



DERGAON KAMAL DOWERAH COLLEGE

College with potential for excellence (2016-2021)
NAAC Re-Accredited, Grade A+ (CGPA 3.37)



PROSPECTUS

Estd.1962

**FOUR YEAR UNDERGRADUATE
PROGRAMMES (FYUGP)
IN CHOICE BASED CREDIT
SYSTEM(CBCS)
SESSION: 2024-2025**

www.dkdcollege.ac.in



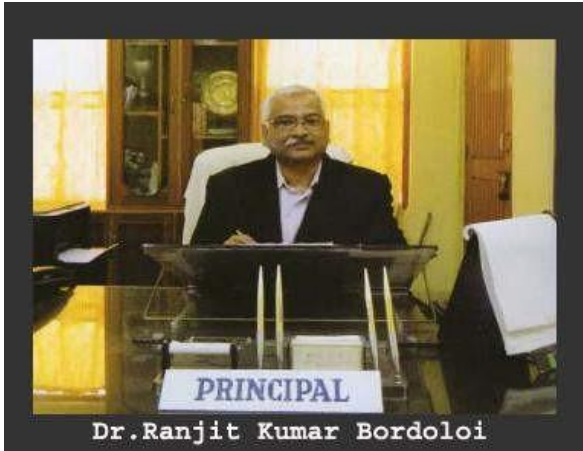
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DERGAON KAMAL DOWERAH COLLEGE
RE-ACCREDITED BY NAAC FOR 3rd CYCLE WITH A+ CGPA (3.37) GRADE
ESTD. 1962
DERGAON - 785614
Selected BY UGC AS
"COLLEGE WITH POTENTIAL FOR EXCELLENCE (2016-2021)"



Prospectus

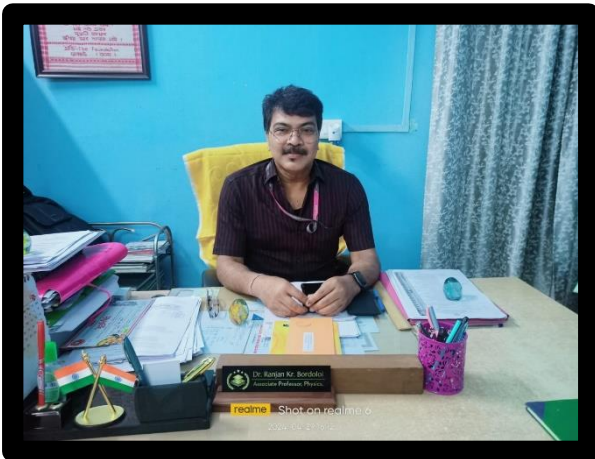
FOUR YEARS UNDER GRADUATE PROGRAMME (FYUGP)
&
CHOICE BASED CREDIT SYSTEM (CBCS)
DEGREE SEMESTER COURSE
SESSION: 2024-2025



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1. **INTRODUCTION:**

Dergaon Kamal Dowerah College, (DKD College) a premier higher educational institution under Dibrugarh University, had a humble beginning. The public in general and a host of leading personalities of the locality felt the necessity of establishing an institution for higher education and the result was the decision to start an Arts College initially. In 1962 the classes were started in a public theatre hall (Bapuji Mandir) and after four years the establishment was shifted to its present site located in scenic surrounding with glorious historical background just on the outskirts of Dergaon Town.

A generous donation from Late Kamal Dowerah, a pious and benevolent citizen of the locality, helped the promoters to give a concrete shape to the project and in memento of it the institution was christened as DERGAON KAMAL DOWERAH COLLEGE. The pioneering efforts of Late D.N. Kakoty, Naren Sarmah and H.K. Mahanta, the founder President, Secretary and Principal respectively helped it enormously in attaining its present prestigious status.

The College celebrated its silver jubilee in 1987 and marked the Golden Jubilee celebration on 16-08-2012 for completing fifty years of its glorious existence. The college is ready to celebrate Diamond Jubilee towards the end of this present year. Through these years it has made significant strides in its development to become one of the best institutions under Dibrugarh University imparting education upto Major level in different streams and PG semester courses in Economics, Assamese, Physics and Chemistry to the student population of more than 2500. The college had been assessed by NAAC for the first time in 2003 and was accredited at the B+ level. This premier institute was assessed and re-accredited in 2010 and awarded B grade with CGPA of 2.73 and re-accredited for 3rd cycle of NAAC was conducted in 2023 and the college was accredited with A+ grade with CGPA 3.37. A Network Resource Centre (NRC) with internet connectivity has been set up in the college with a grant from the UGC.

A major grant was sanctioned to the college by DST, New Delhi under NER package support in FIST programme for upgrading of Science Laboratories. Construction of a multistoried construction of Girls' Hostel with a grant of Rs. 68.0 Lakhs from UGC was completed. Construction of another Boys' Hostel was also completed with a grant from the Govt. of Assam. A major grant was also released by the UGC for construction of an Indoor Stadium within the college campus. The project has already been completed.

In view of the Golden Jubilee of the college a well-equipped Seminar Hall was constructed from the contribution of the members of DKD College Teachers' Unit.

2. **MISSION AND GOALS:**

In the post-independence socio-cultural scenario of the state and particularly of an economically and educationally backward region like Dergaon, it was felt imperative to provide young boys and girls with an opportunity for higher academic pursuit, and thereby help them shape and realize their dreams and aspirations. The college was established with the above goal in the early sixties and it has succeeded in substantially achieving this goal.

In the context of the new developments taking place as a result of economic liberalization, privatization and globalization (LPG) which are beginning to make their impact felt on higher education, the college has given a fresh look at its goal and is trying to redefine it in such a way as to make it more relevant to the contemporary socio-economic needs. As a result of this, some new areas have been identified. Efforts are being made to improve infrastructural facilities in the areas and academic activities are being gradually extended to them. These new areas, such as employment-oriented certificate/ diploma course, vocational subjects, extension and consultancy services, career guidance etc. are expected to fulfil the needs of modern young generation of this region. It is also universally felt that unless innovative ideas are brought into play in the course content and syllabus structure so as to suit students of varying aptitude and intellectual level, higher education can hardly be expected to be effective in instilling in the students the confidence to face the challenges of modern life. Efforts are therefore being made to prepare well thought-out and time-bound programmes concerning these aspects some of which have already been started with the expectation to start the rest in near future. Through carefully prepared plans and determined execution of the same over a period of years, the college has rendered yeoman service for the cause of the economically, educationally disadvantaged sections of a rural environment.

The policies of the college are:

- Know the student better.
- Empower the weak.
- Lead the advance learners to perfection.
- Offer co-curricular activities in support of the academic programme.
- Audio-visual class room with modern teaching-learning process.

3. DKD COLLEGE - AN OVERVIEW:

- DKD College is situated in the historic Rajabahar Gaon (Royal camp of Ahom King Rajeswar Singha) within Dergaon Municipality area.
- College campus is on elevated land measuring about, nine acres and well protected by permanent boundary wall from all sides.
- Within the same campus, the Administrative Block, Class Rooms, Library, Laboratories, College (KKHSOP, IGNOU, Distance Education under DU off.), Auditorium, Play-Ground, Boys' Hostel, Girls' Hostel and IT Centre are located.
- Lush Green, Beautiful, Clean and Pollution-free College campus.
- Ragging-free atmosphere.
- College offers Degree Programmes of Semester Courses in Arts, Science and Commerce streams for both Non-Major and Major Courses under Dibrugarh University in 16 disciplines in CBCS from 2019-2020 and Four Year Undergraduate Programme was started from 2023-2024.
- Higher Secondary Courses in Arts, Science and Commerce streams.
- P.G. Semester Course (CBCS) in Economics, Assamese, Physics and Chemistry, affiliated to Dibrugarh University.
- IGNOU Study Centre which was established in 1989.
- KKHSOU study Centre was established in the year 2008.

- UG and PG Courses under Distance Education of Dibrugarh University.
- College has a rich and fully automated library (over 45,000 books, 15 Newspapers, 35 Journals etc .) along with internet , photocopy and lamination facilities , Book Bank , Reference Collection , Museum and E- Library Centre.
- Automated College Office.
- Well-equipped Laboratories for all science departments with computer and internet facilities.
- Well-protected and well-maintained Boys' and Girls' Hostels within the campus
- Drinking Water facilities.
- Network Resource Centre sponsored by UGC.
- Initiative for capacity building for students.
- Free coaching for service aspirants.
- Career Counselling and Placement Cell.
- Well managed NCC and NSS.
- Provision for Games, Sports, Music and Literary activities.
- Provision for Career-Oriented courses.
- Provision for various Merit Scholarships.
- New RCC Boys' Hostel for economically poor and ST/SC students.
- Computer Centre with well-equipped laboratory and experienced faculties.
- IQAC assures internal quality of the institution.
- Digital Class Room facilities. Well-equipped and well-furnished ConferenceHall.
- Well maintained Botanical Garden and Vermicompost unit.
- Wi-fi' facility within the college campus is available for 24 hours.
- A modern indoor stadium with basket ball / badminton court, boxing ring, table tennis and Gym facilities. Badminton coaching for children boys and girls under 15 years of ages is provided by college authority through NIS coach.
- The new science laboratory with sophisticated equipments.
- Well equipped Computer Laboratory with more than 100 PCs.
- Newly constructed Girls' common room with modern facilities and a girls' counselling centre
- Library is extended (RUSA funding) with ICT Facilities.
- The whole campus and the classrooms remain under CCTV surveillance for 24 hours

It is to be noted that MHRD (Ministry of Human Resource Development) and RUSA (Rasrtiya Uchcharat Shiksha Abhiyan) has approved our college in the Component 'Up-gradation of existing Degree Colleges to Model Degree College' in RUSA phase 1.0 and the UGC has accorded CPE (College with Potential for Excellence) status to the college in the 12th plan. The college is also ready to apply for **Autonomous status**.

4. COLLEGE CAMPUS:

The college is ideally situated within the Dergaon Municipality area on an elevated land measuring about 9 (Nine) acres at a place called Rajabahar over-looking a wide expanse of agriculture field and the National Highway 37. The administrative block, Class Rooms, Library, Science Laboratories, Auditorium, Playground and Hostels for boys and girls of the college are

conveniently located in the same campus. It is a clean and beautiful campus surrounded by a green vegetation. Every effort is made to maintain cleanliness in the campus. In addition to the existing campus a plot of one acre land is acquired by the college where the construction of another new Women Hostel has already been completed. All departments have separate departmental rooms for offering extra time to the students by the teachers.

- **CAMPUS DISCIPLINE:**

The College authority is very keen in maintaining discipline and a healthy academic atmosphere in the college campus. All students are expected to strictly follow the rules of discipline and maintain decorum of learning. Taking intoxicating drugs, smoking, chitchatting, teasing and frolicking in and around the college campus are strictly prohibited. Violation of the rules of discipline and decorum, irregular attendance in class, discourtesy shown to teachers and other staff as well as to fellow students in any form, adopting of unfair means in examinations etc. will be seriously viewed and may even lead to stringent disciplinary action. All students are required to park their bicycles, bikes and scooters in the parking sheds in the campus meant for the purpose. Parking vehicles in forbidden places will be treated as violation of campus discipline. Students coming to college on bikes and scooters will have to register their vehicles in the college office without which vehicles will not be allowed to enter the college campus. All forms of ragging in the college and hostel campus are strictly prohibited. Cycling in the college campus is not allowed. During the off periods, students should work quietly in the library or reading room or spend the time without causing any disturbance. All power in the matter of enforcing discipline rests with the Principal and his decision in such matters will be final.

- **SOCIAL NETWORKING -DISCIPLINARY ACTION**

Any student making any statement on social media to the effect of demeaning the dignity of the college or any of its teaching and office employees will be subject to strict disciplinary action.

