



# prospectus

***Session : 2020-21***



## **TEZPUR COLLEGE, TEZPUR**

A premier institution of Higher Education : ESTD-1965

Website : <http://www.tezpurcollege.com>

e-mail : [tezpurcollege.5aug1965@gmail.com](mailto:tezpurcollege.5aug1965@gmail.com)





*From the desk of the*

## Principal

*“A dream doesn’t come true automatically. It demands firm determination, hard work and commitment.”*

*- Dr. APJ Abdul Kalam*

Tezpur College, Assam has the distinction of being one of the most prestigious colleges in the state of Assam. The long journey of five decades continued by the college is an eloquent testimony of its abiding commitment towards excellence in education.

The college is home to 3000 students, 47 percent of whom are women. It is noteworthy that the College has excellent infrastructure in the form of a well equipped library, an integrated sports complex, a student’s hostel and a museum. I also commend the college for providing free study facility for the orphans and undertaking extension activities such as adoption of orphanage, village, schools as a part of its community service.

I strongly believe that the most effective way to secure a bright future for the country is to provide accessible, affordable and good quality education to our youngsters. India stands at the threshold of an incredible demographic dividend- In order to reap this dividend, we must mould youngsters who are not only academically proficient but also morally upright and compassionate.

Our academic institutions must aspire to create global citizens who are capable of being transformational will continue to excel in all domains be it academic or co-curricular, facilitation the all round development of the students.

*Dr. Jyoti Kamal Hazarika)*

*Principal*

*Tezpur College, Tezpur*





## Section – I

# TEZPUR COLLEGE PROFILE

Tezpur College came into being in 1965 due to the efforts of some like-minded people, to cater to the growing demand of a Higher education institution in Tezpur. Under the zeal of some prominent citizens of Tezpur led by Late Dulal Chandra Bhattacharjee, Late P. Prasad and Late Heramba Sarmah, senior advocate of the Tezpur Bar, Tezpur College had its humble beginning in the premises of the Tezpur Academy, where classes were held in the evening. Thereafter, the college was shifted to its present location near Central Jail in 1968. Late Dulal Chandra Bhattacharjee was the founder President of the College, Governing Body in 1965.

Late Chandra Mohan Medhi, the Principal of the College who served the college from 1967-1999 established the College as a pioneer academic institution and was instrumental in giving the College a Prominent status. He served the College for long 27 years till his retirement on 31/03/1994. It is because of his selfless dedication that Tezpur College stands tall among the institutions of higher learning in the state.

Mrs Achala Borah took over as Principal i/c from 1/04/1994 and worked in the same capacity till her retirement on 28/02/1998. She was succeeded by Shri Sailaja Kr. Padmapati as Principal i/c on 1/03/1998 till 10/09/1998 when Late Shri Jogendra Nath Choudhury took over as the permanent Principal on 11/04/1998 till his retirement on 31/08/2004. It was during his tenure that the college was assessed and accredited by NAAC, for the first time. After his retirement Mrs. Jeuti Choudhury took over as Principal i/c on 1/09/2004 till the appointment of Dr. Charu Saharia Nath as a regular principal of the college on 09/09/2004. The College was re-accredited in 2011 during her tenure. After her retirement, in January 2016, Shri Kamal Chandra Upadhyaya took over as principal i/c on 31/01/2016. He continued in this capacity till the appointment of Dr. Jyoti Kamal Hazarika as Permanent Principal on 11/08/2016. Soon after assuming the office of the Principal, he initiated a few measures with a view to make the college student-friendly, steps have been taken to revamp the college library, ICT facilities have been provided to the departments and various steps have been taken to enhance the aesthetics of the college.

The College celebrated the Golden Jubilee of the College from the 5th August to the 7th August, 2015 in a befitting manner. The highlight of the celebrations was the publication of as many as 22 books by the various departments and individual teachers.

The College presently provides Undergraduate (UG) and Higher Secondary Courses (HS) in Arts and Commerce stream. BBA Course under Gauhati University is also offered as a Self Financing and Travel and Tourism Management as a Vocational Course. The College has a Study centre of IDOL, Gauhati University and a study centre of KKHSOU. The College also has a fully equipped Gymnasium and an Indoor Stadium and Auditorium. Recently the College has signed two MOUs with Gyalpozhing College of Information Technology, Bhutan and Balipara Foundation, Assam .



## VISION

- ❖ Tezpur College is committed to mould the youth of today into competent citizens of tomorrow by imparting quality, value and innovative education emphasizing social sustainability.

## MISSION

- ❖ Encouraging creative, critical and rational thinking.
- ❖ Furthering multi-disciplinary learning, research and publication.
- ❖ Demonstrating capacity building to improve organizational entrepreneurial and leadership skills.
- ❖ Ensuring employment opportunities through scholastic education and varied non-scholastic activities. Emphasizing intellectually effective collaboration to promote curricular, extra-curricular and co-curricular activities.
- ❖ Adopting life oriented and value based teaching to promote solidarity, harmony, self-reliance, social justice and conflict resolution.
- ❖ Developing a spirit of nationalism and patriotism.
- ❖ Preserving a pollution free natural environment.

## The College Emblem And Motto



- ❖ Education is not just a process of transforming information but also tradition to inculcate virtues like truth, fearlessness and self-reliance in a Person.
- ❖ The literal meaning of the motto through Attaining Enlightenment Knowledge and Wisdom.



