



ওবেষ্ট গুৱাহাটী কমাৰ্চ কলেজ

**WEST GUWAHATI COMMERCE COLLEGE**

*Prospectus*

2022-2023



**PANDAV NAGAR :: BORIPARA :: GUWAHATI :: 781 012**

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**Website : [www.wgccguwahati.in](http://www.wgccguwahati.in)**

# PROSPECTUS COMMITTEE

2022-2023



Mr. Bhabananda Dutta (Principal I/C), Mr. Harendra Kumar Nath (Vice Principal I/C), Dr. Iva Devi (Convener), Mr. Sujit Nandi (Member), Mrs. Elora Devi (Member), Dr. Namita Sarma (Member), Dr. Rakitima Hujuri (Member), Dr. Rajashree Deka (Member), Dr. Prateeksha Barman (Member), Mrs. Usha Kumari (Member)



### *A few words from the Principal*

In the beginning I welcome all the students who seek admission in this college. The college was established in 1992 to fulfill the need of Commerce education in Assam. The college got provincilised in January 2021 and the students like the other college getting various facilities from State Government time to time.

West Guwahati Commerce College provides assistance to students so that they can establish in future life through highly trained, experienced and motivated faculty and resource persons. Many students from our college already are established not only in State & Central Government job but also in some reputed companies. College has many planning in coming days for future development of students.

I hope students coming to this college can fulfill their dream in near future.

*Mr. Bhabananda Dutta*  
Principal I/C  
West Guwahati Commerce College



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## WEST GUWAHATI COMMERCE COLLEGE

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## SECTION - 1 : THE INSTITUTION

### ORIGIN :

The origin of the West Guwahati Commerce College dates back to the year 1992<sup>m</sup> when a prominent citizen of the locality namely Dr. Binoy Kr. Tamuly mooted the idea of establishing an ideal commerce college in the Maligaon Gotanagar locality with a view to cater to the academic need of the local students.

Accordingly, on 17-05-1992 a public meeting was held at Gotanagar Nambari High School premises under the Presidentship of Late Dr. Minadhar Borthakur, Secretary Dulal Ch. Das and Treasurer Sri Tarun Ch. Baruah. The idea of establishing a commerce college in this locality was highly appreciated by everyone present in the meeting because of the ever increasing demand of a Commerce College for the local youths. Accordingly, it was resolved in the same meeting that an ideal commerce college be established in the West Guwahati locality to cater to the need of the local youths with the active participation and co-operation of the leading citizen of the locality.

“As is rightly said, moral thoughts may take time to conceive little time to deliver”, within a short period of time an institute emerged as West Guwahati Commerce College with the unified effort selfless devotion and sacrifice of the founding fathers with Late N. C. Das as the founder Principal and the team of devoted faculty members which soon flourished into a full fledged commerce college to reach to height of academic achievements.

### FOUNDING FATHERS :

1. LATE MANIK BHATTACHARYA
2. LAKHIRAM CHAMUIA
3. LILADHAR HAZARIKA
4. ADHIR DAS
5. LATE N. C. DAS
6. A. C. CHANDA
7. HANSA NATH SARMA

8. KRISHNA KUMAR
9. NARAYAN BHARALI
10. ANIL KUMAR
11. AJIT KUMAR DHAR
12. PRAMOD KUMAR
13. DHIRESWAR DAS
14. RANTU SARKAR

15. BIMAL MALLIK
16. ATUL RAJBONSHI
17. CHANDAN BHOWMICK
18. S. PURKAYASTHA
19. ANJU BHATTACHARYA
20. LAKHIRAM DAS
21. JYOTISH DAS

## A SHORT PROFILE OF THE COLLEGE

The college is situated on the northern side of the Maligaon Over Bridge. The College is in a building away from the cacophony of city, the site is very ideal for both teaching and learning in a calm, quiet and serene atmosphere. From the point of view of communication, the College is just two minute's walking distance from the city bus route, with a stoppage at Baripara. It is only about 2 Kilometers distant from Gauhati University.

### OUR MOTTO :

To impart modern knowledge, developing skills, inculcating proper values of life, infusing desired attitude towards society and forming, relationship between mind and soul.

### OUR MISSION :

- To impart need based quality education to the society.
- To help gaining acquisition of practical skill, attitudes relating to occupation in the various organized and unorganized sectors.
- To build professionally qualified graduates with sound knowledge of their core discipline.
- To provide more relevant and career oriented courses with focus on quality and excellence.
- To produce work forces having self-determination and the ability to explore opportunities.
- To enhance self-confidence and leadership qualities of the students to face present day challenges and risks.
- To develop independent thinking, creativity, innovative mindset and decision taking capability.

### OUR VISION :

The vision of West Guwahati Com. College is to proceed in a positive way towards improvement of present conventional higher education system to face the challenges of management of industries and business. The college has initiated a major programme for the next five-years to ensure that the graduates who come out after successful completion of these courses would have knowledge, skills and aptitude for gaining employment in the wage sector in general. The college has started a few self-financing courses from the session 2007-2008.

The college has introduced the system of remedial classes from the academic year 2008-2009 for the upliftment of economically disadvantaged section of the society like SC, ST, and OBC and students of economically deprived to achieve academic excellence.

### OUR OBJECTIVES :

The main objectives of West Guwahati Commerce College are :-

1. To promote academic excellence in teaching so as to produce commerce graduates of higher standard in order to enable them to face the challenges of changing times.
2. To exploit and draw out the talent and the abilities of the students and to prepare them for active life commitment with a passion for achievement.
3. To help the students to develop skills of communication, self study and to analyse their own potential and caliber on the present global situation.
4. To produce intellectually, morally upright and socially committed citizens by inculcating human values in the students minds through education and personal interaction with resource persons.



