



BONGAIGAON COLLEGE

ACCREDITED BY NAAC WITH 'B' GRADE (Cycle III, 2019)

(Upgraded to University of Bongaigaon)

Notification No. LGL.44/2023/6.

(Received the assent of the Governor on 22nd November, 2023)

THE BONGAIGAON UNIVERSITY ACT, 2023

PROSPECTUS:2024-25

Provincialized by
Govt. of Assam

Affiliated Under
Gauhati University

Recognized by
University Grants Commission(UGC)
New Delhi

Accredited by
National Assessment & Accreditation Council
(NAAC),Bangalore

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Dr.Dinesh Das, MA,B.Ed., M.Phil., Ph.D.
Principal

Dear Students,

Greetings from BONGAIGAON COLLEGE!

As you all must be well aware, Bongaigaon College is an acclaimed centre of higher learning. Each year, it welcomes students in great numbers with the endeavour to provide them quality education and to fulfill their aspirations.

A group of visionaries contemplated starting an institution at Bongaigaon for higher learning in the educationally backward area of Assam on 8 July, 1964. The establishment of this esteemed institution happens to be the brain child of a group of leading academicians, social workers, political personalities and certain citizens under the leadership of Late Sitanath Brahma Choudhury, an ex-MP and ex-President of Asam Sahitya Sabha. The provincialised system of the college has been accorded by the Government of Assam since 2006 after completing thirty four years of administration under deficit grant-in-aid system. It has been recognized by the UGC under section 2(f) and 12(B) since its coming under deficit system in 1972. The college has been assessed and accredited by NAAC in 2019 for 3rd Cycle and has been awarded “B” grade. Recently, the Bongaigaon College has been upgraded to **University of Bongaigaon** by **Notification No. LGL.44/2023/6**. (Received the assent of the Governor on **22nd November, 2023**), **THE BONGAIGAON UNIVERSITY ACT, 2023**.

Bongaigaon College is affiliated to Gauhati University. The college with a campus of 64 bighas of land, offers 10+2 Courses (Arts & Com.) and Undergraduate (BA, B.Com., BBA & JMC) – both Major/Honours and Minor Courses apart from offering MA Course in English and Hindi. The college has also been the study Centres of IDOL Gauhati University and KKHSOU, Guwahati. In addition, the students also have a choice of several Add On/Career Oriented Courses.

The faculty is highly qualified and committed towards the empowerment of the students of our college. With a well-developed infrastructure in place, students get the opportunity to benefit from spacious Campus with Boys Hostels, Girls Hostels, Auditoriums, Sports Grounds, Gymnasiums, Smart Classrooms, Seminar/Conference Halls, Multimedia Rooms, etc. Some of the other facilities which can be mentioned are the Automated Air-Conditioned Libraries with Internet (Wi-Fi/LAN/Inflibnet), CCTV 24x7 Surveillance, Computer Laboratories, On-Campus ATM/Bank facilities, special care for differently-abled through Ramps, Washrooms and Wheelchairs, etc. Hence, I can say with great certainty that our college will provide a platform to the students where you gain the acumen and knowledge to help your manifest into reality. It is here that you discover your passions that can eventually lead you to carve out niche for yourself in society. You must all remember that “Education is the passport to the future, for tomorrow belongs to those who prepare for it today”.

It is so called that a Prospectus is like a mirror of the college. It provides detailed information about the courses offered, fee structure, general admission rules and eligibility criteria for entering into various academic fields. In addition to easy accessibility, it also makes the Admission process more transparent and convenient for the students. So, I appreciate the hardwork and dedication of the Prospectus Team, comprising of Dr. Karabi Saikia (Co-ordinator), Dr. Jaba Thakuria, Dr. Rahin Chandra Das, Dr. Banajit Sharma, Sri Subrata Roy, Ms. Sonia Hussain, Ms. Manashi Das and Dr. Nenglamhoi Hengna. With utmost sincerity, they have worked tirelessly and complete the Prospectus before going to start the Admission process. From the bottom of my heart, I wish them great success in their future academic endeavors.

My best wishes to all who desire to learn and educate themselves ahead!

Once again, I extend a warm welcome to students; I also pray to God that the Academic Session of 2024-2025 brings us all together in a health environment.

(Dr. Dinesh Das)
Principal
Bongaigaon College
Bongaigaon (Assam)

ABOUT THE COLLEGE

Bongaigaon College, located in an ideal setting covering 64 bighas of land, has been working hard with its rich potential to realize its desired goal of spreading quality education from HS to Postgraduate level and meeting the needs of the people of Assam in general and Bongaigaon in particular. Established on 8th July, 1964, Bongaigaon College completed its glorious Fifty years of journey. This College is the brainchild of a concerted enterprise of Late Sitanath Brahma Choudhury, ex-MP and ex-President of Assam Sahitya Sabha, Late Bhabeswar Choudhury, and Late Hariprasad Goswami and Late Damodar Mahanta. Their resourcefulness, sense of resilience and willpower were bolstered by a host of others who worked behind the scene with a mission at heart.

Recently, the declaration by the Govt. of Assam in its Cabinet Meeting held on 24th November, 2021 at Bongaigaon to upgrade Bongaigaon College as a full-fledged State University within three years was the most historic and cherished moment for us. The College family as well as the well-wishers of Bongaigaon College showed their tremendous sense of gratitude and acknowledgement with lighting the lamps in and around the college campus.

The College was accorded the status of Deficit Grants-in-Aid in 1972 by the Govt. of Assam. Ever since, the College has grown in stature, in academic excellence and as a citadel of spreading intellectual values. Constraints notwithstanding, Bongaigaon College has made it a mission to promote best values and cherished ideals which symbolized a worthy academic culture.

Located at a distance of 200 kilometers to the west of the State's Capital, Bongaigaon town, over the years, has grown both industrially and educationally making it an important spot in Assam as well as in India. Situated on as sprawling sixty plus bighas of land (20.91 acres) in serene and rural surroundings, the College campus provides a perfect backdrop where learning is an enriching and enjoyable experience, and where apart from giving basic thrust on learning, emphasis is also given on personality development, sports, extra-curricular, co-curricular, cultural activities and career development of the students.

The College had a humble beginning with the opening of Pre-university (Arts) classes under Gauhati University in the year 1964 with 150 students and eight teachers. Later, two Commerce subjects were introduced in the pre-university course. The full-fledged Pre-university Commerce course started in 1984. Degree Arts classes started in 1966-67 session and subsequently got affiliated by Gauhati University in 1971. Realizing the absence of any institution for commerce education in undivided Goalpara District and also realizing the increasing commercial importance of the place, Degree Commerce classes started in the year 1978. Today, the College has an enrollment of over 3000 students and offers wide range of courses and activities. While retaining its natural beauty and spaciousness, the College has moved with times to meet the demands of developing modern society. Over the years Bongaigaon College has worked tirelessly to develop infrastructure and facilities for students.

We have, at present, three programmes at UG level, i.e., BA, B.Com and BBA (Three years degree course) and two programmes at PG level, i.e., MA in English and MA in Hindi. Apart from these, we introduced from the 2003-04 session some short-term professional courses like Certificate, Advanced Certificate and Diploma courses in computer application, Taxation Practice & Procedure and TALLY based Financial Accounting under UGC sponsored scheme of Equal Opportunity Centre in the College for career orientation of the students. From the Academic Session 2010-11, the College has introduced Major course (now Honours) in Finance in B.Com courses. From the academic Session 2016-2017 the College has introduced Sociology as Elective Subject both in Degree & H.S. Level.

It is worth mentioning here that Bongaigaon College has completed the Third Cycle of NAAC accreditation in the year 2019 and was awarded Grade B (2.02 Grade Point) by the National Assessment & Accreditation Council (NAAC) of UGC on 11th March 2020. The College has been preparing for its Fourth Cycle of accreditation since 2021 and the same may likely be done in 2025-26. In this connection seven Sub-Committees have been formed in conformity with the Seven Assessment Criteria designed by the UGC-NAAC and as per the direction of the Govt. of

Assam. It is hoped that the fourth cycle of NAAC accreditation will aggrandize teachers and students to upgrade the status of the College in future.

OUR MISSION AND VISION

MISSION

The Institution intends to extend all institutional supports to the learners in honing their skills leading to various professions and also to nurture the personality strengthening indigenous values.

- Promoting career enhancement activities through student enterprise, exchange programme and work based learning.
- Developing bonding in the mentor-mentee relationship for enhancing strong mind set of future challenges.
- Inculcating skills among the learners that help serving the society in best possible ways.
- Creating high quality and collaborative research space by grooming research culture to enrich knowledge creation.
- Encouraging pursuit of knowledge under global perspective with conferences, research publications, collaborative internships for holistic development of learners as future citizens.