# Contents

## SECTION I

### ACADEMIC PROGRAMMES

-

## SECTION II

### ADMISSION PROCEDURE

-

## SECTION III

### RULES AND REGULATIONS

-

## SECTION IV

### LIST OF FACULTY MEMBERS AND OFFICE STAFF

-

## SECTION V

### ADMISSION NOTICE FOR SESSION 2020-21

-





## Section I

# ACADEMIC PROGRAMMES

The College is affiliated to Gauhati University for the Graduate Degree Courses in Arts, Commerce and Business Administration streams. The courses (with or without Major) covers three years (six semesters) of study. The College also offers Higher Secondary Courses in Arts and Commerce under Assam Higher Secondary Education Council.

## COMBINATION OF SUBJECTS (UG COURSE)

### UNDER GRADUATE PROGRAMME IN ARTS (B.A)

English, MIL Communication ( Assamese, Bengali, Bodo, Hindi, Nepali)

Alternative English can be opted in lieu of MIL (Assamese, Bengali, Bodo, Hindi and Nepali).

Besides these the students can choose any two of the following Elective Subjects (any one in case of Regular Honours students) :

Economics	Geography
Education	History
Elective Assamese	Philosophy
Elective Bengali	Political Science
Elective Hindi	Tourism and Travel Management

### HONOURS SUBJECTS (B.A)

- |              |                      |
|--------------|----------------------|
| 1. Assamese  | 6. Geography         |
| 2. Bengali   | 7. History           |
| 3. English   | 8. Political Science |
| 4. Economics | 9. Philosophy        |
| 5. Education |                      |

# SELF FINANCING COURSE

## B. Com. (Hons.): Three-Year (6-Semester) CBCS Programme

Course Structure		
Semester I		
BCM-AE-1014	Business Communication (English/Hindi/MIL)	Ability-Enhancement Compulsory Course (AECC)-1
COM-HC-1026	Financial Accounting	Core Course C-1
COM-HC-1036	Business Law	Core Course C-2
COM-GE-1046(A) COM-GE-1046(B)	Any one of the following Micro Economics Investing in Stock Markets	Generic Elective (GE)-1 Generic Elective (GE)-1

## B. Com. : Three-Year (6-Semester) CBCS Programme (Regular Course)

Programme Structure		
Course No.	Course Title	Course Type
Semester I		
BCM-AE-1014	Business Communication (English/Hindi/MIL)	Ability-Enhancement Compulsory Course (AECC)-1
COM-RC-1026	Financial Accounting	Core Course C-1
COM-RC-1036	Business Organisation and Management	Core Course C-2
ENG-CC-1016	English Language	Language-1

## PROFESSIONAL COURSE (SELF FINANCING) BACHELOR OF BUSINESS ADMINISTRATION (B B A)

The Department of Business Administration, Tezpur College, established in the year 2009, is affiliated to Gauhati University. The B B A programme is a Three Year Professional Degree Course which offers a new vision for business education. Based on an interdisciplinary and integrated curriculum, with a team-based, problem solving and hands on learning environment, the B B A programme prepares its students for the corporate world. Students will graduate with practical knowledge and skills that will help them set competitive standards at the work place.

### COURSE STRUCTURE (B B A)

**Eligibility Criteria :** A (10+2) degree in Arts, Science, Commerce or a Diploma in Engineering with minimum 45% marks in aggregate from recognized Board / Council.

**Admission Criteria :** The selection of eligible applications will be based on the applicant's overall performance in (10+2) examination.





**BACHELOR OF BUSINESS ADMINISTRATION (HONS) 3 YEARS DEGREE COURSE  
UNDER CBCS PROGRAMME**

<b>COURSE STRUCTURE</b>		
<b>1<sup>ST</sup> SEMESTER</b>		
BBA-AE-1014	BUSINESS COMMUNICATION (LANGUAGE : ENGLISH)	AECC-1
BBA-HC-1026	PRINCIPLES OF MANAGEMENT	CORE COURSE -1
BBA- HC-1036	MANAGEIAL ECONOMICS	CORE COURSE-2
BBA- HG-1046	MATHEMATICAL TECHNIQUES IN BUSINESS	GE- 1
<b>2<sup>ND</sup> SEMESTER</b>		
BBA-AE-2014	ENVIRONMENTAL SCIENCE	AECC-2
BBA-IIC-2026	FINANCIAL ACCOUNTING	CORE COURSE-3
BBA- HC-2036	STATISTICS FOR BUSINESS DECISIONS	CORE COURSE- 4
BBA- HC-2046	INDIAN ECONOMIC SCENARIO	CORE COURSE- 5
BBA- IIG-2056	COMPUTER FUNDAMENTALS	GE-2
<b>3<sup>RD</sup> SEMESTER</b>		
BBA-IIC-3016	COST AND MANAGEMENT ACCOUNTING	CORE COURSE-6
BBA-HC-3026	HUMAN RESOURCE MANAGEMENT	CORE COURSE-7
BBA-IIC-3036	PERSONALITY AND PERSONAL SKILL DEVELOPMENT	CORE COURSE- 8
BBA- HG-3046	OPERATIONS MANAGEMENT AND CONTROL	GE-3
BBA- SE-3054	COMPUTER APPLICATIONS	SEC-1
<b>4<sup>TH</sup> SEMESTER</b>		
BBA-HC-4016	ORGANIZATIONAL BEHAVIOUR AND INDUSTRIAL PSYCHOLOGY	CORE COURSE-9
BBA-IIC-4026	FINANCIAL MANAGEMENT	CORE COURSE-10
BBA-HC-4036	PRINCIPLES OF MARKETING	CORE COURSE-11
BBA- HG-4046	BUSINESS RESEARCH	GE-4
<b>5<sup>TH</sup> SEMESTER</b>		
BBA-HC-5016	LEGAL ASPECTS OF BUSINESS	CORE COURSE- 12
BBA- SE-5024	SUMMER PROJECT	SEC-2
BBA-HE-5036 BBA-HE-5046	A student would be free to choose any four papers from one group. In 5 <sup>th</sup> and 6 <sup>th</sup> semester they have to choose two papers in each semester from the group given below. The course offers three groups namely Finance (DSE I), Marketing (DSE II) and Human Resource (DSE III)	DSE-1 & 2
<b>6<sup>TH</sup> SEMESTER</b>		
BBA-HC-6016	BUSINESS POLICY AND STRATEGY	CORE COURSE-13
BBA-IIC-6026	TAXATION LAWS	CORE COURSE- 14
BBA-HE-6036 BBA-HE-6046	A student would be free to choose any four papers from one group. In 5 <sup>th</sup> and 6 <sup>th</sup> semester they have to choose two papers in each semester from the group given below. The course offers three groups namely Finance (DSE I), Marketing (DSE II) and Human Resource (DSE III)	DSE 3 & 4



