

Kakojan College

Re-accredited by NAAC with B+ Grade



Estd.: 1967

Academic Calendar

Session: 2018-19



Kakojan, Jorhat, Assam

Pin: 785107

www.kakojancollege.edu.in

KAKOJAN COLLEGE

Jorhat, Assam

PIN : 785 107

Tel : 0376-2335023 / 9854055331 (M)

kakojancollegeadm@gmail.com

E-mail: kakojancollege@yahoo.com

Website: www.kakojancollege.edu.in

Personal Memoranda

Name :

Department :

Name of Parent/Guardian :

Address (Permanent) :

:

:

Telephone :

E-mail :

Address (Present) :

:

:

Blood Group :

Note:

- * This calendar is to be carried and kept by students at all times for instruction, guidance and general reference.
- * Students are to write down their respective class routine on the time table provided on page.
- * Students may write down classes taken/not taken/missed in the remarks column of the Academic Calendar.

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Kakojan College : An Overview

Introduction :

Kakojan College was established by the educationists, public, social workers and others in the greater Kakojan area which is located in the eastern part of the District of Jorhat, Assam by the side of National Highway 37.

The college is situated in an ideal place which is 15 km away from the city of Jorhat. The institution invariably secures distinguished results in Higher Secondary and Degree Examinations including Rank, 1st Class, Distinction, Star Marks, Letter Marks etc. The healthy academic atmosphere, the good results, the personal care and guidance offered by the faculty members as well as the Career Guidance Cell of the college have collectively contributed towards the holistic growth of the students.

The National Assessment and Accreditation Council (NAAC) visited the college in 2016 for 2nd cycle of re-accreditation. The college was re-accredited by NAAC with B+ Grade.

GOALS, VISION AND MISSION OF THE COLLEGE

OUR VISION

The vision of the college is to impart “Quality Education” for all round development of human resources under guidance of Affiliating University, UGC, NAAC and Govt. of Assam. The institution upholds the highest standards for instruction in Arts, Science and Career oriented courses. Along with academic excellence, the Institution lays stress on integrity, democracy, co-operation and cultural sensitivity, so that the students may serve best the Society, Nation and the World. The Institution also cherishes vision to impart education to those learners who have been deprived of formal system of Higher Education because of age, economic background etc. through “Open Distance Learning” (ODL) system.

MISSION

- * Imparting Quality Education of National Standard and Imbibing Skill for solving real life problems.
- * Inculcating global perspective in attitude.
- * Creating leadership qualities with futuristic vision.
- * Fostering spirit of entrepreneurship and realization of social responsibilities.
- * Cultivating ethics, morality and healthy practices in academic and professional life.
- * To formulate adequate action-plan to enable learners to equip themselves with competitive National and Global environment.
- * To ensure adequate infrastructure and support system of quality education to create awareness on human rights, value system, culture, heritage, scientific temper and environment.
- * Instilling habit of continual learning.
- * Encouraging and supporting creative and research temperament.
- * Establishing and promoting linkages with Institutions and Organizations of National and International level.
- * To organize community development programmes for the socio-economic development of the neighbourhood.

KAKOJAN COLLEGE

Estd: 1967

PRINCIPALS FROM 1967

Sl.	Period	Name	Qualification
1.	1967-70	Dulal Ch. Khound	M.A., LLB
2.	1970-74	J. Bhuyan, I/C	M. A.
3.	1974-78	H. Gogoi	M. A.
4.	1978-79	Mrs. Nilima Bora, I/C	M. A.
5.	1979-91	Dulal Ch. Khound	M. A., LLB
6.	1991-1997	Syed Sirazul Hussain	M. A.
7.	1997-2000	Dr. Prabhat Ch. Goswami, I/C	M. A., Ph.D.
8.	2000-2006	Dr. Akon Ch. Saikia	M. A., Ph.D.
9.	01-02-06 - 30-06-06	Madhab Ch. Sharma, I/C	M. A.
10.	01-07-2006 - 30-11-2012	Dr. Deepak Kr. Sarma	M. Sc., Ph. D.
11.	01-12-2012 14-11-2013	Ms. Kabita Mahanta, I/C	M. A.
12.	15-11-2013 - Onwards	Dr. Ruprekha Bordoloi	M. A., Ph.D.

KAKOJAN COLLEGE FAMILY

List of the Administrative, Academic, Teaching and Non-Teaching Staff :

Principal : Dr. Ruprekha Bordoloi, M.A. Ph. D.
Vice Principal : Dr. Raju Baruah, M.A., Ph.D.
Academic Vice Principal : Dr. Archana Bhattacharjee,
M. A., M.Phil., Ph.D.

Faculty of Arts:

Department of Assamese:

1. Dr. Raju Baruah, M. A., Ph.D. (Associate Professor)
2. Mrs. Mamoni Dutta, M. A., M. Phil. (HOD and Associate Professor)
3. Mrs. Kanon Deka, M. A., M.Phil. (Assistant Professor)
4. Dr. Dharmendra Dutta, M. A., M.Phil, Ph.D. (Assistant Professor)
5. Ms. Navanita Nath, M. A., M. Phil. (Assistant Professor)

Department of English:

1. Dr. Archana Bhattacharjee, M. A., M. Phil., Ph.D. (HOD and Associate Professor)
2. Dr. Pankaj Goswami, M. A., M.Phil., Ph.D. (Assistant Professor)
3. Md. Tufail Zilani Imdad Ullah, M. A., M. Phil. (Assistant Professor)
4. Mr. Bhairabanan Borah, M. A. (Assistant Professor)
5. Ms. Dibyajyoti Boruah, M. A., (Contractual)

Department of Economics:

1. Mrs. Jinumoni Saikia, M. A., M.Phil. (HOD and Assistant Professor)
2. Ms. Prityrekha Dutta, M. A. (Contractual)
3. Mr. Ujjwal Pran Goswami, M. A. (Contractual)

Department of Education :

1. Dr. Bijoy Lakshmi Neog, M.A., M.Phil., Ph.D.
(HOD and Associate Professor)
2. Mrs. Rinti Rani Sarmah, M.A., M.Phil.
(Assistant Professor)
3. Mrs. Inumoni Gogoi, M.A., M.Phil.
(Assistant Professor)
4. Ms. Porismita Saikia, M.A. (Contractual)

Department of History :

1. Mrs. Joyashree Saikia, M.A., M.Phil.
(Assistant Professor)
2. Mrs. Sarmistha Goswami, M.A., M.Phil.
(Assistant Professor)
3. Mr. Lakhya Pratim Nirmolia, M.A., M.Phil.
(HOD and Assistant Professor)

Department of Political Science :

1. Mr. Mridul Gogoi, M.A. (HOD and Associate Professor)
2. Dr. Kshirod Saikia, M.A., M.Phil, Ph.D. (Assistant Professor)
3. Mr. Dhruvajyoti Saikia M.A., M.Phil. (Assistant Professor)
4. Mrs. Anita Das, M.A., M. Phil. (Assistant Professor)

Department of Sociology :

1. Mrs. Dipti Tamuli, M.A., M.Phil
(HOD and Assistant Professor)
2. Mrs. Borsha Rani Borah, M.A., B.Ed. (Assistant Professor)
3. Mrs. Minakshi Mili, M.A., B.Ed. (Assistant Professor)
4. Mrs. Snigdhanjoly Kalita, M.A. (Contractual)
5. Vacant

