



CHHAYGAON COLLEGE

Website : www.chhaygaoncollege.org



ADMINISTRATIVE BUILDING

Estd. 1974

CHHAYGAON COLLEGE, CHHAYGAON

STUDENT HANDBOOK & PROSPECTUS, 2012-2013

Email : collegechhaygaon1974@gmail.com

Glimpses of the Annual College Week Programmes / 2011-2012



CHHAYGAON COLLEGE

CHHAYGAON - 781124

KAMRUP : ASSAM

Phone : 03623-261536

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Learning and austerity purify the soul;
True knowledge purifies and ennobles the intellect.

-Manusmriti V. 100

Man is a combination of animality, humanity and divinity. The task of education is to take a plunge from animality to humanity and to divinity while remaining active in the world.

-Swami Vivekananda

What sculpture is to a block of marble, education is to a soul.

-Addison

Student Handbook & Prospectus

2012-2013



राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद

विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

An Autonomous Institution of the University Grants Commission

Certificate of Accreditation

*The Executive Committee of the
National Assessment and Accreditation Council
on the recommendation of the duly appointed
Peer Team is pleased to declare the*

Chhaygaon College

Chhaygaon, Dist. Kamrup, affiliated to Gauhati University, Assam as

Accredited

at the B level.

Date : November 04, 2004



Urved
Director

- This certification is valid for a period of *five* years with effect from November 04, 2004
- An institutional score (%) in the range of 55-60 denotes C grade, 60-65-C grade, 65-70-C grade, 70-75- B grade, 75-80- B grade, 80-85-B grade, 85-90- A grade, 90-95-A grade, 95-100-A grade (upper limits exclusive)

CHHAYGAON COLLEGE AT A GLANCE

Founded on a vision to strive for higher level of achievement by providing quality education, Chhaygaon College has been pursuing its goal as pioneer of higher education for over three decades in the greater Chhaygaon area— homeland of heterogeneous racial elements. The inception of the College on the 6th September, 1974 at Chhaygaon in the district of Kamrup was the inevitable culmination of an avowed mission and a prolonged involvement, with an unceasing effort, of a band of dedicated and distinguished patrons of learning of the area. Despite numerous setbacks, the College grew healthy with the passage of time and developed into a full-fledged co-educational institution making provision for instruction to Degree level of Major and General courses in Arts and Commerce streams under Gauhati University. The Arts stream came under the deficit system of grants-in-aid of the Government of Assam in 1985 and is permanently affiliated to G.U. The Commerce stream which was introduced later is also permanently affiliated to G.U. The College, registered under U.G.C.2(f)/12(B), runs the Higher Secondary section in Arts & Commerce with permanent registration of the Assam Higher Secondary Education Council. In addition to all these, it offers vocational subjects like Computer Application & Information Technology. In response to the changing perceptions in needs and expectations in the fast paced developing environment, the College is making every endeavour to open a number of Diploma and Undergraduate courses along with the traditional Science stream from H.S. level. The College volunteered to be assessed by the National Assessment and Accreditation Council (NAAC) which, after assessment, declared the College as accredited at the B level in 2004.

Prompted by the expansion, exploration, explosion of knowledge and the innovations in the transmission of knowledge, Chhaygaon College authority has adopted and carried out a number of schemes for academic and infrastructural acceleration desired in today's environment. With a balanced staff of dedicated and experienced teachers engaged in deep pursuit of higher studies and research projects, and a sound body of distinguished and competent people in the Governing Body, Chhaygaon College affirms its commitment to provide quality education to uphold the cherished value of education in all its aspects to enable the young learners to have the right ambience to achieve their goals.

LOCATION OF THE COLLEGE

The College is ideally situated at an easily accessible location at Chhaygaon – a place that can boast of its cultural diversities and rich heritage. It stands beside the National Highway No. 37 at a distance of about 40 kilometres west of the Gauhati University and about 30 kilometres from the Lokapriya Gopinath Bordoloi Airport. The Capital Complex at Dispur is about 50 kilometres away from the College. The College campus, spread over an extensive area, is grand with luxuriant green field and shady trees free from the pollution of the crowded environment.



MISSION AND VISION

With the prime mission of achieving human excellence in higher education, Chhaygaon College intends to help students develop into academically and culturally aware competent citizens well-prepared to take on the world.

Objectives

The major objectives of the College are:

- To impart higher education by providing quality education and educational innovations for academic excellence
- To make effort with a view to preparing the pupils to face the challenges encountered by them in the modern competitive environment
- To provide opportunities to the students for developing their personality through community service and co-curricular activities like games & sports, music, art, culture and literature
- To promote an awareness and understanding of the society and its numerous problems among the students
- To attempt to evolve strategies for guiding and counselling students for self-employment and entrepreneurship development
- To provide forum for interaction and exchange of views among the teachers and students by organising seminars, conference, workshop etc
- To utilize the different facilities available in the institution to maintain the quality of the academic and other aspects of the campus life for the benefit of the staff and the students
- To inculcate in all the constituents of the College the sense of belongingness and participation
- To try to encourage national integration by undertaking different socio-cultural activities
- Besides all these, the College seeks to see how the students and teachers benefit from each other.

ACADEMIC PROGRAMMES & COURSES OF STUDY SUBJECTS FOR H.S. COURSE (ARTS)

Compulsory

1. English
2. Modern Indian Language (Assamese/Hindi)

* A student may offer Alternative English in lieu of MIL.