## ELIGIBILITY TO APPLY FOR ADMISSION IN BBA

As per the approved regulations of Gauhati University, a candidate who possesses a 10 + 2 degree in Arts, Science, Commerce or a Diploma in Engineering with minimum 40 % marks in aggregate from a recognized Board will be eligible for admission into the First Semester B B A Programme.

## COMBINATION OF SUBJECTS (HIGHER SECONDARY COURSES)

### HIGHER SECONDARY (ARTS)

#### SUBJECTS :

Assamese, Adv. Assamese, Bengali, Adv. Bengali, Hindi, Adv. Hindi, Bodo, Nepali, English, Alt. English, Economics, Education, Political Science, Logic and Philosophy, Geography, History, Environmental Studies.

- ✿ English and MIL is compulsory for all.
- ✿ Alternative English can be taken in lieu of MIL (Assamese, Bengali, Bodo, Hindi & Nepali).
- ✿ A student shall select any three of the following as core subjects and one as additional i.e. 4<sup>th</sup> subject.  
Advance Assamese, Advance Bengali, Advance Hindi, Geography, History, Logic & Philosophy.
- ✿ Economics / Political Science.
- ✿ Education.
- ✿ (Each subject shall be of 100 marks.)

#### COMBINATION NOT ALLOWED

Advance languages and Logic and Philosophy is not allowed with Geography.

### HIGHER SECONDARY (COMMERCE) (SELF FINANCING)

#### SUBJECTS :

Assamese, English, Alt. English, Bengali, Bodo, Hindi, Nepali, Environmental Studies, Business Studies, Accountancy, Economics, Banking, Commercial Mathematics & Statistics

- ✿ English, Environmental Studies, Accountancy, Business Studies and MIL is compulsory .
- ✿ Alternative English can be taken in lieu of MIL (Assamese, Bengali, Bodo, Hindi & Nepali)

#### THIRD AND FOURTH ELECTIVE SUBJECTS (any two from the following)

- (i) Economics
- (ii) Banking
- (iii) C M S



## MARKS DISTRIBUTION 1<sup>st</sup> Year

All the subjects in H. S. Arts and Commerce contain 100 marks except English (General).

In the English subject marks are divided into 90 marks (for final exam) + 10 marks (for project).

In H. S. 2nd year all the subjects contain 100 marks each.

## DISTANCE EDUCATION COURSES

### K. K. HANDIQUE STATE OPEN UNIVERSITY (STUDY CENTRE)

- ✱ Krishna Kanta Handique State Open University study centre was set up at Tezpur College in 2008.
- ✱ It is a State University established under an Act of Assam Government in 2007 to provide access to higher education (now upto P G level) for those students unable to pursue higher education for various reasons.

### COURSE OFFERED IN KKHSOU STUDY CENTER TEZPUR COLLEGE

B.A., B.Com., B B A, M. Com

Session : July to June

P. G. courses in

- Assamese
- English
- Economics
- Political Science
- Sociology







## INSTITUTE OF DISTANCE AND OPEN LEARNING (IDOL, G. U)

A contact centre for Institute of Distance and Open Learning (earlier P G C S) under Gauhati University, was introduced in Tezpur College in July 2005. The centre is for P. G. Degree courses of Gauhati University in the following subjects in open and distance mode :

Assamese  
English

Economics  
History

Political Science  
Mathematics

The centre also offers P. G. Diploma courses in Sales and Marketing Management (P. G. D. S. M.) Computer Application (P. G. D. C. A.) etc.

The Standing Committee of the Academic Council of Gauhati University in its meeting held on 22/10/2011 resolved to introduce B. A. and B. Com. (General Course) in IDOL from the academic session 2012-2013.

## SUBJECTS OFFERED IN IDOL DEGREE COURSE (B.A)

MIL (Assamese, Bengali, Bodo, Nepali  
English  
Economics  
Education  
History  
Philosophy  
Political Science





## SECTION II

### ADMISSION PROCEDURE

Application forms for admission to the college should be obtained and submitted with all necessary particulars within the prescribed date as notified by the college. Forms and prospectus are available online at the following website : [www.tezpurcollege.com](http://www.tezpurcollege.com)

- Students seeking admission under EC (extra curricular) quota must produce relevant original certificates.