VISION

The University will work as a true visionary and harbinger of moral, ethical, cultural and educative values. The Institution would make spirited efforts to impart quality and inclusive value-based education irrespective of all communities and gender. Promotion of innovation, creative endeavours and scholarly enthusiasm towards global destination of higher learning platform has been the perceived vision of this Institution.

SOME MEMORABLE MOMENTS

Bongaigaon College which has an existence of glorious 58 years has witnessed a host of cherishable moments in the bygone years. Such moments are highlighted---

- In 1989, the College celebrated its SILVER JUBILEE with pomp and gaiety. In that connection a SOUVENIR-‘SAURABH’ was published which bears the testimony of the colorful first 25 years of the College since its inception.
- In 2004, the College went for its first accreditation process by the NATIONAL ASSESSMENT & ACCREDITATION COUNCIL (NAAC) and successfully secured B+ grade.
- In 2005 (December), the College hosted Annual General Conference of ACTA Central Committee in which the most demanded and sought after aspiration of the Assam College Teachers was fulfilled with the announcement of Provincialisation of Colleges by the Assam Govt. headed by the then Chief Minister, Late Tarun Kr. Gogoi.
- In 2008 in Kerala (Tirur), the students of Bongaigaon College participated in NATIONAL INTEGRATION CAMP organized by the Central Ministry of Sports and Youth Affairs.
- In November, 2011 the College opted for its second round of NAAC accreditation and secured CGPA- 2.71 (In 4 point Scale) with B grade.
- The Inter College Boxing Tournament under Gauhati University was held at Bongaigaon College in April, 2014 and All Assam Karate-Do competition was held in January, 2014 at the Bongaigaon College premises.
- The College began its Celebration of GOLDEN JUBILEE on 8th July, 2014 and the closing ceremony was held in January, 2015. To mark the Grand Occasion, a Souvenir ‘SWARNAVA’ was published which bears the testimony of its glorious existence for 50 years since inception.

- From 1st September to 8th September, 2015, a week-long programme covering Workshop and Competition on Bhupendra Sangeet, Seminar and Cultural Procession were organized by the Bongaigaon College in collaboration with Bhupen Hazarika Cultural Trust (BHCT). On occasion of 89th birth day of Late Dr. Bhupen Hazarika, the College celebrated 'SAMANNAYDIBOX' in its campus.
- On 2nd July 2016, the College organized SETU Bhandhan & Udjapan Yatra jointly with Bongaigaon Zila Sahitya Sabha to mark the Centenary celebration of Assam Sahitya Sabha which was graced by Dr. Dhruba jyoti Bora, President and Dr. Paramananda Rajbongshi, General Secretary of Assam Sahitya Sabha besides other dignitaries and guests.
- The College feels proud for its ex-student, Mr. Abdul Khaleque of Jonia, Barpeta district, Assam who was elected as the Honourable Member of Parliament (Lok Sabha) from 6 Barpeta Parliamentary Constituency in 2019 who is also the President of the Bongaigaon College Alumni Association.
- In June 2019, the College undertook its 3rd cycle of NAAC accreditation process and again B grade was accorded by the NAAC in March 2020.
- In 2020, Dr. Mangal Singh Hazowary, an honourable G.B. member of the College (G.U. Nominee) was Honoured with the 'PADMA SHREE' by the Govt. of India (the fourth highest civilian award of India).
- In 2021, the College did feel honoured to welcome the then Chief Minister, Sri Sarbananda Sonowal during the Saraswati Puja festival of the College (although he came to the College for the first time on 13th November, 2020).
- On 24th November, 2021 the Assam Cabinet Meeting held at Bongaigaon made the historic declaration to upgrade Bongaigaon College to a full-fledged State University.
- In 2022, the College is further made to feel proud by Mr. Rwngrwa Narzary, an Alumnus of Bongaigaon College who was elected as the Honourable Member of Parliament (Rajya Sabha) from Assam.
- An International seminar on '**Environmental Sustainability and Conservation: Issues and Challenges**' sponsored by Indian Council of Social Science Research (ICSSR) was held on 3rd and 4th November, 2022.
- Two National Seminars –
'**Quality Concerns in Higher Education: A View from India**' sponsored by Indian Council of Social Science Research (ICSSR) was held on 27th and 28th August, 2022 and '**History of Folk Culture in Assam**' sponsored by Kendriya Hindi Sanstha, Agra (Guwahati Region) on 4th February, 2023.
- A series of lectures have been organized by the Department of English on various topics of English Literature throughout the academic year.

INFRASTRUCTURE

Central Library

The Bongaigaon College Central Library, with an area of 4902 sq. ft, is a living force in the educational and cultural realm of the College. The Library has a rich collection of books including academic texts, reference books, archival material, encyclopedias etc. The Library provides Journals, periodicals, newspapers, booklets, government reports, monographs etc. to the readers. At present there are 45,750 books (with accession nos.). There is a good spacious Reading Room with a sitting capacity of fifty. Reading Room facilities for teachers are arranged separately. The Library opens at 8.30 AM and closes at 3.30 PM each day. The issue hours are between 10.00 AM to 2-00 PM. The Library is automated with SOUL software. The Library has a reprographic (Xeroxing) facility. Students can avail xeroxing facility between 2:00 PM to 4:00 PM by paying necessary charges.

Book Bank Facility

The Central Library also has a Book-Bank. Students hailing from poor families are provided books from it on loan for the entire session against a nominal fee. There are about 500 books in the Book-Bank.

Membership

Library memberships for all the students are compulsory. Membership of Library is also open to faculties, office staff of the College. Research Scholars of neighboring institutions are also offered temporary membership and Readers' Card for support to their research activities. Members have to follow strictly the rules and regulations of the Library.

Departmental Library

Each department of the College has its own reference library for the benefit of students and teachers of respective departments. Generous contribution of books by teachers, students and alumni to enrich departmental library is always welcome.

Reference Library

The College has initiated a Remedial Coaching Reference Library during the session 2006-07. Students enrolling in Remedial Coaching can avail the library's lending service as per the terms notified.

Knowledge Cafe (Digital Library)

The College has installed Digital Library to facilitate the students, staff and faculty members in the campus of existing Central Library for the online or offline surfing of e-journals and other study materials. It has also enabled RFID linkage of Library for service automation. The College also provides the access to e-resources through INFLIBNET.

Documentation Centre

The College has developed a Documentation Centre at the College so as to preserve all research works and publications of the faculty along with the Journals, Magazines, Bulletins and News Letters published by the departments and other Bodies of the College. The Centre also preserves all valuable documents and records relating to academic and infrastructural issues. The Centre also maintains records of students' feedback on teaching, courses and campus environment. Internet facilities have also been arranged for the use of the students and teachers at the Centralized Computer Application Centre.

Computer Lab

The College offers the facility of computer lab which is meant primarily for the students enrolled in the computer science and computer applications programme, as well as in the Mathematics and Commerce departments, the labs are also accessible to other students and staff.

Canteen

The College provides one canteen for students and teachers at the back of the inner campus which is a hangout favoured by students, teachers and the non-teaching staff. It provides a variety of vegetarian snacks including South Indian and Chinese cuisine at affordable prices. The new canteen building is constructed with modern kitchen appliances, funded by RUSA. The college has renovated the abandoned Boys' Hostel and converted the same as staff quarters under RUSA Scheme which are now occupied by the three Assistant Professors of the College (One of them, Mr. Bijoy Boro, is the Warden of the Boys' hostel.).

Hostel

The College provides hostel facilities to the students. Presently the College has four hostels, two for women and two for men. The women's hostels are of RCC type and Men's hostels are both R.C.C & of Assam type in nature. The capacity of accommodation in Girls' hostel is 103 and Boys' hostel is 20. A new hostel (RCC Type) for boys has been under construction. Assam type Boys' hostel with occupation capacity of 24 students is exclusively meant for PG students of the department of English and Hindi (Regular). The maintenance of the hostels is done on self-sustaining basis by collecting Annual Hostel Fees. Hostel accommodation is provided to the students according to the availability of seats. Admissions into hostels are made on considerations of merits and distance of the residence of the applicant. The hostels usually reflect the true multiplicity of culture of the region and therefore students are expected to maintain healthy and friendly atmosphere in the hostel. Mr. Bijoy Boro, Assistant Professor, Department of Education is the Warden of the Boys' hostel and Mrs. Manashi Das, Assistant Professor, Department of Political Science is the warden of the Girls' hostel.

Hostel Rules

The hostel Wardens encourage students to follow strict rules and regulations for maintaining discipline and punctuality of boarders apart from the overall administration of the hostel management. The hostel boarders must abide by the hostel rules, copies of which are available with the Wardens and Prefects of the respective hostels. Violation of hostel rules may lead to the expulsion from the hostels or even from the College. Boarders will be responsible for the loss, impairment or destruction of any hostel property and have to compensate for the loss individually/collectively. Ragging in the hostels is strictly prohibited. Anybody found indulging in ragging is liable to be punished as per hostel rules and verdict of the Supreme Court.