## SECTION II

# ADMINISTRATION, MANAGEMENT & FACULTIES

### GOVERNING BODY OF THE COLLEGE

<b>President</b>	: Dr. Jyotish Goswami
<b>G.U. Representative</b>	: Prof. Amrit Pal Singh
<b>G.U. Representative</b>	: Prof. Utpal Sarma
<b>Secretary</b>	: Mr. Bhabananda Dutta (Principal I/C)
<b>Member Ex. Officio</b>	: Mr. Harendra Kr. Nath (Vice-Principal I/C)
<b>Guardian Member</b>	: Mr. Hari Pd. Das : Mrs. Junu Kumari : Mr. Ranendra Sen
<b>Teacher Representative</b>	: Mr. Ranjit Das : Dr. Rajashree Deka
<b>Member, Non-Teaching Staff</b>	: Mr. Biswajit Thakuria
<b>Donor Member</b>	: Mr. Kamal Dey
<b>Sponsoring Body Members</b>	: Dr. Himanta Biswa Sarma, President : Dr. Chandra Mohan Sarma, Working President : Sri Santanu Roy Choudhury, Vice President : Mrs. Riniki Bhuyan Sarma, Vice President : Mr. Kamal Dey, Treasurer : Mr. Harendra Kr. Nath, Joint Secretary : Dr. Jyotish Goswami, : Mr. Ibrahim Ali : Mr. Barada Kanti Das : Mrs. Beauty Rajbongshi : Mr. Dulal Bharali : Mr. Pradip Roy

# ADMINISTRATION, MANAGEMENT & FACULTIES

## *Admission Committee For Degree*

### Degree Section

: Mr. Bhabananda Dutta	(Chairman)
: Mr. Harendra Kumar Nath	(Vice Chairman)
: Mr. Sujit Nandi	(Member)
: Mrs. Sanchita Choudhury	(Member)
: Mrs. Elora Devi	(Member)
: Dr. Namita Sharma	(Member)
: Dr. IVA Devi	(Member)
: Dr. Raktima Hujuri	(Member)
: Mr. Ranjit Das	(Member)
: Mr. Dipak Jain	(Member)
: Dr. Subrata Bhowmick	(Member)
: Mr. Jyotirmoy Goswami	(Member)
: Mr. Lakhyadhar Das	(Member)
: Mr. Bijoy Kumar	(Member)

## *Women Cell Committee*

: Dr. Raktima Hujuri	(Convnor)
: Mrs. Sanchita Choudhury	(Member)
: Mrs. Elora Devi	(Member)
: Dr. Namita Sharma	(Member)
: Dr. Rajashree Deka	(Member)
: Dr. Prateeksha Barman	(Member)
: Mrs. Tripti Haloi	(Member)
: Miss. Chandana Prasar	(Member)
: Miss Kakali Das	(Member)
: Miss Rashmirekha Barman	(Member)

## *College Magazine Committee*

: Dr. Rajashree Deka	(Convnor)
: Mrs. Elora Devi	(Member)
: Dr. Iva Devi	(Member)
: Dr. Raktima Hujuri	(Member)
: Miss. Manashi Bhattacharjee	(Member)
: Dr. Prateeksha Barman	(Member)
: Mrs. Usha Kumari	(Member)
: Miss Kakali Das	(Member)

## *Red Ribbon Membership Club*

: Mrs. Sanchita Choudhury	(Convnor)
: Mrs. Elora Devi	(Member)
: Mr. Dipak Jain	(Member)
: Dr. Subrata Bhowmick	(Member)

## *Exam Committee*

### Degree

: Mr. Bhabananda Dutta	(Officer In Charge)
: Mr. Harendra Kumar Nath	(Asstt. Officer In Charge)
: Mrs. Elora Devi	(Member)

### H.S.

: Mr. Bhabananda Dutta	Officer In Charge)
: Mr. Sujit Nandi	(Asstt. Officer In Charge)
: Mrs. Sanchita Choudhury	(Asstt. Officer In Charge)



# ADMINISTRATION, MANAGEMENT & FACULTIES

## *Academic Council*

: Mr. Bhabananda Dutta	(Chairman)
: Mr. Harendra Kumar Nath	(Vice Chairman)
: Dr. Namita Sarma	(Member)
: Mr. Sujit Nandi	(Member)
: Mrs. Elora Devi	(Member)
: Mrs. Sanchita Choudhury	(Member)
: Dr. Iva Devi	(Member)
: Dr. Raktima Hujuri	(Member)
: Mr. Ranjit Das	(Member)
: Dr. Pratksha Barman	(Member)
: Mrs. Tripti Haloi	(Member)
: Mr. Joytirmoy Goswami	(Member)
: Miss Kakali Das	(Member)

## *Students Discipline & Mentoring Committee*

: Mr. Sujit Nandi	(Chairperson)
: Dr. Raktima Hujuri	(Co-ordinator Discipline)
: Mrs. Elora Devi	(Co-ordinator Mentoring)
: Mrs. Sanchita Choushury	(Member)
: Mr. H.K Nath	(Member)
: Dr. Namita Sarma	(Member)
: Dr. Iva Devi	(Member)
: Mr. Ranjit Das	(Member)
: Mr. Sunrata Bhoumick	(Member)
: Mr. Dipak Jain	(Member)
: Miss. Manashi Bhattacharjee	(Member)
: Mr. Bijoy Kumar	(Member)
: Mr. Parag Kalita	(Member)
: Miss. Chandana Parasar	(Member)
: Miss. Rashmirekha Barman	(Member)