5. ACADEMIC ASPECTS: STREAMS WITH SECTIONS

- **Programme: Four Year Undergraduate Programme (FYUGP)**

- a. Degree program (FYUGP) in *Arts, Science and Commerce for Honours* from the session 2023-24.
- b. The college imparts instruction in *Postgraduate CBCS Course in Economics, Chemistry, Physics and Assamese* affiliated to Dibrugarh University.
- c. The College offers the facilities for pursuing *Undergraduate as well as Post Graduate Courses in English, Economics, Political Science, Assamese, Mathematics, Sociology and Commerce* under Directorate of Distance Education, Dibrugarh University
- d. Working Hours: Classes are held from 9-00 AM to 4-00 PM regularly on working days.

▪ **Academic Calendar:**

The Academic calendar reflects the commitments of the College towards healthy academic atmosphere. The college rigorously follows a carefully made academic calendar in accordance with the academic calendar of Dibrugarh University which gives adequate number of working days.

REGULATIONS FOR THE FOUR-YEAR UNDERGRADUATE PROGRAMMES (FYUGP) IN CHOICE BASED CREDIT SYSTEM (CBCS), 2023

(1) Short Title, Commencement and Applicability

These Regulation shall be called the Dibrugarh University Regulations for the Four-Year Undergraduate Program (FYUGP) in Choice Based Credit System (CBCS), 2023. These regulations shall be effective for the Courses of Study leading to a UG certificate, UG diploma, Three-year UG degree, Four Year UG degree (Honours) and Four-year UG degree (Honours with Research). Hereinafter, it will be referred to as Dibrugarh University regulations for the Four-year Undergraduate Program in Choice Based Credit System 2023.

The Regulations has come into effect from the academic session 2023-2024. The regulation shall be applicable to the students enrolled in the aforementioned academic programs conducted by the Departments/Centres for Studies of Dibrugarh University/Colleges/ Institutes affiliated to/permitted by Dibrugarh University from the academic session 2023-2024.

(2) Objectives

The objectives of the regulations are”

2.1 To conduct undergraduate programmes: - UG Certificate, UG Diploma, Three Year UG Degree, Four Year UG Degree (Honours) and Four Year UG Degree (Honours with Research) in various fields of Study/Discipline as per the guidelines of UGC’s Curriculum and Credit Framework in the light of NEP 2020.

2.2 To provide a multidisciplinary set up to build vibrant communities of Scholars and peers, breakdown harmful silos, enable students to become well rounded across disciplines including artistic, creative and analytical subjects as well as sports, develop active research communities across disciplines, increase resource efficiency across higher education.

2.3 To nurture avenues for developing Holistic individuals through an identified set of skills and values.

2.4 to provide a student’s centric, flexible, choice based credit framework with multiple entry and exit options so that students can be facilitated to pursue the trail of career Chosen by themselves as per their interest.

(3) Graduate Attributes

3.1 Learning outcomes specific to disciplinary/ interdisciplinary areas of learning:

Graduates should be able to demonstrate the acquisition of

- i. Comprehensive knowledge and coherent understanding of the chosen disciplinary/interdisciplinary areas of study in a broad multi-disciplinary contexts.
- ii. Practical, professional and procedural knowledge require for carrying out professional or highly skill works/ tasks related to the chosen field of learning.
- iii. Skills in areas related to specialization in the chosen disciplinary/multi-disciplinary areas of learning in a broad multi-disciplinary contexts.
- iv. Capacity to extrapolate from what has been learned, translate concepts into real life situation and apply acquired competencies in new/unfamiliar contexts.

3.2 Generic Learnings Outcomes

Graduates should be able to demonstrate the capabilities of Complex problem solving, Critical thinking, creativity, communication skills, analytical reasoning, research related skills, coordinating/collaborating with others, leadership readiness/qualities, learning how to learn skills, digital and technological skills, multicultural competence and inclusive spirit, value inculcation, autonomy, responsibility and accountability, environmental awareness and action, community engagement and service and empathy.

(4) Definitions:

4.1 Undergraduate Programmes: Undergraduate programmes will include the following

- i. **UG Certificate programme:** UG Certificate Programme leads to a UG certificate after completing 1 year (2 semesters) of study in the chosen fields of study. Students on exit shall be awarded UG certificate (in the Field of Study/Discipline) after securing the requisite 44 Credits on completion of Semester II if, in addition, they complete one work based/skill based vocational course/internship of 4 credits within one year from the completion of 2nd semester examination. These students are allowed to re-enter the degree programme within a period of three years and complete the degree within the stipulated maximum period of seven years.
- (ii) **UG Diploma Programme:** UG Diploma Programme leads to a UG diploma after 2 years (4 semesters) of study in the chosen fields of study. Students on exit shall be awarded UG Diploma (in the Field of Study/Discipline) after securing the requisite 88 Credits on completion of Semester IV if, in addition, they complete one work based/skill based vocational course/internship of 4 credits within one year from the completion of 4th semester examination. These students are allowed to re-enter the degree programme within a period of three years and complete the degree within the maximum period of seven years.
- (iii) **Three Year UG Degree Programme** (BA, B. Sc, B. Com and Bachelors in other disciplines) with single/double major: Students who wish to undergo a 3-year (6 semester) UG programme shall be awarded UG degree in the Major discipline after successful completion of three years, securing a minimum of 132 credits. Provision of double Major shall be implemented in due course of time.

(iv) **Four Year UG Programme with honours** (BA, B. Sc, B. Com and Bachelors in other disciplines) with single/double major: Students who wish to undergo a 4-year (8 semester) UG programme shall be awarded UG Honours degree in the Major discipline after successful completion of four years, securing a minimum of 176 credits. Provision of double Major shall be implemented in due course of time.

(v) **Four Year UG Programme with honours with Research** (BA, B. Sc, B. Com and Bachelors in other disciplines) with single/double major: Students who wish to undergo a 4-year (8 semester) UG programme shall be awarded UG Honours and research degree in the Major discipline after successful completion of four years with a rigorous research project, securing a minimum of 176 credits. Provision of double Major shall be implemented in due course of time.

4.2 College: The term ‘College’ means the Colleges and Institutes affiliated to or permitted by Dibrugarh University for conducting different academic programmes.

4.3 Department: The term ‘Department’ is used to mean a Department of Dibrugarh University/ a College/Institute affiliated to/ permitted by Dibrugarh University.

4.4 Centre for Studies: The term ‘Centre for Studies’ is used to mean a Centre for Studies of Dibrugarh University/a College/Institute affiliated to/ permitted by Dibrugarh University

4.5 Programme: The term ‘programme’ is used to mean the whole learning experience or combination of courses pursued for a Certificate, Diploma or a Degree.

4.6 Course: A “Course” means one of the specified units which goes to comprise a programme of study.

4.7 Academic Year: An ‘Academic Year’ means a period of twelve months consisting of two semesters

4.8 Semester: The word “semester” is used to mean a half-yearly term or term of studies including examinations, vacations and semester breaks.

4.9 Semester Duration: A semester normally extends over a period of 15 class weeks. Each week has 30 hours of instruction spread over the week.

4.10 In-semester: The word “in-semester” is used to refer to the continuous evaluation within the half-yearly term.

4.11 End-semester: The word “end-semester” is used to refer to the terminal processes of examinations and evaluations at the end but within the half-yearly term.

4.12 Credit: A ‘credit’ is a unit by which the coursework is measured. It determines the number of hours of instruction required per week over the duration of a semester (minimum 15 weeks). A course may have only a lecture component or a lecture and tutorial component or a lecture and practicum component or a lecture, tutorial and practicum component, or only practicum component. Credit shall be defined as

Sl. No	Components	Number of Hours per week	Number of hours per Semester	Credit
1	Lecture	1 Hour	15 Hours	1
2	Tutorial	1 Hour	15 Hours	1
3	Practicum, Laboratory Work, Seminar/Group Discussion	2 Hours	30 Hours	1
4	Experiential Learning, Internship, Community Engagement and services, Field visit/Industrial visit, Studio Activities, Field practices/projects etc.	3 Hours	45 Hours	1

4.13 **Academic Bank of Credits (ABC):** ‘Academic Bank of Credits (ABC)’ is an academic service mechanism as a digital/virtual/online entity established and managed by MOE/UGC to facilitate students to become its academic account holders and paving the way of seamless student mobility, between or within degree-granting Higher Education Institutions (HEIs) through a formal system of credit recognition, credit accumulation, credit transfers and credit redemption to promote distributed and flexible teaching learning.

4.14 **Academic Flexibility:** ‘Academic Flexibility’ is the provision for innovative and interchangeable curricular structures to enable creative combinations of Courses/Programmes in disciplines of study leading to Certificate/Diploma/Degree of study offering multiple entry and multiple exit facilities removing the rigid curricular boundaries and creating new possibilities of life-long learning.

4.15 **Credit accumulation:** ‘Credit Accumulation’ means the facility created by ABC in the Academic Bank Account opened by the students across the country in order to transfer and consolidate the ‘credits’ earned by them by undergoing ‘courses’ in any of the eligible HEIs.

4.16 **Credit recognition:** ‘Credit Recognition’ means the credits earned through eligible/partnering HEIs and transferred directly to the ABC by the concerned HEIs.

4.17 **Credit redemption:** ‘Credit redemption’ means the process of commuting the accrued ‘credits’ in the Academic Bank Account of the students maintained in ABC for the purpose of fulfilling the ‘credits requirements’ for the award of Certificates/Diplomas/Degrees etc. by the degree awarding HEIs.

4.18 **Credit transfer:** ‘Credit transfer’ means the mechanism by which the eligible HEIs registered with ABC are able to receive or provide prescribed ‘credits’ to individual registered ABC account in adherence to the UGC credit norms for the ‘course/s’ registered by the desirous students in any HEIs within India.

4.19 **Course teacher:** A ‘Course teacher’ is a teacher or any person who is engaged by the University/ College/Institute for teaching a Course. He/ she shall perform the following functions: (i) Teaching the Course approved by the statutory authorities. (ii) Maintaining attendance and performance records of all the students registered for the Course(s) he/she

teaches. (iii) Conducting In-semester Assessment (Internal Assessment) (iv) Involving himself/herself in preparation and moderation of question papers, evaluation, scrutiny and finalization of results of the course(s) etc. whenever needed. (v) Participating in various curricular and co-curricular activities as and when necessary. (vi) Preparing syllabus of different Courses whenever necessary.

4.20 College/Departmental/Centre for Studies Four Year Undergraduate Programme (FYUGP) Board: There shall be a College/Departmental/Centre for Studies Four Year Undergraduate Programme (FYUGP) Board to monitor and supervise the implementations of the Undergraduate academic programmes.

4.21 Semester Duration:

- i) **Odd Semesters:** July–December (including end-semester examinations and semester breaks)
- ii) **Even Semester:** January-June (including end-semester examinations and semester breaks) Any change in the Academic Calendar/Schedule may be made by the University whenever necessary.

5. Extent of Application:

The Regulations shall be applicable to the students enrolled for the Courses of Study leading to the UG Certificate, UG Diploma, Three Year UG Degree, Four Year UG Degree (Honours) and Four Year UG Degree (Honours with Research)

6. Academic Schedule:

The Academic Schedule of the UG Certificate, UG Diploma, Three Year UG Degree, Four Year UG Degree (Honours) and Four Year UG Degree (Honours with Research) Programmes shall be administered as per the Academic Calendar of the University published for every academic session.

