



**DEMOW COLLEGE**

Estd. 1970

# DEMOW COLLEGE

(Accredited 'B' Grade by the NAAC in 2017)

Demow, Sivasagar, Assam  
PIN-785662

For Bachelor Degree in Arts (BA) Programme  
Session: 2021-2022



## PROSPECTUS

**Demow College** was established on 26<sup>th</sup> July, 1970 at the initiative of enlightened public and a few distinguished educationists and social activists of the locality. The driving force that did bring these people together was a vision to give an opportunity to students of the region to pursue higher education and build up the infrastructure for the progeny for a lasting civilization.

### **The Mission of the College**

The mission of the institution is to produce efficient, socially committed and well-educated graduates. Through dissemination of relevant information and knowledge of rapidly changing world to the student community, it has targeted to keep the people at grass-roots level in close touch to make them enthusiastic to adapt themselves for their self-upliftment and well-being of the poorest section of the society and to provide the student community an academic environment to build up their competitive academic career.

Demow College was brought under Deficit Grants-In-Aid system in the year of 1985 and was provincialised in the year of 2005. Currently, the college stands for quality and excellence in higher education.

Demow college is affiliated to Dibrugarh University. For the Higher Secondary courses, the college strictly follows the course structure designed by the Assam Higher Secondary Education Council.

With a strength of more than eleven hundred students and 04 Associate Professors and 16 Assistant Professors, Demow College is one of the premier institutions of higher education of Sivasagar district in Upper Assam. For the last 51 years, the college has been offering yeoman's service to the cause of higher education. The healthy academic atmosphere of the college, its quality education, good results as well as the personal care and guidance by the teaching faculty attract the students from far and wide and even from remote places.

The first cycle of assessment & accreditation of the college by National Assessment and Accreditation Council (NAAC) was done in 2003. The college fraternity has been striving hard to translate the dream of the institution into reality. The second cycle of assessment & accreditation by NAAC was done on 27<sup>th</sup> & 28<sup>th</sup> April, 2017 and the college was awarded 'B' Grade by the same.

### **Location and Communication**

The college is situated at Demow in the district of Sivasagar, 300 meters away from the NH 37. It is 22 kilometers away from the district headquarter Sivasagar and 23 kilometers west of Moran and is well-connected by Assam State Transport Corporation (ASTC) bus services and private carriers.

### **Accommodation**

There is one well-equipped Girls' Hostel in the college having capacity to accommodate 20 nos. of girls situated near the main campus.

### **Environment and Facilities**

The college buildings are quite eye-catching. With buildings situated in two campuses, a well-equipped library, a faculty building and a campus full of shade trees, the college displays an irresistible and appealing look. Demow College can surely boast of a healthy and serene campus environment.

With the active cooperation of the office staff having a sense of belonging to the institution, the college authority and the teaching community are committed to serve the institution and the student community to their best.

Students may participate in any one or more schemes of the following co-curricular activities facilitated by the College-

- i. NCC
- ii. Extension Services/Out-reach Programme

### **Medium of Instruction**

Both English and Assamese are permitted as medium of instruction.

### **Aims and Objectives**

- i. To impart higher education to the eligible youths in general within the vicinity.
- ii. To arrange remedial teaching for the upliftment of the students of the weaker section.
- iii. To promote ideas and strengthening of national integration, secularism, inculcation of national and scientific outlook and a cosmopolitan and humanitarian approach towards the society and the world community.
- iv. To foster in the minds of the students a sense of belongingness to the society and the country of their own.
- v. To imbibe in the minds of the students a feeling of genuine appreciation and fascination for art and culture. The college offers a variety of co-curricular activities aimed at helping the students in order to develop their physical, educational and aesthetic qualities. Some of these are -Games and Sports, Debate, Quiz, Music, Drama competition, NSS and NCC.

### **Co-Curricular Activities**

The college considers the extension work as the Third Dimension of the institution and treats it to be as important a mission as teaching and character-building is. The college has been taking up extension programmes such as health awareness programmes and enhancing student enrolment in primary schools. The expenditures of such programmes are met by the college authority out of its fund and financial assistance from the government, if made available. The college has a few study circles for co-curricular activities which hold seminars, workshops, popular talks etc. from time to time. The college provides facilities for indoor and outdoor games for boys and girls.

### **Students' Union**

The Demow College Students' Union is the general body of the students of the college and membership to it is compulsory for every Demow College student. Office bearers are elected annually as per the constitution of the Students' Union of the college who will remain responsible for healthy academic ambience and welfare of the student community of the college.

### **Students' Uniform:**

- (i) For Boys : White Shirt and Navy blue long pant.
- (ii) For Girls: White Salwar and white Kamiz with navy blue border and navy blue dupatta or Mekhela-Chador with navy blue border.

