

# PROSPECTUS

(for HS & Under Graduate Courses)

*Session : 2023-24*

**JOGANANDA DEVA  
SATRADHIKAR GOSWAMI COLLEGE**

*Affiliated to Dibrugarh University, Assam*



J.D.S.G. COLLEGE

P.O. : BOKAKHAT - 785612, DIST. : GOLAGHAT, ASSAM

PH. NO. 03776-268082 Website : [www.jdsgcollege.edu.in](http://www.jdsgcollege.edu.in)

## **Our tribute to The Donor of the College**



**THE GREAT SOUL**  
**SRI SRI JOGANANDA DEVA GOSWAMI**

*Satradhikar, Kuruabahi Satra, Bokakhat*

**Born : 10<sup>th</sup> of Asvina of 1820 of the Saka Era**

**Death : 23<sup>rd</sup> of Bhadra of 1905 of Saka Era**

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**Session : 2023-2024**



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Affiliated to Dibrugarh University  
**(NAAC ACCREDITED WITH 'B' GRADE)**

P.O. Bokakhat - 785612  
Dist. Golaghat, Assam  
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Website : [www.jdsgcollege.edu.in](http://www.jdsgcollege.edu.in)  
E-mail : [jdsgcollegelibrary@gmail.com](mailto:jdsgcollegelibrary@gmail.com)

### ***Principal's Communique...***

It is an immense pleasure for me to welcome you all to this prestigious institute of higher education, J.D.S.G. College, Bokakhat. It is a matter of immense pride that the College is about to complete 60 years of its glorious existence since 1964. In its half a century long journey, the institution has been adhering to its noble vision, "Education for justice and peace." Along with academics we also give equal impetus for the promotion of co-curricular activities like: art, literature, culture and sports. Over the years, the college has come a long way, contributing to the nation building process by inculcating human values as well as theoretical and practical knowledge, thus enabling the students to engage themselves as competent global citizens in the near future.

The year 2020, had rather proven to be calamitous to humanity. Even now, though the world around us is apparently returning to normalcy, it must be acknowledged that we are still in a very critical juncture of time cutting across all professional spheres. As stakeholders, we are particularly concerned with the challenges and prospects of higher education in the post-covid era. Although, the outbreak of Covid-19 has had many negative impacts on the higher education sector in India; but it has also propelled us to build resilience to face such menace in the future. The outbreak has yet again reminded us that the change of any magnitude is inevitable. Henceforth, we need to recalibrate ourselves to adapt into a blended mode of teaching-learning system. For which, we need to work in tandem with our local diversity and global opportunities to develop an ideal module for our learners.

At present, the College offers Higher Secondary programmes in Arts and Commerce streams under Assam Higher Secondary Education Council (AHSEC) and U.G programme (Honours) in 11 subjects in Arts and Commerce streams. The college offers P.G. course in Assamese currently, under Dibrugarh University in regular mode. We also have the alternate mode of Open and Distance Learning in the form of two study centres i.e., Directorate of Open and Distance and Learning (DODL), Dibrugarh University and Krishnakanta Handiqui State Open University (KKHSOU). In addition to it, the college is offering twenty certificate/ Add on courses duly approved by Dibrugarh University. Some of the courses like Tourism in North- East India, Tea Plantation and Management, Entrepreneurship and Business Management, Hybrid Napier Grass Cultivation and Marketing aim to enhance employability and skill development. Certificate courses in Yoga Education, Environmental Management and Ethics and Basics in Film-making are provided to students keeping in synchrony with the spirit of global education and the newly introduced National Education Policy 2020.

The college has a clean and green campus it is also home to wide variety of floral species. The facilities of the college include: an auditorium, Wi-Fi enabled campus, multiple video conference halls, Seminar halls, ICT enabled classrooms, a computer laboratory, a well-equipped Central library that houses both physical and digital resources, a rural museum curated by the Department of History, hostel facilities to both girls and boys students, common rooms, on campus gymnasium, sports field and an adequately furnished guest house for the visitors.

To conclude, I extend my warm wishes to my dear students. I am looking forward to the upcoming new academic session in service to our students, parents and the community alike.

With Warm Regards.

Dr. Jayanta Gogoi  
June, 2023

**We express our gratitude for the contributions  
of ex-principals of this College**

<b>NAME</b>	<b>TENURE</b>
1. Bharat Ch. Mishra Bhagawati	: 15-09-64 to 10-11-67
2. Ajit Kumar Borah	: 11-11-67 to 31-08-96
3. Indreswar Goswami , i/c	: 01-09-96 to 25-02-99
4. Dr. Bibha Borah	: 26-02-99 to 30-09-06
5. Thaneswar Hazarika, i/c	: 01-10-06 to 31-10-06
6. Padmadhar Saikia, i/c	: 01-11-06 to 12-03-07
7. Dr. Bibekananda Sarmah	: 03-03-07 to 30-11-12
8. Munin Chandra Phukan , i/c	: 01-12-12 to 30-06-13
9. Dr. Hari Prashad Goenka	: 08-11-13 to 07-01-14
10. Dr. Babulal More , i/c	: 01-07-13 to 07-11-13 08-01-14 to 31-10-14

### **JDSG College: An overview**

Jogananda Deva Satradhikar Goswami (JDSG) College, Bokakhat is one of the prominent institutions of higher education in the district of Golaghat. Situated in a beautiful natural ambience by the side of N.H. 37, in the close vicinity of the Kaziranga National Park-the World Heritage Site, the college has been playing a pivotal role in educating rural youths and in contributing towards creating a good citizenry in the greater Bokakhat sub-divisional area ever since its establishment in 1964. The College, recognized by the UGC under relevant sections of the UGC Act, also happens to be the last one in the western part among the affiliated colleges under Dibrugarh University. It has a large feeding area. Bulk of the feeding areas is flood-affected, rural and socio-economically backward. Amidst such a background, the college has completed 56 years of its glorious existence in spite of all the stated odds and limitations. The college covers an area of 17.07 acres/68,299.2 sq. mts (51 bighas) of land with good infrastructure and learning resources.

Set up with the vision of ‘Education for Social Justice and Peace’, the college has been sincere and devout in its approach to contribute towards the social, moral, economic, literary and cultural upliftment of the youths of the area as was visualized by the founders of the college. The college imparts education in the undergraduate programmes under the Dibrugarh University in Arts and Commerce streams. These two streams were brought under the then deficit system of grants in aid in the years 1975 and 1988 respectively. In 2005 like many other erstwhile deficit- grants-in-aid colleges of Assam, the college was also declared provincialised under an Act passed in this regard by the Government of Assam.

The college provides a healthy meeting ground to students belonging to different social sections, most of them being the SCs, STs, TGLs and OBC/MOBC and minority communities. The college has modest infrastructure and learning resources including numbers of Digital Classrooms, a Video Conferencing Room, a Computer Lab, a good Library, modern education lab, etc. The college Central library is good in its resources including e-resources. There is also a Network Resource Centre in the library. In order to accommodate students from distant areas the college possesses two hostels-one each for boys and girls. The college has a well furnish Gaust House with the capacity of 40 persons.

Keeping in view the present trend of modern education as well as the challenge of time, endeavours have been made to start a number of job oriented courses as is also desired by the proposed Choice Based Credit System by the Dibrugarh University after a mandate by the University Grants Commission. As stated, our vision is “Education for justice and peace.” We propose to direct all our future academic and other allied activities to fulfil this vision that might help in the nation building process. Our emphasis will always be on imparting quality education to our students with the available resources with us.

## 1 Course of Study and Other Details

### Programmes offered :

Four Years Undergraduate Programme in Arts and Commerce with multiple entry and exit system as per the vision and mandate of the NEP 2020.

The College also offers Masters Programme in Assamese under Dibrugarh University in regular mode.

The College has designed some value-added, add-on Courses which have been duly approved by the Dibrugarh University.

Besides, the College also offers the Higher Secondary Course under Assam Higher Secondary Education Council in Arts & Commerce.

**Medium of Instruction:** Assamese & English

### Higher Secondary (2 Year Course) in Arts & Commerce Stream :

The students qualifying the HSLC Examination of SEBA or equivalent examination recognized by other recognised Boards are eligible for admission into the Higher Secondary 1<sup>st</sup> Year Class in Arts or Commerce.

#### Subjects of Higher Secondary classes - Arts Stream:

**a) Compulsory Subjects:** English, MIL (Assamese/Hindi/Alternative English) and Environmental Studies

**b) Any 3 (three) Subjects from these options:** Education, Political Science, History, Economics, Mathematics, Statistics, Advance Assamese, Logic & Philosophy, Geography

#### Note :

*i) Only those students having Economics as a subject are allowed to have Mathematics and statistics. ii) Students who obtain 60 percent or more marks in Assamese at HSLC level are eligible for Advance Assamese subject.*

#### Subjects for Higher Secondary Class – Commerce Stream:

**a) Compulsory Subjects:** English, MIL (Assamese/Hindi/Alternative English), Business Studies, Accountancy and Environmental Studies

**b) Optional Subjects :** (Only one subject from each group)  
Group A: Business Mathematics & Statistics/Statistics.  
Group B: Economics/Finance

**Minimum eligibility criteria for multiple entry points of the UG programmes**  
:

- 1<sup>st</sup> year** : Senior Secondary School Leaving Certificate or Higher Secondary (Class 12) Certificate obtained after successful completion of Grade 12 or equivalent stage of education and/or Admission test conducted by College/University/National Level Testing Agency/State Level Testing Agency.
- 2<sup>nd</sup> year** : A certificate obtained after successful completion of 1 year (2 semesters) of the undergraduate programme. These students are to take admission in the 2nd year within a period of three years from obtaining the UG certificate from Dibrugarh University or any other University/institution recognized by Dibrugarh University.
- 3<sup>rd</sup> year** : A diploma obtained after successful completion of 2 years (4 semesters) of the undergraduate programme. These students are to take admission in the 3rd year UG programme within a period of three years from obtaining the UG diploma from Dibrugarh University or any other University/institution recognized by Dibrugarh University.
- 4<sup>th</sup> Year (Honours)** : A Bachelor's degree after successful completion of three years (6 semesters) of the Undergraduate programme obtained from Dibrugarh University or any other University/institution recognized by Dibrugarh University. These students are to complete the degree within the stipulated maximum period of seven years.
- 4<sup>th</sup> Year (Honours with Research)** : A three year Bachelor Degree with a minimum of 7.5 CGPA. The minimum entry requirement for 4th year (Honours/Research) UG programme within a period of three years from obtaining 3 year Bachelor Degree from Dibrugarh University or any other University/institution recognized by Dibrugarh University. These students are to complete the degree within the stipulated maximum period of seven years.

*(For more details : Please Visit Dibrugarh University  
(Website : [www.dibru.ac.in](http://www.dibru.ac.in))*



# ANNEXURE I

## COURSE STRUCTURE OF FOUR YEAR UNDER GRADUATE PROGRAMMES (FYUGP) IN DIBRUGARH UNIVERSITY AND ITS AFFILIATED COLLEGES

TO BE EFFECTIVE FROM 2023-2024 SESSION

Year	Semester	Course (Lecture+Tutorial+Practical) (L+T+P)	No. of Courses	Credit per Course	Total Credit
1	1 <sup>st</sup> Semester	Major (Core)	1	4	4
		Minor	1	4	4
		Multi- Disciplinary Generic Elective Course: Natural Science –I/ Social Science/Humanities-I/Commerce-I	1	3	3
		AEC Language (MIL/Regional Language)	1	4	4
		Value Added Course1: Understanding India	1	2	2
		Value Added Course 2: Health and Wellness	1	2	2
		Skill Enhancement Course	1	3	3
		<b>Total</b>			<b>22</b>
	2 <sup>nd</sup> Semester	Major (Core)	1	4	4
		Minor	1	4	4
		Multi- Disciplinary Generic Elective Course: Natural Science –II /Social Science/Humanities–II/Commerce-II	1	3	3
		AEC:Language and Communication Skills (English)-II	1	4	4
		Value Added Course 3: Environmental Education with emphasis on community-based activities (more emphasis on practical)	1	2	2
		Value Added Course 4: Yoga	1	2	2
		Skill Enhancement Course	1	3	3
		<b>Total</b>			<b>22</b>
<b>Grand Total (Semester I and II)</b>					<b>44</b>

The students on exit shall be awarded Undergraduate Certificate (in the Field of Study/Discipline) after securing the requisite 44 Credits in Semester 1 and 2 provided they secure 4 credits in work based vocational courses offered during summer term or internship / Apprenticeship in addition to 6 credits from skill enhancement courses earned during 1<sup>st</sup> and 2<sup>nd</sup> Semester

## Degree 1st Semester Paper Name Department wise

Paper	Paper Name	Department
C1 Minor GEC GEC AEC VAC-1 VAC-2 SEC-1	Introduction of History of Assamese Language and Script Languages and Scripts of Assam Introduction to Indian Literature Literary Appreciation skill and ability enhancement in assamese language Understanding India Health and Wellness personality Development & Soft Skill	ASSAMESE ASSAMESE ASSAMESE ASSAMESE ASSAMESE ASSAMESE ASSAMESE ASSAMESE
C1 Minor GEC AEC VAC-1 VAC-2 SEC-1	Understanding Political Theory Concept s and Debates in Political Theory Human Rights AEC Language Understanding India Health and Wellness Legal Literacy	Pol Science Pol Science Pol Science Pol Science Pol Science Pol Science Pol Science
C1 Minor GEC AEC VAC-1 VAC-2 SEC-1	Fundamentals of Philosophy Basics of Philosophy Inctroduction to Philosophy AEC Language Understanding India Health and Wellness Skill	Philosophy Philosophy Philosophy Philosophy Philosophy Philosophy Philosophy
C1 Minor GEC AEC VAC-1 VAC-2 SEC-1	Introductory Microeconomics Elementary Microeconomics Economic History of India Modern Indian Language Understanding India Health and Wellness	Economics Economics Economics Economics Economics Economics Economics

C1	Foundations of Education	Education
Minor	Philosophical Foundations of Educations	Education
GEC-1B	Introductions of Education	Education
GEC-1B	Educational Psychology	Education
AEC	Modern Indian Language	Education
VAC-1	Understanding India	Education
VAC-2	Health and Wellness	Education
SEC-1	Personal Development& Soft Skills	Education
C1	British Poetry And Drama 14th and 17th Sentury	English
Minor	British Poetry And Drama 14th and 17th Sentury	English
GEC	Introducing English Poetry	English
AEC	AEC Language	English
VAC-1	Understanding India	English
VAC-2	Health and Wellness	English
SEC-1	Soft Skills	English
C1	History if India I (Prehistory to C.300 BCE)	History
Minor	History of Ancient India	History
GEC	Introduction to Culture and Heritage of Ancient India	History
AEC	AEC Language	History
VAC-1	Understanding India	History
VAC-2	Health and Wellness	History
SEC-1		History
C1	Business Organisation and Management	commerce
Minor	Office Management	commerce
GEC-1A	Fundamentals of Accounting (GEC-1A)	commerce
GEC -1B	Marketing for Beginners (GEC-1B)	commerce
GEC - 1C	Business of Human Resource Management	commerce
GEC-1D	Introduction to Banking	commerce
AEC	Modern Indian Language	commerce
VAC-1	Understanding India	commerce
VAC-2	Health and Wellness	commerce
SEC-1 A	MS-Excel and its Application in Business	commerce
SEC-1 B	Tourism Management	commerce

### **Skill Enhancement Courses (SEC) for the BA/B.Sc./B.Com Programmes in the CBCS**

1. Creative Writings
2. Teaching in Elementary Level
3. Entrepreneurship Development
4. Retail Management
5. Desktop Publishing
6. Travel and Tourism Management
7. Photoshop and web Design
8. Maintenance and repairing of Electrical Appliances
9. Sericulture
10. Floriculture and Landscaping
11. Vermicompost
12. Photoshop
13. Web Design
14. Human Rights
15. Wildlife Photography
16. Intellectual Property Rights
17. Health and Sanitation Practices.