Motivation Centre

The College provides for scope for extra-curricular activities for promoting the zeal of togetherness and community service among the students. The College has motivational arrangement for students through National Service Scheme (NSS), Rovers & Rangers Unit of Bharat Scouts & Guides and Red Ribbon Club. Students are advised to opt for at least one extra-curricular activity during his/her student life in the College. The College has decided to induct NCC (National Cadet Corps) in its extra-curricular scheme and students will be encouraged to get enrolled in the same from this session (2022-23).

COURSES AND PROGRAMMES

- I. Four-year Undergraduate Programme (FYUGP)
- II Three-year Degree Course in Arts & Commerce (semester basis CBCS);
- III Three-year BBA course on semester basis;
- IV. Two-year Post Graduate Course through distance learning under KKSOU.
- VI. Post Graduate Courses through Gauhati University Centre for Distance and Online Education (GUCCDOE) under Gauhati University in distance mode of education;
- VII. Higher Secondary Courses in all streams through Assam State Open Schooling under Assam Higher Secondary Education Council.
- VIII. One year Certificate Course in Handloom & Textiles. (**Yarn Bank Facility is provided by ARTFED, Govt. of Assam**).

Four-Year Under Graduate Programme(FYUGP)

The Four-Year Undergraduate Programme (FYUGP) of Gauhati University is as per UGC's Curricular Framework, published in November 2022. The course structure of FYUGP is built on the Choice-Based Credit System (CBCS). Though, the FYUGP is basically a CBCS, it is radically different from the courses running under CBCS. Namely, it does not differentiate between so-called Honours and Pass courses existing under CBCS. Basically, the FYUGP is based on the system of education under Liberal Arts.

Duration

While under CBCS, one has a 3-year degree programme, under the NEP's FYUGP, it is a 4-year degree programme.

Exits and Entries

In the FYUGP, one has choice to exit from the programme thrice—after one year, after two years and after three years. If one exits the programme after one year, one gets a Certificate. If one exits after two years, one gets a Diploma. If one exits after three years, one gets a Bachelor's Degree and finally if a student completes the whole four years, one gets a Bachelor's Degree (Honours)

The complete Curricula of GU-FYUGP are as follows:

Degree with Major and Minors(Arts)

Core Courses					Common Courses			
Credits	Semesters	Major	Minor #1	Minor #2				
22	Year 1	I Sub-1 4	Sub-2 4	Sub-3 4	VAC-1 2	SEC-2 3	Multi-1 3	AEC-1 2
22	II	Sub-1 4	Sub-2 4	Sub-3 4	VAC-2 2	SEC-1 3	Multi-2 3	AEC-2 2
22	Year 2	III Sub-1 4	Sub-2 4	Sub-3 4	SEC-3 3	Multi-1 3	INT-1 4	
22	IV	Sub-1 4	Sub-1 4	Sub-1 4	Sub-1 4	Optional 1/2/3 4	VAC-2 2	
22	Year 3	V Sub-1 4	Sub-1 4	Sub-1 4	Sub-1 4	Optional 1/2/3 4	AEC-1 2	
22	VI	Sub-1 4	Sub-1 4	Sub-1 4	Sub-1 4	Optional 1/2/3 4	AEC-2 2	
44	Year 4	VII Advanced Core (6 Courses) & Dissertation (16 Credits) Degree (Honours) with Research	OR Advanced Core (10 Courses) Degree (Honours) with Research				REM 4	

Core Courses options- Option for a Major and two Minors.

Degree with only Minors

Core Courses					Common Courses			
Credits	Semesters	Minor #1	Minor #2	Minor #3				
22	Year 1	Sub-1 4	Sub-2 4	Sub-3 4	VAC-1 2	SEC-2 3	Multi-1 3	AEC-1 2
22		Sub-1 4	Sub-2 4	Sub-3 4	VAC-2 2	SEC-1 3	Multi-2 3	AEC-2 2
22	Year 2	Sub-1 4	Sub-2 4	Sub-3 4	Optional Core Courses			
22		Sub-1 4	Sub-2 4	Sub-2 4				
22	Year 3	Sub-1 4	Sub-2 4	Sub-2 4	Optional 1 / 2 / 3 4	Optional 1 / 2 / 3 4	INT-1 4	VAC-2 2
22		Sub-1 4	Sub-2 4	Sub-2 4	Optional 1 / 2 / 3 4	Optional 1 / 2 / 3 4	AEC-1 2	AEC-2 2
44	Year 4	Advanced Core (6 Courses) & Dissertation (16 Credits) Degree (Honours) with Research		OR Advanced Core (10 Courses) Degree (Honours) with Research				REM 4

Core Courses options Option with only Minors.

Courses offered by Bongaigaon College under Four Year Undergraduate Programme(FYUGP)

CoreCourses			CommonCourses			
Column-1	Column-2	Column-3	Column-4	Column-5	Column-6	Column-7
Major	Minor#1	Minor#2	VAC-1	SEC	Multi-1	AEC-1
Assamese	Assamese	Assamese	Environmental Science	Syllabus not yet uploaded	<u>Group-B(MathematicalScience)</u> MDB-101 Mathematics-I ▪ MDB-102 Mathematics-II ▪ MDB-103 Statistics <u>Group-C(Information Technology)</u> ▪ MDC-101 IT-I ▪ MDC-102 IT-II ▪ MDC-103 IT-III <u>Group-D(SocialScience)</u> ▪ MDD-101 Makers of Modern Assam ▪ MDD-102 Democracy & Peoples' Rights ▪ MDD-103 Understanding Globalisation	AEC-101-English Communication
Bengali	Bengali	Bengali				
Bodo	Bodo	Bodo				

Hindi	Hindi	Hindi			<u>Group- E(Media and Informat ion)</u> ▪ MDE- 101Media &Information- I ▪ MDE- 102Media &Information- II ▪ MDE- 103Media &Informatio n-III	
English	English	English				
Economics	Economics	Economics				
Education	Education	Education				
History	History	History				
Philosophy	Philosophy	Philosophy				
Political Science	Political Science	Political Science				
	Sociology	Sociology				
	Journalism & Mass Communic ation	Journalism &Mass Communicati on				

N.B.:

1. The Core Courses have to be chosen among the above mentioned subjects (For details see Column-1,2,3)
2. However, Major shall not be offered in Journalism and Mass Communication and Sociology.
3. The Common Subjects have to be taken by the students as mentioned in Column-4,5,6,7
4. All students (except students in **Commerce** or **Business Administration**) need to take three Multidisciplinary Courses during Semesters 1-3, which are of Class-XII-level courses, to be chosen from any two of the following groups (For details see Column-6)

5. An Ability Enhancement Course needs to be taken by the students during Semesters 1-2, one from English Usage and other from the group of MIL.
6. A student can take any Skill Enhancement Course offered by the Institution as per the guidelines provided by the Gauhati University.
7. Each student will have to take any two papers as Value Added Course during Semester 1 & 3 as mentioned in Column-4.
8. All students need to carry out an Internship in any semester during Semester 3-6.
9. Following are the Prerequisites and requirements at the entry level of FYUGP i.e. at the first Semester

Stream: Arts		
MIL/Other Language		
Subject	Prerequisites	Requirements
Assamese	Assamese (X-level) for Minor & (XII level for Major	None
Bengali	Assamese/Bengali (X-level for Minor & XII-level for Major	
Bodo	Bodo (XII-level)	
English	English (XII-level)	
Hindi	Hindi (XII-level)	

Bachelor's Degree in Commerce

The Bachelor's Degree in Commerce is a standalone course with the FYUGP structure.

