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Foreword

Duliajan College, a premier institution of higher education in Duliajan was started on the 1st of August 1969. Making a humble beginning with just 100 students, the college has grown in strength and at present it has more than 2360 students in Arts, Science and Commerce Streams.

With a sprawling and scenic campus of around 15 acres, the college is well-equipped with all the basic facilities — library facility, laboratory facility, computer laboratory where more than hundred students can do practical at a time, video conference room, smart class rooms, hostel (boys' and girls') ,canteen and E-corner, museum, auditorium, playground, indoor stadium, Gym and Gymnastic hall. The college believes in making education more relevant to the real world needs and equipping its students with educational skills required for all round personal and professional achievements. Besides regular courses, the college offers career-oriented courses like Cosmetology, Montessori, Drilling & Fluid Engineering and Post Graduate Diploma in Computer Science and Application (PGDCA). Under Distance Education Program, the college has centers of Dibrugarh University Distance Education, Krishna Kanta Handique State Open University (KKHSOU), D. El. Ed. under NIOS, Indian Institute of Cost and Management Accountant (CMA). The College has a tremendous force of competent faculty who take pains for betterment of the college on all fronts. Maintenance of quality has always been its priority and it was in recognition of that National Assessment and Accreditation Council (NAAC) accredited the college with B+ Grade in 2005 and re-accredited with B Grade/CGPA 2.81 in 2011.

Duliajan, a place of historical importance, is known all over the world as the region of "two leaves and a bud" as well as a reservoir of "liquid gold". It is well connected by road, rail and airways. The railway station is 2.5 K.M away, while the Mohanbari airport is at a distance of 52 km from the college. Surrounded by lush greenery and oil fields, Duliajan is a major tourist attraction of the easternmost region of the country.

Table of Contents

- College Uniform
- Degree Course
- Higher Secondary Course
- General Rules & Information (For Degree & H.S. both Courses)
- Guideline for e-form fill up
- Dibrugarh University Regulations
- Duliajan College Academic Calendar

COLLEGE UNIFORM FOR STUDENTS

It is mandatory for students to come to College in Uniform. Details of College uniform are given below.

1. For Boys' :
 - i. White Shirt
 - ii. Black Pant
 - iii. Black Shoes
 - iv. Black Sweater

2. For Girls' :
 - i. White Mekhela-Chadar with Green Border, White Blouse
 - ii. White Salwar/Suridar Kurta with Green Churni
 - iii. Black Pump shoe
 - iv. Black Sweater

Specification for Girls' uniform (Kurta):

1. Length : 1 inch above the knee.
2. Neck : Square and round Front
3. Neckline : Front - 4 inch low Back
Back - 2 inch low

Not Allowed:

For Boys' : Fancy Pants are strictly prohibited

For Girls' : Leggings are not allowed

For Boys' & Girls' : Blazer, Coat, Jacket, Caps are not allowed

DEGREE COURSE

(SEMESTER SYSTEM)

For the B.A., B.Sc. & B.Com. Program

in the

Semester System

Under

Dibrugarh University

COURSEWISE NUMBER OF SEATS

DEGREE 1st SEMESTER

Stream	Course of Study	Subjects	Number of Seats	Minimum Requirement
ARTS	Major	Assamese	40	45% and above aggregate marks in Class XII from AHSEC/CBSE or Equivalent Examination
		English	40	
		Political Science	40	
		Sociology	40	
		Economics	40	
		Education	40	
	History	40		
	Pass Course	General	300	40% and above aggregate marks in Class XII from m AHSEC/CBSE or Equivalent Examination
SCIENCE	Major	Physics	20	45% and above aggregate marks in Class XII from AHSEC/CBSE or Equivalent Examination
		Chemistry	20	
		Mathematics	20	
		Botany	20	
	Zoology	20		
	Pass Course	General	100	40% and above aggregate marks in Class XII from m AHSEC/CBSE or Equivalent Examination
COMMERCE	Specialty (Major)	Accounting & Finance	20	45% and above aggregate marks in Class XII from AHSEC/CBSE or Equivalent Examination
		Marketing Management	20	
	Pass Course	General	130	40% and above aggregate marks in Class XII from m AHSEC/CBSE or Equivalent Examination

COURSE COMBINATION

ARTS STREAM:

B.A. 1st SEMESTER: MAJOR COURSE:

Sl. No.	Major Course	Optional Subject (Any One)	Compulsory Subjects
1.	ASSAMESE	Education, Sociology, Political Science, History	1. MIL: Assamese/Bengali/ Hindi/ Alternative English 2. General English
2.	ENGLISH	Education, Sociology, Political Science, History, Economics	
3.	ECONOMICS	Education, Sociology, Political Science, History, Mathematics	
4.	EDUCATION	Economics, Sociology, Political Science, History	
5.	POLITICAL SCIENCE	Education, Sociology, Economics, History	
6.	SOCIOLOGY	Education, History, Economics, Political Science	
7.	HISTORY	Education, Sociology, Political Science, Economics	

B.A. 1st SEMESTER: GENERAL COURSE:

COMPULSORY SUBJECTS	OPTIONAL SUBJECTS
1. MIL: Assamese/Bengali/Hindi/ Alternative English 2. General English	ECONOMICS MATHEMATICS HISTORY POLICIAL SCIENCE SOCIOLOGY EDUCATION

SCIENCE STREAM:

B.Sc. 1st SEMESTER: MAJOR COURSE:

SI. No.	Major Course	Optional Subject (Any One)	Compulsory Subjects
1.	Physics	Chemistry & Mathematics Or Mathematics & Computer Science	General English
2.	Chemistry	Physics & Mathematics Or Mathematics & Computer Science	
3.	Mathematics	Physics & Chemistry Or Physics & Computer	
4.	Botany	Chemistry & Zoology	
5.	Zoology	Chemistry & Botany	

Eligibility criteria to obtain Major Course (Science Stream)

SI. No	To obtain Major in	Must have passed in
1.	PHYSICS	Physics, Chemistry & Mathematics
2.	CHEMISTRY	Physics, Chemistry & Mathematics
3.	MATHEMATICS	Physics, Chemistry & Mathematics
4.	BOTANY	Biology, Chemistry & Physics
5.	ZOOLOGY	Biology, Chemistry & Physics

B.Sc. 1st Semester: General Course

COMPULSORY SUBJECTS	OPTIONAL SUBJECTS
General English	Group A: Physics, Chemistry & Mathematics Group B: Physics, Mathematics & Computer Science Group C: Chemistry, Botany & Zoology

COMMERCE STREAM

B.Com. 1st SEMESTER: SPECIALITY COURSE:

Sl. No	Specialty Programmes	Compulsory Subjects
1.	Accounting & Finance	i. Business Communication ii. Business Regulatory Framework
2.	Marketing Management	iii. Financial Accounting iv. Business Environment

Sl. No	General Course	Compulsory Subject
1.	General Course (B.Com.)	i. Business Communication ii. Business Regulatory Framework iii. Financial Accounting iv. Business Environment

Guidelines for e-Form fill up or e-Admission of Students

The steps to be followed for e-form fill up/ e-admission & e-payment are given below:

1st Step – Programme:

Student must select their Programme like- Higher Secondary /Under Graduate/ Post-Graduate.

Students will enter required information (Name, Date of Birth, Mobile No, E-mail Id etc.) and then click on Submit button. On submission of their personal details, they will get a validation code in his/ her mobile No. After validation, Pay Now option (for Prospectus Fee) will appear which they will click on and then proceed as per the instructions given on the screen.

2nd Step - Personal Details:

Students will enter all required details as per instruction given in the form and then click on Save & Next buttons respectively.

3rd Step - Academic Information:

Students will give all required information pertaining to his/her academic qualification. (They will have to upload necessary documents in support of their qualification)

4th Step - Course Applied For:

Here Students will select subjects (compulsory and optional) from the list given in the form.

After click on Save & Next buttons the filled-up form will appear. Students will get the option for review of the filled up form and for making necessary modification and correction by click on the Back button.

5th Step - Submission:

After finalization of the filling up process, they will click on Submit button and then they will get a Application form No. on their mobile. After that Student will printout the Application form

On the date of Admission, student will have to produce the Application form along with the original as well as Xeroxed copies of the supporting documents.

Online Admission:

1st step - Type Application Form No (received on mobile through SMS)

Next click on Submit to get validation code received on mobile & after entering the code the student will be redirected to the fees amount Page.

2ndstep - Payment

In this page Student have to select their fees & next click on Pay Online button (If student want to pay online)

Students can also go for cash payment in the bank by click on Bank Deposit button. A Bank Challan will appear on the screen. Student will take out a print of the Challan and deposit the amount in the bank. After that they will submit a copy of the Challan in the College as a proof of payment and to confirm their Admission.

