above but less than 45%.
- (c) Distinction ---- 80% or more marks in any subject.
- (d) Star marks---- 75% or above of the total allotted marks.
 (In two core and three elective subjects)

Commerce Stream:

A. Core subject: (i) English (ii) MIL / Alt. English

B. Compulsory subject (but treated as elective)

(i) Business studies (ii) Accountancy

Third elective subject (any one from the following)

(iii) Economics / Salesmanship and advertising / Insurance / Banking / Economics Geography /Computer Science and Application /Mathematics.

Fourth Elective Subject (any one) from the following:

(iv) Commercial Arithmetic & Elements of Statistics / Computer Science and Application.

Note: A student can offer any two subjects from the third & forth electives.

Arts Stream:

A. Core subjects (i) English (ii) MIL/ Alt. English

B. Elective subject: (i) Economics (ii) History (iii) Political Science (iv) Education (v) Mathematics (vi) Geography

(vii) Computer Science and Application

(viii) Advance Assamese

5. Every learner at the +2 stage would be required to participate compulsorily in an area of co-curricular activity (CCA) out of NCC, NSS, Games & Sports (any one from athletic and other team games), Cultural and Literary, Debating and quiz, Rover Ranger.

6. Total contact hour for both First Year and Second Year

First year class:

Minimum No. of classes :

English 156 periods each of 45 minutes duration.

MIL 120 " " " " " "

Elective Subjects 156 " " " " " "

Second year class:

English 120 periods each of 45 minutes duration.

MIL 100 " " " " " "

Elective Subjects 120 " " " " " "

Elective Subjects 120 " " " " " "

(With practical)

(Practical 60 sittings of 90 minutes)

7. Weightage to different forms (to be inserted)

14. Medium of Instruction:

The medium of instruction is both Assamese & English.

15. Career Counseling Centre-& ECG Cell

There is a Career Counseling Centre in the Golaghat Commerce College involving teachers' network for consulting services and guiding the students for development in their career and future plan of actions.

16. General Rule of Discipline:

- (a) Discipline among the students and all concerned is the prime necessary for all round development of the college.
- (b) Students are responsible for their conduct to the Principal & teachers. A student will be liable to the disciplinary action by way of warning, fine, suspension and expulsion from the college for violation of college's rules of discipline.
- (c) Ragging is strictly prohibited.
- (d) Student shall maintain silence in the class rooms and they must not loiter in the corridors.
- (e) Students should take proper care of the college property.
- (f) Drugs and smoking inside the college campus are strictly prohibited.
- (g) Bicycles, Scooters or Motor-cycles shall be parked in the shed.
- (h) No society can be formed in the college without permission of the Principal.
- (i) Using Mobile within or nearby class room is strictly prohibited.
- (j) No students are allowed to wear hats & caps within the campus.

17. College Uniform:

The College Students' uniform is black trousers and white shirt for the boys and white sarees / chadar mekhela with black border and black blouse for girls or white salwar & pajama with churni. Students without uniform will have no right to attend classes.

18. Registration & Migration

Students from Boards or Universities other than SERA & D.University shall have to produce Migration Certificate at the time of admission.

19. Admission Committee

An Admission Committee constituted by the members of the teaching staff looks after the admission.

20. Attendance:

A minimum attendance of 75% of the total lectures delivered is obligatory. Students attending less than 75% but more than 60% will be non-collegiate and less than 60% will be dis-collegiate. A 5% attendance will be allowed to NCC cadets.

21. Fees Structure (2008-2009)

(For 1st year student)

	H.S (Com.)	H.S. (Arts)	TDC (Com.)	TDC (Arts)
i) Admission fees	100	100	100	100
ii) Tuition fees (June to Nov.) (H.S. 50 x 6) (T.D.C. 60 x 6)	300	300	360	360
iii) Library .	70	70	70	70
iv) Electricity	100	100	100	100
v) Examination	100	100	100	100
vi) Students' Aid Fund	10	10	10	10
vii) Council / University development	15	15	20	20
viii) College development	200	200	200	200
ix) Students' Union fees ...	80	80	80	80
x) Magazine's fees ..	70	70	70	70
xi) Common Room	20	20	20	20
xii) College Identity Card	20	20	20	20
xiii) Registration fees	35	35	250	250
xiv) Game fees	70	70	70	70
xv) Festival fees	70	70	70	70
xvi) Scout & Guides	5	5	5	5

xvii) Arts Development	---	300	-----	300
xviii) NAAC Fund	50	50	50	50
xix) Group Insurance	23	23	23	23
xx) Bi-cycle & Bike shed	12	12	12	12
xxi) Marksheet / Certificate	50	50	---	---
xxii) Building Maintenance	<u>200</u>	<u>200</u>	<u>200</u>	<u>200</u>
	<u>1600</u>	<u>1900</u>	<u>1,830</u>	<u>2,130</u>

N.B.: Major & Vocational fees extra.