### NUMBER OF SEATS AVAILABLE FOR VARIOUS COURSES

SI NO		Course Stream / Subjects	Section	No. of Seats
		Major Courses		
1	B A	Assamese 60 Geography 60 Bengali 30 History 60 Economics 50 Philosophy 50 Education 60 Political Science 60 English 60	A	490
2	B A	Regular	B	460
3	B. Com.	Major Courses & General Courses Accountancy 75 Finance 75 Managment 60 General 180		390
4.	BBA	-		25
5.	H. S.	Arts	A	150
6.	H. S.	Arts	B	150
7.	H. S.	Commerce -		150



## **ADMISSION PROCESS IN TO HS 1st year / B.A. / B.Com / B.B.A.**

1. Admission will be strictly as Merit basis.
2. The merit list will be available in the college website.
3. Selected candidates should take their admissions on specified date.
4. A valid phone number of the candidate to be given.
5. All communication will be done through phone number.
6. A valid e-mail ID to be given.
7. Scanned copy of the candidate's signature, passport size photograph, pass certificate, Registration certificate, caste certificate, break of study certificate, differently abled certificate, scanned copy of candidate's bank passbook front page (must be distinct), migration certificate. [Candidate must submit all the documents whichever are required] to be submitted.
8. Details of bank account of the candidate.
  - a) Name of the Bank account holder.
  - b) Bank account number.
  - c) IFSC number.
  - d) Name of the bank branch.
9. Student must furnish one of the following supporting documents to prove their domicile of Assam – PRC / Voter ID of self or parent / NRC of self or parents / ADHAR card of self or parents / BPL card / birth certificate issued by Registrar of Birth and Death / passport of self or parent.
10. The self financing courses and streams will not be included under Fee Waiver Scheme.
11. Once the bank details are submitted by the students, the same cannot be changed during their tenure in the college otherwise they will be deprived from the govt. beneficiary schemes. The student has to submit necessary undertaking in this regard.
12. Annual income of father, mother and guardian and their contact numbers (income certificate not required)

### **PROCESS OF APPLICATION**

1. Students need to visit the College website [www.tezpuronline.co.in](http://www.tezpuronline.co.in) and register themselves for admission by clicking "Apply Online tab" in the home page of the website.
2. After Registration click apply online and follow the following steps :
  - i. Login with enrolled phone number and Password (Given by the candidate at the Registration time)
  - ii. Fill all the Columns of admission forms and follow the option "Save and Next".
  - iii. Candidates can edit all data before clicking "Final submit" option. After Final submission candidates cannot edit any data.
  - iv. Student's can upload all required certificates and other relevant documents in proper way.

### **PROCESS FOR ADMISSION**

1. To check the Merit list, go through the message received on their registered mobile number for selection.
2. After receiving the message the selected students can login to the online portal by using the USER Id and password set by the student.
3. After login the students will give the declaration about his/her admission and will proceed.





### SECTION III

## (Eligibility Criteria)

# RULES AND REGULATIONS

### GENERAL RULES

- ◆ Students must abide by all the rules and regulations of the college. Students violating the rules and regulations are liable for disciplinary action like suspension and even expulsion from the college.
- ◆ Ragging, misconduct in any form, irregular attendance, adopting unfair means in the examination, are considered as serious offences and will lead to expulsion from the college.
- ◆ The Students' union shall function under the guidance and control of the college authority.
- ◆ Societies, Associations or Clubs of Tezpur College will be subject to the guidelines and control of the college authority.
- ◆ Any notice desired to be circulated or pasted must be countersigned by the Principal.
- ◆ Bringing identity cards to college is compulsory for all students. Duly filled registration forms should be submitted in the office within the stipulated time as fixed by the college office. No registration forms will be received after the stipulated time.
- ◆ For pass certificate from the college one has to apply one day ahead and for a transfer certificate one has to apply at least two days ahead.
- ◆ Use of Mobile Phones, Smoking and Consumption of tobacco, alcohol, gutkha or any other intoxicants, inside the college premises is considered a punishable offence.
- ◆ Entering the college premises without uniform is strictly prohibited.
- ◆ Students must maintain cleanliness of the college campus.
- ◆ Students' bicycles, motorcycles etc. must be parked at the allotted parking stand only.



**TEZPUR COLLEGE, TEZPUR**  
**Sonitpur (Assam)**  
**NAAC ACCREDITED 'B+' GRADE**  
**Admission Notice for session 2020-21**

Classes	Last Date of Submission of forms	Date of Admission
H.S. 1 <sup>st</sup> Year(Arts) Sec-A	30 <sup>th</sup> June,2020	3 <sup>rd</sup> ,4 <sup>th</sup> & 5 <sup>th</sup> July,2020
H.S. 1 <sup>st</sup> Year(Arts) Sec-B	30 <sup>th</sup> June,2020	7 <sup>th</sup> ,8 <sup>th</sup> & 9 <sup>th</sup> July,2020
H.S.1 <sup>st</sup> year Commerce	12 <sup>th</sup> July,2020	14 <sup>th</sup> ,15 <sup>th</sup> & 16 <sup>th</sup> July,2020
B.A. 1 <sup>st</sup> Sem.(Arts) Sec-A	12 <sup>th</sup> July,2020	16 <sup>th</sup> ,17 <sup>th</sup> ,18 <sup>th</sup> & 19 <sup>th</sup> July,2020
B.A. 1 <sup>st</sup> Sem.(Arts) Sec-B	12 <sup>th</sup> July,2020	21 <sup>st</sup> ,22 <sup>nd</sup> & 23 <sup>rd</sup> July,2020
B.Com.1 <sup>st</sup> Semester	25 <sup>th</sup> July,2020	27 <sup>th</sup> ,28 <sup>th</sup> ,29 <sup>th</sup> & 30 <sup>th</sup> July,2020
B.B.A 1 <sup>st</sup> Semester	25 <sup>th</sup> July,2020	28 <sup>th</sup> ,29 <sup>th</sup> & 30 <sup>th</sup> July,2020

1. Online form and prospectus for admission into different courses of Tezpur College,Tezpur are available in the College website [www.tezpurcollege.com](http://www.tezpurcollege.com). and <http://tezpuronline.co.in>. Willing students are advised to go through the college website for access to online forms and prospectus and other information.
2. Admission will be held on Fee Waiver Scheme of Govt. of Assam for Assam domicile students only. Only digital payment is acceptable for self financing courses.
3. Admission will be held on Provisional Marksheets /Certificates. Original Marksheets / Certificates must be produced in due Course.
4. Admission will be strictly on merit basis and the reservation will be made as per Govt. rule.
5. Candidates seeking admission in E.C. Quota have to submit a separate form along with relevant documents.
6. All admission procedure will be held on scheduled date.
7. There is no provision for offline form fillup and admission.
8. Last date for online form fillup and admission may be extended for CBSE students depending on the declaration of their results.