### **Identity Card & Badge**

Students are entitled to students' travelling concession on production of the identity card as per rule. Every bonafide student is issued an identity card & a badge at the time of getting admission in to this college. Wearing of the College Badge is expected to make one self boast of belonging to this premier institution.

### **General Rules for Maintenance of Discipline**

- i. Societies and associations of the college shall be subject to guidance and control as the college authority may deem fit and proper from time to time.
- ii. Only those societies recognized by the college authority may avail of the facility to use the college campus.
- iii. All notices desired to be circulated by the Students' Union in the college campus shall essentially require the prior approval of the Principal of the College.
- iv. Students having minimum 80% attendance in the class (on an average) and regularly appearing in the internal examinations shall only be allowed to sit for final examination.



- v. Any of the following acts by the students shall be considered to be a major offence-
- a) Damaging, defacing or devaluing any college property
  - b) Habitual irregularities
  - c) Resorting to violence of any kind
  - d) Disobedience and indecent behavior
  - e) Any form of ragging

**N.B.** All powers of maintaining of discipline are vested with the Principal and his decision shall be the final.

### **Students' Aid Fund**

The college has a Students' Aid Fund to help the poor but meritorious students of the college both in cash and kind. Such aids are offered on the basis of merit of the applicants after submission of the application in proper way and consideration by the College Authority.

### **Scholarship**

Students belonging to SC/ST/OBC/MOBC etc. are entitled to get Scholarship as per Govt. rules. The Scholarship holders are required to observe strict discipline and regular attendance, failing which their scholarship may be withdrawn.

### **Attendance**

It is obligatory for the students to attend the classes regularly. Willful absence from classes will be treated as a serious breach of college discipline. A student is required to have minimum of 80% attendance of the total lectures delivered in each academic session. Otherwise, he/she may be considered as dis-collegiate/non-collegiate student and may be debarred from appearing in the examinations.

### **Registration and Migration**

Students from Boards or Universities other than SEBA, AHSEC and D.U. shall have to produce Migration Certificate at the time of admission.

### **Admission Procedure**

- a. Prospectus and application form for admission into the College in TDC 1<sup>st</sup> Semester classes can be downloaded from the College website i.e. [www.demowcollege.com](http://www.demowcollege.com)
- b. Admission into the college is made in order of merit and is governed by the college admission rules. The decision of the Principal of the college regarding admission is final. Any interference or pressure for getting admission in to the college shall disqualify a candidate.

- c. A candidate must produce the following documents at the time of interview/admission.
- i. Mark sheet of the last qualifying examination passed.
  - ii. Age Certificate /Admit Card
  - iii. Character Certificate from the Head of the institution last attended.
  - iv. Gap period Certificate from the Head of the institution/village Gaon Burah/ nearest Police station, if the student passed the qualifying examination before the current year.

### **Interview and Admission Schedule**

The dates for interview cum admission in to different classes are notified in the College notice board immediately after the publication of the results by AHSEC. Students shall have to produce original certificates, mark sheets etc. at the time of interview or direct admission.

Students shall have to deposit the following amount for provisional pass Certificate/Transfer Certificate.

Degree Pass (Prov.) Certificate	Rs. 100/-
Transfer Certificate	Rs. 100/-

### **Course structure of the Bachelor of Arts (B.A.) Programme**

Under General Course of Graduation Programme, B.A. offered by Dibrugarh University, the programme has the following components:

#### **a. Non Major Programme**

It has the following 3 (Three) Components:

##### **i. Compulsory Course:**

**English** and **MIL** (Assamese) are Compulsory subjects of the programme.

##### **ii. Non-Major Course:**

Non-Major Courses shall be chosen by the students, who do not opt for major course. Two non-major courses are to be selected out of the following subjects offered by the college in addition to two compulsory subjects.

**Subjects offered in the College: *Political Science, Education, Economics, History & Sociology.***

##### **iii. Skill Based Courses:**

The college runs a skilled based course namely Tourism and Travel Management which is compulsory for the students of 5<sup>th</sup> & 6<sup>th</sup> Sem. (NM) as offered by the affiliating university i.e. Dibrugarh University.

**b. Major Programme**

It has the following Components:

**i. Compulsory Course:**

These courses are compulsory for all major students of the programmes, viz: **English** and **MIL** (Assamese) are Compulsory subjects to be taken. Students of English Major can choose Alternative English in lieu of MIL (Assamese).

**ii. Major Course:**

One Major Course shall be chosen by a student. This course is optional and non-mandatory. The College provides the following major courses -

**: English, MIL (Assamese), History, Political Science, Sociology, Economics & Education.**

A student may choose one of these as major course for pursuing his/her study.

**iii. Elective/Optional Subject:**

Students in Major programmes are to choose one of the following Non-Major subjects as Elective/Optional Subject.