(Major fees Rs. 10/- p. m, Voc. fees Rs. 1201- p. a. &

Geography Practical Rs. 150/ p. a. HS& TDC)

(Computer Practical Rs. 20/-p. m.

Environmental Pract.Study for TDC II Rs.70/-p.a.)

22. Support Service:

I. Library: The College Library is named as "Chinta Taranga Chora". Students and teachers may read various periodicals and reference book in the reading rooms and may borrow books against the Library Cards as per Library rules. The Library at present has a stock of about more than 26,000 books and about more than 8,000 periodicals. The Computer facilities are also provided in the Library.

II. Book Bank: The Book Bank section has a separate Library Room with more than 14,000 books and papers. Students coming out successfully in the final examinations are required to donate atleast two text books to the Book Bank on receipt of the Mark-sheet. The books of the Book Bank are meant for the poor and needy students only.

The total admission fees for girls students of Commerce: H.S. 1st year = Rs. 1300/- For BBA = Rs. 1,500/- + Rs. 1,200/- (Course fee) H.S. 2nd year = Rs. 1,265/-For BCA = Rs. 1,500/- + Rs. 1,500/- (Course fee)
For K-KHSOU Rs. 950,1- BPP

III. Library Caution Deposit: A student has to pay Rs.50/- as Library Caution Money which is refundable at the end of the course of study.

IV. Computer & Steno & Typewriting Centre: A well-equipped Computer & Type-writing centres are setup in the college for students, employees as well as outsiders as certificate courses.

V. Hostels: The College has two separate hostels for boys and girls within the college campus. There are limited number of seats and are allotted strictly on the basis of merit. The students should apply for Hostel seats in a separate Hostel Application Form received from the college's office. The boarders are to abide by the Hostel's rule, copies of which will be given by the Superintendent. Violation of Hostel Rules may lead to expulsion from the hostel as well as from the college. A woman hostel is completed in last year.

VI. Evaluation of Students: The College conducts unit tests; terminal and test examinations and the annual and final examination will be conducted by the AHSE Council for HS level and the Dibrugarh University for TDC courses.

VII. Seminar and Workshops: Seminar and workshops are organised by various departments and participation of students is must. Audio Visual Aids are used during these sessions.

23. Students Welfare Scheme

I. Academic Incentives & Prize's: Students who excel in final Examination of both TDC and HS Examination will be awarded with a certificate of merit along with cash prizes in the College's Annual Meet in addition to regular certificate. Their names will be written on the college's merit list.

II. Grievance Redressal Cell: The College has a Grievance Redressal Cell constituted by the senior teachers and

Principal as chairperson which deals with various grievances of the students, teachers and employees.

III. Students' Traveling Concession: Students of the college are entitled to Student's Concession Form to travel to different places by Railways.

IV. Excursions & Visits: The College arranges excursion and visit to places in the interest of the students and cost is borne by the students during Puja Vacation.

V. Canteen: The College has well-furnished and permanent canteen to provide refreshment at concessional rate.

VII. Boys' and Girls' Common Room: There are two separate common rooms for boys and girls. Newspaper, periodicals and indoor games facilities are provided in the common room.

Students' Aid Fund: There is provision to provide financial help to economically backward meritorious students of the college.

VIII. Remedial Courses: The college arranges remedial courses to the educationally backward students belonging to ST & SC categories.

IX. Scholarship: The following Scholarships are available:

- (i) National Merit Scholarship.
- (ii) State Merit Scholarship.
- (iii) Free studentship for Meritorious Students.
- (iv) Special issue of Library Books.
- (v) All other Scholarship as awarded by the Govt.

X. Identity Card: An Identity Card is issued to every student and they must possess it during college hours & tours.

XI. Bi-Cycle & Bike Shed: The College has two bi-cycle sheds. One is in front and other is in rear. Bi-cycles are kept by the students in the shed at his/her own risk under proper lock & key.

XII. Complaint Box: Students can give their complaint and suggestions into the box.

XIII. Group Insurance for students: The College has accepted the proposal from LIC to introduce the group insurance for students from this year.