3. Economics
4. Education
5. Political Science
6. Advance Assamese/Logic & Philosophy/History/ Mathematics.

A student can select a maximum of four elective subjects one of them being additional, or a minimum of three.

SUBJECTS FOR H.S. COURSE (COMMERCE)

(a) Core Subjects

1. English
2. Modern Indian Language (Assamese/Hindi)

** A student may offer Alternative English in lieu of MIL.*

(b) Compulsory Subjects (treated as elective subjects)

1. Accountancy
2. Business Studies.

(c) Third and Fourth Elective (any two)

1. Commercial Mathematics & Statistics
2. Mathematics
3. Economics/Banking

SUBJECTS FOR T.D.C. (ARTS)

Compulsory

1. English
2. M.I.L. (Assamese/Hindi)
3. Environmental Studies (Compulsory for all in Part II)

Elective

1. Economics
2. Education
3. Political Science
4. History/Philosophy/Elective Assamese or Hindi

Vocational Subject

1. Information Technology
2. Computer Application

(A student shall be eligible to offer one vocational subject in lieu of one elective subject).

Subjects offered in T.D.C. Arts (Major)

English, Assamese, Hindi, Economics, Education, Political Science, Philosophy, History.

COURSE STRUCTURE FOR TDC (ARTS)/OLD SYLLABUS

TDC Part III Examination		
	General Course	Major Course
1 Elective I (For Arts subject without practical, two theory papers of 100 marks each)	200	-
2. Elective II (For Arts subject without practical, two theory papers of 100 marks each)	200	-
3. Major (for Arts subject without practical, there will be six papers of 100 marks each)	-	600
4. Total	400	600
5 Grand Total for Part I, Part II and Part III	1500	1800

COURSE STRUCTURE FOR TDC (COMMERCE)/OLD SYLLABUS

(Revised in 2008 & to be effective from 2008-09)

(A) General Course

(Total No. of papers:15)

(Grand Total of Marks : 1500)

Part- III (No. of Papers : 5, Total Marks-500)

- 3.1 Information Technology in Business
- 3.2 Business Environment
- 3.3 Marketing Management
- 3.4 Business Regulatory Framework
- 3.5 Financial Management

(B) Major Course

(Total No. of papers:21)

(Grand Total of Marks : 2100)

Part- III (No. of Papers : 7, Total Marks-700)

- 3.1 Information Technology in Business
- 3.2 Business Environment
- 3.3 Marketing Management
- 3.4 Business Regulatory Framework
- 3.5 Financial Management
- 3.6 Taxation and Auditing
- 3.7 (A) Advance Financial Accounting (For students having major in Accountancy)
- 3.7 (M) Customer Relations and Retail Trade Management (for student having major in Management)
- 3.7 (F) Financial Market Operations & Foreign Exchange (For students having major in Finance)
- 3.7 (E) Web Designing (For students having major in E-Commerce)

N.B.- Major shall be awarded on the basis of marks obtained in the following 15 (fifteen) papers:

Part- I Papers- 1.3, 1.4, 1.5, 1.6, 1.7.

Part- II : Papers- 2.3, 2.4, 2.5, 2.6, 2.7.

Part- III : Papers- 3.3, 3.4, 3.5, 3.6, 3.7.

Regulations of TDC for Semester System

1. TDC shall be of Six Semesters covering three Calendar years. The schedule for Semester System shall be as shown below.

(a) First, Third and Fifth Semester August 1 ÷ December 31.
(including Examinations)

(b) Second, Fourth and Sixth Semester January – June 30
(including Examinations)

(c) Semester Break : July 1 – July 31.

2. Students performance should be monitored throughout the Semester by continuous assess-



ment in the theory and practical course. Evaluation of the students' performance in each of the theory and practical paper will be based on the following.

Internal Evaluation : 20% Marks

External Evaluation : 80% Marks

3. Internal Evaluation should be based on two sessional examinations. Home Assignments, seminars and library work in each Semester.
4. External evaluation should be through a final examination at the end of the Semester
5. The pass marks in each theory paper is 30% and that in each practical paper is 40%.
6. In each paper students must secure pass marks in both the internal as well as the external evaluation separately.
7. A student who could not appear or failed in any semester examination will be allowed to clear the same as follows:
 - a. First semester with the regular third Semester Examination.
 - b. Second Semester with the regular Fourth Semester Examination
 - c. Third Semester with regular Fifth Semester examination.
 - d. Fourth Semester with regular Sixth Semester examination.
- 8) A student may be allowed to "repeat" any one of the theory papers in the First, Second, Third and Fourth Semester, and may be allowed for "betterment" of marks in one paper in the Fifth Semester, provided the student secures less than 45% marks in the paper.
- 9) No "repeat"/"betterment" shall be allowed in the practical examinations in any semester
- 10) A Student must pass all his examinations, including 'repeat' and 'betterment' chances, within five years from the date of admission to the First Semester course. A student will get a maximum of three chances to clear a particular Semester.
- 11) In case of any dispute regarding evaluation or unforeseen events the matter may be placed in the appropriate Committee of the University for amicable settlement.
12. Since the Semester system involves continuous assessment there would be no scope for a student to appear as a private candidate in any subject.
- 13) For any matter not covered under this Regulation for Semester System, the existing University Rules and the Gauhati University Act 1949 (as amended till date) should be applicable.