However, with this degree, one can have choice of Majors in (i) Accountancy, (ii) Finance, (iii) Human Resource Management, and (iv) Marketing Management. The Common Courses are same for all. Below, we show the Major options as well as the Common Courses for a Bachelor's Degree in Commerce.

|CommonCourses

Credits	Semester	Common Courses				
10	I	Multidisciplinary 1	VAC 1	AEC 1	Skill 1	
		Business Mathematics	Environmental Science	English Communication	IT in Business	
10	II	Multidisciplinary 2	VAC 2	AEC 2	Skill 2	
		Business Economics	Trade & Commerce in India	Business Communication	E-Commerce	
10	III	Multidisciplinary 3			Skill 3	Internship
		Business Statistics			New Venture Planing	On a chosen topic
2	IV		VAC 3			
			Business Etiquette			
2	V			AEC 3		
				Soft Skill		
2	VI			AEC 4		
				E-Filling of Returns		
4	VII	Research Methodology				
		1 Course (4 Credits)				
0	VIII					

Major : Accountancy						
Credits	Semester	Core Courses (Credit per Course : 4)				
12	I	Core 1	Core 2	Core 3		
		Business Organisation & Management	Financial Accounting	Indian Financial System		
12	II	Core 4	Core 5	Core 6		
		Corporate Accounting	Principles & Practice of Management	Principles of Marketing		
12	III	Major 1	Major 2	Major 3		
		Advance Financial Accounting	Entrepreneurship	Business Laws		
20	IV	Major 4	Major 5	Major 6	Major 7	Minor 1
		Fundamentals of Financial Management	Cost Accounting	Income Tax Laws & Practices	Advanced Corporate Accounting	Financial Market Operations
20	V	Major 8	Major 9	Major 10	Major 11	Minor 2
		Indian Economy	Management Accounting	Fundamentals of Investment	Indirect Taxes	Corporate Laws
20	VI	Major 12	Major 13	Major 14	Major 15	Minor 3
		International Business	Operations Research in Business	Computerised Accounting	Auditing & Assurance	Project Management
16	VII	Advanced Core				Advanced Core
		4 Course (16 Credits)				4 Course (16 Credits)
20	VIII	Advanced Core	Dissertation			Advanced Core
		1 Course (4 Credits)	1 Course (16 Credits)			5 Course (20 Credits)

← Degree (Honours)

Degree (Honours) →
with Research

Major : Finance						
Credits	Semester	Core Courses (Credit per Course : 4)				
12	I	Core 1	Core 2	Core 3		
		Business Organisation & Management	Financial Accounting	Indian Financial System		
12	II	Core 4	Core 5	Core 6		
		Corporate Accounting	Principles & Practice of Management	Principles of Marketing		
12	III	Major 1	Major 2	Major 3		
		Banking	Entrepreneurship	Business Laws		
20	IV	Major 4	Major 5	Major 6	Major 7	Minor 1
		Fundamentals of Financial Management	Financial Market Operations	Insurance	Cost & Management Accounting	Direct & Indirect Taxes
20	V	Major 8	Major 9	Major 10	Major 11	Minor 2
		Indian Economy	Micro Finance	Financial Services	Fundamentals of Investment	Corporate Laws
20	VI	Major 12	Major 13	Major 14	Major 15	Minor 3
		International Business	Operations Research in Business	Treasury & Risk Management	Marketing of Services	Project Management
16	VII	Advanced Core				Advanced Core
		4 Course (16 Credits)				4 Course (16 Credits)
20	VIII	Advanced Core	Dissertation			
		1 Course (4 Credits)	1 Course (16 Credits)			

← Degree (Honours)

Degree (Honours) →
with Research

Major : Human Resource Management						
Credits	Semester	Core Courses (Credit per Course : 4)				
12	I	Core 1	Core 2	Core 3		
		Business Organisation & Management	Financial Accounting	Indian Financial System		
12	II	Core 4	Core 5	Core 6		
		Corporate Accounting	Principles & Practice of Management	Principles of Marketing		
12	III	Major 1	Major 2	Major 3		
		Human Resource Management	Entrepreneurship	Business Laws		
20	IV	Major 4	Major 5	Major 6	Major 7	Minor 1
		Fundamentals of Financial Management	Labour Laws	Industrial Relations	Cost & Management Accounting	Direct & Indirect Taxes
20	V	Major 8	Major 9	Major 10	Major 11	Minor 2
		Indian Economy	Strategic Human Resource Management	Labour Welfare & Social Security	Performance Management	Corporate Laws
20	VI	Major 12	Major 13	Major 14	Major 15	Minor 3
		International Business	Operations Research in Business	Technology & Human Resource Management	Training & Development	Project Management
16	VII	Advanced Core				
		4 Course (16 Credits)	← Degree (Honours)			
20	VIII	Advanced Core	Dissertation	Degree (Honours) →		Advanced Core
		1 Course (4 Credits)	1 Course (16 Credits)	with Research		5 Course (20 Credits)

Major : Marketing Management						
Credits	Semester	Core Courses (Credit per Course : 4)				
12	I	Core 1	Core 2	Core 3		
		Business Organisation & Management	Financial Accounting	Indian Financial System		
12	II	Core 4	Core 5	Core 6		
		Corporate Accounting	Principles & Practice of Management	Principles of Marketing		
12	III	Major 1	Major 2	Major 3		
		Advertising	Entrepreneurship	Business Laws		
20	IV	Major 4	Major 5	Major 6	Major 7	Minor 1
		Fundamentals of Financial Management	Retail Management	Customer Relationship Management	Cost & Management Accounting	Direct & Indirect Taxes
20	V	Major 8	Major 9	Major 10	Major 11	Minor 2
		Indian Economy	Consumer Behaviour	Personal Selling & Salesmanship	Brand Management	Corporate Laws
20	VI	Major 12	Major 13	Major 14	Major 15	Minor 3
		International Business	Operations Research in Business	Consumer Affairs & Customer Care	Marketing of Service	Project Management
16	VII	Advanced Core				Advanced Core
		4 Course (16 Credits)				4 Course (16 Credits)
20	VIII	Advanced Core	Dissertation			
		1 Course (4 Credits)	1 Course (16 Credits)			

← Degree (Honours)

Degree (Honours) →
with Research

Regulations for Three Year Degree Course under CBCS

Regular Course (CBCS)

The College offers B.A. Regular Course incorporating the following subjects: English, MIL (Assamese, Bengali, Bodo, and Hindi & Alternative English), Economics, Education, History, Political Science, Philosophy, Elective Bodo, Mathematics, Environmental Studies, Sociology and Journalism & Mass Communication.

Honours Course

The College offers Major Courses in the following subjects: Assamese, Bengali, Bodo, Hindi, History, Economics, Education, English, Philosophy and Political Science. Students will be allowed Major Course on the basis of merit of HSMarks and the mark in the subject applied for and the departmental entrance examinations whenever necessary.

Course Structure for BA (Semester System): BA programme is constituted of six semesters to be covered in three years. Each paper will have 80% marks for external evaluation and 20% marks for internal evaluation. Internal Evaluation shall be based on two sessional examinations, home assignments, Seminars, and library work in each Semester. External Evaluation shall be through a final examination at the end of the Semester.

Bachelor Course in Business Administration (BBA)

BBA is introduced as a three-year degree programme to be completed in six semesters under the affiliated to Gauhati University. Each semester will have a term-end examination. Duration of the semester period is as follows: 1st, 3rd and 5th semester - from July to December; 2nd, 4th and 6th semester - from January to June each

year. Students completing 10+2 from any stream or those who have passed three-year diploma course in Engineering with at least 40% marks are eligible to apply for BBA programme.

Short-Term Professional Course Conducted by Professional Studies Centre:

Under the aegis of Professional Studies Centre, the College has introduced the following course:
Certificate Course on Handloom & Textiles (CCHT): One Year duration

Study Gauhati University Centre for Distance and Online Education (GUCDOE) under G.U.:

Centre for Distance and Online Education (GUCDOE), GU was established in May 1998 with the objective to help enrol themselves as regular students of the University. Accordingly, Bongaigaon College has been running a Contact Centre of IDOL, GU since February 2004 to cater to the needs of the students of this locality. Since 2012, the Centre has been organizing contact classes for various TDC and MA/M.Com. Courses at study Centre. The details of courses, fees and modes of payments are given below.

Courses	Course Fee	Mode of Payment
M.A./M.Sc./M.Com.	Rs. 5,000/- (Per Sem.)	One/two equal installments
M.Sc. IT	Rs. 14,500/- (Per Sem.)	One/two equal installments

Study Centre for Distance and Open Learning under KKHSOU:

The Study Centre under Krishna Kanta Handique State Open University was established in the year 2022 which has been offering Masters Degree Programme in Assamese, English, Education, Economics, Journalism and Mass Communication, M.Com, Political Science and Sociology.

Programme Coordinators with their Contact numbers:

I.	BBA course:	Ms. Bijumoni Bora	8638770897
IV.	Study Centre, GUCDOE:	Dr. Karabi Saikia	9365376091
V.	Study Centre, KKHSOU:	Mr. Rajeeb Bora	8638210363
VI.	Environmental Studies:	Dr. Rupnath Ouary	9401121457
VII.	Handloom & Textiles:	Dr. Banajit Sarma	9864925315

Gauhati University Under Graduate-

CBCS (Choice Based Credit System), 2019 Onwards How does CBCS work?

The Courses in UG-CBCS introduced by the Gauhati University are categorised into three types of courses- Core, Elective and Ability/ Skill Enhancement Courses. All the Core and elective courses comprise of six (6) credits and the Skill courses are of four (4) credits.

A Core Course is a necessary course that a student MUST take to complete the degree course.