24. Co-Curricular Activities:

I. Games and Sports: To develop the proficiency of the students in Games & sports, the college has been providing ample facilities to the students by way of foot-ball, volley-ball, badminton, cricket etc. The college has a small playground and encourages the students to participate in the inter-college sports.

II. College Magazine and Wall Magazine: The College Magazine is published by the Students' Union annually and provides opportunities to the students to explore their literary talents. Besides there are various wall magazines in the college to cultivate their literary and artistic talents.

III. Students' Union: The Students' Union body is elected annually by the students to look after the student's interest and to hold college week regularly. The President of the body is the Principle.

IV. NCC & NSS and Scout & Guides: The College has provided training in NCC, NSS and Scout being implemented with 100 students in each case.

NCC Officer Sri Devajit Dutta (Lt.)
NSS Officer Sri L. D. Saikia.

25. Extension Activities:

I. Academic Extension: Inter departmental seminars are organised for involvement of all the teachers & students.

II. Service Oriented Education: Social services like flood relief, social forestry, community development programmes and social literacy camps are organised through NSS, NCC and Scout & Guides.

III. Community Health Programme: Health Programmes like Aids' Awareness, Blood Donation, and Hepatitis-13 Vaccination are organised in collaboration with the District Medical Organisation.

IV. Extension Education for Survival: The College has been rendering services to the societies for uplift of multi-section of society by arranging programmes with collaboration from NGO & GO agencies or offering the college's premises to the various agencies to hold programmes inside the college.

V. Extension & Appreciation of Arts: The Students' Union Body organises various programmes like Folk Dance, Music, Drama and other festivals regularly.

26. Bulletin:

A yearly bulletin is published by the college for publication of inter Departmental Seminar Papers.

27. Academic Committee:

The college has an Academic Committee constituted by senior teachers who prepares Academic Calendar and sits regularly for all-round development of academic atmosphere of the college.

28. Examination Committee:

The college Examination Committee is formed annually for conducting Terminal, Test and Final Examination.

29. Alumni Association:

There is an Alumni Association of ex-students in the college which is associated with the college for its all round development.

30. Results of last four year's TDC Final Examination 2002, 2003, 2004, 2005 & 2006

(a) The pass percentage of TDC Final Examination (2002) is as follows:

B. Com.: Pass - 78.1% Major - 88.8%

B. A. : Pass - 70.4% Major - 58.2%

(b) The pass percentage of TDC Final Examination (2003) is as follows

B. Com.: Pass - 75% Major - 78%

B. A. : Pass - 74% Major - 53%

(c) The pass percentage of TDC Final Examination (2004) is as follows

B. Com.: Pass - 100% Major - 100%

B. A. : Pass - 90% Major - 97%

(d) The pass percentage of HS Final Examination (2004) is as follows

Commerce 1st Division - 10 Pass percentages - 75%

Arts 1st Division - 01 Pass percentage -, 83%

(e) The pass percentage of Final Examination (2005) is as follows:

HS Commerce 1st Division - 9 Pass percentage - 59% HS

Arts 1st Division - 1 Pass percentage - 63%

B. Com. -Pass -85% Major - 85%

B. A. -Pass -90% Major - 71%

(f) The pass percentage of Final Examination (2006) is as follows:

HS Commerce 1st Division - 9 Pass percentages - 78%
 HS Arts 1st Division - Nil Pass percentage - 68%
 B. Com- Pass -80% Major - 82%
 B. A. Pass -90% Major - 78%

(g) The Result of Final Examination (2007)

H.S. Commerce 1st Division - 9, Pass Percentage - 68%
 H.S. Arts 1st Division - Nil, Pass Percentage - 50%
 B.Com. Pass - 57%, Major -- 88.3%
 B.A. Pass - 68.8%, Major - 91%