(These are - **History, Political Science, Sociology, Education and Economics**)

**Internal Assessment (IA)**

- i. For Internal Assessment, the evaluation shall be done two times during each semester on the basis of the result of two Sessional Examination. It shall be a continuous process.
- ii. 20% marks has been allotted for internal assessment and the other 80% marks for end semester examinations during every semester.
- iii. There is no provision for re-evaluation of answer scripts of end semester examination.
- iv. There is no provision for repeat/betterment in the Sessional Examinations.
- v. As per university guidelines of D.U. distribution of 20% IA marks per paper/each course shall be as followed:

IA	First Sessional	Second Sessional	Seminar/ group Discussion	Total Marks

20%	40% =8	40% =8	20% =4	20%
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### Rules for the Students

Students of the college should strictly abide by the following rules:

- i. Not to use mobile phones within the college campus.
- ii. Not to take any type of tobacco, *gotkha*, *khaini* and not to smoke.
- iii. Students should abstain from gossiping, making noise and ragging.
- iv. Students should wear on **College Uniform and Badge** while within the college campus.
- v. Students should keep motor bikes, cycles, cars in the venue/stand as directed by the college authority.
- vi. Students must attend any type of academic discussion/meeting conducted/arranged by the college from time to time.

### Course Structure

Three Year B.A. Programme (Semester System)

### Contact Centre of Distance Education

Demow College has a contact centre of **K.K. Handiqui Distance Education** recognized by K.K. Handiqui State Open University.

### Self-Financed Course

Besides the regular courses, the college runs two (02) nos of self-financed certificate courses-

- i. Spoken English. (3 Months duration)
- ii. Computer Learning Programmes (CLP) -
  - (a) 3 Months Computer Learning Programme
  - (b) 6 Months Computer Learning Programme
  - (c) 1 Year Advanced Computer Learning Programme

**From the session 2019-2020, the Dibrugarh University has introduced the Choice-Based Credit System (CBCS) for the colleges under the University. Students admitted in BA 1st Semester for this session are therefore advised to consult the CBCS structure as mentioned from page 10 to page 21 of the Prospectus and Academic Calendar. The students admitted earlier should follow the old course structure.**

## Choice-Based Credit System (CBCS)

### 1. Short title, Definitions and Commencement:

#### 1.1 Definitions

- a. **CBCS:** CBCS means Choice Based Credit System. Choice Based Credit System is a flexible system of learning. ‘*Credit*’ defines the quantum of contents/syllabus prescribed for a course and determines the number of hours of instructions required. This system permits students to-
- Learn at their own pace
  - Choose electives from a wide range of Elective Courses offered for the programme
  - Undergo additional courses and acquire more than the required number of credits
  - Adopt an inter-disciplinary approach in learning
  - Make best use of the expertise of available faculty
- b. **College:** The term ‘College’ means the Colleges affiliated to Dibrugarh University for conducting different academic programmes.
- c. **Department:** The term ‘Department’ is used to mean a Department of a College affiliated to Dibrugarh University.
- d. **Programme:** The term ‘Programme’ is used to mean the whole learning experience or combination of courses in a particular field of study.
- e. **Course:** A Programme is divided into a number of courses. A Course is a unit of instruction or segment of subject area under any programme. The traditional concept ‘Paper’ is replaced by ‘Course’.
- f. **Academic Year:** An Academic Year means a period of twelve months consisting of two semesters.
- g. **Semester:** The word ‘Semester’ is used to mean a half-yearly term or term of studies including examinations, vacations and semester breaks.
- h. **Semester Duration:** A semester normally extends over a period of 15 class weeks. Each week has 30 hours of instructions spread over the week.
- i. **In-semester:** The word ‘In-semester’ is used for refer to the continuous evaluation within the half-yearly term.
- j. **End-semester:** The word ‘End-semester’ is used for refer to the terminal process of examinations and evaluations at the end but within the half-yearly term.



k. **Credit:** 'Credit' defines the quantum of contents/syllabus prescribed for a course and determines the number of hours of instruction required per week. Thus, normally in each of the course, credits will be assigned on the basis of the number of lecturers/tutorials/laboratory work and other forms of learning required to complete the course contents in a 14-15 week schedule:

- i. 1 Lecture per week=1 Hour duration per week=1 Credit
- ii. 1 Tutorial per week=1 Hour duration per week=1 Credit
- iii. 1 Practical per week=2 Hours duration per week=1 Credit

### **1.2 Semester Duration:**

- i. Odd Semesters: June-November (including end-semester examinations and semester breaks)
- ii. Even Semesters: December-May (including end-semester examinations and semester breaks)

### **1.3 Extent of Application:**

The Regulations shall be applicable to the students enrolled for the Courses of Study to the Bachelor Degrees in Arts (BA) which shall be of three years duration distributed into six semesters.

