



# Prospectus

Session 2024-25

তেজপুৰ মহাবিদ্যালয়  
**TEZPUR COLLEGE**

*A premier institution of  
higher education.*

Website: [www.tezpuronline.co.in](http://www.tezpuronline.co.in)  
[www.tezpurcollege.com](http://www.tezpurcollege.com)  
[www.tcelibrary.org](http://www.tcelibrary.org)

Phone: 03712-220535





PRESIDENTS SINCE INCEPTION	
1. DR. HANUJA SA. BHATTACHARYA	1981
2. DR. HANUJA SA. BHATTACHARYA	1982
3. DR. HANUJA SA. BHATTACHARYA	1983
4. DR. HANUJA SA. BHATTACHARYA	1984
5. DR. HANUJA SA. BHATTACHARYA	1985
6. DR. HANUJA SA. BHATTACHARYA	1986
7. DR. HANUJA SA. BHATTACHARYA	1987
8. DR. HANUJA SA. BHATTACHARYA	1988
9. DR. HANUJA SA. BHATTACHARYA	1989
10. DR. HANUJA SA. BHATTACHARYA	1990
11. DR. HANUJA SA. BHATTACHARYA	1991
12. DR. HANUJA SA. BHATTACHARYA	1992
13. DR. HANUJA SA. BHATTACHARYA	1993
14. DR. HANUJA SA. BHATTACHARYA	1994
15. DR. HANUJA SA. BHATTACHARYA	1995
16. DR. HANUJA SA. BHATTACHARYA	1996
17. DR. HANUJA SA. BHATTACHARYA	1997
18. DR. HANUJA SA. BHATTACHARYA	1998
19. DR. HANUJA SA. BHATTACHARYA	1999
20. DR. HANUJA SA. BHATTACHARYA	2000



## *From the Desk of the Principal...*

I consider it a privilege to welcome you to this esteemed institution, Tezpur College. I feel proud to invite you to enroll in this College which boasts a farsighted and supportive Governing Body, young, energetic, experienced and dedicated teachers, an efficient and supportive office staff, a rich library, and a rejuvenating ambience.

Students from heterogeneous backgrounds are groomed here to tackle real-life challenges and are given a platform to grow. We believe in giving the right encouragement and congenial environment for expansion of knowledge, to develop self-esteem and confidence, and to inculcate discipline, values and integrity.

We care for our students and focus on promoting meaningful learning experiences for their holistic development. Our students are involved in a variety of extracurricular activities that allow them the opportunity to nurture their potential in different areas of individual interest- social, cultural, sports, etc. The achievements of the College stand as the epitome of the combined efforts of all its stakeholders.

  
Dr. Jyoti Kamal Hazarika

**“ You are the future of this great land, and we at Tezpur College, have committed to guide you to achieve your goals and secure the future of this country.**

**You shall benefit from all the good practices that have led us to such heights and it is my firm belief that you need to play an important role in the years to come to enable your college in attaining greater heights.”**





## WHY TEZPUR COLLEGE?

### 1. VARIETY

Tezpur College offers more than an educational experience. There are different student groups/clubs available for you to choose and join based on your interest. Here at our college, we work towards the holistic development of each student.

### 2. QUALITY EDUCATION

At Tezpur College, you will be ensured an opportunity to learn from experienced faculty members and mentors who shall help you mould your future. Their experience will add an extra edge to your learning experience.

### 3. UNIQUENESS

Being an institution dedicated to society, we value our heritage but we also encourage and support technological innovations. The aura at Tezpur College is a harmonious amalgamation of age-old traditions and modernisation.

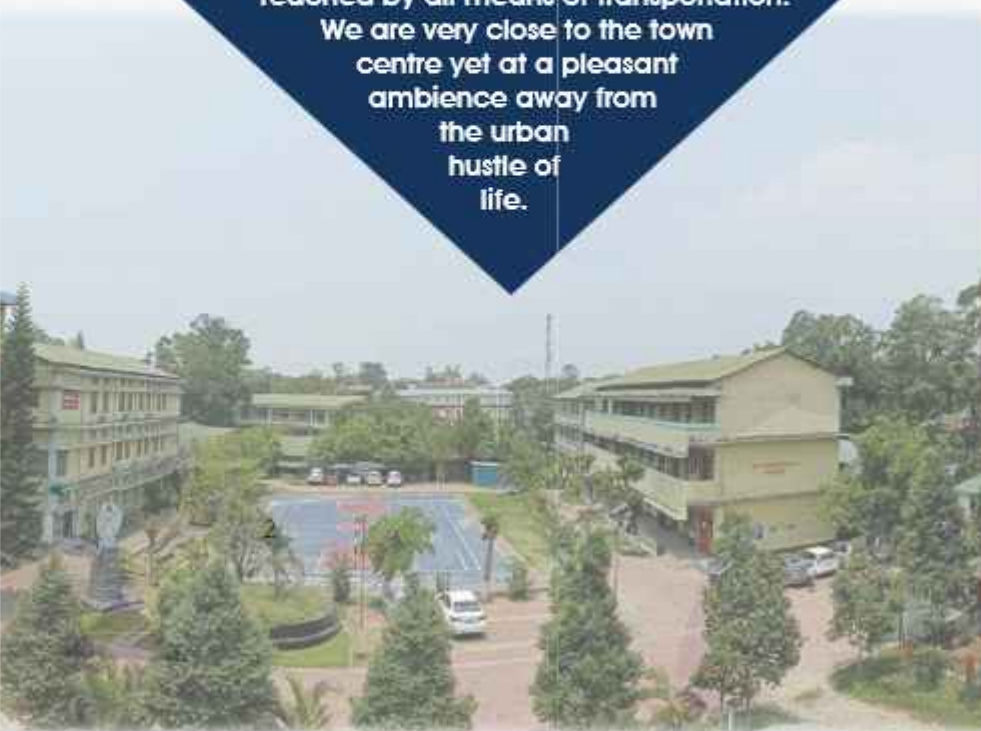
### 4. RECOGNITION

Our journey of evolving from a baby institution to where we stand today is a story of perseverance, hard work and team efforts. The NAAC Accreditation which started way back in 2005 has evolved with the dedication and perspiration of the IQA cell. Today we proudly stand as a B+ accredited institution with the hope of reaching further heights in the days to come.

### 5. LOCATION

Our campus is located at the base of Agnigarh Hill on the bank of the mighty Brahmaputra and can be reached by all means of transportation.

We are very close to the town centre yet at a pleasant ambience away from the urban hustle of life.







## TEZPUR COLLEGE AT A GLANCE

To meet the growing need for a higher education institution in Tezpur, Tezpur College opened its doors on August 5, 1965, thanks to the tireless efforts of some visionary residents of Tezpur, especially late Dulal Chandra Bhattacharjee, late Padma Prasad, and late Haramba Sarmah. The institution made its humble beginning on the premises of Tezpur Academy in the form of evening classes. In 1968, the college was moved to its current location next to the Central Jail. Under the capable direction of the late Chandra Mohan Medhi, the college's founding principal who served the college for a significant 27 years, the college rose to become a leading academic institution.

The college has gone a long way since it was founded; it has celebrated its Silver and Golden Jubilees and is currently getting ready for its approaching Diamond Jubilee celebration, which will commemorate the end of 60 years. The institution has its NAAC Accreditation to a B+ grade in 2019, thanks to the astute direction of the current Principal Dr. J. K. Hazarika. The smart classrooms, a digital recording room, a language lab, a computer centre, a GIS Lab, a fully equipped gymnasium, three conference halls, a sizable auditorium cum indoor stadium, and a fully functional canteen, a fully air-conditioned library, which includes a teacher's room are just a few of the upgrades the college is proud of. The college now has roughly 4000 students enrolled.

The college is presently equipped with the Science Stream, planning to offer B.Sc. to science aspirants from the academic session 2023-2024 with state-of-the-art science labs and new classrooms, in addition to Arts and Commerce at Higher Secondary and Undergraduate levels (UG). Other than these, the college also offers BBA (Self Financing Course) and courses under KKHSOU.

In recent years the college has signed MOUs with Gyalpozhing College of Information Technology, Bhutan, Balipara Foundation Assam, Kanaklata Civil Hospital Tezpur, LGB Regional Institute of Mental Health Tezpur, Mission Chariali Girls' School Tezpur, L.G.B. Girls' College Tezpur, etc. The College has adopted a village (Rudrapad), an orphanage (Naba Prabhat) and a School (Mission Chariali Girls' School).







