

ওবেষ্ট গুৱাহাটী কমাৰ্চ কলেজ

**WEST GUWAHATI COMMERCE COLLEGE**

**Prospectus 2023-24**

(Recognised) Affiliated to AHSEC



**PANDAV NAGAR, BORIPARA, GUWAHATI-781012**  
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# PROSPECTUS COMMITTEE

2023-2024



Left to Right : Ms. Barasha Sarma, Mrs. Elora Devi, Mr. Bhabananda Dutta (Chairperson)  
Mr. Harendra Kumar Nath (Convenor), Dr. Namita Sarma, Dr. Raktima Hujuri



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**WEST GUWAHATI COMMERCE COLLEGE**

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## THE INSTITUTION

### A BRIEF OVERVIEW OF THE COLLEGE :

The origin of West Guwahati Commerce College dates back to the year 1992 when prominent academician and visionary Dr. Binoy Kr. Tamuli propounded the idea of establishing an ideal commerce college in the Maligaon locality to cater to the essential need of commerce education in the greater west guwahati area. Accordingly, on the 17th May 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. It was resolved in the meeting that an ideal commerce college needs to be established in the West Guwahati locality with active participation and co-operation of the concerned public of the locality. Hence, the college owes its beginning to a well-thought public initiative from across various sections of people in order to make commerce education accessible and affordable for all.

From a humble foundation, the college has forged ahead with innovation and cutting-edge academic developments. Within a short period of time the institute emerged as a prominent full fledged commerce college with the unified effort, devotion and sacrifice of the founders with Late N.C das the founder Principal and a team of devoted faculty members, dedicated non teaching staff and a band of well wishers.

The college is located on the northern side of Maligaon flyover and it is away from the cacophony of city. The site is ideal for both teaching and learning because of the peaceful surrounding. From the point of view of communication the college is just two minutes away from the bus stand with a stoppage at Boripara. It is only about 12 Kms away from Gauhati University. West Guwahati Commerce College is committed to pursue its goal by augmenting the momentum that started with a small step because "big journeys begin with small steps".

#### PIONEERS OF W.G.C.C.:

1. LATE MANIK BHATTACHARYA
2. LAKHIRAM CHAMUA
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

# ADMINISTRATION & MANAGEMENT

## GOVERNING BODY OF THE COLLEGE

<b>President</b>	: Dr. Jyotish Goswami
<b>G.U. Representative</b>	: Prof. A. P. 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
<b>Guardian Member</b>	:
	: 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 Biswa Sarma, Vice President
	: Mr. Kamal Dey, Secretary
	: 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

## Facilities Available

### College Library

The major centre of the college that sparks the learning atmosphere is the library of the West Guwahati Commerce College. The library is renamed after the local social worker Mr. Narayan Chandra Bharali. He was the founder member of West Guwahati Commerce College.

The Library is housed in second floor building of about 6000 sq.ft. The library is serving the needs of about 1700 readers consisting of Teachers, Staff and students of Higher Secondary, B.Com and others. Its total collection of reading materials amounts to ten thousands including textbooks, general books, reference books, Journals etc. The collection is regularly updated with the most recent publications to offer students a wide selection of academic materials. The library is automated using the internet and the library management system KOHA.

The 'Book Bank' facility where the donated books are added and there is a distinct competitive section with varied reading materials for competitive exams. The Library is expanding its access to electronic and digital resources through Digital Library (DL). The student who makes the best use of the library is also given the "BEST READER AWARD" by the institution. Circulation services, reference services, reading room services, periodicals services, OPAC services, Internet services, E-Resource services, Wi-Fi-based library and other key services are also provided by the library.

### Canteen

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

### Drinking Water

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

### Complaints cum Suggestion

Students may put their complaints and render their valuable suggestions, if any in the "Complaints Cum Suggestion" box for remedies and overall improvement of the college.

### Parking

There are parking sheds for vehicle inside the college campus.

### Auditorium

There is a well equipped fully air conditioned public auditorium adjacent to the college

### ICT based classroom

The college has the facility of well equipped ICT based class rooms.

### Conference Room

College has a Conference room for conducting seminars, workshops, Meetings etc.

### Alumni Room

There is an alumni room for the alumni of the college.

### **Yoga Hall**

There is a facility of Yoga hall for yoga classes.

### **NSS**

The NSS unit of the college takes initiative in various activities related to humanitarian causes like holding blood donation camp, free health check up, tree plantation etc.

### **Computer Lab**

A well equipped computer lab with internet facility is available.