### **1.4 Academic Schedule:**

The Academic Schedule of the Bachelor Degree in Arts (BA) Programme under the CBCS shall be administered as per the Academic Calendar of the University published for every academic session.

### **1.5 Admission Criteria:**

- i. The minimum eligibility for admission into the Bachelor Degrees in Arts (BA) Programme shall be as follows:
  - A student passed the Higher Secondary Examination (10+2) of the Assam Higher Secondary Education Council or an equivalent examination (10+2) recognized as such by the University.
- ii. The admission and eligibility criteria shall be fixed by the Academic Council from time to time whenever necessary. The College may also adopt own policy for admission or selection of eligible candidates for admission.
- iii. No student shall be eligible for admission to an Academic Programme in any discipline unless he/she has successfully passed the qualifying examination fulfilling

the minimum eligibility criteria from a University/Institute recognized by Dibrugarh University.

- iv. Statutory reservation policy of the government shall be followed in case of selection of eligible candidates for admission.

## 2. Course Structure:

**2.1** The Course Structure of the Academic Programmes under the CBCS shall be as per the Course Structure given in **3.1**. The nature of the Courses for all Under Graduate Academic Programmes shall be as below:

- a. **Core Courses:** Compulsory components of an Academic Programme. These Courses are to be compulsorily studied as a core requirement for the programme. The contents of the Core Courses shall be as per the UGC Model Curriculum for the subject/discipline concerned.
- b. **Elective Courses:** Elective Courses shall be chosen by each student from a pool of courses. These Courses may be intra-departmental, i.e. Discipline Specific Elective (DSE) as well as inter-departmental, i.e. Generic Elective (GE). The students shall have to choose minimum number of DSE and GE in every semester as prescribed in the Course Structure. These Courses shall be:
  - i. Supportive to the discipline of study
  - ii. Providing an expanded scope
  - iii. Enabling an exposure to some other discipline/domain
  - iv. Nurturing student proficiency/skill

There shall be a basket of at least eight Elective Courses having equal number of credits. For the students of the same discipline/subjects these elective courses shall be intra-disciplinary and shall be called DSE Courses.

Further, there may be few courses conducted under the UGC's Programmes on Massive Open Online Course (MOOC). the University may time to time fix the criteria for MOOCs as per the relevant UGC Guidelines on digital education.

- c. **Ability Enhancement Courses (AEC):** The Ability Enhancement Courses shall be of two kinds-'Ability Enhancement Compulsory Courses' and 'Skill Enhancement Courses'. These courses shall be inter-disciplinary (within the Programme) in nature. 'AEC' Courses are the courses based upon the content that leads to knowledge enhancement.
  - i. Ability Enhancement Compulsory Courses (AEC):
    - a. Environmental Science- 2 Credits
    - b. Communicative English- 2 Credits

c. Alternative English/Communicative Hindi/MIL- 2 Credits

**For BA (Non-Honours) Programme, there shall be a Multi-disciplinary Course of 4 Credits.**

- ii. Skill Enhancement Courses 'SEC' (Minimum 4 Credits):
  - a. Creative Writings
  - b. Teaching in Elementary Level
  - c. Entrepreneurship Development
  - d. Retail Management
  - e. Desktop Publishing
  - f. Travel and Tourism Management
  - g. Photoshop and Web Design
  - h. Maintenance and Repairing of Electrical and Electronic Appliances
  - i. Sericulture
  - j. Floriculture and Landscaping
  - k. Vermicompost
  - l. Photoshop
  - m. Web Design
  - n. Human Rights
  - o. Wildlife Photography
  - p. Intellectual Property Rights
  - q. Health and Sanitation Practices

These courses may be chosen from the above mentioned list of courses designed to provide value-based and/or skill-based knowledge and should contain both theory lab/hands-on/training/fieldwork.

**2.2** A Course may also take the form of a Dissertation/Project Work/Practical Training/Field Work/Seminar, etc.

**2.3** A student shall have to study the academic programme as per the scheme of the Programme. Even if a candidate earns the required number of credits before completion of the full duration of the Programme, he/she shall not be entitled for the degree.