COURSE STRUCTURE: (Summary)

As per Dibrugarh University Regulations for SEMESTER system, Annexure - II ARTS

SEMESTER – I

MAJOR COURSE:

COURSE CODE	TYPE	TITLE
	COMPULSORY	MIL - I
	COMPULSORY	ENGLISH -I
	MAJOR	MAJOR - I
	CORE – I	CORE - I

GENERAL COURSE:

COURSE CODE	TYPE	TITLE
	COMPULSORY	MIL - I
	COMPULSORY	ENGLISH -I
	Non-Major, Core-1	Non-Major - I
	Non-Major, Core-2	Non-Major - I

ARTS SEMESTER – II

MAJOR COURSE:

COURSE CODE	TYPE	TITLE
	COMPULSORY	MIL – II
	COMPULSORY	ENGLISH -II
	MAJOR	MAJOR - II
	CORE – I	CORE - II

GENERAL COURSE:

COURSE CODE	TYPE	TITLE
	COMPULSORY	MIL - II
	COMPULSORY	ENGLISH -II
	Non-Major, Core-1	Non-Major - II
	Non-Major, Core-2	Non-Major - II

ARTS: SEMESTER - III

MAJOR COURSE:

COURSE CODE	TYPE	TITLE
	COMPULSORY	Computer Skills OR Communicative Skills
	MAJOR	MAJOR - III
	MAJOR	MAJOR - IV
	CORE – I	Core - III
	COMPULSORY	Environmental Studies

GENERAL COURSE:

COURSE CODE	TYPE	TITLE
	COMPULSORY	Computer Skills OR Communicative Skills
	COMPULSORY	ENGLISH - III
	Non-Major (Core - I)	Non-Major - III
	Non-Major (Core - II)	Non-Major - III
	COMPULSORY	Environmental Studies

ARTS SEMESTER - IV

MAJOR COURSE:

COURSE CODE	TYPE	TITLE
	COMPULSORY	Multidisciplinary
	MAJOR	MAJOR - V
	MAJOR	MAJOR - VI
	Core – I	Core-IV

GENERAL COURSE:

COURSE CODE	TYPE	TITLE
	COMPULSORY	Multidisciplinary
	COMPULSORY	MIL – III
	Non-Major (Core I)	Non-Major - IV
	Non-Major (Core - 2)	Non-Major - IV

ARTS: SEMESTER - V

MAJOR COURSE:

COURSE CODE	TYPE	TITLE
	MAJOR	MAJOR - VII
	MAJOR	MAJOR - VIII
	MAJOR	MAJOR - IX
	MAJOR	MAJOR - X

GENERAL COURSE:

COURSE CODE	TYPE	TITLE
	Skill Based	Skill Based – I
	Skill Based	Skill Based - II
	Non-Major (Core -1)	Non-Major - V
	Non-Major (Core -2)	Non-Major - V

ARTS: SEMESTER VI

MAJOR COURSE:

COURSE CODE	TYPE	TITLE
	MAJOR	MAJOR – XI
	MAJOR	MAJOR - XII
	MAJOR	MAJOR – XIII
	MAJOR	MAJOR - XIV

GENERAL COURSE:

COURSE CODE	TYPE	TITLE
	Skill Based	Skill Based- III
	Skill Based	Skill Based- IV
	Non-Major (Core -1)	Non-Major – VI
	Non-Major (Core -2)	Non-Major – VI

SCIENCE: SEMESTER - I

MAJOR COURSE:

COURSE CODE	TYPE	TITLE
	COMPULSORY	ENGLISH - I
	MAJOR	Course - I
	CORE-1	Course - I
	CORE-2	Course - I

GENERAL COURSE:

COURSE CODE	TYPE	TITLE
	COMPULSORY	ENGLISH - I
	CORE-1	Course - I
	CORE-2	Course - I
	CORE-3	Course - I

SCIENCE: SEMESTER - II

MAJOR COURSE:

COURSE CODE	TYPE	TITLE
	COMPULSORY	Computer Skill - I
	MAJOR	Course – II
	CORE-1	Course – II
	CORE-2	Course – II

GENERAL COURSE:

COURSE CODE	TYPE	TITLE
	COMPULSORY	ENGLISH - II
	CORE-1	Course – II
	CORE-2	Course – II
	CORE-3	Course – II

SCIENCE: SEMESTER - III:

MAJOR COURSE:

COURSE CODE	TYPE	TITLE
	MAJOR	Course- III Theory
		Course- IV Practical
	MAJOR	Course- V Theory
		Course- VI Practical
	CORE – 1	Course- III Theory
		Course- IV Practical
	CORE – 2	Course- III Theory
		Course- IV Practical

GENERAL COURSE:

COURSE CODE	TYPE	TITLE
	COMPULSORY	Computer Application – I Theory
		Computer Application – II Practical
	CORE – 1	Course- III Theory
		Course- IV Practical
	CORE – 2	Course- III Theory
		Course- IV Practical
	CORE – 3	Course- III Theory
		Course- IV Practical

SCIENCE: SEMESTER - IV:

MAJOR COURSE:

COURSE CODE	TYPE	TITLE
	MAJOR	Course- VII Theory
		Course- VIII Practical
	MAJOR	Course- IX Theory
		Course- X Practical
	CORE – 1	Course- V Theory
		Course- VI Practical
	CORE – 2	Course- V Theory
		Course- VI Practical

GENERAL COURSE:

COURSE CODE	TYPE	TITLE
	COMPULSORY	Computer Application – III Theory
		Computer Application – IV Practical
	CORE – 1	Course- V Theory
		Course- VI Practical
	CORE – 2	Course- V Theory
		Course- VI Practical
	CORE – 3	Course- V Theory
		Course- VI Practical

SCIENCE: SEMESTER - V:

MAJOR COURSE:

COURSE CODE	TYPE	TITLE
	MAJOR	Course- XI Theory
		Course- XII Practical
	MAJOR	Course- XII Theory
		Course- XIV Practical
	MAJOR	Course- XV Theory
		Course- XVI Practical
	MAJOR	Course- XVII Theory
		Course- XVIII Practical

GENERAL COURSE:

COURSE CODE	TYPE	TITLE
	SKILL BASED	SKILL BASED, Course I
	CORE-1	Course- VII Theory
		Course- VIII Practical
	CORE-2	Course- VII Theory
		Course- VIII Practical
	CORE-3	Course- VII Theory
		Course- VIII Practical

SCIENCE: SEMESTER - VI:

MAJOR COURSE:

COURSE CODE	TYPE	TITLE
	MAJOR	Course- XIX Theory
		Course- XX Practical
	MAJOR	Course- XXI Theory
		Course- XXII Practical
	MAJOR	Course- XXIII Theory
		Course- XXIV Practical
	MAJOR	Course- XXV Theory
		Course- XXVI Practical

GENERAL COURSE:

COURSE CODE	TYPE	TITLE
	SKILL BASED	SKILL BASED, Course I
	CORE-1	Course- IX Theory
		Course- X Practical
	CORE-2	Course- IX Theory
		Course- X Practical
	CORE-3	Course- IX Theory
		Course- X Practical

**STATEMENT OF COURSE STRUCTURE FOR BACHELOR OF
COMMERCE IN GENERAL & SPECIALITY PROGRAMMES**

Semester – I			
	B. Corn. General	Accounting and Finance	Marketing
101	Business Communication - I	Business Communication - I	Business Communication - I
102	Business Regulatory Framework	Business Regulatory Framework	Business Regulatory Framework
103	Financial Accounting	Financial Accounting	Financial Accounting
104	Business Environment	Business Environment	Business Environment
Total	400	400	400

Semester – II			
201	Business Communication - II	Business Communication - II	Business Communication - II
202	Business Economics	Business Economics	Business Economics
203	Corporate Accounting	Corporate Accounting	Corporate Accounting
204	Principles of Business Management	Principles of Business Management	Principles of Business Management
Total	400	400	400

Semester – III			
301	HRM	Advanced Financial Accounting	Principles of Marketing
302	MIL	Financial Management	
303	Business Statics	Business Statics	Financial Management
304	I.T. and its applications in Business or I.T. Practices in Business	I.T. and its applications in Business or I.T. Practices in Business	I.T. and its applications in Business or I.T. Practices in Business
305	Environmental Studies (Theory)	Environmental Studies (Theory)	I.T. Practices in Business Environmental Studies
Total	400	400	(Theory)

* Each paper under the semester Is of 100 marks of which 20 marks is for Internal Assessment and in case of paper 604: Project Work 80 marks Is for Dissertation and 20 Marks for Viva-Voice.

* The Marks of Environmental Studies 305 has not been shown in the above statement.

**STATEMENT OF COURSE STRUCTURE FOR BACHELOR OF
COMMERCE IN GENERAL & SPECIALITY PROGRAMMES**

Semester – IV			
401	Cost Accounting	Cost Accounting	Cost Accounting
402	Company Law	Company Law	Company Law
403	Auditing	Auditing	Auditing
404	Indian Banking System	Security Analysis and Portfolio Management	Consumer Behaviour
405	Environmental Studies (Practical)	Environmental Studies (Practical)	Environmental Studies (Practical)
Total	400	400	400

Semester – V			
501	Public Finance Or Mathematics	Public Finance Or Mathematics	Public Finance Or Mathematics
502	Entrepreneurship Development	Entrepreneurship Development	Entrepreneurship Development
503	Management Accounting	Management Accounting	Personal Selling
504	Principles of Marketing	Direct Tax - I	Retail management
Total			

Semester – VI			
601	Income Tax	Direct Tax - II	International Marketing
602	International Business	Financial Statement Analysis	Advertising & Sales Promotion
603	Indian Financial System	Indian Financial System	Rural Marketing
604	Small Business Management	Project Work	Project Work
Total	400	400	400

* Each paper under the semester Is of 100 marks of which 20 marks is for Internal Assessment and in case of paper 604: Project Work 80 marks Is for Dissertation and 20 Marks for Viva-Voice.