7. Admission Notice and Criteria:

7.1 Newspaper Notice/Notification through University/College/Institutes websites inviting applications for admission into the different programmes shall be issued by the Registrar of the University/Principals of the colleges/institutes as per the Academic Calendar of the University. The minimum eligibility for admission into the UG programmes shall be as below:

7.2 Minimum eligibility criteria for admission in Four Year Undergraduate programmes: Senior Secondary School Leaving Certificate or Higher Secondary (Class 12) Certificate obtained after successful completion of Grade 12 or equivalent stage of education and/or Admission test conducted by College/University/National Level Testing Agency/State Level Testing Agency.

7.3 Minimum eligibility criteria for multiple entry points of the UG programmes

- a. 1st year: Senior Secondary School Leaving Certificate or Higher Secondary (Class 12) Certificate obtained after successful completion of Grade 12 or equivalent stage of education and/or Admission test conducted by College/University/National Level Testing Agency/State Level Testing Agency.
- b. 2nd year: A certificate obtained after successful completion of 1 year (2 semesters) of the undergraduate programme. These students are to take admission in the 2nd year within a period of three years from obtaining the UG certificate from Dibrugarh University or any other University/institution recognized by Dibrugarh University.

- c. 3rd year: A diploma obtained after successful completion of 2 years (4 semesters) of the undergraduate programme. These students are to take admission in the 3rd year UG programme within a period of three years from obtaining the UG diploma from Dibrugarh University or any other University/institution recognized by Dibrugarh University.
- d. 4th Year (Honours): A Bachelor's degree after successful completion of three years (6 semesters) of the Undergraduate programme obtained from Dibrugarh University or any other University/institution recognized by Dibrugarh University. These students are to complete the degree within the stipulated maximum period of seven years.
- e. 4th Year (Honours with Research): A three year Bachelor Degree with a minimum of 7.5 CGPA. The minimum entry requirement for 4th year (Honours/Research) UG programme within a period of three years from obtaining 3 year Bachelor Degree from Dibrugarh University or any other University/institution recognized by Dibrugarh University. These students are to complete the degree within the stipulated maximum period of seven years.

7.4 The admission or eligibility criteria shall be fixed by the Academic Council from time to time whenever necessary. The University/ colleges/ institutes may also adopt own policy for admission or selection of eligible candidates for admission complying with the eligibility criteria as prescribed.

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

8. Course Structure: B.A, B.Com and B.Sc (Major)

8.1 The Course Structure of the Undergraduate Academic Programmes shall be as per the Course Structure given in Annexure I. The nature of the Courses for all Under Graduate Academic programmes shall be as below:

Sl. No	Category of the course	Course	Description
1	Major Discipline: Major discipline provides the opportunity for a student to pursue in-depth study of a particular subject or discipline	Major discipline (Core)	Major discipline is the discipline or subject of Main Focus and the degree will be awarded in that discipline. Students should secure the prescribed number of credits (about 50% of total credits) through core courses of the major discipline.

2	<p>Minor discipline: Students who take a sufficient number of courses in a discipline or an interdisciplinary area of study other than the chosen major will qualify for a minor in that discipline</p>	Minor discipline	Minor discipline helps a student to gain a broader understanding beyond the major discipline.
3	<p>Multi- Disciplinary Generic Elective: All UG students are required to undergo 3 introductory level courses relating to any of the broad disciplines. These courses are intended to broaden the intellectual experiences</p>	Multi-Disciplinary Generic Elective-Natural Sciences	Introductory courses on Natural Sciences to be chosen from a basket of courses that would include for example, Astronomy and Astrophysics, Biology, Biochemistry, Chemistry, Computer Science, Data Science, Earth and Atmospheric Sciences, Physics, Statistics, etc. Each Department/Centre of Studies shall offer GEC
	<p>and form part of liberal arts and science education. However, students shall not be allowed to choose or repeat any of these courses already undergone at the Higher Secondary level (12th class) and the discipline which he/she has</p>	Multi-Disciplinary Generic Elective-Social Sciences	Introductory Courses on Social Sciences to be chosen from a basket of courses that would include for example, Economics, Education, History, Linguistics, Political Science, Psychology, Sociology, Social Work, Communication and Media, etc. Each Department/Centre of Studies shall offer GEC

	chosen as Major.	Multi-Disciplinary Generic Elective-Humanities	Introductory Courses on Humanities to be chosen from a basket of courses that would include for example, Archaeology, Arts and Creative expressions, Comparative Literature, Creative writing and Literature, Philosophy, etc. Each Department/Centre of Studies shall offer GEC
4	<p>Ability Enhancement Courses: These courses aim to enabling the students to acquire and demonstrate the core linguistic skills, including critical reading and expository and academic writing skills.</p>	Language (MIL/Regional Language)	Students are required to achieve competency in the use of a MIL or Regional Language. All language disciplines except English shall offer Language Courses
		Language and Communication Skills (English)	Students are required to achieve competency in the use of English language with special emphasis on language and Communication Skills. Department of English shall offer this course
		Mathematical and Computational Thinking and Analysis	Courses relating to Mathematical and Computational Thinking and Analysis would focus primarily on the mathematical and statistical tools used to support the study of natural and social sciences, including subject areas such as astronomy, biology, chemistry, economics, the environment, geological sciences, physics, and sociology etc. These courses would focus on the methodology used to analyze quantitative information to

			make decisions, judgments, and predictions, including defining a problem by means of numerical or geometrical representations of real-world phenomena, determining how to solve it, deducing inferences, formulating alternatives, and predicting cause and effect relationships. The goal is to ensure that students achieve a level of proficiency in using and analyzing quantitative information.
5	Value Added Course 2: The courses aim to enable the students to acquire and demonstrate certain values	Health and Wellness	The Course components relating to Health and Wellness seek to promote an optimal state of physical, emotional, intellectual, social, spiritual and environmental wellbeing of a person.
		Yoga	Yoga, Sports and Fitness activities will be organized outside the regular institutional working hours.
		Environmental Education/Science	The course seeks to equip students with the ability to apply the acquired knowledge, skills, attitudes, and values required to take appropriate actions for mitigating the effects of environmental degradation, climate change and pollution, effective waste management, conservation of biological diversity, management of biological resources, forest and wildlife conservation, and sustainable development and living. There shall be more emphasis on community-based activities.

		<p>Digital and Technological Solutions/Digital Fluency</p>	<p>Courses in cutting-edge areas that are fast gaining prominence such as Artificial Intelligence (AI), 3-D machining, big data analysis, and machine learning with important applications to health, environment, and sustainable living that will be woven into undergraduate education for enhancing the employability of the youth.</p>
		<p>Understanding India</p>	<p>The course aims at enabling the students to acquire and demonstrate the knowledge and understanding of contemporary India with its historical perspective, the basic framework of the goals and policies of national development, and the constitutional obligations with special emphasis on constitutional values and fundamental rights and duties. The course would also focus on developing an understanding among student-teachers of the Indian knowledge systems, Indian education system and the roles and obligations of teachers to the nation in general and to the school/community/society, specifically.</p>
<p>6</p>	<p>Skill Enhancement courses: These courses are aimed at imparting practical skills, hands on training, soft skills etc. to enhance the employability of the students.</p>	<p>The institution may design courses as per the students' needs and available institutional resources subject to approval of the Dibrugarh University.</p>	

7	<p>Community engagement (NSS/Adult Education/Student mentoring/NGO/Govt. institutions, etc.):</p>	<p>The curricular component of ‘community engagement and service’ seeks to expose students to the socio-economic issues in society so that the theoretical learning can be supplemented by actual life experiences to generate solutions to real-life problems. This component will include participation in activities related to National Service Scheme (NSS), National Cadet Corps (NCC), adult education/literacy initiatives and mentoring school students and other community works</p>
8	<p>Field based learning/project</p>	<p>The field-based learning/project will attempt to provide opportunities for students to understand the different socio-economic contexts. It will aim at giving students exposure to development-related issues in rural and urban settings. It will provide opportunities for students to observe situation in rural and urban contexts, and to observe and study actual field situations regarding issues related to socio-economic development. Students will be given opportunities to gain a first-hand understanding of the policies, regulations, organizational structures, processes, and programmes that guide the development process.</p>
9	<p>Internship</p>	<p>: Students will be provided with opportunities for internships with local industry, businesses, artists, crafts</p>

		persons, etc. so that they may actively engage with the practical side of their learning and, as a by-product, further improve their employability.
10	Research Project	All students pursuing a Four-Year Bachelor's Degree with Honours with Research will be required to take up research oriented advanced courses, research methodology courses and a research project.

8.1. A Course may also take the form of a Dissertation/ Project work/ Practical training/ Fieldwork/Internship, etc.

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

9. Course Enrolment

9.1. The minimum and maximum credits to be opted by a student for qualifying of a Undergraduate programme shall be as per the Course Structure given as **Annexure I**.

9.2. **Change in Major:** Students shall be allowed to change major within the broad discipline at the end of the second semester by giving him/her sufficient time to explore interdisciplinary courses during the first year. *The HEIs may create 10% additional seats over and above the sanctioned strength to accommodate the request for a change of major.*

9.3. **Change in Minor:** Students shall be allowed to change Minor courses of his/her areas of interest within the broad discipline at the end of the third semester. If a student pursuing a major obtains a minimum of 12 credits from another branch then the student will be awarded Bachelor degree in previous with a minor in later.

10. Attendance

10.1. The Course Teacher shall be responsible for maintaining a record of attendance of students who have enrolled for the course.

10.2. All Course Teachers of college/institutions shall intimate the Principal/ Director of a college/ Institute

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

In case of University Departments/Centre for Studies all course teachers shall intimate the Head of the Department/Chairperson of the Centre for Studies concerned at least thirty calendar days before the last instruction day in the semester, the particulars of all students who have less than 80% of attendance during the total number of class days.

- 10.3. A student who has less than 80% attendance in average shall not be permitted to sit for the End-semester examination. However, that it shall be open to the University to grant exemption to a student who has attended a minimum of 70% classes but failed to obtain the prescribed 80% attendance for valid reasons, on recommendation of the Head/Chairperson/ Principals of the Department/Centre/College on payment of a prescribed fee(s).

The Head of the Departments/Chairperson of the Centre for Studies/Principals of the Colleges shall announce the names of all students who shall not be eligible to take the End- semester examinations in the various Programmes and send a copy of the same to the Controller of Examinations. Such candidates shall have to repeat the concerned Course(s) when it is offered next.

- 10.4. A student declared as dis-collegiate shall not be allowed to proceed to the next higher Semester. He/she shall need to pursue the Semester afresh in which he/she was declared as dis-collegiate along with the next fresh batch.

11. Examination and Evaluation:

- (a) Examination and evaluation shall be done on a continuous basis, at least two times during a Semester including the End Semester Examination.
- (b) There shall be 20% marks for in-semester 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) In-semester Assessment:

- (i) In in-semester assessment, different tools such as objective tests, written tests, assignments, paper presentation, laboratory work, etc. suitable to the courses may be employed.
- (ii) The students shall be informed in advance about the nature of assessment. Students shall be required

to compulsorily attend in-semester assessment including appearing the sessional tests, failing which they will not be allowed to appear for the End-semester examination. A Student cannot repeat In-semester examinations. The Department/Centre for Studies may arrange special in-semester examination whenever necessary.

(e) End Semester Examination:

- (i) There shall be one End semester examination carrying 80% Marks in each course of a Semester covering the entire syllabus prescribed for the Course. The End semester examination is normally a written/laboratory-based examination/Project Work/Dissertation.
- (ii) The Controller of Examinations shall make necessary arrangements for notifying the dates of the End semester examinations and other procedures as per Dibrugarh University Rules (at least 20 days in advance) and the Academic Calendar notified by the University.
- (iii) The time given for End-semester examination for each Course shall be based on the credits/marks of the course.
- (iv) Emphasis needs to be given on problem solving, application level questions as prescribed by National Education Policy, 2020. The question paper should include different forms of question.
- (f) Confidential Works: 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.
- (g) The mode of the conduct of the end-semester examinations of the practical/dissertation courses shall be partially external as below:
 - (i) The end-semester examinations of all practical/dissertation courses shall be conducted by a Board of Examiners consisting of the internal examiner (the concerned course teacher) and an external examiner appointed by the Controller of Examinations.
 - (ii) A student shall not be allowed to take more than one full course as project work in a single semester.
- (h) The mode of end-semester examination and evaluation of the Course shall be specified in the detailed syllabus of the course concerned.
- (i) End-semester practical examinations shall normally be held before the theory examinations.