### **3. Course Enrolment**

**3.1** The minimum and maximum credits to be opted by a student for qualifying of a graduate degree shall be as per the Course Structure as given below:

**Details of courses under BA (Honours)**

Course	Credits		
	Theory+Practical	Theory+Tutorial	
I. Core Course (6 Credits) (14 Courses) Core Course Practical/Tutorial*	14x(4+2)=84	14x(5+1)=84	
II. Elective Course (6 Credits) (8 Courses) A.1. Discipline Specific Elective Practical/Tutorial* B.1. Generic Elective/Interdisciplinary (4 Courses) B.2 Generic Elective Practical/Tutorial*	4x(4+2)=24  4x(4+2)=24	4x(5+1)=24  4x(5+1)=24	
*Optional Dissertation or Project Work in place of one Discipline Specific Elective Course (6 Credits) in 6 <sup>th</sup> Semester			
III. Ability Enhancement Courses			
<b>AECC</b>		<b>SEC</b>	
<b>Course Title</b>	<b>Credit</b>	<b>Course Title</b>	<b>Credit</b>
Environmental Studies/Science	2	SEC I-Course I	2
Communicative English	2	SEC I-Course II/Sec II	2
MIL/Communicative Hindi/Alternative English	2		
Total=6 Credits		Total=4 Credits	

**Total Credit Structure (Minimum)**

<b>Core</b>	<b>DSE</b>	<b>GE</b>	<b>AECC</b>	<b>SEC</b>	<b>Total</b>
14 Courses of 6 Credit	4 Courses of 6 Credit	4 Courses of 6 Credit	3 Courses of 2 Credit	4 Credits (2+2)	26 Courses
84	24	24	6	4	142

**SEMESTER-WISE DISTRIBUTION OF COURSES IN BA (HONOURS)**

<b>Sem</b>	<b>Core Course (14)</b>	<b>Ability Enhancement Compulsory Course (AECC) (2)</b>	<b>Skill Enhancement Course (SEC) (2)</b>	<b>Elective: Discipline Specific (DSE) (4)</b>	<b>Elective: Generic (GE) (4)</b>
I	C 1 (6C)	AECC 1 Communicative English (2C)			GE-1 (6C)
	C 2 (6C)	AECC 2MIL/ Communicative Hindi/ Alternative English (2C)			
II	C 3 (6C)	AECC 3 Environmental			GE-2 (6C)
	C 4 (6C)	Science/Studies (2C)			
III	C 5 (6C)		SEC-1.1 (2C)		GE-3 (6C)
	C 6 (6C)				
	C 7 (6C)				
IV	C 8 (6C)		SEC-2.1 (2C)		GE-4 (6C)
	C 9 (6C)				
	C 10 (6C)				
V	C 11 (6C)			DSE-1 (6C)	
	C 12 (6C)			DSE-2 (6C)	
VI	C 13 (6C)			DSE-3 (6C)	
	C 14 (6C)			DSE-4 (6C)	



**Details of courses under BA (Non-Honours)**

Course	Credits		
	Course+Practical	Course+Tutorial	
<b>I. Core Course (6 Credits)</b> (12 Courses) • Two Courses=English • Two Courses=Hindi/MIL • Four Courses=Discipline 1 • Four Courses=Discipline 2	12x(4+2)=72	12x(5+1)=72	
<b>II. Elective Course (6 Credits)</b> (6 Courses) • Two Courses=Discipline 1 Specific • Two Courses=Discipline 2 Specific • Two Courses=Inter Disciplinary Two Courses from each discipline of choice and two Courses of Inter-disciplinary nature.	6x(4+2)=36	6x(5+1)=36	
<b>Elective Course Practical/Tutorials</b>			
Optional Dissertation or Project Work in place of one Elective Course (6 Credits) in 6 <sup>th</sup> Semester			
<b>III. Ability Enhancement Courses</b>			
<b>AECC</b>		<b>SEC</b>	
<b>Course Title</b>	<b>Credit</b>	<b>Course Title</b>	<b>Credit</b>
Environmental Studies/Science	2	SEC 1.1	2
Multi-disciplinary Course	4	SEC 2.1	2
		SEC 1.2	2
		SEC 2.2	2
Total=6 Credits		Total=8 Credits	

**Total Credit Structure (Minimum)**

Core	DSE	GE	AECC	SEC	Total
12 Courses of 6 Credit (2 Eng+2 Hindi/MIL/Alt. Eng+8 DSC)	4 Courses of 6 Credit (2 Courses from 2 DSE)	2 Courses of 6 Credit	1 Course of 2 Credit+1 Course of 4 Credit	4 Courses of 2 Credits(Two different skill subjects)	24 Courses
72	24	12	6	8	122

**SEMESTER-WISE COURSE STRUCTURE OF BA PROGRAMME  
(NON-HONOURS)**

<b>Sem</b>	<b>Core Course (12 Courses of 6 Credits each)</b>	<b>Ability Enhancement Compulsory Course(AECC)(2)</b>	<b>Skill Enhancement Course (SEC) (2)</b>	<b>Discipline Specific Elective (DSE) (4)</b>	<b>Generic Elective (GE) (2)</b>
I	General English 1.1	Multi-disciplinary Course (4C)			
	DSC-1 A				
	DSC-2 A				
II	Comm. English-1.2	Environmental Science (2C)			
	DSC-1 B				
	DSC-2 B				
III	Comm. Hindi/MIL/Alt. English-1.1		SEC-1.1 (2C)		
	DSC-1 C				
	DSC-2 C				
IV	Comm. Hindi/MIL/Alt. English-1.2		SEC-2.1 (2C)		
	DSC-1 D				
	DSC-2 D				
V			SEC-1.2 (2C)	DSE-1 A DSE-2 A	GE-1
VI			SEC-2.2 (2C)	DSE-1 B DSE-2 B	GE-2