### **ANNEXURE III**

#### **2.1 A) In-semester Assessment:**

- (i) In in-semester assessment, different tools such as objective tests, written tests, assignments, paper presentation, laboratory work, etc. suitable to the courses may be employed.
- (ii) The students shall be informed in advance about the nature of assessment. Students shall be required to compulsorily attend in-semester assessment including appearing the sessional tests, failing which they will not be allowed to appear for the End-semester examination. A Student cannot repeat In-semester examinations. The Department/ Centre for Studies may arrange special in-semester examination whenever 17 necessary.

#### **B) End Semester Examination:**

- (i) There shall be one End semester examination carrying 80% Marks in each course of a Semester covering the entire syllabus prescribed for the Course. The End semester examination is normally a written/laboratory-based examination/Project Work/ Dissertation.
- (ii) The Controller of Examinations shall make necessary arrangements for notifying the dates of the End semester examinations and other procedures as per Dibrugarh University Rules (at least 20 days in advance) and the Academic Calendar notified by

the University.

- (iii) The time given for End-semester examination for each Course shall be based on the credits/marks of the course.
- (iv) Emphasis needs to be given on problem solving, application level questions as prescribed by National Education Policy, 2020. The question paper should include different forms of question.

## 2.2 Seat capacity for different UG Programmes :

HS 1 <sup>st</sup> Year Arts	350
HS 1 <sup>st</sup> Year (Commerce)	150
HS 2 <sup>nd</sup> Year (Arts)	350
HS 2 <sup>nd</sup> Year (Commerce)	150
B.A. 1 <sup>st</sup> Semester	450
B.Com 1 <sup>st</sup> Semester	150

## 2.3 Eligibility for entry into the UG Programmes

A student who has passed the 10+2 Examination from AHSEC or any other Board/Council recognized by Govt. may apply for admission into the UG Programme in Arts or Commerce subject to cut off marks to be decided after scrutiny of forms as per total seats available.

## 2.4 Medium of Instruction

Medium of instruction is English and Assamese.

## 2.5 Admission Procedure

- a. Online Admission Procedure will be followed on specify date notify in the College Website.
- b. Online Admission forms will be available in college website [www.jdsgcollege.edu.in](http://www.jdsgcollege.edu.in) and DARPAN (Govt. Portal) for H.S. 1<sup>st</sup> Year & SAMARTH (Govt. Portal) for Degree 1<sup>st</sup> Semester in online mode.
- c. HS level students will have to create their Unique ID Number and have to submit the same in their online admission forms or to the College Office in hard copy or through a Google Format which will be intimated later.
- e. The FYUG programme level and Masters' Level students have to create their ABC (Academic Bank of Credits) ID and have to submit to the College Office in hard copy or through a Google Format which will be intimated later.
- f. Admission will be as per the reservation policy of the Govt. of Assam in force at the moment. The College Authority also reserves a few seats for specific categories of its

- employees, NCC, Sports, Culture (National and State Level) and the Donor Members.
- g. Students are to submit their applications along with all relevant mark-sheets/certificates/ testimonials, etc as are specified in the admission form (whether online or offline) as well as any other subsequent document as situation warrants.
  - h. There shall be scrutiny cum verification process of the application forms. A comprehensive and shortlisted list of candidates, based on merit in the last qualifying examination, will be published/notified two days before the date of admission.
  - i. Students must submit attested copies of Mark-sheet, Pass Certificate of last Examination Passed, Caste certificate, PRC, Gap period certificate (if any) along with the Application Form.
  - j. For major course in certain subjects a written test followed by a viva voce is held by the concerned departments.
  - k. Students will be selected and admitted only with the pre-condition that they shall not indulge in ragging in any way and they/their parents sign an affidavit to that effect. Otherwise they will be liable to expulsion from the college and/or any other punishment decided by law in force. Abiding by the College Rules and Regulations will be another pre-condition for admission.
  - l. As per the Govt. Rules, there shall be reservation of seats for certain categories of students as follows:
 

Scheduled Castes	07%
Scheduled Tribes Plains (STP)	10%
Scheduled Tribes Hills (STH)	05%
OBC/OMBC	15%
Physically Handicapped (PH)	03%
Economically Backward classes(EBC)	10%

**Please Note:**

- (i) If sufficient applicants are not available from these reserved categories, the vacant seats will be filled up from among the general category of students.
- (ii) Students seeking admission under the reserved categories are to submit caste/PH certificate signed by the competent authorities along with their admission forms. No claim for admission without these certificates will be entertained.

Besides these seats, a few other seats will be reserved for the following categories of students:

Sports	–	02
Music	–	02
NCC	–	02
Son/Daughter of in-service college employee	–	02

**Please Note:**

- a. Students seeking admission under the Sports/Music/NCC Quota will have to mandatorily submit proof of participation in state/national level competitions in the relevant discipline. The sports certificate will have to be signed by SAI or District Sports Association or any other competent authority recognized by the Govt.
- b. The TGL candidates will also have to submit their certificate signed by competent authorities.
- c. Duly attested copies of certificates are to be submitted along with the application. The originals are to be produced at the time of admission and if necessary at a later date too.

**1. Identity Card:**

All bona-fide students of the college will be issued **Smart Identity Cards** which they must carry at all times.(HS Course two years/Degree Course three years).In case of loss of Identity Card a student must obtain a fresh card after paying Rs. 200/only. The Identity card will serve as Library card also.

**2. Hostel Admission Fee**

The college has two residential hostels-one each for boys and girls. Seats are limited. Students may apply for the hostel in the Application for general admission. Separate form is to be collected from the office of the Principal after general admission. The same has to be submitted to the concerned office assistant. The hostel superintendent, after consultation with the college authority will finalize whether a student could be admitted to the hostel or otherwise. Seats will be allotted on the basis of merit and subject to the conditions of abiding by the rules and regulations of the hostels.

**3.College Infrastructure, Resources and Facilities**

**3.1 College Hostel-Boys'** - There is a hostel for boys which can accommodate 60 boys. Students admitted to the hostel are to mandatorily abide by JDSG College hostel Rules. Seat rent is charged for 12 months. Hostel remains closed during summer vacation.

**3.2 College Hostel-Girls'** -The girls hostel can accommodate 45 boarders. Students admitted to the hostel are to mandatorily abide by JDSG College hostel Rules. Seat rent is charged for 12 months. Hostel remains closed during summer vacation.

**3.3 College Canteen**-The college canteen provides refreshment to students at a subsidized rate which is located within the college premises.

**3.4 Library Facilities**-The college has good learning resources for the students and the faculty members in terms of variety and range of collections. The library is equipped with internet, reprography and book-bank facilities. A good number of journals and newspapers

are subscribed to regularly. There is also a Network Resource Centre in the library.

**3.5 Laboratory in the Education Department-** The Department of Education of the college has a glorious track record of achievements in the Dibrugarh University BA Education Major Results. The laboratory in the department is equipped with a number of practical equipment and learning resources. Students both the Pass Course and Major can avail of this laboratory.

**3.6 Video-Conference Hall:** A state of art video cum conferencing hall has been constructed recently with funds from RUSA, Ministry of HRD, Govt. of India. There are numbers of Digital classrooms in the college where students can avail of ICT enabled learning and interaction.

**3.7 Computer Laboratory:** The College has well equipped Computer Laboratory funded by RUSA, Ministry of HRD, Govt. of India. Computer Laboratory has facilities to accommodated 50 numbers of student at a time.

**3.8 Departmental Library Book Bank:** Some departments have their own libraries and book bank facility which faculty members have initiated at their own costs. This facility is for the benefit of the major students.

**3.9 Kaziranga Study Centre:** There is a Centre for studies in various aspects of the Kaziranga National Park. The Centre is proposed to be a repository of all relevant data relating to the Park known world-life for its in-situ wild-life conservation. It is heartening that since its inception, the Centre has been implementing various programmes with a focus on environmental awareness, wild-life conservation, bio-diversity conservation, arranging awareness among the neighbouring people about poaching, etc. Students can engage themselves meaningfully in the programmes organized by the Centre.

**3.10 Cultural Study Centre:** In order to study, promote and document the local art, culture, etc. a Cultural Study Centre has been set up in the college. The Centre will, inter alia, organize workshops, programmes, etc on various forms of performing art as well as on various other aspects of local art and culture. The feeding area of the college has a good number of ethnic tribes and communities like the Tea-Tribes, Kabis, Mishings, Manipuri, etc, with their own unique forms of art and culture. The Centre proposes to acquaint the learners and other interested people about these cultural aspects and also proposes to create a documental repository of such art and cultural forms.

**3.11. Co-curricular activities:** The college has a good name in co-curricular activities, particularly in games and sports. There is good sports infrastructure and equipment in the



college including those of football ground, volleyball court, a six lane running track, a gymnasium, cone rate throwing circle, Dunlop mat for high jump, jumping pit, badminton court, TT Board, etc.

#### **4 Students' Support**

##### **4.1 Student Wardship Committee**

There is a student wardship cell in the college headed by Mrs. Dipali Rajkumari, the vice Principal of the college.

**4.2 Continuous evaluation:** Students are continuously evaluated through sessional examinations, group discussions, project works, classroom quizzes, debating sessions, etc. They are encouraged to progress through the mentoring system where each faculty member participates.

**4.3 Student Aid Fund:** Financially weak students are provided aid from this fund. Applicants are selected on the basis of merit and genuineness of their financial status. The student welfare committee has the final authority in the selection of students for this financial aid.

**4.4 Scholarship:** There is scholarship facility for eligible students. The following scholarships are available for the eligible students-

- A. National Merit Scholarship
- B. Scholarship for the SC/ST, OBC, MOBC students
- C. Special Financial Assistance to selected Tea Garden Students.

Students can also look for other scholarships from other sources like the UGC which has launched a scheme of awarding scholarship to eligible NE Indian students pursuing higher education in universities and colleges under the name 'ISHAN UDAY'.

**In addition to these the college has the provision of the following initiatives for the deserving students:**

1. Cash Prize of Rs. 5000/- and a certificate of merit to students of the college who secure a position among the first ten (both for Arts and Commerce Stream) in the HS Final examination conducted by the AHSEC.
2. Cash prize of Rs. 2000/- to the students of this college who secure highest marks in any subject in the HS Final examination (Arts and Commerce)
3. Free studentship to students securing a position among the first ten successful candidates in the HSLC examination.
4. There is provision for free admission and book grant to meritorious students of the commerce stream from the Commerce Aid Fund.

**Awards from RI More Trust:**

- a) Rameshwarlal More Memorial Cash Prize Rs. 2100.00 to the students of the college who secures highest marks in the H.S. Final Examination in Commerce stream (Minimum 75% in the AHSEC Examination.
- b) Indramani More Memorial Cash Prize of Rs. 2100.00 to the students of the college who secures highest marks in the H.S. Final Examination in Arts Stream (Minimum 75%).
- c) Dimbeswar Saikia Memorial Cash prize of Rs. 2100.00 to the students of the college who secure highest marks in English Major in B.A. Examination.(with a minimum of first class)

#### **Gunindra Das & Niroda Das Memorial Awards:**

These two awards are for those students who secure the highest marks in English and Assamese respectively in the HS final examination from the college with a minimum of 80% marks. The awards carry a Cash Prize of Rs. 2100/- each and Certificates of Merit.

#### **Best Library User Award:**

An award under the name ‘The Best user of the Library’ been given since 2012. The award comprises of a cash prize of Rs. 1000.00, a dictionary and a certificate. The purpose of the award is to boost the reading habit among the students.

#### **Record of 1<sup>st</sup> Class/1<sup>st</sup> Division Holders in Departmental Boards:**

The college has the good practice of displaying the names of 1<sup>st</sup> Class/1<sup>st</sup> Division Holders on Boards so that these successful students remain forever alive to the next generation of students as well as for the entire college.

#### **Students’ concession:**

Students are entitled to student’s concession on production of identity cards for journey during vacations.

#### **Disaster Management Cell (DMC):**

This cell consisting of teachers, employees and students of the College provides training on rescue, relief and first aid in collaboration with Govt. departments and expert personnel. The members volunteer to help civil administration, society at large and the Kaziranga National Park authority during flood.

#### **Grievance Redressal Cell:**

The college has a Grievance Redressal Cell to meet the grievances of the students, teachers and the employees. A Complaint and Suggestion Box has been placed in front of the Principal’s chamber wherein the grievances or suggestions may be delivered in writing.

#### **National Service Scheme (NSS):**

It is an important organization of the college functioning for many years. The members of NSS of this college render various benevolent services in the neighbouring areas of the sub

division. It unfolds the opportunities to the students to inculcate the spirit of fellow-feeling, friendliness and cooperation and service to the downtrodden people for their socioeconomic upliftment.

**National Cadet Corps (NCC) :**

The college has an NCC both boys Unit 12 Assam (I) COY NCC, Golaghat & Girls unit, 74 Assam Girls (I) COY NCC, Golaghat. The total strength of the boys unit is 65 & Girls Unit is 54.

1. Lt. Mintu Tokbi, Assistant Professor, Department of Economics is the ANO of Boys Unit
2. Mrs. Hirimpa Saikia, Assistant Professor, Department of Assamese Deptt is the CTO of Girls Unit.