(j) Betterment Examination:

(i). A student shall be entitled to take the 'Betterment Examinations' in any two theory courses after successful completion of 3 year/4year programme only once. In this case, the higher marks secured by the student shall be retained. The candidates shall have to apply for betterment examination within one year of passing the Sixth/Eight Semester examination. Students shall have to appear in the betterment examination with the regular batch.

(ii) No betterments shall be allowed in the practical/project/dissertation/internship examinations.

12. Results and Progression:

12.1. A candidate shall be declared as passed a Programme, provided he/she secures-

12.1.1. At least 30% of marks in each Course in the End Semester Examinations combining both theory and practical examinations

12.1.2. At least 'P' grade in the 10 point scale combining both the in-semester and End Semester Examination performance.

12.1.3. There shall be no separate pass mark for In-semester Assessment.

12.2. A candidate shall be declared as passed a semester/ programme, provided he/ she secures at least 'P' grade in the 10 point scale (given in clause) in all the Courses separately.

12.3. There may be moderation of In-semester Assessment marks/End Semester marks as and when necessary.

12.4. The marks of In-semester examinations obtained by the candidate shall be carried over for declaring any result.

12.5. A candidate who fails or does not appear in one or more Courses of any end semester examinations up to fifth Semester shall be provisionally promoted to the next higher semester with the failed course as carry over course(s). Such candidates will be eligible to appear in the carryover course in the next regular examinations of those courses. If a candidate fails in any of the components (either theory or practical) of a course the candidate shall have to reappear in the examination for both the components.

12.6. If a candidate clears the sixth semester examination before clearing all the courses of the previous semesters, the result of the sixth semester examination of that candidate shall be withheld and his/ her results shall be announced only after he/ she clears the courses of the previous semesters.

12.7. A candidate who fails or does not appear in one or more courses of seventh semester examinations shall be provisionally promoted to the eighth semester with the failed course as carry

over course(s). If a candidate clears the eight semester examination before clearing all the courses of the seventh semesters, the result of the eighth semester examination of that candidate shall be withheld and his/ her results shall be announced only after he/ she clears the courses of the previous semester.

12.8. A student must clear all his/her Semester Examinations within six (6) years for three-year undergraduate programme and seven years for four year undergraduate programme (with honours/research) from the dates of admission to the First Semester of any Programme irrespective of the number of examinations appeared by the student.

12.9. Since the Semester system involves continuous assessment, there shall be no scope for a student to appear as a private candidate in any programme in this system.

12.10. A candidate shall be declared to have passed provided he/she has passed all the Semesters and in all the Courses separately for the concerned programme.

12.11. The Controller of Examinations shall declare the results of different programmes and issue Grade-sheets. ***The merit list shall be prepared only for the regular candidates and it does not include the backlog candidates.***

12.12. The first rank holder of a programme shall be decided on the basis of the CGPA. However, the Overall Weighted Percentage of Marks (OWPM) of a candidate shall be considered in case of tie in CGPA.

12.13. Results of the candidates appeared in the Betterment or Backlog Examinations shall not be counted for the award of Prizes/Medals, Rank or Distinction.

13. Provision of Multiple Exit:

13.1. **Exit 1:** There is a provision of exit after successful completion of 1 year (two semesters). A Certificate will be awarded when a student exits at the end of year 1 (2 semesters). Students who have secured minimum of 44 credits will be awarded a UG certificate (in the field of study/discipline) if, in addition, they complete one work based/skill based vocational course/internship of 4 credits within one year from the completion of 2nd semester examination.

13.2. **Exit 2:** There is a provision of exit after successful completion of 2 years (four semesters). A Diploma will be awarded when a student exits at the end of year 2 (4 semesters). Students who have secured minimum of 88 credits will be awarded a UG Diploma (in the field of study/discipline) if, in addition, they complete one work based/skill based vocational course/internship of 4 credits within one year from the completion of 4th Semester examination.

13.3. **Exit 3: Three Year UG Degree Programme (BA, B. Sc, B. Com and Bachelor in other discipline) with single/double major:** There is a provision of exit after successful completion of 3

years (six semesters). Students who wish to undergo a 3-year UG programme shall be awarded UG degree in the major discipline after successful completion of three years, securing 132 credits.

13.4. **Four Year UG Programme with Honours (BA, B. Sc, B. Com and Bachelor in other discipline) with single/double major:** Students who wish to undergo a 4-year (8 semester) UG programme shall be awarded UG Honours degree in the major discipline after successful completion of four years with Discipline Specific Elective Courses in 7th and 8th semesters in lieu of Research Project and Dissertation, securing a minimum of 176 credits.

13.5. **Four Year UG Programme with Honours with Research (BA, B. Sc, B. Com and Bachelor in other discipline) with single/double major:** Students who wish to undergo a 4-year (8 semester) UG programme shall be awarded UG Honours with Research degree in the major discipline after successful completion of four years, with Research Project and Dissertation in 7th and 8th Semesters, securing 176 credits.

14. **Qualification type and Minimum credit requirement:**

Equivalent National Higher Education Qualification Framework (NHEQF)	Qualification Title	Minimum credit requirement
Level 5	Undergraduate Certificate	44+4
Level 6	Undergraduate Diploma	88+4
Level 7	Bachelor's Degree	132
Level 8	Bachelor's Degree (Honours and Honours with Research)	176

15. **Grading System**

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

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

Letter Grade with meaning		Grade Point
O	Outstanding	10 (Marks securing 90% and above)
A+	Excellent	9 (Marks securing 80%-90%)
A	Very Good	8 (Marks securing 70% -80%)

B+	Good	7 (Marks securing 60% -70%)
B	Above Average	6 (Marks securing 50% -60%)
C	Average	5 (Marks securing 40%- 50%)
P	Pass	4 (Marks securing 30%-40%)
F	Fail	0
Ab	(absent)	0

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

15.3. **Computation of SGPA and CGPA:** The procedure to compute the SGPA and CGPA are given below

- (i) The SGPA is the ratio of the sum of the products of the number of credits with the grade points scored by a student in all the courses taken by a student and the sum of the number of credits off all the courses undergone by a student.

$$SGPA (S_i) = \frac{\sum C_i G_i}{\sum C_i}$$

Where C_i is the number of credit of the i th course and G_i is the grade point scored by the student in the i th course.

Example for computation of SGPA

Semester	Course	Credit	Letter Grade	Grade Point	Credit Point (Credit X Grade)
I	Major (Core)	4	A	8	4X8=32
I	Minor	4	B+	7	4X7=28
I	GEC 1	3	B	6	3X6=18
I	AEC (Language)	4	A+	9	4X9=36
I	Value Added Course I	2	A	8	2X8=16
I	Value Added Course II	2	A	8	2X8=16
I	SEC	3	B+	7	3X7=21
		22			167
	SGPA				167/22= 7.59

- (ii) The CGPA is also calculated in the same manner taking in to account all the courses undergone by a student over all the semesters of a programme.

$$CGPA (Si) = \frac{\sum CiSi}{\sum Ci}$$

Semester I	Semester II	Semester III	Semester IV	Semester V	Semester VI
Credit: 22	Credit: 22	Credit: 22	Credit: 22	Credit: 22	Credit: 22
SGPA: 7.59	SGPA: 8.00	SGPA: 7.6	SGPA: 7.59	SGPA: 8.00	SGPA: 7.00
CGPA= (22 X 7.59+ 22 X 8.00+22 X 7.6+22 X 7.59+22 X 8.00+22 X 7.00)/132= 7.63					

The SGPA and CGPA shall be rounded off to two decimal points and reported in the transcripts.

- (iii) Conversion of CGPA in to percentage (%):** CGPA will be multiplied by 10. Percentage of marks = (CGPA X 10)
- (iv) The Letter grade ‘B+’ and above shall be considered as First Class and Letter grade ‘B’ shall be considered as Second Class.
- (v) A student is considered to have completed a course successfully and earned the prescribed credits if he/she secures a letter grade other than F (Failed) or ‘Abs’ (Absent/Incomplete).
- (vi) If a candidate secures ‘F’ grade in a Course, he/she shall have to reappear in the Course in the next legitimate chance.
- (vii) If a student secures ‘F’ grade in Project Work/ Dissertation/ assignment etc., he/she shall have to re-submit it after necessary revisions. The Result shall be declared with next regular batch.
- (viii) ‘Abs’ grade shall be awarded to a candidate if he/she has not fulfilled the following requirements:
- If a candidate fails to appear in any Course(s) in an end semester examination.
 - If a candidate fails to submit the project work/dissertation / assignment of an end semester examination.
 - If a candidate is certified as not eligible to appear in any course(s) in an end semester examination by the Course Teacher(s) due to insufficient attendance in lectures, tutorials practical or fieldworks.
- (ix) The candidates not appearing in a Semester Examination shall be considered as an ‘Abs’ candidate **and** that will be reflected in the Grade Sheet of the candidate. These candidates shall have to convert the ‘Abs’ grade by appearing in the next examination on the Course (provided

he/ she has legitimate chance to appear the Course) concerned or by submitting project work/dissertation/ assignment etc.

16. Transcript

The University may issue consolidated Transcript on payment of a prescribed fee which shall contain Letter grades, grade points and SGPA and CGPA mentioning the Course Titles in details, medium of instruction and programme duration.

17. Academic Bank of Credit:

17.1. Institution Registration:

17.1.1.1

The HEIs shall register on NAD/ABC in the concerned portal. Institution shall designate a Nodal Officer and set up a dedicated NAD/ABC cell for implementation of NAD/ABC Scheme and reflect their details (Name, Designation, Mobile No. and email id) on its website.

17.1.1.2

Institution shall advise the students to register on ABC through the ABC portal

17.1.1.3

Institution shall make ABC id a mandatory field in the admission forms, Examination forms or if possible, on students Identity card also.

17.1.1.4

Institution shall display the posters and templates and place them on the canteen, Library, Notice Board and around the playground or the place where there is maximum movements of students.

17.1.1.5

Institution shall organize Seminar/Workshop for information and publicity about ABC in campus as well as respective affiliated colleges.

17.2 Student Registration: Students shall register themselves by visiting the ABC website and creating a student account through the concerned institution and records has to be submitted to the institution

18 Credit Transfer: Inter- Institutional transfer of Credits may be considered by the Dibrugarh University on reciprocal basis or in compliance with the relevant Guidelines of the UGC. However, a candidate from other university has to fulfill minimum credit requirements as

prescribed by Dibrugarh University.

19 Mentor Mentee Forum

There shall be Mentor Mentee forums in each semester in each of the Department and Centre for Studies. The forum will be comprised of the Mentor to be appointed by the Head of the department/Chairperson of the Centre for Studies and assigned mentees. Concerned mentor shall act as Chairperson and a nominated/selected mentee as Coordinator.

19.1 Functions of Mentor Mentee forum will be—

19.1.1 Dealing with the issues experienced by the mentees in the classroom, laboratories, internship, field work, project work etc or in any other academic activities.

19.1.2 Orienting the mentees the details of the FYUGP regulation.

19.1.3 Orienting the mentees with the academic schedule including the dates of assessment and the syllabus coverage for each assessment.