Sl. No	Name of Student	Examination	Examination Authority	Year of Exam.	Class	Position
1	Miss Neena Sarma	Pre-Degree Com	D. University	1984	--	4th
2	Miss Syeda Musfia Begum	Pre-Degree Com	D. University	1985	--	2 nd
3	Sri Amrit Hazarika	TDC B. Com	D. University	1988	1	5th
4	Sri Ganesh Gupta	H.S. Exam	AHE Council	1989	1	Highest in BM
5	Miss Mayuri Sarma	TDC B. Com	D. University	1990	1	1 st
6	Sri Ganesh Gupta	TDC B. Com	D. University	1993	1	2nd
7	Miss Mayuri Sarma	M. Com.	D. University	1993	1	6 th
8	Sri Sumitra Chakraborty	M. Com	D. University	1995	1	8 th
9	Miss Vasuda Dhandharia	TDC B. Com	D. University	1997	1	4 th with Distn
10	Miss Archana Agarwalla	TDC B. Com	D. University	1997	1	13th
11	Sri Monish kr. Maheshwari	TDC B. Com	D. University	1997	1	16th
12	Sri Ganesh Gupta	M. Com	D. University	1998	1	1 st
13	Sri Sanjoy Todi	TDC B. Com	D. University	1999	1	17th
14	Miss Amrit Kour	TDC B. Com	D. University	1999	1	24th
15	Sri Vijoy Jajodia	TDC B. Com	D. University	2000	1	--
16	Sri Shailendra Mishra	TDC B. Com	D. University	2001	1	--
17	Miss Anuja Dhandharia.	TDC B. Com.	D. University	2003	1	--
18	Miss Ruchi Kumari Katanika	TDC B. Com	D. University	2004	1	21 with Distn
19	Sri Suresh Ladha	TDC B. Com	D. University	2004	1	24 th with Distn
20	Miss Preeti Bhamrah	TDC B. Com	D. University	2004	1	28 th with Distn.
21	Miss Shilpa Maheswari	TDC B. Com	D. University	2004	1	39 th with Distn
22	Sri Nabin Jitani	TDC B. Com	D. University	2006	1	--
23	Miss Rasmi Rekha Dutta	TDC B. A. (A)	D. University	2006	1	6th
24	Miss Priyanka Luthra	TDC B. Com	D. University	2007	1	44 th with Distn
25	Miss Swapana Agarwalla	TDC B. Com	D. University	2007	1	46 th with Distn

32. Various Committees:

In addition to committee mentioned above, the following committees are formed for smooth functioning of the college.

- (i) Building Committee
- (ii) Planning Committee
- (iii) Library Committee
- (iv) Election Committee V Vocational Committee
- (v) Finance Committee
- (vi) Research Council to promote research activities in different discipline within the college.

Principal will chair in all the committees.

33. Teaching & Non-Teaching Staff:

I. Principal: Dr. P. L. Bhuyan, M. Com., LLB, Ph.D.

I. Assamese:

Prof.(Mrs.)S. Khound, M.A.,MPhil.
(Head of the Deptt.)
Prof. C. R. Nath, MA., M.Phil.
Prof.(Mrs.) A. Hazarika, M.A.
M.A.
Prof (Mrs.) Dipa Barua, M.A.

II. Hindi:

Prof. S. Das, M.A. (Head of the Deptt.)
Prof. (Miss) J. Dowarah, M.A.

III. Accountancy :

Prof. S.Sarmah, M. Com.
(Head of the Deptt.)
Prof. P. Saikia, M Com.
Dr. P. Barthakur, M.Com, PhD
Prof. P. P. Dutta, M.Com.

IV. Management:

Prof. B. Gogoi, M. Com.
(Head of the Deptt.)
A. K. Barthakur, M. Com.
Dr. P. N. Sarnia, M.Com., Ph.D.

X. English

Mrs. A. Handique, M.A. (Head of the Deptt.)
M.A., Ph.D.
Prof. (Mrs.) B.R.Dutts, M.A.
Prof. J. J. Kakoty, M.A.
Prof (Miss) N. Boruah, M.A

XI. Economics:

Prof. Md. S.Ahmed, M A (Head of the Deptt)
Prof. P.K. Borthakur, M.A.

V. Banking

Prof. R. K. Khound, M.Com.
(Head of the Deptt.)
Prof. L. D. Saikia, M.Com.
Dr. J. Saikia, MCom., MA., Ph.D. Prof (Mrs.) Sabita Saikia,
M.A.

VI. Commerce:

Dr. J.Nath, M.Com.,Ph.D.(H.O.Deptt.)
Prof. R. Jaiswal, M.Com.

VII. Human Resource Management

Prof. M. N. Saikia, M.A.
(Head of the Deptt.)
Prof. A.Das, M.A.
Dr.J.N. Saikia, M.Com., M.A., Ph.D.

VIII. Commercial Law:

Prof. D. K. Chetia, M.Com. LLB, M.Phil.