* The Marks of Environmental Studies 305 has not been shown in the above statement.

FEES STRUCTURE
OF
DEGREE COURSE

In addition to the regular fees as mentioned below, the following additional fees are to be paid in cash by the students at the time of new admission.

Duliajan College Golden Jubilee Fee — Rs. 250/-

Duliajan College Xahitya Xabha Fee — Rs. 30/-

Duliajan College Guardian Forum Fee — Rs. 100/-

Science Council / Arts Forum / Commerce Forum Fee — Rs. 100/-

Degree 1st sem. Arts / Commerce			
Session		Pass	Major
2018-2019			
1	Tuition Fees(Govt.)	720	840
2	Admission	400	400
3	Registration/Enrolment Fees	370	370
4	CBSC/Late Fine/ Transfer		
5	Affiliation Fees	30	30
6	Electricity Fees	450	450
7	I.D. Card	80	80
8	Extra Academic	25	25
9	Laboratory Fees		
10	Miscellaneous	100	100
11	Incidental	20	20
12	Compound Cleaning and Environment	100	100
13	Medical Insurance	30	30
14	General Caution Money	30	30
15	Laboratory Caution Fees		
16	Library Caution money	100	100
17	Poor Fund	20	20
18	Auditorium	50	50
19	Games (DU)	70	70
20	Major Games	90	90
21	Minor Games	60	60
22	Examination Fees	250	250
23	Library	100	100
24	Library Card	20	20
25	Music / Cultural	30	30
26	Social Service	25	25
27	Union	80	80
28	Festival	25	25
29	Students Welfare Fund	10	10
30	Literacy & Debating	40	40
31	Common Room	40	40
32	Magazine	100	100
33	Building Development	250	250
34	Establishment Fee	100	100
35	NAAC	200	200
36	Scouts and Guides/NSS	20	20
37	Museum	25	25
38	Youth Festival	70	70
39	Skill Fee		
40	Physical Education	50	50
41	Online Processing	100	100
	Grand Total	4,280	4,400

Degree 1st sem. Science			
Session		Pass	Major
2018-2019			
1	Tuition Fees(Govt.)	840.00	1,020.00
2	Admission	400	400
3	Registration/Enrolment Fees	370	370
4	CBSC/Late Fine/ Transfer		
5	Affiliation Fees	30	30
6	Electricity Fees	450	450
7	I.D. Card	80	80
8	Extra Academic	25	25
9	Laboratory Fees	550	550
10	Miscellaneous	100	100
11	Incidental	20	20
12	Compound Cleaning and Environment	100	100
13	Medical Insurance	30	30
14	General Caution Money	30	30
15	Laboratory Caution Fees	100	100
16	Library Caution money	100	100
17	Poor Fund	20	20
18	Auditorium	50	50
19	Games (DU)	70	70
20	Major Games	90	90
21	Minor Games	60	60
22	Examination Fees	250	250
23	Library	100	100
24	Library Card	20	20
25	Music / Cultural	30	30
26	Social Service	25	25
27	Union	80	80
28	Festival	25	25
29	Students Welfare Fund	10	10
30	Literacy & Debating	40	40
31	Common Room	40	40
32	Magazine	100	100
33	Building Development	250	250
34	Establishment Fee	100	100
35	NAAC	200	200
36	Scouts and Guides/NSS	20	20
37	Museum	25	25
38	Youth Festival	70	70
39	Skill Fee		
40	Physical Education	50	50
41	Online Processing	100	100
	Grand Total	5,050	5,230

TDC 3rd & 5th sem. Arts/ Commerce			
Session		Pass	Major
2018-2019			
1	Tuition Fees(Govt.)	720	840
2	Admission	400	400
3	Registration/Enrolment Fees	70	70
4	CBSC/Late Fine/ Transfer		
5	Affiliation Fees	30	30
6	Electricity Fees	450	450
7	I.D. Card	80	80
8	Extra Academic	25	25
9	Laboratory Fees		
10	Miscellaneous	100	100
11	Incidental	20	20
12	Compound Cleaning and Environment	100	100
13	Medical Insurance	30	30
14	General Caution Money	30	30
15	Laboratory Caution Fees		
16	Library Caution money	100	100
17	Poor Fund	20	20
18	Auditorium	50	50
19	Games (DU)	70	70
20	Major Games	90	90
21	Minor Games	60	60
22	Examination Fees	250	250
23	Library	100	100
24	Library Card	20	20
25	Music / Cultural	30	30
26	Social Service	25	25
27	Union	80	80
28	Festival	25	25
29	Students Welfare Fund	10	10
30	Literacy & Debating	40	40
31	Common Room	40	40
32	Magazine	100	100
33	Building Development	250	250
34	Establishment Fee	100	100
35	NAAC	200	200
36	Scouts and Guides/NSS	20	20
37	Museum	25	25
38	Youth Festival	70	70
39	Skill Fee (COSK)		
40	Physical Education	50	50
41	Online Processing	100	100
	Grand Total	3,980	4,100

B.A. 3rd Sem (COSK)	4280	4400
B.A. 3rd Sem (CMSK)	3980	4100
B.Com 3rd & 5th Sem	3980	4100
B.A. 5th Sem (PWDG)	4280	4400

TDC 3rd & 5th sem. Science			
Session		Pass	Major
2018-2019			
1	Tuition Fees(Govt.)	840.00	1,020.00
2	Tuition Fees(College)		
3	Admission	400	400
4	Registration/Enrolment Fees	70	70
5	CBSC/Late Fine/ Transfer		
6	Affiliation Fees	30	30
7	Electricity Fees	450	450
8	I.D. Card	80	80
9	Extra Academic	25	25
10	Laboratory Fees	550	550
11	Miscellaneous	100	100
12	Incidental	20	20
13	Compound Cleaning and Environment	100	100
14	Medical Insurance	30	30
15	General Caution Money	30	30
16	Laboratory Caution Fees	100	100
17	Library Caution money	100	100
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30	Students Welfare Fund	10	10
31	Literacy & Debating	40	40
32	Common Room	40	40
33	Magazine	100	100
34	Building Development	250	250
35	Establishment Fee	100	100
36	NAAC	200	200
37	Scouts and Guides/NSS	20	20
38	Museum	25	25
39	Youth Festival	70	70
40	Skill Fee/ Practical	300	
41	Physical Education	50	50
42	Online Processing	100	100
Grand Total		5,050	4,930

COURSEWISE NUMBER OF SEATS

Courses	Stream	No. of Seats	Minimum Requirement
H.S. 1st Year	Arts	150	40% above in aggregate in HSLC/CBSE — X/ Equivalent Examination
H.S. 1st Year	Science	50	
H.S. 1st Year	Commerce	50	

HIGHER SECONDARY COURSES

ARTS

Compulsory Subject	Options	Optional Subjects			
1. MIL Assamese/Bengali/ Hindi/ Alte. English	Option -1	Economics Or Political Science	Sociology	Education	History/ Mathemat ics/ Ad. Assamese
2. General English	Option - 2	Economics or Education	Sociology	Political Science	History/ Mathemat ics/ Ad. Assamese

SCIENCE

Compulsory Subject	Options	Optional Subjects			
1. MIL Assamese/Bengali/Hin di/ Alte. English	Option -1	Physics	Chemistry	Mathematics	Biology
2. General English	Option - 2	Physics	Chemistry	Mathematics	Comp. Sc. & App

COMMERCE

Compulsory Subject	Options	Optional Subjects			
1. MIL Assamese/Bengali/Hin di/ Alte. English	Option -1	Busine ss Studies	Accountan cy	Economics	CMST
2. General English	Option - 2	Busine ss Studies	Accountan cy	Economics	Mathemat ics
	Option - 3	Busine ss Studies	Accountan cy	Mathematics	Comp. Sc. & App

HIGHER SECONDARY COURSE

Recognized by the

Assam Higher Secondary Education Council (AHSEC)

Bamunimaidam, Guwahati

Assam

[For Arts, Science & Commerce Streams]

FEES STRUCTURE

OF

H.S. COURSE

In addition to the regular fees as mentioned below, the following additional fees are to be paid in cash by the students at the time of new admission.