## VISION AND MISSION OF THE COLLEGE

### VISION

Tezpur College is committed to moulding the youth of today into competent citizens of tomorrow by imparting quality, value-based 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



We understand that education is not just a process of transferring information but also a tradition to inculcate virtues like truth, fearlessness and self-reliance in a person. So our motto is -

**"Attaining Enlightenment through Knowledge and Wisdom."**



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## SECTION I

# ACADEMIC PROGRAMMES

## THE FOUR-YEAR UNDERGRADUATE PROGRAMME (FYUGP) OF TEZPUR COLLEGE

The Four-Year Undergraduate Programme (FYUGP) of Tezpur College under Gauhati University is as per UGC's NEP Curricular Framework, published in November 2022.

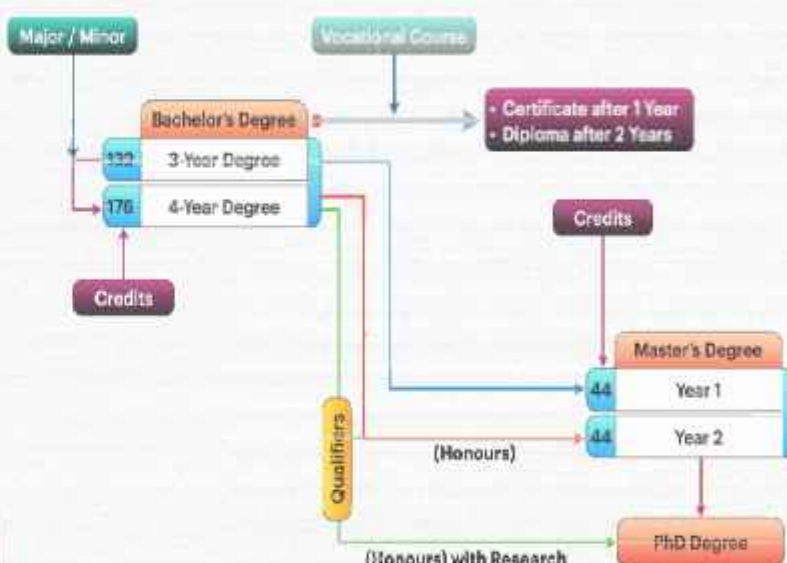
The FYUGP offers two types of Bachelor's Degrees — (i) Bachelor's Degree in a Stream and (ii) Bachelor's Degree in a Discipline. In the case of a degree in a stream, the student studies a multitude of different subjects, usually mixing different disciplines, which leads to a truly multidisciplinary degree. While in the case of a degree in a discipline, the student is confined to a certain set of disciplines.

The unique feature of FYUGP under NEP is that a student can exit after any year during the FYUGP. Depending on the exit level, a student can get a certificate, diploma, or degree. However, every student who wants to exit before 3 years into the programme, **MUST** complete an additional Vocational/skill Course of 4 credits.

If a student exits after one year into the programme, s/he will be eligible to get a certificate, if s/he clears all the courses at that point in time. Similarly, s/he will be getting a diploma if s/he exists after two years into the programme, after clearing all the courses up to that point in time. Eventually, after three years, s/he will get a Bachelor's Degree. Finally, if one intends to progress to the fourth year, s/he will be devoting the time in studying advanced courses which will be at the level of initial Master's degree papers and after completion, s/he gets a Bachelor's Degree with Honours.

## Progression

If a student exits the FYUGP after 3 years, s/he will need to take admitted into the first year of a Master's programme, which is a 2-year degree programme. However, if a student fully completes an FYUGP, s/he needs to take admitted into the second year of a Master's programme and needs to complete only one year to get a Master's Degree. After a Master's programme, one will be able to take admitted into a Doctoral programme leading to the Degree of a PhD. However, if a student is exceptionally good, one can directly take admitted into a Doctoral programme right after the FYUGP, by clearing the Honours with Research.





## ***The Course Structure***

The course structure of FYUGP in Tezpur College is as follows –

The complete FYUGP consists of 8 semesters, to be completed in a minimum of 4 academic years. Each academic year has two semesters.

Course-wise, the whole FYUGP is divided into two parts – (i) Core Courses and (ii) Common Courses. As the name suggests, different students study different core courses and all students study the common courses.

The performance in the core courses determines the grade of the student in the final exam. However, a student must clear (i.e. pass) the common courses and s/he must acquire the minimum credits allocated for each course.

**The core courses** constitute Majors and Minors. Usually, a student will choose one Major subject and two Minor subjects. But there are other options as well, where a student can choose three Minors or a no Major (NOM) option.

**Common courses** have to be studied by all students of FYUGP. The common courses have five subdivisions. They are –

- (a) Value Added Courses (VAC)
- (b) Ability Enhancement Courses (AEC)
- (c) Multidisciplinary Courses
- (d) Skill Enhancement Courses (SEC) and
- (e) Internship.

NEP format gives paramount importance to the **student's attendance** in classes. So students are advised to attend their classes regularly. All classes that a student attends are ultimately converted to academic credits. The following should be noted –

- (a) The allotment of credit for a certain course (i.e. paper) is for the duration of a Semester.
- (b) In FYUGP, all credits are calculated on a weekly basis and one week is a span of days starting from one Monday to the next Sunday. The conversion from credit to contact hour of teaching is as follows.

1 Credit = 15 Hours of Theory Class

**OR**

1 Credit = 30 Hours of Practical Class

- (c) The 'Theory Class' can be any of
  - (i) A Teaching Class in a Classroom,
  - (ii) A Tutorial Class, or
  - (iii) Assignments.
- (d) The 'Practical Class' can be either
  - (i) A Practical Class Conducted in a Laboratory or
  - (ii) A Project Work.





### ***Conversion of class hours to Credits (Example)***

It is expected that in the course of a Semester, a minimum of 11 (eleven) week's worth of classes should be conducted. So, a 4-credit theory course should have a minimum of 44 hours of teaching in a Semester, which roughly translates to 44 one-hour theory classes.

The following examples explain this conversion in detail for a whole Semester.

- (a) A course with 4 Theory Credits  $4 \times 15 = 60$  Hours of Teaching
- (b) A course with 3 Theory and 1 Practical Credit  $3 \times 15 + 1 \times 30 = 75$  Hours of Teaching
- (c) A course with 2 Theory and 2 Practical Credits  $2 \times 15 + 2 \times 30 = 90$  Hours of Teaching
- (d) A course with 4 Practical Credits  $4 \times 30 = 120$  Hours of Teaching

### ***Semester-wise Minimum Credit***

Each semester has a maximum credit allocation of 22. Together the minimum credit requirement for a 3-year programme is 120 and for a 4-year programme, it is 160. A student can however earn up to a maximum of 132 credits in a 3-year programme and 176 by the fourth year by utilizing the system of free credits. The minimum credit requirements for FYUGP are as follows –

- |                     |                            |
|---------------------|----------------------------|
| (a) Semester I: 22  | (c) Semester III: 22       |
| (b) Semester II: 22 | (d) Semester IV: 22        |
| (e) Semester V: 22  | (g) Semester VII, VIII: 44 |
| (f) Semester VI: 22 | Total: 176                 |

### ***The System of Open Core Credits***

From fourth to sixth Semester of the FYUGP, a student will have time for **optional open core credits** of 4 per semester (total 12 credits), which one can earn by studying either of the Major or two Minors or they can just not utilize them at all.

### ***The Minimum Credit Requirements for Various Courses***

#### ***(a) Core Course***

- a) First Major: 60 (Semesters 1-6)
- b) Minor: 12 (Semesters 1-6)
- c) Second Major (Double Major): 48 (Semesters 1-6)

#### ***(b) Common Course***

- a) Multidisciplinary: 9 (Semesters 1-3)
- b) Skill Enhancement Course (SEC): 9 (Semesters 1-3)
- c) Valued Added Course (VAC): 6 (Semesters 1, 2 and 4)
- d) Ability Enhancement Course (AEC): 8 (Semesters 1-2, 5-6)
- e) Internship: 4 (in any Semester from 3-6)
- f) Research Methodology: 4 (in any Semester in 5 or 7)

#### ***(c) For Honours and Honours with Research***

- a) Advanced Core, Dissertation: 40 (Semesters 7, 8)



## ABC (Academic Bank of Credits)

The GU-FYUGP is directly connected to the ABC (Academic Bank of Credit) as notified by the UGC. All credits a student earns at the end of an examination in GU-FYUGP, and will be deposited in the ABC by the university.