IX. Mathematics & Statistics

Prof. D. Barua, MSc., M.Phil.
(Head of the Deptt.)
Prof. T. K.Saikia, MSc., MPhil.
Prof. (Miss) Mrinali Sarnia, M Sc

XVIII. Non-Teaching Staff:

Sri M.Mahanta, B.Com.(Accountant & SA) Dr. R. L. Bora,
Sri H.Dutta, B. Com., (UDA)
Sri N.Bhuyan, B.A. (UDA)
Sri B. Tamuly, B. Com. (LDA)
Sri B.Bora, B.Com.(LDA)
Sri K. Bora, B. Com. (LDA)
Sri B.Saikia, (LDA)
Sri S.R.Saikia, (Grade IV)
Sri S.Das, (Grade IV)
Sri P. Saikia, (Grade IV)

Prof(Mrs.) M.M. Barua, M.A.
Prof. (Mrs.) J. Begum, MA.
Prof. A.Bora, M.Sc.
Prof. (Mrs.) M. Saikia, M.A.

XII. History

Prof. (Mrs.) J. R. Bora, M.A., M.Phil.
Prof. P. Pathori, M.A.
Prof. (Miss) A. Nath, M.A

XIII. Political Science

Prof. (Mrs.) M. Bora, M.A., B.Ed.
Prof. D. Dutta, M.A.
Prof. (Mrs.) M. Saikia, M.A.
Prof. B.Kakoty, M.A., M Phil.

XIV. Geography :

Prof. (Mrs.) N.Sarma, M.A., B.Ed.
Prof. D.Boruah, M.A.
Prof. (Mrs.) S. Dutta Tamuly, M.A.

XV. Education

Prof. (Mrs.) R. L.Buragohain, M.A.
Prof. B. Arandhara, M.A. M.Phil.
Prof. (Mrs.) P.Neog, M.A. M Phil.

XVI. Career Oriented Courses

Sri P. Saikia, B.Com., Instructor
Sri D.Buragohain, B.A., CO
Sri D.Buragohain, B.A., CO
Sri D. Palit, B.Sc., BCA.

XVII. Library Staff:

Mrs. R. Bora, B.Lib. (Librarian)

Sri S.Handique, (Grade IV)
Sri L.Gogoi, (Grade IV)
Sri P.Gogoi, (Grade IV)
Sri G.Gogoi, (Grade IV)
Sri D.Gogoi, (Grade IV)
Sri A.Handique, (Grade IV)

XIX. Co-coordinator

(i) P.G.Classes under DDE (DU)
Sri B. Gogoi, M.Com.
(ii) Convergence of IGNOU
Sri M.N.Saikia, M. A.
(iii) KKHSOU --- Dr. J. Saikia
(iv) BBA ---- Dr. J.N.Saikia
(v) BCA (DU)-- Sri D. Palit
(In-charge, P.G. Classes, BBA &
Co-coordinator)

XX. College Properties

(a) Land: About 30 Bighas
(b) Building: RCC-6 Nos., Assam Type- 12 Nos.
(c) Entrance Gate: 3 Nos.
(d) Cycle Shed: 3 Nos.
(e) Overhead Tank (Water supply): 2 Nos.
(f) Fishery: 1 No., Standing Tree-100 Nos.
(g) Play Ground: 1 No.
(h) Library Building: RCC with 4 rooms
(i) Book Bank: Room No.14
(j) Class Rooms: 19 Nos.
(k) Auditorium: 1 No. (500 capacity)
(l) Hostels : Girls (RCC 24 seats)
Boys (RCC+Assam Type 40 seats)
(m) Computers:11 Nos. with Conditioners)
(n) Cyclo-step Machine 1 No.
(o)Photo Stat (Xerox): 1 No.
(p) Overhead Projector: 1 No.
(q)T.V. set: 1 No.
(r)Type Machine: 10 No.
(s) Internet System: 1 No.
(t) R.C.C. (New Building) 2600 Sq.ft.
(Buniyad Bhawan)
(u) Women's Hostel (36 Seats)
(v) R.C.C. 1st Floor (Three Rooms)
(w) R.C.C. Ground Floor.

SESSION 2008-09

1. Career Oriented Courses For: T.D.C.

- (a) Tourism
- (b) Insurance
- (c) Banking
- (d) e-commerce world trade
- (e) Foreign Exchange
- (f) Retailing

2. Certificate Courses: Through RCGC

- (a) Small Business Management
 - (b) Human Resource Management
 - (c) Retail Marketing Management
- Peer discussion, Seminars etc.