### **Boys Common Room**

The college has a Boys' Common Room well equipped with Table Tennis Boards, Carom Boards and Chess Boards for playing during leisure period.

### **Girls Common Room**

The college has a Girls Common Room well equipped with Table Tennis Boards, Carom Boards and Chess Boards for playing during leisure period.

### **Sick Room**

The college sick room provides health care services to all students & staffs at any time during college hour.

### **Ramp for differently able students**

The college has a special facility of ramp and rails with wheel chair for the differently abled students.

### **CC TV**

The college campus is under CC TV surveillance.

### **Fire Safety**

The college is equipped with fire safety facilities.

### **Wi-Fi enabled campus**

Wi-Fi facility is available in the college.

### **Remedial Classes**

The remedial classes are taken for the students.

### **Different Clubs**

1. Book club (Dept. of English)
2. Music club (Dept. of MIL)
3. Dance and Drama Club( Dept. of Economics)
4. Art Club ( Dept. of Finance )
5. commerce Club (Dept. of Management)

### **Certificate Course**

On English Communication for  
HS final year students



There is an Alumni Association in the college for the development of the college. The Alumni Association of West Guwahati Commerce College was established on 20th March 2016. The main purpose of the Alumni Association is to connect and bridge the gap between the Institute and its alumni. Another key objective is to ensure that networking opportunities are provided, which can connect recent graduates with established professionals and help students make a career transition. In addition to career service, it also aims at providing resources for overall development of the college. The Alumni Association is incorporated under Indian Trust Act 1882.



## General Rules and Regulations

- ▶ Students should be regular and punctual in attending the classes and need to get involved in all extracurricular activities organized by the college.
- ▶ Students are expected to take care of the college property and help in keeping the college premises neat and clean.
- ▶ As per the UGC guidelines, students found guilty of participation in ragging will be subject to serve punishment ranging from cancellation of admission to a fine up to Rs 25000.
- ▶ All the students are expected to wear uniform properly. Informal shirts and T-Shirts are strictly prohibited in the college campus. Girls are strictly not permitted to wear jeans and leggings
- ▶ Ensure that you obtain a cash receipt for all payments made at the college office.
- ▶ Maintain silence and observe proper decorum inside the college premises.
- ▶ Handle college property with utmost care and refrain from tampering with electrical and other fittings.
- ▶ Assist in maintaining a clean and healthy environment on campus.
- ▶ Consumption of Alcohol, Drugs, Gutka, Pan Masala and Smoking etc are banned inside the college premises. Defaulter/s shall be imposed severe penalty, even leading to the expulsion from the college.
- ▶ Spitting inside the college campus, on the wall, stairs, floor, etc. is strictly prohibited. Defaulters shall be punished severely.
- ▶ Park your bicycle, scooter, and car only in the designated College Parking area.
- ▶ Avoid trespassing and refrain from picking flowers.
- ▶ It is expected that students demonstrate obedience and respect towards their teachers, non teaching staff and seniors.
- ▶ Guardians will be regularly informed about the progress of their wards whenever necessary.
- ▶ It is advisable for guardians/parents to visit the college occasionally during working hours to inquire about their wards' attendance, college examinations, and assignments.
- ▶ Refrain from moving in the corridors and verandahs while classes are in session. Students found loitering in the verandahs without a valid reason will face strict disciplinary action.
- ▶ Respect the sanctity of the library by maintaining silence and exhibiting a decent and helpful behavior.
- ▶ The Principal reserves the right to make any changes in the rules and to frame new rules from time to time as and when required.
- ▶ Uploading of any type of videos or reels etc, in college uniform within the college premises or outside such as : parks, restaurant, inside Cinema Halls or any other public places which might defame the reputation of the college, will be considered as a legally punishable offence under section 67 IT Act 2000.





## 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 Course :

**H.S. 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

## FEES STRUCTURE FOR HIGHER SECONDARY

SI NO.	PARTICULARS OF THE FEES	H.S 1ST YEAR	H.S 2ND YEAR
1	ADMISSION FEES	500	500
2	COLLEGE EXAMINATION FEES	300	300
3	LIBRARY FEES	220	220
4	STUDENTS WELFARE FUND	70	70
5	ELECTRIC CHARGE	170	170
6	ACADEMIC DEVELOPMENT FUND	1200	2000
7	REPAIRS & MAINTENANCE	150	150
8	COLLEGE MAGAZINE	150	150
9	COLLEGE BUILDING FEES	3000	3000
10	STUDENTS FUND		
a.	FRESHERS SOCIAL	100	100
b.	SARASWATI PUJA	60	60
c.	GAMES SPORTS	70	80
11	CORPUS FUND	150	150
12	EXTENSION EDUCATION (NSS/NCC)	50	50
13	LIBRARY CARDS	60	50
14	TUTION FEES	600	800
15	IDENTITY CARD	50	50
16	ENROLLMENT FEES	25 50	
17	REGISTRATION	75 150	
18	PROJECT WORK	500	500
19	PROSPECTUS	300	300
	<b>TOTAL</b>	7800	8700