As such it is mandatory that a student under GU-FYUGP register for the ABC as notified by the regulatory agencies.

### DIAGRAMMATIC REPRESENTATION OF THE THREE DIFFERENT OPTIONS

- A. Option of a Major and two Minors:** In this case, a student takes a Major subject with minimum 15 courses (papers) and two Minor subjects with a minimum of 3 courses (papers) each over a period of three years. Apart from these, the student can also take 3 Core courses (papers) during Semesters 4-6, where s/he can pick any of the three core subjects s/he has already studied.

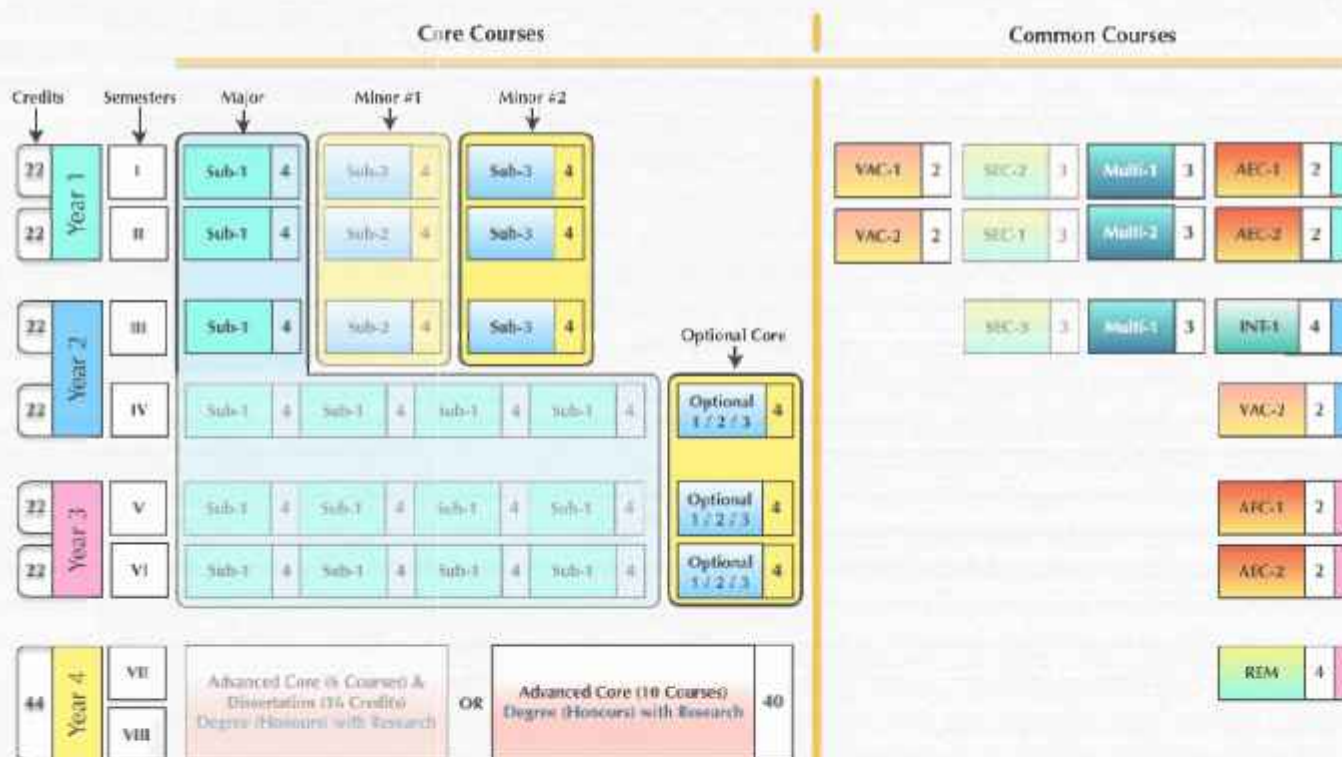


Figure 1: Core Courses options — Option for a Major and two Minors.

#### Legends

VAC – Value Added Course  
SEC – Skill Enhancement Course  
Multi – Multidisciplinary Course

AEC – Ability Enhancement Course  
INT – Internship  
REM – Research Methodology





**B. A no Major option (NOM):** In this case, a student takes three Minor subjects each with a minimum 6 courses (papers) over a period of three years. Apart from these, the student can also take 6 Core courses (papers) during Semesters 4-6 (Optional Core Courses), where s/he can pick any of the three core subjects s/he has already studied.

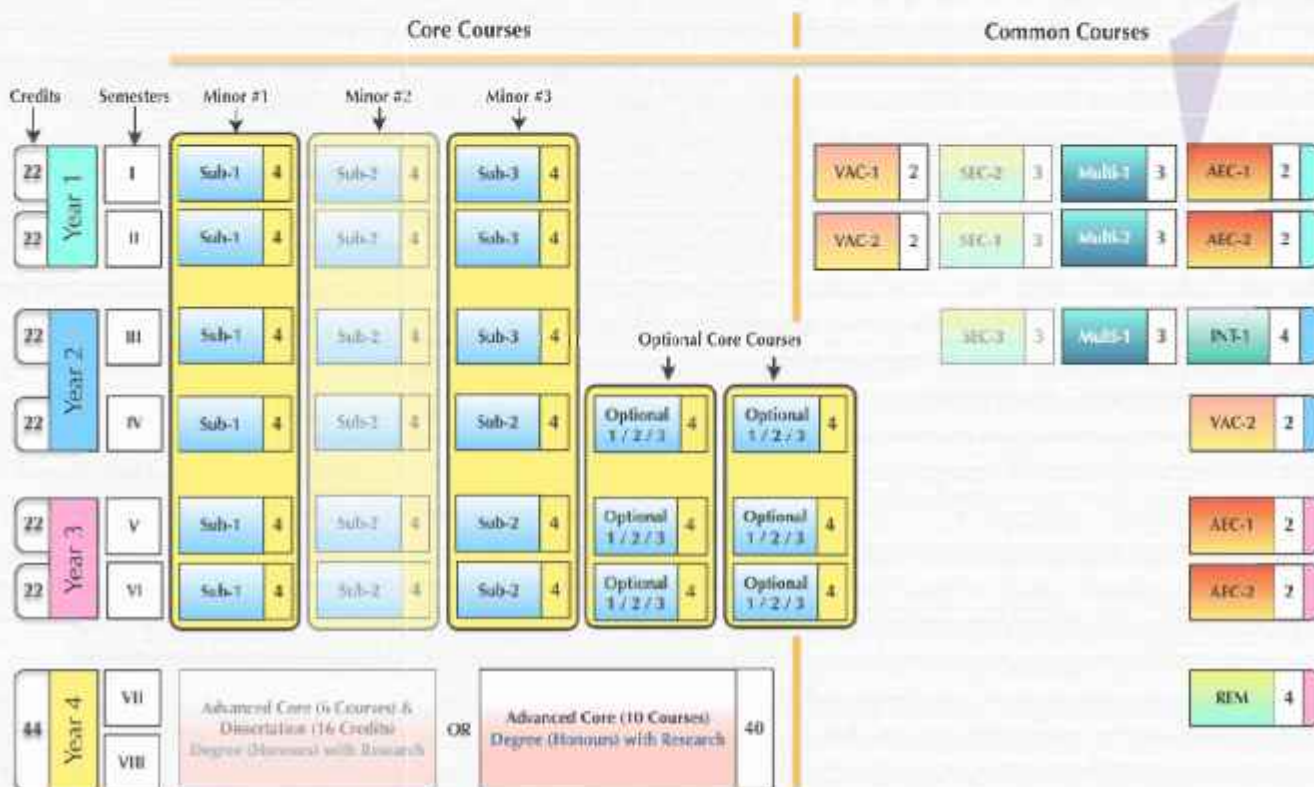


Figure 2: Core courses options — a No Major option or NOM

### Legends

VAC – Value Added Course  
SEC – Skill Enhancement Course  
Multi – Multidisciplinary Course

AEC – Ability Enhancement Course  
INT – Internship  
REM – Research Methodology

## SUBJECT DETAILS OF OUR COLLEGE

The following are the subjects, their dependencies and prerequisites. A student of **Science or Arts** can choose any three subjects from the subject groups - Arts, Science, and Commerce & Management. However, the ability to take a subject from a particular group will depend on prerequisites i.e. the qualifications that a student must have (see the subsection below on Prerequisites & Requirements) and Group Constraints.