Duliajan College Golden Jubilee Fee — Rs. 250/-

Duliajan College Xahitya Xabha Fee — Rs. 30/-

Duliajan College Guardian Forum Fee — Rs. 100/-

Science Council / Arts Forum / Commerce Forum Fee — Rs. 100/-

FEES STRUCTURE

HS 1st Year					
Session		MALE		FEMALE	
2018-2019		Arts/ Commerce	Science	Arts/ Commerce	Science
1	Tuition Fees(Govt.)	600.00	720.00		
2	Tuition Fees(College)				
3	Admission	400	400	400	400
4	Registration/Enrolment Fees	370	370	370	370
5	CBSC/Late Fine/ Transfer				
6	Affiliation Fees	30	30	30	30
7	Electricity Fees	450	450	450	450
8	I.D. Card	80	80	80	80
9	Extra Academic	20	20	20	20
10	Laboratory Fees		500		500
11	Miscellaneous	100	100	100	100
12	Incidental	20	20	20	20
13	Compound Cleaning and Environment	100	100	100	100
14	Medical Insurance	30	30	30	30
15	General Caution Money	30	30	30	30
16	Laboratory Caution Fees		100		100
17	Library Caution money	100	100	100	100
18	Poor Fund	20	20	20	20
19	Auditorium	50	50	50	50
20	Games (DU)	70	70	70	70
21	Major Games	60	60	60	60
22	Minor Games	40	40	40	40
23	Examination Fees	120	120	120	120
24	Library	60	60	60	60
25	Library Card	20	20	20	20
26	Music / Cultural	30	30	30	30
27	Social Service	25	25	25	25
28	Union	80	80	80	80
29	Festival	20	20	20	20
30	Students Welfare Fund	10	10	10	10
31	Literacy & Debating	40	40	40	40
32	Common Room	40	40	40	40
33	Magazine	100	100	100	100
34	Building Development	250	250	250	250
35	Establishment Fee	100	100	100	100
36	NAAC	200	200	200	200
37	Scouts and Guides/NSS	20	20	20	20
38	Museum	15	15	15	15
39	Youth Festival	70	70	70	70
40	Skill Fee				
41	Physical Education	50	50	50	50
42	Online Processing	100	100	100	100
	Grand Total	3,920	4,640	3,320	3,920

FEES STRUCTURE

HS 2nd Year					
Session		MALE		FEMALE	
2018-2019		Arts/ Commerce	Science	Arts/ Commerce	Science
1	Tuition Fees(Govt.)	600.00	720.00		
2	Tuition Fees(College)				
3	Admission	400	400	400	400
4	Registration/Enrolment Fees	70	70	70	70
5	CBSC/Late Fine/ Transfer				
6	Affiliation Fees	30	30	30	30
7	Electricity Fees	450	450	450	450
8	I.D. Card	80	80	80	80
9	Extra Academic	20	20	20	20
10	Laboratory Fees		500		500
11	Miscellaneous	100	100	100	100
12	Incidental	20	20	20	20
13	Compound Cleaning and Environment	100	100	100	100
14	Medical Insurance	30	30	30	30
15	General Caution Money	30	30	30	30
16	Laboratory Caution Fees		100		100
17	Library Caution money	100	100	100	100
18	Poor Fund	20	20	20	20
19	Auditorium	50	50	50	50
20	Games (DU)	70	70	70	70
21	Major Games	60	60	60	60
22	Minor Games	40	40	40	40
23	Examination Fees	120	120	120	120
24	Library	60	60	60	60
25	Library Card	20	20	20	20
26	Music / Cultural	30	30	30	30
27	Social Service	25	25	25	25
28	Union	80	80	80	80
29	Festival	20	20	20	20
30	Students Welfare Fund	10	10	10	10
31	Literacy & Debating	40	40	40	40
32	Common Room	40	40	40	40
33	Magazine	100	100	100	100
34	Building Development	250	250	250	250
35	Establishment Fee	100	100	100	100
36	NAAC	200	200	200	200
37	Scouts and Guides/NSS	20	20	20	20
38	Museum	15	15	15	15
39	Youth Festival	70	70	70	70
40	Skill Fee				
41	Physical Education	50	50	50	50
42	Online Processing	100	100	100	100
	Grand Total	3,620	4,340	3,020	3,620

Guidelines for e-Form fill up or e-Admission of Students

The steps to be followed for e-form fill up/ e-admission & e-payment are given below:

1st Step – Programme:

Student must select their Programme like- Higher Secondary /Under Graduate/ Post-Graduate.

Students will enter required information (Name, Date of Birth, Mobile No, E-mail Id etc.) and then click on Submit button. On submission of their personal details, they will get a validation code in his/ her mobile No. After validation, Pay Now option (for Prospectus Fee) will appear which they will click on and then proceed as per the instructions given on the screen.

2nd Step - Personal Details:

Students will enter all required details as per instruction given in the form and then click on Save & Next buttons respectively.

3rd Step - Academic Information:

Students will give all required information pertaining to his/her academic qualification. (They will have to upload necessary documents in support of their qualification)

4th Step - Course Applied For:

Here Students will select subjects (compulsory and optional) from the list given in the form. After click on Save & Next buttons the filled-up form will appear. Students will get the option for review of the filled up form and for making necessary modification and correction by click on the Back button.

5th Step - Submission:

After finalization of the filling up process, they will click on Submit button and then they will get an Application form on their mobile. After that Student will printout the Application form. On the date of Admission, student will have to produce the Application form along with the original as well as Xeroxed copies of the supporting documents.

Online Admission:

1st step - Type Application Form No (received on mobile through SMS)

Next click on Submit to get validation code received on mobile & after entering the code the student will be redirected to the fees amount Page.

2nd step - Payment

In this page Student have to select their fees & next click on Pay Online button (If student want to pay online)

GENERAL
RULES & INFORMATIONS

For all Students

[Degree & Higher Secondary]

ELIGIBILITY RULES FOR APPEARING EXAMINATIONS

- i) A student must attend at least 80% of the lectures delivered in each subject to be eligible for appearing in the examinations. Non-Collegiate and Dis-Collegiate rules and regulations will be maintained strictly.
- ii) The sportsperson will be treated as present if sent by the college for competitions outside the college for participation or practice.
- iii) Submission of the examination form (University/Council) obtained from the college office shall be the sole responsibility of the student.
- iv) Every student must check-up with the college office that his/her examination form has been received in the office for its onward submission to the DU/ AHSEC council.
- v) **College Internal Examination**
The College conducts 2 (Two) Unit/Sessional Tests every year.
- vi) **The student who fails to appear in the Unit Test/Sessional Test will not be allowed to seat in the Final Examinations.**

CHANGE OF SUBJECTS

Normally, a student will be allowed to change his/her subject or stream up to the dates fixed by the Council for admission or within 15 days of the admission of the student (Whichever is later).

RULES FOR WITHDRAWAL

A student who wishes to leave the college must apply for the same and the application must be countersigned by his parent or authorized guardian. Until a student's name is formally withdrawn, he is liable to pay all College dues and fines levied. Students leaving the college must inform the Principal in writing.

No certificate of any kind shall be issued to those leaving the college without permission. Refund of fees is not permissible.

No certificate of any kind shall be issued to students who have not cleared the arrears of fine, hostel or college dues or library books fine.

GENERAL RULES OF THE COLLEGE

- i. Principal's decision will be final and binding in matters relating to maintaining discipline in the college campus
- ii. The students are bound by the rules and regulations framed by the college from time to time
- iii. Any matter not specifically mentioned in these rules is subject to the discretion of the Principal who reserves the right to modify these rules as and when felt necessary
- iv. Guardians are presumed to have agreed to these rules when their wards join the College.
- v. The departments of the College (including library) will abide by the rules formulated by the Principal from time to time
- vi. The code of conduct should be strictly adhered to by one and all. Action will be taken against those found indulging in activities detrimental to the prestige of the College
- vii. Disciplinary action will be taken against those violating the code of conduct
- viii. The students should take it to be their bounden duty to keep the college premises clean
- ix. Any student found loitering in the corridors and causing disturbance during class hours is liable to be charged with violation of college discipline
- x. Prior approval of the Principal is mandatory for formation of any society or association by the students
- xi. Notices to be put up or circulated by the students anywhere in the College and hostel premises will require the prior approval of the Principal.
- xii. Invitation to any outsider to address or entertain the students anywhere in the College and hostel without permission of the Principal is prohibited
- xiii. The College reserves the right to expel any student at any time for any reason deemed sufficient by the Principal towards causing indiscipline in the college campus.
- xiv. Students are required to read the notice/s put up on the notice-board of the College. The College will not own responsibility for any loss/damage incurred by a student owing to his/her failure to read the displayed notice in time
- xv. As per recommendation of UGC and as per directive from Supreme Court of India, ragging is strictly prohibited in all educational institutions. Anybody found guilty of indulging in the act of ragging in any form inside or outside the college campus will be debarred from getting admission for life in educational institution or rusticated for a

period of one to four years. The anti-ragging committee appointed by the college authority will adopt a zero tolerance approach towards ragging

xvi. Students are required to show regard to the college property. Any student found guilty of tampering/damaging the college property (fixtures, equipment, furniture, books, building etc.) shall be punished and is liable to be expelled from the College

xvii. Setting a novel example in the academic history of the region, the authority of Duliajan College has declared the college campus a no-smoking zone and has prohibited the sale of tobacco products within 100 meter radius of the college campus. Strict disciplinary action to the extent of expelling/ rusticating the violator be it the staff, teachers or the students of the College is what the college authorities have planned to deal with the matter. This move has been initiated in order to maintain a conducive academic atmosphere in the campus as well as to enforce strict discipline among the staff and the students of the premier institution. The order has been served as per the Govt.'s rule prohibiting smoking inside any educational institution and sale of tobacco products in the vicinity of the institution

xviii. Use of mobile phone is strictly prohibited within the college campus. The college reserves the right to expel the students found with mobile phone in college campus

xix. Any student found guilty of adoption of unfair means in examination will be instantly expelled from the College

xx. Leave Rules: Students should apply for leave in written form duly countersigned by parents or authorized guardian. The name of the student who remains absent from the College for 10 (ten) consecutive days without prior permission, will be struck off the college rolls

xxi. **ATTENDANCE**

Students' attendance in class is compulsory. A student must attend at least 80% of the lectures delivered in each subject to be eligible for appearing in final examinations. Scholarships holders must attend at least 85% of the lectures delivered in each subject to be eligible for continuity of scholarships. Non-Collegiate and Dis-Collegiate rules and regulations will be maintained strictly.