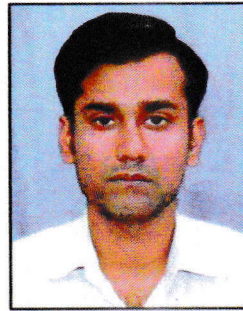
## Different Committees

- |   |   |  |
|---|---|--|
| <b>1. Admission Committee : H.S. Committee :</b>          | Mr. Bhabananda Dutta<br>Mrs. Sanchita Choudhury<br>Mrs. Elora Devi<br>Mr. Ranjit Das<br>Dr. Rajashree Deka<br>Mr. Bijoy Kumar<br>Mr. Biswajit Thakuria            | Chairperson<br>(Convener)<br>(Member)<br>(Member)<br>(Member)<br>(Member)<br>(Member)                            |
| <b>2. Prospectus Committee :</b>                          | Mr. Bhabananda Dutta<br>Mr. Harendra Kr. Nath<br>Mrs. Elora Devi<br>Dr. Namita Sarma<br>Dr. Raktima Hujuri<br>Mr. Jyotirmoy Goswami<br>Ms. Barasha Sarma          | Chairperson<br>(Convener)<br>(Member)<br>(Member)<br>(Member)<br>(Member)<br>(Member)<br>(Member)                |
| <b>3. Academic Council :</b>                              | Mr. Bhabananda Dutta<br>Mr. Harendra Kr. Nath<br>Mr. Sujit Nandi<br>Mrs. Sanchita Choudhury<br>Mrs. Elora Devi<br>Dr. Iva Devi<br>Dr. Raktima Hujuri              | Chairperson<br>(Convener)<br>(Member)<br>(Member)<br>(Member)<br>(Member)<br>(Member)<br>(Member)                |
| <b>4. Students Discipline &amp; Mentoring Committee :</b> | Mr. Bhabananda Dutta<br>Mrs. Elora Devi<br>Mr. Ranjit Das<br>Dr. Raktima Hujuri<br>Mr. Paragiyoti Kalita  | Chairperson<br>(Convener)<br>(Member)<br>(Member)<br>(Member)<br>(Member)  |
| <b>5. Women cell Committee :</b>                          | Mrs. Sanchita Choudhury<br>Mrs. Tripti Haloi<br>Mrs. Elora Devi<br>Dr. Iva Devi<br>Dr. Prateeksha Barman  | Chairperson<br>(Convener)<br>(Member)<br>(Member)<br>(Member)<br>(Member)  |
| <b>6. College Magazine Committee :</b>                    | Mr. Bhabananda Dutta<br>Mrs. Madhusmita Devi<br>Mrs. Elora Devi<br>Dr. Raktima Hujuri<br>Ms. Manashi Bhattacharjee<br>Mrs. Usha Kumari<br>Ms. Rashmirekha Barman  | Chairperson<br>(Convener & Observer)<br>(Member)<br>(Member)<br>(Member)<br>(Member)<br>(Member)<br>(Member)     |
| <b>7. Red Ribbon Membership Club</b>                      | Mr. Dipak Jain<br>Dr. Subrata Bhowmick<br>Mrs. Madhusmita Devi  | (Convener)<br>(Member)<br>(Member)   |
| <b>8. Sports Development Committee :</b>                  | Mr. Bhabananda Dutta<br>Mr. Paragiyoti Kalita<br>Mr. Sujit Nandi<br>Dr. Subrata Bhowmick<br>Mr. Jyotirmoy Goswami<br>Mr. Bijoy Kumar<br>Ms. Manashi Bhattacharjee | Chairperson<br>(Convener, Vice-Chairman)<br>(Member)<br>(Member)<br>(Member)<br>(Member)<br>(Member)<br>(Member) |
| <b>9. Cultural Development Committee :</b>                | Dr. Prateeksha Barman<br>Dr. Rajashree Deka<br>Mrs. Madhusmita Devi<br>Mrs. Usha Kumari<br>Ms. Rashmirekha Barman<br>Ms. Barasa Sarma                             | Chairperson<br>(Convener)<br>(Member)<br>(Member)<br>(Member)<br>(Member)<br>(Member)                            |
| <b>10. Library Development Committee :</b>                | Mr. Bhabananda Dutta<br>Ms. Barasha Sarma<br>Dr. Namita Sarma<br>Mrs. Elora Devi  | Chairperson<br>(Convener)<br>(Member)<br>(Member)  |