**3.2 Change of Courses shall not be permitted after sending the records of the students to the University for Registration.**

**4. Attendance**

**4.1** The course teacher shall be responsible for maintaining a record of attendance of students who have enrolled for the course.

**4.2** All course teachers shall intimate the Principal through the Head of the Department concerned at least thirty calendar days before the last instruction day in the semester, the particulars of all students who have less than 80% of attendance during the total number of class days.

**4.3** A student who has less than 80% attendance in average shall not be permitted to sit for the End-Semester examination.

- Provided that it shall be open to the University to grant exemption to a student who has attended a minimum of 70% classes but failed to obtain the prescribed 80% attendance for valid reasons, on recommendation of the Principal on payment of a prescribed fee(s).
- The Principal of the college shall announce the names of all students who shall not be eligible to take the End-semester examinations in the various courses and send a copy of the same to the Controller of Examinations. Such candidates shall have to repeat the concerned course(s) when it is offered next.

**4.4** A student declared as discollegiate shall not be allowed to proceed to the next higher semester. He/she shall need to pursue the semester afresh in which he/she was declared as discollegiate along with the next fresh batch.

## **5. Examination and Evaluation:**

- a. Examination and evaluation shall be done on a continuous basis, at least three times during each semester.
- b. There shall be 20% marks for internal assessment and 80% marks for End-semester examination in each course during every semester.
- c. There shall be no provision for re-evaluation of the answer-scripts of the End-semester examinations. However, a candidate may apply for re-scrutiny.
- d. Internal Assessment:
  - i. In internal assessment, different tools such as objective tests, written tests, assignments, paper presentation, laboratory work, etc. suitable to the courses may be employed.
  - ii. The marks allotted for Internal Assessment (20%) in each course shall be based on the following:
    - Sessional Examination I (Written): 25% of the marks allotted for Internal Assessment
    - Sessional Examination II (Written): 25% of the marks allotted for Internal Assessment
    - Seminar/Group Discussion: 25% of the marks allotted for Internal Assessment
    - Attendance: 25% of the marks allotted for Internal Assessment
  - iii. The students shall be informed in advance about the nature of assessment. Students shall be required to compulsorily attend internal assessment including appearing in Sessional Tests, failing which they will not be allowed to appear for

the End-semester examination. **A student cannot repeat In-semester examination.**

- iv. The marks of internal assessment secured by a candidate shall be carried over to next legitimate chances.
- e. End-semester Examination:
  - i. There shall be one End-semester examination carrying 80% Marks in each course of a Semester covering the entire syllabus prescribed for the Course. The End-semester examination is normally a written examination/Project Work/Dissertation.
  - ii. Normally, the End-semester examination for each course shall be of three hour duration.
- f. Betterment Examination:
  - i. A student shall be entitled to take the 'Betterment Examinations' in any two theory courses of any of six semesters after passing the Sixth Semester examination only once.
  - ii. No betterment shall be allowed in the practical examinations.

## **6. Results and Progression:**

- a. A candidate shall be declared as passed a course, provided he/she secures-
  - i. At least 40% marks in each course in the End-semester examinations.
  - ii. At least 'P' grade in the 10 point scale combining both the in-semester and End-Semester Examination performance.
  - iii. There shall be no separate pass mark for Internal Assessment.
- b. A candidate shall be declared as passed a semester/programme, provided he/she secures at least 'P' grade in the 10 Point Scale in all the courses separately.
- c. There may be moderation of Internal Assessment marks/End Semester marks as and when necessary.
- d. The marks of In-semester examinations obtained by the candidate shall be carried over for declaring any result.
- e. A candidate who fails or does not appear in one or more courses of any End-semester examinations up to Sixth Semester shall be provisionally promoted to the next higher semester with the failed course as Carry over Course. Such candidates will be eligible to appear in the carry over course in the next regular examinations of those courses.

- f. If a candidate clears the sixth semester examination before clearing all the courses of the previous semesters, his/her result of the sixth semester examination shall be withheld until he/she clears the previous courses.
- g. Since the semester system involves continuous assessment, there shall be no scope for a student to appear as a private candidate in any programme in this system.
- h. A candidate shall be declared to have passed the Bachelors Degree in the concerned discipline provided he/she has passed all the semesters and in all the courses separately.
- i. The first rank holder of a programme shall be decided on the basis of the CGPA. However, the Overall Weightage Percentage of Marks (OWPM) of a candidate shall be considered in case of tie in CGPA.