**Eco Club :**

The college has an Eco club which works for the preservation and conservation of the environment. Over the years, this club has undertaken several initiatives keeping in view the preservation of the environment like planting saplings, rainwater harvesting, waste segregation, etc.

**Students' Union:**

The J.D.S.G. College Students' Union is the general body of the students of the college. Its membership is compulsory for every student of the College. The office bearers are elected annually by the students. Except the J.D.S.G. College Students Union, no other Students' Body/Association is recognized by the College authority. Students need to carefully note that election to various offices of the Students' Union shall be mandatorily guided by the rules and guidelines accepted by the UGC after the Lyngdoh Committee Recommendations.

**Students' Magazine/Students' Literary Club:**

There is provision for a magazine for the budding talents in students in literature. The magazine is published annually where students can contribute their write-ups under various categories.

**Wall Magazine:**

Besides the Annual magazine, the Students' Union also publishes a quarterly wall-magazine. Various departments also publish their Journal/Wall Magazines etc. on their own.

**IQAC:**

In pursuance of the mandate of the University Grants Commission and the National Assessment and Accreditation Council, an IQAC has been set up in the college to plan, implement and monitor institutional missions and visions and to give a pace of sustained development in the parameters of quality enhancement. For any suggestion, advice, feedback, etc, regarding any aspect of development please write to:

**1. Dr. Jayanta Das, Coordinator, IQAC, JDSG College, Bokakhat**

**Career Counseling Cell:**

The college has an active “Career & Counseling Cell” which organizes workshops, seminars, lecture programmes etc. from time to time with a view to guiding the students in choosing their career and developing an entrepreneurial quality. The cell has also been conducting several skill-based programmes from time to time for the benefit of the students. The cell conducts usually the career programmes (a) workshop on time management and priority factor (b) Communication and body language (c) Preparation of Interview (d) Interview facing skills (e) Career talks etc. Apart from these the cell has been conducting a Personality Development class for the Degree students. For details students may contact:

**Sri Prasanta Saikia, Department of Political Science, JDSG College, Bokakhat.**

**NAAC Accreditation**

The College has been recently Accredited by NAAC with B Grade ((3<sup>rd</sup> Cycle) in 12<sup>th</sup> – 13<sup>th</sup> September, 2019. The Peer teams are –

**Dr. Arun Diwaker Nath Bajpai, Chairperson**

**Dr. Prakash Chandra Pattanaik, Member Co-ordinator**

**Dr. Sanjoy Roy, Member**

**Students’ Rights/UGC Guidelines on Student Entitlements:**

Students are the basic foundation of any educational institution. Hence they are accorded their due place of recognition and right. As per the mandatory UGC Guidelines issued in 2013, students of this college, like all others studying in higher educational institutions across the country, have the following rights/entitlements. (Text of the UGC Guidelines has been quoted verbatim below)

**Guidelines for Students’ Rights/Entitlement**

These guidelines have been issued by the University Grants Commission (UGC) in order to help students, teachers, administrators and institutions understand what the minimum entitlements of the students are. These guidelines apply to all the colleges and universities in the country (this expression includes every institutions of higher education even if it is not called college/university) without any exception. It shall be mandatory for every college/university to publish the present Guidelines in full in its Prospectus and also post it on the homepage of its website. Fulfillment of these entitlements imposes obligations on educational institutions, administrators, policy makers, teachers and students themselves. If these obligations are not met, a student can approach the Grievance Redressal Authority or the Ombudsman. Any serious or persistent violation of these Guidelines can be brought to the notice of the University Grants Commission and can be the basis of punitive action against

the offender.

Some of the provisions stated here are already covered by existing laws or Rules and Regulations of the UGC. But the students shall continue to enjoy all the right under existing laws, rules and regulations which may not have been mentioned in these Guidelines.

## **1. Admission**

- 1.1. An announcement or advertisement for any course of study must clearly specify whether the degree granted is notified by the UGC and other relevant statutory authorities [Under Section 22 c of the UGC Act, latest list available at the UGC website] and whether the university that awards the degree figures in the list of universities maintained by the UGC [available at the UGC website].
- 1.2. A student seeking admission is entitled to a document (usually called 'Prospectus') that specifies the curricula including syllabi, names and academic profile and status of the faculty, mode and frequency of evaluation, duration of the course, academic calendar, comprehensive information about fees or charges of any kind, and refund rules. The information given in the prospectus should not be changed to the disadvantage of the student during the course of study; any change if necessary must be communicated to each student individually spelling out reasons for such a change.
- 1.3. The Prospectus must spell out exactly the process and criteria for admissions. This includes weightage given to previous academic performance, entrance examination and interview. The syllabi and format of the entrance examination must be spelt out. The final scores of each candidate who appeared for entrance examination including all the components and the entire waiting list must be made public.
- 1.4. Information about any reservations or quota for any category, the eligibility criteria for these reservations/quotas, certificate required for seeking admission under these must be stated clearly in the Prospectus.
- 1.5. The student must not be asked to produce documents which have not been mentioned in the Prospectus. While the institution can ask the student to produce the original documents (such as School Leaving Certificate, Marksheet, Caste certificate) for verification, they cannot retain any original documents of any students. [As notified by UGC on 23rd April 2007, F. No. 1-3/2007 (CPP II)]

## **2. Quality of teaching and learning**

- 2.1. It is the responsibility of the college/university to help the students develop their learning skills by facilitating the creation of learner centric environment conducive for quality education. The students are entitled to receiving instruction and reading material in all

- the languages allowed by the institution as medium of instruction or examination.
- 2.2. The students who begin with a difficulty due to social handicap or a shift in the medium of instruction are entitled to special support to bridge the gap.
  - 2.3. The students are entitled to availability and presence of qualified teacher, fulfillment of the specified number of teaching days and contact hours for each course and completion of syllabus on time. [UGC Regulations on Minimum Qualification of Teachers... 2010]
  - 2.4. The students are entitled to reasonable access to facilities, services and resources including library (that stocks textbooks, reference books, journals, e-resources), laboratories, and ICT facilities in the languages permitted as medium of instruction or examination.
  - 2.5. The student are entitled to fair, transparent and timely evaluation, including fair provisions for timely re-checking or re-evaluation of the scripts and redressal of any grievance related to the evaluation process. The students are entitled to a copy of their answer scripts after the declaration of results.
  - 2.6. The students are entitled to timely conduct of examination and declaration of results as specified in the academic calendar in the Prospectus. They shall be entitled to the award of degree within 180 days of the declaration of results.
  - 2.7. The students are entitled to give regular feedback on the quality of teaching, students services and institutional infrastructure. The college/university shall establish mechanisms for seeking this feedback regularly and taking student feedback into account for review and improvement.

### **3. Fee and financial aid**

- 3.1. The students are entitled to prior and full information about amount, components, frequency and mode of any kind of payment including fees or charges of any other kind and refund rules. If a student withdraws before the beginning of the course, the student should be refunded the entire fee given to it with a maximum deduction of Rs. 1000. [As notified by UGC on 23rd April 2007, F. No. 1-3/2007 (CPP II)]
- 3.2. A college/university will make utmost effort to ensure that no student is deprived of opportunities of quality education for lack of sufficient financial resources. It is the responsibility of the policy makers to ensure that sufficient funds are made available to implement this principle. The Prospectus shall contain consolidated information about scholarship/fellowship/financial aid scheme of any type that that is available to the students. It shall bring to notice and assist the students in accessing such schemes. It shall ensure that the procedure for selection is fair and transparent.

#### 4. Infrastructure

- 4.1. The students are entitled to access to appropriate resources including classrooms, libraries, laboratories and other academic facilities necessary for quality education. [UGC rules and regulations for fitness of universities and colleges for Grants under section 12 B of the UGC Act 1956, Private University Regulation, Deemed University Regulation].
- 4.2. The students are entitled to reasonable access to sports and recreation facilities, avenues for literary, aesthetic and other extra-curricular pursuits.
- 4.3. The student are entitled to reasonable attention to medical and health requirements including free and periodic health check-up and treatment/hospitalization in case of medical emergencies.
- 4.4. The students are entitled to a reasonable access to adequate, clean and hygienic hostel/ residence accommodation that provides basic amenities including recreational facilities. Such accommodation should be affordable and must not be utilized by the institution for profit making. Accommodation meant for students must not be encroached upon by the institution for any other purpose.
- 4.5. Student with disability are entitled to access to all schemes, facilities and services in the university without discrimination. The college/university shall strive towards a universal design of learning based curriculum that can address the needs of the broadest possible range of students by minimizing barriers and maximizing learning for all students. The college/university shall provide barrier free access, special library resources (including Braille and ICT resources), provisions for sign language interpreter/transcriber, the required equipments and electronic resources and the required relaxation in examination to all students with disability. [Person with Disabilities (Equal Opportunity, Protection of Rights and Full Participation) Act, 1995; UGC D.O.No.F-6-1/2006 (CPPII), F.No.6-1/2012(SCT)]
5. The students are entitled to non-discriminatory treatment (in the sense of absence of harassment, victimization or exclusion) in every aspect of institutional functioning. Any discrimination based on caste, gender, creed, colour, race, religion, place of birth, political conviction, language and disability shall be prohibited.
  - 5.1. In particular, institutions shall not discriminate against students belonging to Scheduled Caste and Scheduled Tribes and racial profiling of students from any region or ethnic group. [UGC (Promotion of Equity in Higher Educational Institutions) Regulations, 2012]
  - 5.2. The students are entitled to protection from sexual harassment by complaining to the Gender Sensitization Committees against Sexual Harassment. It is mandatory for each college/university to constitute and publicize this committee as per the Guidelines and norms laid down by the Hon'ble Supreme Court [Vishaka and Others Vs. State of Rajasthan and Others (JT 1997 (7) SC 384)]

- 5.3. All students are entitled to protection from ragging in any form [UGC (Curbing the Menace of Ragging) Regulation, 2009]
6. As democratic citizens, the students are entitled to freedom of thought and expression within and outside their institution. The college/university must allow space for free exchange of ideas and public debate so as to foster a culture of critical reasoning and questioning. College/university authorities must not impose unreasonable, partisan or arbitrary restrictions on organizing seminars, lecture and debates that do not otherwise violate any law.
  7. The students are entitled to forming associations and unions, directly electing their representatives to Students Unions and having their representatives on the college/university decision making bodies including internal quality assessment, grievance committees, Gender Sensitization Committees against Sexual Harassment and the Academic/Executive council. University/colleges shall evolve mechanisms for adequate consultations with students' representatives before taking any major decision affecting the students.
  8. The students are entitled to full and correct information about any institution of higher education in which they study or propose to study. Therefore, every college/university must disclose the following information on its website and Prospectus: status of the institution, its affiliation, accreditation rating, physical assets and amenities, membership of governing bodies and minutes of the meetings of bodies like Academic/Executive council, sources of income and the financial situation and any other information about its functioning necessary for a student to make a fully informed choice. [Section 4 (1) of Right to Information Act 2005]
  9. The students are entitled to redressal of their grievance by the Grievance Redressal Committee of the institution within 10 days of making a representation. If they are not satisfied, they are also entitled to an appeal to the Ombudsman of the University concerned for redressal within 30 days. [UGC (Grievance Redressal) Regulations, 2012]
  10. The UGC may issue instructions for proper implementation of these Guidelines

**Important Notice for all stakeholders, specially students and parents/guardians and all concerned regarding Ragging**

**UGC Regulation on Ragging in Higher Educational Institutes**

Students have been admitted to this college with the pre-condition that they shall mandatorily abide by all Rules and Regulations in force either framed by the state government or the central government or by the college authority. Students admitted to this college are to be protected as is also mandated by the UGC (Curbing the Menace of Ragging) Regulation, 2009.

**Supreme Court of India on Ragging:**

1. In the last hearing held on 10<sup>th</sup> December, 2007 in the case related to prevention of ragging



in higher educational institutions the Supreme Court has expressed concern over the incidence of ragging occurring in higher educational institutions and the need to eliminating it altogether. Accordingly as directed by the court, instructions have been issued by the regulatory bodies UGC/AICTE/MCI ect, for inclusion of the clause in the prospectus regarding punishment of students with expulsion etc, if found guilty of ragging. The Committee set up by the Supreme Court to Monitor the measures being taken to prevent ragging has now decided that along with the number of cases of ragging in the previous academic session, the punishments awarded to those found guilty should also be mentioned in the brochures/prospectus of the higher educational institution.

2. It may also be stated that the Report of the Raghavan Committee constituted as per directions of the Supreme Court of India to give suggestions on means of prevention of ragging in educational institutions, is already posted on UGC website [www.ugc.ac.in](http://www.ugc.ac.in). The Prescribed format for compliance report already circulated vide UGC office letter of even number dated 20<sup>th</sup> November, 2007.
3. The second meeting of Raghavan Committee to Monitor Measures to Prevent Ragging in Higher Education institutions appointed by the Supreme Court of India constituted by Ministry of Human Resource Development headed by Dr. K. Raghavan, Ex-Director of CBI was held on 02-04-2008 in New Delhi and the Committee has inter-alia given the following directions to all regulatory bodies.  
That the Universities/Colleges should mention in their prospectus/brochure that the total number of “Ragging incidents” taken place in their institution in each year for information to the public.
4. The Ministry of Human Resource Development, Government of India, Development of Higher Education, vide their letter No. 9-18/2008 (U-5) dated 29<sup>th</sup> April, 2008 has requested to take up suitable campaigns against ragging, inter-alia suggesting the following: The institutions may erect suitable hoarding /bill boards/banners in prominent places within the campus exhort the students to prevent or not to indulge in ragging and also indicating therein the names of the officials and their telephone number to be contacted in case on ragging. The Educational Institutions may also undertake any other form of campaigns as it may consider appropriate for prevention of ragging.
5. It is requested that necessary action may be taken. This may also be brought to the notice of the colleges affiliated to your university.
6. Action taken report in this regard may please be sent to this office early. Prevention of ragging in Educational institutions.

**UGC Regulation and Directive on Prevention of Ragging in Educational Institution**

According to the directions of the Supreme Court of India in *University of Kerala vs.*

***Council of Principals of Colleges in Kerala*** ragging within or outside any educational institutions is prohibited. “Ragging” mean doing an act which cause of is likely to cause insult or annoyance or fear or apprehension or threat or intimidation or outrage of modesty or injury to a student.

The University Grants Commission (UGC), New Delhi has also taken stern view of the problem of ragging and has issued the necessary guidelines to curb the same.