Sd/-  
**Dr. Jyoti Kamal Hazarika**  
**Principal,**  
**Tezpur College,Tezpur**





## ATTENDANCE RULES

Regular attendance of classes is a must. The minimum attendance in each subject must be 75% of number of classes held in an academic session. A student having attendance less than 75% shall be declared non-collegiate.

## EXAMINATION RULES

College examinations are held according to the Academic Calendar.

Internal assessments are conducted by the college.

Internal assessments in every semester are compulsory for all. Students failing in the internal assessment of any subject or being absent in the same are considered to have failed in that particular subject even if they pass marks in that subject in the end semester examination held by the University.

## COLLEGE UNIFORM

It is strictly compulsory for every student to come to the college in full uniform.

For Boys : White Shirt and Black Pant (Black Sweater in Winter)

For Girls : Sky Blue Churidar Kurta with white Pyjama and White Dupatta (Black Sweater in winter/ Sky Blouse, Muga Mekhela with sky Blue Bordered Chadar (Black Sweater in Winter)

## APPENDICES - I

### TDC SEMESTER SYSTEM

#### i) Course Regulation

There will be six semesters covering 3 years.

Weightage is given to internal assessment

Internal assessment/evaluation = 20%

External (end semester) evaluation = 80 %

There shall be at least one sessional examination in each semester.

There is provision for clearance of absent or failed papers.

There is provision for repeat of any one of the theory papers in 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup>, 4<sup>th</sup> semester.

There is provision for 'Betterment of marks in one paper in 5<sup>th</sup> semester provided the student secures less than 45% in that paper.



## COURSE PATTERN

### COMBINATIONS OF SUBJECTS IN B.A FIRST SEMESTER

#### (HONOURS)

CORE (ANY ONE) 2 PAPERS SUBJECTS	AEC	GENERIC ELECTIVE (GE) (ANY ONE OTHER THAN CORE)
Assamese English Economics Education History Political Science Geography Philosophy	ENG. COMMUNICATION / MIL COMMUNICATION (ANY ONE)	Assamese English Economics Education History Political Science Geography Philosophy
	ENVIRONMENTAL SCIENCE	

#### (REGULAR)

DISCIPLINE SPECIFIC CORE (DAC) ANY TWO ONE PAPER EACH	COMPULSORY ONE PAPER	AEC
Assamese English Economics Education History Political Science Geography Philosophy	ENGLISH	ENG. COMMUNICATION / MIL COMMUNICATION (ANY ONE)
		ENVIRONMENTAL SCIENCE

#### APPENDICES - II

### STUDENT SUPPORT SYSTEM

- The college has a strong student support system which provides financial assistance to the needy & poor meritorious students.
- Best student award is given to the students securing highest marks in the VI semester final examination from the college.
- ISAN UDAY Scholarship can be availed of by the students as per norms of the Ministry of Human Resource Development, Government of India.
- National and State Merit scholarships can be availed of by the meritorious students of the college as per the Government norms.
- Scholarship for SC and ST students also can be availed of by the students of the respective communities as per norms of the Government.
- Kedermal Charitable Trust scholarship is awarded to 5 meritorious students of Arts and Commerce each in the first semester as per specified norms.
- Book Bank facility is provided to the economically backward students of the college as per specified norms through college library.





## **STUDENTS' TRAVELLING CONCESSION**

- Bonfied student can avail of travel concession through railway and govt. transport by producing valid documents.

## **HEALTH CHECK UP FACILITY**

- The college arranges free health check-up for students by a competent Medical Officer from time to time.

## **CAREER GUIDANCE AND COUNSELLING CELL**

- Students are provided trainings on Personality development and guidance for career opportunities through seminars, symposium and counseling through professional Carrier Counselor .

## **GRIEVANCE REDRESSAL CELL**

- The Grievance Redressal cell has been set up with the objective of addressing the grievance and problems of the students in a fair manner.

## **NSS UNIT**

- The NSS unit of the college organizes a number of extension activities and community development drives in the different regions of the state including cleanliness drives, awareness programme, adult education programme, afforestation, distribution of aids, provision for drinking water in rural areas. It instils in students values of social responsibilities and students in fair manner.

## **SPORTS, HEALTH & FITNESS**

- To cater to the needs of those with a concern for health and fitness, the college provides a fully equipped unisex gym along with the guidance of a trained instructor. Training for sports such as body-building, wrestling, weight lifting etc. is provided here. For those interested in other indoor sports the college has provided an indoor stadium as well within the college premises.

## **NCC ( GIRLS & BOYS)**

- The NCC girls' wing is an active wing of the college having brought laurels to the college many a times in the recent years. Of late, the NCC Boys wings has been newly formed.





- The Chandra Mohan Medhi Library is a modern, well-equipped computerized digital library connected through wifi and SOUL Software. The library prides itself on a large collection of more than 39 thousand books, manuscripts and journals, besides being a member of N-List, facilitating access to e-books and e-journals across the globe. The library has initiated Institutional Repository for E-Resources which users can access through Cloud. Moreover the various departments also have departmental libraries with a good numbers of books.