Academic Calendar and Schedule for Semester System

(A)	Admissions	- June
(B)	Semester	- August 1 to December 31.
	Sessional Examination 1	- September Last week.
	Sessional Examination 2	- November Last week
	Final Semester Examination	- December
	(including preparation for examination)	
	Announcement of Results	- by January
(C)	Semester II / IV / VI Classes	- January – June
	Sessional Examination 1	- February.
	Sessional Examination 2	- April
	Final Semester Examination	- To be completed May
	(including preparation for examination)	
	Announcement of Results	- First week of July
(D)	Semester Break	- July 1, July 31
(E)	Winter Break	- Dec 25– Dec 31.

Note: The exact date of the sessional examination shall be fixed by the concerned teachers/ colleges and that of the final semester examination by the OE/GU. The Controller of Examinations would announce the results of the final examinations. Admissions will be given by following University Rules.

Syllabus and Course Structure under Semester system

1. The syllabus for each paper should be divided into modules or units. Each unit should be assigned marks (Preferably equal marks for each unit) so that the question papers of the final semester examination cover the entire syllabus.
2. The minimum total marks in a under graduate course of 6 semester should be (preferably) in between 2400-3000. Due to different nature of subjects, with practicals or otherwise, the individual stream may make the final decision regarding the total marks.
3. In the sixth semester of the honours course there must be at least one compulsory paper where the students are given the opportunity to apply their knowledge. The course may be so designed that student's creativity is encouraged. This could be a small academic project, an advanced level practical work including literature survey on a topic, field/survey work or any other work which may induce creativity among the students.

The students must submit two copies of the Project Work prepared in the Format of a Ph.D or M.Phil. thesis. The students will have to defend the work before an external examination and Internal Board comprising of three teachers including the supervisor/guide. The external examiner will evaluate out of 80% and the internal Board will evaluate out of 20%.

STRUCTURE of B.Com. Syllabus (Semester)

General Papers

Core Papers

Special Paper

1st Semester

101 Business Mathematics/
Fundamental of Insurance
(Business Mathematics
Compulsory for Major)

2nd Semester

201 Communicative & Functional
English/Functional MIL-I

3rd Semester

301 Environmental Studies
302 Communicative & Functional
English-II/Functional MIL-II

4th Semester

401 Business Economics

5th Semester

501 Business Environment

6th Semester

601 Information Technology in
Business

102 Financial Accounting-I
103 Business Organization &
Entrepreneurship
Development
104 Indian Financial System

202 Financial Accounting-II
203 Principles of Management
204 Business Statistics

303 Corporate Accounting
304 Direct Taxes
305 Corporate Law

402 Auditing & Assurance
403 Indirect Taxes
404 Financial Services

502 Marketing Management
503 Financial Management
504 Regulatory Framework of
Business-I

602 Marketing of Service
603 Modern Banking Practices
604 Regulatory Framework of
Business-II

105 Cost Accounting (Accy)
105 Human Resource
Management (Mgt)
105 Rural & Micro Finance (Fin.)
105 Interest & World Wide Web

205 Management Accounting
(Accy)
205 Human Resource Planning &
Development (Mgt.)
205 Micro Credit Institution (Fin)
205 E-Commerce

306 Advanced Corporate
Accounting (Accy).
306 Industrial Relations & Labour
Laws (Mgt.)
306 Financial Institutions &
Markets (Fin)
306 Essential of E-Commerce

405 Advanced Financial
Accounting (Accy)
405 Cost & Management
Accounting (Mgt.)
405 International Banking (FI)
405 Web-Designing

505 Financial Statement Analysis
(Accy)
505 Customer Relations & Retail
Trade Management (Mgt.)
505 International Trade (Fin)
[1 Credit=2 hours for practical]

605 Project Report (on any topic
of Commerce, Economics,
Business, Industry or Service
Sector)

**(Common for all Major
Students)**



As per AHSEC / GU rules and notification.

ADMISSION PROCEDURE, ITS REQUIREMENTS & CONDITIONS

- (A) The College has a transparent admission process executed strictly on merit through entrance test, interview and academic record. Students seeking admission into different courses should apply in prescribed form which may be collected along with the Prospectus from the College office. The candidates are required to fill the relevant columns carefully and enclose all attested copies of relevant testimonials while submitting the forms to the College Office on or before the due date. Incomplete and late application form, wrong options of electives will be summarily rejected.
- (B) The selection of candidates for admission is done by a Selection Committee constituted by the Principal of the College. The committee prepares the list of the selected ones and displays it on the College Notice Board well ahead of the admission dates. The selected candidates are required to get themselves admitted on the dates as notified by producing the following documents in original
1. Mark sheet of the qualifying examination
 2. H.S.L.C. admit card
 3. Certificate from the Head of the Institution last attended
 4. Gap certificate if necessary (For students passing the qualifying examinations earlier than the current year)
 5. Caste certificate (For SC/ST/OBC/MOBC candidates). Provisional certificate will not be accepted
 6. Certificate of proficiency in co-curricular or extra-curricular activities (if and where necessary)
- (C) Seats are limited both in H.S. & TDC courses
- (D) Reservation of seats is as per rule
- (E) Selection for Major is subject to the approval of the HOD concerned. Entrance test is conducted
- (F) All admissions are provisional and subject to the approval of GU/AHSEC
- (G) A candidate is permitted to seek admission only for one programme in a given academic session
- (H) The College authority decides all other matters not covered by the above clauses relating to admission & selection
- (I) Violation of the rules results in cancellation of admission and forfeiture of admission fees
- (J) Notices regarding admission are displayed on the College Notice Board in due course