The following recommendations need immediate implementation according to the Supreme Court/Raghavan Committee recommendations/UGC instructions:

The Punishment to be meted out has to be exemplary and justifiably harsh to act as a deterrent against recurrence of such incidents;

Every single incident of ragging where the victim or his parent/guardian of the Head of institution is not satisfied with the institutional arrangement for action, a first information report (FIR) must be filed without exception by the institutional authorities with the local police authorities.

In the prospectus to be issued for admission by educational institutions, it shall be clearly stipulated that in case the applicant for admission is found to have indulged in ragging in the past or if it is noticed later that he has indulged in ragging, admission may be refused or he shall be expelled from the educational institution.

The Central Government and the state Government shall launch a programme giving wide publicity to the menace of ragging and the consequences which follow in case any student is detected to have been involved in ragging;

Role of the concerned institution shall also be open to scrutiny for the purpose of finding out whether they have taken effective steps for preventing ragging and in case of their failure, action can be taken against them too.

Anti-ragging committees and squads shall be forthwith formed by the institutions to see that the Committee’s recommendations are served without exception and if it is noticed that there is any deviation, the same shall be forthwith brought to the notice of this Court and

The Committee constituted pursuant to the order of this Court shall continue to monitor the functioning of the Anti-Ragging Committees and the squads to be formed. They shall also monitor the implementation of the recommendations to which reference has been made above.

Courts should make an effort to ensure that cases involving ragging are taken up on priority basis to send the correct message that ragging is not only to be discouraged but also to be dealt with sternness. The Court directed the exploration of possibility of introducing in the educational curriculum, a subject relating to ragging.

Students, parents/guardians, members of civil society and all others are to take note that the following amounts/consists of ragging as per this Regulation (they may have a perusal of the full text of the Regulation from the UGC portal [www.ugc.ac.in](http://www.ugc.ac.in)):

**What constitutes Ragging as per the said Regulation:**

***Ragging constitutes one or more of any of the following acts:***

- a. Any conduct by any student or students whether by words spoken or written or by an act which has the effect of teasing, treating or handling with rudeness a fresher or any other student;
- b. Indulging in rowdy or indisciplined activities by any student or students which causes or likely to cause annoyance, hardship, physical or psychological harm or to raise fear or apprehension thereof in any fresher or any other student;
- c. Asking any student to do any act which such student will not in any ordinary course do and which has the effect of causing or generating a sense of shame, or torment or embarrassment so as to adversely affect the physique or psyche of such fresher or any other student;
- d. Any act by a senior student that prevents, disrupts or disturbs the regular academic activity of any other student or a fresher;
- e. Exploiting the services of a fresher or any other student for completing the academic tasks assigned to an individual or a group of students;
- f. Any act of financial extortion or forceful expenditure burden put on a fresher or any other student by students;
- g. Any act of physical abuse including all variants of it: sexual abuse, homosexual assaults, stripping, forcing obscene and lewd acts, gestures, causing bodily harm or any other danger to health or person;
- h. Any act or abuse by spoken words, emails, post, public insults which would also include deriving perverted pleasure, vicarious or sadistic thrill from actively or passively participating in the discomfiture to fresher or any other student;
- i. Any act that affects the mental health and self-confidence of a fresher or any other student with or without an intent to derive a sadistic pleasure or showing off power, authority or superiority by a student over any fresher or any other student.

**Punishment/Administrative Action on those proved to have indulged in Ragging**

Students found to have indulged in ragging of any description may be punished with-

- a. Suspension from attending classes and academic privileges
- b. Withholding/withdrawing scholarship/fellowship and other benefits

- c. Debarring from appearing in any test/examination or other evaluation process
- d. Withholding results
- e. Debarring from representing the institution in any regional, national or international meet, tournament, youth festival, etc.
- f. Suspension/expulsion from the hostel
- g. Cancellation of admission
- h. Rustication from the institution for period ranging from one to four semesters.
- i. Expulsion from the institution and consequent debarring from admission to any other institution for a specified period.

***Please Note: Students/Parents/Guardians are advised to have a look at and sign the filled in template of Affidavit swearing not to involve in Ragging of any description and submit the same before taking admission into the college which are posted in the UGC website.***

#### **Anti Ragging Committee:**

In order to check and monitor as well as taking punitive measures against those found to indulge in ragging of any kind, an Anti-Ragging Committee has been formed. The Committee has been formed as per the mandate of the said UGC (Curbing the Menace of Ragging) Regulation, 2009.

#### **The Anti Ragging Committee:**

1. Mrs. Ruli Khanikor (Convenor)
2. Mrs. Dipali Rajkumari
3. Sri Atul Bezbaruah
4. Mrs. Pranati Talukdar
5. Circle Officer, Bokakhat
6. Sri Jitu Sarmah Rajkhowa, Journalist
7. Sri Uttam Saikia (NGO Representative)
8. President, Teachers' Unit
9. Secretary, Teachers' Unit
10. General Secretary, Students' Union
11. Secretary, Girls' Common Room
12. Librarian
13. Head Assistant, College Office
14. O/C, Bokakhat Police Station

#### **Anti Ragging Squad:**

1. The Vice Principal (Convenor)
2. Sri Atul Bezbaruah (Member)

3. Mrs. Pranati Talukdar (Member)
4. Mrs. Neebha Noni Baruah (Member)
5. Mrs. Santi Saya Baruah (Member)

**Anti Ragging Squad Helpline Numbers: 9859434508/ 9954426606/ 9435450554**

**College Rules & Regulations:**

Apart from all other rules and regulations a good citizen must obey, the students admitted to this college are to mandatorily abide by the following college Rules and Regulations.

- a. Students are to abide by the UGC (Curbing the Menace of Ragging) Regulation, 2009 in letter and spirit. Ragging is strictly banned inside the college premises. Students found to be involved in any form of Ragging will be expelled from the college as per the order of the Supreme Court.
- b. Use of Mobile phones by students inside the college campus is strictly prohibited. Otherwise a fine Rs. 500 will be imposed on the students found violating this rule.
- c. Only License holder students are to be allowed to bring Scooter/Motor-Cycle/ Scooty to College.
- d. Students must keep the college campus and Building/Classroom clean.
- e. The pasting or circulation of any notice by the students in the college requires prior approval of the Principal.
- f. No person shall be invited to address any meeting in the college without the prior permission of the college authority.
- g. Students must come with proper uniform and Identity card.
- h. Students must abide by all rules & regulations of the college. Violation of rules, irregular attendance, irregular clearance of college dues, adoption of any unfair means in examination etc. leads to disciplinary action.
- i. A student who fails to attend at least 80% of the classes a calendar year will be declared non collegiate student and be allowed to sit for the examinations only on payment of a fine of Rs. 500.00. But those who fail to attend at least 60% of the classes will be declared as dis-collegiate and debarred from appearing in the examination.
- j. Chewing betel-nut, Pan, tobacco and various types of Pan- Masala like Gutkha, Sikhori, Rajanigandha etc. inside the campus is strictly prohibited. Any student violating this rule will be punished.

## **HUMAN VALUES AND CODE OF PROFESSIONAL ETHICS FOR HEAD OF THE INSTITUTION, ADMINISTRATIVE/SUPPORT STAFF, GOVERNING BODY, TEACHERS, NON-TEACHING STAFF, STUDENTS' UNION AND STUDENTS**

JDSG College has adopted the human values and codes of professional ethics for all stakeholders as enumerated in its Guidelines titled “MULYAPRAVAH 2.0 Incultation of Human Values and Professional Ethics in Higher Education Institutions” circulated vide Letter No. F. No 2-12/2021(MulyaPravah) Dated May 12th, 2023. The text, content, objectives, the codes, etc have been reproduced here verbatim which sets the background, the context and the necessity of inculcating those values and code of ethics for the higher educational institutes and the stakeholders. The College values all of them these human values and professional ethics and endeavours to make all necessary measures for their inculcation in administration, teachers, other employees, students and other stakeholders. We strongly believe that the inculcation of these values and codes of professional ethics will take education towards the desired goal of the welfare and happiness of all.

As stated, the texts narrating these values and professional ethics have been reproduced verbatim from the above-mentioned MULYAPRAVAH 2.0 as follows:

2.1 Human Values Human civilizations are known for the values that they practice. Across various times and places, sages, saints, and seers, drew on their experiences and developed practices that placed vital importance on human values. Although the names they used differed just as their languages did, the spirit was the same. Human beings cherish and hold certain values in common, consciously or even subconsciously, in most places and times, and practice them. Values are the yield of the field of human nature. It has many precious grains of which *tyaga* (renunciation) is the foundation. Mahatma Gandhi considered a hymn from the *Ishopanishad* as one of vital significance:

*“Tena tyaktena bhunjeetha, maa gridhah kasya swid dhanam”.*

It means that God has created everything that exists in this world. Therefore, we must enjoy it with *tyaga bhava* (a sense of renunciation), and act with detachment without being consumed by greed. In other words, karma or action, is the foundation of human life. The two terms, *tyaga* (renunciation) and *bhoga* (consumption or enjoyment) may appear to be contradictory but are not so. *Bhoga* with *tyaga bhava* (enjoyment but with an attitude of detachment, not overwhelmed by greed and insatiable desire) completes the integration.

Gautama Buddha renounced a life of extreme comfort in a palace to seek answers to the pertinent questions for himself and others. It is said that he attained enlightenment after years of *dhyana* (meditation) and *tapah* (ascetic practice before starting to preach and pass on the knowledge that he had acquired, to others). During his teachings he realized that some sense of ego was lurking in the deep recesses of his mind that was prompting him to believe that he alone was enlightened and that the others were ignorant. The Buddha returned to the forest to meditate all over again. After that period of intense meditation and the consequent realization, he concluded that he should share his knowledge with other members of the society, not out of his ego but out of his love and compassion as he considered all to be his own people. From this point onwards, *satya* (truth), *prema* (love), and *karuna* (compassion) became the integral values of his philosophy and life. Behind all this was his *tyaga* (renunciation) of power, familial affiliations, and palatial comforts. *Tyaga* (renunciation), and *seva* (service) are the foundations of *satya* (truth), *prema* (love), and *karuna* (compassion) because they show commitment to the lives of others along with one's own.

The Vedic/Upanishadic teachings speak of various values of which the following are the key: *satya* (truth), *dharma* (righteousness), *tapah* (austerity), *tyaga* (renunciation), *damah* (restrain), *daya* (mercy), *danam* (charity), and *shamah* (tranquility). The purpose of education, particularly higher education, is to actualize human potential by making the stakeholders, especially higher education administrators, teachers, and learners, conscious of human values and professional ethics.

The principal values are discussed here in brief:

**Love and Compassion** (*Prema* and *Karuna*): Love is the all-pervading life energy. It is unconditionally manifested as sincere care for others, kindness, empathy, and compassion. True love leads to compassion. It is evident in acts of generosity, mercy (*daya*) and charity (*dana*). The concept of “love for all” leads to considering the entire world as a family as in the concept of *Vasudhaiva kutumbakam*, drawn from the ancient Sanskrit text of the Maha Upanishad, which literally means, “One world one family”, and to which we can add, one future. It mainly affirms the intrinsic value of life, for all living beings — human, animal, plant, and microorganisms — and their interconnectedness on planet Earth and in the universe.

**Peace (Shanti)**: The scope of peace includes peace at both the individual and world levels. For world peace, its prevalence first at the levels of individuals, societies, and then nations, is imperative. Marcus Aurelius, the renowned 2nd century Roman emperor, had stated that the one who lives in harmony with himself lives in harmony with the universe. Mahatma Gandhi remarked, “Always aim at complete harmony of thought, word, and deed. Always aim at purifying your thoughts and everything will be well” (Gandhi, 1971).

**Truth (Satya)**: Truth is eternal and unchanging, as it deals with the ultimate and unchanging reality. In the *Taittiriya* Upanishad, the teacher, tells his disciple, *satyam vada* (speak the truth). In the convocation message and through his teachings, the guru further conveys, abide by your dharma and never idle in your studies. This teaching is marked by veracity, honesty, sincerity, purity, accuracy, fairness, fearlessness and integrity. It may have many facets as subjective or relative truth that is why people cling to “my truth” and “your truth”, leading to conflict at times. However, when searching for a lasting truth that withstands relativity, the values of common sense, intuition, justice, quest for knowledge, the spirit of enquiry, and synthesis are nurtured and enhanced. In professional life, the simplest manifestation of truth is in sincerity, which can be seen in the commitment to work.

**Non-violence (Ahimsa)**: Non-killing or non-violence is possible only with conscious restraint from harming anyone or anything, living or non-living, with thought, word, and deed. Human beings need to be sensitive to the fact that there is life in all forms of existence and all entities are



interconnected in that universal oneness. Non-violence demands abstinence from hatred and nurturing love and compassion for all.

**Righteousness (Dharma):** Righteousness is the backbone of human existence and values. It means maintaining propriety and decorum at every stage of life. In simple language, it is marked by “right conduct”. It encompasses ethical guidelines and behaviour and emphasizes moral righteousness. Its essence is covered in the saying: Do good, see good, and be good. Indian culture revolves around the concept of Dharma, which is, *Dhaarayate yasya sa dharma* (what is worth doing or upholding) within which action is guided by the propriety of time (*kaal*), place (*desha*) and position or status (*kula*), or as the play of cosmic nature, within time, space, and causality, is called, *desha-kala-nimmita*.

**Renunciation (Tyaga):** Renunciation has the preconditions of caring for and loving all living beings, with total selflessness. It begins when selfishness ends. Renunciation is not an escape from the problems of life. In fact, renunciation without action means a parasitic life. Service is born when selfless action begins. Renunciation in its simplest form is seen in austerity, sense control, and selflessness.

**Service (Seva):** When love and compassion for others and the willingness to sacrifice for others out of love take the form of action, it becomes service. This is possible only when one loves others as oneself, not as others. The value of service demands equanimity without any conditions or discrimination, be it on the basis of caste, creed, race, region, or religion. While referring to the *Taittiriya* Upanishad, Sri Aurobindo describes the Five Sheaths (*koshas*) of Consciousness in the human being:

- § *Annamaya* kosha: the material sheath, the physical body (the body comprising ‘food’);
- § *Pranamaya* kosha: the level of ‘breath’ or ‘vital force’;
- § *Manomaya* kosha: the level of the ‘mind’ or ‘mental energy’;
- § *Vijnanamaya* kosha: the inner sheath of “knowledge”; and finally,
- § *Anandamaya* kosha: the sheath of bliss, representing Sat-Chit-Ananda (absolute existence knowledge, bliss).