19.1.4 Analysing the performance of the mentees after each of the tests and finding the ways to improve.

19.1.5 Conducting at least one meeting in a month

19.2 Functions of Mentor Mentee forum will be—

19.2.1 To act as a link between the Head of the Department/Chairperson of the Centre for Studies and the concerned mentees.

19.2.2 To collect and maintain various records as required by the Department / Chairperson of the Centre for Studies.

19.2.3 Guiding the mentees in various academic functions.

19.2.4 To monitor the academic performances of the mentees.

19.2.5 To organize mentor mentee meeting.

20 General:

- a. It shall be ensured that the University shall maintain fundamental code of professional ethics in implementing these Regulations.
- b. For any matter not covered under these Regulations, the existing Dibrugarh University Rules, Ordinances and the Dibrugarh University Act, 1965 (as amended) shall be applicable.
- c. The Dibrugarh University FYUGP Board and/or the Examination Committee of the University shall remove any difficulty, which may arise in the course of operations relating to execution.

ANNEXURE I

COURSE STRUCTURE OF FOUR YEAR UNDER GRADUATE PROGRAMMES (FYUGP) IN DIBRUGARH UNIVERSITY AND ITS AFFILIATED COLLEGES

EFFECTIVE FROM 2023-2024 SESSION

Y e a r	Seme ster	Course (Lecture+Tutorial+Practical) (L+T+P)	No. of Cou r s e s	Credit per Course	Total Credit	
1	1 st Seme ster	Major (Core)	1	4	4	
		Minor	1	4	4	
		Multi- Disciplinary Generic Elective Course: Natural Science –I/ Social Science/Humanities-I/Commerce-I	1	3	3	
		AEC Language (MIL/Regional Language)	1	4	4	
		Value Added Course1: Understanding India	1	2	2	
		Value Added Course 2: Health and Wellness	1	2	2	
		Skill Enhancement Course	1	3	3	
	Total					22
	2 nd Seme ster	Major (Core)	1	4	4	
		Minor	1	4	4	
		Multi- Disciplinary Generic Elective Course: Natural Science –II /Social Science/Humanities–II/Commerce-II	1	3	3	
		AEC:Language and Communication Skills (English)-II	1	4	4	
		Value Added Course 3: Environmental Education with emphasis on community-based activities (more emphasis on practical)	1	2	2	
		Value Added Course 4: Yoga	1	2	2	
Skill Enhancement Course		1	3	3		
Total					22	
Grand Total (Semester I and II)					44	
The students on exit shall be awarded Undergraduate Certificate (in the Field of Study/Discipline) after securing the requisite 44 Credits in Semester 1 and 2 provided they secure 4 credits in work based vocational courses offered during summer term or internship / Apprenticeship in addition to 6 credits from skill enhancement courses earned during 1st and 2nd Semester						
3 rd Seme ster	Major	2	4	8		
	Minor	1	4	4		
	Multi- Disciplinary Generic Elective Course: Natural Science/Social Science/Humanities - III/Commerce-III	1	3	3		
	Value Added Course 5: Digital and Technological Solutions/Digital Fluency	1	2	2		

		Skill Enhancement Course	1	3	3
		Ability Enhancement Course: Communicative English/ Mathematical Ability	1	2	2
		Total			22
	4 th Seme ster	Major (Core)	4	4 Credit per cours e	16
		Minor	1	4	4
		Community engagement (NCC/NSS/Adult Education/Student mentoring/NGO/Govt. institutions, etc.)	1	2	2
		Total			22
Grand Total (Semester I, II, III and IV)					88
The students on exit shall be awarded Undergraduate Diploma (in the Field of Study/Discipline) after securing the requisite 88 Credits on completion of Semester IV provided they secure additional 4 credit in skill based vocational courses offered during First Year or Second Year summer term or internship / Apprenticeship					
	5 th Semes ter	Major	4	4	16
		Minor	1	4	4
		Internship	1	2	2
		Total			22
	6 th Semes ter	Major	4	4 Credit per cours e	16
		Minor	1	4	4
		Project	1	2	2
		Total			22
Grand Total (Semester I, II, III, IV, V and VI)					132
The students on exit shall be awarded Bachelor of (in the Field of Study/Discipline) (3 years) after securing the requisite 132 Credits on completion of Semester VI					
	7 th Seme ster	Major	3	4 Credits per Cours e	12
		Minor	1	4	4
		Research Ethics and Methodology	1	4	4
		Research Project (Development of Project/Research proposal, Review of related literature)/ DSE Course in lieu of Research Project	1	2	2

	Total			22
8 th Seme ster	Major (Core and Elective)	3	4 Credits per Cours e	12
	Minor	1	4	4
	Dissertation (Collection of Data, Analysis and Preparation of Report)/2 DSE Courses of 3 credits each in lieu of Dissertation	1	6	6
	Total			22
Grand Total (Semester I, II, III, IV, V, VI, VII and VIII)				176
The students on exit shall be awarded Bachelor of (in the Field of Study/Discipline) (Honours and Honours with Research) (4 years) after securing the requisite 176 Credits on completion of Semester VIII				

Annexure II: Semester wise Distribution of Credits

Semester	Major (Core)	Minor	Multi-Disciplinary Generic Elective course	Ability Enhancement Course (AEC)	Value Added Course (VAC)	Skill Enhancement Course (SEC)	Others	Total Credit	Exit Option (With Certificate / Diploma and Degree)
I	4	4	3	4	2+2=4	3	--	22	UG Certificate 44+ * 4= 48
II	4	4	3	4	2+2=4	3	--	22	
III	4x2=8	4	3	2	2	3	--	22	UG Diploma 88+ * 4 =92
IV	4X4=16	4	--	--	--	--	2(Community engagement)	22	
V	4X4=16	4	--	--	--	--	2 (Internshi)	22	Three Year UG 132
VI	4X4=16	4	--	--	--	--	2(Project/ 2x1(DSE)	22	
VII	4X3=12	4	--	--	--	--	6 (Research Methodology and Project) / 3x2=6 (DSE)	22	Four Year UG (Honours/ (Honours with Research) 176
VIII	4X3=12	4	--	--	--	--	6 (Dissertation)	22	
Total	88	32	9	10	10	9	18	176	

***On exit, students may be awarded UG Certificate/UG Diploma (in the Field of Study/Discipline) after securing the requisite 44 or 88 Credits on completion of Semester II/IV provided they secure additional 4 credit in skill based vocational courses or internship / Apprenticeship in addition to the Credits earned from Skill Enhancement Courses (SEC).**

21. COLLEGE UNIFORM:

The college has approved uniform for both boys and girls admitted in the college.

A. For students of Degree Class :

1. **Boys :**
 - a. Navy Blue Trousers
 - b. White Shirt
 - c. Black Shoe
 - d. Steel Grey Woolen Garment
 - e. Proper hair-cut
 - f. Jeans are not allowed
2. **Girls :**
 - a. White Kameez (*at least of knee length*)
 - b. White stitched Churidar (*Leggings not allowed*)
 - c. Navy Blue Dupatta
 - d. Steel Grey Woolen Garment.

OR

White Mekhela-Chaddar/ Saree with Navy Blue Border and Navy Blue Blouse.

** Note : (Dupattas will be issued by D.K.D. College Women's Cell at reasonable cost . It is mandatory for the girl students to buy and collect Dupatta after producing the admission /acknowledgment receipt one week before commencement of classes)*

B. For students of PG Class :

1. **Boys:**
 - a. Black Trousers
 - b White Shirt
 - c Black Shoe
 - d Steel Grey Woolen Garment
2. **Girls:**
 - a. White Kurta (*at least of knee length*)
 - b White Churidar (*Leggings not allowed*)
 - c Red Dupatta (Joypuri Print)
 - d Steel Grey Woolen Garment.

22. COLLEGE IDENTITY CARD:

All students of the college are provided with individual non transferable Identity Card. For the Identity Card student seeking admission should attach a recent passportsize photograph with the application form. The students must carry the I/C duly endorsed by the Principal along with them. I/C are to be renewed at the end of each year.

23 COLLEGE LIBRARY AND LIBRARY RULES :

▪ Name : Naren Sarma Library

- The library has more than 45,000 books, including reference collection and some rare publications.
- It subscribes 15 news papers and 35 journals (Vernacular, National & International)
- A separate Post Graduate Library with more than 700 books.
- Spacious reading rooms for students and faculties.
- Only bonafide students of the college can avail library facilities.
- It has separate reference section comprising over 3000 books.
- The Library is automated with UGC. INFLIBNET Programme.
- The Librarian offers Orientation Programme to improve library awareness as well as enhance the reading habit of the students.
- Internet facilities for teachers and students are available in UGC Network Resource Centre.
- Library offers PHOTOCOPYING at a very nominal rate.
- The Library maintains a MUSEUM to preserve ancient manuscripts, relics and other articles of cultural heritage. Dergaon Meteorite - 2001, an astronomical/geological object is a rare collection in the library.
- The Library has e-Library cum Book Bank facilities.
- The Library is a member of N-LIST Programme.
- Every teaching department is enriched with Departmental Library.
- Apart from these, DKD College Boys' and Girls' Hostels have also maintained a library of its own.
- The library has digitized 41 manuscripts in collaboration with National Mission for Manuscripts, New Delhi and these are preserved in the library in digital form.

The Library has joined as member of N-LIST Programme. Members of the library can have access to e-resources through "National Library and Information Service Infrastructure for Scholarly Content" funded by HRD.

▪ For More Details Please Visit : www.nslib.weebly.com

- Library has subscribed to the membership of American Library, Kolkata run by American Consulate in India. Students can avail of the facilities of free membership to have an access to the database of the same
- Our College initiated a move last year to acquaint students with e-resources from across the world. We wish to take the process forward this year in view of the impressive response generated by Bibliophilia Café situated in our college. From 2013 onwards, the college has made it compulsory for all students to be a member of the e-resource centre in our college to take advantage of the internet revolution globally so as to educate themselves about latest development in all subjects. All faculty members and those who are enrolled under latest **KK Handiqui State Open University** and **Indira Gandhi National Open University** shall also subscribe to the services. The fee structure for the e-resource centre is as follows :

- **Students Rs. 150/-** per academic session **Faculty members Rs. 300/-** per academic session.

Student of distance learning courses Rs. 150/- per year.

Library Rules:

- N.S. Library is a computerized library which offers automated circulation, On-Line Public Access Catalogue (OPAC), CAS etc.
- Only the bonafide students can avail the library facility through a **Barcode Library ID Card** issued to them at the time of admission.
- **Two books at a time** will be issued to Higher Secondary students for fifteen days & four books at a time for major students.
- A fine of Rs. 1 per book will be charged per overdue day, if the books are not returned within the stipulated period.
- Students can avail of the facilities from departmental library also.

24 COLLEGE HOSTEL FACILITIES AND THE HOSTEL RULES

a) Hostel Facilities :

The college has hostel accommodation for deserving meritorious students, both boys and girls in two separate hostels within the campus. These hostels are managed by the college under hostel rules. Adequate care is taken to provide all necessary facilities to the boarders. Allotment of hostel seats are made strictly on merit and the distance between the applicant's house and the college. Adequate security is provided by the college authority to the boarders.

b) Hostel Rules & Regulations :

- The college hostels are under the direct control of the college authority and the respective wardens.
- A boarder has to stay in the room allotted to him/her with two or more inmates.
- Inmates of each room shall be individually and jointly responsible for the furniture, electrical fittings etc. and any damage to the hostel property is recoverable from them.
- A boarder has to occupy the seat allotted to him/her by the hostel warden within 15 (fifteen) days of hostel admission, failing which he/she will have to forego the seat allotted to him/her. Boarders shall not be permitted to change their rooms without the permission of the hostel warden.
- Boarders desiring to entertain guests (only ex-boarders) shall have to obtain prior permission from the warden. **No female guest shall be allowed to stay in boys' hostel.** Similarly, **no male guest shall be allowed to stay in the girls' hostel.** No guest shall be allowed to stay in the hostel during the period of examination.
- The boarders having mobile phones must produce an undertaking from their guardians. He/she will not be allowed to use the mobile phones during reading hours.
- **Ragging in the hostel is strictly prohibited.**
- The boarders must obey the mess rules framed by the respective hostel wardens.
- The warden has the full authority to refuse permission to any outsider or guest to enter the hostel premises.
- A boarder going out for any reason shall report back at the hostel by 6 pm during Summer (March to September) and 4 pm during Winter (October to February) so as to attend Roll Call

and evening prayer. Violation of this rule shall attract appropriate penal action and the concerned parents will be informed accordingly.