An Elective Course is one for which the students have freedom to choose from a pool of courses. There are two kinds of elective courses- **Generic and Discipline Specific**. The Generic elective courses are those which can be chosen by the student belonging to any stream while the Discipline Specific elective courses are particular to only the discipline concerned. However, a student pursuing an Honours degree course can choose a generic elective from any other discipline except from the honours course he/ she has already chosen.

An Ability/Skill Enhancement Course is meant for developing the skill and ability of the students. These courses have to be opted by a student and the student can choose papers from a pool of Skill Enhancement Courses.

Dissertation / Project: A student can opt for a dissertation/ project work (subject to condition) in lieu of a 6 – credit discipline specific elective course in the Sixth semester.

Notion of Credits:

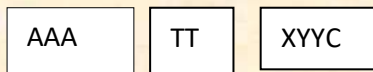
CLASS	DURATION	CREDIT
1 Theory class	One hour	1
1 Tutorial class	One hour	1
1 Practical class	Two hours	1

Papers and Credits: The following table gives an idea about the number of papers one MUST take in a certain degree course and the total credit it contains.

Degree	Minimum Paper Requirements	Minimum Credits
Undergraduate Degree with Honours (All disciplines)	14 Core 2 Ability Enhancement 2 Skill Enhancement 4 Discipline Specific Elective 4 Generic Elective	148
Undergraduate Regular Degree (Humanities/Social Science/Commerce)	10 Core 2 Ability Enhancement 2 Skill Enhancement 8 Discipline Specific Elective	124

Paper Code Structure:

The Code structure of a paper is given below



AAA:Subject	:3–letter subject code(See the suggested table below)
TP:Type of Course	:HC(Honours Core)
	:RC(Regular Course)
	:HG (Generic Elective for Honours)
	:RG(Generic Elective for Regular)
	:HE (Discipline Specific Elective for Honours)
	:RE(Discipline Specific Elective for Regular)
	:SE(Skill Enhancement)
ENG-AE-1014/	:AECC- English Communication Paper
ASM-AE-1014/	: AECC- Assamese/ Hindi/ Bengali/ Bodo
(MIL)HIN-AE-1014/	Communication Paper
BEN-AE-1014/BOD-AE-1014	
ENV-AE-2014	:AECC- EnvironmentalScience Paper
ENG-CC-X016	:EnglishCompulsorypaper(X=1or2dependingon semester)
ALT-CC-X016	:Alt. English
HIN- CC- X016/	:Assamese/Hindi/Bengali/Bodo (MIL)Compulsory(X=3
or4BEN-CC- X016	depending onsemester)
BOD-CC-X016	

Structure of a Course (ProgrammeTemplate)

The following table gives you the detail papers and credits that a student needs to take for a certain degree

Abbreviations:

AEC:Ability Enhancement Paper

SEC: Skill Enhancement Paper

DSE: Discipline Specific Paper

GEN: Generic Elective Paper

XXX:Subject1(Core/Primary for Honours/Regular)

YYY: Subject2

ZZZ:Subject3

B.A./B.Com. Honours Programme

S E M	TYPE	CORE	AEC	SEC	DSE	GEN
	CREDITS	14x6=84	2x4=8	2x4=8	4x6=24	4x6=24
III		XXX-HC-3016		SEC-SE-3XX4		GEN-HG-3016
		XXX-HC-3026				
		XXX-HC-3036				
IV		XXX-HC-4016		SEC-SE-4XX4		GEN-HG-4016
		XXX-HC-4026				
		XXX-HC-4036				
V		XXX-HC-5016			DSE-HE-5XX6	
		XXX-HC-5026			DSE-HE-5YY6	
VI		XXX-HC-6016			DSE-HE-6XX6	
		XXX-HC-6026			DSE-HE-6YY6	

B.A./B.Com. Regular Programme:

SEM	TYPE	CORE	AECC	SEC	DSE	GEN
	CREDITS	12x6=72	2x4=8	4x4=16	4x6=24	2x6=12
III		MIL/ALT-CC-3016		SEC-SE-3XX4		
		YYY-RC-3016				
		ZZZ-RC-3016				
IV		MIL/XXX-HC-4016		SEC-SE-4XX4		
		XXX-HC-4026				
		XXX-HC-4036				
V				SEC-SE-5XX4	YYY-RE-5XX6	GEN-RG-5XX6
					ZZZ-RE-5YY6	
VI				SEC-SE-6XX4	YYY-RE-6XX6	GEN-RG-6XX6
					ZZZ-RE-6YY6	

Combinations of Subjects in B.A.

While selecting the subjects in TDC (Arts) classes of 1st Semester, the students are to take care of the following facts:

1. Students are allowed to opt for two Honours subjects as 1st and 2nd preferences from Assamese, Bengali, Bodo, Economics, Education, English, Hindi, History, Philosophy and Political Science. The respective department will decide about the selection of the student for Honours subject based on the merit and seat limit and departmental entrance test.
2. Student opting Honours in Language subject are not allowed to take MIL of the same language. However, they are allowed to opt for one elective subject in place of MIL.
3. Students with Honours option have to take one elective subject from Economics, Education, Elective Bodo, History, Mathematics, Philosophy, Political Science, sociology and Mass Communication
4. Honours and Regular students opting for MIL may select any one MIL from Assamese, Bengali, Bodo, Hindi and Alternative English.
5. Regular course students are to opt for two electives in addition to two compulsory subjects.
6. Seat limit for each elective subject is 200. Students will be allowed to get admitted in preferred subjects on merit basis, subject to the availability of seats.

ADMISSION PROCESS

Admission Policy of the College makes the following provisions for the admission in various programmes at the entry level:

Seat Strengths in various courses

a)	B.A.(Regular)	:	200	Seats per subject
b)	B.A. (Honours)	:	75	Seats in each subject
c)	B.Com(Regular)	:	150	seats
d)	B.Com(Honours)/BBA	:	50	Seats in each subject
e)	Handloom& Textiles(ShortTermCourse):		40	Seats in each course

- NB:
1. There will be an entrance examination for admission to Honours Courses in B.A.&B.com 1st semester within seven(7) days from the date of general admission.
 2. The College authority reserves the right to alter the seat strength. The Principal reserves ten seats in each class for outstanding students and wards of the College employees.
 3. a) The cut off mark for General category students is 50% (TDC) at the time of application for admission in the last qualifying examinations.
b) The cut off mark for all Reserved Category students is 45% (TDC) at the time of application for admission in the last qualifying examinations.

Admission Procedure:

The College adopts following admission procedures:

1. Admission in FYUGP 1st Semester classes for fresh students will be made purely on merit basis. The in-house students duly passed in FYUGP 1st Semester examination will automatically qualify for admission in the 2nd semester.
2. Students passing HS from this college will get preference in admission in FYUGP classes provided they submit their applications in time and take admission in scheduled time notified for all applicants.
3. Admission form should be submitted along with following testimonials to be uploaded online unless otherwise notified.
 - (i) Marks-sheet of last qualifying examination.
 - (ii) Caste certificate
 - (iii) Original gap certificate.
 - (iv) Passport size photograph.
 - (v) Low Income certificate from Competent Authority (Active Phone No. of both student and his/her parent/guardian to be given).
4. Eligible candidates are enlisted after scrutiny and are duly notified on the College notice board/College Website for admission. Registration forms of Gauhati University & Assam Higher Secondary Education Council will be issued to the enlisted candidates only at the time of admission. The filled up registration forms must be submitted to the College within seven days from the date of admission. Students seeking admission in degree classes are to enclose a copy of HS registration Certificate along with the registration form.
5. Any pressure or interference from any quarters for admission will automatically disqualify the claims of an admission seeker.
6. Students are required to produce the following documents at the time of admission:
 - (i) Original marks-sheet of the last qualifying examination;
 - (ii) Original certificate from the head of the institution as attended;
 - (iii) Original caste certificate (if applicable).
7. BA 1st semester students seeking admission to Honours Course are to submit applications separately to the departmental heads after the general admission and individual notifications from each department. Applications must be accompanied by attested copies of Marks-sheets of HS examination. Each department will screen the submissions and give the final list based on merit or Entrance test. The Departments reserve the rights to fill up less than allotted number of Honours seats and also to drop students from Honours course on the basis of non-performance/indiscipline.
8. No student will be considered for promotion in the Unit Test/Sessional examination on medical or other extra ordinary grounds unless she/he clears all preceding examinations conducted by the College/department during that session.

Reservation of Seats:

Reservation policy of the government of India is strictly maintained during admission. Seat reservation break-up for each class is as follows:

Scheduled Caste	:	7%
Scheduled Tribe (Plains)	:	10%
Scheduled Tribe (Hills)	:	5%
OBC (including MOBC)	:	27%
Physically Challenged	:	3%

Two seats each are reserved in various courses for students distinguishing in sports and culture. One seat each is reserved for applicants of the NCC and Scouts & Guides (Details can be found in the Website (www.bongaigaoncollege.ac.in). Moreover, students belonging to BPL/EWS/Others category should produce Certificate from the Competent Authority.