FEE STRUCTURE FOR THE SESSION 2012-2013

1. Tuition Fee	-	As per revision of Govt.
2. Establishment Fee	-	Rs. 350.00
3. Admission Fee	-	Rs. 25.00
4. Registration Fee	-	As per AHSEC/GU rules
5. Development Fee	-	Rs. 350.00
6. Enrolment Fee	-	As per AHSEC/GU rules
7. Electricity Fee	-	Rs. 20.00
8. Identity Card	-	Rs. 10.00
9. Library Fee	-	Rs. 70.00
10. Examination Fee	-	Rs. 40.00
11. Magazine Fee	-	Rs. 75.00
12. Students' Union Fee	-	Rs. 150.00
13. Festival Fee	-	Rs. 50.00
14. Cultural Fee	-	Rs. 50.00
15. Students' Aid Fund	-	Rs. 10.00
16. Scouts & Guides	-	Rs. 10.00
17. Students' Welfare Fee	-	Rs. 20.00

INTERNAL EXAMINATION & EVALUATION

The College makes arrangements for overall performance of the students through regular assessment. The evaluation and examination process comprises Assignments, Unit Test, Sessional Examination and Test. Students are required to sit for all these examination failing which they will not be allowed to appear in the examinations conducted by AHSEC/G.U.

GENERAL RULES AND REGULATIONS

The following rules and regulations are to be strictly followed by the students—

(A) Attendance in class is compulsory. Each student is required to attend a minimum of 75% classes held in one academic year, failing which the College shall have the right to take necessary action.

(B) A student must not abstain from attending **SEMINARS, MEETINGS** & other functions in the College.



- (C) A student must carry the identity card issued by the College authority in the College premises and must produce it if and when necessary. He/She must surrender the identity card at the time of receiving pass/transfer certificate.
- (D) Use of indecent language, ungentlemanly conduct, ragging in any form, teasing, showing disregard to the teachers and office staff, violation of the examination rules, damage to College property, will definitely invite stern disciplinary action.
- (E) Alcoholic consumption in the College campus, loitering in front of the classrooms or in the corridors are strictly forbidden.
- (F) No society or organization can be formed in the College nor shall any person be invited to address a meeting in the College premises without the prior permission of the College authority or the Principal of the College.
- G) Students shall leave their bicycles, scooters or motorcycles locked in the parking area at their own risk.
- H) Students should see the Notice Board regularly
- I) All powers for maintenance of discipline are vested with the Principal of the College.

The College tries its best to maintain peace and harmony among the students and wants each and every student to uphold and preserve this tradition.

COLLEGE TRANSFER CERTIFICATE

Application to the Principal for transfer certificate on valid ground must be accompanied by clearance certificate from—

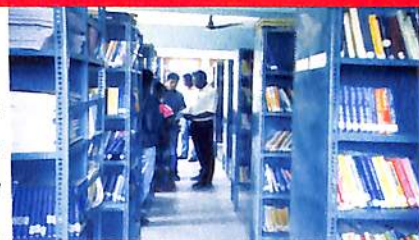
- (a) College Office
- (b) Librarian
- (c) Vice-President (CCSU)

and a certificate showing record of attendance from the head of the department concerned. The student has to pay Rs. 50/- for a Transfer certificate and Rs. 20/- for a Pass/Character certificate. The College office may require a few days to process the application for Transfer certificate.

FACILITIES & KEY FEATURES

THE COLLEGE LIBRARY

Housed in the Administrative Building of the College on the north side of the campus, the central library of the College caters to the need of a large number of readers comprising students and faculty Members with a rapidly increasing collection of text books,





reference books, rare books, general books, encyclopaedia, reports, journals, special collections, newspapers etc. The library has been computerised with internet and photocopying facilities accessible to students and teachers at concessional rates. It provides separate study spaces for the teachers and the students. The College Library rules are framed in keeping with the University Library rules. Books are catalogued and classified as per DDC method. The students and the

teachers are issued Library cards and a student can borrow a book for 10(ten) days from the date of issue. A fine is imposed upon the defaulting student. Question papers of AHSEC & GU examinations can be obtained from the Library for the use of both the students and the teachers. The Library remains open from 10 AM to 4PM on all working days.

Departmental Common Room

The College authority provides each teaching department of the College with a well-equipped common room.

Common Rooms for Boys and Girls

The College provides separate common rooms for boys and girls with facilities for recreation.



College Auditorium

A well-planned, well-ventilated, soundproof and eco-friendly auditorium with a capacity to accommodate about one thousand students provides facilities for students' activities, meetings, conference etc.



Sports facilities & Gym

The College has facilities for both outdoor and indoor games. The students are encouraged to understand the need for physical fitness and the College provides a multi-gym 16-station complete set for the purpose. The young learners are stimulated in the sphere of athletics, yoga and sports. The College has managed to obtain financial assistance to the tune of Rs. 3,00,000/- from Oil India Limited for enhancement of sports facilities.



Hostel

Hostel accommodation for the students within the College campus is offered by the College.

The College Canteen

The cosy College canteen supplies fresh food at reasonable rate. Teaching and Non-teaching staff members share the canteen with students.

The College Magazine

The College issues its magazine "KALAH" every year regularly and, it carries three sections-English, Assamese and Hindi. It includes contributions from the students and the staff members. In addition to that, a wall magazine published periodically encourages the students for literary achievements and exposure.