- A boarder shall be liable to stringent disciplinary action including expulsion from the Hostel/College on any the following grounds : *(a) theft, (b) ragging,*
- *(c) unusual conduct, (d) use of drugs, cigarettes etc. (e) any form of fights, (f) non-payment of dues, (g) unauthorized absence.* In such case the boarder shall forfeit his/her hostel deposit.
- A boarder wishing to go out of the hostel shall obtain prior permission of the warden specifying the period during which he/she shall remain absent. Violation of this rule shall entail punishment that may lead to expulsion from the hostel as well as college.
- A boarder who wants to leave the hostel shall inform the warden in writing at least a week in advance failing which he/she shall have to pay the hostel charges for the whole month.
- Boarders are not permitted to install extra electric fittings in their rooms. Violation of this rule, if detected, will attract punitive action. Boarders are not allowed to cook food anywhere in the hostel premises. The hostel mess will be managed by the mess secretary from among the boarders and approved by the warden.
- Any boarder suffering from infectious/contagious disease such as Pox, TB, Typhoid, Cholera, Blood Dysentery, Malaria, and Jaundice shall have to leave the hostel for early treatment.
- Casual admission to the hostel may be given to examinees to appear in the final examinations for a maximum period of three months before the commencement of Council and University Examinations.
- **Visiting Hours :**
 - **3.00 pm to 5.00 pm on Monday to Saturday.**
 - **9.00 am to 11.00 am and 3.00 pm to 5.00 pm on Sunday.**
 - Parents/Guardians may contact their wards at the following telephone numbers, between 4.00 pm to 6.00 pm

a) Boys' Hostel	9531344779
b) Girls' Hostel	8876081174
 - Boarders are required to maintain silence during study hours (5.00 am to 8.15 am and 6.00 pm to 10.30 pm)
 - Boarders are required not only to keep their rooms tidy, neat and clean, but also to keep their toilets clean. They also have to follow proper methods of disposal of used objects.
 - *The college authority shall reserve the right to take any action at any time for maintaining discipline and decorum of the college hostels.*
 - Sudden visit by the authority is a regular feature.
 - *'Non-Collegiate'/'Dis-Collegiate' hostel boarders shall forfeit their hostel accommodation.*

25 STUDENTS' SUPPORT FACILITIES:

I. Scholarship and Financial Aid Facilities:

- a. The following scholarships are available for eligible students of both Higher Secondary and Degree courses
 - i) **National merit Scholarship.**
 - ii) **State Merit Scholarship.**
 - iii) **ST/SC/OBC/MOBC Scholarship.**

b. Financial assistance in the form of tuition fees ranging from two or five months is granted from the **Students' Aid Fund** of the college to students coming from economically weaker sections of the society on the basis of their performance in the college examinations and attendance. Scholarship holders should note that their **Scholarship may be withdrawn** if they are found **irregular in attendance** and/or **found guilty of breach of discipline**. Payment of scholarship money is made through cheques drawn in favour of the students.

c. Provisions of financial assistance from Teacher/Department are available to the meritorious and economically weaker students.

d. Besides these scholarships the college also offers cash awards to meritorious students from the following funds :

- i. **Dwarika Nath Hazarika Trust Fund** : Students of this college are entitled to awards under this trust Fund as per rules prescribed by the Trust Committee from time to time for proficiency shown in English in Higher Secondary Final Examination.
- ii. **Pravat Phukan Merit Fund** : Sjt. Pravat Phukan, retired Vice-Principal of D.K.D College, Dergaon, makes a yearly contribution of Rs 10,000/- (Ten Thousand) only towards the welfare of the needy and meritorious students of the college.
- iii. Cash award for the H.S. II students securing highest marks in Geography is given by D.K.D. College Geography Society.
- iv. **D.K.D. College Library Best Reader of the year** (Introduced in 2003) awards is sponsored by Librarian.
- v. UGC sponsored Merit Scholarship to economically backward SC/ST/OBC/ Physically handicapped and Minority students.
- vi. **Dalimi Saikia Merit Fund** : Award from this fund is given to a student who has secured the highest marks in Mathematics (80% or above) in the H.S. Final Examination.

II. Games and Sports :

The College provides adequate facilities for games, sports, music and drama for both boys and girls. Regular practice and competitions are held under the supervision of experienced teachers, and students showing proficiency are encouraged to take part in the Inter College Competitions sponsored by Dibrugarh University. Ranjit Borah Memorial Inter class Football Competition is held in the college.

* **Taekwondo, Boxing and Yoga** : Workshop on self-defence techniques, for both boys and girls like Taekwondo, Boxing and Yoga have been organized by the college.

* **Badminton Coaching centre for Boys and Girls under fifteen years of age.**

* **DKD College Boxing Academy**

* **Archery facility**

D.K.D. College Sports Board looks after the Games & Sports.

The College received a major financial grant for construction of an Indoor Stadium by the UGC and the construction work has already been completed.

III. Performing Arts :

The College has constituted a **Drama Club and a Dance Club** under the supervision of a Convenor to encourage the interested students.

IV. N.C.C.

The College has two wings of NCC (Army) - one Senior wing of Girls under 64 Assam Girls' Bn. NCC, Jorhat and the other Senior Division of Boys' under 9 Assam Bn. NCC Jorhat. The Senior Wing can enrol 108 girl cadets while the Coy 'C' of Boys' has the intake capacity of 100 cadets. The Girls Coy is commanded by **Dr. Labanya Das**, Associate NCC Officer and Boys Coy is under the command of Lieutenant **Dr. Pranjal Protim Kakoty**, ANO.

The cadets, after joining NCC in DKD College can achieve 'B' and 'C' certificates after passing the respective examinations. It is noteworthy that a 'C' certificate holder may get bonus marks in Teacher Eligibility Test (TET), Assam and has special chance for direct entry to the various defence services (Army, Navy, air Force)/NCC whole time Officers/Girls Cadet Instructors (GCI), Police Service, Assam Forest Service, Civil defence, Nursing Courses and Private sectors. There are two seats reserved for NCC 'C' certificate holders in medical and engineering colleges of Assam. Above all NCC may inculcate a sense of unity, discipline and an urge for social service among the students.

Contact Ph Nos :

Dr. Pranjal Protim Kotoky (7002045779),

Dr. Labanya Das (8876081174)

V. NSS:

The College has an active NSS unit for both Boys and Girls. All students of the college are eligible for its membership and can take part in various NSS programmes. Registered students are enrolled as volunteers. Certificate will be issued as per NSS guidelines. The motto of NSS is "NOT ME BUT YOU."

Contact Ph Nos:

Dr. Sikhajyoti Ozah (9854260078)

VI. Health and Hygienic:

- a) **Blood Donors Club:** (1200 Members) Members often donate blood free of cost. A good number of students donate blood to the needy persons of greater Dergaon.
- b) There is a disaster management cell in the college.

VII. Remedial Coaching

The students can avail book facilities from remedial coaching centre sponsored by UGC's specially meant for SC, ST and minority students.

VIII Academic and personal Counselling:

Every teacher of the college takes part in offering academic counselling to the students, as and when necessary. The college has been maintaining a healthy teacher-student relation and every student is encouraged to feel free to discuss his/her academic and personal problems with the teacher and seek advice.

26. DKD COLLEGE STUDENTS' UNION:

DKD College Students' Union, democratically elected annually by the students under the name and style **DKD College Students' Union** has been an integral part of the academic life of the college. The union functions in accordance with its constitution but subject to guidance and control

of the college administration. The union fund is derived from the union fees paid by the students of the college annually.

Students to contest in the Election towards the formation of "D.K.D College Student's Union" must have at least 80% attendance in the classes.

The College Students' Union publishes its annual journal **DKDIAN** with contribution from students as well as teachers. The union also organizes **Naren Sarma Memorial All Assam Inter College Debating Competition** every year besides holding various literacy, cultural and sports competitions. The union also undertakes various forms of social and extension work from time to time including providing relief to and helping the distressed people in times of natural calamities.

27. DKD COLLEGE ALUMNI ASSOCIATION:

The College has formed **DKD COLLEGE ALUMNI ASSOCIATION** with a view to strengthening and broadening the base of the college by sustaining a healthy relationship between the alumni and their alma mater. The association is making efforts to enroll ex-students as its members. It is desired that all outgoing students of this college would join the association and thereby become an active partner in developmental works of the college. The Alumni has been rendering great support to the college development. Alumni occupying prominent position in the field of education, industry, Govt. service etc. are invited to the college on different occasions to boost the moral of the students.

28. DKD COLLEGE SCIENCE SOCIETY:

The College Science Society, a unit of Assam Science Society, aims at popularizing science in general and acquainting the students with the recent developments in science and technology by regularly organizing seminars and popular talks. All students of the science faculty are to enroll themselves as members of the Science Society.

29. DKD COLLEGE DEPARTMENTAL FORUMS:

The college has a number of forums/study circles/societies.

- i) The Commerce Forum.
- ii) Society for Study of English.
- iii) Asomiya Sahitya Chora.
- iv) Economics Society.
- v) History Forum.
- vi) Sanskrit Alochana Chakra.
- vii) Political Science Discussion Forum.
- viii) Philosophical Forum.
- ix) DKD College Chemistry Society.
- x) DKD College Geographical Society.
- xi) DKD College Biological Forum, (Botany and Zoology)
- xii) DKD College Mathematical Forum.
- xiii) DKD College Physical Forum

Note: All these forums organize seminars once or twice a year.

30. RESEARCH MONITORING CELL:

The Research Monitoring Cell constituted in the college looks into the research works and publications of the faculty members, and publishes a Research Bulletin every year.

31. INTERNAL QUALITY ASSURANCE CELL (IQAC)

The cell has a wide range of responsibilities which include creating quality awareness among the stakeholders of the institution, bringing about quality consciousness among the concerned sections for

improvement and advancement of the institution.

32. EXTENSION ACTIVITIES COMMITTEE:

The college has significantly contributed in promoting socio-cultural awareness not only among the students but among the people of the neighbourhood through the Extension Activities Committees. The college undertakes various extension activities under the chief convenor of the respective extension activities committee.

- a) Environmental Awareness
- b) Health and Hygiene
- c) Drugs and AIDS Awareness
- d) Adult Education
- e) Blood Donors' Club and Blood Donation
- f) Social Work
- g) Socio-Economic Survey
- h) Campus Beautification etc.

33. CAREER COUNSELLING AND PLACEMENT CELL:

The college has a career Counselling Cell run under a group of senior and experienced teachers and aided by visiting experts. The cell helps the students in choosing suitable professional course of study and in finding employment avenues by organizing seminars.

34. DKD COLLEGE TEACHERS' UNIT :

DKD College Teachers' Unit is affiliated to Assam College Teachers' Association (ACTA). It is an institutional member of the association and regulated by the constitution of ACTA. DKD College Teachers' Unit aims at establishing a strong academic background of this premier institution by participating in various academic matters and also in co-curricular and extra-curricular activities. It organizes and participates in the extension activities for promoting socio-cultural awareness and also to build a strong college-neighbourhood relationship.