	Dr. Raktima Hujuri Mrs. Manika Kumari	(Member) (Member)
<b>11. RUSA Committee :</b>	Mr. Bhabananda Dutta Mr. Sujit Nandi Mr. Harendra Kr. Nath Dr. Iva Devi Mr. Dipak Jain	(Member) (Co-ordinator) (Member) (Member) (Member)
<b>12. NSS &amp; NCC Committee :</b>	Mr. Bhabananda Dutta Ms. Manashi Bhattacharjee Mr. Paragjyoti Kalita	Chairperson (Programme Officer) (NCC Programme Officer)
<b>13. Press &amp; Publication Committee :</b>	Mr. Bhabananda Dutta Mr. Harendra Kr. Nath Mr. Ranjit Das Dr. Rajashree Deka Ms. Manashi Bhattacharjee Mrs. Usha Kumari Mr. Paragjyoti Kalita	Chairperson Vice-Chairperson (Convener) (Member) (Member) (Member) (Member)
<b>14. Student Welfare &amp; Self Empowerment Committee :</b>	Mr. Harendra Kr. Nath Mrs. Elora Devi Mrs. Tripti Haloi Ms. Rashmirekha Barman	Chairperson : (Member) (Member) (Member)
<b>15. Environment Beautification &amp; College Campus Development Committee :</b>	Mr. Sujit Nandi Mr. Paragjyoti Kalita Mrs. Elora Devi Mr. Ranjit Das Mr. Bijoy Kumar	Chairperson (Convener) (Member) (Member) (Member)
<b>16. Research Council Committee :</b>	Dr. Namita Sarma Dr. Iva Devi Dr. Rajashree Deka Dr. Prateeksha Barman Dr. Subrata Bhowmick Ms Rashmirekha Barman	Chairperson (Co-ordinator) (Member) (Member) (Member) (Member)
<b>17. Affiliation &amp; Permission of 2(F),12 (B) Committee :</b>	Mr. Harendra Kr. Nath Mr. Sujit Nandi	(Co-ordinator) (Member)
<b>18. College Website Committee :</b>	Mr. Bhabananda Dutta Mr. Dipak Jain Dr. Subrata Bhowmick Mr. Jyotirmoy Goswami	Chairperson (Co-ordinator)  (Member)
<b>19. College Canteen Supervisor :</b>	Mr. Bhabananda Dutta Mr. JyotirmoyGoswami Mr. Sujit Nandi Mrs. Elora Devi Mr. Dipak Jain	Chairperson (Co-ordinator) (Member) (Member) (Member)
<b>20. Entrepreneurship Development Committee &amp; Centre for Skill Education :</b>	Mr. Bhabananda Dutta Mr. Ranjit Das Dr. Iva Devi Mrs. Tripti Haloi Dr. Subrata Bhowmick	Chairperson (Co-ordinator) (Member) (Member)
<b>21. Uniform Committee :</b>	Mr. Bhabananda Dutta Mr. Dipak Jain Mr. Sujit Nandi Mr. Ranjit Das Mr. Bijoy Kumar Mr. Paragjyoti Kalita	Chairperson (Convener) (Member) (Member) (Member) (Member)

# TEACHING STAFF

## DEPARTMENT OF ACCOUNTANCY



MR. SUJIT NANDI (HOD) DR. RAJASHREE DEKA

MR. DIPAK JAIN DR. PRATEEKSHA BARMAN

## DEPARTMENT OF FINANCE



MR. HARENDRA KR NATH(HOD)  
(VICE PRINCIPAL)

MR. JYOTIRMOY GOSWAMI

MR. PARAGJYOTI KALITA

MISS. MADHUSHMITA DEVI

## DEPARTMENT OF MANAGEMENT



DR. IVA DEVI (HOD)

MR. RANJIT DAS

MRS. TRIPTI HALOI

DR. SUBRATA BHOWMICK

## DEPARTMENT OF ECONOMICS



\*MRS. SANCHITA CHOUDHURY(HOD)