## *Sports Development Committee*

: Mr. Parag Kalita	(Chairperson)
: Mr. Bijoy Kumar	(Co-ordinator)
: Mr. Ranjit Das	(Member)
: Dr. Raktima Hujuri	(Member)
: Dr. Rajashree Deka	(Member)
: Mr. Subrata Bhowmick	(Member)
: Dr. Prateeksha Barman	(Member)
: Mrs. Tripti Haloi	(Member)
: Mr. Jyotirmoy Goswami	(Member)
: Miss. Chandana Parasar	(Member)

## *Cultural Development Committee*

: Mr. Ranjit Das	(Chairperson)
: Mrs. Elora Devi	(Convenor)
: Mrs. Sanchita Choudhury	(Member)
: Dr. Raktima Hujuri	(Member)
: Dr. Rajashree Deka	(Member)
: Dr. Parteeksha Barman	(Member)
: Mr. Lakhyadhar Das	(Member)
: Mrs. Usha Kumari	(Member)
: Mrs. Madhusmita Devi	(Member)
: Miss. Kakali Das	(Member)
: Miss. Chandana Parasar	(Member)

# ADMINISTRATION, MANAGEMENT & FACULTIES

<i>Library Development Committee</i>	: Mrs. Elora Devi : Dr. Namita Sharma : Mrs. Sanchita Choudhury : Mr. Ranjit Das : Dr. Rajashree Deka : Miss Chandana Parasar : Miss Rashmirekha Barman	(Chairperson) (Co-ordinator) (Member) (Member) (Member) (Member) (Member)
<i>Rusa Committee</i>	: Mr. Bhabananda Dutta : Dr. Iva Devi : Mr. Dipak Jain : Mr. Sujit Nandi : Dr. Namita Sharma : Dr. Raktima Hujuri : Mr. Ranjit Das	(Chairperson) (Co-ordinator) (Asstt. Co-ordinator) (Member) (Member) (Member) (Member)
<i>National Service Scheme (NSS)</i>	: Mrs. Manashi Bhattacharjee : Mr. Parag Kalita	(NSS Programme Officer ) (NCC Programme Officer )
<i>Press &amp; Publication Committee</i>	: Mr. Bhabanabda Dutta : Dr. Iva Devi : Mrs. Elora Devi : Dr. Raktima Hujuri : Dr. Rajashree Deka : Dr. Prateeksha Barman : Mr. Lakhyadhar Das	(Chairman) (Convenor) (Member) (Member) (Member) (Member) (Member)
<i>Student Welfare &amp; Self Empowerment Committee</i>	: Mrs. Elora Devi : Mrs. Sanchita Choudhury : Dr. Namita Sharma : Miss. Manashi Bhattacharjee : Dr. Prateeksha Barman : Miss Rashmirekha Barman	(Chairparson) (Co-ordinator) (Member) (Member) (Member) (Member)
<i>Enviroment Beautification &amp; College Campus Devlopment Committee</i>	: Dr. Raktima Hujuri : Mr. Ranjit Das : Mr. Sujit Nandi : Mrs. Elora Devi : Dr. Namita Sharma : Mr. Dipak Jain : Mr. Jyotirmoy Goswami	(Chairparson) (Co-ordinator) (Member) (Member) (Member) (Member) (Member)

# ADMINISTRATION, MANAGEMENT & FACULTIES

*Research Council Committee* : Dr. Iva Devi (Chairperson)  
: Mr. Dipak Jain (Co-ordinator)  
: Dr. Subrata Bhowmick (Member)  
: Mr. Sujit Nandi (Member)  
: Dr. Rajashree Deka (Member)  
: Dr. Prateeksha Barman (Member)

*College Website & Documentation Committee* : Mr. Bhabananda Dutta (Chairman)  
: Mr. Dipak Jain (Convenor)  
: Dr. Iva Devi (Member)  
: Mr. Ranjit Das (Member)  
: Dr. Subrata Bhowmick (Member)  
: Dr. Rajashree Deka (Member)

*College Canteen Supervisor Committee* : Mr. Bhabanabda Dutta (Chairman)  
: Mr. Sujit Nandi (Co-ordinator)  
: Mrs. Sanchita Choudhury (Member)  
: Mrs. Elora Devi (Member)  
: Dr. Namita Sharma (Member)  
: Dr. Raktima Hujuri (Member)  
: Mr. Ranjit Das (Member)

*Enterprenurship Development Committee & Center for Skill Education* : Mr. Bhabananda Dutta (Chairman)  
: Dr. Iva Devi (Co-ordinator)  
: Mr. Sujit Nandi (Member)  
: Mrs. Sanchita Choudhury (Member)  
: Mrs. Elora Devi (Member)  
: Mr. Ranjit Das (Member)

*Uniform Committee* : Mrs. Sanchita Choudhury (Convenor)  
: Mr. Sujit Nandi (Member)  
: Mr. Ranjit Das (Member)  
: Mr. Dipak Jain (Member)  
: Mr. Jyotirmoy Goswami (Member)

*Prospectus Committee* : Dr. Iva Devi (Convenor)  
: Mr. Sujit Nandi (Member)  
: Mrs. Elora Devi (Member)  
: Dr. Namita Sharma (Member)  
: Dr. Raktima Hujuri (Member)  
: Dr. Rajashree Deka (Member)  
: Dr. Prateeksha Barman (Member)  
: Mrs. Usha Kumari (Member)