Human values are mankind's deepest moral aspirations and the foundation of human culture as epitomized in individuals and societies. All individuals need to inculcate and consciously practice them to be good human beings, so that they can realize their potential. Values are learnt first by listening and observation, then reflection, and finally with practice (shravanam, mannanam, niddhidhyasanam). Therefore, the administrators and teachers in higher education must be constantly aware that they are being watched and observed by their peers and other learners in general, who inculcate values that they observe or hear about. The ambience in and around HEIs should be conducive to value education and to bringing professional ethics with qualitative change in life and work, at home and at the workplace. The aim of higher education is to acquire knowledge, and knowledge helps to know more about life. The aim of life is happiness, although, for some, success remains the primary aim. Success does not necessarily ensure happiness or greatness. Happiness and greatness are attained only when all endeavours, based on values and professional ethics, lead to success. Human values and professional ethics, therefore, are indispensable steps in the odyssey of transformational learning and a life of happiness and greatness. In this interdependent world, it is important to bridge the gap between 'mine' and 'thine' because mine is thine and thine is mine.

As India celebrated 75 years of her independence, in his Independence Day address in 2022, the Prime Minister of India, Shri Narendra Modi urged that India must focus on the Panch Pran (five vows) of Amrit Kaal (the auspicious time, referring to the period of the next 25 years) i) The goal of a developed India, ii) to remove any trace of colonial mindset, iii) take pride in our roots, iv) unity and v) sense of duty among citizens by 2047, when the country will celebrate 100 years of independence. Another citizen-centric concept promoted and launched by the Hon'ble Prime Minister is "Mission LiFE". i.e Lifestyle for Environment global movement to safeguard our environment from the impact of climate change.

2.2 Professional Ethics Human values and professional ethics are intertwined. Values are connected with personal conviction and the core beliefs or desires that guide or motivate attitudes and actions. Ethics are the standards of conduct that indicate how one should behave, based on the moral duties and virtues that arise from principles about right and wrong. Professional ethics is concerned with the concepts and frameworks of moral right or wrong as applied to a professional

organization, its execution policies, and human behaviour. Education in its truest sense is not a professional enterprise, however, for practical purposes we treat it here as a profession so that an institutional framework of ethics in higher education may be propounded.

Human values, professional ethics, and legal framework are the three main constituents that give direction to the appropriate human behaviour and decision-making guidelines in an organization. If the legal framework alone could direct human behaviour and the decision-making process, there would be no need for values and ethics to exist in an organizational reference. Being legal is a minimum requirement; however, it is not sufficient. Law is the base and plinth of organizational activities but we need to build a structure over it. Not being illegal for fear of punishment is the coarse level of human existence. It is always preferable to follow the law in spirit and not merely in words. Beyond the world of legality, there is the open sky of ethics and values where human operations are directed to make the world more prosperous, full of equity and justice, and charged with either an aesthetic sense or happiness.

Professional ethics differentiates between the desirable and undesirable acts in a profession. Numerous organizations have guidelines for corporate governance and a specific ethics code. Some organizations even have ethics officers. Ethics training has spread across organizations globally. Ethics includes among its goals: stimulating moral obligation, developing problem-solving skills, and tolerating or reducing ambiguity. Ethics perhaps cannot be taught (unless the receiver is established in Shravana Yoga, the Vedic yoga of listening) but can be learned by example. Krishna says in the Bhagavad Gita:

yat yat aacharati shreshthah, tat tat iva itaro janah, sa yat pramaanam kurute, lokah tat anuvartate

For whatever a worthy person does, that very thing other persons emulate; whatever standard he or she sets up, in general, other persons follow the same.

This means that the seniors have much more responsible roles; no one is listening to what they are saying but everyone is watching what they are doing; words have less power of communication than action; and Gyanam bhaar kriya vina (knowledge of values and ethics is only a dead burden

if it is not implemented in practice). So, ethics can be learned or demonstrated through example. Leaders establish ethical examples by what they say and do. Apart from that, ethics training is also a possibility and yields desirable results.

Values get established in early childhood but value awareness, ethical awareness and reasoning skills in favour of value-based and ethical decisions can be improved throughout life. Human values and professional ethics in a combined way influence the right conduct, behaviours, and decisions. An ethical decision depends upon how one feels about oneself, stages of moral development and the organizational environment. Blanchard and Peale (1988) suggest that ethical behaviour is related to self-esteem. People, who feel good about themselves, have what it takes to withstand outside pressure and to do what is right rather than do what is merely expedient, popular, or lucrative.

For ethical practices, however, individual(s) cannot be held solely responsible. Apart from moral development and self-esteem, the organizational environment is an important factor contributing to ethical stands, practices, or decisions. That is the reason why it is essential to create an ethical environment in an organization. If the organizational environment promotes ethical practices, individuals take more ethically guided decisions and vice-versa. Research indicates that more vaguely-stated statements contribute less towards ethical practices in organizations and clearly-stated, concretized statements contribute much more.

In the discussion on ethics, it is relevant to look at the nature of unethical practices. In one survey in the context of Indian organizations, some unethical behaviours as viewed by HR managers are:

- § Hiring, training, or promoting based on favouritism;
- § Allowing differences in pay due to friendship;
- § Sexual harassment; • Gender discrimination in promotion;
- § Inconsistent view on discipline;
- § Lack of confidentiality;
- § Gender differentiation in compensation;
- § Non-performance factors overlooked in appraisals;
- § Arrangements with vendors for personal gain; and
- § Gender discrimination during recruitment and hiring.

Some guidelines based on surveys in Indian organizations suggest:

- § The administration must be transparent.
- § A decision must be taken in public interest.
- § Administrators should leave behind their caste, community, and language in their homes.
- § Corruption must be punished.
- § Discriminatory privileges should not be given to officials.
- § Persons at all levels must be encouraged to think and to give their advice freely.
- § The entire administration must be geared to tackle the menace of poverty either by itself or through other organizations.

Various studies in the Indian context suggest that organizations can encourage moral behaviour by:

- § Communicating expectations that employees will behave ethically and defining what that means.
- § Hiring judiciously at the top echelon, people who set good examples.
- § Rewarding ethical behaviour and punishing unethical behaviour.
- § Teaching employees the basic tools of ethical decision making.
- § Encouraging discussion of ethical issues.

### **2.3 Constitutional Values and Global Citizenship:**

The Constitution is the basic document for governing the country, which lays emphasis on the Fundamental Duties, Rights, and Values, reminding the Indian people of their basic responsibilities as citizens of India. More than words, the Constitution is to be imbibed in spirit. Citizens also need to be sensitized to the use and misuse of fundamental rights. Primarily, human rights must be available to all citizens of India.

In the role of a citizen of our country, our values need to be intertwined with the universal vision. As the world has become a global village, the economy, ecology, and peace of all countries have become interdependent on one another. This is an appropriate time to be sensitive to cross-cultural issues and listen to and address everyone's concerns.

### **VALUES AND ETHICS FOR STAKEHOLDERS**

The success of an institution's mission and vision is driven by the value-based ethical behaviour of its committed faculty members, officers, staff, and students. Therefore, an institute should thrive on imbibing core values and ethical behaviour into the daily interactions of stakeholder

groups. These stakeholders of an institution, be they faculty, students, administrators or others, should be guided by the following core values:

**Values and Ethics for Stakeholders:**

1. Integrity: adhere to conduct duties in a righteous manner and in accordance with the principles of honesty, trust, transparency, and fairness.
2. Trusteeship: operate in an efficient, ethical, and true manner while ensuring group participation and a system of checks and balances within an institution.
3. Harmony: balance diversity and differences through a culture of tolerance, discussion, and forgiveness among stakeholders.
4. Accountability: enable the environment of openness and trust to accommodate mistakes and encourage individuals to take responsibility for their actions.
5. Inclusiveness: adopt standards, policies and procedures to promote and ensure equal opportunity, without discrimination against any individual or group, for education, employment, promotion, and other activities in an institution.
6. Commitment: be dedicated to the vision and mission of the institution while acquiring knowledge, skills, and attitudes to achieve excellence in due time and within regulatory boundaries.
7. Respectfulness: create an environment of mutual respect, trust, and quality interaction as well as fair participation by the functionaries and beneficiaries of the institution.
8. Belongingness: foster a shared vision of the institute to make everyone feel secure, supported, accepted, and included.
9. Sustainability: ensure optimal resource utilization — economic, environmental and social — to achieve a long-lasting and safe future.
10. Constitutional Values: commitment to the spirit of the constitution.
11. Global Citizenship: be a responsible global citizen.

**3.2 College Level Academic Administration:**

The academic administration would include a Principal, Coordinator, IQAC, Vice Principal, Heads of Teaching Departments, Head Assistant, College Office, Finance Officer, and Academic Statutory Bodies, among others.

**The Academic Administration would:**

1. Be responsible, as the principal academic and administrative officer of the HEI, to see that the provisions of Acts/Statutes/Ordinances and Regulations of the HEI are observed and the business of the university is carried out in strict adherence thereto.
2. Comply with the laws, rules, and regulations of the government as applicable to the HEI.
3. Provide inspirational and motivational value-based academic and executive leadership to the HEI through policy formation, operational management, optimization of human resources, concern for the environment, and sustainability.
4. Conduct with accountability, transparency, fairness, honesty, highest degree of ethics, and decision-making all that is in the best interest of the HEI.
5. Act as an agent of social change for national development and, therefore, strive for creating an environment conducive to teaching, learning, research, and for the development of the potential of the HEI to the maximum extent.
6. Follow the objectives and policies of HEIs and contribute constructively to their ongoing evaluation and reformulation.
7. Maintain the confidentiality of records and other sensitive matters.
8. Promote a work culture and ethics that brings about quality, professionalism, satisfaction, and service to the nation and society.
9. Refrain from any misappropriation of financial and other resources.
10. Refuse to accept any gift, favour, service, or other items from any person, group, private business, or public agency, which may affect the impartial performance of duties.
11. Ensure the practice of constitutional values and the spirit of global citizenship in all HEIs.

**3.3 Governing Body:** The function of the governing body is to ensure that the organization fulfils its overall purpose, achieves its intended outcomes and operates in an efficient, effective, and ethical manner.

The members of the Governing Body would

1. Work in the best interest of the HEI.
2. Co-operate with fellow members in fulfilling responsibilities.
3. Act honestly and in good faith at all times in achieving the institute's intended outcomes.
4. Maintain confidentiality of information.

### **3.4 Administrative/Support Staff**

The administrative/support staff would:

1. Implement official decisions and policies faithfully and impartially, seeking to attain the highest possible standards of performance.
2. Encourage the staff to maximize efficiency.
3. Create conditions that inspire teamwork.
4. Act timely to re-address genuine grievances.
5. Maintain the confidentiality of records and other sensitive matters.
6. Cooperate and liaise with colleagues, as appropriate, to ensure that students receive a coherent and comprehensive educational service.
7. Care for the institute's property.
8. Facilitate a congenial environment.
9. Refrain from any form of discrimination.
10. Not accept bribes or indulge in any corrupt practices.
11. Make every effort to complete the assigned work in a time-bound manner.

### **3.5 Staff Union**

The staff union would:

1. Support the administration for developmental activities.
2. Raise the issues in a dignified manner.

### **3.6 Teachers**

Teaching is a very noble profession. A teacher has a very crucial role in shaping the character, personality, and career of the students.

The Teachers would:

1. Act as role models with examples worth emulating by the students such as good conduct, and a good standard of dress, speech, and behaviour.
2. Act as facilitator, guide, and mentor of students.
3. Create a conducive environment for the teaching–learning process and strive for innovative practices and increasing knowledge.
4. Refrain from harassment of students in any form
5. Refrain from any type of discrimination and appreciate and respect diversity among students.
6. Inculcate human values, appreciation of cultural heritage, have a scientific outlook, and concern for the environment among students and others.



7. Encourage students to actively participate in schemes and /or activities of national priorities.
8. Actively work for national integration and communal harmony.
9. Be sensitive to societal needs and development.
10. Abide by Acts, Statutes, Ordinances, rules, policies, and procedures of the university and respect its ideals, vision, mission, cultural practices, and traditions.
11. Practice utmost integrity in the assimilation, dissemination, evaluation, creation, and implementation of knowledge.

### **3.7 External Experts/Invitees as Member of Various Committees**

The external experts/invitees would:

1. Support decisions with no axe to grind.
2. Help to take the correct decision through their expertise and impartial views.
3. Enable an institution to attain the highest quality and standards.

### **3.8 Students**

Students would make the best use of the golden part of their lives in HEIs by devoting their energy for learning and developing a wholesome personality.

Students would:

1. Abide by Acts, Statutes, Ordinances, rules, policies, and procedures of the university and respect its ideals, vision, mission, cultural practices, and traditions.
2. Stay in an academic institution with a joyful learning experience.
3. Remain punctual, disciplined, and regular in attending classes.
4. Be modest in overall appearance and behaviour.
5. Behave with dignity and courtesy with teachers, staff, and fellow students.
6. Act as role models for the junior students by sustaining the highest level of values and morality.
7. Maintain harmony among students belonging to different socio-economic status, community, caste, religion, or region.
8. Contribute to the cleanliness of the campus and surroundings.
9. Respect and care for the institutions' properties.
10. Observe proper behaviour while on outdoor activities, such as educational tours, visits, or excursions.
11. Honestly provide only truthful information on all documents.
12. Maintain the highest standards of academic integrity while presenting academic work.

13. Help teachers in maintaining a learning environment conducive to all students.
14. Strive to keep campus ragging-free.
15. Be sensitive to gender issues.
16. Be sensitive to societal needs and worldviews on interdependent factors such as environment, ecology, peace, and sustainability.
17. Maintain good health and refrain from any kind of intoxicants.

### **3.9 Student Union**

The student union would:

1. Support the administration for the right and timely decision.
2. Raise legitimate issues in a dignified manner

All concerned with the college and education in general are also urged to go through the UGC's "MULYAPRAVAH 2.0 Inculcation of Human Values and Professional Ethics in Higher Education Institutions" for a comprehensive understanding about the objectives and desired outcomes from these sets of Values and Professional Ethics in the HEIs.

## **The University Grants Commission (Redressal of Grievances of Students) Regulations, 2023**

All stakeholders of the college and of education in general, are requested to go through the text and provision of the University Grants Commission (Redressal of Grievances of Students) Regulations, 2023 for lodging of various complaints/grievances to the Students' Grievance Redressal Committee of the College constituted as per the mandate of this Regulation.

The Committee for the College has been formed and notified as per the terms and conditions of this Regulation which may also kindly be seen from our College Website. The entire text of the Regulation, published in the Gazette of India, both in English and Hindi, is available in our College website and in the website of the UGC.