3. For T.D.C. 1st Year:

Computer Classes for basic knowledge.

4. B.B.A.

5. B.C.A.

6. B.P.P.

(ACADEMIC CALENDAR: Session 2008-09)

Completion of admission for 30/06/08

Date of classes 1/07/2008 for H.S. T.D.C.

Completion of admission process 30/06/08 30/06/08

(a) Date of classes starts: From 1st July, 2008

Date of classes for T.D.C. III ---- 1/4/08

(b) Date of Internal Examination

- (i) Unit Test : Last week of every month.
- (ii) Terminal Exam. : From Sept., 25th.
- (iii) Test Exam. : From Nov., 25th.
- (iv) Test Results : December, 11th.
- (v) Certificate Exam : January, 2009

(c) Date of External Examination:

- (i) T.D.C. P-1 : Feb. & March (As per D.U. notification)
- (ii) T.D.C. P11 & P-111 & BBA : April & May (As per D.U. notification)
- (iii) H. S. Final : Feb. & March (As per AHSEC notification)
- (iv) H.S. 1st Year : March & April (As per AHSEC notification)
- (v) P.G. Classes : Nov. & Dec. (As per D. U. notification)
- (vi) Declaration of results : May, June & July.

(d) Functions of the Students Union

- (i) Freshers Social : August 13th
- (ii) Tithi of Sri Sri Shankardeva : August 25th
- (iii) Students' Union Election : Sept. 24th
- (iv) Oath taking : Oct. 15th
- (v) General Meeting : Oct. 16th
- (vi) College Week : January: 2nd to 7th
- (vii) Saraswati Pooja : Feb. 11

(e) Extension Services & other activities

- (i) Seminar : December, 10th
- (ii) Entrepreneurship training : December, 10th
- (iii) Industrial Sites visit & on job training : December, 27th
- (iv) Social Service Camp : January, 8th & 9th

- (v) Income Generating Programme : January, 8th & 9th
 (vi) Quiz Competition : January, 11th

(f) Meetings:

- (i) College Foundation Day : October, 9th
 (ii) Alumni Meet : January, 22nd
 (iii) Parents Meeting : January, 23rd
 (iv) Staff Meeting : July, Oct. & January
 (v) Academic Committee Meeting : July, Nov. & Feb.
 (vi) Library Committee Meeting : July & Nov.
 (vii) Examination Committee Meeting : Nov. & Dec
 (viii) Planning Committee Meeting : Nov. & Feb.
 (ix) ACTA's Unit Meeting : July, Nov. & Feb.

(g) Timing of Classes:

- (i) Computer Classes : From 8:30 a.m. to 4:30 p.m.
 (ii) General Classes : From 9:15 a.m. to 3:15 p.m.

(g) Classes for week students:

During summer & Puja Vacation

Working Teaching - days / Holidays / Vacation: 2008-09

			Days
1. July 2008	: Teaching & Working days	=	27
	Sunday : 6, 13, 20, 27,	=	4
	Holidays: Nil	=	<u>Nil</u>
		=	31
2. August, '08	: Teaching & Working days	=	24
	: Sunday: 3, 10, 17, 24, 31	=	5
	Holidays:		
	15th. (Independence day)	=	1
	21st (Tithi of Sri Sri Madhavdeva)	=	1
	24th (Janmastami)	=	<u>1</u>
			31
3. September, '08	: Teaching & Working days	=	25
	: Sunday : 7, 14, 21, 28,	=	4
	Holidays		
	<u>1st. (Tithi of Sri Sri Sankardeva)</u>	=	<u>1</u>
			30
4. October, '08	: Teaching & Working days	=	11
	: Sunday 5, 12, 19, 26	=	4
	: Holidays		
	2nd. (Birthday of Gandhijee)	=	1
	6th. to 21st. (Durga Puja, Lakshmi Puja, Kati Bihu & Janmotsav of Sri Sri Sankardeva)	=	14
	28th (Dewali & Kalee Puja)	=	<u>1</u>
			31
5. November, '08	: Teaching & Working days	=	23
	: Sunday 2, 9, 16, 23, 30	=	5

: Holidays
 13th. (Guru Nanak's Birthday) = 1
 24th. (Lachit Divas) = $\frac{1}{30}$

6. December, '08 : Teaching & Working days = 24
 : Sunday 7, 14, 21, 28 = 4
 Holidays:
 2nd. Asom Divas (Syu-ka-Pha Divas)= 1
 9th. (Id-uz-zuha) = 1
 25th. (Christmas Day) = $\frac{1}{31}$