# ADMINISTRATION, MANAGEMENT & FACULTIES

## INTERNAL QUALITY ASSURANCE CELL (IQAC)

<b>Chairman</b>	: Mr. Bhabananda Dutta (Principal I/C)
<b>Member of Management</b>	: Dr. Jyotish Goswami, President (Governing Body)
	: Mr. Haredra Kumar Nath (Vice-Principal)
<b>Co-Ordinator</b>	: Dr. Iva Devi
<b>Assistant Co-ordinator</b>	: Mr. Dipak Jain
<b>Joint Assistant Co-ordinator</b>	: Mrs. Sanchita Choudhury : Dr. Raktima Hujuri
<b>Member, Teaching Staff</b>	: Mr. Sujit Nandi : Mrs. Elora Devi : Dr Namita Sarma : Mr. Ranjit Das : Dr. Subrata Bhowmiek : Dr. Rajashree Deka : Dr. Prateeksha Barman : Mrs. Tripti Haloi
<b>Nominee From Local Society</b>	: Mr. Sanjay Kumar : Mrs. Junu Kumari
<b>Student Alumni</b>	: Mr. Sabita Bhagawati : Mr. Bishal Patowary

## ALL INDIA SURVEY OF HIGHER EDUCATION (AISHE)

<b>AISHE Nodal Officer</b>	: Dr. Iva Devi
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*All the student of B.com 1st, 3rd and 5th semester are hearby asked to contact their Teacher Mentors as mentionwd below and give their mobile Nos as soon as possible, The Teacher Mentor will guides them their overall Progress.*

SI No	Teacher/Mentors Name	Range of Roll No'S (1st, 3rd, 5th Sem)	Phone No of the Teachers
1.	Mr. H.K. Nath	1 to 20	9954326961
2.	Mr. S. Nandi	21 to 40	7002650983
3.	Mrs. S. Roy	41 to 60	9954010026
4.	Mrs. E. Devi	61 to 80	9706412246
5.	Dr. N. Sarma	81 to 100	8486155760
6.	Dr. Iva Devi	101 to 120	9954203448
7.	Dr. R. Hujuri	121 to 140	9864807064
8.	Mr. R. Das	141 to 160	9101666695
9.	Mr. S. Bhowmick	161 to 180	7002292074
10.	Mrs. M. Bhattacharjee	181 to 200	8638726707
11.	Dr. R. Deka	201 to 220	9085164089
12.	Mr. D. Jain	221 to 240	9707822001
13.	Dr. P. Barman	241 to 260	9401098492
14.	Mrs. T. Haloi	261 to 280	9365413508
15.	Mr. Lakshyadhar Das	281 to 300	9435012535
16.	Mr. J. Goswami	300 to 320	9508030910
17.	Mr. P. Kalita	321 to 340	8638771685
18.	Mr. B. Kumar	341 to 360	8876787342
19.	Mr. B. Kumar	361 to 380	8638363763
20.	Mrs. U Kumari	381 to 400	9954454160

# ADMINISTRATION, MANAGEMENT & FACULTIES

## Construction Committee :

: Dr. Jyotish Goswami	(President)
: Mr. Bhabananda Dutta	(Principal I/C)
: Mr. Harendra Kuram Nath	(Vice Principal I/C)
: Mr. Kamal Dey	(Treasurer)
: Mr. Sujit Nandi	(Teacher Representative)
: Mrs. Elora Devi	(Teacher Representative)

## Admission Committees for H. S. and Three-Year Degree Course :

Sl. No.	Higher Secondary Section	Sl. No.	Third Year Degree Course Section
01.	Ms. Elora Devi	01.	Mr. Bhabananda Dutta (Chairman)
02.	Mr. Sujit Nandi	02.	Mr. Harendra Kr. Nath (Vice-Chairman)
03.	Dr. Namita Sarma	03.	Mr. Sujit Nandi
04.	Dr. Iva Devi	04.	Mrs. Sanchita Choudhury
05.	Mr. Lakshyadhar Das	05.	Mrs. Elora Devi
06.	Mr. Jyotirmoy Goswami	06.	Dr. Namita Sarma
07.	Mr. Paragjyoti Kalita	07.	Dr. Iva Devi
08.	Dr. Rajashree Deka	08.	Dr. Raktima Hujuri
01.	Mr. Biswajit Thakuria (UDA)	09.	Mr. Ranjit Das
	<b>OFFICE STAFF</b>	10.	Mr. Dipak Jain
01.	Mr. Manika Kumari (LDA)	11.	Mr. Subrata Bhowmick
02.	Mr. Hirakjyoti Talukdar (LDA)	12.	Mr. Jyotirmoy Goswami
03.	Mr. Anil Barman (Grade IV)	13.	Mr. Lakshyadhar Das
04.	Mr. Gopeswar Das (Grade IV)	14.	Mr. Bijoy Kumar
			<b>OFFICE STAFF</b>
		01.	Mr. Himjyoti Kumar (LDA)
		02.	Mr. Mridul Kalita (LDA)
		03.	Mr. Chanakya Kumar (Grade IV)
		04.	Mrs. Ikon Kumari (Grade IV)

# FACILITIES AVAILABLE IN THE COLLEGE

## **COLLEGE LIBRARY AND READING ROOM**

The College library is gradually, being built up for the benefit of the students with the help of a few publishers and donors. The College subscribes few daily newspapers and magazines. Students may borrow books from the library against their Library Cards. They may read various newspapers and journals in the reading room of the library. There is a book bank facility meant for the poor and needy students.