Students' Union

Chhaygaon College Students' Union is constituted annually as per rules provided in the constitution of the Union. The Union plays an important role in the College by organising different students' activities, competitions, functions and festivals in co-operation with the College authority. The membership to the Union is compulsory for every student.

National Service Scheme

The National Service Scheme (NSS) unit of Chhaygaon College develops a sense of social responsibility in students through a variety of community service and welfare activities like voluntary health service, child welfare, adult literacy, relief programme, environment awareness etc. both inside and outside the College.

Bharat Scouts and Guides

The College has introduced 'Bharat Scouts and Guides' to inculcate the spirit of discipline, physical fitness & character-building in the students.

Career Counselling & Information Guidance

Chhaygaon College provides career counselling and information guidance to create awareness about career prospects, employment etc. for the greater benefit of the student community.

Academic Society & Students Activities

A few Associations in the College like 'Social Science Study Forum', 'Sahitya Chora' undertake and carry out academic/co-curricular activities like seminar, extension, lecture, field study, survey etc. with the involvement of the teachers and the students with a view to creating an academic cultural atmosphere of general nature. All these nurture the students' emerging personalities to become full-faceted.

Students' Aid Fund

The College has established one Students' Aid Fund to extend financial help to the poor but meritorious and physically handicapped students.



Red Ribbon Club

Assam State AIDS Control Society, in collaboration with Chhaygaon College, has opened the Red Ribbon Club at Chhaygaon College premises to carry out different AIDS related programmes with a view to promoting AIDS awareness among the students.



Travel Concession

The College makes provision for travel concession for its students.

Scholarship

Students are awarded the following scholarships as prescribed by the government of Assam—

- (a) Merit Scholarship
- (b) SC/ST/OBC/MOBC scholarship

ADDITIONAL FEATURES

UGC Network Resource Centre

Chhaygaon College has installed UGC Network Resource Centre with UGC grants in order to provide internet facility to the students. The official website of the College can now be accessed at : www.chhaygaoncollege.org.

Study/Contact Centre

The College has been granted permission to open Study/Contact centre for Post Graduate Correspondence School under GU & a Study Centre of Krishna Kanta Handique State Open University— promoting education beyond barrier to reach the unreached.

New Academic Initiatives/Courses

Every effort has been made by the College to open Diploma course in Hotel Management and Hospitality along with Undergraduate courses like BBA, BCA, TTM, Biotechnology, Mass Communication, Pisciculture & traditional Science stream from H.S. level.

IQAC

The College has formally constituted an Internal Quality Assurance Cell (IQAC) as a post-accreditation quality sustenance measure as per revised guidelines of the NAAC.

Certificate Courses

Steps have been initiated to introduce Certificate Courses in Computer Application & Spoken English.

Remedial Courses

The College provides U.G.C.-sponsored Remedial Courses for all subjects to the weaker students.

Alumni Association

Chhaygaon College Alumni Association is formally organised with elected office bearers pledging to work for the progress of the college. The purpose of the association is to bring together the various alumni on a common platform to give an impetus to the all round development of the College.

Parent-Teacher Association

The recently formed Association of the parents and teachers of Chhaygaon College is expected to play a vital role in maintaining a conducive atmosphere for the greater interest of the students to the institution by co-ordination and exchange of views in different aspects of development of the College.

Internal Co-ordinating and Monitoring Mechanism

The College tries its best to ensure intellectual as well as physical health of the students and for that, it adopts certain innovative and unique practices to add to the conducive environment in the campus. For smooth running of the academic affairs and the administration, the College maintains an internal co-ordinating and monitoring mechanism by constituting different committees for different purposes. The teaching departments and the offices of the College are governed on the principles of participation and transparency.

POINTS OF PRIDE: ACADEMIC & CO-CURRICULAR

Dedicated and consistent endeavour has ensured the desired results in different University and AHSEC final examinations to earn laurels to the College. Going beyond normal academic courses, the students of the College managed to win medals for distinction in different competitions of the Inter-College Youth Festival of the Gauhati University along with the Runners -Up trophy in 2010. Chhaygaon College group won the 2nd Best Dramatic Group Award, Best Actress Award, Best Director Award, Best Setting Award in a competition organised by 'Sanskar Bharati Natya Kendra, Agra in U.P. in addition to the 2nd Best Dramatic Group & Best Actress awards in the One Act Play competition organised by 'Jangam Natya Gosthi', Chhaygaon. Over and above, one NSS cadet from the College got selected to participate in the Republic Day Parade, New Delhi, in 2010. Four students of the College NSS unit participated in an Adventure Camp sponsored by the Government of India and executed by the Ministry of Youth Affairs & Sports, in Arunachal Pradesh in 2012.

College Uniform

The College authority has introduced uniform for the students as under—

Boys – Sky Blue Shirt & Black Trousers.

Girls – Sky Blue Kurta & Black Trousers & Black Churni.

The wearing of uniform is compulsory and may invite disciplinary action for regular defaulters.

College Office Hours

10-00 A.M. to 4-00 P.M. (On all weekdays excepting holidays)

STAFF OF THE COLLEGE

Principal :: Raju Bordoloi, M.Sc.(Gold Medalist), Ph.D.

Vice Principal :: Baneswar Das, M.A.