## 7. Grading System:

**7.1** The absolute grading system shall be applied in evaluating performance of the students.

**7.2** The following scale of grading system shall be applied to indicate the performances of students in terms of letter grade and grade points as given below:

<b>Letter Grade with Meaning</b>		<b>Grade Point*</b>
O	Outstanding	10 (Marks securing above 90%)
A+	Excellent	9 (Marks securing 80%-90%)
A	Very Good	8 (Marks securing 70%-80%)
B+	Good	7 (Marks securing 60%-70%)
B	Above Average	6 (Marks securing 50%-60%)
P	Pass	5 (Marks securing 40%-50%)
F	Fail	0 (Marks securing below 40%)
Abs	Absent/Incomplete	0

\*Exclusive Class Interval technique shall be followed in calculation of Grade Point.

**7.3** The Letter Grade 'B' and above shall be considered as First Class and Letter Grade 'B' shall be considered as Second Class.

**7.4** A student is considered to have completed a course successfully and earned the prescribed credits if he/she secures a letter grade other than F (Failed) or 'Abs' (Absent/Incomplete).



- 7.5 If a candidate secures 'F' grade in a Course, he/she shall have to reappear in the Course in the next legitimate chance.
- 7.6 If a student secures 'F' grade in a Project Work/Dissertation/Assignment etc., he/she shall have to resubmit it after necessary revisions. The result shall be declared with next regular batch.
- 7.7 'Abs' grade shall be awarded to a candidate if he/she has not fulfilled the following requirements:
- i. If a candidate fails to appear in any Course(s) in an End-semester examination.
  - ii. If a candidate fails to submit the Project Work/Dissertation/Assignment of an End-semester examination.
  - iii. If a candidate is certified as not eligible to appear in any course(s) in an End-semester examination by the Course Teacher(s) due to insufficient attendance in lectures, tutorials, practical or field works.
- 7.8 The candidates not appearing in a Semester Examination shall be considered as an 'Abs' candidate and that will be reflected in the Grade Sheet of the candidate. These candidates shall have to convert the 'Abs' grade by appearing in the next examination on the Course (provided he/she has legitimate chance to appear the Course) concerned or by submitting Project Work/Dissertation/Assignment etc.
- 7.9 Results of the candidates appeared in the Betterment or Backlog Examinations shall not be counted for the award of Prizes/Medals/Rank or Distinction.

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**For more details, students can log on to the official website of Dibrugarh University, i.e.**

**[www.dibru.ac.in](http://www.dibru.ac.in)**

## **Library**

The college has a well equipped library with a huge collection of books on various subjects aimed at helping the students for promoting their knowledge. Apart from periodicals, journals, magazines, there are more than 12,500 text books and reference books and 12 nos. of scholarly journals with internet facility. The Central Library Building is two storeyed and

well-decorated. N-List and Wi-Fi facility available in the library. It comprises of various sections-

- i. Property Counter
- ii. Circulation Section
- iii. Text book Section
- iv. Periodical Section
- v. Reprographic Section cum Teachers' Reading Section
- vi. Reference Section with reading facilities, and
- vii. A sophisticated Computer Lab

### **Office Management**

Office management is provided with interlinked computer facilities. Technically skilled office staff operates the financial, official and examination related matters and the interlinked computer system. The office of the administrative staff is closely attached to the Office of the Principal.

### **Administrative Staff:**

#### **Principal**

Dr. Deva Kanta Phukan, M. Sc., M. Phil., Ph.D.

#### **Vice-Principal**

Mr. Pabitra Gogoi, M.A.

#### **Academic In-Charge**

Ms. Geetanjali Borah, M.A.

#### **Office Staff**

1. Mr. Dulu Konwar, B.A. (U.D.A.)
2. Mr. Bubul Dehingia, B.A. (Jr. Assistant)
3. Mr. Satyajit Duwarah, B.A. (L.D.A. cum Computer Operator, Non-Sanctioned)

#### **Technical Staff**

1. Mr. Deoram Mili (Grade IV)
2. Mr. Phagu Ganju (Grade IV, Non-Sanctioned)
3. Mr. Nilakantha Mirdha (Grade IV, Contractual)
4. Mr. Suruj Dehingia (Grade IV, Contractual)
5. Ms. Dipjyoti Phukan (Grade IV, Contractual)