## **CANTEEN**

The College canteen provides refreshments for the staff and students at a reasonable rate in a hygienic environment.

## **DRINKING WATER**

Purified drinking water facility is available for all in the college.

## **COMPLAINTS-CUM SUGGESTIONS**

Students may put their complaints and valuable suggestions, if any, in the "complaints-cum-suggestions" box for remedies and overall improvement of the college.

## **AUDITORIUM**

There is a well equipped fully Air-conditioned public auditorium adjacent to the college campus with a sitting capacity of 500 named "Karmashree Hiteswar Saikia Auditorium".

## **PARKING**

There are parking sheds for vehicles inside the college campus.

## **NSS**

The N. S. S. unit of the college was brought into existence in the year 2007. Series of programmes are being organised by the unit till date and many of our volunteers participated in large numbers in state and national level camps.

## **NEEDS & IMPORTANCE OF CAREER ORIENTED COURSE**

Indian higher education should provide skilled human power which is confident, flexible and has the knowledge and technical skill needed to face the challenge of the social and economic realities of the twenty first century.

The younger generation, having commitment, confidence and creativity, must choose career oriented courses like Travel & Tourism, Entrepreneurship development and various I.T. (Computer) courses, which has immense scope for employment. College is interested to open few self-financing courses to achieves the objectives and goals and focus on redesigning the existing education system to meet the challenges of globalisation.

## **ENTREPRENEURSHIP DEVELOPMENT COURSE**

The college has decided to introduce several Entrepreneurship development programmes in the coming days. The college will start training for all the interested students who are keen to stand on their own feet. The students are usually seen to run from pillar to post in search of a job. We want to make sure that our students are freed the trouble of finding a job. The session would equip the students with the zeal to do something different.

## **AWARDS / ACCOLADES**

- i) Students obtaining any rank in the H.S. Final Exam will be awarded with Rs. 50,000/- (Fifty thousand)
- ii) Students securing highest marks in any subject will be awarded with Rs. 10,000/- (Ten thousand)
- iii) Students securing ten (10) points in degree level, will be awarded with Rs. 10,000/- (Ten thousand)



## SECTION - III : ADMISSION PROCEDURE & OTHERS

1. Admission into the college is made strictly in order of merit and is governed by the college admission rules.
2. No application form will be accepted after the last date as notified and all incomplete application forms will stand automatically rejected.
3. The college follows the Reservation policy of the Government and the segregation of seats as per quota are : SC - 7%, ST (Hills) - 5%, ST (Plains) - 10% OBC / MOBC - 15%, Physically Disabled - 2%, Extra Curricular Activities - 2%, Freedom Fighter - 2%.
4. A student has to produce the following documents at the time of interview :
  - i. Original Mark Sheet of last examination passed.
  - ii. Original Certificate from the head of the Institution last attended.
  - iii. Passport size Photograph (2 copies)
  - iv) Migration Transfer Certificate as the case may be.
  - v) SC / ST / OBC / MOBC Certificate.
  - vi) Certificate of proficiency in Co-curricular and Extra Curricular activities as the case may be.
  - vii) Proof of Age (HSLC Admit Card / Certificate).

### COURSES OF STUDY :

Regular Courses :

- a) H. S. Commerce; b) T. D. C Commerce

### Regular Courses :

#### Higher Secondary (as per AHSEC)

In the Commerce Stream of Higher Secondary Level, students may offer two optional subjects out of which the second one in which the student secure lesser marks automatically becomes the fourth subject.

STREAM	CORE SUBJECTS	ADDL. ELECTIVE (ANY ONE)	COMPULSORY SUBJECTS
<b>H. S. Commerce</b>	1. English 2. M. I. L. (Assamese/Bengali/Hindi/Bodo/Alternative English) 3. Economics 4. Env. Sc. (H.S. 1st Yr. only)	1. Commercial Mathematics and Statistics 2. Finance	1. Accountancy 2. Business Studies



# THREE YEAR DEGREE COURSE

B. com. (Hons.): Three- Year (6 – Semester) CBCS Programme

## COURSE STRUCTURE

### SEMESTER I

BCM-AE-1014	Business Communication (English/Hindi/MIL)	Ability-Enhancement Company Course (AECC)-1
COM-HC-1026 COM-HC-1036	Financial Accounting Business Law	Core Course C-1 Core Course C-2
COM-GE-1046(A) COM-GE-1046(B)	<b>Any one of the following</b> Micro Economics Investing in stock market	Generic Elective (GE)-1 Generic Elective (GE)-1

### SEMESTER II

ENV-AE-2014	Environmental Studies	<b>Ability-Enhancement</b> Compulsory course (AECC)-2
COM-HC-2026 COM-HC-2036	Corporate Accounting Corporate Laws	Core Course C-3 Core Course C-4
COM-GE-2046(A) COM-GE-2046(B)	Macro Economics Insurance & Risk Management	Any one of the following Generic Elective (GE)-2 Generic Elective (GE)-2

### SEMESTER III

COM-HC-3016 COM-HC-3026 COM-HC-3036	Computer Applications in business Income-tax Law and Practice Management Principles and Applications	Core Course C-5 Core Course C-6 Core Course C-7
COM-GE-3046 COM-GE-3046	Any one of the following (A) Business Studies/Generic Elective (GE)-3 (B) Operation Research in Business	
COM-SEC-HC-3054 COM-SEC-HC-3054	Any one of the following (A) Entrepreneurship/ Skill-Enhancement Elective (B) New Venture Planning Course (SEC)-1	