Attendance Rules:

FYUGP: Students of FYUGP courses will be assessed internally on the basis of their respective attendance (75%), Sessional examinations, assignments, etc. as per Gauhati University rule.

Special Considerations:

Students who failed to attend their classes over a certain period of time at a stretch on genuine ground, such as, serious ailment or accidents and related treatment involving themselves and members of the family, death of the near and dear ones, academic/ sports/ cultural activities, etc. as approved by the College, must apply in writing to the Head of the Department/ course coordinator concerned for consideration of the absence in the period – immediately after such absence. Application must be supported by testimonials/ documents, where-ever necessary. Even for such case the actual attendance must not fall short of fifty percent.

Syllabus Design:

With a view to bringing more accountability in teaching and bringing uniformity in the teaching-learning experience, the syllabus content in each class is split up and unitized thereby promising an exhaustive and uniform treatment of split up modules of a subject. Accordingly, the time-bound split-up syllabus is notified by all the departments, that indicate the portion of the syllabus/ course contents/ chapters which are to be the modules for particular terminal/unit test/test examinations.

Evaluation System:

Continuous evaluation is carried out in the form of unit tests and other tests of the students in order to promote students' perception in the subject and locate the weak links/strong points of particular students. Unit tests of

FYUGP Semester classes are conducted as per the syllabus breakup notified by each department. The students of FYUGP classes are internally assessed on the basis of their performance in sessional examination and other student centered activities as per the university rule.

Twenty percent of the full marks are taken from internal evaluation as per the University rule for each paper/subject opted by the students. The weightage for this twenty per cent of marks based on continuous evaluation will be worked out at the institution level as follows:

1. Sessional examinations to be organized in each semester of 20 marks	=40 marks
2. Student centered academic activities	=20 marks
3. Weightage on 75% or more attendance of students in each semester	=20 marks
4. Weightage on students' performance in extra/co-curricular activities	=20 marks
Total	=100 marks

Marks allocation for student centered activities (to be judged by the faculty and HOD of the concerned department with following parameters)

1. Class room interaction
2. Home assignment evaluation
3. Seminar participation and paper presentation with ICT support
4. Participation in Group Discussion and role played.
5. Natural behaviour, discipline, obedience etc.

Marks allocation for attendance:

6. Below 75%	=0 mark
7. 75% to 80%	=5 marks
8. 80% to 85%	= 10 marks
9. 85% to 90%	=15 marks
10. Above 90%	=20 marks

Marks allocation for Sports/Culture/Extension activities in the college

1. No participation round the year in any event during the session	=0 mark
2. Participation in at least one event	= 3 marks
3. Participation in at least three vents	=5 marks
4. Winning third prize in at least three vents	=10 marks
5. Winning second prize in at least three events	=15 marks
6. Winning first prize in at least three vents	=20 marks

(Proportionate marks may be awarded for any other combination of prizes)

NB. Students are to submit their copies of relevant certificates for the session to get the credit of internal evaluation by the concerned department. No students can claim marks without supporting certificates of participation in such events.

COCURRICULAR AND OTHER ACTIVITIES

SPORTS ACTIVITIES

College organizes Annual College Festival in December/January. Students participate in Indoor and Outdoor Games, Debate and Quiz, Literary and Cultural competitions. The college has an extensive sports ground and a gymnasium within the campus.

STUDENTS UNION

Students are also members of the Bongaigaon College Students Union Society and have the opportunity of serving as its office bearers. Office bearers are elected annually. The Union Body comprises of eleven office bearers and class representatives. Principal is the Chief Advisor of the Body. These secretaries work under the guidance and direct supervision of Professors-in-Charge.

BCSUS will act for upliftment of academic interest of students, emergence of healthy intellectual and cultural milieu and growth of extra-curricular attitudinal activities of students. The decisions of the College authority will be binding and final. Any agitation move against the authority will be dealt with firmly that may lead to rustication or other severe punishment.

If there are any grievances, complaints relating to academic aspects or general facilities, they must be submitted to the College authority for consideration with at least one month's notice. This may also be addressed to General Grievance Cell of the College. The BCSUS conducts various co-curricular activities in the college.

Election Code of Conduct:

Any student willing to offer candidature for contesting the BCSUS elections must meet the following eligibility criteria as per the Verdict of the Supreme Court of India:

- I. A candidate must have completed 75% attendance in the regular classes during the current session. Attendance shall be counted subject-wise.
- II. The candidate shall not have any previous criminal records or convicted in any criminal offence.
- III. The candidate must be a regular, a full-time student of the College and must be enrolled in a full-time course.
- IV. Undergraduate students between the ages of 17 to 22 may contest elections.
- V. The candidate contesting the election should in no case have any academic arrears, i.e., the candidate must clearly pass out the preceding year's examinations (without back or arrears) before contesting the election.
- VI. One candidate shall have one opportunity to contest for a portfolio of the office bearer of BCSUS. Filing of nomination by one candidate for more than one portfolio shall lead to cancellation of nomination.

NB: Other election codes of conducts will be notified as and when necessary.

DISCIPLINE

Maintenance of Discipline

In matters of healthy practices, the College gives high priority to maintenance of discipline in the College campus. Discipline monitoring Cell is actively engaged in supervising the aspects of discipline. Students must abide by the rules and regulations as prescribed by the College authority.

- I. Students having 75% or more class attendance are only eligible to appear in their respective final examinations.
- II. Ragging is "human rights abuse in essence". All forms of ragging in hostel or College campus are prohibited. Strong disciplinary action will be taken if anyone is found to be involved directly or indirectly in ragging.
- III. Students must carry valid identity cards in the College days.
- IV. Consumption of Gutkha, Pan masala or any other intoxicants is strictly prohibited in the College campus.
- V. Violation of rules, irregular attendance, irregular clearance of hostel dues, showing discourtesy to teachers and staff members in any form, adoption of unfair means during examination, delinquent behavior in the College campus or outside, etc. are some of the offences which may invite disciplinary action like termination of scholarship, compulsory transfer and even expulsion from the College and the hostel.

Academic Discipline Monitoring Cell:

Bongaigaon College authority has constituted one Academic Discipline Monitoring Cell as an advisory body to remain vigilant over all academy-related activities in the campus and also to analyse the observations and the same to be shared with the Principal and Secretary for major Policy decisions. The Members of the Cell are:-

Dr. Dinesh Das, Principal (Chairman)
Mrs. Mollika Khakhlary (Convener)
Mr. B. P. Sharma, HoD, Political Science
Mr. Pradip Kr. Goswami, HoD, Economics
Dr. P. C. Kalita, HoD, Commerce
Dr. R. N. Ouary, HoD, Dept. of Bodo
Mr. Bijoy Boro, Co-ordinator, IQAC

Conveners/Members of Different Cells:

Sl. No.	Cell	Convener	Contact No.
1.	Anti-Ragging Committee	Dr. Dinesh Das, Principal	9435326099
2.	Indian Knowledge System (IKS)	Dr. Karabi Saikia	9435511650
3.	Research and Development Cell	Dr. Rupnath Ouary	9435325222
4.	Routine and Classroom Management Cell	Mr. Bijoy Boro	7002109997
5.	Discipline Monitoring Cell & Grievance Redressal Cell	Mrs. Mollika Khakhlary	9706736632
6.	Yoga, Health and Fitness Cell	Mr. Bhabani Prasad Sharma	9435121890
7.	Extension Activities Cell	Dr. Daithun Baro	9854640036
8.	Career Guidance and Counselling Cell	Ms. Sonia Hussain	9864300855
9.	Computer and IT Cell	Dr. Nenglamhoi Hengna	7896421335
10.	Women's Studies Cell	Mrs. Manashi Das	9954870557
11.	Fine Arts and Drama Cell	Mr. Rajeeb Bora	8638210363
12.	Games and Sports Cell	Mr. Hari Basumatary	7002116443
13.	Debate, Symposium and Quiz Cell	Mr. Pulakesh Das Mr. Samujjal Roy	9706289460 9101489624
14.	Literary Cell	Dr. Jaba Thakuria	9435126914
15.	Cultural Cell	Mrs. Rita Goswami	9435973494
16.	Entrepreneurship Development Cell	Dr. Phatik Ch. Kalita	8638105324
17.	AISHE Cell	Dr. Rahin Chandra Das	8402936482
18.	Alumni Cell	Dr. Parijat Dhar	8822145331
19.	NSS	Mr. Banduram Brahma	9954128428

General Grievance Redressal Cell

The Cell addresses grievances of students and staff relating to academic and infrastructural matters of the College. The convener of the relevant Cell can be contacted for details.