The subjects in the Stream of **Commerce & Management** have its own combination and shown in the commerce and management section.



## A.1. Core courses for ARTS and SCIENCE

Stream: ARTS			
Language Group			
Subject	Prerequisites	Requirements	Max*
Assamese	Assamese(X-level) for Minor and (XII-level) for Major	None	1
Bengali	Assamese/Bengali (X-level)		
Hindi	Hindi (X-level) - only Minor is available		
English	English (X-level) for Minor or Major	None	

Stream: ARTS			
SOCIAL SCIENCE Group			
Subject	Prerequisites	Requirements	Max*
Economics	None	None	3
Education			
History			
Philosophy		Philosophy Minor and Geography Minor combination not allowed.	
Political Science		None	

Stream: SCIENCE			
PHYSICAL SCIENCE Group			
Subject	Prerequisites	Requirements	MAX*
Chemistry	Chemistry and Math (XII-level) for Minor and only Chemistry (XII-level) for Major	None	3
Mathematics	Math (XII-level)	None	
Physics	Physics and Math (XII-level)	Math	
BIOLOGICAL SCIENCE Group			
Botany	Biology (XII-level)	Chemistry	2
Zoology	Biology and Chemistry (XII-level)	Chemistry	
EARTH SCIENCE Group			
Geography	None	None	1

Stream: COMMERCE AND MANAGEMENT			
Subject	Prerequisites	Requirements	MAX*
Travel and Tourism Management	None	None	1

**NOTE:** Requirements are the conditions attached to some core subjects.

**Max\*** = Maximum number of subjects which can be chosen from each group.





## A.2. Common courses for ARTS AND SCIENCE

### MULTI-DISCIPLINARY COURSES

Subject	Prerequisites	Requirements	
Group C: Commerce (Basic Commerce – 1)	None	None	During Sem 1

### VALUE ADDED COURSES (VAC)

Subject	Prerequisite	Requirements	
Environmental Studies	None	None	Compulsory in 1 <sup>st</sup> Sem

### ABILITY ENHANCEMENT COURSES (AEC)

Subject	Prerequisite	Requirements	
MIL (Assamese, Bengali, Bodo, Hindi, Nepali, Alt. E.)	None	None	Compulsory in 1 <sup>st</sup> Sem

### SKILL ENHANCEMENT COURSES (SEC)

**\*\*SEC will be offered as per Gauhati University guidelines\*\***

**Subject to fulfilment of prerequisites and requirements, a student can choose any subject from across Arts, Science or Commerce and Management as core subjects.**

**The nomenclature of the degree awarded (whether Bachelor of Arts or Science) will be decided by the group to which atleast two subjects belong.**

**All admitted students MUST register with Gauhati University (one time) immediately after the admission.**

**So, at the time of admission do not forget to obtain your ABC ID, as this will be needed for Registration at Gauhati University.**



## B. Courses for COMMERCE

The Bachelor's Degree in Commerce is a standalone course with the FYUGP structure. However, with this degree, one can have choice of Majors in i) Accountancy (ii) Finance and (iii) Marketing Management. The common courses are same for all.

### Common Courses

Credits / Semester		Common Courses			
18	I	Multidisciplinary 1 Business Mathematics	VAC 1 Environmental Science	ABC 1 English Communication	SLR 1 IT in Business
18	II	Multidisciplinary 2 Business Economics	VAC 2 Trade & Commerce in India	ABC 2 Business Communication	SLR 2 E-Commerce
18	III	Multidisciplinary 3 Business Statistics			SLR 3 New Venture Planning
2	IV		VAC 3 Business Etiquette		Internship On a chosen topic
2	V			ABC 3 Soft Skill	
2	VI			ABC 4 Filing of Return	
4	VII	Research Methodology 1 Course (4 Credits)			
0	VIII				

### \*Major Option 1. Major in Accountancy

Credits / Semester		Major : Accountancy				
		Core Courses (Credit per Course : 4)				
12	I	Core 1 Business Organisation & Management	Core 2 Financial Accounting	Core 3 Indian Financial System		
12	II	Core 4 Corporate Accounting	Core 5 Principles & Practice of Management	Core 6 Principles of Marketing		
12	III	Major 1 Advance Financial Accounting	Major 2 Entrepreneurship	Major 3 Business Laws		
20	IV	Major 4 Fundamentals of Financial Management	Major 5 Cost Accounting	Major 6 Income Tax Laws & Practices	Major 7 Advanced Corporate Accounting	Minor 1 Financial Market Operations
20	V	Major 8 Indian Economy	Major 9 Management Accounting	Major 10 Fundamentals of Investment	Major 11 Indirect Taxes	Minor 2 Corporate Laws
20	VI	Major 12 International Business	Major 13 Operations Research in Business	Major 14 Computerised Accounting	Major 15 Auditing & Assurance	Minor 3 Project Management
16	VII	Advanced Core 4 Course (16 Credits)				
20	VIII	Advanced Core 1 Course (4 Credits)	Dissertation 1 Course (16 Credits)			

← Degree (Honours)

Degree (Honours) →  
with Research

Advanced Core  
4 Course (16 Credits)  
Advanced Core  
5 Course (20 Credits)





## \*Major Option 2. Major in Finance

Major : Finance						
Credits	Semester	Core Courses (Credit per Course : 4)				
12	I	<b>Core 1</b>	<b>Core 2</b>	<b>Core 3</b>		
		Business Organisation & Management	Financial Accounting	Indian Financial System		
12	II	<b>Core 4</b>	<b>Core 5</b>	<b>Core 6</b>		
		Corporate Accounting	Principles & Practice of Management	Principles of Marketing		
12	III	<b>Major 1</b>	<b>Major 2</b>	<b>Major 3</b>		
		Banking	Entrepreneurship	Business Laws		
20	IV	<b>Major 4</b>	<b>Major 5</b>	<b>Major 6</b>	<b>Major 7</b>	<b>Minor 1</b>
		Fundamentals of Financial Management	Financial Market Operations	Insurance	Cost & Management Accounting	Direct & Indirect Taxes
20	V	<b>Major 8</b>	<b>Major 9</b>	<b>Major 10</b>	<b>Major 11</b>	<b>Minor 2</b>
		Indian Economy	Micro Finance	Financial Services	Fundamentals of Investment	Corporate Laws
20	VI	<b>Major 12</b>	<b>Major 13</b>	<b>Major 14</b>	<b>Major 15</b>	<b>Minor 3</b>
		International Business	Operations Research in Business	Treasury & Risk Management	Marketing of Services	Project Management
16	VII	<b>Advanced Core</b> 4 Course (16 Credits)				
20	VIII	<b>Advanced Core</b> 1 Course (4 Credits)		<b>Dissertation</b> 1 Course (16 Credits)		

← Degree (Honours)      Degree (Honours) with Research →

<b>Advanced Core</b> 4 Course (16 Credits)
<b>Advanced Core</b> 5 Course (20 Credits)

## \*Major Option 3. Major in Marketing Management

Major : Marketing Management						
Credits	Semester	Core Courses (Credit per Course : 4)				
12	I	<b>Core 1</b>	<b>Core 2</b>	<b>Core 3</b>		
		Business Organisation & Management	Financial Accounting	Indian Financial System		
12	II	<b>Core 4</b>	<b>Core 5</b>	<b>Core 6</b>		
		Corporate Accounting	Principles & Practice of Management	Principles of Marketing		
12	III	<b>Major 1</b>	<b>Major 2</b>	<b>Major 3</b>		
		Advertising	Entrepreneurship	Business Laws		
20	IV	<b>Major 4</b>	<b>Major 5</b>	<b>Major 6</b>	<b>Major 7</b>	<b>Minor 1</b>
		Fundamentals of Financial Management	Retail Management	Customer Relationship Management	Cost & Management Accounting	Direct & Indirect Taxes
20	V	<b>Major 8</b>	<b>Major 9</b>	<b>Major 10</b>	<b>Major 11</b>	<b>Minor 2</b>
		Indian Economy	Consumer Behaviour	Personal Selling & Salesmanship	Brand Management	Corporate Laws
20	VI	<b>Major 12</b>	<b>Major 13</b>	<b>Major 14</b>	<b>Major 15</b>	<b>Minor 3</b>
		International Business	Operations Research in Business	Consumer Affairs & Customer Care	Marketing of Service	Project Management
16	VII	<b>Advanced Core</b> 4 Course (16 Credits)				
20	VIII	<b>Advanced Core</b> 1 Course (4 Credits)		<b>Dissertation</b> 1 Course (16 Credits)		

← Degree (Honours)      Degree (Honours) with Research →

<b>Advanced Core</b> 4 Course (16 Credits)
<b>Advanced Core</b> 5 Course (20 Credits)



## DEGREE IN A DISCIPLINE

Tezpur college has **Bachelor's of Business Administration**, where we offer degree in a discipline. In this case, a student studies all the 21 core courses from the discipline designed for the purpose.