Faculty of Science :**Department of Botany :**

1. Mrs. Babita Phukan Borkotoky, M.Sc., M.Phil.
(Assistant Professor)
2. Mr. Jayanta Duarah, M.Sc., M.Phil
(HOD & Assistant Professor)
3. Mr. Ashish Pratim Hazarika, M.Sc., M.Phil.
(Assistant Professor)
4. Mrs. Pallabi Sarmah, M.Sc., M.Phil. (Assistant Professor)
5. Mr. Romen Borah (Laboratory Bearer)

Department of Chemistry :

1. Mrs. Mridula Neog, M.Sc., M.Phil.
(Assistant Professor)
2. Dr. Partha Protim Baruah, M.Sc., Ph.D.
(HOD and Assistant Professor)
3. Mr. Utpal Sadhonider, M.Sc., M.Phil
(Assistant Professor)
4. Dr. Sidhartha Kr. Bharodwaj, M.Sc., Ph.D.
(Assistant Professor)
5. Mr. Rajesh Bordoloi (Laboratory Bearer)

Department of Physics :

1. Mr. Sanjib Borah, M.Sc., M.Phil
(Assistant Professor)
2. Mr. Dhruvajyoti Sarmah, M.Sc., M.Phil.
(HOD & Assistant Professor)
3. Mrs. Masum Das, M.Sc., M.Phil. (Assistant Professor)
4. Dr. Pranjal Saikia, M.Sc., Ph.D. (Contractual)
5. Mr. Pranjit Borah (Laboratory Bearer)

Department of Mathematics :

1. Mrs. Jita Dutta, M.Sc., M.Phil. B.Ed.
(Assistant Professor)
2. Mr. Subhasis Kotoky, M.Sc., M.Phil.
(HOD & Assistant Professor)
3. Mr. Rajdeep Borah, M.Sc. (Assistant Professor)
4. Mrs. Banashree Borah, M.Sc. (Assistant Professor)

Department of Zoology :

1. Mrs. Junmoni Baruah, M.Sc., M.Phil.
(Assistant Professor)
2. Dr. Nibedita Gogoi, M.Sc. M.Phil, Ph.D., B.Ed.
(HOD & Assistant Professor)
3. Mr. Prasanna Hazarika, M.Sc., M.Phil
(Assistant Professor)
4. Dr. Semima Yasmin, M.Sc., Ph.D., B.Ed.
(Assistant Professor)
5. Mr. Sanjib Dutta (Laboratory Bearer)

Department of Statistics :

1. Dr. Sangeeta Borah, M.Sc. M.Phil., Ph.D.
(HOD and Assistant Professor)
2. Mr Prasanta Sut, M.Sc., M.Phil. (Assistant Professor)

Faculty of Computer Course :

1. Mr. Nondon Pachani, MCA

Library Staff:

1. Mr. Ratul Boruah, MA, MLISC (Librarian, i/c)
2. Mrs. Munmi Gogoi Saikia, (Library Bearer)
3. Md. Mujibur Rohman, (Grade IV)
4. Mr. Pallab Pran Bora, MCA
(Computer Operator, Digital Library Section,
Contractual)

Non-Teaching Office Staff :

1. Mr. Mukul Bordoloi, U.D.A.
2. Mrs. Pallabi Lahon, Junior Assistant
3. Mr. Naba Protim Handique, Junior Assistant
4. Mr. Satyajit Borah, Junior Assistant
5. Mr. Mriganka Hazarika, Junior Assistant (Contractual)
6. Md. Asfiqur Rahman, Junior Assistant (Contractual)
7. Mr. Dulen Borthakur, (Contractual)

Grade IV Staff

1. Mr. Romesh Dutta
2. Md. Motibur Rahman
3. Mr. Jibon Mesh
4. Mr. Dambaru Borah
5. Mr. Suren Saikia
6. Mrs. Bijoya Bora
7. Mr. Triluchan Baruah (Contractual)
8. Mr. Tepuram Saikia (Contractual)

COLLEGE COMMITTEES**Governing Body :**

The college is under a Governing Body duly appointed and formed by D.H.E. Assam.

For smooth functioning of the administrative and academic activities of the college, management has formed different committees apart from its Governing Body. These Committees working under the presidentship of the college Principal are as follows.

1. ACADEMIC COUNCIL :

1. Dr. Ruprekha Bordoloi, Principal (Chairperson)
2. Dr. Raju Baruah, Vice Principal
3. Dr. Archana Bhattacharjee, Academic Vice Principal & Co-ordinator, IQAC - Convener
4. All HODs.

2. UGC CELL

1. Dr. Ruprekha Bordoloi, Principal (Chairperson)
2. Dr. Pankaj Goswami - Convener
3. Dr. Archana Bhattacharjee, Academic Vice Principal & Co-ordinator, IQAC - Member
4. Mr. Ashish Pratim Hazarika - Member
5. Mr. Mukul Bordoloi (Office) - Member

3. UGC RESEARCH BODY

1. Dr. Ruprekha Bordoloi, Principal (Chairperson)
2. Dr. Archana Bhattacharjee, Academic Vice Principal & Co-ordinator, IQAC - Member
3. Dr. Pankaj Goswami - Member
4. Dr. Nibedita Gogoi - Member

4. INFRASTRUCTURE DEVELOPMENT COMMITTEE

1. Dr. Ruprekha Bordoloi, Principal (Chairperson)
2. Dr. Raju Baruah, Vice Principal - Member
3. Dr. Archana Bhattacharjee, Academic Vice Principal & Co-ordinator, IQAC - Member
4. Dr. Bijoylakshmi Neog, Member
5. Dr. Pankaj Goswami, Convener, UGC Cell - Member
6. Dr. Partha Pratim Baruah - Member
7. Mr. Mukul Bordoloi - (Office)- Member

**5. PURCHASING COMMITTEE
(FOR GENERAL PURPOSE)**

1. Dr. Ruprekha Bordoloi, Principal (Chairperson)
2. Dr. Raju Baruah, Vice Principal, Member
3. Dr. Archana Bhattacharjee, Academic Vice Principal & Co-ordinator, IQAC - Member
4. Dr. Pankaj Goswami, Convener, UGC Cell
5. Mr. Mukul Bordoloi (Office) - Member

6. LIBRARY COMMITTEE :

1. Dr. Ruprekha Bordoloi, Principal (Chairperson)
2. Dr. Raju Baruah, Vice Principal
3. Dr. Archana Bhattacharjee, Academic Vice Principal & Co-ordinator, IQAC - Member
4. Mr. Ratul Baruah (Convener) Librarian, i/c
5. Mr. Mridul Gogoi - Member
6. Mrs. Dipti Tamuli - Member
7. Mrs. Babita Phukan Borkotoky - Member

7. GRIEVANCE REDRESSAL COMMITTEE :

1. Dr. Raju Baruah, Vice Principal - Chairperson
2. Dr. Archana Bhattacharjee, Academic Vice Principal & Co-ordinator, IQAC - Member

3. Mr. Subhasis Kotoky (Convener)
4. Mr. Tufail Zilani Imdad Ullah - Member
5. Mrs. Junmoni Baruah - Member
6. Mr. Jayanta Duarah - Member
7. President - Students' Union Society
8. General Secy, Students' Union Society

**8. CENTRE FOR WOMEN'S STUDIES
(WOMEN CELL)**

1. Dr. Ruprekha Bordoloi, Principal - Chairperson
2. Mrs. Sarmistha Goswami, (Co-ordinator)

EXECUTIVE MEMBER

3. Mrs. Joyashree Saikia
4. Mrs. Mridula Neog

9. ROUTINE COMMITTEE

1. Dr. Raju Baruah, Vice Principal (Chairperson)
2. Dr. Archana Bhattacharjee, Academic Vice Principal & Co-ordinator, IQAC - Member
3. Mr. Kshirod Saikia, Convener
4. Mrs. Babita Phukan Borkotoky, Member
5. Mrs. Jita Dutta - Member
6. Dr. Dharmendra Dutta, Member
7. Mr. Ratul Boruah, (Librarian, i/c) - Member