7. January, '09 : Teaching & Working days = 22
 : Sunday 4, 11, 18, and 25 = 4
 : Holidays
 13th.to15th. (Magh Bihu) = 3
 26th. (Republic Day) = 1
 31st (Saraswati Puja) = $\frac{1}{31}$

8. February, '09 : Teaching & Working days = 23
 : Sunday 1, 8, 15, and 22 = 4
 Holidays:
 23rd (Shivratri) = $\frac{1}{28}$

9. March,'09 :Teaching & Working days = 25
 : Sunday 1, 8, 15, 22, 29 = 5
 Holidays:
 11th (Holi-Dol-Jatra) = $\frac{1}{31}$

10. April,'09 :Teaching & Working days = 21
 : Sunday 5, 12, 19, 26 = 4
 Holidays:
 13th. to 17th. (Rangali Bihu) = $\frac{5}{30}$

11. May,'09 : Teaching days (Summer vacation) May 16th. to 30th. June

Working Days

Sun Days	up to 14 th May
Holi Days	

12. May,'09 : Teaching days (Summer vacation)
 Working Days
 Sun Days | As per D.U. Holiday List
 Holi Days |

N.B.: Working & Teaching days may be changed subjected to D. U Holiday list.

**OFFICE OF THE
ASSAM HIGHER SECONDARY EDUCATION COUNCIL
BAMUNIMAIDAM, GUWAHATI-21**

No. AHSEC/ACA/SYLL-CURR/I 15/08/PtII/

Dated:09-04-08

NOTIFICATION

Revision of Curriculum (Scheme of Studies) on HS'Proy'ramme on
introduction of new subjects from 2008-09 Academic Session

It is for information of all concerned that the Council for Higher Secondary Education, Assam, in its meeting held on 29-03-2008 resolved to introduce a revised Curriculum (Scheme of Studies) making inclusion of the following subjects on the HS programme in Arts, Science and Commerce Stream from the next Academic Session (2008-2009).

- 1] Sattriya Dance - in Arts Stream
- 2] Bio-technology - in Science Stream
- 3] Engineering Drawing - in Science Stream
- 4] Fine Arts - in Arts Stream
- 5] Entrepreneurship Development - in Arts, Science & Commerce Stream
- 6] Multimedia & Web Technology - in Arts, Science & Commerce Stream

The revised Curriculum (Scheme of studies) to be effective from 2008-09 Academic Session is enclosed here with to all concerned for taking necessary action.

The institution desires to introduce any new subject should apply to the Council for obtaining necessary permission as per norms.

Yours faithfully,
(Dr.U.Deka)
Secretary

Assam Higher Secondary Education Council
Bamunimaidam, Guwahati-21

The revised curriculum (Scheme of studies) for +2 stage in Science, Arts and Commerce stream (to be effective from 2008-2009 Academic session)

A: CORE SUBJECTS:

A Student of the HS Programme of the Council shall have to offer subjects as specified here under:

- i) English:200 marks (with two papers of 100 marks each-100 marks in HS First year examination and 100 marks in HS Final Examination)
- ii) Modern Indian language: 200 marks (with two papers of 100 marks each 100 marks in the HS First year examination and 100 marks HS Final Examination)

Note: A student may offer Alternative English in lieu of the MIL.

B: ELECTIVE SUBJECTS:

- i) Three elective subjects from a stream listed in clause 5 (B), each subject of 200 marks (100 marks in HS First year Examination and 100 marks in HS Final Examination)

- ii) In addition to the elective subjects as in clause B (i), a student may have the option to offer a fourth elective subject of 200 marks preferably from the same steam (100 marks in the HS 1st year and 100 marks in HS Final Examination)

However, a student may offer the 4th elective subject from other stream also.

2.PATTERN OF EXAMINATION:

A:HS First year Examination:

Examination at the end of First year class to be conducted by the Council.

1. English: One paper of 100 marks
2. MIL. Alt. English: One paper of 100 marks
3. Elective subject (Three) - 100marks each X 3=300 marks (with or without Practical)
In Practical examination the marks will be as determined in the syllabus.

- i)First year Examination shall be conducted by the Council at the centers of examination recognized by the Council.
- ii)First year Examination will be conducted in March every year.
- iii) The results of the First year Examination shall be declared on the basis of the criteria as fixed by the Council from time to time.