The previous results of BBA Department of our college is **Extraordinary** and you will be happy to know that so far all our BBA students have got 1<sup>st</sup> Class.

### COURSES FOR BACHELOR'S OF BUSINESS ADMINISTRATION

**BBA** has the same FYUGP structure – i.e. Core courses with a minimum of 84 credits and common courses credits of 36 (in a 3-Year programme).

There will be no Major or Minor and students has to study the following papers designed for the discipline.

#### A. Core courses for BBA

Credits	Semester	Core Courses (Credit per Course: 4)					
12	I	Principles of Management	Managerial Economics	Financial Accounting			
12	II	Indian Economic Scenario	Business Mathematics and Statistics	Business Organisations and Systems			
12	III	Financial Management	Organisational Behaviour	Principles of Marketing			
12	IV	Business Research Methodology	Operations Management and Control	Consumer Behaviour	Management Accounting	Human Resource Management	
12	V	Sales Management	Banking and Insurance	Business Policy and Strategic Management	Indian Financial Markets and Operations	Management of Industrial Relations	
12	VI	Entrepreneurship Development	Legal Aspects of Business	Income Tax and Law Practice	Human Resource Development Systems and Strategies	Investment Banking and Financial Services	





## B. Common Courses for BBA

### MULTI-DISCIPLINARY COURSES

Subject	Prerequisites	Requirements	
Group C: Commerce (Basic Commerce – 1)	None	None	During Sem 1

### VALUE ADDED COURSES (VAC)

Subject	Prerequisite	Requirements	
Environmental Studies	None	None	Compulsory in 1 <sup>st</sup> Sem

### ABILITY ENHANCEMENT COURSES (AEC)

Subject	Prerequisite	Requirements	
MIL (Assamese, Bengali, Bodo, Hindi, Nepali, Alt. E.)	None	None	Compulsory in 1 <sup>st</sup> Sem

### SKILL ENHANCEMENT COURSES (SEC)

**\*\*SEC will be offered as per Gauhati University guidelines\*\***

**All admitted students MUST register with Gauhati University (one time) immediately after the admission.**

**So, at the time of admission do not forget to obtain your ABC ID, as this will be needed for Registration at Gauhati University.**



## **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 the Assam Government in 2007 to provide access to higher education (now up to PG level) for those students unable to pursue higher education for various reasons.



**Course Offered in KKHSOU Study Centre, Tezpur College:** B.A., B.Com., BBA (**SESSION:** July to June)

**P.G. Courses in** - Assamese, English, Economics, Education, Political Science, Sociology, M.Com., MBA

**Post-Graduate Diploma in** - Yoga, Human Resource Management.

## **HIGHER SECONDARY COURSE**

**Combination of Subjects for ARTS:** Assamese, Adv. Assamese, Bengali, Adv. Bengali, Hindi, Adv. Hindi, Bodo, Nepali, English, Alternative English, Economics, Education, Political Science, Logic and Philosophy, Geography, History, and Environmental Studies.

English, MIL and Environmental Studies are compulsory for all. However, Alternative English can be taken in place of MIL (Assamese, Bengali, Bodo, Hindi & Nepali).

A student shall select any three subjects as core subjects and one as additional i.e. 4th subject (Each subject shall be of 100 marks).

**Combination not allowed:** Advanced languages, Logic and Philosophy are not allowed with Geography.

**Combination of Subjects for COMMERCE:** Assamese, English, Alternative English, Bengali, Bodo, Hindi, Nepali, Environmental Studies, Business Studies, Accountancy, Economics, Finance, Business Mathematics & Statistics.

English, Environmental Studies, Accountancy, Business Studies and MIL are compulsory.

Alternative English can be taken in place of MIL (Assamese, Bengali, Bodo, Hindi & Nepali).

**Third and Fourth Elective Subjects:** Any two from i) Economics, i) Finance, and ii) CMS





## Certificate Courses:

Tezpur College has introduced 10 certificate courses in 9 departments. The departments where the course has been introduced are – Department of Geography, Department of Education, Department of Commerce, Department of Political Science, Department of Economics, Department of English, Department of Bengali, Department of Philosophy and Department of Assamese. There is one Multilingual certificate course available for the students. Through the courses they can get credit points. The courses intend to provide the students with a general insight into the subjects. It is earnestly believed that these well-planned courses will also provide the students training and capability to appear in various competitive examinations in the future. The students can register in their preferred course through online “Log in to [tezpuronline.co.in](http://tezpuronline.co.in)”. The one time admission fee for the course is 1000/- (one thousand) only.

### List of Certificate Courses

Sl. No.	Name of Departments	Certificate Course	Co-ordinator
1	Geography	Fundamentals of Surveying and Mapping	Dr. Prakash Jyoti Saikia
2	Education	Certificate Course on Micro Teaching and Practice	Ms. Bhaswatee Boruah
3	Commerce	Certificate course on Talley prime with GST	Sri Ram Prabesh Sahani
4	Political Science	Political Science: An Introduction	Dr. Kisholoy Choudhury
5	Economics	Fundamentals of computer Application in Social Science	Ms. Violina Deka
6	English	English for Tourism and Hospitality Management	Ms. Bandana Sharma
7	Bengali	Certificate Course on Research Methodology in Humanities	Dr. Bapon Das
8	Philosophy	Logical Reasoning	Ms. Monika Goswami
9	Assamese	অসমীয়া ভাষা শিক্ষণৰ সংযোজিত পাঠ্যক্ৰম	Ms. Mitali Saikia
10	Multilingual	Introduction to Book-Editing, Prof-Reading and Assamese-English DTP	Dr. Bitopon Dawo, Sri Rajarshi Nath



## SECTION II

### ORDERS BY THE GOVERNOR OF ASSAM

#### NOTIFICATION FROM DHE

As per notification from Higher Education Department, Government of Assam Letter No Ecl No.294817/130, 'The admission portal will be opened for registration of student details on 3rd April, 2024 and for giving programme preference after declaration of 12th Board results'.

The preference for programme of study (BA/B.Sc/B.Com/B. Voc etc) in any discipline of choice will be subject to eligibility defined for admission by the concerned affiliating University/degree awarding Institution and marks obtained in the eligibility examination (12% marks or CUET score) to be considered for admissions through Notification.

As per Govt. of Assam O.M. No. E-268507/1 dated 3rd March, 2023, it has been decided to provision the entry of students in 3rd Semester laterally who have done diploma from Polytechnics after Class X to maintain parity as per National Credit Framework.





## ADMISSION PROCEDURE

Students seeking admission into B.A., B.Sc., B.Com., and B.B.A. 1st semester may log-in to the "SAMARTH" admission portal which has been designed for admission purpose. For this, first the applicants have to complete the Sign-up Process via Email Verification on this Unified Admission Portal. After Sign-up, they need to Log-in to the Dashboard to complete the Application Process. Merit list of Tezpur College will be available on the website: [www.tezpuronline.co.in](http://www.tezpuronline.co.in) or [www.tezpurcollege.com](http://www.tezpurcollege.com)

### Eligibility

(a) A student who has passed 12th standard or equivalent examination in any stream from a recognized institution.

(b) Admission to the FYUGP will be based on the preference of Major, if any. In case a student does not want to opt for any Major, s/he will be admitted on the basis of preferences of the subject combinations.

(c) Admission to a Programme or Major will be subject to availability of the subject and capacity of a college / department.

(d) No student shall be eligible for admission to a Programme in any discipline under the FYUGP unless s/he fulfills the pre-requisites of courses as fixed by the university.