COLLEGE FEES

Fees under various heads as applicable must be paid at the time of admission and on scheduled date as notified by the Principal of the College. Defaulters will not be allowed to sit in the examination.

Admission fees will be notified at the time of admission. The fees should be deposited to the respective bank by the students through three fold (Student's copy, Bank copy, and Office copy) bank slip. The three fold **Bank slip** will be supplied from the college office.

Help line: 0374 - 2800356

Time: 11- 00 A.M. to 2 - 00 P.M.

RIGHTS AND DUTIES OF THE FRESHER AND THEIR GUARDAINS

The freshers after their admission should consider the College as their second home, behave in the most humble manner and maintain cordial relationship with the senior students, fellow students, faculty and staff of the College. Duliajan College will always strive to establish a ragging-free environment and in case the fresher feels that they have been subjected to any form of ragging elaborated hereinabove, they should immediately report the matter to any member of the Anti-Ragging Committee, Anti-Ragging Squad, faculty, staff or to the authority of the College. The guardian shall co-operate with the authority to redress the grievance and help prevent the occurrence of ragging in the College. The identity of the fresher/ guardian shall be protected and shall not be divulged.

RIGHT AND DUTIES OF THE SENIOR STUDENTS

The senior students have a special responsibility of welcoming the freshers to the College so that they feel at home and develop attachment to the college. They are expected to lead by examples which can inspire the newcomers to work for overall development of the College. They should bear the added responsibility of reporting an incident of ragging in the College immediately on coming to know about such an incident in the capacity of a complainant or witness. His/her identity will be kept confidential.

MODIFICATION OF THE REGULATION

If any difficulty arises in giving effect to any provisions of this Regulation, the Hon'ble Vice-Chancellor in consultation with the members of the ARC shall modify any clause of the Regulation, subject to notification by the appropriate statutory body of the University.

FRESHERS' INTRODUCTION / INDUCTION

Freshers' Introduction/Ice-Breaking sessions will be organized by various Departments as per regulations issued by the University.

COLLEGE LIBRARY

READING ROOM

The College has an excellent computerized library with a rich stock of textbooks as well as reference books. Periodicals, newspapers (daily/weekly), magazines of repute are available in the library. The library also subscribes to national and international research journals in almost all the disciplines.

LIBRARY RULES

- i) The Library remains open during the library hours for issue and return of books.
- ii) One non-transferable library cards will be issued to each student for home lending of books.
- iii) One library diary will be maintained by the student which will be kept in the library itself. By checking the diary the best reader will be judged at the end of the session.
- iv) Numbers of books issued per student per card at a time Degree (General) : 2 (two books) Degree (Major) : 4 (four books)
- v) The students may retain books borrowed from the library for a period of 15 (fifteen) days.
- vi) If he/she does not return the book within 15 (fifteen) days, a fine of Rs. 1.00 (one) per day up to 15 (fifteen) days and Rs. 2.00 (two) per day thereafter will be imposed.
- vii) Books may be renewed on request at the discretion of the library authority.
- viii) The College reserves the right of recalling a book, wherever, whenever necessary.
- ix) If a student loses or damages a library book, he/she will be required to pay double its price along with the usual late return penalty.

LIBRARY CONDUCT RULES

- i. Student are not allowed to take books or belonging inside.
- ii. The library reserves the right of searching a student in case of any suspicion.
- iii. The students are hereby directed to keep silent when they are present in the library & otherwise they would be liable to punished by the College Authority.

ABOUT THE BOOK BANK

There is a Book Bank in the library which is meant for economically backward students. The library contains sufficient number of books which are issued for one year against a regular student.

The rules for using Book Bank are follows:

- i. Economically poor students may apply for the books at the very beginning of the academic session.

- ii. The books will be issued for one year and every student should bear an amount of Rs 20.00 (twenty) per book.
- iii. The book must be returned before the final/annual examination.
- iv. A student should prove that he/she is economically poor.

E-RESOURCES@N LIST

N-List is a very ambitious project launched by INFLIBNET under UGC info net Programme, Duliajan College Library provide this programme to all users / students through online. Following is the list of E-Resources, Numbers of titles with link.

American Institute of Physics (18 titles)	http://nist.inflibnet.ac.in:2048/login?uri=http://journals.aip.org
American Physical society (10 titles)	http://nlist.inflibnet.ac.in:204Wlogin?url=http://publish.aps.org/browse.html
Annual Review (33 titles)	http://nlistinflibnet.ac.in:204£3/loginairl=http://arjournals.annualreviews.org
Cambridge University Press (224 titles)	http://nlist.inflibnetac.in:2048/login?url=http://journals.cambridge.org/
Economic and Political Weekly (EPW) (1 titles)	http://nlist.inflibnet.ac.in:2048/login?url=http://www.epw.in/
Indian Journals (150 titles)	http://nlist.inflibnetac.in:2048/login?url=http://indianjournals.com
Institute of Physics (46 titles)	http://www.iop.org/EJ/
Oxford University Press (206 titles)	http://nlist.inflibnet.ac.in:2048/login?url=http://www.oxfordjournals.org
Royal Society of Chemistry (29 titles)	http://nlistinflibnet.ac.in:2048/login?url=http://rsc.org/Publishing/
Journals H. W. Wilson (1420 titles)	http://nistinflibnet.ac.in:2048/login?url=http://vnweb.hwwilsonweb.com/hww/jumpstart.jhtml
E-Library (1420 titles)	http://nlistinflibnet.ac.in:2048/login?url=http://site.ebrary.com/lib/inflibnet

Oxford Scholarship (902 titles)	http://nlist.inflibnet.ac.in:2048/login?url=http://www.oxfordsscholarship.com
Net library (936 titles)	http://nlistinflibnetac.in:2048/login?url=http://www.netlibrary.com/
Mylibrary-NicG Hill (1308 titles) Bibliographic databases	http://nlistinflibnetac.in:2048/login?url=http://lib.mylibrary.com/browse/open.asp
MathSciNet (150 titles)	http://www.ams.org/mathscineti

SCHOLARSHIP / AWARDS ETC.

SCHOLARSHIP, AWARDS, UGC SCHOLARSHIP & OTHERS Various State and Central Government scholarships such as National Merit, ST/SC/ OBC/MOBC scholarships etc. are offered to the deserving students. Scholarship money is paid to the student by 'A/c payee only' cheques which are to be deposited against their respective bank accounts. Apart from these, the College also offers the following scholarships, prize and medals to the meritorious students.

a) G. N. L. Ayya, Merit Award

The award comprising a cash amount and a certificate of appreciation is presented annually to the best graduates of the College from Arts/Commerce stream.

b) Duliajan Mahavidyalaya Sahitya Sabha Merit Award

This award comprising book packets and certificates of appreciation is given annually to the best graduate of the college and the toppers in the three streams. However, the awardee in each stream must secure minimum 60% marks in major subjects. For the students without major the minimum average marks required is 60%.

c) Assistance from Poor Fund

Limited cash assistance is given annually to the poor and needy students.

d) Indra Prasad Buragohain Memorial Award

The merit scholarship in memory of Late I.P. Buragohain, founder teacher of Mathematics department, Duliajan College was founded by his wife Malarani Buragohain and family in the year 2016. In this scholarship cash award along with a certificate is awarded every year to the best Science graduate from the college.

e) Kiran Bala Devi Memorial Award

Kiran Bala Devi Memorial Award, introduced from the current year i.e. 2018, will be given to the best Commerce graduate of Duliajan College. The award comprising of cash amount and a certificate of appreciation is founded by Dr. Dayananda Nath, faculty member of Commerce department of the college in memory of his mother Late Kiran Bala Devi.

OTHER FACILITES

☞ **College Canteen**

The College has well furnished canteen which provides-healthy refreshments to the students as well as to the teaching and non-teaching staffs during college hours at reasonable rates.

☞ **Air / Railway Travel Concession**

Students are entitled to avail traveling concession for Railway / journey on their way home from the College and back during vacation only. Such concession can also be availed for education excursions, departmental or general excursions rtc, to different places of importance in the country. Some department organize departmental excursion as part of the curriculum.

☞ **Play Ground**

The College has a playground within its campus. The play ground is conveniently spacious for holding football matches, athletic events, cricket and other sports and tournaments.

☞ **Duliajan College Museum**

Duliajan College Museum, which was up in 2014, contains valuable antiques and art facts on display as paradigms of Assamese cultural and social life of the by gone as well as present days. The construction of permanent building of the Museum is on the verge of completion. Visitors interested in the rich cultural heritage of the region have greatly appreciated the existing collections of the Museum. The Museum will provide immense educative value to the students of the streams of the College.

☞ **Bharat Scouts and Guides / NSS**

These are two main wings of the College for all round development and for creating awareness about society among the students by implementing various development programmes.