The Unit initiates merit scholarship which is given to the meritorious students of the college every year. A well-equipped Seminar Hall has already been constructed with **the fund collected from the individual members of the Teachers' Unit** and with a donation of *Rs.10 Lacs from Mrs. Anurupa Hazarika, wife of Late J.N. Hazarika (Retired Principal i/c of the college), the work of internal decorations of the Hall has been completed.*

35. DKD COLLEGE WOMEN'S & COUNSELLING CELL:

The College has a very strong Women's Cell which has already organized different programmes related to health, awareness, etc. in the locality and has earned a good name besides participating in the women empowerment programmes. The Women's cell also offers counselling and guidance to students, particularly the girl students in different gender sensitive matters.

36. D.K.D. COLLEGE EMPLOYEES' UNIT:

D.K.D. College Employees' Unit is one of the member Units of Assam College Employees' Association, and is regulated by the Constitution of the Association. The Unit aims at forming a strong academic and administrative background of this premier institution by being actively associated with various administrative matters, curricular and extracurricular activities.

The unit also undertakes different programmes of extension activities to promote socio-cultural awareness and build a healthy relationship with the neighbourhood of the college. The unit also provides 'First-Aid' facility.

37. IN-HOUSE FACILITIES:

a) Co-operative Society:

Every student of the college must have to be a member of the DKD College Consumers' Co-

operative Society by subscribing at least one share of **Rs. 25/- (Rupees twenty five only)**. The Society supplies books, stationeries and other materials at reasonable rates to its members.

b) College Canteen :

There is a college canteen within the college campus which is run in a free furnished structure provided by the college and supervised by a committee constituted for the purpose by the college authority.

38. DISCIPLINARY COMMITTEES:

a) Vigilance Cell :

The cell headed by the Principal is constituted for the purpose of maintaining academic discipline in the college.

b) Grievance Cell :

The college has constituted a Grievance Cell headed by the Principal to look into and redress the grievances of the college employees (teaching and non-teaching) and the students.

39. LEISURE TIME FACILITIES FOR LITERARY ACTIVITIES:

In addition to the Annual College Magazine DKDIAN brought out by the college Students Union, there are a number of Wall Magazines as given below published periodically by different academic forums and societies to which students can contribute and develop their literary skill as well as intellectual depth.

- a) Wall Magazine '**JONAK**' of Assamese Department.
- b) Wall Magazine '**SUBHASINI**' of Sanskrit Department.
- c) Wall Magazine '**PRERONA**' of Economics Department. (PG)
- d) Wall Magazine 'PRACHIR PATRIKA' of DKD College Science Society.
- e) Wall Magazine 'UNMILON' of the College Boys' Hostel.
- f) Wall Magazine 'SHREYASI' of the College Girls' Hostel.
- g) Wall Magazine 'LECIUM' of the Political Science Department.
- h) Wall Magazine 'SHRISTI' of Economics Department. (UG)
- i) Wall Magazine 'VIVARTAN' of History Forum.
- j) Wall Magazine 'LANDSCAPE' of Geography Department.
- k) BIOS, a hand written wall magazine published twice a year by the Department of Botany & Zoology.
- l) 'PRAGNYA' a hand written wall magazine published twice a year by the Department of Philosophy.
- m) 'QUEST' wall magazine of English Department
- n) 'INNOVATION' Wall magazine of Commerce Department
- o) 'ABARTA' a hand written magazine published annually by the Department of History.
- p) 'ENIGMA' Wall Magazine of Physics Department
- q) Annual hand written Magazine 'KONH' of the College Girls' Hostel.
- r) Annual hand written Magazine 'UDDIPON' of the Department of Pol. Science.
- s) 'AYON' Annual hand written magazine published annually by the Department of Assamese.
- t) 'GREEN WORLD' Wall Magazine of Chemistry Department.
- u) 'PRAYASH' a hand written Magazine published annually by the Department of Economics.
- v) 'COLLEGE NEWS LETTER' published annually by DKDC Teachers' Unit.
- w) An International Journal titled 'JOSAAC' is published annually.
- x) 'Sigma', wall Magazine and 'Mathematica' (Hand written), of Mathematics Department.

40. OTHER ACADEMIC WINGS

(A) COACHING FOR SERVICE ASPIRANT

The College imparts UGC sponsored free coaching for service aspirants.

**(B) DISTANCE EDUCATION CENTRE UNDER DIBRUGARH UNIVERSITY:
(MASTER DEGREE)**

Since the introduction of Distance Education by the Dibrugarh University in 2001, the college has been a Study Centre of Dibrugarh University under the Directorate of Distance Education of the University, Postgraduate courses under distance education offered by the college in **ENGLISH, ASSAMESE, ECONOMICS, POLITICAL SCIENCE, SOCIOLOGY, MATHEMATICS** and **COMMERCE**. Regular counselling sessions are held for each of these courses as per stipulation of DDE, DU.

Contact: I

1. *Dr. Khireswar Loying, Cordinator, HoD, History, (9435514244)*
2. *Mr. Jitul Dutta (9854915350)*

(C) B.A PROGRAMME UNDER DISTANCE EDUCATION, DU

The college has approved as a distance education Study Centre by the Directorate of Distance Education, Dibrugarh University, to offer B.A. programme in annual system under Distance Education. The subjects offered by the college are English, Alternate English, Assamese(MIL), Elective Assamese, Economics, Political Science, Environmental studies w.e.f academic session 2011-12.

COURSE

- (a) General English
- (b) Modern Indian Language (MIL/Ail. English)
- (c) Environment Studies
- (d) General Course (any two of the followings)
 - (i) Economics
 - (j) Political science
 - (k) Elective Assamese

PROGRAMME STRUCTURE

A. There shall be three examinations to be conducted by the University

- (i) B.A. Part I Examination-at the end of the First Year
- (ii) B.A. Part II Examination-at the end of the Second Year
- (iii) B.A. Part II Examination-at the end of the Third Year

B. The General distribution of Courses and Minimum marks

Subjects	Part I	Part II	Part III	Total
English	100	100	-	200
MIL	100	100	-	200
*Env.Studies	-	100	-	*100
Core-I	100	100	200	400
Core-II	100	100	200	400
Total	400	400	400	1200

Contact for B.A. Programme:

1. *Sri. V.J. Mahanta, Cordinator (9435204033)*
2. *Sri Diganta Borah, Dealing Assistant (9854842981)*

(D) INDIRA GANDHI NATIONAL OPEN UNIVERSITY (IGNOU) STUDY CENTRE:

STUDY

Inaugurated in 1989, the IGNOU Study Centre of the college is the second oldest Study Centre of Assam. Beside BDP ,and P.G(Arts and Commerce) the centre offers

various Certificate and Diploma courses, Since its inception, the courses offered by the Study Centre have considerably benefitted a large section of the student population of Golaghat and Jorhat Districts . (*Region Code : 37, Centre Code : 0402*)

* **BEST SERVICE AWARD 2017** : The IGNOU DKD College (0402) Study Centre received the best service award 2017 from the Jorhat (37) Regional Centre. IGNOU DKD College study centre offered Certificate, Diploma, Degree and Post Graduate courses.

Contact:

1. **Dr. Parash Moni Thakur, Co-ordinator** (9435295602)
2. **Sri. Diganta Mudoj, Assistant Co-ordinator** (7002927182)
3. **Mr. Manob Jyoti Bora** (6000139841)
4. **Sri. Jitul Dutta, Assistant** (9127161068)

(E) KKHSOU Study Centre :

Krishna Kanta Handiqui State Open University (KKHSOU), the first State Open University in the North East, established in 2005 by Government of Assam and recognized by Distance Education Council, Govt. of India and the UGC is conducting more than 54 Programmes through more than 288 Study Centres located in and outside Assam. Established in 2008, the KKHSOU Study Centre of the college is doing well with Experienced Academic Counsellors where several programmes are offered.

Programmes Offered:

1. Master's Programmes
Master of Arts (Assamese), Master of Arts (English),
Master of Arts (Political Science)
2. Bachelor's Programmes
Bachelor of Arts (BA) Major, Bachelor of Arts (BA) Pass Course

Contact:

1. **Dr. Chandicharan Goswami, Co-ordinator** (9435597224)
2. **Sri Joyjyoti Hazarika, Dealing Assistant** (9707510079)

(F) Master Degree in Economics under Dibrugarh University (Semester System-CBCS), Conducted by Department of Economics, DKD College

Contact:

1. **Sri Arun Dutta, Assistant** (9854362138)
2. **Sri Manab Jyoti Bora** (9859686693)

(G) Central Computer Centre/ Department of Computer Science

The College has also a central computer Centre in the Department of Computer Science which is offering certificate courses, internet facilities to the students and the faculties and provision for the staff to be computer literate. It handles in solving ICT related tasks.

41. OUTSTANDING ACADEMIC ACHIEVEMENTS

Research projects:

1. **Ten Minor Research Projects** have been completed in the department of Physics, Economics, Political Science, Library Science, History, Statistics, Mathematics.
2. One major research project was completed in the Department of Botany.

3. A Major Research project of Rs.30 lacs sponsored by SERB (DST, Govt. of India) under supervision of Dr Rupamoni Thakur, Assistant professor, Department of Zoology is going on.
4. A major research project of Rs. 12.72 lacs conducted by Dr. T.G Devina and Mr. J.K. Nath in Department of Zoology on the subject-Extraction of Tetrodotoxin from Tetragon cutcutia and used as Biopesticides has been completed.
5. A Biotech Hub was establish in the college campus (Sanctioned by the Dept. of Biotechnology, Govt. of India) under Dr. T.G Devina (Principal investigator, Asst. Professor, Department of Zoology)
6. Department of Biotechnology, Govt. of India has approved Intuitional Biotech Hub in the college for another three-year term.

42. DEPARTMENTS, FACULTIES, OFFICE & LIBRARY STAFF MEMBERS:

Principal	: Dr. Ranjit Kr. Bordoloi, M.Sc., Ph.D.	(9435354494)
Vice Principal	: Dr. Ranjan kumar Bordoloi, M.Sc Ph.D..	(9435050363)
Addl. Vice Principal	: Prof. Vikram Jyoti Mahanta, M.Sc	(9435204033)

Department of Assamese:

1. Dr. Chandicharan Goswami, M.A., Ph.D., B.Ed.	9435597224
2. Ms. Labonya Bora, M.A. (HOD)	9854355980
3. Dr.Amal Ch. Das, M.A. (Double), Ph.D	9706421620
4. Dr. Monika Chutia, M.A., M.Phil, Ph.D	9854844104
5. Sri. Mridul Moran, M.A.	8753905767
6. Ms.Jubilee Saikia, M.A,	9706474708

Department of English:

1. Sri Ranjan Gogoi, M.A.	9864311074
2. Ms. Subhrajyoti Saikia, M.A.	7002870941
3. Md. Siraj Ahmed, M.A.(HOD)	9859121553
4. Ms. Tridhara Bordoloi, M.A., M. Phil, PGCCCW	9435394317
5. Ms. Tejoswita Saikia, M.A, M.Phil	9435154958
6. Ms. Nabanita Hazarika, M.A, M.Phil	9365504705

Department of Economics:

1. Sri Parthajit Saikia, M.A	9435354339
2. Dr. Sangita Hazarika, M.A., M. Phil., Ph.D (HOD)	9435350217
3. Dr. Dipjyoti Gogoi, M.A., MBA, Ph.D	9101374035
4. Sri Diganta Mudoi, M.A., M. Phil.	9854811707
5. Dr. Asfika Begum, M.A., Ph.D	8822382021

Department of History:

1. Dr. Khireswar Loying, M.A. Ph.D. (HOD)	9101690747
2. Dr. Rituparna Manikiyal, M.A., B.Ed., Ph.D	9854024033
3. Dr. Pranjol Protim Kakoty, M.A., Ph.D.	7002045779
4. To be filled up shortly	----

Department of Political Science:

1. Dr. Navanita Devi, M.A., Ph.D	9954344799
2. Dr. Dhiren Tamuli, M.A., Ph.D. (HOD)	9101690747
3. Dr. Nandita Haloi, M.A., Ph.D	9435274888
4. Ms. Lalhrietfel Riengsete, M.A.	9394897434

Department of Philosophy:

1. Sri Niranjana Haloi, M.A. (Double), B.Ed.(HoD)	9435204382
2. Ms. Elora Gogoi, M.A. (Double) M. Phil	6000591150
3. Md. Abul Kalam, M.A.	9864548010
4. Sri Sukanta Ghosh, M.A., M.Phil	9435565733

Department of Sanskrit:

1. Dr. Ranjan Borthakur, M.A., B.Ed, M. Phil., Ph.D. (HOD)	9435418525
2. To be filled up shortly	
3. To be filled up shortly	

Department of Statistics:

1. Ms. Rumi Hazarika, M.Sc. M. Phil. (HOD)	9706460744
2. Dr. Manoj Kr. Sharma, M.Sc., Ph.D.	7002918656
3. To be filled up shortly	

Department of Geography:

1. Dr.Labanya Das,M.A.,Ph.D (HOD)	8876081174
2. Dr.Priti Gogoi, M.A.,Ph.D	9706692828
3. Ms. Parbati Punam Saikia, M.A, M.Phil	8638173079
4. Dr. Himadree Borah, M.A. Ph.D	7002008134
5. Ms.Dhritisha Saikia , M.A	8638703427

Department of Mathematics:

1. Dr. Parash Moni Thakur, M.Sc., M.Phil., Ph.D (HOD)	9435295602
2. Dr. Rupok Neog, M.Sc. M. Phil, Ph.D.	9854730995
3. Dr. Sangita Baruah, M.Sc, Ph.D	9365499645
4. Dr. Abhigyan Mahanta, M.Sc., M.Phil, Ph.D	9435595302
5. Ms. Bablee Phukan, M.Sc, M.Phil	8011642358

Department of Physics:

1. Dr. Ranjan Kumar Bordoloi, M.Sc., Ph.D (HOD).	9435050363
2. Mr. Vikram Jyoti Mahanta, M.Sc	9435204033
3. Dr. Sikhajyoti Ojah, M.Sc. Ph.D	9854260078
4. Dr. Jyoti Prasad Gogoi, M.Sc. Ph.D	9864563761
5. Mr. Joyanta Sonowal, M.Sc	6901850318

Department of Chemistry:

1. Dr. Debajyoti Bhuyan, M.Sc. Ph.D (HOD)	9435292979
2. Dr. Sumbita Gogoi, M.Sc., Ph.D.	9954021879
3. Ms. Namrata Sharma, M.Sc.	9435614437
4. Dr. Mrinal Saikia, M.Sc, Ph.D	9678489261
5. Dr. Pori Buragohain, M.Sc., Ph.D	7896420106
6. Mr. Arindom Bikash Neog, M.Sc.	9954453697
7. Mr. Partha Protim Churi, M.Sc.	6000621508

Department of Zoology:

1. Dr. Golapi Devi, M.Sc., Ph.D.	9435335849
2. Dr. T.G. Devina, M.Sc., Ph.D., PGDM (HOD)	9954455543
3. Dr. Bristri Dutta M.Sc, Ph.D	9365934065
4. Dr. Rupamoni Thakur, M.Sc., Ph.D	8638304279
5. Dr. Rimlee Bora, M.Sc., Ph.D	7002629001

Department of Botany:

1. Dr. Shristisree Upadhyay, M.Sc. Ph.D (HOD)	9954465645
2. Dr. Deepa Sharma, M.Sc. Ph.D	6360836039
3. Mr. Mrinmoy Nayan Pegu, M.Sc	8723996642
4. To be filled up shortly	---

Department of Commerce:

1. Dr. Shahnoor Rahman, M.Com. Ph.D, (HOD)	9954095034
2. Ms. Ipshita Kashyap, M.Com, M.Phil	8638192539
3. Ms. Nalini Ranghang, M.Com	8638069979
4. Ms.Aparajita Neog, M.Com	8399965523
5. Mr. Bhargav Gautam Boruah, M.Com, M.Phil	9435000618

Department of Computer Science:

1. Dr. Jyoti Prasad Gogoi, M.Sc. Ph.D (Dept. In charge)	9864563761
2. Ms. Anjana Dutta, MCA	8721013354

Bio-Technology:

1. Dr. T.G. Devina, M.Sc. Ph.D (Co-ordinator)	-9435834984
2. Dr. Merilin Kakoty, M.Sc. Ph.D	-8638687552
3. Ms. Swati Acharjee, M.Sc	-6003585137

Library Staff :		
	1. Dr. Jnyandeep Saikia, MLI Sc., Ph.D. (Librarian)	(9435771487)
	2. Sri Jitul Dutta, B.A, MLI Sc. (Library Assistant)	(9854915350)
	3. Ms. Nijula Dutta, B.A. BLSC (Library Assistant)	(9957015313)
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	5. Ms. Roshmi Hazarika (E-Library)	(8472902693)
	6Ms. Tunumoni Hazarika (Library Bearer)	(8720976873)
	7.Mr. Susanta Hazarika (Library Bearer)	
Office	Staff :	
	1. Sri Arun Dutta, M.A., B. Lib. Sc. (Supervising Assistant)	(9854362138)
	2. Sri Biju Pegu, B.A. (Senior Asstt.)	(9707739590)
	3. Sri Girin Bora, B.A. (Senior Asstt.)	(9706227501)
	4. Sri Joy Prokash Das, B.Sc. (Junior Asstt.)	(7896349608)
	5. Sri Manab Jyoti Borah (Junior Asstt.)	(6000139841)
	6. Sri Dipen Bey (Junior Asstt.)	(9435457084)
	7. Sri Joyjyoti Hazarika, B.A. (Junior Assistant)	(9707510079)
	8. Sri Diganta Kumar Borah, B.A. (Laboratory Assistant)	(9085440074)
Grade	IV Employee (Office Peon) :	

1. Sri Madhab Dutta	(9613692389)
2. Sri Mukul Hazarika (Cum Generator Operator)	(8638027542)
3. Sri Pabitra Baruah	(9577317267)
4. Sri Pranjal Hazarika	(8638696808)
5. Sri Probhat Pathak	(7664095509)
6. Mrs. Sabita Hazarika	

Laboratory Bearer:

1. Sri Bipul Bora (Zoology Department)	(6002010482)
2. Sri Anil Hazarika (Chemistry Department)	(7896533048)
3. Sri Pradip Pegu (Physics Department)	(9577172042)
4. Sri Akhil Bora (Botany Department)	(9101375572)
5. Sri Putul Ch. Sharma (Statistics Department)	(9365116958)
6. Sri Amar Bhuyan (Botany Department)	(7002974238)
7. Sri Pranab Jyoti Hazarika (Chemistry Department)	(9085386278)
8. Sri Simanta Dutta (Geography Department)	(7399906200)
9. Sri Pranab Jyoti Hazarika (Bio-Technology)	(9085386278)
10. Sri Partha Pratim Hazarika (Physics Department)	(7086596226)

Boys' Hostel Staff

1. Sri Nomal Bora	9707362409
2. Sri Jitumoni Bhorali	9613617863

Girls' Hostel Staff

1. Sri Jiten Hazarika	
2. Ms. Dipti Borah	7662900218
3. Ms. Konmai Hazarika	8135927804
4. Ms. Bobita Bora	9085728210

Gate Keeper:

1. Munindra Hazarika	9864710527
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Sweeper:

1. Sri Rakesh Balmiki	8876667913
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ALLOTMENT OF DUTIES OF OFFICE ASSISTANTS

1. **Sri Arun Dutta, Supervisory Assistant** : Supervision of official works, Governing Body, maintenance of Service Book and Personal file of employees, RUSA, CPE Work, Leave, Interview & Appointment of employees, maintenance of Cash Book of UGC Fund accountant & utilization of grants, service conduct, issue of experience certificate, Plan & estimates of projects, Election of Teachers' representative to

Governing Body, IQAC, Docating. P.G. IGNOU & DDE Affairs,

2. **Sri Biju Pegu, Senior Assistant:** Maintenance of Cash Books of all accounts, verification of Bank statements, Bank transactions, maintenance of Refund Register of Caution Money, to meet and reply Audit objections, (Govt. & Internal) Utilization of grants, Grant recording of State Govt. maintenance of stock of fee collection receipt books.
3. **Sri Girin Bora, Senior Assistant:** Admission of student, Admission & correspondence of Hostels, Casual admission & related works, Correspondence with AHSEC & DU regarding admission and examination matters, preparation of Fees Register.
4. **Sri Joy Prakash Das, Junior Assistant :** Preparation of Acquaintance Register & Salary Bill, Budget, LIC, GLISC, GIS, Income Tax (calculation, deduction Annual Return, 16 Form issue), correspondence on Senior/Selection Grade Scale of Pay, Preparation of Annual Salary Statement for Internal Audit, issue of Salary certificate.
5. **Sri Manab Jyoti Bora, Junior Assistant :** Issue of Pass & Other Certificate, Registration of Students, Maintenance of Stock Book of all funds and verification of related bills, Tender & quotation, Excursion & Railway Concession, P.G. Affairs, SAF, Typing and Miscellaneous correspondence as and when necessary.
6. **Sri Dipen Bey, Junior Assistant :** Preparation of Admission, Merit and Attendance Register of students, Statistics, NCC, NSS, SCOUT & GUIDE, Identity Card, DU Sports Board, Scholarship Form issue to students & other related works, Typing and Miscellaneous correspondence as and when necessary.
7. **Sri Joyjyoti Hazarika, Junior Assistant :** Approval & confirmation of service of employees, Police verification on Character & antecedents, Maintenance of register of Casual Leave, Roster Register, NAAC related works, preparation of Attendance Register of staff members, Roster register, KKHSOU, DDE affairs, Typing and Miscellaneous correspondence as and when necessary.
8. **Sri Diganta Bora, Laboratory Assistant :** Maintenance of Laboratory Stock Book, order quotation, verification of Lab. Bills, Preparation of Admission Merit & attendance Register, Internal Examinations, Employment Exchange, Registration of students, Statistics, DDE Affairs, Typing and Miscellaneous correspondence as and when necessary.
9. **Vacant**

Annexure III

ORGANIC MANURE 'POROMBANDHU' VERMICOMPOST PROJECT

A product of Organic Manure 'POROMBANDHU' was formally inaugurated on 3rd April, 2018 at D.K.D. College, Dergaon.' POROMBANDHU' is a product of vermicomposting unit. Vermicompost is a method of making compost with the use of earthworms, which eat half decomposed biomasses and excretes it in digested granular forms.

The aims of this project are:

- * To acquaint the students, community and farmers with the use and benefits of organic manure.
- * To spread the message to farming sector.
- * To provide extensive workshop for farmers.

NOTICE

- Admission will be held according to Govt. notification and college authority will notify from time to time in accordance to Govt. notification.
- Students must register and apply for admission in FYUGP Degree courses Arts, Commerce and Science through SAMARTH portal link <https://assamadmission.samarth.ac.in>, Department of Higher education, Govt. of Assam.
- Admission fees as per Govt. guidelines and college will notify in due course of time.
- Fees structure for Hostel admission will be displayed in the college notice board in due course of time.
- Please visit regularly college website <https://www.dkdcollege.ac.in/>