10. NEWS LETTER 'ALERT' COMMITTEE :

1. Dr. Ruprekha Bordoloi, Principal, Chairperson
2. Dr. Archana Bhattacharjee, Academic Vice Principal & Co-ordinator, IQAC - Adviser
3. Mr. Dhruvjayoti Saikia, Editor
4. Mr. Lakhya Protim Nirmolia, Assistant Co-ordinator, IQAC, Member

11. STUDENTS ADVISORY COUNCIL

1. Dr. Ruprekha Bordoloi, Principal (Chairperson)
2. Mrs. Babita Phukan Borkotoky - Cultural
3. Mr. Rajdeep Bora - Games and Sports
4. Mr. Sanjib Bora - Function
5. Mr. Dhruvjyoti Saikia - Debating
6. Dr. Pankaj Goswami - Literary
7. Dr. Archana Bhattacharjee
8. Mr. Tufail Zilani Imdad Ullah } Magazine
9. Mr. Lakhya Pratim Nirmolia - Social Service
10. Mr. Utpal Sadhanidar - Boys' Common Room
11. Mrs. Jinumoni Saikia - Girls' Common Room

12. INFORMATION AND CAREER GUIDANCE CELL (ICGC)

1. Dr. Ruprekha Bordoloi, Principal (Chairperson)
2. Mrs. Mridula Neog (Convener)
3. Mr. Utpal Sadhanidar, Member
4. Mr. Dhruvjyoti Saikia, Member

13. TECHNICAL MAINTENANCE COMMITTEE

1. Dr. Ruprekha Bordoloi, Principal (Chairperson)
2. Mr. Nondon Pachani, Convener
3. Mr. Pallab Pran Bora, Member
4. Mr. Lakhya Pratim Nirmolia, Member
5. Mr. Mriganka Hazarika, Member
6. Mr. Asfiqur Rahman, Member
7. Mr. Rajesh Bordoloi, Member
8. Mr. Romen Borah, Member

**14. INTERNAL COMPLAINTS COMMITTEE (ICC),
W.E.F. 08/01/2018**

Internal Complaints Committee (ICC) for Gender Sensitization against Sexual harassment.

As per Section 4 of the UGC (Prevention, Prohibition and Redressal of Sexual harassment of Women Employees and Students in Higher Education Institutions) Regulation 2015.

1. Dr. Bijoy Lakshmi Neog, Presiding Officer
2. Mr. Mridul Gogoi, Member from Faculty
3. Mrs. Jinumoni Saikia, Member from Faculty
4. Mrs. Pallabi Lahon, Member from Non-Teaching Staff
5. Mrs. Munmi Gogoi, Member from Non-Teaching Staff
6. President, Student Union Society (Student member)
7. General Secretary, Student Union Society (Student member)
8. Secretary, Girls' Common Room (Student member)
9. Ms. Monti Saikia (Member from NGO)

15. SC/ST/MINORITY CELL :

1. Dr. Ruprekha Bordoloi, Principal - Chairperson
2. Mr. Tufail Zilani Imdad Ullah - Convener
3. Mrs. Kanon Deka, Member
4. Mrs. Anita Das, Member
5. Mrs. Semima Yasmin, Member
6. Mrs. Minakshi Mili - Member
7. Mr. Motibur Rahman (Office), Member

16. DISCIPLINARY COMMITTEE

1. Dr. Ruprekha Bordoloi, Principal - Chairperson
2. Dr. Raju Baruah, Vice Principal - Convener
3. Dr. Archana Bhattacharjee, Academic Vice Principal & Co-ordinator, IQAC - Member
4. Dr. Bijoylakshmi Neog, Member
5. Mr. Mridul Gogoi, Member
6. Mr. Tufail Zilani Imdad Ullah, Member
7. Mr. Dhruvjyoti Sarmah, Member

- 17. ACADEMIC CALENDAR COMMITTEE :**
Academic Calendar of the institution is published by Internal Quality Assurance Cell (IQAC)
1. Dr. Ruprekha Bordoloi, Principal - Chairperson
 2. Mr. Utpal Sadhanidar, Convener

Members :

1. Dr. Raju Baruah, Vice Principal
2. Dr. Archana Bhattacharjee, Academic Vice Principal & Co-ordinator, IQAC
3. Mr. Mridul Gogoi, HOD, Department of Political Science
4. Mrs. Babita Phukan Borkotoky, Department of Botany
5. Mr. Lakhya Pratim Nirmolia, Assistant Co-ordinator, IQAC
6. Mr. Nondon Pachani, Computer Faculty

- 18. PROSPECTUS COMMITTEE :**
1. Dr. Ruprekha Bordoloi, Principal - Chairperson
 2. Dr. Archana Bhattacharjee, Academic Vice Principal & Co-ordinator, IQAC - Convener

Members :

1. Dr. Raju Baruah, Vice Principal
2. Dr. Bijoylakshmi Neog, HOD, Department of Education
3. Mr. Lakhya Pratim Nirmolia, Assistant Co-ordinator, IQAC
3. Dr. Nibedita Gogoi, Assistant Co-ordinator, IQAC
4. Mr. Nondon Pachani, Computer Faculty

- 19. PUBLICATION CELL**
1. Dr. Ruprekha Bordoloi, Principal (Chairperson)
 2. Dr. Archana Bhattacharjee, Academic Vice Principal & Co-ordinator, IQAC - Convener
 3. Mr. Tufail Zilani Imdad Ullah, Member
 4. Mr. Lakhya Pratim Nirmolia, Member
 5. Dr. Dharmendra Dutta, Member
 6. Mr. Dhruvajyoti Saikia, Member
 7. Mr. Prasanna Hazarika, Member
 8. Mrs. Barsha Rani Borah, Member

- 20. ACADEMIC AUDIT COMMITTEE :**
1. Dr. Dharmendra Dutta, Convener
 2. Mr. Subhasis Kotoky, Assistant Convener

- 21. K. K. HANDIQUE S. O. U. STUDY CENTRE**
1. Dr. Ruprekha Bordoloi, Principal, Chairperson
 2. Dr. Bijoylakshmi Neog, Co-ordinator
 3. Mr. Tufail Zilani Imdad Ullah, Assistant Co-ordinator
 4. Ms. Sabina Yasmin (Office Assistant)

- 22. GIRLS' HOSTEL COMMITTEE :**
1. Dr. Ruprekha Bordoloi, Principal, Chairperson
 2. Dr. Bijoylakshmi Neog, Warden
 3. Dr. Archana Bhattacharjee, Academic Vice Principal & Co-ordinator, IQAC - Member
 4. Mr. Mridul Gogoi, Member
 5. Mrs. Jinumoni Saikia, Member
 6. Mrs. Babita Phukan Borkotoky, Member

- 23. ADMISSION COMMITTEE :**
Admission Committee is formed in the college by the authority with all HOD's and Staff to conduct the admission procedure smoothly.