B.HS Final examination:

1. English: One paper of 100 marks.
2. MIL/Alt. English: One paper of 100 marks.
3. Elective subject (three) : 100 marks each X 3 = 300 marks (In case of subject having practical parts 70 marks will be allocated to the Theory part and the rest 30 will be allocated to the practical part or the marks division of theory and practical part will be as indicated in the syllabus of concerned subject).

- i) The HS Final Examination will be held at the end of 2nd year and shall be conducted by the Council at the centers of Examination recognized by the council.
- ii) The HS Final Examination will be conducted in February/March every year.
- iii) The results of the HS Final Examination will be determined on basis of marks obtained in HS Final Examination only. (Performance of a student in the HS First year Examination shall not be taken into account while declaring the performance of the student in the HS Final Examination.

3. PASS MARKS:

- (a) A student shall be declared pass only when he/she secures the minimum marks prescribed in each of the two core and three elective subjects. The pass marks shall be 30% of the total marks for subjects having no practical parts. For a subject having practical parts the minimum pass marks shall be 30% of the marks allocated to the theory parts and 40% of the marks allocated in the practical parts and a student must pass in the theory part and in the practical part separately. In the case of candidate offering fourth elective subjects, the marks secured in the three subject where the candidate's performance is better shall be taken into account for determining pass, rank, division, distinction and star marks. The marks secured in the fourth elective subject (with poorest performance) will however be shown in the mark-sheet. The marks secured in the Fourth elective subject will not be taken into account for awarding rank, division. Distinction (80% and above) and start (75% and above in aggregate). Conditions for award of division, distinction and start are given hereunder in clause (b), (c) and (d).
- (b) A successful candidate obtaining 60% and above marks in aggregate will be placed in First Division. Those obtaining 45% and above but less than 60% marks in aggregate will be placed in Second Division. Other successful candidates obtaining less than 45% marks in aggregate will be placed in Third Division.
- (c) If a successful candidate obtains 80% or more marks he/she will be declared to have secured 'DISTINCTION' in that subject.

NOTE

(i) Syllabus for Statistics, Mathematics, Economics, Computer Science and Application, Entrepreneurship Development, Multimedia and Web Technology of Commerce stream are same as a Arts stream

(ii) It is desired that student of all streams shall choose their selective subjects keeping in view their further courses

of higher studies in general and other professional courses.

6. Every learner at the +2 stage would be required to participate compulsorily in an area of co-curricular activities (CCA) of NCC, NSS, Rover/Ranger, Games and sports (Any one from -Athletics and other team games), cultural and literary, Debating and quiz.

7. Total contact hour for both First year and Second year class (Science. Arts and Commerce stream).

First year class	Minimum No. of classes	Second year class	Minimum No- of classes
English	180 periods of 45 minutes duration	English	170 periods of 45 minutes duration
MIL subject	140 periods of 45 minutes duration	MIL subject	140 periods of 45 minutes duration
Elective subject	180 periods		
Elective subjects (of 100 marks without practical)	180 periods of 45 minutes duration	Elective subjects (with practical Theory	70 marks - 150 periods 30 marks - 60 sittings comprising of two consecutive periods i.e. 90minutes duration

8. A student must attend the minimum number of classes as specified under the Regulations to become eligible for admission into HS 1st year or Final year Examination as the case may be_

9. It is desirable that for ensuring adequate exposure to the prescribed laboratory techniques practical classes shall be started in HS 1st year class.

10. The Council desires that the Unit test be held regularly as indicated in the Academic calendar.

Secretary,
Assam Higher Secondary Education Council
Bamunimaidam. Guwahati -2

ফুৰে, তেনেকৈ চিৰ্যাহীৰ মহাসাগৰত ফুৰি ফুৰে আসংখ্য কিতাপ।

উইল গুৱাৰ্ট —

কৈশোৰ আৰু ছাত্ৰ জীৱন অতি সুন্দৰ। কিন্তু ইয়াক কঠোৰ বিধি নিষেধৰ দ্বাৰাই সংযত কৰিব লাগিব।

শ্বেকসপীয়েৰ —

আমান: সেই শিক্ষা লাগে যাৰ দ্বাৰা চৰিত্ৰ গঠন হয়, মানসিক শক্তি বাঢ়ে, মেধা বৃদ্ধি পায় আৰু মানুহে নিজৰ ভৱিৰ ওপৰত নিজে থিয় দিব পাৰে।

বিবেকানন্দ —

“জয়তু গোলাঘাট বাণিজ্য মহাবিদ্যালয়।”