### Reservation

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

### NUMBER OF SEATS AVAILABLE IN OUR COLLEGE

Sl. No.	Stream	Subjects	No. of Seats	Section	Total Seats
1	B.Sc.	<b>WITH MAJOR OPTION</b>			
		Physics	30	A	150
		Chemistry	30		
		Mathematics	30		
		Zoology	30		
		Botany	30		
2	B.Sc.	<b>WITHOUT MAJOR OPTION</b>	100	B	100
3	B.A.	<b>WITH MAJOR OPTION</b>			
		Assamese	80	A	550
		Bengali	30		
		Economics	50		
		Education	65		
		English	70		
		Geography	70		
		History	65		
		Philosophy	50		
		Political Sc.	70		
4	B.A.	<b>WITHOUT MAJOR OPTION</b>	455	B	455
5	B.Com	<b>WITH MAJOR OPTION</b>			
		Accountancy	150	A	450
		Finance	150		
		Marketing Management	150		
7	B.B.A.		30		30



All students seeking admission to our college have to register themselves with Gauhati University (one time) immediately after the admission. So, at the time of admission do not forget to obtain your ABC ID, as this will be needed for Registration at Gauhati University.

### **ADMISSION CRITERIA**

1. Admission will be strictly as per the Government rules and on Merit basis.
2. Selected candidate should take their admissions on the specified dates for the purpose, failing of which would fortify their claim.
3. A valid phone number of the candidate should be given. All communications will be done through this phone number.
4. A valid e-mail ID should be given.
5. On the day of admission, students must bring a scanned copy of the front page of the candidate's own bank account passbook (must be distinct), and give details of bank account as follows.
  - a) Name of the Bank account holder.
  - b) Bank account number.
  - c) IFSC number.
  - d) Name of the bank branch.
6. Student must furnish one of the following supporting documents to prove their domicile of Assam — PRC/Voter ID/NRC/AADHAR Card/ passport of self or parent/BPL card/birth certificate issued by the Registrar of Birth and Death.
7. Once the bank details are submitted by the student, 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 the necessary undertaking in this regard.
8. Annual income certificate of parents issued by Local Revenue Circle Officer.
9. Admission Committee may refuse admission to a candidate whose documents are not genuine.
10. Subject combinations cannot be changed after admission.
11. A separate form will be issued for students claiming seats against Extra Curricular category. It must be filled up and submitted separately along with the necessary certificate and documents at the time of submission of the main application form for admissions. Only state and national level Certificates will be entertained for this category.
12. All admissions are governed by the College admission rules. The decision of the admission committee regarding admissions is final.

### **DOCUMENTS (ALL IN ORIGINAL) TO BE PRODUCED AT THE TIME OF ADMISSION**

- ❖ Relevant Marksheet and pass certificate of last qualifying examination.
- ❖ Age certificate/ HSLC Admit Card.
- ❖ Certificate from the Head of the Institution last attended.
- ❖ Migration Certificate in case of students migrating from other Board/Council.
- ❖ Certificate for differently abled (if applicable).
- ❖ Break of study Certificate (if applicable).
- ❖ Caste Certificate (if applicable).
- ❖ Income proof (if applicable).
- ❖ Photo of self planted sapling must be produced at the time of admission for free admission.





### SECTION III

## 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 expulsion from the college.
- ❖ Ragging or bullying, misconduct in any form, irregular attendance, and adopting unfair means in the examination, are considered 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 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 to the office within the stipulated time as fixed by the college office. No registration forms will be received after the stipulated time.
- ❖ For a 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 a uniform is strictly prohibited.
- ❖ Students must maintain the cleanliness of the college campus.
- ❖ Students' bicycles, motorcycles etc. must be parked at the allotted parking stands only.

### ATTENDANCE RULES

Regular attendance in classes is a must. The minimum attendance in each subject must be 75% of the 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 is considered Fail in that particular subject even if they get passing marks in that subject in the end semester examination held by the University.



## COLLEGE UNIFORM

All students must wear the prescribed college uniform. Students who do not conform to the dress regulations will not be permitted to the college premises to attend classes.

### 1. For Boys

Dress	Colour	Summer	Winter
Full/ Half sleeves shirt with a single pocket	White	White	White Shirt/ Black Sweater
Full Pants ( Formal)	Black	Black	Black
Formal shoes	Black	Black	Black
Socks	White	White	White

### 2. For Girls

Dress	Colour	Summer	Winter
Salwar kameez (till knee)	Light Blue	Light blue	Light blue salwar kameez/Black sweater
Salwar Pant (patiyala pants are not allowed)	White	White	White
Dupatta	White	White	White
Socks	White	White	White
Sandals	Black	Black	Black
Mekhela Chador	Muga Mekhela with sky blue bordered white chadar	Muga Mekhela with sky blue bordered white chadar	Muga Mekhela with sky blue bordered white chadar

**Note:** All students should carry identity cards with them.







## **APPENDIX**

### **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 the highest marks in the 6th-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 by meritorious students of the college as per the Government norms.
- ❖ Scholarship for SC and ST students also can be availed by 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 the college library.

### **CAREER COUNSELLING**

The Career Counselling Cell provides regular counselling sessions on Career Opportunities, guidance on the pursuit of Higher Studies and training on personality development. This counselling is free of cost for our students.

### **STUDENTS' TRAVELLING CONCESSION**

Bonafide students can avail travel concession through railway and govt. transport by producing valid documents.

### **HEALTH CHECK-UP FACILITY**

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

### **GRIEVANCE REDRESSAL CELL**

The Grievance Redressal Cell has been set up to address the grievance and problems of the students reasonably.





## NSS UNIT

The National Service Scheme (NSS) unit of the college is a Govt. of India-sponsored public service programme under the Ministry of Sports and Youth Affairs. It provides an opportunity for the students to take part in various govt. led community service activities and programmes. So through our NSS unit, students can get hand on experience in delivering community service.



At present, the NSS unit of Tezpur College has 100 numbers of Volunteers who are trained to understand their values of social and civic responsibilities. The unit attempts to establish meaningful linkages between 'college campus and community' and 'knowledge and action'. It is engaged in different programmes especially, Village Camps, Blood donation camps, Relief camps, Health and Sanitation drives, Plantation programmes, Adult education programmes, Awareness programmes and so on. Interested students can contact Jetmoun Chakhap, Programme Officer, NSS Unit, Tezpur College.

## SPORTS, HEALTH & FITNESS

To cater to the needs of those with a concern for health and fitness, the college offers a fully equipped unisex gym with a certified instructor. Training for sports such as body-building, weight-lifting, and other sports are available here. For those interested in various indoor sports, the college has also an indoor stadium within the college premises.







## THE NATIONAL CADET CORPS (NCC) UNIT

NCC Cadets have reservations in many Government jobs, particularly in the Defense Services, Police services, Para-Military forces, Fire forces, BSF, Territorial Army, Industrial Security Forces, Public Sectors, and all uniform services. NCC cadets have a lot of academic incentives too. Seats at universities, for example, are reserved for NCC certificate holders. Similarly, many jobs give extra marks to the candidates having an NCC certificate.

Tezpur College, at present, has two NCC wings. One of which is a girl wing of The 78th Assam Battalion having 59 cadets and the other is under the 5th Assam Battalion for both boys and girls having 58 boys and 38 girl cadets. Both wings have brought many laurels to the college and the state. The NCC units of our college, which operate under the slogan "Unity and Discipline," seek to build organized, trained, and motivated youth by fostering leadership abilities, teamwork, a secular outlook, ideas of selfless service, and a spirit of adventure. The units offer their cadets the chance to participate in a variety of activities, with a clear focus on social services, discipline, and adventure training.



Any student willing to develop their skills and who wants to serve the country may join the NCC units of the college. Our cadets and Care Taking Officers (CTO) are actively taking part in the various activities of the society. They have organized and attended various Health camps, Tree plantation drives, Cleanliness drives, Blood Donation camps, and many other awareness programmes. Interested students can contact Karan Thapa & Dr. Trishna Rani Deka, NCC In-charge, Tezpur College.



## NATIONAL SEMINAR

A National Seminar Sponsored by ICSSR has been organized by the Department of Economics and Education on 'Women Leadership in the Contemporary World: Focus on Gender Mainstreaming'. A total of 104 participants presented their papers both in online and offline mode.