1. Dr. Ruprekha Bordoloi, Principal, Chairperson
2. Dr. Raju Baruah, Vice Principal
3. Dr. Archana Bhattacharjee, Academic Vice Principal & Co-ordinator, IQAC - Convener
4. All Heads' of the Department (Arts and Science)
5. All Office Staff

- 24. STEERING COMMITTEE (NAAC) :**
1. Dr. Archana Bhattacharjee, Academic Vice Principal & Co-ordinator, IQAC - Convener
 2. Mr. Lakhya Pratim Nirmolia, Assistant Co-ordinator
 3. Dr. Nibedita Gogoi, Assistant Co-ordinator
 4. Mr. Dhruvajyoti Saikia, Assistant Co-ordinator

**25. CONVENERS OF SEVEN CRITERIONS
(STEERING COMMITTEE, NAAC)**

1. Curricular Aspect - Mrs. Joyashree Saikia, Assistant Professor
2. Teaching, Learning and Evaluation
- Mrs. Babita Phukan Borkotoky, Assistant Professor
3. Research, Innovation and Extension
- Mr. Lakhya Pratim Nirmolia, Assistant Professor
4. Governance and Leadership
- Dr. Ruprekha Bordoloi, Principal
5. Infrastructure and Learning Resources
- Dr. Partha Pratim Boruah, Assistant Professor
6. Student Support and Progression
- Mr. Dhrubajyoti Saikia, Assistant Professor
7. Institutional Values and Best Practices
- Dr. Nibedita Gogoi, Assistant Professor

**26. NATIONAL INSTITUTE OF OPEN SCHOOLING
(NIOS) STUDY CENTRE:**

Kakojan College has started a Study Centre of National Institute of Open Schooling, New Delhi from 2018. It has started with a two year course on Diploma in Elementary Education (D.El.Ed.). 200 teachers from Private and Government schools of Primary and Upper Primary have enrolled in the academic session 2018.

The management committee of NIOS Study Centre, Kakojan College, Jorhat

1. Dr. Ruprekha Bordoloi, Principal
2. Dr. Bijoylakshmi Neog, Co-ordinator
3. Mr. Tufail Zilani Imadad Ullah, Assistant Co-ordinator

27. ENVIRONMENTAL MANAGEMENT COMMITTEE

1. Dr. Ruprekha Bordoloi, Principal (Chairperson)
2. Mr. Sanjib Borah - Convener
3. Mrs. Mamoni Dutta - Member
4. Mrs. Rinti Rani Sarmah - Member

5. Mrs. Kanon Deka - Member
6. Mr. Prasanna Hazarika - Member
7. Ms. Navanita Nath - Member

28. Administrative Audit Committee:

1. Dr. Ruprekha Bordoloi, Principal - Chairperson
2. Dr. Archana Bhattacharjee, Academic Vice Principal & Co-ordinator, IQAC - Convener
3. Dr. Pankaj Goswami - Member
4. Mr. Mukul Bordoloi - Member
5. Mr. Naba Protim Handique - Member
6. Mr. Satyajit Borah - Member

29. National Cadet Corps (NCC)

The college has an NCC Unit for both boys and girls students under 9-Assam BN, Jorhat Group. The Unit impart training and conducts social service programmes in different parts of India.

Lt. Ratul Baruah, (M.A., MLISC, MPS) Associate NCC Officer (ANO)

30. National Service Scheme (NSS)

The National Service Scheme (NSS) under Dibrugarh University and sponsored by the Ministry of Youth Affairs, Govt. of India, functions effectively on the campus and neighbourhood, conducting various social and community programmes.

Dr. Ruprekha Bordoloi, Principal - Chairperson

Mr. Lakshya Pratim Nirmolia - Programme Officer

Members :

1. Dr. Archana Bhattacharjee, Academic Vice Principal & Co-ordinator, IQAC
2. Dr. Pankaj Goswami
3. Mrs. Dipti Tamuli
4. Mr. Jayanta Duarah
5. Mr. Bhairabanan Borah
6. Mr. Satyajit Borah (Office)

ORGANIC MODEL GARDEN AND PRODUCTION UNIT:

Kakojan College has established an “Organic Model Garden and Production of Input Unit” in its extended area (Sector - B) as a part of extension activities in collaboration with a local NGO, NEADS and with initial support of **Fertile Ground, Canada and Rotary International, Canada**. From session 2017 - 2018, the college has started a few self funding career oriented courses including an Agro based short term Certificate Course on Organic Farming for the undergraduate semester students. The programme which is monitored by the Information and Career Guidance Cell (ICGC) aims to create awareness amongst students about the importance of Organic Farming and its application in the rural areas.

A “**Project Implementation Committee**” in collaboration with **NEADS** was formed with the following persons:

1. Dr. Rurprekha Bordoloi, Principal, Project Co-ordinator
2. Dr. Raju Boruah, Vice Principal
3. Dr. Archana Bhattacharjee, Academic Vice Principal & Co-ordinator, IQAC
4. Mrs. Babita Phukan Borkotoky, Assistant Professor, Convener
5. Dr. Pankaj Goswami, Assistant Professor, Project Facilitator
6. Mr. Tritha Prasad Saikia, NEADS, Documentation in-charge
7. Mr. Mohan Bora, Alumni, Organic Farmer cum Team Leader
8. Dr. Bijoylakshmi Neog, Associate Professor, Member

About the Information and Career Guidance Cell (ICGC):

The “Information and Career Guidance Cell” was established to give an average kakojanian a small glimpse of the large horizon that awaits to take him/her by surprise. Someone once said, “Learn from the experience of others. Life is too short.” Abiding by this adage, one must learn how to plan their career carefully and go about turning all dreams into reality. Its aim is to make the students conscious about their career and also give them all required information about career opportunities in diverse fields. The Information and Career Guidance Cell (ICGC) is here to lend a helping hand at each and every step of their journey towards their goal.

Academic Environment in the Institution :

Library :

Digital Library facility is available in the college library. The students may avail digital library facilities. The students must register themselves to avail the digital library facilities. The college Digital Library is also linked up with National Digital Library (NDL). Students requiring academic resources can avail the facility of INFLIBNET (NLIST). The College library contains a good collection of books on various subjects which caters to the needs of students and faculties. All possible steps are taken to equip the library with modern facilities. The library subscribes ample number of Journals, Magazines, News Papers etc. The students have to deposit a library caution money at the time of admission and it is refundable after completion of the course on the basis of the clearance certificate issued by the librarian. The library has been providing one multi-media computer system, Xerox and Internet facilities. The departmental library facilities are also available in each department.

Book Bank :

Book Bank facility was introduced from 2016-17 academic session for H.S. 1st year students primarily. The economically backward students will be permitted to borrow books from the Book Bank. Book Bank facility is available for H.S. I & II Year and Degree 1st Semester Students.

Laboratory :

The Science Stream possesses well equipped and modern laboratories for practical classes. Steps are taken to improve the laboratories with modern equipments. Besides there is an upto date Computer laboratory, a Mathematical laboratory and a Language laboratory in the college.

Some Special Features of Science Stream:

- The College provides all examination facilities (including practical examination)
- Availability of Books, Journals and Periodicals.
- Facilities for Educational Excursions.

Wall Magazines :

There are wall Magazines brought out by each Department of the institution which highlights the creative efforts of the students.

News Letter 'Alert' :

Kakojan College News Letter 'Alert' is brought out annually at the end of each academic session. Information of all the activities including academic development, faculty achievement, institutional development activities and extension activities taken up by the college for the people in the neighbourhood are published systematically. The objective of this news letter 'Alert' is to let the public and students know about various constructive activities of the institution.

Bulletin/Journal :

Various Departmental Bulletins and Journals are published by the faculties through various wings of the Departments. These Bulletins and Journals reflect the activities of the Department and serve as a platform for the students to express their creative efforts.