**Dr. Jayanta Gogoi, Principal, JDSG College, Bokakhat**

**UNIVERSITY GRANTS COMMISSION NOTIFICATION  
New Delhi, the 11th April, 2023**

## **University Grants Commission (Redressal of Grievances of Students) Regulations, 2023**

**F.1-13/2022 (CPP-II).**— In exercise of the powers conferred under clause (g) of sub-section (1) of Section 26 of the University Grants Commission Act, 1956 (3 of 1956), and in supersession of the University Grants Commission (Redress of Grievances of Students) Regulations, 2019, the University Grants Commission hereby makes the following regulations, namely -

### **1. SHORT TITLE, APPLICATION, AND COMMENCEMENT:**

- (a) These regulations shall be called as the University Grants Commission (Redressal of Grievances of Students) Regulations, 2023.
- (b) They shall apply to all higher education institutions, whether established or incorporated by or under a Central Act or a State Act, and every institution recognized by the University Grants Commission under clause (f) of Section 2 of the University Grants Commission Act, 1956 and to all institutions deemed to be a University declared as such under Section 3 therein and to all higher education institutions affiliated to a University.
- (c) They shall come into force from the date of their publication in the Official Gazette.

### **2. OBJECTIVE**

To provide opportunities for redressal of certain grievances of students already enrolled in any institution, as well as those seeking admission to such institutions, and a mechanism thereto.

### **3. DEFINITION:**

- (1) In these regulations, unless the context otherwise requires-
  - (a) “Act” means the University Grants Commission Act, 1956 (3 of 1956);
  - (b) “aggrieved student” means a student, who has any complaint in the matters relating to or connected with the grievances defined under these regulations.
  - (c) “college” means any institution, so defined in clause (b) of sub-section (1) of section 12A of the Act.
  - (d) “Commission” means the University Grants Commission established under section 4 of the UGC Act, 1956.
  - (e) “declared admission policy” means such policy, including the process there under, for admission to a course or program of study as may be offered by the institution by publication in the prospectus of the institution.
  - (f) “grievance” means, and includes, complaint(s) made by an aggrieved student in respect of the following, namely:
    - i. admission contrary to merit determined in accordance with the declared admission policy of the institution;

- ii. irregularity in the process under the declared admission policy of the institution;
- iii. refusal to admit in accordance with the declared admission policy of the institution;
- iv. non-publication of a prospectus by the institution, in accordance with the provisions of these regulations;
- v. publication by the institution of any information in the prospectus, which is false or misleading, and not based on facts;
- vi. withholding of, or refusal to return, any document in the form of certificates of degree, diploma or any other award or other document deposited by a student for the purpose of seeking admission in such institution, with a view to induce or compel such student to pay any fee or fees in respect of any course or program of study which such student does not intend to pursue;
- vii. demand of money in excess of that specified to be charged in the declared admission policy of the institution;
- viii. violation, by the institution, of any law for the time being in force in regard to reservation of seats in admission to different category of students;
- ix. non-payment or delay in payment of scholarships or financial aid admissible to any student under the declared admission policy of such institution, or under the conditions, if any, prescribed by the Commission;
- x. delay by the institution in the conduct of examinations, or declaration of results, beyond the schedule specified in the academic calendar of the institution, or in such calendar prescribed by the Commission;
- xi. failure by the institution to provide student amenities as set out in the prospectus, or is required to be extended by the institution under any provisions of law for the time being in force;
- xii. non-transparent or unfair practices adopted by the institution for the evaluation of students;
- xiii. delay in, or denial of, the refund of fees due to a student who withdraws admission within the time mentioned in the prospectus, subject to guidelines, if any, issued by the Commission, from time to time;
- xiv. complaints of alleged discrimination of students from the Scheduled Castes, the Scheduled Tribes, Other Backward Classes, Women, Minorities or persons with disabilities categories;
- xv. denial of quality education as promised at the time of admission or required to be provided;
- xvi. harassment or victimization of a student, other than cases of harassment, which are to be proceeded against under the penal provisions of any law for the time being in force;
- xvii. any action initiated/taken contrary to the statutes, ordinances, rules, regulations, or guidelines of the institution; and

xviii. any action initiated/taken contrary to the regulations and/or guidelines made/issued by the Commission and/or the regulatory body concerned.

(g) “Institution” means a university as defined in sub-section (f) of Section 2 of the UGC Act, an institution declared as institution deemed to be university under Section 3 of the Act, and a college as defined under section 12A (1) (b) of the University Grants Commission Act, 1956.

(h) “Ombudsperson” means the Ombudsperson appointed under these regulations;

(i) “Prospectus” means and includes any publication, whether in print or otherwise, issued for providing fair and transparent information, relating to an institution, to the general public (including to those seeking admission in such institution) by such institution or any authority or person authorized by such institution to do so;

(j) “Student” means a person enrolled, or seeking admission to be enrolled, in any institution, to which these regulations apply, through any mode i.e., Formal / Open and Distance Learning (ODL) / Online;

(k) “Students’ Grievance Redressal Committee (SGRC)” means a committee constituted under these regulations, at the level of an institution; and

(l) “University” means a University so defined in clause (f) of section 2 of the Act or, where the context may be, an institution deemed to be University declared as such under Section 3 thereof.

(2) Words and expressions used and not defined in these regulations but defined in the University Grants Commission Act, 1956 shall have the same meanings as respectively assigned to them in the Act.

#### **4. MANDATORY PUBLICATION OF PROSPECTUS, ITS CONTENTS, AND PRICING:**

(1) Every institution, shall publish and/or upload on its website, before expiry of at least sixty days prior to the date of the commencement of the admission to any of its courses or programs of study, a prospectus containing the following for the information of persons intending to seek admission to such institution and the general public, namely:

(a) the list of programs of study and courses offered along with the broad outlines of the syllabus specified by the appropriate statutory authority or by the institution, as the case may be, for every course or program of study, including teaching hours, practical sessions and other assignments;

(b) the number of seats approved by the appropriate statutory authority in respect of each course or program of study for the academic year for which admission is proposed to be made;

(c) the conditions of educational qualifications and eligibility including the minimum and maximum age limit of persons for admission as a student in a particular course or program of study, specified by the institution;

- (d) the process of selection of eligible candidates applying for such admission, including all relevant information in regard to the details of test or examination for selecting such candidates for admission to each course or program of study and the amount of fee prescribed for the admission test;
- (e) each component of the fee, deposits and other charges payable by the students admitted to such institution for pursuing a course or program of study, and the other terms and conditions of such payment;
- (f) rules/regulations for imposition and collection of any fines in specified heads or categories, minimum and maximum fines may be imposed;
- (g) the percentage of tuition fee and other charges refundable to a student admitted in such institution in case such student withdraws from such institution before or after completion of course or program of study and the time within and the manner in which such refund shall be made to that student;
- (h) details of the teaching faculty, including their educational qualifications, along with their type of appointment (Regular/visiting/guest) and teaching experience of every member thereof;
- (i) information with regard to physical and academic infrastructure and other facilities including hostel accommodation and its fee, library, hospital, or industry wherein the practical training is to be imparted to the students and in particular the amenities accessible by students on being admitted to the institution;
- (j) all relevant instructions in regard to maintaining the discipline by students within or outside the campus of the institution, and, in particular such discipline relating to the prohibition of ragging of any student or students and the consequences thereof and for violating the provisions of any regulation in this behalf made by the relevant statutory regulatory authority; and
- (k) Any other information as may be specified by the Commission.

Provided that an institution shall publish/upload information referred to in clauses (a) to (k) of this regulation, on its website, and the attention of prospective students and the general public shall be drawn to such publication being on the website through advertisements displayed prominently in different newspapers and through other media.

(2) Every institution shall fix the price of each printed copy of the prospectus, being not more than the reasonable cost of its publication and distribution and no profit be made out of the publication, distribution, or sale of prospectus.

#### **5. STUDENT GRIEVANCE REDRESSAL COMMITTEES (SGRC):**

- (i) A complaint from an aggrieved student relating to the institution shall be addressed to the Chairperson, Students' Grievance Redressal Committee (SGRC).

(ii) Every Institution shall constitute such number of Students' Grievance Redressal Committees (SGRC), as may be required to consider grievances of the students, with the following composition, namely:

- a) A Professor - Chairperson
  - b) Four Professors/Senior Faculty Members of the Institution as Members.
  - c) A representative from among students to be nominated on academic merit/excellence in sports/performance in co-curricular activities-Special Invitee.
- (iii) Atleast one member or the Chairperson shall be a woman and atleast one member or the Chairperson shall be from SC/ST/OBC category.
- (iv) The term of the chairperson and members shall be for a period of two years.
- (v) The term of the special invitee shall be one year.
- (vi) The quorum for the meeting including the Chairperson, but excluding the special invitee, shall be three.
- (vii) In considering the grievances before it, the SGRC shall follow principles of natural justice.
- (viii) The SGRC shall send its report with recommendations, if any, to the competent authority of the institution concerned and a copy thereof to the aggrieved student, preferably within a period of 15 working days from the date of receipt of the complaint.
- (ix) Any student aggrieved by the decision of the Students' Grievance Redressal Committee may prefer an appeal to the Ombudsperson, within a period of fifteen days from the date of receipt of such decision.

#### **6. APPOINTMENT, TENURE, REMOVAL AND CONDITIONS OF SERVICES OF OMBUDSPERSON:**

- (i) Each University shall appoint Ombudsperson for redressal of grievances of students of the university and colleges/institutions affiliated with the university under these regulations.
- (ii) There shall be one or more part-time functionaries designated as Ombudspersons to hear, and decide on, appeals preferred against the decisions of the SGRCs.
- (iii) The Ombudsperson shall be a retired Vice-Chancellor or a retired Professor (who has worked as Dean/HOD) and has 10 years' experience as a Professor at State/Central Universities/ Institutions of National Importance/Deemed to be Universities or a former District Judge.
- (iv) The Ombudsperson shall not, at the time of appointment, during one year before appointment, or in the course of his/her tenure as Ombudsperson, be in conflict of interest with the Institution where his/her personal relationship, professional affiliations or financial interest may compromise or reasonably appear to compromise, the independence of judgment towards the Institution.

- (v) The Ombudsperson shall be appointed for a period of three years or until he/she attains the age of 70 years, whichever is earlier, from the date of assuming office, and shall be eligible for reappointment for another one term.
- (vi) For conducting the hearings, the Ombudsperson shall be paid a sitting fee, per diem, in accordance with the norms fixed by the respective university and shall, in addition, be eligible for reimbursement of the expenditure incurred on conveyance.
- (vii) The University may remove the Ombudsperson from office, on charges of proven misconduct or misbehaviour.
- (viii) No order of removal of Ombudsperson shall be made except after an inquiry made in this regard by a person, not below the rank of a retired judge of the High Court in which a reasonable opportunity of being heard is given to the Ombudsperson.

#### **7. FUNCTIONS OF OMBUDSPERSON:**

- (i) The Ombudsperson shall hear appeals from an aggrieved student, only after the student has availed all other remedies provided under these regulations.
- (ii) While issues of malpractices in the conduct of examination or in the process of evaluation may be referred to the Ombudsperson, no appeal or application for revaluation or re-totalling of answer sheets from an examination, shall be entertained by the Ombudsperson unless specific irregularity materially affecting the outcome or specific instance of discrimination is indicated.
- (iii) The Ombudsperson may avail assistance of any person, as amicus curiae, for hearing complaints of alleged discrimination.
- (iv) The Ombudsperson shall make all efforts to resolve the grievances within a period of 30 days of receiving the appeal from the aggrieved student(s).

#### **8. PROCEDURE FOR REDRESSAL OF GRIEVANCES BY OMBUDSPERSONS AND STUDENT GRIEVANCE REDRESSAL COMMITTEES:**

- (i) Each institution shall, within a period of three months from the date of issue of this notification, have an online portal where any aggrieved student may submit an application seeking redressal of grievance.
- (ii) On receipt of an online complaint, the institution shall refer the complaint to the appropriate Students' Grievance Redressal Committee, along with its comments within 15 days of receipt of complaint on the online portal.



- (iii) The Students' Grievance Redressal Committee, as the case may be, shall fix a date for hearing the complaint which shall be communicated to the institution and the aggrieved student.
- (iv) An aggrieved student may appear either in person or authorize a representative to present the case.
- (v) Grievances not resolved by the Students' Grievance Redressal Committee within the time period provided in these regulations may be referred to the Ombudsperson by the university.
- (vi) Institutions shall extend co-operation to the Ombudsperson or the Student Grievance Redressal Committee(s), in early redressal of grievances.
- (vii) The Ombudsperson shall, after giving reasonable opportunities of being heard to the parties concerned, on the conclusion of proceedings, pass such order, with reasons thereof, as may be deemed fit to redress the grievance and provide such relief as may be appropriate to the aggrieved student
- (viii) The institution, as well as the aggrieved student, shall be provided with copies of the order under the signature of the Ombudsperson.
- (ix) The institution shall comply with the recommendations of the Ombudsperson.
- (x) The Ombudsperson may recommend appropriate action against the complainant, where a complaint is found to be false or frivolous.

## **9. INFORMATION REGARDING OMBUDSPERSONS AND STUDENT GRIEVANCE REDRESSAL COMMITTEES:**

An institution shall furnish, prominently, on its website and in its prospectus, all relevant information in respect of the Students' Grievance Redressal Committee(s) coming in its purview, and the Ombudsperson for the purpose of appeals.

## **10. CONSEQUENCES OF NON-COMPLIANCE:**

The Commission shall in respect of any institution, which wilfully contravenes these regulations or repeatedly fails to comply with the recommendation of the Ombudsperson or the Students' Grievance Redressal Committee, as the case may be, proceed to take one or more of the following actions till the institution complies with these Regulations to the satisfaction of the Commission, namely:

- (a) withdrawal of declaration of fitness to receive grants under section 12B of the Act;
- (b) withholding any grant allocated to the Institution;

- (a) declaring the institution ineligible for consideration for any assistance under any of the general or special assistance programs of the Commission;
- (b) declaring the institution ineligible to offer courses through Online/ODL mode for a specified period;
- (c) withdrawing / withholding / suspending the approval for offering courses through Online/ODL mode;
- (d) informing the general public, including potential candidates for admission, through a notice displayed prominently in suitable media and posted on the website of the Commission, declaring that the institution does not possess the minimum standards for redressal of grievances;
- (e) recommend to the affiliating University for withdrawal of affiliation, in case of a college;
- (f) take such action as it may deem necessary, appropriate and fit, in case of an institution deemed to be University;
- (g) recommend to the Central Government, if required, for withdrawal of declaration as institution deemed to be a University, in case of an institution deemed to be University;
- (h) recommend to the State Government to take necessary and appropriate action, in case of a University established or incorporated under a State Act;
- (i) such other action as may be deemed necessary and appropriate against an institution for non-compliance.