### **READING ROOM**

- Fully air-conditioned separate readings rooms with all modern facilities are available in the library for both students and teachers. The sitting capacity in the Reading Room is 130 students at a time.

### **COMPUTER EDUCATION CENTRE**

- Free computer education (Basic) is provided to all students.

### **COLLEGE CANTEEN**

- The college canteen is run in a newly constructed spacious building with separate dining room for students as well as teachers and office staff at a subsidised rate.

### **LANGUAGE LABORATORY**

- A Digital Language Laboratory is set up in the college to enhance the language speaking skills of the students with the financial support of the UGC.

### **GIS LABORATORY**

- The Department of Geography is facilitated with a well equipped GIS laboratory. ErDAS IMAGINE 13 and Super Map Deskpro version soft ware are available in the laboratory along with a number of Aerial Photographs, Scanner, Satellite Imagery, GPS and Plotter. The department also have smart class room facilities.

### **CULTURAL MUSEUM**

- The cultural Museum of the college has some unique collection of sculptures, idols, handicrafts, coins and cultural items collected from different places of the region.



## **CONFERENCE HALL & AUDITORIUM**

The college has a well equipped Conference Hall with all modern facilities and a seating capacity of 300 people. The college also has an auditorium cum indoor stadium within the campus.

## **GIRLS' HOSTEL**

The girls' hostel of the college is situated within the campus. At present the girls' hostel can accommodate 58 students. Modern amenities like 24 hours running water, TV, indoor and outdoor games facilities, news paper, internet etc. Admission into the hostel is strictly on merit basis, seats for reserved categories are allotted as per Govt. norms.

1. The boarders must maintain a decent, dignified and disciplined hostel lifestyle inside and outside the hostel. They must also maintain a decent dress code.
2. They must abide by the rules and regulations of the hostel as may be prescribed to them by the College authority, violation of which will strict disciplinary action amounting to expulsion of the guilty inmate from the hostel, leading also if required attract to consequent expulsion from the college.
3. Boarders must enter the hostel within the time fixed by the superintendent / warden for summer and winter seasons and must be present in their respective seats at the time of Roll-Call.
4. Entertainment of guests and visitors is not allowed except with prior permission of the authority.
5. Visitors other than Legal/Local guardians are not allowed to meet the inmates of the hostel without the permission of the Principal.
6. Boarders must have to pay their Mess-Dues as may be fixed from month to month by the mess committee within the 10th day of every month.
7. Ill-treatment of co-boarders, cooks and other employees of the hostel is strictly prohibited.
8. The use of electrical equipment such as iron, heater etc. is not permitted.
9. The boarders must attend their classes regularly and must appear in all internal examinations and other academic activities of the college.
10. All the boarders must abide by the Mess-rules prescribed by the Mess-Committee.
11. Ragging is strictly prohibited.

## **DIGITAL CLASSROOM**

The college has few designated digital classrooms equipped with LCD projectors and other hardware to be available to the various departments of the college.

## **CCTV**

The college campus, Library and the buildings are under constant CCTV surveillance.

## **OTHER FACILITIES**

To honour the RTI (Right to Information) Act 2005, the college has constituted an information cell. The College also has an e-content developing and recording room.



## **COLLEGE BULLETIN**

The annual College bulletin 'Heritage' records the academic and co-curricular activities of the different departments as well as endeavors and achievements of the students, teachers and the employees during the current academic year

## **EQUAL OPPORTUNITY CENTRE**

The Equal Opportunity Centre of Tezpur College is created by a mandate of the UGC specifying the need of a functionary within the college set up to ensure equal opportunity for all within its fold.

## **COLLEGE MAGAZINE AND WALL MAGAZINE**

The college magazine and wall magazine offer opportunities for realizing the creative potential of the students.

## **ALUMNI ASSOCIATION**

The college has an Alumni Association formed with its ex-students as office bearers.

## **IQAC**

The Internal Quality Assurance Cell of the college is an active organization monitoring the all round development of the college, ascertaining continuous progress in different areas, academic and non-academic, sending annual progress reports to NAAC

## **RESEARCH PROMOTION CELL**

The Research Promotion Cell of the college has been established with the aim of aiding and boosting the research activities in the college.







## **DEPARTMENTAL LIBRARIES**

Each department has its own Library and internet facility

## **STUDENTS' UNION**

The Tezpur College Students' Union (TCSU) looks after the interests of the students under the guidance of the respective teacher-in-charge. The office bearers of the union are annually elected by the students through direct election.

## **DEPARTMENTAL ASSOCIATIONS**

The different Departments of the college have formed Departmental Associations with a view to take the discipline beyond the confines of the prescribed syllabi, by raising and analyzing issues marginalized by the mainstream, by holding seminars, workshops, discussions, rallies etc.

## **BICYCLE CLUB**

Under the aegis of the Department of English, in association with IQAC, Tezpur college, a Bicycle club named 'Windbreakers' Bicyclist Club', has been formed with the objective of promoting bicycle as a cost - effective means of commuting conveyance for a pollution – free environment and a healthy life-style . Club membership is open for all.

## **PUBLICATIONS**

The college also has a few publications to its credit. The publication entitled 'Brahmaputra Review' is a national peer reviewed journal on Social Sciences and Humanities published annually by TCTU (Tezpur College Teachers' Unit) and edited by Dr. Basanta Kalita. Another publication 'Cherry-Picked Projects of Tezpur College Students' consists of a compilation of the best project-works of the final (6)th semester students of the college, edited by Dr M. Bhanja. Besides these, the various departments of the college bring out their respective departmental journals from time to time.