ARTS FACULTY

Assamese

1. Ismatun Nessa, M.A. Ph.D.(HOD)
2. Anupama Deka, M.A. Ph.D.
3. Nagen Kalita, M.A.Ph.D.
4. Brajen Barman, M.A.
5. Bhushan Kalita, M.A., M. Phil.
6. Lutumoni Begum, M.A., M.Phil.
7. Arati Rabha, M.A., B.Ed.

Economics

1. Sarbeswar Das, M.A. Ph. D. (HOD)
2. Paresh Adhikari, M.A.
3. Dipika Das, M.A., M.Phil.
4. Dilip Goswami, M.A., B. Ed. M. Phil.

Education

1. Dipali Dutta, M.A.,Ph.D. (HOD)
2. Rina Kalita, M.A., M.Phil.
3. Karim Ali, M.A., M.Phil.,B.Ed.
4. Nabanita Sarma, M.A. M.Phil, B.Ed.

English

1. Sharmila Roy, MA (HOD)
2. Santosh Kumar. Das, M.A.
3. Manoj Kumar Goswami, M.A.
4. Lakhyadhar Sarma, M.A., M.Phil, B.Ed.

Hindi

1. Bipin Pathak, M.A.(HOD)
2. Dhiren Das, M.A., M.Phil.
3. Jatin Rajbonshi, M.A., M.Phil.

History

1. Anima Choudhury, M.A., Ph.D. (HOD)
2. Mrinal Kumar Borah, M.A., B.T., Ph.D.
3. Arup Kumar Medhi, M.A., M.Phil.

Philosophy

1. Prabha Saud, M.A. (HOD)
2. Naba Kumar Kalita, M.A.
3. Jaya Rani Das, M.A. B.Ed.

Political Science

1. Baneswar Das, M.A.(HOD)
2. Aparna Goswami, M.A., Ph.D.
3. Kamal Thakuria, M.A., M.Phil.
4. Phanindra Kalita, M.A., M.Phil.



COMMERCE FACULTY

Accountancy

1. Samsuddin Ahmed, M.Com, L.L.B., Ph.D., (HOD)
2. Manashi Mazumdar, M.Com, M.Phil.

Banking

1. Jitendra Rabha, M.Com., M.Phil.
2. Son Kumar. Das, M.Com, M.Phil.
3. Jyotirmoy Kalita, M.Com., M.Phil.

Information Technology

1. Nabajyoti Sarma, MCA., M.Phil.

Management

1. Harunur Rashid, M.Com., B.Ed., M.Phil.
2. Nabajyoti Bhuyan, M.Com, M.Phil.
2. Marjina Ahmed, M.Com, M.Phil.

Mathematics

1. Banamali Nath, M.Sc.
2. Biswajit Das, M.Sc., PGDCA., M.Phil.

LIBRARY STAFF

1. R.L.Dutta (Bora),B.A.,B.Lib.Sc.(Librarian)
2. Prativa Das, M. Lib.Sc.
3. Pinumani Kalita, Library Bearer

NON-TEACHING STAFF

- | | |
|----------------------|-------------------|
| 1. Pratap Boro | UDA & Head Asstt. |
| 2. Dhiren Dewan | LDA |
| 3. Prafulla Kalita | LDA |
| 4. Gagan Choudhury | LDA |
| 5. Sanjib Choudhury | O/A |
| 6. Mukut Kr. Kalita | O/A |
| 7. Kamaleswar Kalita | Gr.-IV |
| 8. Lohit Rajbonshi | Gr.-IV |
| 9. Bhupen Ch. Das | Gr.-IV |
| 10. Pradip Das | Gr.-IV |
| 11. Ganesh Das | Gr.-IV |
| 12. Hitesh Kalita | Gr.-IV |
| 13. Abala Boro | Gr.-IV |
| 14. Surjya Boro | Gr.-IV |
| 15. Niranjan Das | Gr.-IV |
| 16. Hiranmayee Das | Gr.-IV |
| 17. Jitendra Dakua | Gr.-IV |

Multigym Instructor : Arabinda Boro



COLLEGE GOVERNING BODY

- | | |
|----------------------------|-----------------------------------|
| 1. Dr. P. K. Choudhury | President |
| 2. Dr. Raju Bordoloi | Principal/ Secretary |
| 3. Sri Bhishnu Chakravarty | G.U. Nominee |
| 4. Sri Sibacharan Kalita | G.U. Nominee |
| 5. Sri Rudra Choudhury | Guardian Member |
| 6. Sri Madan Choudhury | Guardian Member |
| 7. Mrs. Dipika Choudhury | Guardian Member |
| 8. Dr. Anima Choudhury | Teacher Representative |
| 9. Sri Paresch Adhikari | Teacher Representative |
| 10. Sri Pratap Boro | Non-Teaching Staff Representative |

[Note to Parents & Guradians : Parents and Guardians are requested to co-operate with the College authority. For any inconvenience, they may contact the Principal for its remedy. The College authority is always ready to extend a helping hand.]