ASSOCIATIONS

a) **Duliajan College Arts Forum**

Duliajan College Arts Forum was established in 2006 with a view to working for the interests of Arts students of the institution. In keeping with its avowed goal, the forum organizes workshops, seminars, provides financial assistance to the poor and needy, publishes an annual journal, encourages research activities, etc. It aims at establishing a cordial relationship among various departments of Arts stream.

b) **Duliajan College Science Council**

For all-round development of the Science students, the Duliajan College Science Council was constituted in the year 2002. The Principal, Vice-Principal, the teaching staff and the students of Science stream are members of this council.

The main aims and objectives of this council are to pursue co-curricular activities such as seminars, symposium, workshop, project work, exhibition, career counseling etc. for the benefit of the students. The DCSC of the College also conducts Unit Tests for the students of the concerned stream.

c) **Duliajan College Commerce Forum**

Duliajan College Commerce Forum was formed in the College for the development of the commerce stream. The Principal, Vice-Principal, the teaching staff & the students of commerce section are members of this forum. The main aims and objectives of the forum are to pursue co-curricular activities, arrange commerce exhibitions, seminars, symposium, workshops, career counseling sessions etc. for the benefit of the students. The Commerce Forum of the College also conducts unit tests periodically.

d) **Duliajan Mahavidyala Sakha Sahitya Sabha**

Duliajan College branch of Assam Sahitya Sabha is a recognized unit of the apex body. It organizes seminars, discussions, workshops, literary sessions, etc. from time to time.

e) **North east India Political Science Association Students' Cell Duliajan College**

North East India Political Science Association is one of the leading voluntary associations of India which studies different political activities of national, international, regional and local importance. A cell of this august association has been instituted in Duliajan College for creating awareness in the students regarding various political issues.

f) Alumni Association

Alumni Association is a vital part of the institution. It takes up initiatives which are aimed at overall development of the institution.

g) The History Association

The History Association established in 2003 (though in its infant stage) has played a vital role in developing among the students, a sense of consciousness towards the glorious past of our country. All the students of the Department of History are the automatic member of the Association. It organizes local tours and excursion, seminars and group discussions, collecting information and antiques of Assamese culture, publication of articles and writing on topic history etc. are the primary object of the Association.

h) Abhibhabhak Mancha or Guardian Cell

The Guardian Cell is a crucial part of the institution. It organizes and supports student oriented programmes from time to time.

i) WSDC, Duliajan College

As per directives of the UGC, Women's Students and Development Cell has been formed in Duliajan College under the aegis of CWS (Centre for Women Students), Dibrugarh University. The objectives of the Cell are to bring education closer to burning (Women Oriented) social issues, to work towards their solutions and to develop and utilize women's full potential as resources for national development. The activities of the Cell are broadly those of conducting research projects, investigating the causes of gender disparity, organizing workshop and seminars in order to sensitize men and women regarding gender issues and empowering women with skills and self-confidence needed for their overall development.

j) Duliajan College Poribesh Karmi Dal

Duliajan College Poribesh Karmi Dal formed on the 15th of May, 2016 under the aegis of Duliajan College, is a group of environment workers comprising of teachers and students of the college. It aims to raise awareness among the people about the need for protecting and preserving the environment. It seeks to contribute substantially to the worldwide initiatives for making clean and green environment. In this regard, it has already conducted several cleanliness programmes in the college campus. Among them the worth mentioning is the programme carried out in the Botanical garden of the college on 5th June, 2016; that is on the World Environment Day. It plans to extend its scope and render its services to the society at large. It proposes to undertake cleanliness

drives, organize seminars, conduct workshops, hold interactions, etc. involving all concerned in its bid to mobilize mass awareness about protecting environment and saving the planet Earth.

Health and Sanitation Club

Health and Sanitation Club established in 2016 is one of the active organizations of Duliajan College. It is mainly concerned with maintaining health and hygiene in the college campus. It organizes health awareness programmes in the college and in the neighboring areas too, from time to time.

DULIAJAN COLLEGE STUDENTS' UNION

Duliajan College Students' Union is the general body of the students of the College. Membership of this union is compulsory for every student of the College. The office bearers of the union are elected annually through direct ballot. The election officer appointed by the Principal notifies the schedule of the union election along with the rules and regulations prescribed for the election. The term of the office bearers of the union body is for one academic year. The Students' Union organizes various activities - games and sports, quiz and debate, cultural, and literary contests, Swahid Memorial All Assam Debate etc. for the development of the various potentialities of the students. The union also brings out a magazine named 'ANURANAN' annually, providing opportunities for exhibition of literary talents of the students. The union body also publishes a wall magazine named KAKOLI.

IQAC

The UGC has made it mandatory for Universities and College to get themselves accredited. Since assessment and accreditation is a continuous process, the various programmes undertaken by the College for quality enhancement will have to be sustained and constantly updated. To enhance the all-round improvement in various departmental activities, Internal Quality Assurance Cell (IQAC) was established immediately after declaration of grade. To meet the expenses the College management has made it compulsory for every fresh student to contribute Rs. 200.00 per head annually. The College was assessed for the first time in the academic session 2010-11.

CAREER ORIENTED PROGRAMMES

The College imparts Certificate and Diploma course in the following subjects to meet the demands of time.

	Course	Stream	Pass/Major	No. of Seats
CAREER ORIENTTED PROGRAMME		For 1st Year BSc. and B.Com		100
		For TDC Arts all Classes		30
	Cosmetology	- do -		
	Montessori			
COLLEGE CERTIFICATE COURSE		For All Streams		500
		- do		60
		- do		60
		- do		30
	Drilling Fluid Chemistry	TDC - II (Sc)		70 20
COLLEGE DIPLOMA COURSE		- do		60
		- do		60

FEES FOR COLLEGE CERTIFICATE AND DIPLOMA COURSE

SI. No.	Course	Duration (in months)	Admission Exam. Fees (Rs.)	Monthly Tuition Fees (Rs.)	Total Course fees(Rs.)	
					In House Student	Off House Student
1.	Cosmetology	6	100.00	50.00	300	1,000
2.	Montessori	3			2000	5000
3.	Drilling & Mud Engineering	6			7000	15,000

POST GRADUATE COURSE

Post Graduate Diploma in Computer Science & Application (PGDCA)

Eligibility: Graduate in any discipline with, - General: 40% OBC: 35% SC/ST: 32%

Methods of selection: Selection of admission will be made on merit basis

Duration of the course: 12 (Twelve) months

Admission: In the month of June /July

Course fees: Rs.15,000.00 only (which may be revised from time to time)

Curriculum:

PGDCA - 01 BASIC INFORMATION TECNONOGY Marks: Theory : 60 Practical : 40 Marks

PGDCA - 02 PROGRAMMING WITH C/C++ Marks: Theory: 60 Practical: 40 Marks

PGDCA - 03 INTERNET TECHNOLOGY, E-COMMERCE Marks: Theory: 70 Practical: 30 Marks

PGDCA - 04 RDBNS, USING ORACLE Marks: Theory: 60 Practical: 40 Marks

PGDCA - 05 DATA COMMUNICATION AND COMPUTER NETWORK Marks: Theory: 60 Practical: 40
Marks

PGDCA - 06 MAJOR PROJECT Marks: 200 (Project Report: 100) Seminar: SO, Viva / voice: 50

Examination and Result: As per examination conducted by Dibrugarh University.

ADMISSION PROCEDURE FOR PGDCA

Advertisement for admission into the various course of the Computer Science Department of Duliajan College are published in the newspaper/ College notice board at proper time The session of the PGDCA course starts in the month of July/August for which the advertisements are generally published in the month of May. The six month certificate course in Computer Application (CCA) is conducted in two sessions: from January to June and from July to December. Application for admission into a course by filling up proper application form can be obtained from the Department of Computer Science, Duliajan College on Payment of

prescribed amount. For information regarding College one can log on to the Website of Duliajan College at www.duliajancollege.org.in

DISTANCE EDUCATION PROGRAMME

a) **Dibrugarh University Distance Education Programme**

In distance mode three years degree courses (Arts and Commerce) and Master degree course in Arts and Mathematics are offered under Dibrugarh University. For details please contact Co-coordinator Shri Jayanta Dutta (Mobile No.9954750692)

b) **Krishna Kanta Handique Open University**

Duliajan College has started a study centre named Krishna Kanta Handique Open University from session 2008. The centre offers B.A., B.M.C. (Bachelor of Mass Communication) and Master degree courses in Education, Assamese and Political Science.

For details please contact Co-ordinator Dr. Dayananda Nath (Mobile No.9435005710)

Administrator, faculty and staff of Duliajan College

G.B. CHAIRMAN:

Mr. P.C. Dihingia

ADMINISTRATION:

Jyoti Prasad Chetia

Principal

Dr. L. C. Bora

Vice Principal

ASSAMESE:

Mrs.B.Bordoloi

Associate Prof.