### SEMESTER IV

COM-HC-4016 COM-HC-4026 COM-HC-4036	Cost Accounting Business Mathematics Human Resource Management	Core Course C-8 Core Course C-9 Core Course C-10
COM-GE-4046 COM-GE-4046	Any one of the following (A) Indian Economic/Generic Elective (GE)-4 (B) Micro Finance	
COM-SEC-HC-4054 COM-SEC-HC-4054	Any one of the following (A) E-Commerce/Skill-Enhancement Elective (B) E-Filing of Returns Course (SEC)-2	

### SEMESTER V

COM-HC-5016 COM-HC-5026	Principles of Marketing Fundamentals of Financial Management	Course C-11 Core Course C-12
	DSE-1(Any one of Group A other than the subject Discipline Specific Selected under DES-2) Elective (DSE)-1 DSE-2(Any one of Group A other than the subject Discipline Specific under DES-1) Elective (DSE)-2 Discipline Specific Elective (DSE)	

## THREE YEAR DEGREE COURSE

B. com. (Hons.): Three- Year (6 – Semester) CBCS Programme

### Group A

COM-DSE-HC-5036 (A)	Management Accounting
COM-DSE-HC-5036 (B)	Advanced Financial Accounting
COM-DSE-HC-5036 (C)	Advertising
COM-DSE-HC-5036 (D)	Banking
COM-DSE-HC-5036 (E)	Computerised Accounting System
COM-DSE-HC-5036 (F)	Indian Financial System

### SEMESTER VI

COM-HC-6016	Auditing and Corporate Governance	Core course C-13
COM-HC-6026	Indirect Tax Laws	Core Course C-14
	DSE-3 (Any one of Group B other than the subject under DSE-4) Elective (DSE)-3	Discipline Specific Selected
DSE-4	(Any one of Group B other than the subject Selected under DSE-3) Elective (DSE)-4	Discipline Specific
	Discipline Specific Elective (DSE)	

### GROUP B

COM-DSE-HC-6036(A)	Fundamentals of Investment
COM-DSE-HC-6036(B)	Consumer Affairs and Customer Care
COM-DSE-HC-6036(C)	Advanced Corporate Accounting
COM-DSE-HC-6036(D)	International Business
COM-DSE-HC-6036(E)	Industrial Relations and Labour Laws
COM-DSE-HC-6036(F)	Business Research Methods and Project Work



## FEE STRUCTURE FOR HIGHER SECONDARY

Sl. No.	Particulars of the Fees	H.S. 1st Year	H.S. 2nd Year	Remarks
1.	Admission Fees	250	250	
2.	College Examination Fees	250	250	
3.	Library Fees	220	220	
4.	Students Welfare fund	70	70	
5.	Electric Charge	170	170	
6.	Academic Development Fund	1000	2000	
7.	Repairs & Maintainance	150	150	
8.	College Magazine	150	150	
9.	College Building Fees	3000	3000	
10.	Students Fund -			
	a) Fresher's Social	100	100	
	b) Saraswati Puza	60	60	
	c) Games & Sports	70	80	
11.	Corpus fund	150	150	
12.	Extension Education (N'ss/Ncc)	50	50	
13.	Library Cards	60	50	
15.	Tuition Fees	600	600	
16.	Identity Card	50	50	
17.	Enrolment Fees	25	---	
18.	Registration	75	---	
19.	Project Work	250	250	
<b>TOTAL</b>		<b>6750</b>	<b>7650</b>	

### OTHER DUES

1.	Late Admission Fees	Rs. 2000.00
2.	Transfer Fees	Rs. 3000.00
3.	Pass Certificate	Rs. 250.00
4.	Duplicate Identity Card	Rs. 50.00
5.	Admission Form & Prospectus	Rs. 300.00
6.	Eligibility Criteria Fee (Other than SEBA)	Rs. 300.00

**N. B. :** a) Fees related to H.S. Council will be charged as per their notification.  
b) Casual Admission Fees H. S. Rs. 1200.00

## THREE YEAR DEGREE COURSE / SEMESTER FEE STRUCTURE

### Admission Fees B.Com 1st & 3rd Semester 2022-23

Sl. No.	Particulars	Male	Female	Income below 2 lakh
1	Admission Fees	200	200	...
2	Library Fees	240	240	...
3	Student Welfare Fund	100	100	...
4	Electricity Charge	200	200	...
5	Academic Develop Fund	1800	1800	...
6	College Magazine	150	150	150
7	Freshmen Social	200	200	200
8	Saraswati Puja	200	200	200
9	Games & Sports	200	200	200
10	Academic Activity (Seminer)	150	150	...
11	Extension Education (NSS/NCC)	150	150	...
12	Library Card	50	50	...
13	Tution Fees	720	720	...
14	I Card	100	100	50
15	Enrolmrnt Fees	440	440	...
16	Major Fees	500	...	...
17	Prospectus	300	300	...
	Total	5700	5200	800

#### OTHER DUES

1. Late Admission Fees (within one month from the date of admission)	Rs. 2000.00	4. Duplicate Identity Card	Rs. 50.00
2. Transfer Fees	Rs. 3000.00	5. Admission Form & Prospectus	Rs. 300.00
3. Pass Certificate	Rs. 250.00	6. Renewal Admission	Rs. 900.00

#### ELIGIBILITY CERTIFICATE FEE (G.U.)

Migration Fee collect at the time of registration & original M/c submit as per G. U. Rules.