## MEMORANDUM OF UNDERSTANDINGS (MoU) :

Tezpur College has signed MoUs with various institutions in order to collaborate and work together on common goals, projects, thereby sharing knowledge, expertise and resources and fostering innovation and advancements in different fields. Some of the MoUs are:

- |  |  |
|--|--|
| 1. Gyalpozhing College of Information Technology | 9. Tezpur District Sports Association      |
| 2. Nabaprabhat Orphanage                         | 10. Balipara Tract and Frontier Foundation |
| 3. Tezpur Chariali Girls High school             | 11. LGB Girls College                      |
| 4. Kanaklata Civil Hospital                      | 12. Darrang College                        |
| 5. LGBRIMH                                       | 13. LOKD College                           |
| 6. Neriwalm                                      | 14. Madhuban Bakery                        |
| 7. Nielit  | 15. Edupur Foundation                      |
| 8. Girijanananda University                      | 16. Assured Consultancy Services           |
|  | 17. Udayan Enterprise                      |







## INFRASTRUCTURAL FACILITIES

### CENTRAL LIBRARY: (Timing: 9.30 AM to 5.00 PM)

Our central library, the Chandra Mohan Medhi Library, is named in fond memory of ex-principal Late Chandra Mohan Medhi. It is a well-equipped, up-to-date computerized library with a collection of over 42000+ books covering a variety of disciplines and additional reading materials for the holistic development of an individual. The library has subscriptions to 15 nos. of reputed print journals, 18 nos. of magazines and 16 nos. of daily and weekly newspapers. In the year 2019, the college also launched an online institutional repository (with local storage) of its e-resources, from which users can access digitally stored question papers, books and journals published by the college, books authored by different faculty members and other college staff, and college magazines from various years. Users can visit this e-repository through [www.tcelibrary.org](http://www.tcelibrary.org).

At present, the library is using SOUL 3.0 software for its automation which is provided by UGC INFLIBNET. The barcode feature of our library further enhances the services offered by it. There is also the facility of a Kiosk computer, through which a student can search library books and e-resources very easily. Our library is a member of the N-LIST Project of INFLIBNET which provides e-books and e-journals online on a large scale. As a member of the N-LIST project the college can access 6000+ online-journal and more than 199500 e-books. Users can access these resources through <http://nlist.inflibnet.ac.in>.



### Facilities-

- ❖ A library team provides a people-centred quality information service that helps users with their study and course projects.
- ❖ A separate Computer Workstation to explore the library's electronic resources and the internet.
- ❖ A student reading room with 130 seats that is fully air-conditioned.
- ❖ Fully air-conditioned reading room for teachers.
- ❖ Photocopiers, printers and scanners.
- ❖ The entire library is under CCTV surveillance.





## Membership-

Students as well as staff of Tezpur College are entitled to free membership of the library upon registration as a library user. Students can enroll their library membership online through its library registration portal by visiting <https://www.tcelibrary.org/students-registration> and receive a library card.



## Rules and Regulations of the Library-

1. Library cards are compulsory for getting access to the library.
2. Silence is to be maintained inside the library.
3. Library users have to put their signatures in the Library Attendance register at the time of entry and exit.
4. No personal belongings are allowed inside the library.
5. Students can borrow 2 books at a time for 15 days.
6. Reference books, periodicals and question papers will not be issued to the users.
7. Library Borrowers cards are not transferrable.
8. A sum of Re. 1/- per day shall be charged from the borrowers if a book is kept beyond the period of the loan.
9. Books lost, defaced or damaged in any way shall have to be replaced or the borrowers will have to bear the cost.
10. If a borrower's card gets lost or mutilated, it should be reported to the librarian immediately. A sum of Rs. 20/- will be charged for re-issuing a card.
11. Before receiving the admit card for the final examination, each final-year student is required to return their library books and library cards.
12. Using mobile phones and any other audio devices is strictly prohibited in the library.
13. The librarian may recall any book from any user at any time.





## COLLEGE CANTEEN

The college canteen caters to the daily requirements of students and staff members. It provides hygienic and nutritious food at a reasonable price. It has separate dining rooms for students and staff members.



## 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 IMAGE 13 and Super Map Deskpro version software is available in the laboratory along with quite a lot of Aerial Photographs, Scanner, Satellite Imagery, GPS and Plotter. The department also has smart classroom facilities.





## **CULTURAL MUSEUM**

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

## **COMPUTER LAB**

The Commerce Department of the college has a Computer Lab with 10 computers.



## **CONFERENCE HALL & AUDITORIUM**

The college has a well-equipped Conference Hall with all modern facilities and a seating capacity of 300 people. Four state-of-the-art Seminar Halls raise the college to new heights. The college also has an auditorium cum indoor stadium within the campus.







## GIRLS' HOSTEL

The Girls' Hostel of Tezpur College adds an advantage to the girls residing outside of their homes for the sake of education in our college like a 'home away from home'. **It is situated within the campus and can accommodate 58 students.** The rooms are allotted normally on a sharing basis. The hostel provides an ambient surrounding, spacious and well-furnished rooms with all basic amenities, and a disciplined environment along with 24-hour running water, generator facility and internet. The mess provides nutritious, home-cooked, balanced, hygienic and wholesome meals to the students. The college assures all parents that their daughters will be provided a peaceful, homely, disciplined and safe atmosphere.

The internal administration and discipline of the hostel is governed by the Warden, under the overall supervision of the Hostel Committee.



## Criteria for Admission

- Only outstation students who have secured admission into regular courses of the college are eligible for admission to the Hostel.
- Admission into the hostel is strictly on a merit basis. It cannot be claimed as a matter of right. Seats for the reserved category are allotted as per government norms.
- The parents of the student selected for admission are required to appoint a responsible person as a local guardian to the satisfaction of the authorities. The local guardian will represent the parents and take charge of the ward in case of prolonged illness or unforeseen emergencies. At all times, the local guardian must be prepared to take charge of the ward and be available on the given telephone / mobile numbers. The college reserves the right to ask for a change of local guardian. Any change in local guardian requires prior approval of the college.
- The hostel remains non-functional during summer vacations/breaks and students will be required to make their arrangements for the stay.





## Admission Procedure

Application forms for admission to the Hostel can be downloaded from [www.tezpuronline.co.in](http://www.tezpuronline.co.in). After admission to their respective courses, the student has to visit the website, then go to student profile → apply for the hostel → pay the non-refundable processing fee of Rs. 100 → download the application form → fill-up the form → upload the filled form online → deposit the hard copy at the college office by the schedule notified on the Notice Board or website of the College along with a print of the transaction ID of the processing fee of Rs. 100/-. Instructions for the documentation procedure are available on [www.tezpuronline.co.in](http://www.tezpuronline.co.in).

Candidates accepted for admission will be required to pay the requisite fees. If any candidate fails to pay the fees within the stipulated time, her admission will be nullified.

## Admission to the 2nd and 3rd Year

Hostel admission in the 2<sup>nd</sup> and 3<sup>rd</sup> Year is done through fresh application. Students seeking re-admission for successive years have to go through all the formalities applicable to new admission.

## Hostel Rules and Regulations

1. The admitted students are to report to the superintendent before boarding for the first time.
2. The boarders must maintain a decent, dignified and disciplined hostel lifestyle inside and outside the hostel. They must also maintain a decent dress code.
3. 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 lead to strict disciplinary action amounting to expulsion from the college.
4. Boarders must enter the hostel within the time fixed by the superintendent/warden for the summer and winter seasons and must be present in their respective seats at the time of Roll-Call.
5. Entertainment of guests and visitors is not allowed except with prior permission of the authority.
6. Visitors other than Legal/Local guardians are not allowed to meet the inmates of the hostel without the permission of the Principal.
7. 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.
8. Ill-treatment of co-boarders, cooks and other employees of the hostel is strictly prohibited.
9. The use of electrical equipment such as iron, heater etc. is not permitted.
10. The boarders must attend their classes regularly and must appear in all internal examinations and other academic activities of the college.







11. The boarders are to report the superintendent in writing for permission while leaving the hostel.
12. Boarders are allowed to leave the hostel for various purposes once a week fixed by the superintendent.
13. The students leaving for private tuition/coaching classes are to maintain a register showing the signature of their respective tutor/teacher.
14. During the study hour, boarders have to submit their mobiles.
15. All boarders must attend the evening yoga, physical activities and prayer.
16. Ragging or bullying in any form, either by seniors or juniors is prohibited and against the law. Also, the ragging or hazing of Freshers in any manner is strictly prohibited.
17. Use of narcotics, consumption of alcoholic beverages, gambling, smoking, etc. is strictly prohibited in the hostel. Any resident contravening the regulation will forfeit her right to hostel accommodation.