Ms. P.J.Saikia

Asstt. Prof

Miss A.Buragohain

Asstt. Prof/HOD

Dr. Chitrajit Saikia

Senior Asstt. Prof

Dr. Moonmi Konwar

Asstt. Prof

BENGALI:

Mrs. D. Roy

Associate Prof/HOD

BOTANY:

Mr. S. Das,

Associate Prof

Mr. Dipjyoti Saikia

Asstt. Prof

Mr. Chandan Das

Senior Asstt. Prof/HOD

Mr. J. Dutta

Asstt. Prof

CHEMISTRY

Mr. J. P. Chetia

Associate Prof

Dr . J. Borah

Associate Prof/HOD

Mrs. M. Sarma Lecturer

Mrs. (Dr) Jyotirekha Sarma Lecturer

HINDI

Mrs. S.M. Tripathi Asstt. Prof

COMMERCE

Mr. T. Dutta Associate Prof

Dr. D.Nath Associate Prof

Dr. J.K.Tiwari Associate Prof/ HOD

Mr. Porag Saikia Associate Prof

Mr. M.K. Boruah Associate Prof

Mr. P. Sonowal Associate Prof

COMPUTER SCIENCE:

Mrs. A. Deka, Asstt. Prof

Mr. Monoj Kr. Deka Asstt. Prof /HOD

Mrs. Munmi Borthakur Lecturer

ECONOMICS:

Mrs. J.Mahanta, Associate Prof/ HOD

Mr. N. Das Asstt. Prof

Miss Monjula Hazarika, Lecturer

Ms. D. Borah Lecturer

EDUCATION:

Dr (Mrs.) M. Hatibaruah Asstt. Prof

Prof Mrs. Ankita Baruah	Asstt. Prof/ HOD
Dr. Ambalika Borthakur	Lecturer
Miss Dipamoni Saikia	Lecturer

ENGLISH:

Mrs.R.Kakoty,	Associate Prof
Mrs.M.Gogoi,	Associate Prof
Mrs. J.S.Pathak,	Associate Prof/ HOD
Mrs. T. Bhattacharjee,	Associate Prof
Mr. Nayanjyoti Hazarika,	Senior Asstt. Prof
Mrs. Pinky Sarmah Saikia	Asstt. Prof
Md. Yusuf Khan	Lecturer
Miss Kajol Neog Phukan	Lecturer

HISTROY:

Mr. R. Khatoniar,	Asstt. Prof/ HOD
Mr. R. Doley	Asstt. Prof
Mr. B. Sonowal	Lecturer

MATHEMATICS:

Dr. Lok Bikash Gogoi	Associate Prof
Mr. Chittaranjan Gohain,	Asstt. Prof/HOD
Dr. Hrishikesh Boruah	Asstt. Prof
Mr. Amir Barhoi	Asstt. Prof
Mr. Pranabjyoti Chetia	Lecturer

PHYSICS:

Dr. L.C.Borah	Associate Prof./ HOD
Mrs. Poppy Hazarika	Asstt. Prof.
Dr (Mrs) Nilima Gogoi	Asstt. Prof
Mr. N. H. Gohain	Lecturer

POLITICAL SCIENCE:

Miss M.Sonowal,	Associate Prof./ HOD
Mr. N.Chowchong,	Asstt.Prof.
Mr. Deepjyoti Boruah	Lecturer

SOCIOLOGY:

Dr. H. Das	Associate Prof
Mr. Dhruba Hazarika	Asstt.Prof./ HOD
Dr. Arun Roy	Asstt.Prof
Mr. Monuj Bora	Lecturer

ZOOLOGY:

Miss N.Phukan	Associate Prof./ HOD
Dr. (Mrs.) Beauty Mahanta	Asstt.Prof.
Miss. Pallabi Borah	Lecturer

Games and Physical Training:

Sri Hemanta Das, Instructor

NON-TEACHING STAFF

LIBRARY STAFF

Mrs. Mondira Chutia, Librarian
Sri Tutul Gogoi, Lib. Assistant

LABORATORY STAFF

Mrs. Deepa Gohain, Lab. Bearer, Chemistry
Sri Rajib Sonowal, Lab. Bearer, Chemistry

Miss Santana Borgohain, Bearer

Sri Debojit Dehingia, Lab. Bearer, Physics

Mr Ajay Dey, Bearer

Miss Usharani Gogoi, Lab. Bearer, Zoology

Sri Rubul Dutta, Lab. Bearer, Botany

OFFICE STAFF

- Sri Dipjyoti Hazarika, Supervising Assistant (SA)
- Sri Jayanta Phatowali, Senior Assistant
- Sri Mridul Saikia, Senior Assistant (Accounts)
- Sri Rupjyoti Bordoloi, Junior Assistant
- Sri Naruj Ahom, Peon
- Sri Dilip Gohain, Office Assistant
- Sri Dhruba Gogoi, Computer Operator
- Sri Debojit Deka, Computer Operator
- Sri Binud Tangla, Grade - IV
- Sri Rudra Kanta Gogoi Grade - IV
- Sri Lamburdor Gogoi, Gate Man
- Mrs Lakhi Prova Hazarika, Tea-Girl
- Sri Muluke Balmiki, Sanitation worker
- Sri Bhugeswar Gogoi, Night Security
- Sri Jatin Changmai, Night Security
- Sri Deep Gharphalia, Botanical Garden Cleaner

REGULATIONS FOR PROHIBITING RAGGING AND ANTI-RAGGING MEASURES

A Regulation to provide measures for prohibiting, preventing and eliminating the scourge of ragging in Duliajan College including 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, or indulging in rowdy or indiscipline activities by any student or students which cause or is likely to cause annoyance, hardship or psychological harm or to raise fear or apprehension thereof in any fresher or any other student or asking any student to do any act, which such student will not in the ordinary & co-ordinary course do and which has the effect of causing or generating shame or torment or embarrassment so as to adversely affect the physique or psyche of such 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, in Duliajan College and thereby, to provide for the healthy development, physically and psychologically, of all students of the Duliajan College

1. COMMENCEMENT AND APPLICABILITY

1.1 This regulation may be called Duliajan College regulations for prohibiting Ragging and Anti-Ragging measures.

1.2 These shall come into force from the academic session 2014-15.

1.3 This Regulation shall encompass all the students of Duliajan College and include all its Departments, Centre of Studies, all the premises whether academic, residential, playgrounds, hostels, canteens or such other premises located within the campus or outside and to all means of transportation of students whether public or private, accessed by students for the pursuit of studies.

2. OBJECTIVES

To prohibit 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, or indulging in rowdy or in-disciplined activities by any student or students which causes or is likely to cause annoyance, hardship or psychological harm or to raise fear or apprehension thereof in any fresher or any other student or asking any student to do any-act which such the ordinary course do and which has the effect of causing or gen psyche of such fresher or any other student, with or without an sadistic pleasure or showing off power, authority or superiority any fresher or showing off power; authority or superiority by a fresher or any other student; and thereby, to eliminate ragging in Duliajan College by prohibiting it under these regulations, pro' regulations and the appropriate law in force.

3. WHAT CONSTITUTES RAGGING

One or more of any of the following acts constitute(s) Ragging:

a. any conduct by a 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 in-disciplined activities by any student , cause or are likely to cause annoyance, hardship, physical or to generate fear or apprehension thereof in any fresher or;
- c. asking any student to do any act which is not in the ordinary course to do by the student and which has 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 dis-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 financial extortion or forceful expenditure burden put on a fresher or any other student by students;
- g. any act of physical abuse including all variant of it sexual abuse, homosexual assaults, stripping, forcing to perform obscene and low 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 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.

4. MEASURES FOR PROHIBITION OF RAGGING

Duliajan College will not permit or condone any reported incident of ragging in any form and the College will take all necessary and required measures to achieve the objective of eliminating ragging within or outside the College relating to any student of the College. The College will take strict action against those found guilty of perpetrating and / or abetting ragging, actively or passively or being part of a conspiracy to promote ragging.

5. MEASURES FOR PREVENTION OF RAGGING

Duliajan College, in pursuance of the UGC Regulation, has taken the following steps:

5.1 FORMATION OF ANTI-RAGGING COMMITTEE(ARC)

The college has Anti-Ragging Committee with members from outside and within the college community under the Chairmanship of the Vice-Chancellor to oversee overall anti-ragging initiative.

5.2 ANTI-RAGGING SQUAD (ARS)

The College also has a smaller body known as the Anti-Ragging Squad for maintaining vigil, surprise inspection and patrolling. The ARS is mobile, alert and active at all times. The ARS

formed as per the notification No. DU/SWS/ARC-ARS/98/2011/696, dated 28.07.2011 is on page 1.

5.2.1 DUTIES AND RESPONSIBILITIES OF ANTI-RAGGING SQUAD (ARS)

- a. To maintain round-the-clock vigil in the College campus particularly during the odd hours
- b. To undertake patrolling and make surprise visits to places vulnerable to incidents of ragging.
- c. To conduct on-the-spot enquiry into any incident of ragging referred to it by the Head of the Institution or any member of the faculty or member of the staff or any student or parent or guardian or any employee of a service provider or by any other person as the case may be and the enquiry report along with the recommendations shall be submitted to the Anti-Ragging Committee for action under clause 7 of the Regulation.
- d. The Anti-Ragging Squad will conduct such enquiry observing a fair and transparent procedure and the principle of natural justice and give adequate opportunity to the student or students accused of ragging and other witnesses to place before it the facts, documents and views concerning the incident of ragging and considering such other relevant information as may be required,

6. ACTION TO BE TAKEN BY THE COLLEGE

On receipt of the recommendation of the Anti-Ragging Squad or on receipt of any information concerning any reported incident of ragging, the Honorable Vice-Chancellor shall immediately determine if a case under the penal laws is made out and If so, either on his own or through a member of the Anti-Ragging Committee authorized by him on his behalf, proceed to First Information Report (FIR), within twenty four hours of receipt of such information or recommendation, with the police and local authorities, under the appropriate penal provisions relating to one or more of the following:

- i. Abetment to ragging
- ii. Criminal conspiracy to rag
- iii. Unlawful assembly and rioting while ragging
- iv. Public nuisance created during ragging
- v. Violation of decency and morals through ragging
- vi. Injury to body, causing hurt or grievous hurt.
- vii. Wrongful restraint.
- viii. Wrongful confinement
- ix. Use of criminal force.
- x. Assault as well as sexual offences or unnatural offences.
- xi. Extortion.
- xii. Criminal trespass
- xiii. Offences against property.
- xiv. Criminal intimidation.
- xv. Attempts to commit any or all the above mentioned offences against the victim(s).
- xvi. Threat to commit any or all the above mentioned offences against the victim(s).
- xvii. Physical or psychological humiliation.
- xviii. All other offences arising out of the definition of "Ragging".