Provided that no action shall be taken by the Commission under this regulation, unless the institution has been provided an opportunity of being heard to explain its position.

11. Nothing mentioned herein above in these regulations shall affect the continuance in office, during the currency of the term, of an incumbent Ombudsperson appointed under the provisions of the UGC (Redress of Grievances of Students) Regulations, 2019; where after, the appointment of Ombudsperson shall be made as per University Grants Commission (Redressal of Grievances of Students) Regulations, 2023.

Prof. MANISH R. JOSHI, Secy.

[ADVT.-III/4/Exty./13/2023-24]

**NOTIFICATION REGARDING COMPOSITION OF THE STUDENT  
GRIEVANCE REDRESSAL COMMITTEES (SGRC), May, 2023  
INTERNAL QUALITY ASSURANCE CELL:: JDSG  
COLLEGE::BOKAKHAT::GOLAGHAT  
NOTIFICATION REGARDING COMPOSITION OF THE STUDENT  
GRIEVANCE REDRESSAL COMMITTEES (SGRC)  
DATED 11 TH MAY, 2023**

Pursuant to the University Grants Commission Notification, New Delhi, the 11 th April, 2023 regarding the University Grants Commission (Redressal of Grievances of Students) Regulations, 2023, and pursuant to the Official Letter No. D. O. No. F1-1312022 (CPP-II) 12th April, 2023, a STUDENT GRIEVANCE REDRESSAL COMMITTEE (SGRC) in the College is being formed as per the mandate of the Regulation as follows:

1. Chairperson: Dr. Jayanta Das
2. Members: Mrs. Dipali Rajkumari, Mrs. Ruli Khanikar, Sri Atul Bezbaruah, Dr. Arun Kumar Bora
3. Special Invitee: Sri Ranjit Kalita

The tenure of the SGRC is 02 (two) years from the date of this notification, except the Special Invitee who will function for a year. It shall function as per the provision of Clause 5 of the Regulation besides other terms and conditions contained therein.

The Chairperson and the other members including the Special Invitee is requested to keep a copy of the Regulation handy which is also available in our College Website besides that of the UGC Website.

They are also requested to keep a copy of the College Prospectus handy in case there is a complaint/grievance related to its stated policies and/or matters related to admission/ancillary issues.

Dr. Jayanta Gogoi  
Principal & Chairperson  
IQAC, JDSG College, Bokakhat

## Maintenance of Discipline

The following activities of the students in the College will be treated as serious offences and disciplinary action will be taken if any one violates the rules of the college. In case of any offence committed by a student, the Disciplinary Committee's decision is final and binding:

- i) Encouraging and involvement in ragging of any type. Ragging is now prohibited by law as well. FIR will be lodged in the Police Station when such incident occurs
- ii) Forcible disruption of Classes.
- iii) Destruction of college properties like desk-benches, chairs, walls, doors and windows, electrical appliances, sports goods etc.
- iv) Misbehaviour towards the members of the College family.
- v) Use of drugs, narcotics and smoking within the campus.
- vi) Tearing of leaves of library books.
- vii) Any kind of activities detrimental to the academic atmosphere of the campus.
- viii) Roaming in the corridors during off period is prohibited.
- ix) Every student must have his/her identity card while in the college.
- x) Spitting inside the class rooms, writing on the desks or on the walls are also strictly prohibited.
- xi) Scooters, Motor cycles and Bicycles are to be parked in allotted places with the proper lock & key. The college authority will not be responsible for loss of these conveyances.
- xii) Students should make it a practice to peep at college notice board. The college authority will not be responsible if any student suffers for not following the orders displayed in the notice board.
- xiii) The male student must not enter the Girls' Common Room without the prior permission of the principal. Similarly, girl students are also not allowed to enter the Boys' Common Room.

## 6. College Uniform

All students must attend the college in prescribed Uniforms

### Uniform for Degree students:

**For Boys –** White formal shirt and formal black trouser. The leg bottom of the trouser must be **40 to 50 cm wide** and not less. Boys must not wear jeans and narrow fitting trousers. **T-shirts and jeans are not allowed.**

**For Girls –** White mekhela chadar with blue border or white churidar/salwar kurta (length

upto knees) with navy blue churni/ dupatta. **Girls must not wear leggings and short kurtas.**

**Uniform for HS Students**

**Boys** - Black Pant and Light purple colour shirt

**Girls** - White Patiala Pant, Light purple colour kurta and churni/dupatta

**(During winter, both boys & girls should wear Navy Blue Sweater/Blazer only. )**

***(Please Note: Students without proper uniform and I-Card will not be allowed to enter into the college campus or to attend the classes.)***

**7. Character Certificate/Pass Certificate:**

Students seeking any character or pass certificate etc. are to note that they have to mandatorily carry with them the admission receipt of the Year/Semester or of all such years/semesters as situation demands.

**Alternative/Optional Courses and Distance Learning Programmes from other Universities Distance Education Programme :**

The College has the following study centres under the Distance Education Programme :

**1. Distance Learning Centre under Dibrugarh University**

From 2018-19, the college proposes to open a Centre of Distance and Open Learning under Dibrugarh University for Arts and Commerce stream. The University has already made preliminary communications and final arrangements will be made soon in this regard. The College also proposes to open PG Courses in various subjects and some other PG Diploma and Certificate Programmes. Students who were unable to pursue these courses in a regular mode are eligible to pursue the same in this College under Dibrugarh University. The details of eligibility conditions will, however, be made available through Prospectus/ Information Brochure as and when the University accords us the final approval which is expected by the end of May, 2018. Interested learners may contact the following faculty members for further queries-

**Sri Prasanta Saikia, Department of Political Science Ph: 7002205600**

**Dr. Jayanta Das, Department of English Ph: 7002328540**

**2. K.K. Handiqui State Open University (KKHSOU) Study Centre:**

The Study Centre was established on 29<sup>th</sup> March, 2008 and the first batch of Degree holders qualified in 2011. The courses are approved and recognized by the Distance Education Council of Govt. of India and by the Govt. of Assam.

**The Study Centre conducts the following courses :**

- i) Bachelor's Preparatory Programme (BPP) – Two year Course
- ii) Bachelor of Arts (BA) - 3 year (6 semester)
- iii) Bachelor of Commerce (B. Com) – 3 year (6 semester) Course
- iv) Bachelor of Business Administration (BBA) – 3 year (6 semester) Course
- v) Bachelor of Computer Application (BCA) – 3 year (6 semester) Course
- vi) Post Graduate Diploma in Tourism and Travel Management (PGDTTM) 1 year Course
- vii) Diploma in Tourism Management (DTM) – 1 year Course
- viii) Diploma in Creative Writing in English (DCWE) – 1 year Course
- ix) Diploma to Journalism and Mass Communication (DJMC) – 1 year Course
- x) Diploma in Library and Information Science (DLIS) – 1 year Course
- xi) Diploma in Assamese Journalism (DAJ) – 1 year Course
- xii) M.A. in English, Assamese, Pol. Science, Education and Sociology-2 years (4 Semester) Course

**(N.B. :** *The students of Degree classes can also pursue the above course simultaneously contact for Details) Dr. Arun Kumar Borah, Associate Professor, Dept. of Assamese & Coordinator of the Study Centre Ph. 7002238641)*

### **3. E-Resource UGC Network Resources Centre**

With the object to impart knowledge on Internet, a Network Resources Center is opened in the College Library at a nominal fees from 2011-12.

**For details contact:**

***Sri Srimanta Madhab Borah***, Librarian cum Coordinator of the Centre.  
Ph 7002402745

**OFFICE OF THE REGISTRAR :: DIBRUGARH UNIVERSITY :: DIBRUGARH**

Ref. No. DU/DR-A/6-1/22/1149

Date: 19.09.2022

**NOTIFICATION**

Under Report to the Under Graduate Board and Academic Council, Dibrugarh University, the Hon'ble Vice Chancellor, Dibrugarh University is pleased to approve the following subjects as Add-on Courses to be offered by JDSG College, Bokakhat w.e.f. the Academic Session 2022-2023.

Sl. No	Title of the Add-on Courses	Duration	Department
1	Certificate Course on Tourism in North-East India	6 Months	History
2	Certificate Course in the Scope and approach of Teaching History	6 Months	History
3	Certificate Course on Entrepreneurship and Business Management	6 Months	Commerce
4	Certificate Course on Montessori Teacher Training	6 Months	Education
5	Certificate Course in Yoga Education	6 Months	NSS
6	Certificate Course on Functional Hindi	6 Months	Hindi
7	Certificate Course in Peace and Conflict	6 Months	Political Science
8	Certificate Course in Value Education	6 Months	Political Science
9	Certificate Course on Tea Plantation and Management	6 Months	Economics
10	Hybrid Napier Grass Cultivation & Marketing	6 Months	Agro-farming Cell
11	Certificate Course in Environmental Management and Ethics	6 Months	Philosophy
12	পৰিৱেশ্য কলা, নাটক	6 Months	Assamese
13	মিচিং ভাষা শিক্ষণ	6 Months	IQAC
14	অসমীয়া ডি.টি.পি আৰু আই পাঠ নিৰীক্ষণ	6 Months	Assamese
15	Certificate Course in E-Content	3 Months	English
16	Certificate Course on Soft Skills and Personality Development	3 Months	English
17	Spoken English	3 Months	English
18	Certificate Course on Basics of Film Making	3 Months	IQAC
19	Dressmaking	3 Months	Women Cell
20	Certificate Course on Tally	3 Months	Commerce

Issued with due approval.

*(Arinjit Hazarika)* 19/09/2022

(Arinjit Hazarika)

Joint Registrar (Academic) i/c  
Dibrugarh University

Copy to:

1. The Hon'ble Vice Chancellor, Dibrugarh University for favour of information.
2. The Deans, Dibrugarh University, for favour of information.

Joint Registrar (Academic)  
Dibrugarh University  
Dibrugarh

*Prospectus*

Session :2023-24

page no.  
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## COLLEGE STAFF

<b>Principal</b>	:	Dr. Jayanta Gogoi, M.Com., LL.B., Ph.D.
<b>Vice Principal</b>	:	Mrs. Dipali Rajkumari, M.A.
<b>Academic In-charge</b>	:	Mrs. Ruli Khanikar, M.A.

### List of teaching staff (ARTS STREAM)

#### Department of English:

- |                           |                                                 |
|---------------------------|-------------------------------------------------|
| 1. Dr. Jayanta Das        | M.A., M. Phil, Ph.D, LL.B., PGJMC, RTIOCC (HoD) |
| 2. Dr. Monalisa Borgohain | M.A., M.Phil, Ph.D, B.Ed.                       |
| 3. Ms. Monsumi Sarmah     | M.A., M.Phil                                    |
| 4. Dr. Pritam Panda       | MA., Ph.D                                       |
| 5. Mr. Akash Jyoti Sarmah | M.A.                                            |

#### Department of Assamese:

- |                          |                     |
|--------------------------|---------------------|
| 1. Dr. Arun Kumar Bora   | M.A., Ph.D (HoD)    |
| 2. Dr. Rubi Borah        | M.A., Ph.D          |
| 3. Mrs. Rachna Padi Pegu | M.A., M.Phil        |
| 4. Dr. Mitali Nath       | M.A., M.Phil., Ph.D |
| 5. Sri Krishna Rongpi    | M.A.                |

#### Department of History:

- |                         |                          |
|-------------------------|--------------------------|
| 1. Dr. Bijoy Sarmah     | M.A., M.Phil. Ph.D (HoD) |
| 2. Sri Chiranjib Dahal  | M.A., M.Ed., M.Phil      |
| 3. Dr. Liky Deka        | M.A.Ph.D.                |
| 4. Mr. Amarjit Hazarika | M.A.                     |
| 5. Akashi Phukan        | M.A., M.Phil             |

#### Department of Political Science:

- |                              |                     |
|------------------------------|---------------------|
| 1. Sri Nagendra Nath Nayak   | M.A.                |
| 2. Sri Prasanta Saikia       | M.A., M. Phil (HoD) |
| 3. Mrs. Santi Saya Boruah    | M.A., M. Phil       |
| 4. Sri Sasanka Dhaval Saikia | M.A.                |

#### Department of Education:

- |                          |                     |
|--------------------------|---------------------|
| 1. Mrs. Ruli Khanikar    | M.A., M. Phil       |
| 2. Mrs. Pranati Talukdar | M.A.(HoD)           |
| 3. Sri Chandra Kanta Das | M.A.                |
| 4. Mrs. Monju Moni Neog  | M.A., B.Ed., M.Phil |

#### Department of Economics:

- |                            |                   |
|----------------------------|-------------------|
| 1. Mrs. Neebha Noni Boruah | M.A.              |
| 2. Dr. Bichitra Hira       | M.A., Ph. D (HoD) |
| 3. Lieutenant Mintu Tokbi  | M.A., M. Phil     |



**Department of Philosophy:**

- |                    |      |
|--------------------|------|
| 1. Sayanika Saikia | M.A. |
| 2. Utpal Gogoi     | M.A. |

**Department of Geography:**

- |                                |             |
|--------------------------------|-------------|
| 1. Sri Debajyoti Dutta Saikia, | M.A., B.Ed. |
|--------------------------------|-------------|

**List of Teaching Staff  
(COMMERCE STREAM)**

- |                             |                               |
|-----------------------------|-------------------------------|
| 1. Sri Atul Bezboruah       | M. Com. (Banking) (HoD)       |
| 2. Mrs. Dipali Rajkumari    | M. Sc. (Statistics)           |
| 3. Sri Motiram Das          | M. Com. (Management), M. Phil |
| 4. Mrs. Hirimpa Saikia      | M.A.(Assamese), M. Phil       |
| 5. Mrs. Papori Borah        | M. Com.(Accountancy), M. Phil |
| 6. Sri Diganta Borah        | M.A. (Hindi)                  |
| 7. Sri Deepjyoti Das        | M. Com, (Accountancy)         |
| 8. Dr. Anjali Devi          | M. Com (Accountancy), Ph.D    |
| 9. Chayanika Gogoi          | M.A. (Economics)              |
| 10. Dr. Bidyut Jyoti Kalita | M. Com. (Management), Ph.D    |
| 11. Kabir Barhoi            | M. Sc. (Mathematics)          |
| 12. Dikshya Saikia          | M. Com. (Management)          |
| 13. Parswa Jyoti Neog       | M.A.(Economics), M. Phil      |

**Library Staff:**

- |                              |                           |
|------------------------------|---------------------------|
| 1. Sri Srimanta Madhab Bora, | M.A., B.Li.Sc (Librarian) |
| 2. Sri Khogen Saikia,        | H.S. (Library Bearer)     |