Various Wings of Department :

Department	Wings	Publications	Wall Magazines
Assamese	Akhora Ghar	Panchai	Kachiali
		Anuranan Bikshyan	Akhora Ghar
English	English Study and Literary Forum (ESALF)	The Rainbow The Phoneix	The Expression
Economics	Economic Study and Research Centre (ESARC) Journal	Eco Desk	Eco-Vision
Education	All Assam Education Society	Abhigyan	Sugandhi
History	Historical Research – Centre	–	Gomcheng
Political Science	Political Science Study Circle	Politica / Aparahna	Jagaran
Sociology	Sociological Study Centre	Sociological Insight	Samaj Bikshan
Science Stream	Science Club	–	Vigyan Probah
Chemistry	Chemical Society	Chemlet	Molecule
Botany	Life Sciences Wings	Chiraseuj	Mohiruh
Zoology		Pranapank	Chromobikash
Mathematics	Mathematical Society	–	Integer
Physics	Physics Society	–	Universe
Chemistry	Research Wings	Exploration	Illumination
History			

General Rules for Maintenance of Discipline among students :

- Students must obey the rules and regulations of the college and they are expected to maintain a high standard of discipline.
- The students, admitted to the college must abide by all the rules and regulations as prescribed by the college authority. Violation of rules, unsatisfactory academic progress, irregular attendance, irregular clearance of college dues, showing discourtesy to the teachers and staff members in any form, adopting unfair means in examinations etc. are some of the offences which make students liable for disciplinary action like termination of scholarship, non-awards of college diploma, forced transfer and even expulsion from the college.
- It is the duty of the students to keep the college campus and class rooms clean. Any damages and disfiguring of college property is taken serious notice of.
- A student must attend unit tests, sessional and annual tests or examinations in each subjects to qualify themselves for appearing in the final examinations.
- Students' Society and Association shall be subject to rules and regulations of the College prescribed by the authority from time to time.
- All powers for maintenance of discipline are vested on the Principal and his/her decision shall be final on such matters.

Acts of Indiscipline :

The following are regarded as acts of indiscipline :

1. Failure to attend classes is an acts of indiscipline.
2. Failure to comply with the instructions of teaching and non-teaching staff.
3. Adopting unfair means in examinations.
4. Any wanton act which results in the damages or destruction of college property.
5. Misappropriation of college property.
6. Ragging
7. Physical assault on students and Teacher / Staff
8. Any conduct unbecoming of a student, like smoking, drinking liquor etc.
9. Use of mobile phone within college campus.
10. **Strict disciplinary action will be taken against any student of the college found using the social media as a weapon to destroy / spoil the good image of the college with their derogatory or misleading posts or messages without discussing any matter with the college authority.**

Penalty, fines, warning, expulsion from the institute may be found as per regulations. The fines so collected will be deposited in the Students' Aid Fund.

ANTI RAGGING MEASURES :

The Hon'ble Supreme Court has directed that ragging be banned from all educational institutions. Ragging has been made cognizable offence and it attracts a punishment of rigorous imprisonment of three years and fine of ₹. 25,000/- (Rupees Twenty Five Thousand) only.

Ragging has been defined as - *“Any act causing, inducing, compelling or forcing a student, whether by way of a practical joke or otherwise, to do any act which detracts from human dignity or violates his person or exposes him to ridicule or forbears from doing any lawful act, by intimidating, wrongfully restraining, wrongfully confining or injuring him or by using criminal force to him or by holding out to him any*

threat of such intimidation, wrongful restraint, wrongful confinement, injury or the use of criminal force.” Supreme Court of India has defined ragging as a criminal offence.

Ragging is strictly prohibited in the college. Attempt has been made to foster a strong vibrant and warm relationship amongst the senior and junior students. In some occasions interactive session between senior and junior students is conducted in the presence of the faculty members. Any interaction beyond this invites harsh punishment that may take any of the following forms depending upon the severity of offence.

Suspension from classes.

Debarring from appearing in Examination.

Rustication from the college for a period up to two years.

Expulsion from the college.

Fine up to ₹.10,000/- (Rupees Ten Thousand) only.

rigorous imprisonment upto 3 years through the process of court of law.

In this context the students and their guardians are required to submit court affidavit duly signed by them in the format which is attached with the prospectus.

An anti ragging committee is formed with the following members.

ANTI RAGGING COMMITTEE

1. Dr. Ruprekha Bordoloi, Principal - Chairperson
2. Mr. Kshirod Saikia - Convener/Member Secretary
3. I/C Lahdoigarh Police Outpost - Representative of Police Administration
4. Mr. Dilip Dutta - Representative of local print media
5. Mr. Riju Saikia - Representative of local electronic media
6. Mr. Mohan Bora - Representative of NGO
7. Mr. Keshab Borah - Representative of parents
8. Representative of students belonging to the fresher's category
(To be nominated after admission)

Students' Union and other Students Forum

There is a Students' Union in the college. This elected body organises and promotes cultural and sports activities in the college. Secretaries elected by the students manages union functions under the guidance of the Union President and Teachers in-charge appointed by the Principal.

List of Students' Union Body :

- (1) Gautam Dutta - President
- (2) Kalpajyoti Kalita - Vice President
- (3) Amarjit Baruah - General Secretary
- (4) Manab Pratim Dutta - Assistant General Secretary
- (5) Debangshu Saikia - Games and Sports Secretary
- (6) Akashnil Gogoi - Cultural Secretary
- (7) Subhasish Borah - Magazine Secretary
- (8) Madhujya Saikia - Function Secretary
- (9) Supriya Dutta - Debating Secretary
- (10) Kangkana Dutta - Literary Secretary
- (11) Antora Puzari - Social Service Secretary
- (12) Sandutpal Bhattacharjya - Boys' Common room Secretary
- (13) Gayatri Borah - Girls' Common room Secretary

General Rules

- 1) The courses offered in Kakojan College are full time courses. No students can take any other full time courses simultaneously. If any student is found violating this provision, disciplinary action will be taken.
- 2) Students are prohibited from doing anything either inside or outside of the college that amounts to breach of discipline or interference in the normal working of the college. Disciplinary action will be taken against any student who are found violating any rules set down by the college.
- 3) Students must maintain perfect discipline in the classroom and refrain from any unruly behaviour. They must maintain silence while passing through the corridor, while classes are going on.
- 4) Students must keep their bicycles, scooters and motorcycles locked in a systematic way in front of the college building.
- 5) Cell phone is strictly prohibited inside the college campus. If any student is found using their cell phone inside the classroom they will have to pay fine of ₹. 500/- (Rupees Five hundred only)
- 6) No student will be permitted to attend classes and other activities held inside the college without their uniform.

Leave Rules: For B.A./B.Sc. Semester Programme

- 1) 07% semester leave for participation in NCC Camps, Debates, Quiz, Sports, Cultural Programmes etc. will be granted as per College Guidelines. Prior intimation for leave for such activities will have to be submitted to the Vice Principal.
- 2) Members of College Team participating in the Inter College Competitions will be granted 10% attendance if they fail to fulfill the required attendance of 80%.
- 3) Members of the Kakojan College Students' Union will be granted 10% attendance if they fail to fulfill the required attendance of 80% due to their engagements in Union related activities.
- 4) Students will be granted 12% attendance on medical ground. Students applying for medical leave will have to submit a medical certificate issued by a Govt. Doctor along with the application. The Application must be submitted to the Vice Principal within a week of his/her rejoining his/her class.

B. A. /S. Sc. Semester Course (Semester System under Dibrugarh University)

Semester system is an innovative approach to teaching learning process, an educational culture, a student friendly system, which require a new mindset in the part of the learners as well as the facilitators of learning.

The UGC vide its circular No. D.O. F. 1-2/2008 dated March 2009 under the new initiatives for academic reforms under XI plan that the Universities shall have to take necessary action in order to introduce the semester system at the under graduate level by 2012.