Academic Calendar for B.A./B.Com. (Semester System) (June 2012 to May 2013)

Approved by the honourable Vice-Chancellor, G.U. vide his order dated : 07/05/2012

Months/Year & Date	Class Days/Working Days/ Examination Days/Holidays	Academic & other Activities
June / 2012		
1 - 2	Working days / Class Days	Commencement of TDC 1 st Semester Class.
3	Sunday	
4 - 9	Working days / Class Days	
10	Sunday	
11 - 15	Working days / Class Days	
16	Working days	
17	Sunday	
18 - 23 days	Working	
24	Sunday	
25 - 30 days	Working	
July / 2012		
1	Sunday	Summer Vacation
2 - 7 days	Working	
8	Sunday	
9 - 14 days	Working	



Months/Year & Date	Class Days/Working Days/ Examination Days/Holidays	Academic & other Activities
July / 2012		
15	Sunday	
16 - 21	days Working	
22	Sunday	
23 - 28	days Working	
29	Sunday	
30 - 31	days Working	
August / 2012		
1 - 4	Working days / Class Days	
5	Sunday	
6 - 11	Working days / Class Days	
12	Sunday	
13- 14	Working days / Class Days	
15	Independence Day (Holiday)	
16 -18	Working days / Class Days	
19	Sunday (Tithi of Srimanta Sankar Dev.) (Holiday)	Sessional I Exam for odd semesters be completed by 3rd week of August, 2012
20 -21	Id-UI-Fitre (Holiday)	
26	Sunday	
27 -31	Working days / Class Days	
September / 2012		
1	Working days / Class Days	
2	Sunday	
3 - 4	Working days / Class Days	
5	Tithi of Sri Madhav Dev. (Holiday)	
6 -7	Working days / Class Days	
8	Jonmastomi (Holiday)	
9	Sunday	
10 -15	Working days / Class Days	Students' Union election of the Colleges be held within 15 th September.
16	Sunday	
17 - 22	Working days / Class Days	
23	Sunday	
24	Working days / Class Days	
25	Janmotsav of Srimanta Shankar Dev. (Holiday)	
26 - 29	Working days / Class Days	
30	Sunday	
October / 2012		
1	Working days / Class Days	Educational Field Trip be arranged in the first week.
2	Birthday of Mahatma Gandhi (Holiday)	



Months/Year & Date	Class Days/Working Days/ Examination Days/Holidays	Academic & other Activities
3 - 6	Working days / Class Days	
7	Sunday	
8 -13	Working days / Class Days	Sessional II exam be completed by 2 nd week of Oct./2012.
14	Sunday	
15 - 16	Working days / Class Days	
17	Kati Bihu (Holiday)	
18 -20	Working days / Class Days	
21 -29	Durga Puja / Vijoya Dasami / Id-Uz-Zuha / Lakhmi Puja.	
30 - 31	Working days / Class Days	
November / 2012		
1 - 3	Working days / Class Days	
4	Sunday	
5 - 10	Working days / Class Days	
11	Sunday	
12	Working days / Class Days	
13	Kali Puja / Diwali (Holiday)	
14 -17	Working days / Class Days	
18	Sunday	
19 - 24	Working days / Class Days	
25	Sunday	
26 - 27	Working days / Class Days	
28	Gurunanak Birthday (Holiday)	
29 - 30	Working days / Class Days	
December / 2012		
1	Working days / Class Days	
2	Sunday	
3 - 6	Working days / Class Days	
7- 8	Working days	
9	Sunday	
10 - 15	Working days	End Semester Exam be completed by 6 th Dec. and will be followed by evaluation period of next 10 days.
16	Sunday	
17 - 22	Working days / Class Days	Commencement of Exam semester classes be made from 17 th Dec.
23	Sunday	
24	Working days / Class Days	
25	Christmas Day (Holiday)	
26 - 29	Working days / Class Days	
30	Sunday	
31	Working day / Class Day	



Months/Year & Date	Class Days/Working Days/ Examination Days/Holidays	Academic & other Activities
January / 2013		
1- 5	Working days / Class Days	Annual College Week be held in last part of January.
6	Sunday	
7 - 12	Working days / Class Days	
13	Sunday	
14-17	Magh Bihu, Silpi Divas (Holiday)	
18 - 19	Working days / Class Days	
20	Sunday	
21 - 25	Working days / Class Days	
26	Republic Day / University Foundation Day (Holiday)	
27	Sunday	
28 - 31	Working days / Class Days	
February / 2013		
1 - 2	Working days / Class Days	Sessional I Exam (for even semester) be completed by 1 st week of February.
3	Sunday	
4 - 9	Working days / Class Days	
10	Sunday	
11 - 14	Working days / Class Days	
15	Saraswati Puja (Holiday)	
16	Working days / Class Days	
17	Sunday	
18 - 23	Working days / Class Days	
24	Sunday	
25 - 28	Working days / Class Days	
March / 2013		
1- 2	Working days / Class Days	
3	Sunday	
4 - 9	Working days / Class Days	
10	Sunday	
11 - 16	Working days / Class Days	
17	Sunday	
18 - 23	Working days / Class Days	
24	Sunday	
25 - 26	Working days / Class Days	
27	Dol-Yatra (Holiday)	
28 - 30	Working days / Class Days	
31	Sunday	

Months/Year & Date	Class Days/Working Days/ Examination Days/Holidays	Academic & other Activities
April / 2013		
1- 6	Working days / Class Days	Sessional II Exam. (for even semesters) be completed by 1 st half of April.
7	Sunday	
8 - 13	Working days / Class Days	
14 - 16	Sunday, Bohag Bihu (Holiday)	
17 - 21	Working days / Class Days	
22	Sunday	
23 - 29	Working days / Class Days	
30	Sunday	
May / 2013		
1- 6	Working days / Class Days	End Semester Exams (for even Semesters) be completed by 20 th May and will be followed by 10 days evaluation period.
7	Sunday	
8 - 13	Working days / Class Days	
14	Sunday	
15 - 16	Working days / Class Days	
17	Budha Purnima (Holiday)	
18 - 20	Working days / Class Days	
21	Sunday	
22 - 27	Working days	
28	Sunday	
29 - 31	Working days	