DR. NAMITA SARMA

# TEACHING STAFF

## DEPARTMENT OF MATHEMATICS



MR. BHABANANDA DUTTA(HOD)  
(PRINCIPAL I/C)

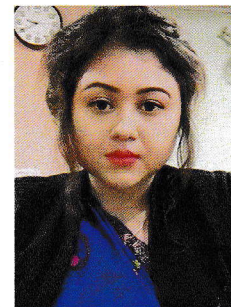


MR. BIJOY KUMAR

## DEPARTMENT OF ENGLISH



DR. RAKTIMA HUJURI(HOD)



MISS. RASHMI REKHA BARMAN

## DEPARTMENT OF ASSAMESE



MRS. ELORA DEVI (HOD)

## DEPARTMENT OF HINDI



MISS. USHA KUMARI

## DEPARTMENT OF BENGALI



MRS. MANASHI BHATTACHERJEE

## LIBRARY STAFF



BARASHA SARMA  
LIBRARIAN



MANIKA KUMARI  
(LDA)



CHANAKYA PD. KUMAR  
(GRADE-IV)



ANIL BARMAN  
(GRADE-IV)

## OFFICE STAFF



BISWAJIT THAKURIA  
UDA



MRIDUL KALITA  
(LDA)



HIMJYOTI KUMAR  
(LDA)



HIRAK JYOTI TALUKDAR  
(LDA)



MANTU KR. ROY  
GRADE-IV



GOPESWAR DAS  
(GRADE-IV)



IKON KUMARI  
(GRADE-IV)



SUNIL BASFORE  
CLEANER



*College Teachers*



*Office Staff*



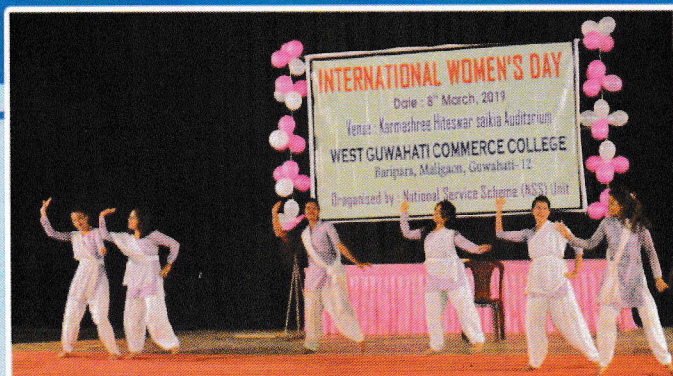
*NSS*



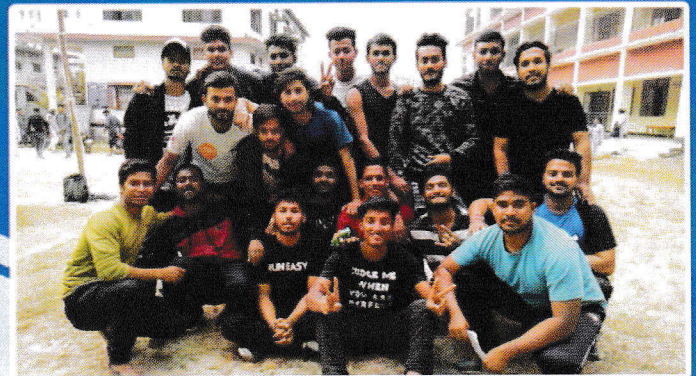
*College Library*



*College Week Programme*

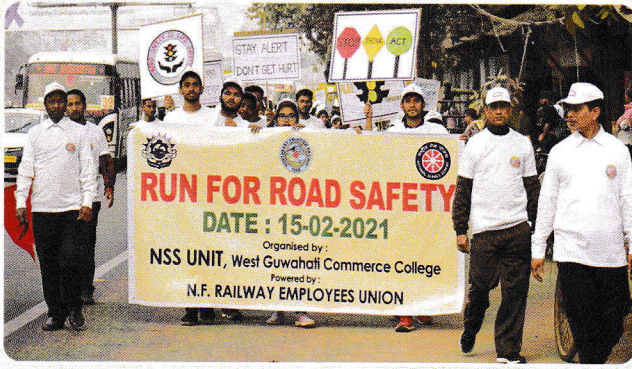


*International Women's Day*



*Annual Sports Volleyball Team*

# Photo Gallery





# PHOTO GALLERY