- N. B. :**
- Major Fee, Late fine, students must obtain receipt for all payment of dues from the office. They cannot claim payment of dues without showing the original receipt of payment.
  - Fees related to University / H.S. Council will be charged as per their notification.
  - Computer Education Fee will be extra and will be notified at the time of admission.
  - B. Com Casual Admission Fees Rs. 1500.00.
  - G.U. Registration and Exam. Fees Form Fill-up online by students.

## THREE YEAR DEGREE COURSE / SEMESTER FEE STRUCTURE

Sl. No.	Particulars of the Fees	B.Com. 5th Sem
1.	Admission Fees	200
2.	College Examination Fees	250
3.	Library Fees	200
4.	Students Welfare fund	50
5.	Electric Charge	200
6.	Academic Development Fund	1800
7.	Repairs & Maintainance	150
8.	College Magazine	150
9.	College Building Fees	3000
10.	Students Fund -	
	a) Fresher's Social	100
	b) Saraswati Puja	60
	c) Games & Sports	60
11.	Academic Activities (Seminer etc)	50
12.	Corpus fund	150
13.	Extension Education (NSS / NCC)	50
14.	Library Cards	50
15.	Tuition Fees	720
16.	Identity Card	60
17.	Enrolment Fees	220
18.	Project Work	250
19.	Major Fees	500
	<b>TOTAL</b>	<b>8270</b>

### OTHER DUES

1. Late Admission Fees (within one month from the date of admission)	Rs. 2000.00	4. Duplicate Identity Card	Rs. 50.00
2. Transfer Fees	Rs. 3000.00	5. Admission Form & Prospectus	Rs. 300.00
3. Pass Certificate	Rs. 250.00	6. Renewal Admission	Rs. 900.00

### ELIGIBILITY CERTIFICATE FEE (G.U.)

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  - B. Com Casual Admission Fees Rs. 1500.00.
  - G.U. Registration and Exam. Fees Form Fill-up online by students.

# COLLEGE DISCIPLINE AND RULES

## **SOME IMPORTANT INSTRUCTIONS :**

1. Maintenance of strict discipline and proper decorum is emphasized.
2. Familiarize yourself with all College Rules as notified from time to time.
3. Be regular in attending your classes. A lesson missed is missed forever.
4. Look up the Notice Board daily as soon as you come to and before you leave the college.
5. Get Cash Receipt for all amounts paid in the College Office.
6. Observe silence and maintain decorum whenever inside the college premises.
7. Use college property with utmost care and do not tamper with electrical and other fittings. Help to keep College premises clean and healthy.
8. Smoking inside the college premises is strictly prohibited.
9. Park your bicycle, scooter and car in the College Parking only.
10. Avoid trespassing and plucking of flowers.
11. It is expected that students show their obedience and respect to their teachers and senior.
12. Guardians shall be apprised of the progress of their wards time to time or whenever necessity arises.
13. It is desirable that the guardians/parents should visit the college during working hours for enquiry about their wards, their regularity in attendance, college examination and home assignments.
14. Do not move in the corridors and verandahs when classes are on. Any student found loitering around the verandahs without any valid reason will have to face strict disciplinary action.
15. Maintain the sanctity of the library with silence and a decent and helpful conduct.
16. Keep your college clean.
17. Chewing of betelnut, taking pan masala, chewing gum etc. inside the College Campus is strictly prohibited.
18. Do not use mobile phone inside the classroom on the verandahs of the college. Improper use of mobile phone within the college premises will be severely dealt with. In matters of discipline, the Principal of the college is vested with all powers to take any action against indiscipline. The action of the Principal shall be final and binding.
19. DO NOT SPIT ON THE WALLS AND IN THE CLASSROOMS< DO NOT WRITE OR STICK ANYTHING ON THE WALLS OR DESKS AND BENCHES. Anyone caught red-handed will be punished.

## **TRANSFER :**

Normally, no transfer is permissible during the mid session of the college. However, under special circumstances the Principal may consider the individual case at his discretion. Once admitted there is no provision of return of fees paid.

## **CASUAL ADMISSION :**

Admission for casual students will start from 1st of October to 31st October.

## **ACADEMIC SESSION :**

Academic session starts in May, 2022 and ends in April, 2023. The Higher Secondary Council and Gauhati University announce and publish the Annual Academic Calendar respectively which are strictly followed by the college.

## **COLLEGE DRESS :**

All students are directed to wear College Uniform. No other forms of dresses are allowed for student in College premises.

## COLLEGE DISCIPLINE AND RULES

**For BOYS** : White Shirt

Grey Pant

**For GIRLS** : White Salwar

Violet-White Check Kamiz

White Dupatta

**SWEATER** : Navy Blue for Boys and Girls & Blue Blazew

### **RULES RELATING TO COLLEGE INTERNAL EXAMINATION :**

*All terminal, Unit, Half-Yearly, Annual and Test Examinations conducted by the college are compulsory for all regular students. Credit is given on performances in these examinations for promotion as well as for appearing in the Final Examination conducted by the Council / University.*

### **ADMISSION REQUIREMENTS :**

*Students seeking admission in the college must apply in prescribed form supported by the following documents :*

- i) Certificate of the last Examination passed; (Provincial / Board / University)*
- ii) Testimonial from the Head Master / Principal of the last attended institution regarding conduct and proficiency.*
- iii) Mark Sheet of the last examination passed and*
- iv) Registration Certificate.*

### **FREE EDUCATION :**

- i) We do consider relaxation of fees for poor-cum-meritorious students.*
- ii) Re. 1 as admission fee for meritorious students (85% or above marks) for State Board and 90% or above marks in case of CBSE Board.*