## SECTION IV

# LIST OF FACULTY MEMBERS AND OFFICE STAFF

### PRINCIPAL

Dr Jyoti Kamal Hazarika, M.Sc., Ph.D.

### VICE PRINCIPAL

Sri Subhash Sarma, M.A.

## FACULTY OF ARTS

### DEPARTMENT OF ENGLISH

1. Rita Saikia Dutta, M.A. PGDTE (HoD)
2. Bornali Konwar, M.A, MSW, M.Phil.
3. Dr. Dharmendra Kumar Baruah, M.A. M. Phil., Ph.D
4. Gargee Sharma, M.A. M. Phil.
5. Jayasri Kalita, M.A.

### DEPARTMENT OF ASSAMESE

1. Dr. Bharat Ch. Baruah, M.A. Ph. D. (HoD)
2. Mitali Saikia, M.A. (Double)
3. Barnali Saikia, M.A.
4. Himashree Hazarika, M.A.
5. Raghab Mahanta, M.A.

### DEPARTMENT OF BENGALI

1. Nabanita Chakraborty, M.A. (HoD)
2. Bapon Das, M.A.
3. Papri Paul, M.A.

### DEPARTMENT OF BODO

1. Raisumai Khakhlari, M.A., (HoD)

### DEPARTMENT OF HINDI

1. Dr. Bedabrat Sarma, M.A M. Phil, Ph.D (HoD)
2. Sunil Sahani, M.A.

### DEPARTMENT OF NEPALI

1. Kamal K. Sedai, M.A. (HoD)
2. Milan Subba, M.A., M.Phil

### DEPARTMENT OF EDUCATION

1. Karuna Dutta Kalita, M.A.
2. Trishna Kakoty, M.A. B. Ed.
3. Dr. Rajlakshmi Sonowal, M.A., B.Ed. Ph. D





# নৱাগত আদৰ্শ সভা

আৰু



## সাংস্কৃতিক অনুষ্ঠান

### তেজপুৰ মহাবিদ্যালয়

নাংক ১ ডিচেম্বৰ, ২০১৯



#### DEPARTMENT OF ECONOMICS

1. Dr. Pradip Ch. Mahanta, M.A. Ph.D
2. Dr. Basanta Kalita, M.A. Ph.D. (HoD)
3. Gita Rani Das, M.A.
4. Dr. Debajit Dutta, M.A., M. Phil, Ph.D
5. Dr. Arati Bharali, M.A., M. Phil, Ph.D
6. Nayanjyoti Devi, M.A.

#### DEPARTMENT OF GEOGRAPHY

1. Dipam Saikia, M.Sc., M. Phil. (HoD)
2. Jayanta Bordoloi, M.Sc., M. Phil
3. Dr. Prakash Jyoti Saikia, M.Sc. M. Phil, Ph.D
4. Dr. Chayanika Bhuyan, M.Sc., B.Ed, M Phil, Ph.D
5. Seema Rani Das, M.A.
6. Bonti Borah. M.Sc.

#### DEPARTMENT OF HISTORY

1. Subhash Sarma, M.A.
2. Rupali Daimari, M.A. (HoD)
3. Kuntal Sarma, M.A. B.ed
4. Plabita Mahanta, M.A.
5. Bikashita Bora, M.A.

#### DEPARTMENT OF POLITICAL SCIENCE

1. Dr Pranjit Hazarika, M.A. , Ph.D., Dip. in Journalism, (HoD)
2. Rahul Bania, M.A.
3. Bhanupriya Daimari, M.A., B. Ed, LLB.
4. Dr. Kisholoy Choudhury, M.A., M. Phil, LL.B, Ph.D.
5. Dibyajyoti Sarmah, M.A., PGDCWT

#### DEPARTMENT OF PHILOSOPHY

1. Chandra Probha Khaund, M.A., B. Ed., PGDMC
2. Monika Goswami, M.A., B.Ed, M, Phil. (HoD)
3. Trishna Rani Deka, M.A., B.Ed, M. Phil.
4. Anjali Sarmah, M.A.



## **TOURISM AND TRAVEL MANAGEMENT**

### **(VOCATIONAL SUBJECT)**

1. Ganesh Bhattarai, M.A. PGDTHM (HoD)
2. Chandan Jyoti Gohain MTA, M. Phil

### **FACULTY OF COMMERCE**

1. Nutan Patangia, M. Sc., B. Ed., PGDCA (HoD)
2. Utshab Talukdar, M. Com., M. Phil.
3. Payel Das, M. Com, PGDFM
4. Ram Prabesh Sahani, M. Com.
5. Kangkana Choudhury, M. Com, LLB.
6. Dr. Suchismita Paul, M. Com, Ph.D
7. Vanita Gupta, M. Com
8. Shrabana Sandilya, M.Com