**Office Staff:**

- |                        |                                                     |
|------------------------|-----------------------------------------------------|
| 1. Mrs. Juri Saikia,   | B.A., B.Li.Sc. (Sr. Assistant)                      |
| 2. Sri Bikash Das      | M.A., PGDCA (Sr. Assistant)                         |
| 3. Sri Paban Hazarika, | B.A., B. Lib.Sc., PGDCA (Office Asstt.) (Part Time) |
| 4. Sri Madhujya Borah  | BA, PGDCA ( Part time Office Assistant)             |
| 5. Sri Ujjal Borah     | BA, PGDCA ( Part time Office Assistant)             |

**Education Dept. Lab. Bearer:**

- |                         |                               |
|-------------------------|-------------------------------|
| Sri Punya Prasad Sarmah | M.A. (Political Science), CHR |
|-------------------------|-------------------------------|

**Grade IV Staff:**

- |                         |                                  |
|-------------------------|----------------------------------|
| 1. Sri Dilip Chetry     | B.A.                             |
| 2. Preetirekha Hazarika | BA, DLIS                         |
| 3. Sri Subhash Gowala   | Mali (Contractual)               |
| 4. Sri Dhiren Pegu      | Security Personnel (Contractual) |
| 5. Sri Rupanta Borah    | Day Chowkider, Contractual       |

**Annexure I :****Fee Structure :**

Sl. No.	<i>Particulars</i>	H.S. I Arts/Com	H.S. II Arts/Com	B.A./ B. Com 1 <sup>st</sup> Sem	B.A./ B. Com 3 <sup>rd</sup> Sem	B.A./ B. Com 5 <sup>th</sup> Sem
1	Admission	400	400	400	400	400
2	Tuition Fees	600	600	840	840	840
3	Establishment	700	700	800	800	800
4	Labortary General	50	50	200	200	200
5	Elctricity	500	500	500	500	500
6	Contigency	300	300	300	300	300
7	Council Fees	170	170	620	620	620
8	ID Card (Smart Card)	50	50	50	50	50
9	Development	500	500	500	500	500
10	Library	200	200	200	200	200
11	Internal Exam	120	120	200	200	200
12	NCC/NSS/Scout	30	30	30	30	30
13	Magazine	150	150	150	150	150
14	Student Union	100	100	100	100	100
15	Festival	100	100	100	100	100
16	Games & Sport	100	100	100	100	100
17	Co-curricular	100	100	100	100	100
18	Cultural/Music	50	50	50	50	50
19	Debating/Literature	50	50	50	50	50
20	Student Welfare	50	50	50	50	50
21	ICT	100	100	100	100	100
22	Youth Festival/Music	100	100	100	100	100
	<b>Total</b>	<b>4520</b>	<b>4520</b>	<b>5540</b>	<b>5540</b>	<b>5540</b>

For Girls of Higher Secondary Class (Arts&amp; Commerce)

	H.S. I	H.S. II
Total Fees Dues	Rs. 4520.00	Rs. 4520.00
(-) Tuition Fee	Rs. 600.00	Rs. 600.00
<b>Total</b>	<b>Rs. 3920.00</b>	<b>Rs. 3920.00</b>

\*\* Please Note: Students offering Logic and Philosophy, Geography and Mathamatics are to pay an additional amount of Rs. 800/- (Rupees Eight Hundred Only)



Annexure: A

**ACADEMIC CALENDAR FOR THE GENERAL DEGREE COLLEGES/ INSTITUTES  
AFFILIATED TO/ PERMITTED BY DIBRUGARH UNIVERSITY  
(FROM JANUARY 2023 TO DECEMBER 2023)  
Notified Vide Memo No.DU/DR-A/APC/22/1481 dated 14.12.2022)**

Date(s)	Events/ Activities
1 <sup>st</sup> – 15 <sup>th</sup> January, 2023	Continuation of Winter Semester Vacation (w.e.f. 26 <sup>th</sup> December, 2022)
17 <sup>th</sup> January, 2023	1. Commencement of the Even Semester Classes 2. Notification of Class Routine (College & Departmental), Course Plans etc. in the Notice Boards
20 <sup>th</sup> - 31 <sup>st</sup> January, 2023	Sports and Cultural Meet (any five days)
9 <sup>th</sup> -22 <sup>nd</sup> February, 2023	Declaration of the results of the Odd Semester B.A./ B.Sc./ B.Com. Programmes
1 <sup>st</sup> – 10 <sup>th</sup> March, 2023	1 <sup>st</sup> Sessional Examination (any four days)
16 <sup>th</sup> – 20 <sup>th</sup> March, 2023	Counseling for the Students and Mid Semester Feedback Assessment (any one day)
22 <sup>nd</sup> March, 2023 (Wednesday)	Last date for notification of 1 <sup>st</sup> Sessional Examination Marks in the Departmental Notice Boards
31 <sup>st</sup> March, 2023 (Friday)	Last date for submission of filled in Examination Forms of End Semester Examinations by the colleges at the University
18 <sup>th</sup> – 25 <sup>th</sup> April, 2023	2 <sup>nd</sup> Sessional Examination (any four days)
29 <sup>th</sup> April, 2023 (Saturday)	Last date for submission of Assignment by the students (if any)
5 <sup>th</sup> May, 2023 (Friday)	1. Completion of the even semester classes 2. Last date for notification of 2 <sup>nd</sup> Sessional Examination Marks in the Departmental Notice Boards
10 <sup>th</sup> May– 15 <sup>th</sup> June, 2023	End Semester Examinations
31 <sup>st</sup> May, 2023 (Wednesday)	Last date for submission of Internal Assessment marks and Practical Examination marks to the University
1 <sup>st</sup> June -31 <sup>st</sup> July, 2023	Admission Notice and Completion of the Admission Process of 1 <sup>st</sup> Semester Classes in the Colleges
16 <sup>th</sup> June- 15 <sup>th</sup> July, 2023	Summer Semester Vacation for the teaching staff of the colleges
16 <sup>th</sup> July, 2023	1. Commencement of the Odd Semester Classes (3 <sup>rd</sup> and 5 <sup>th</sup> Semester) in the Colleges 2. Notification of Class Routine in the Colleges. 3. Notification of Course Plan/ Departmental Class Routine in the Dept. Notice Boards of the Colleges.
10 <sup>th</sup> – 20 <sup>th</sup> July, 2023	Declaration of the Even Semester Examination results
1 <sup>st</sup> August, 2023 (Tuesday)	Commencement of the 1 <sup>st</sup> Semester Classes in the Colleges
16 <sup>th</sup> -23 <sup>th</sup> August, 2023	1 <sup>st</sup> Sessional Examination of the 3 <sup>rd</sup> and 5 <sup>th</sup> Semester Classes (any four days)
23 <sup>rd</sup> – 29 <sup>th</sup> August, 2023	Counseling and Mid Semester Feedback Assessment (any one day)

1 <sup>st</sup> - 15 <sup>th</sup> September, 2023	Students' Union Election in the Degree Colleges (Any one day)
11 <sup>th</sup> September, 2023 (Monday)	Last date for submission of Filled in Registration Forms of the Under Graduate Programmes
1 <sup>st</sup> - 10 <sup>th</sup> September, 2023	1 <sup>st</sup> Sessional Examination of the 1 <sup>st</sup> Semester Classes
26 <sup>th</sup> September, 2023 (Saturday)	1. Last Date for Assignment Submission by the students (if any) 2. Last date for Submission of the filled in Examination Forms by the Colleges at the University
11 <sup>th</sup> -18 <sup>th</sup> October, 2023	2 <sup>nd</sup> Sessional Examination for 3 <sup>rd</sup> and 5 <sup>th</sup> semester Classes (any four days)
25 <sup>th</sup> -31 <sup>st</sup> October, 2023	Inter-College Youth Festival 2023 (any four days)
10 <sup>th</sup> November, 2023 (Friday)	1. Last date for notification of 2 <sup>nd</sup> Sessional Examination Marks in the Departmental Notice Boards 2. Completion of the Odd Semester Classes
16 <sup>th</sup> November– 20 <sup>th</sup> December, 2023	End Semester Examinations
30 <sup>th</sup> November, 2023 (Thursday)	Last date for submission of Internal Assessment and Practical Examination marks
26 <sup>th</sup> December, 2023 (to 16 <sup>th</sup> January, 2024)	Semester End vacation for the teaching staff of the Colleges

  
14/12/22

(Dr. B.C. Borah)  
Joint Registrar (Academic)  
Dibrugarh University



**DIBRUGARH UNIVERSITY:: DIBRUGARH::ASSAM**  
**HOLIDAY LIST: 2023**

**FOR THE ADMINISTRATIVE BRANCHES AND ACADEMIC DEPARTMENTS/CENTRES  
OF STUDIES/DUIET/DODL OF DIBRUGARH UNIVERSITY AND ITS AFFILIATED &  
PERMITTED COLLEGES**

**(Issued vide Memo No. DU/DR-A/APC- Holiday List 23/ 22/1483 dated 14.12.2022)**

Date	National Calendar (S.E.)	অসমীয়া কেলেন্ডাৰ (ভাষ্কৰাব্দ)	Day	Festival	No. of days
14 <sup>th</sup> , 15 <sup>th</sup> & 16 <sup>th</sup> January	24 <sup>th</sup> , 25 <sup>th</sup> and 26 <sup>th</sup> Pausa, 1944	২৯ পুহ, ৩০ পুহ আৰু ১ মাঘ, ১৪২৯	Saturday, Sunday & Monday	Magh Bihu and Tusu Puja	3
26 <sup>th</sup> January	6 <sup>th</sup> Magha	১১ মাঘ, ১৪২৯	Thursday	Republic Day & Saraswati Puja	1
31 <sup>st</sup> January	11 <sup>th</sup> Magha	১৬ মাঘ, ১৪২৯	Tuesday	Me-dam-Me-fe	1
5 <sup>th</sup> February	16 <sup>th</sup> Magha	২১ মাঘ, ১৪২৯	Sunday	Bir Chilarai Divas	1
7 <sup>th</sup> March	16 <sup>th</sup> Phalguna	২২ ফাল্গুন, ১৪২৯	Tuesday	Holi, Doljatra (Fakua)	1
7 <sup>th</sup> April	17 <sup>th</sup> Chaitra, 1945	২৩ চ'ত, ১৪২৯	Friday	Good Friday	1
13 <sup>th</sup> , 14 <sup>th</sup> , 15 <sup>th</sup> & 16 <sup>th</sup> April	23 <sup>rd</sup> , 24 <sup>th</sup> , 25 <sup>th</sup> and 26 <sup>th</sup> Chaitra	২৯ -৩০ চ'ত, ১৪২৯, ১ -২ বহাগ, ১৪৩০	Thursday to Sunday	Rongali Bihu/Bohag Bihu	4
21 <sup>st</sup> April	1 <sup>st</sup> Vaisakha	৭ বহাগ, ১৪৩০	Friday	Sati Sadhani Divas	1
22 <sup>nd</sup> April	2 <sup>nd</sup> Vaisakha	৮ বহাগ, ১৪৩০	Saturday	Id-ul-Fitre	1
1 <sup>st</sup> May	11 <sup>th</sup> Vaisakha	১৭ বহাগ, ১৪৩০	Monday	May Day	1
5 <sup>th</sup> May	15 <sup>th</sup> Vaisakha	২১ বহাগ, ১৪৩০	Friday	Buddha Purnima	1
29 <sup>th</sup> June	8 <sup>th</sup> Ashadha	১৩ আশ্বিন, ১৪৩০	Thursday	Id-Uz-Zuha	1
15 <sup>th</sup> August	24 <sup>th</sup> Sravana	২৯ শ্রাবণ, ১৪৩০	Tuesday	Independence Day	1
18 <sup>th</sup> August	27 <sup>th</sup> Sravan	৩২ শ্রাবণ, ১৪৩০	Friday	Tirobhav Tithi of Srimanta Sankardeva	1
27 <sup>th</sup> August	5 <sup>th</sup> Bhadra	৯ ভাদ, ১৪৩০	Sunday	Karam Puja	1
4 <sup>th</sup> September	13 <sup>th</sup> Bhadra	১৭ ভাদ, ১৪৩০	Monday	Tirobhav Tithi of Sri Sri Madhabdeva	1
6 <sup>th</sup> September	15 <sup>th</sup> Bhadra	১৯ ভাদ, ১৪৩০	Wednesday	Janmastami	1
25 <sup>th</sup> September	3 <sup>rd</sup> Asvina	৭ আহিন, ১৪৩০	Monday	Janmotsava of Srimanta Sankardeva	1
2 <sup>nd</sup> October	10 <sup>th</sup> Asvina	১৪ আহিন, ১৪৩০	Monday	Gandhi Jayanti	1
18 <sup>th</sup> October	26 <sup>th</sup> Asvina	৩০ আহিন, ১৪৩০	Wednesday	Kati Bihu	1
21 <sup>st</sup> - 27 <sup>th</sup> October	29 <sup>th</sup> -30 <sup>th</sup> Asvina, 1 <sup>st</sup> - 5 <sup>th</sup> Kartika	৩ -৯ কাতি, ১৪৩০	Saturday to Friday	Durga Puja Vacation	7
12 <sup>th</sup> November	21 <sup>st</sup> Kartika	২৫ কাতি, ১৪৩০	Sunday	Kali Puja & Dewali	1
24 <sup>th</sup> November	3 <sup>rd</sup> Agrahayana	৭ আষোণ, ১৪৩০	Friday	Lachit Divas	1
27 <sup>th</sup> November	6 <sup>th</sup> Agrahayana	১০ আষোণ, ১৪৩০	Monday	Birth Day of Guru Nanak	1
2 <sup>nd</sup> December	11 <sup>th</sup> Agrahayana	১৫ আষোণ, ১৪৩০	Saturday	Asom Divas (Su-Ka-Pha-Divas)	1
25 <sup>th</sup> December	4 <sup>th</sup> Pausa	৮ পুহ, ১৪৩০	Monday	Christmas Day	1

**Total Number of Holidays: 37 (Thirty-Seven)**

**Half Holidays (at 1 P.M.) on the following days during the year 2023.**

Date	National Calendar (S.E.)	অসমীয়া কেলেন্ডাৰ (ভাষ্কৰাব্দ)	Day	Festival	No. of days
29 <sup>th</sup> July	7 <sup>th</sup> Sravana	১২ শ্রাবণ, ১৪৩০	Saturday	Muharram	1
28 <sup>th</sup> October	6 <sup>th</sup> Kartika	১০ কাতি ১৪৩০	Saturday	Lakshmi Puja	1





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