Note :

- (i). H.S. Final & TDC Examinations will be held as per notification of AHSEC & G.U.
- (ii). The following activities will be completed with the dates fixed by the College authority:
 - a) Date of interview and admission into different classes.
 - b) Freshmen's Social— One day
 - c) Students' Union Election— One day
 - d) Annual College Week— Five days
 - e) Unit Test, Test. H.S. 1st year, Sessional examinations
- (iii) The days of Seminars, Workshops, College Week, Students' Union Election, College Foundation Day are considered as working days.
- (iv) The College office remains open during Summer Vacation.

OFFICE OF THE REGISTRAR
GAUHATI UNIVERSITY:: GOPINATH BORDOLOI NAGAR :: GUWAHATI -781014
HOLIDAY LIST - 2012

List of holidays for the Offices & Classes of the Gauhati University and its affiliated Colleges for the year 2012 as approved by V.C. dated 22.12.2011.

Occasion	Month	Date(s)	Day(s)	No. of Days
Magh Bihu	January	14-16	Saturday- Monday	3
Silpi Divas		17	Tuesday	1
Republic Day/University Foundation Day		26	Thursday	1
Saraswati Puja	February	28	Saturday	1
Sivaratri		20	Monday	1
Dol Jatra	March	8	Thursday	1
Bohag Bihu	April	13-15	Friday-Sunday	3
May Day		1	Tuesday	1
Buddha Purnima	May	6	Sunday	1
Independence Day	August	15	Wednesday	1
Tithi of Srimanta Sankar Dev		19	Sunday	1
Id-Ul-Fitre	September	20-21	Monday-Tuesday	2
Tithi of Sri Madhab Dev		5	Wednesday	1
Janmastomi	October	8	Saturday	1
Janmotsava of Sri Manta Sankar Dev		25	Tuesday	1
Mahatma Gandhi's Birth Day	October	2	Tuesday	1
Kati Bihu		17	Wednesday	1
Durga Puja, Vijaya Dashami, Id-Uz-Zuha, Lakhmi Puja	November	21-29	Sunday to Monday	9
Kali Puja & Dewali		13	Tuesday	1
Muharram	December	25	Sunday	1
Guru Nanak's Birth Day		28	Wednesday	1
Christmas Day		25	Tuesday	1

- N.B.: 1) If any Holidays as above and any Restricted Holidays as below for festivals do not fall on the day notified, necessary notification, changing the date will be issued in due course.
2) Additional holidays further to the above will be applicable as and when declared by University Admn.
3) Summer/Winter break will be as specified in the Academic Calendar.
4) Any other days as may be declared by the State Govt. under Section 25th of the Negotiable Instruments Act. 1888 (XXXIV of 1881) as holidays will be observed.

RESTRICTED HOLIDAYS

Each Employee is permitted to avail 3(three) more holidays during the year 2012 to be chosen by him/her from the restricted holidays list mentioned below.

Occasion	Month	Date(s)	Day(s)	No. of Days
New Year's Day	January	1	Sunday	1
Netaji's Birthday		23	Monday	1
Gwther Bathaw San		24	Tuesday	1
Me-Dum-Me-Phi	February	31	Tuesday	1
Fateha-E-Dowaj Daham		5	Sunday	1
Bir Chilarai Divas		7	Tuesday	1
Ali Aye Lintang	March	15	Wednesday	1
Bathow Puja/Khiring Khiring Bathow Puja		5	Monday	1
Mahabir Jayanti		5	Tuesday	1
Good Friday	April	6	Friday	1
Sati Sadhani Divas		20	Friday	1
Tithi of Sri Sri Damodar Dev		22	Sunday	1
Tithi of Sri Gopal Dev	May	27	Friday	1
Tithi of Sri Hari Dev		20	Sunday	1
Janmotsava of Sri Madhab Dev		5	Tuesday	1
Ambubasi Nibritti	July			1
Sabebarat		6	Friday	1
Biswakarma Puja		17	Monday	1
Bhatri Dwitia	November	15	Thursday	1
Chhat Puja		19	Monday	1
Lachit Divas		24	Saturday	1
Asom Divas (Su-ka-pha-Divas)	December	2	Sunday	1
Marty's Day		10	Monday	1

N.B.: The exact date of Ambubasi Nibritti will depend on the next Assamese new year calendar which is not now available.

Going Beyond mere Academics





Principal Dr. R. Bordoloi receiving a copy of the Govt. order sanctioning Rs.1 crore to Chhaygaon College, from Sri Rekiuddin Ahmed, Parliamentary Secretary & Local MLA



Lawyers & other dignitaries in a Law Awareness Camp held in the College



Dr. P. K. Choudhury, President, Chhaygaon College G.B., opening the Computer Laboratory



Noted singer Pankaj Bordoloi in a workshop on 'Jyoti Sangeet'



Teachers busily engaged in their work at the G U TDC Examination Zone in the College



To The New Entrants:

By choosing Chhaygaon College, you'll get the most for your study, you'll have the opportunity to develop your abilities, you'll have access to a variety of facilities to help you achieve your ambition. Success awaits you if you are disciplined, dedicated and determined.

391

Rs. 75/-

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