## **DEPARTMENT OF BUSINESS ADMINISTRATION**

1. Dhanjit Pathak, M.B.A., M. Com, B.P.Ed
2. Sujala Das, M.B.A.
3. Nayan Kr. Dutta, M.B.A., LLB.
4. Iman Bora, MBA

## **K.K. HANDIQUE STUDY CENTRE**

Co-ordinator - Dr. Kisholoy Choudhury

Asstt. co-ordinator - Dhanjit Pathak

Office Assistant - Karuna Saikia

## **IDOL**

Co-ordinator - Rahul Bania

## **CAREER COUNSELLING CELL**

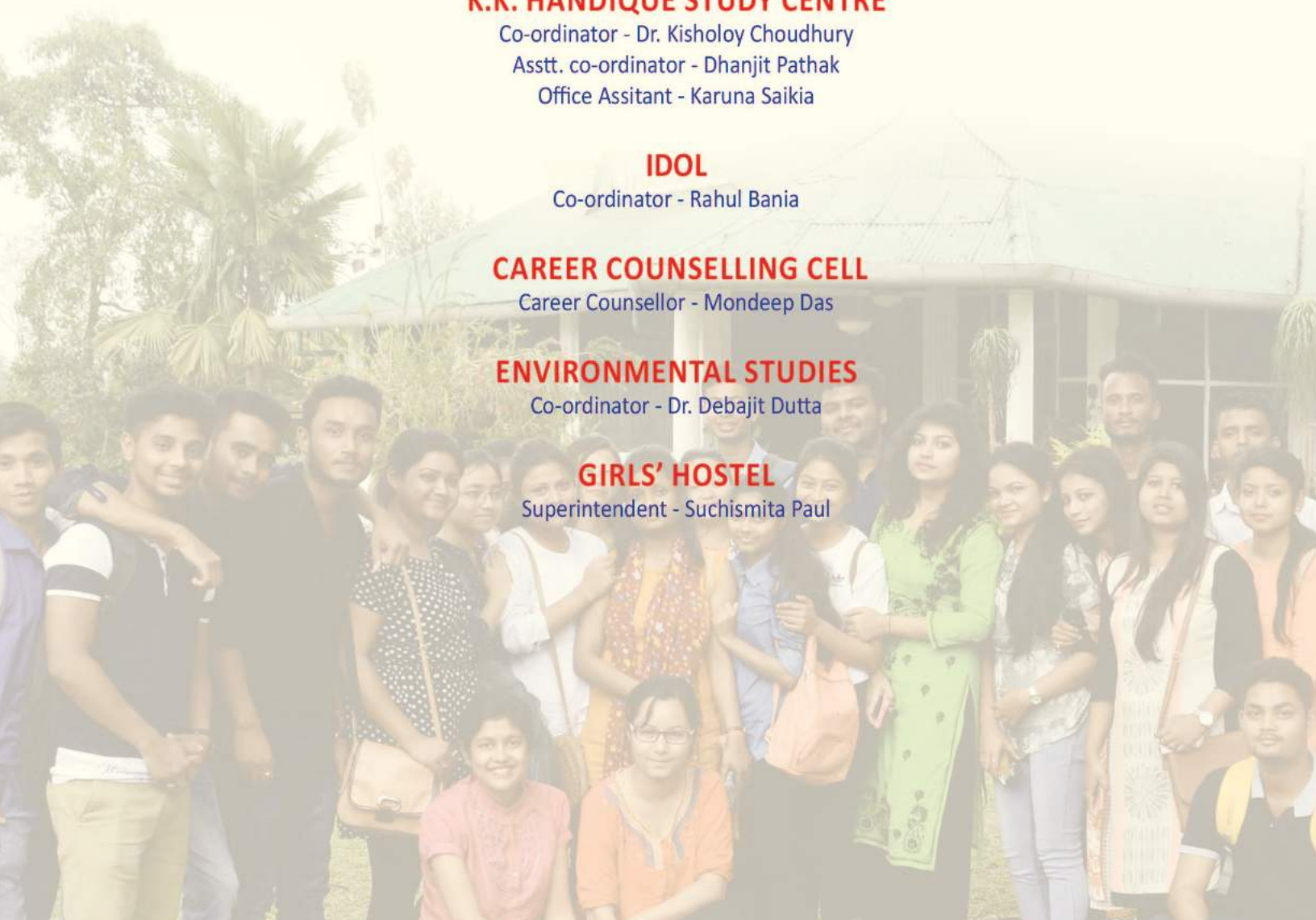
Career Counsellor - Mondeep Das

## **ENVIRONMENTAL STUDIES**

Co-ordinator - Dr. Debajit Dutta

## **GIRLS' HOSTEL**

Superintendent - Suchismita Paul





### **LIBRARY**

1. Dr. Mitali Goswami Sarma, Librarian, MLISc., MMC, Ph.D
2. Pranjal Das, Library Asstt., M.A.

### **COMPUTER EDUCATION CENTRE**

1. Roni Deka

### **ART & MUSIC**

1. Binapani Devi, M. Mus

### **GYMNASIUM**

1. Tridip Borah

### **OFFICE STAFF**

1. Lohit Ch. Nath, S.A.
2. Khanindra Kr. Deka, U.D.A.
3. Tapan Mahanta, L.D.A.
4. Lolit Ch. Kataki, L.D.A
5. Ranjan Borah, L.D.A.
6. Pranjal Bharali, Office Assistant
7. Lalit Nath, Office Assistant
8. Juri Kakati, Office Assistant
9. Biswajit Minj, Office Assistant

### **GRADE-IV EMPLOYEES**

1. Ram Das, Chowkidar.
2. Ramesh Saikia, Night Chowkidar
3. Sharmila Kalita, Lab Bearer, Geography
4. Hemanta Kr. Adhikari, Lab Bearer, Education
5. Gangadhar Bezbaruah, Bearer.
6. Moon Borah, Bearer Library
7. Anupam Sarma
8. Tapan Debnath
9. Jiten Nath
10. Ashok Barman
11. Prafulla Saikia (Night Chowkidar)
12. Dipjyoti Saikia
13. Sonia Basfor (Cleaner)
14. Sahera Begum (Cleaner)
15. Ajit Barman (Campus Cleaner)
16. Dhanti Bora
17. Pradip Borah
18. Rajkamal Hazarika
19. Anupam Sarmah







# Tezpur College, Tezpur

A premier institute of Higher Education : ESTD-1965

website : <http://www.tezpurcollege.com>

e-mail : [tezpurcollege.5aug1965@gmail.com](mailto:tezpurcollege.5aug1965@gmail.com)