As recommended by the 103 Meeting of the Under Graduate Board, Dibrugarh University held on 19.08.2010, the 95 Meeting of the Academic Council, Dibrugarh University held on 09.09.2010 vide Resolution No. 9 has approved the Dibrugarh University Regulations for B.A./B.Sc./B. Com Programme in the semester system, 2010. This shall come into effect from 2011-2012 Academic Session. The semester programme shall be of three years duration distributed in six semesters.

Classification:

- * 1st, 3rd and 5th Semester : ODD Semester
(From June 15 to Nov. 30)
- * 2nd, 4th and 6th Semester : Even Semester
(From January to June)

Admission Notice and Criteria:

Newspaper Notice inviting applications for admission into the different programmes shall be issued by the Principals of the colleges/institutions as per the Academic Calendar of the University. The admission criteria shall be fixed by the Academic Council from time to time whenever necessary. The college/institution may also adopt own policy for admission or selection of eligible candidates for admission

complying with the eligibility criteria prescribed by the University. All notifications regarding admission, examination etc. also available in the college website.

Structure of Courses of the Programmes:

All B.A., B.Sc. and B. Com. Programmes shall have the following components:

- (i) **Compulsory Courses:** The courses are the compulsory courses for all students of the programme concerned.
- (ii) **Major Courses:** Major courses shall be optional and non-mandatory. Major courses shall be chosen by the students.
- (iii) **Non Major Courses:** Non Major courses shall be chosen by the students who do not opt for Major course.
- (iv) **Skill-based Courses:** A skilled based course shall be mandatory for all students pursuing GENERAL B.A. and B. Sc. Programme.

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) A student who has less than 80% attendance shall not be permitted to sit for the end semester examination in the course in which the shortfall exists.

- (e) There shall be one End Semester examination carrying 80% Marks in each course of a semester covering the entire syllabus prescribed for the course.
- (f) Setting of question papers, moderation of question papers, evaluation of answer scripts, scrutiny, tabulation of marks etc. and announcement of results shall be governed by the Dibrugarh University Examination Ordinance, 1972 (as amended upto date).
- (g) Practical Examination of a semester shall normally be held prior to the End Semester Examinations. **No betterment shall be allowed in the Practical Examinations.**
- (h) A candidate shall be declared to have passed a semester provided he/she passes all the courses of a semester independently.
- (i) A candidate must clear all his/her semester examination within Six (6) years from the date of admission to the First Semester of any programme irrespective of the number of examinations appeared by the student, viz. 1st and 2nd Semester Examination shall have to be cleared in 6 consecutive chances. 3rd and 4th Semester Examinations shall have to be cleared in 5 consecutive chances. 5th and 6th Semester Examinations shall have to be cleared in 4 consecutive chances.
- (j) If a candidate clears the sixth (6th) semester examination before clearing all the courses of the previous semesters, the result of the sixth semester examination of that candidate shall be withheld till he/she clears the courses of the previous semesters.
- (k) Since the Semester System involves continuous assessment, there shall be no scope for a student to appear as private candidate in any programme in this system.

Rules for Internal Assessment in B.A./B.Sc./B.Com. Programmes in Semester System :

The marks allotted for Internal Assessment (20%) in each course shall be based on the following :

- (a) **Sessional Examination I (Written)** - 25% of the marks allotted for Internal Assessment.
- (b) **Sessional Examination II (Written)** - 25% of the marks allotted for Internal Assessment.
- (c) **Seminar/Group Discussion/Home Assignment**- 25% of the marks allotted for Internal Assessment.
- (d) **Attendance** - 25% of the marks allotted for Internal Assessment.

* The marks of internal assessment secured by a candidate shall be carried over to next legitimate chances.

*** If any student fails to appear in internal assessment he/she shall not be eligible to appear in the end-semester examinations of the course(s) concerned. The college/institutes shall notify the same.**

* If a course is taught by more than one teacher then the concerned teachers shall together conduct the process of Internal Assessment. It would be a part of his/her normal duty.

RULES FOR TRANSFER FROM OTHER UNIVERSITY/OTHER COLLEGES UNDER DIBRUGARH UNIVERSITY

Transfer from other Universities to Dibrugarh University shall be permissible provided that -

- (i) Both the universities conduct the B.A./B.Sc./B.Com. degree programmes in the semester system.
- (ii) The course structure along with the nomenclature of the courses are similar between the two Universities.
- (iii) The combination of courses opted by the candidate are not changed.

Ordinarily, the University shall not allow inter college transfer.

- (i) No change in course combination shall be allowed with transfer from one college/institute to other.
- (ii) A candidate shall have to apply for transfer in the prescribed format of the University.
- (iii) A candidate may be allowed for college transfer only once during the whole programme.

CENTRAL LIBRARY OF KAKOJAN COLLEGE

TIMING : 9.30 a.m. to 4.00 p.m.

Library Advisory Committee: Library Advisory Committee is the main authority of the library. Principal is the Chairman of this committee and all heads of various departments of the college are the members.

Library Committee: The Library Committee is constituted with the following members-

- 1. Dr. Ruprekha Bordoloi, Principal (Chairperson)
- 2. Dr. Raju Baruah, Vice Principal
- 3. Dr. Archana Bhattacharjee, Academic Vice Principal & Co-ordinator, IQAC - Member
- 4. Mr. Ratul Baruah (Convener) Librarian, i/c
- 5. Mr. Mridul Gogoi - Member
- 6. Mrs. Dipti Tamuli - Member
- 7. Mrs. Babita Phukan Borkotoky - Member

Library Rules & Regulation:

- 1. All students of the college are members of the college library by virtue of the library fees they pay along with the tuition fees.
- 2. Every student using the college library will be given library cards in the following manner:
 - (a) HS and Degree (Core) - 01
 - (b) Major Courses - 01
- 3. Students will be entitled to keep books for one week, i.e. seven days from the date of issue and it must be returned to the library at the end of the period. There is provision of re-issue of the same book to the same student if it is not wanted by someone else in which case the book may be retained for a further period of one week. The librarian may recall a book at any time. A student failing to return a book on the due date will be fined a minimum of ` .1/- per day. If any student

- loss or damage the book then he/she will have to compensate the loss.
4. A student who wishes to take a book shall fill in a lending slip which will be provided at the counter of the library free of cost and present it at the issue counter along with library card.
 5. A student is not entitled to borrow a book against the library card of others. If detected, he/she will be punished or fined.
 6. Final year students must return their library books along with the library cards before getting the Admit Card of the final examination.
 7. Internet Service is provided to the students free of cost as and when required.
 8. Needy students are also helped by the librarian when books or other materials are required.
 9. No students are allowed to enter the library without college uniform.
 10. Strict silence and decorum should be maintained in the library. Students are not permitted to use cell phone inside the library.
 11. The college library is open on all the working days of the college from 9.30 a.m. to 4.00 p.m. The following is the schedule for borrowing books by the students:

Monday	- B. A. 5 th and 6 th Semester (Arts & Sci.)
Tuesday	- B. A. 3 rd and 4 th Semester (Arts & Sci.)
Wednesday	- B. A. 1 st and 2 nd Semester (Arts & Sci.)
Thursday	- H. S. 2 nd Year (Arts & Sci.)
Friday	- H. S. 1 st Year (Arts & Sci.)
 12. Students may avail Digital Library facilities with due registration in the Digital Library section.