Career Guidance and Information Cell (CGIC)

The College has set up the Career Guidance and Information Cell (CGIC) under the supervision of Indian Institute of Entrepreneurship (IIE), Guwahati. This Cell is to guide students about career planning, job prospects, entrepreneurship, etc. Personality development, quantitative aptitude enhancement, imparting skills in facing job interview, etc. will be focal points the Cell will look into.

ExtensionActivities

The Extension Education Cell has taken initiative to encourage the faculty and students to respond to the community needs and involve in the extension and awareness programme. The Cell has already conducted a number of awareness programme on Ecological imbalance, Women's empowerment, AIDS, Drugs, Health & Hygiene, etc.

MedicalCamp

Health Awareness & Fitness Cell of the College periodically organizes health camp in association with Director of Health, Government of Assam, local doctors, NGOs, etc.

Anti-raggingMeasures

As per the order of the Hon'ble Supreme Court and recommendations of R.K. Raghaban Committee, the College authority has constituted one Anti-Ragging Committee followed by Anti-Ragging Squad as a preventive measure for prevention of ragging both in College and Hostels.

Anti-RaggingCommitteeMembers

SlNo	Name	Position	ContactNos.
1.	Dr.Dinesh Das	Principal& Chairman	7002129976
2.	Mrs. Mollika Khakhlary	Convener	9435325222
3.	Mr.Bijoy Boro	Co-ordinator, IQAC	7002109997
4.	Mr.Banduram Brahma	Programme Officer, NSS, Member	9954128428
5.	Mr.Bijoy Boro	Warden,Boys'Hostel,Member	9435020596
6.	Mrs.Manashi Das	Warden,Girls'Hostel,Member	9954870557
7.	Dr, Rahin Ch. Das	Secretary,BCTU,Member	8402936482
8.	Dr.Jaba Thakuria	HoD, Assamese, Member	9435126914
9.	Mr.Subrata Roy	HoD, Bengali, Member	8822697062
10.	Dr.Padumi Singha	HoD, English, Member	8011237341
11.	Mr.Pradip Kr.Goswami	HoD, Economics	9101194463
12.	Mr.Samujjal Ray	Faculty,Sociology,Member	9101489624
13.	Dr.Rupanjali Devi	HoD, Education,Member	9435325222
14.	Mr.Karuna Patgiri	HoD, Hindi	9954695585
15.	Dr.Karabi Saikia	HoD, Philosophy	9365376091
16.	Mr. Bhabani P. Sharma	HoD,Political Science	6003783887
17.	Mr.Pulakesh Das	Faculty ,JMC, Member	9706289460

18	Dr.P.C. Kalita	HoD, Commerce, Member	9435120253
19	Dr. Rupnath Ouary	Co-ordinator, EVS, Member	9401121457
20	Mrs.Bijumoni Bora	Faculty,Commerce,Member	8638770897
21	Mr.Banduram Brahma	Faculty, Bodo,Member	7002440878
22	Ex–Officio	Addl. Deputy Commissioner (Education), Bongaigaon, Assam	
23	Mr. Abhideep Choudhury	Bureau Chief, News Live, Bongaigaon, Assam, Member	
24	Mr.Kunja Mohan Ray	Correspondent, Dainik Agradoot, Bongaigaon, Assam, Member	
25	Mr.Pradip KumarDas	Ex-President Rotary Club, Bongaigaon, Member	

Anti-RaggingSquad

1. Mrs.MollikaKhakhlyary,Convener
2. Mr.Bhabani P. Sharma, Co-Convener
3. Mr. P. K. Goswami, Co-Convener
4. Dr.P.C.Kalita, Member
5. Dr.R.C.Das, Member
6. Dr.Banajit Sarma, Member
7. Mr.Bijoy Boro, Member
8. Mr.Karuna Patgiri, Member
9. Mr.Ripunjoy Bezbaruah, Member
10. Mrs.ManashiDas, Member
11. GeneralSecretary,BCSU,Member
12. Girls'CommonRoomSecretary,BCSU,Member

Nature of Punishment

The R.K.Raghavan Committee recommended for the following punishment to be imposed if any student is found to be indulged or provoking ragging to the fresher's /boarders of the College hostels and in College campus:

- a. Suspensionfromattendingclasses
- b. RusticationfromtheCollege
- c. ExpulsionfromtheCollege.

STUDENTS' UNIFORM (COLOUR CODE):

The idea of the uniform is prompted by the institution's initiative in inspiring a sense of togetherness in the multi-ethnic students' community. It is hoped that the uniform will foster a sense of cohesion and institutional allegiance. The colour code of the uniformisasfollows:

Boys		Girls	
Pant	Black	Blouse	Black
Shirt	LightPink	Mekhela/Dokhona/Patani	Pink
Sweater	NavyBlue	Churidar/Salwar	Black
		Kameez/Sameez	Pink
		Worny/Dupatta	Black
		Sweater	NavyBlue
		Chadar	White

- NB:**
- i) The College monogram should be inscribed on the left chest of the Sweater.
 - i) Wearing of uniform by the students even during ceremonies and functions organized in the College campus is compulsory.
 - ii) Wearing of Leggings by girls is strictly prohibited.
 - iii) Wearing of Low hips pants by boys is strictly prohibited.
 - iv) No washing day is allowed for the students. Hence students are instructed to come in proper uniform on each class day.

Students' Identity Card and Health Card

College identity cards are issued annually. Old identity card is to be surrendered by each student at the end of academic session of a year for renewal. Students admitted in short-term professional courses are also issued Identity and Health cards for the entire duration of their respective courses. The Health Card records the details of each student's health condition. The College authority reserves the right to issue a duplicate identity card in case of loss/damage of the original card.

Students' Aid Fund

A students' Aid Fund has been created by taking Rs.25/- (20 for Aid+5 for Publication exp.) from each student as contribution with a view to assisting poor and meritorious students. The Students' Aid Fund Committee, after careful consideration of all applications for financial help, prepares a list of students who really deserve assistance and fixes the amount to be given to each selected applicant.

Disciplinary Actions

The normal actions taken on student misconduct are as follows:

1. **Censure:** Penal ties involving censure are available to the judicial officer by the Grievance Redressal Cell. The term 'censure' means the following actions/behavior
 - a. Loss of the privilege of participating in any public function where in the participant will be thought of as a representative of Bongaigaon College.
 - b. Loss of housing or dining privileges in the campus.
 - c. Loss of privilege of participating in social or ceremonial events in the campus.
 - d. Loss of the privilege of maintaining a motor vehicle in the campus.
 - e. A requirement that a student resigns membership in any or all offices, elected or appointed, held in campus organizations.
 - f. A letter of the Judicial Officer or the Co-Chairs of the Grievance Redressal Cell with a copy to the parents/guardians.
 - g. Any other restrictions (except probation, suspension or dismissal) that seems appropriate to the offence.
2. **Required Actions:** Penalties that require a particular action of a student are available to the Judicial Officer of the Grievance Redressal Cell. This may include request to attend various forms of counseling or educational sessions. A student may be told by the cell or the Judicial Officer to engage in some form of community service (in or outside the college campus).
3. **Disciplinary Probation:** A Penalty of suspension or dismissal is held in abeyance and will take effect only after the Cell finds that the student has committed a further offence. If a student is found to be on disciplinary probation already, then for the second offence, the Cell may take additional action. However, disciplinary probation is not recorded in the student's permanent record, but will remain in his/her confidential file until graduation.
4. **Suspension:** The Cell may suspend a student for a specified period of time or indefinitely. Such a student must leave the campus and cannot return until the suspension is revoked. He/she must return their college I.D. to the office.
5. **Dismissal:** The Cell may dismiss (i.e. expel) a student. This severs with finality a student's connection with the college and will be noted in the student's permanent record and also in the student's official transcript.

1. The right to notifications of the charges with sufficient proof to allow for preparation to defend against those charges.
2. The right to be accorded as per the procedures outlined in the code of conduct of the student including a pre-hearing at which the student may challenge on the basis of actual fact. The Grievance Redressal cell will make arrangement for such hearing.
3. The right to adjudication of charges with a judicial educator at a hearing.
4. The right to attend the hearing, to make a statement to the Grievance Redressal Cell and to question witnesses through the Co-Chairs.
5. The right to respond to all statements, testimony or other evidence offered at the hearing.
6. The right to be free from harassment and retaliation from the complainant or other witnesses at any time during or after the investigation and hearing.
7. The responsibility to refrain from contact with the complainant or other witnesses. Similarly, he/she should also remain aloof from Grievance Redressal Cell members, judicial officers and the Co-Chairs.
8. The responsibility to make a good-faith effort at conflict resolution options when this option is chosen by all parties as an alternative method of resolution.
9. The responsibility to abide by the instructions of the Co-chairs of the Grievance Redressal Cell including instructions regarding witness.
10. The responsibility to testify truthfully at the hearing.
11. The responsibility to abide by the terms of a conflict resolution agreement or by any penalties determined by the Grievance Redressal Cell, a Coordinator's Review or the Student Judicial Board.