It is provided that Hon'ble Vice-Chancellor will forthwith report the occurrence of the incident of ragging to the District Level Anti-Ragging Committee.

It is further provided that the institution will also continue with its own enquiry initiated under clause 7 of these Regulations and other measures without waiting for action on the part of the police/local authorities and such remedial action will be initiated and completed within a period of 10 (ten) days of the reported occurrence of the incident of ragging.

7. ADMINISTRATIVE ACTION IN THE EVENT OF RAGGING

The College will issue an order to punish a student found guilty of ragging after following the procedure and in the manner prescribed hereunder.

a. The Anti-Ragging Committee of the institution shall take appropriate decision, in regard to punishment or otherwise, depending on the facts of each incident of ragging and nature and gravity of the incident of ragging established in the recommendations of the Anti-Ragging Squad.

b. The Anti-Ragging Committee may award, depending on the nature and gravity of the guilt established by the Anti-Ragging Squad, to those found guilty, one or more of the following punishments:

i. Suspension from attending classes and academic privileges.

ii. Withholding/withdrawing scholarship / fellowship and other benefits.

iii. Debarring from appearing in any test / examination or other evaluation process.

iv. Withholding results.

v. Debarring from representing the institution in any regional, national or international meet, tournament, youth festival etc.

vi. Suspension / expulsion from the hostel.

vii. Cancellation of admission.

viii. Rustication from the institution for period ranging from one to four semesters.

ix. Expulsion from the institution and consequent debarring from admission to any other institution for a specified period.

x. Fine of Rs. 10,000/- (Rupees ten thousand) only or with imprisonment up to 06 months as per the Assam Prohibition of Ragging Act, 1999.

xi. To undertake patrolling and make surprise visits to places vulnerable to incidents of ragging. Provided that where the persons committing or abetting the act of ragging are not identified, the institution shall resort to collective punishment.

c. An appeal against the order of punishment as recommended by the Anti-Ragging Committee shall lie on the Executive Council of the Duliagan College.



**DIBRUGARH UNIVERSITY REGULATIONS
FOR
SEMESTER SYSTEM
&
ACADEMIC CALENDAR**

FOR THE B.A., B.SC. & B.COM. PROGRAMMES
IN THE SEMESTER SYSTEM, 2011

Refer to Dibrugarh University website i.e. <https://dibru.ac.in/academic-calendar-new>

DIBRUGARH UNIVERSITY REGULATIONS
FOR THE B.A., B.SC. AND B.COM. PROGRAMMES IN THE SEMESTER
SYSTEM, 2011

Refer to Dibrugarh University website i.e. <https://dibru.ac.in/index.php/academics/regulations>

Annexure I

RULES FOR INTERNAL ASSESSMENT IN B.A./B.SC./ B.COM. PROGRAMMES IN SEMESTER SYSTEM

1. The marks allotted for Internal assessment (20%) in each course shall be based on the following

- a. Sessional Examination - I (Written) - 25% of the marks allotted for internal assessment.
- b. Sessional Examination - II (Written) - 25% of the marks allotted for internal assessment.
- c. Seminar/Group Discussion - 25% of the marks allotted for internal assessment.
- d. Attendance: 25% of the marks allotted for internal Assessment. The marks of Internal Assessment for attendance shall be awarded as below:

Range of % of attendance	Marks to be awarded
80% to less than 85%	2
85% to less than 90%	3
90% to less than 95%	4
95% to 100%	5

Provided that one (1) mark for attendance shall be awarded to the candidates falling under Non-collegiate category within the range of 70% to less than 80% attendance, who are allowed to appear in the end semester examination of the concerned semester.

Each sessional examination shall be conducted by the concerned teacher(s) of the course. The setting of question paper, invigilating duty, evaluation of answer scripts for each paper shall be done by the concerned teacher(s) as a part of his/her/their normal duty. The subjects shall have to write the answers in the scripts provided and duly authenticated by the college/ institute concerned.

2. After evaluation, the answer scripts should be shown to the students and corrections should be made if necessary. After this, the answer scripts should be collected back from the students.
3. There shall be no provision for "repeat"/"betterment" in the sessional examination. If a student misses any sessional examination for unavoidable reasons, the concerned teacher may allow the student to appear in a separate examination at his/her own discretion.
4. The marks of internal assessment secured by a candidate shall be carried over to next legitimate chances.
5. If a course is taught by more than one teacher then the concerned teachers shall combinely conduct the process of internal assessment.

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

7. At the end of the semester (before the end-semester examinations begin) the concerned college shall submit the internal assessment marks in proper mark sheets to the University. The University may call the answer' scripts from the colleges/institutes at any time during the academic sessions.

ACADEMIC CALENDER

ODD SEMESTER (1ST June – 31ST DECEMBER, 2018)

DULIAJAN COLLEGE

DATE	EVENTS / ACTIVITIES
1 st – 30 th June	Admission notice and completion of the Admission Process in the H.S. 1 st Year and B.A./ B.Sc./ B.Com. 1 st , 3 rd & 5 th Semester Classes
4 th June	1. Commencement of the Odd Semester Classes of the B.A./ B.Sc./ B.Com. programmes. 2. Notification of the Class Routine. 3. Notification of Course plan/ Departmental Class Routine in the Notice Board of each Department.
1 st – 31 st July	Mid Semester Vacation for the teaching staff.
1 st Aug	1. Foundation Day Celebration Function of Duliajan College. 2. Inaugural Function of the Golden Jubilee Year Celebration of Duliajan College.
2 nd – 14 th Aug	Odd Semester & H.S. classes.
15 th Aug	Independence Day (Holiday)
16 th – 21 st Aug	1 st Sessional Examination for Degree Courses & 1 st Unit Test for H.S. courses
17 th Aug	Last date for submission of filled in Registration Forms of the B.A./ B.Sc./ B.Com. 1 st Semester students to Dibrugarh University.
16 th – 23 rd Aug	Counseling for the B.A./ B.Sc./ B.Com. 1 st Semester students and mid semester Feedback Assessment (any one day)
22 nd Aug	Id-Uz-Zuha (Holiday)
23 rd Aug – 25 th Aug	Odd Semester & H.S. classes
26 th Aug	All Assam Inter-College Swahid Memorial Debate Competition ** শহীদ সোঁৱৰণী সন্দো অসম আন্তঃ মহাবিদ্যালয় তৰ্ক প্ৰতিযোগীতা
28 th Aug	Last date for notification of 1 st Sessional Examination marks at Departmental Notice Boards.
27 th Aug – 30 th Aug	Odd Semester & H.S. classes
31 st Aug	Tithi of Sri Sri Madhab Dev (Holiday)
1 st Sept – 2 nd Sept	Odd Semester & H.S. classes
3 rd Sept	Janmanstami (Holiday)
4 th Sept – 10 th Sept	Odd Semester & H.S. classes
1 st Sept – 10 th Sept	Internal Assessment of the B.A./ B.Sc./ B.Com. Programmes through Seminar/ Group discussion, etc.
11 th Sept	Tithi of Sri Sri Sankar Dev (Holiday)
12 th Sept	Students' Union Election.**
13 th Sept - 18 th Sept	Odd Semester & H.S. classes
19 th Sept	Janmotsav of Sri Sri Sankar Dev (Holiday)

20 th Sept – 29 th Sept	Odd Semester & H.S. classes
26 th Sept	1. Last date for Assignment submission by the students (if any)of the B.A./ B.Sc./ B.Com. Programmes. 2. Last date for submission of filled in examination forms of the B.A./ B.Sc./ B.Com. End Semester Examinations at the University.
2 nd Oct	Gandhi Jayanti (Holiday)
1 st Oct – 5 th Oct	2 nd Sessional Examination for Degree Courses & 2 nd Unit Test for H.S. courses
6 th Oct – 15 th Oct	Odd Semester & H.S. classes
16 th Oct– 19 th Oct	Durga Puja, Kati Bihu & Vijoya Dashami (Holiday)
20 th Oct – 22 nd Oct	Odd Semester & H.S. classes
23 rd Oct	1. Last date for notification of 2 nd Sessional Examination marks at Departmental Notice Boards. 2. Completion of Odd Semester classes.
1 st – 30 th Nov	End Semester (Odd) Examination for Degree Courses
1 st – 31 st Dec	Semester End Vacation for the teaching staff

N.B.

** The dates of these events may be changed.