List of News Papers, Periodicals & Journals:

1. The Amar Asom
2. The Dainik Janambhumi
3. The Asomiya Khobor

4. The Niyomiya Barta
5. The Asomiya Protidin
6. The Telegraph
7. The Assam Tribune
8. The Times of India
9. The Sentinel
10. The Weekly Janambhumi
11. The Weekly Sadin
12. India Today
13. Payobhara
14. Yojana
15. Prantik
16. Kurukshetra
17. Science Reporter
18. Gariyashi
19. Science Refresher
20. The Vedanta Kesari
21. Competitive Success Review
22. Spectrum (Physics, Chemistry, Mathematics, Biology)
23. Dream 2047
24. The Employment News
25. IASLIC Bulletin
26. IASLIC Newsletter
27. MBA (Comprehensive Guide)
28. Swarnalipee
29. Careers 360
30. Ganabandhu
31. Physics for You
32. Chemistry Today
33. Maths Today
34. Biology Today
35. Insage (The Quarterly News Letter)
36. Front Line

Present Collection:

1. a) Total number of books as on 04-05-2018 :
Approx. 12, 091 Nos.

AWARDS

Scholarships and Awards :

Various types of Scholarships and Awards are offered to encourage the meritorious students.

Scholarship

State Merit Scholarship

Meritorious Students who achieves meritorious results in the H.S.L.C. and H.S. Examinations can apply for this scholarship.

Scholarship for Backward Classes :

Students belonging to SC, ST, TGL, OBC, MOBC Categories can apply for this scholarship.

Awards:

Late Tulasi Bordoloi Memorial Award :

'Late Tulasi Bordoloi Memorial Award' is offered by the family of Late Tulasi Bordoloi, Kakojan to the 'Best Graduate' of the college in every year.

Pragya Award :

Late Madhab Chandra Sarmah, Former Vice-principal of the college offers 'Pragya Award' to the student who secures highest marks in H.S. Final Examination in the college.

Prof. S.C. Dube Memorial Award :

Mr. Deva Kumar Mahanta, Former Vice Principal & Associate Professor offers Prof. S.C. Dube Memorial Award in the memory of Eminent Sociologist Prof. S.C. Dube to the student who secures highest marks in Sociology major in the B.A. Final Examination from the college.

Hem Chandra Boruah Award :

Former Academic Vice Principal and Associate Professor of the college Mrs. Runima Boruah started Hem Chandra Boruah Award from 2013-14 which is given to the student who secures highest marks in Assamese major from the college.

Late Rajib Borgohain Memorial Award :

Mr. Robindra Nath Duarah, Former Associate Professor & HOD, Dept. of Economics and Mr. Nondan Pachani, Faculty of Computer course jointly started Late Rajib Borgohain (ex-student of Kakojan College) Memorial Award from the session 2014-15 which is given to the student of B.Sc. course who secures highest marks in Computer Skill in the B.Sc. 2nd semester examination.

Awards offered by the Faculty / Departments :

- a) Award from the Department of Economics to the 'Best Literary Competitor' in the college week Literary Competition.
- b) Award from Mr. Deva Kanta Baruah, Former Associate Professor & HOD, Deptt. of Economics to the student who secures highest marks in Economics Major in the B.A. Final Examination.
- c) Award from the Department of English to the student who secures 80% marks or above in English in the H.S. Final Examination from the college.
- d) 'Departmental Awards' for excellent result in the Final Examinations.

FOUNDATION DAY

24th July, 1967

Kakojan College was established on 24th July, 1967

WORKING DAYS OF KAKOJAN COLLEGE

Excluding the general holidays approved by the Executive Council, D.U. and the sundays the total working days of the college are 281.

TEACHING DAYS

Excluding the general holidays approved by the Executive Council, D.U., Sunday, Semester End break and the External Examination of D.U. the total Teaching days are 190.

Courses of Study

(Arts Stream)

Subject	H.S. Level	Degree Level	
Assamese	H.S. Level	General	Major
Adv. Assamese	H.S. Level
English	H.S. Level	General	Major
Alt. English	H.S. Level	General
Economics	H.S. Level	General	Major
Education	H.S. Level	General	Major
History	H.S. Level	General	Major
Political Science	H.S. Level	General	Major
Sociology	H.S. Level	General	Major
Mathematics	H.S. Level	General	Major
Statistics	H.S. Level	General
Computer Skill/	General
Communicative English	General

(Science Stream)

Assamese	H.S. Level
English	H.S. Level	General
Alt. English	H.S. Level
Physics	H.S. Level	General	Major
Chemistry	H.S. Level	General	Major
Mathematics	H.S. Level	General	Major
Biology	H.S. Level
(Botany & Zoology)			
Botany	General	Major
Zoology	General	Major
Statistics	H.S. Level	General
Computer Skill/	General
Communicative English	General

About the Information and Career Guidance Cell

The "Information and Career Guidance Cell" was established to give an average kakojanian a small glimpse of the large horizon that awaits to take him by surprise. Someone once said - *"Learn from the experience of others. Life is too short."* Abiding this adage one must learn how to plan carefully their career and go about turning all dreams into reality. Its aim is to make the students conscious about their career and also give them all required information about career opportunities in diverse fields. The Information and Career Guidance Cell (ICGC) is here to lend a helping hand at each and every step of their journey towards their goal.

The following short term career oriented courses are available and monitored by the Information and Career Guidance Cell (ICGC).

1. Certificate course on Entrepreneurship Development (In collaboration with Indian Institute of Entrepreneurship (IIE), Guwahati)
2. Certificate course on Personality Development & Human Values
3. Certificate course on Organic Farming and Production of Organic Inputs
4. Certificate course on Basic Computer Application
5. Certificate course on Internet Based Web Designing
6. Certificate course on Computer Hardware and Networking
7. Certificate course on Desk Top Publishing (DTP)
8. Certificate course on Leadership Development.

These courses are compulsory for the students, semester wise as mentioned below :

1. B. A. 1st Semester (Major) - Basic Computer Application
2. B. A. 2nd Semester (Major) - Desktop Publishing (DTP)
3. B. A. 3rd Semester (Major) - Personality Development & Human Values
4. B. A. 3rd Semester (Non Major) - Entrepreneurship Development
5. B. A. 4th Semester (Major) - Internet Based Web Designing
6. B. A. 4th Semester (Non Major) - Desktop Publishing (DTP)
7. B. A. 5th Semester (Major) - Entrepreneurship Development
8. B. A. 5th Semester (Non Major) - Computer Hardware and Networking
9. B. A. 6th Semester (Major) - Leadership Development
10. B. A. 6th Semester (Non Major) - Internet Based Web Designing
11. B. Sc. 1st Semester - Organic Farming and Production of Inputs
12. B. Sc. 2nd Semester - Entrepreneurship Development
13. B. Sc. 3rd Semester - Personality Development & Human Values
14. B. Sc. 4th Semester - Internet Based Web Designing
15. B. Sc. 5th Semester - Computer Hardware and Networking
16. B. Sc. 6th Semester - Leadership Development

Annexure : A
ACADEMIC CALENDAR FOR THE
GENERAL DEGREE COLLEGES
DIBRUGARH UNIVERSITY
 (from January, 2018 to December, 2018)
 (Notified vide memo no. DU/DR-A/APC/17/2054 dated 29-12-2017)