Session fees broadly include admission, tuition, registration, affiliation/enrollment, development, faculty, library, electricity, maintenance, Students' Union, accreditation and other fees collected annually at the time of admission. Tuition fees are collected as per the government notification. Registration and affiliation fees are charged as per University/Council's notification. All fees are subject to change as per government/University/Council/GB's policy decisions. Class-wise fee-details of conventional programmes are summarized below:

[illegible]

10.	Library	200	200	200	200	200	200	200	600
11.	Internal Exam/Seminar/Unit Test	120	120	200	200	200	200	200	400
12.	NSS/Scout & Guide	30	30	30	30	30	30	30	30
13.	Magazine/Dept. Journal	150	150	150	150	150	150	150	150
14.	Student Union & Debating/Literature	150	150	150	150	150	150	150	150
15.	Games and Sports	100	100	100	100	100	100	100	100
16.	Festival fee	100	100	100	100	100	100	100	100
17.	Co-curricular	100	100	100	100	100	100	100	100
18.	Cultural/Music	50	50	50	50	50	50	50	50
19.	Students' Welfare	50	50	50	50	50	50	50	50
20.	ICT(Faculty Dev)	100	100	100	100	100	100	100	100
21.	Youth Festival/Music	100	100	100	100	100	100	100	100
22.	Students' Aid & Publication Fee	25	25	25	25	25	25	25	25
	Total Fees	4545	3945	5345	5465	5245	5465	5245	19,000.00

N.B. 1. Registration and Affiliation & Enrollment fee may change from time to time as per the instructions of GU & AHSEC. **Students opting for Honours Course in FYUGP I/II (1st Year), i.e. at the time of new admission will have to pay Honours Fee of Rs. 220/- at the College Office after their selection in the Honours Course.**

2. All payments for admission & examinations will be received through Bank Challan or Online.

3. Selected candidates for Admission are directed to deposit the Admission Fee within 48 hrs from the date of issue of the Challan. Failing which Admission will be treated cancel.

4. Students of Low Income Group will have to pay Student Union Fee, College Magazine and Festival Fee & Annual Function Fee during admission in HS-II and TDC-II year classes.

5. The fees structure may change subject to the acceptance of Uniform Fee structure of Colleges in Assam

Fee Structure for non-conventional courses:

The College has introduced various non-conventional professional/vocational courses, some of which are run on self-sustaining basis and are UGC sponsored courses. The fee structure for all these courses are as follows:

1. Bachelor of Business Administration :Rs.12,500/- per semester
3. Short-term professional courses (Handloom & Textile) :Rs.6,000/- (in two equal installments)

Relevant instructions and information:

- a. Caution deposit of Rs.500/- is to be deposited at the time of admission for ACFA and CFA.
- b. The cost of study materials supplied for any course will be charged separately.
- c. The University registration fee, where ever necessary, will be payable separately as per the rule of Gauhati University.
- d. Students from other universities are to submit their migration certificate for their registration under GU.

HOSTELFEES

The Fee structure of the hostel is generally prepared by and approved by the Governing Body. A uniform fee structure is maintained for admission in both Boys' and Girls' hostels. The present fee structure effective for hostel admission is as follows. (Annual hostel dues are to be paid at the time of admission from June to May).

1.	Admission fees	-Rs.1000/-
2.	Seat rent @Rs.450/- P.M. for 12 months	-Rs.5400/-
3.	Establishment charge @Rs.175/- P.M. for 12 months	-Rs. 2100/-
4.	Electricity charge @Rs.200/- P.M. for 12 months	-Rs.2400/-
5.	Common-Room charge @Rs.50/- P.M. for 12 months	-Rs.600/-
6.	Caution Deposit (Refundable) (Subject to adjustment)	-Rs.200/-
Total		Rs.11,700/-

PUBLICATIONS BY THE COLLEGE & THE DEPARTMENTS

Bongaigaon College has been taking its venture to publish its annual Magazines, Journals, News Letters, etc. through students' union, Literary Cell, Teachers' Council, Alumni Cell, Women's Studies Cell and various departments. Teachers of various departments are also contributing towards the enrichment of learning resources by authoring books of academic interest for the students and readers in general. Notable publications are as follows:

Magazines, Journals, Bulletins and News Letters:

1. Bibhavan (College Magazine)-Bongaigaon College Students Union Society
2. Journal-Bongaigaon College Students Union Society
3. Birgwsree (Annual Magazine)-Bongaigaon College Bodo Literary Society
4. Clarion, A mouthpiece of Alumni Cell
5. Yaa Devi. -A mouthpiece of Women's Studies Cell
6. Journal of Literary Studies- P. G. Deptt. of English
7. Commerce Bulletin-Faculty of Commerce
8. Bodo Bulletin- Deptt. of Bodo
9. News Letter-Deptt. of English
10. News Letter-Deptt. of Economics
11. News Letter-Extension Activities Cell
12. Prabandha Bichitra-Departmental Journal of Assamese
13. Impetus-Students' Activity Volume-Department of Economics
14. Philosophica (Journal)-Department of Philosophy
15. Srijan, College Journal
16. Jagriti, Journal, Hindi Department
17. Hindol, Journal, Bengali Department
18. Chayanika, Journal of Assamese Department
19. Journal, Education Department
20. Mathematica, Journal of Mathematics Department
21. Commercial, Journal of Commerce Department
22. Journal, Department of Political Science

ADMINISTRATIVESTAFF

Dr. Dinesh Das, M.A., B.Ed., M.Phil., Ph.D.

Principal

DEPARTMENTS & FACULTY

ASSAMESE

1. Dr. Jaba Thakuria, MA, Ph.D.
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2. Dr. Hirumani Kalita, MA, M.Phil., Ph.D., SLET
Assistant Professor (On Lien)
3. Dr. Chandana Das, MA, Ph.D., NET
Assistant Professor
4. Mr. Kartik Kr. Kalita, MA, SLET
Assistant Professor

BENGALI

1. Ms. Mithu Das, MA, M.Phil.
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2. Mr. Subrata Roy, MA, M.Phil., NET
Assistant Professor & H.O.D.
3. Mrs. Amrita Sikidar, MA, NET
Assistant Professor

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2. Mr. Banduram Brahma, MA, NET
Assistant Professor
3. Dr. Kanery Basumatary, MA, Ph.D., NET
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4. Mr. Hari Basumatary, MA, SLET
Assistant Professor
5. Dr. Daithun Baro, MA, Ph.D., SLET, NET (JRF)
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1. Mr. P. K. Goswami, MA
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3. Mr. Rajeeb Bora, MA, NET
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4. Dr. Parijat Dhar, MA, Ph.D., NET
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5. Ms. Rompi Deb, M.Sc., NET
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6. Ms. Kuwalee Talukdar, M.Sc., NET,
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3. Ms. Sonia Hussain, MA, M.Phil., NET
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4. Ms. Archana Devi, MA, M.Phil., SLET
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3. Mr. Ripunjoy Bezbaruah, MA, M.Phil.
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4. Ms. Khalida Ahmed, MA, M.Phil., SLET
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5. Ms. Shreoshi Saha, MA (Cont.)

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3. VACANT
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3. Dr. Nenglamhoi Hengna, M.Com, Ph.D., NET
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5. VACANT
6. VACANT
7. Mr. Om. Prakash Sah (Non-Sanctioned)
8. Mrs. Manika Medhi (Cont.)
9. Mr. Krishna Gopal Ghosh (Cont.)

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Mr. Rafiqul Islam

Grade-IV

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12. Mr.PradipRay,IVGrade(ad-hoc)
13. Mr.LakhiSarkar,IVGrade (ad-hoc)
14. Mr.KulBahadur,NightChowkidar,Girls'Hostel (ad-hoc)
15. Mr.MananjoyBasumatary, IVGrade (Cont.)
16. Mr.Harakeswar Baidya,Night Chowkidar(ad-hoc)
17. Mr.Sandeswar Ray,NightChowkidar(ad-hoc)
18. Mr.BhubanDas,Gardener(ad-hoc)
19. Mr.TajenBarman NightChowkidar(ad-hoc)
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21. Mr.Dulal Basfore,Sweeper
22. Mrs.Anita Basfore, Sweeper
23. Mr.SubhasBasfore, Sweeper
24. Mrs.RinaBasfore, Sweeper
25. Mr.Keshab Kr. Singha, Security Guard
26. Mr.Janardhan Ray, Security Guard