### **REGISTRATION & MIGRATION :**

*Students Must register their names either in the Higher Secondary Education Council, Assam or Gauhati University on payment of prescribed fees. Students from others Board / Universities shall have to produce Migration form accompanied by Registration form at the time of admission.*

### **ATTENDANCE :**

*Students are required to attend the classes as per timetable regularly and punctually; late comers may not be allowed to enter the classroom, depending upon the discretion of the class teacher. Absence in the lectures shall be considered as serious breach of college discipline. As per University norms, each student is required to attend at least 75% (Percent) lectures delivered in an academic year in each subject*

- a) Students who fail to attend 75% (percent) of the lectures delivered in a session shall not be eligible to sit for the University Examination as regular candidate.*
- b) Students having attended at least 50-75% lectures in each subject shall be treated as non-collegiate candidate. These students shall have to pay non-collegiate fines for enrolment in the respective examination.*
- c) Students having attendance less than 50% of the total lectures delivered in a session shall be considered as discollegiate candidate, and shall not be eligible to appear in the respective final examination of the Council/University.*

### **MIGRATION AND ELIGIBILITY CERTIFICATE :**

*Students from other Board or University other than SEBA or AHSEC shall have to produce Migration certificate at the time of admission. They must obtain eligibility certificate from AHSEC and representative Board.*

## SECTION - IV : OUR PRIDE

### H.S. 2nd Year Final Result 2021-2022

<b>STAR</b>	<b>04 NO'S</b>
<b>1st Division</b>	<b>34 NO'S</b>
<b>2nd Division</b>	<b>63 NO'S</b>
<b>3rd Division</b>	<b>41 NO'S</b>





## TEACHING STAFF

### DEPARTMENT OF ACCOUNTANCY



MR. SUJIT NANDI



DR. RAJASHREE DEKA



MR. DIPAK JAIN



DR. PRATEEKSHA BARMAN

### DEPARTMENT OF FINANCE



MR. HARENDRA KR NATH



MR. JYOTIRMOY GOSWAMI



MR. PARAGJYOTI KALITA



MR. MADHUSHMITA DEVI

### DEPARTMENT OF MANAGEMENT



DR. IVA DEVI



MR. RANJIT DAS



MRS. TRIPTI HALOI



MR. LAKSHYADHAR DAS

### DEPARTMENT OF ECONOMIC



MRS. SANCHITA CHOUDHURY



DR. NAMITA SARMA



MISS. CHANDANA PARASAR

## TEACHING STAFF

### DEPARTMENT OF MATHEMATICS



MR. BHABANANDA DUTTA



MR. BIJOY KUMAR



DR. RAKTIMA HUJURI



MISS. KAKALI DAS

### DEPARTMENT OF ASSAMESE



MRS. ELORA DEVI

### DEPARTMENT OF HINDI



MISS. USHA KUMARI

### DEPARTMENT OF BENGALI



MRS. MANASHI BHATTACHERJEE

### INFORMATION TECHNOLOGY

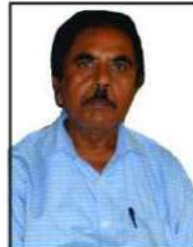


DR. SUBRATA BHOWMICK

### OFFICE STAFF



BISWAJIT THAKURIA  
UDA



SUKUMAR DEBNATH  
LIBRARIAN.



MANIKA KUMARI  
(LDA)



MRIDUL KALITA  
(LDA)



.HIMJYOTI KUMAR  
(LDA)



HIRAK JYOTI TALUKDAR  
(LDA)



ANIL BARMAN  
(GRADE-IV)



MANTU KR. ROY  
GRADE-IV



GOPESWAR DAS  
(GRADE-IV)



CHANAKYA PD. KUMAR  
(GRADE-IV)



IKON KUMARI  
(GRADE-IV)



SUNIL BASFORE  
CLEANER

## SECTION - VI : SALIENT FEATURES

1. The classes of odd semester be commenced from 1st June, 2022
2. Annual College Week be held within the month of February, 2023
3. Publication of College Magazine be made before the College Week.
4. H.S. 1st Year and 2nd Year Test Examination will be held from 2nd or 3rd week of December, 2022.
5. The whole college campus is under the CCTV Surveillance.

### NOTE :

1. In the event of any change in the Holidays mentioned in the Academic Calender, the University holiday list be followed.
2. During evaluation period the Principal will release the examiners engaged for evaluation and after completion of the evaluation work the Zonal Officer concerned shall issue a release order which is to be submitted to the respective principals.
3. The examiners engaged in evaluation duties must complete his / her assigned duties within the stipulated period, failing which his / her name will be reported to the appropriated authority for necessary actions.

## PRESENT OFFICE STAFF

1. Sukumar Deb Nath	(Librarian)
1. Biswajit Thakuria	(UDA)
2. Monika Kumari	(LDA)
3. Mridul Kalita	(LDA)
4. Himjyoti Kalita	(LDA)
5. Hirakjyoti Talukdar	(LDA)
6. Anil Barman	(Gr. IV)
7. Mantu Kumar Roy	(Gr. IV)
8. Gopeswar Das	(Gr. IV)
9. Chanyaka Pd. Kumar	(Gr. IV)
10. Ikon Kumari	(Gr. IV)
11. Dilip Basfore	(Cleaner)
12. Sunil Basfore	(Cleaner)



*College Teachers*



*Office Staff*



*Exam Control Deptt.*



*College Library Staff*



*Annual Sports*



*International Women's Day*

PRAGATI GRAPHICS, Barabazar, Pandu, Ghy-12