Date	Events/Activities
1 st January, 2018	: 1. Commencement of the Even Semester Classes 2. Notification of Class Routine (College & Departmental), Course Plans etc. in the Notice Boards
20 th - 31 st January, 2018	: College Week (any seven days)
9 th -15 th February, 2018	: Declaration of the results of the Odd Semester B.A./B.Sc./B.Com. Programmes
16 th – 23 rd February, 2018	: 1 st Sessional Examination of the 2 nd & 4 th and 6 th Semester of the B.A./ B.Sc./B.Com. Programmes (any four days)
26 th – 28 th February, 2018	: Counseling for the Students of the B.A./B.Sc./B.Com Programmes and Mid Semester Feedback Assessment (any one day)
2 nd March, 2018 (Friday)	: Last date for notification of 1 st Sessional Examination Marks of the 2 nd , 4 th and 6 th Semester BA/B.Sc./ B.Com Programmes in the Departmental Notice Boards
23 rd March, 2018 (Friday)	: Last date for submission of filled in Examination Forms of the B.A./ B.Sc./ B.Com. End Semester Examinations (2 nd , 4 th & 6 th Semester) by the colleges at the University

2 nd – 9 th April, 2018	: 2 nd Sessional Examinations of the B.A./B.Sc./B.Com. Programmes (any four days)
20 th April, 2018 (Friday)	1.Last date for submission of Assignment by the students of BA/ B.Sc./ B . C o m Programmes (if any) 2.Completion of the even semester classes of the BA/ B.Sc./ B.Com. Programmes 3. Last date for notification of 2 nd Sessional Examination Marks of the BA/ B.Sc./ B.Com Programmes in the Departmental Notice Boards
2 nd – 31 st May 2018	: End Semester Examinations of the BA/ B.Sc./ B.Com. Programmes
31 st May, 2018 (Thursday)	: Last date for submission of Internal Assessment marks and Practical Examination marks of the 2 nd , 4 th & 6 th Semester Students of the B.A./ B.Sc./ B.Com Programmes to the University
11 th May -30 th May, 2018	: Admission Notice and Completion of the Admission Process in the BA/ B.Sc./B.Com 1 st Semester Classes
1 st - 30 th June, 2018	: Admission to the BA/B.Sc./B.Com 3 rd & 5 th Semester Classes
7 th June, 2018 (Thursday)	1.Commencement of the Odd Semester Classes of the BA/B.Sc./ B.Com. Programmes 2. Notification of Class Routine in the Colleges. 3. Notification of Course Plan/ Departmental Class Routine in the Dept. Notice Boards of the Colleges.

1st- 31st July, 2018 : Mid Semester Vacation for the teaching staff of the colleges

10th – 16th July, 2018 : Declaration of the B.A./ B.Sc./B.Com. Even Semester Examination results

1st August, 2018 (Wednesday) : Re-commencement of the 1st, 3rd & 5th Semester Classes of the BA/ B.Sc./ B.Com Programmes

8th-14th August, 2018 : 1st Sessional Examination of the BA/ B.Sc./ B.Com programmes(any four days)

16th – 23rd August, 2018 : Counseling for the BA/B.Sc./B.Com 1st Semester Students and Mid Semester Feedback Assessment (any one day)

16th - 25th August, 2018 : Students' Union Election in the Degree Colleges (Any one day)

17th August, 2018 (Friday) : Last date for submission of Filled in Registration Forms of the BA/ B.Sc./ B.Com 1st Semester Students by the Colleges at the University

18th August, 2018 (Saturday) : Last date for notification of 1st Sessional Examination Marks of the BA/ B.Sc./ B.Com Programmes in the Departmental Notice Boards

1st - 10th September, 2018 : Internal Assessment of the BA/ B.Sc./ B.Com Programmes through Seminar/ Group Discussion etc.

26th September, 2018 : Last Date for Assignment Submission by the students (if any) of the BA/B.Sc./B.Com Programmes in the Semester System

2. Last date for Submission of the filled in Examination Forms of the BA/ B.Sc./ B.Com End Semester Examinations by the Colleges at the University

1st – 9th October, 2018 : 2nd Sessional Examination of the BA/ B.Sc./B.Com Programmes(any four days)

23th October, 2018 (Tuesday) 1. Last date for notification of 2nd Sessional (BA/ B.Sc./ B.Com Programmes in the Semester System) Examination Marks in the Departmental Notice Boards

2. Completion of the Odd Semester Classes of the B.A./ B.Sc./B.Com Programmes

1st – 30th November, 2018 : End Semester Examinations of the BA/ B.Sc./ B.Com Programmes

30th November, 2018 (Friday) : Last date for submission of Internal Assessment marks and Practical Examination marks of the Students of the BA/ B.Sc./ B.Com Programmes to the University

1st -31st December, 2018 : Semester End vacation for the teaching staff of the Colleges conducting BA/ B.Sc./ B.Com Programmes

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Class Routine : 2018-2019

Days	9.15 - 10.00	10.00 - 10.45	10.45 - 11.30	11.30 - 12.15	12.15 - 1.00	1.00 - 1.45	1.45 - 2.30	2.30 - 3.15	3.15 - 4.00
Mon									
Tues									
Wed									
Thur									
Fri									
Sat									

DIBRUGARH UNIVERSITY:: DIBRUGARH::ASSAM
HOLIDAY LIST: 2018

**FOR OFFICES AND CLASSES OF DIBRUGARH UNIVERSITY
AND ITS AFFILIATED & PERMITTED COLLEGES**

Month	Date	Day	Festival	No. of days
January	13, 14 & 15	Saturday to Monday	Magh Bihu	3
January	22	Monday	Saraswati Puja	1
January	26	Friday	Republic Day	1
January	31	Wednesday	Me-dam-Me-Phi & Bir Chilarai Divas	1
March	1	Thursday	Holi, Doljatra (Fakua)	1
March	30	Friday	Good Friday	1
April	13,14,15 &16	Friday to Monday	Rongali Bihu/Bohag Bihu	4
April	30	Monday	Buddha Purnima	1
May	1	Tuesday	May Day	1
June	16	Saturday	Id-UI-Fitre	1
August	15	Wednesday	Independence Day	1
August	22	Wednesday	Id-Uz-Zuha	1
August	31	Friday	Tithi of Sri Sri Madhab Dev	1
September	3	Monday	Janmastami	1
September	11	Tuesday	Tithi of Sri Sri Sankardeva	1
September	19	Wednesday	Janmotsav of Sri Sri Sankardeva	1
October	2	Tuesday	Gandhi Jayanti	1
October	16,17, 18&19	Tuesday to Friday	Durga Puja, Kati Bihu and Vijoya Dashami	4
October	24	Wednesday	Lakshmi Puja	1
November	6	Tuesday	Kali Puja & Dewali	1
November	23	Friday	Guru Nanak Jayanti	1
November	24	Saturday	Lachit Divas	1
December	2	Sunday	Asom Divas (SiukaphaDivas)	1
December	25	Tuesday	Christmas Day	1

Restricted Holidays {Each employees of the University and its affiliated/ permitted Colleges/Institutes may avail only 2 (two) of the following}

Month	Date	Day	Festival	No. of days
January	17	Wednesday	Silpi Divas	1
February	13	Tuesday	Sivaratri	1
February	14	Wednesday	Ali-Aye-Ligang	1
February	26	Monday	Bathaw Puja/ Khring KhringBaithaw Puja	1
March	29	Thursday	Mahabir Jayanti	1
March	31	Saturday	Easter Saturday	1
April	18	Wednesday	Deori Bihu	1
April	21	Saturday	Sati Sadhoni Divas	1
May	2	Wednesday	Sabebarat	1
June	20	Wednesday	Bishnu Prasad Rabha Divas	1
August	22	Wednesday	Karam Puja	1
September	21	Friday	Muharram	1
November	13	Tuesday	Chhat Puja	1
November	21	Wednesday	Fateha-E-Duaz Daham/ Id-e-Milad	1
December	24	Monday	Christmas Eve	1