## **Library Staff**

1. Dr. Wakidur Rohman, MLISc, LL.B., Ph.D. (**Librarian**)
2. Miss Limakshi Konwar (Assistant Librarian)
3. Mr. Jiban Gogoi (Lib. Bearer)
4. Mr. Debajit Gogoi, B.A. (Lib. Assistant cum Computer Operator, Contractual)
5. Mr. Rinku Rajkumar, M.C.A. (Computer Assistant cum Computer Teacher, Contractual)

## **The Faculties and the Faculty Members**

### **Department of English**

1. Mr. Binoy Chetia, M.A. M. Phil.  
Asstt. Professor and Head of the Department.
2. Mr. Lengdon Chetia, M.A., M.Ed., M. Phil.  
Asstt. Professor
3. Ms. Nayana Das, M.A.  
Asstt. Professor (Contractual)

### **Department of Assamese**

1. Ms. Meena Baruah, M.A.  
Associate Professor and Head of the Department
2. Ms. Geetanjali Borah, M.A.  
Associate Professor
3. Ms. Juri Kotoky, M.A., M. Phil.  
Asstt. Professor
4. Ms. Gunamoni Gogoi, M.A., M. Phil.  
Asstt. Professor

### **Department of Economics**

1. Ms. Dipa Sarmah, M.A.  
Associate Professor and Head of the Department
2. Mr. Binanda Borgohain, M.A.  
Asstt. Professor (Contractual)

### **Department of Political Science**

1. Mr. Pabitra Gogoi, M.A.  
Asstt. Professor and Head of the Department

2. Ms. Dulurani Phukan, M.A., M. Phil.  
Asstt. Professor
3. Mr. Biswjit Gogoi, M.A.  
Asstt. Professor (Contractual)

#### **Department of History**

1. Mr. Palash Sarma, M.A., M. Phil.  
Asstt. Professor and Head of the Department
2. Mr. Debajit Changmai, M.A.  
Asstt. Professor (Contractual)

#### **Department of Sociology**

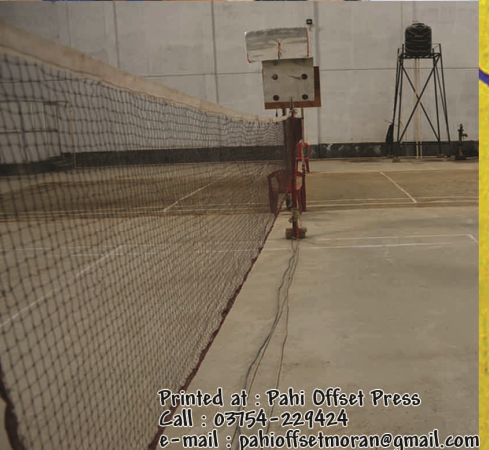
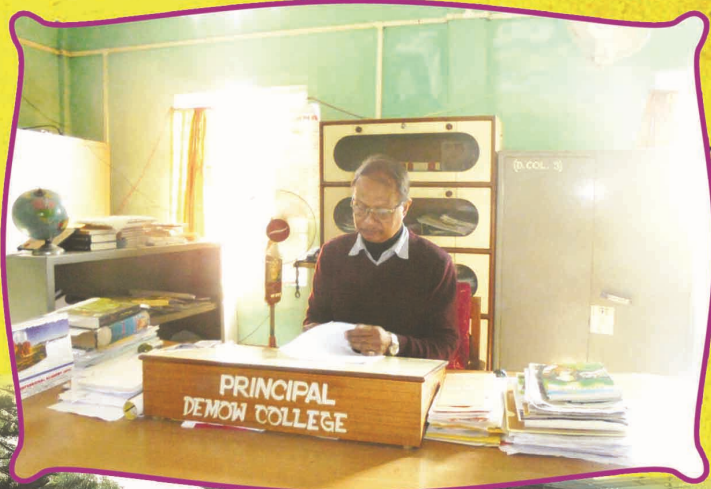
1. Ms. Hamida Begum, M.A. B.Ed.  
Associate Professor and Head of the Department
2. Mr. Upen Gogoi, M.A.  
Asstt. Professor
3. Ms. Monalisha Konwar, M.A.  
Asstt. Professor (Contractual)

#### **Department of Education**

1. Ms. Mondira Mohan, M.A., M. Phil.  
Asstt. Professor and Head of the Department
2. Ms. Jasmine Baruah, M.A., M. Phil.  
Asstt. Professor (Non Sanctioned)
3. Ms. Prostuti Gogoi, M.A.  
Asstt. Professor (Contractual)

#### **Academic Calendar for the Session 2021-2022**

Due to the Covid-19 Pandemic, the entire academic schedule throughout the country has not been finalized. So, the College has not been able to prepare the Academic Calendar for the Session 2021-2022 separately. The Academic Calendar as provided by the Dibrugarh University will be strictly followed in this regard. It will be notified in due course of time in the College website as well as in the College Notice Board.



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