### **Fee Structure for Hostel (2023-2024)**

The Fees payable by each resident at the time of Hostel admission is as follows:

1. Hostel admission fee Rs.	500/-
2. Hostel Establishment Charge Rs.	4800/-
3. Hostel Seat Rent Rs.	2400/-
4. Hostel Electricity Charge Rs.	500/-
5. Hostel Caution Money (Refundable) Rs.	400/-
6. Hostel other Charges Rs.	500/-

A total of Rs. 9100/-

(Rs. Nine Thousand One Hundred only)

### **DIGITAL CLASSROOM**

The college features a few designated digital classrooms equipped with LCD projectors and other technology for use by the various departments of the college.





## CCTV

The college campus, Library and 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 development and recording room with cutting-edge technology, where one can create class videos and other e-learning materials for the students.



**Fully-equipped science lab, for the newly introduced Science stream.**







## COLLEGE BULLETIN

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

## EQUAL OPPORTUNITY CENTRE

To address the myriad issues of gender discrimination, and inequality on the grounds of finance, community, religion, region or ability, the college has established the Equality Opportunity Center. The aim of the Equal Opportunity Centre is to ensure that people who are a part of this institution belonging to diverse backgrounds are not deprived of their basic equal rights. This ensures equality, inclusion and harmony on the campus.

## COLLEGE MAGAZINE AND WALL MAGAZINE

The College Magazine along with the Departmental Wall Magazines offers a platform for students to highlight their unique creative potential. The college magazine is published once a year entitled "Abhijatree" which showcases articles, poems, short stories and the like from both students and teachers.



The Departmental Wall Magazines are put up during the Annual College Week as a part of a competition during the event. Besides, there is a Central Wall Magazine entitled "Turangam" placed near the Library which is updated every year during the Annual College Week.

## ALUMNI ASSOCIATION

With a vision to engage the alumni of Tezpur College to support and advance their Alma mater, the Alumni Association of Tezpur College is an inherent body of past students that creates and keeps alumni interests in their Education guild. It promotes and fosters mutually beneficial interaction amongst the alumni and with the present students of the college. Alumni Meetings are held from time to time to exchange experiences and share ideas with current students, faculties and staff, and devise work strategies on different fronts that contribute to the overall development of the institution.



Through the Alumni Association, you can have a lifelong spirit and pride to be a part of Tezpur College and participate in activities that would contribute to the overall development of the college.

### **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 to aid and boost the research activities in the college.

### **DEPARTMENTAL LIBRARIES**

Apart from the central library, each department has its Library with sufficient number of text and reference books for the help of our students.

### **STUDENTS' UNION**

The Tezpur College Students Union (TCSU) looks after the interests of the students under the guidance of the respective teachers-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 intending 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.

### **WOMEN'S CELL**

There is a Women's Cell in College for addressing any kind of issues faced by women. Women's Cell is also engaging in various activities for the promotion of well being and inclusion of women in each field of the society.





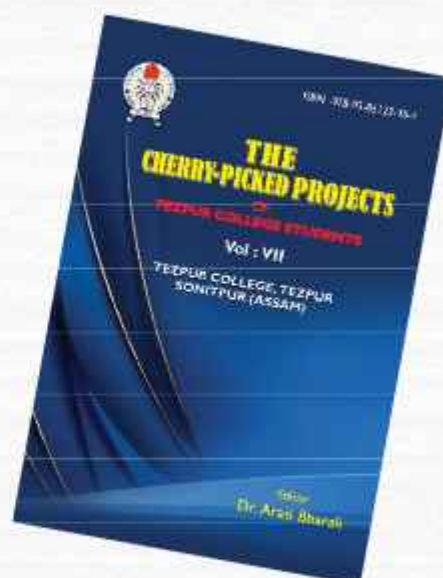
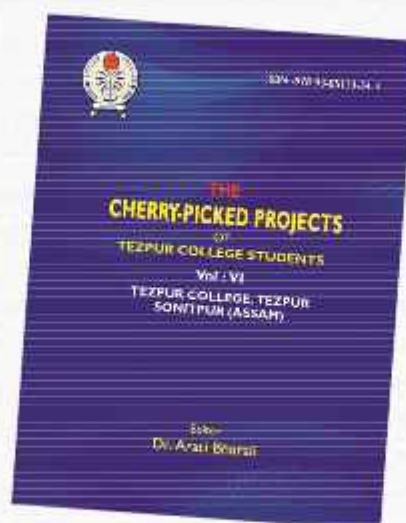
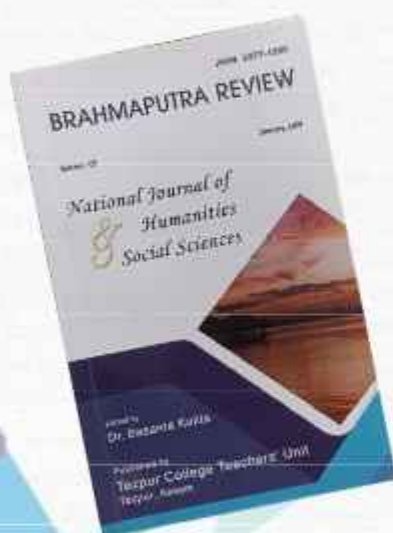
## BICYCLE CLUB

Under the aegis of the Department of English, in association with IQAC Tezpur College, a Bicycle Club named 'Windbreakers' Bicyclist Club is running with the motto "Pedal to Commute." Each year the Club organizes rallies to promote the bicycle as a cost-effective means of commuting for a pollution-free environment and a healthy lifestyle. Club membership is open to all.



## PUBLICATION

The college 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 the Tezpur College Teachers' Unit. Another publication 'Cherry Picked Projects of Tezpur College Students' consist of a compilation of the best project works of the final 6th-semester students of the college. 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

**Rita Saikia Dutta, M.A, PGDTE**

### FACULTY OF ARTS DEPARTMENT OF ASSAMESE



Asst. Professor **MITALI SAIKIA**, Double M.A. (in language and Literature), **(HoD)**  
Area of interest: Western Criticism, History of Assamese Literature, Cultural History of Assam.  
Email: [bhaskariya2013@gmail.com](mailto:bhaskariya2013@gmail.com)



Asst. Professor **DR. ISWAN JYOTI GOGOI**, M.A., M.Phil, Ph.D  
Area of interest: Comparative India Literature,  
Modern Assamese Poetry, Sankardeva Study.  
Email: [iswanjyotigogoi@gmail.com](mailto:iswanjyotigogoi@gmail.com)



Asst. Professor **MS. DIPSIKHA KEOT**, M.A., DEL.ED  
Area of interest: Language, Assamese Novel,  
Assamese Script.  
Email: [uborah11@gmail.com](mailto:uborah11@gmail.com)



Asst. Professor **DR. BITUPAN DAWO**, M.A., Ph.D  
Area of interest: Western Literature,  
Contemporary Assamese and Indian Literature,  
Culture, Contemporary Indian History and Polity  
Email: [bitupandawo@gmail.com](mailto:bitupandawo@gmail.com)





## DEPARTMENT OF BENGALI



Associate Professor **NABANITA CHAKRABORTY, M.A., (HoD)**

**Area of Interest:** Literature, Grammar, Western Literary Theory, Languages (including Indo-Aryan Languages, Dialects, Linguistic Features), Modern Bengali Drama and Fiction, History of Bengali Literature  
**Email:** [nabanitaforyou@gmail.com](mailto:nabanitaforyou@gmail.com)



Asst. Professor **DR. BAPON DAS, M.A., Ph.D**

**Area of interest:** Fiction and Folk Literature  
**Email:** [bapondas777@gmail.com](mailto:bapondas777@gmail.com)



Asst. Professor **DR. PAPRI PAUL, M.A., Ph.D**

**Area of Interest:** Modern Bengali Drama and Fiction, Tagore literature, Folklore.  
**Email:** [papripaul88@gmail.com](mailto:papripaul88@gmail.com)

## DEPARTMENT OF BODO



Asst. Professor **DR. LAKHIRAM NARZARY, M.A., B.Ed., Ph.D.**

**Area of Interest:** Bodo Culture and Bodo Literature  
**Email:** [nlakhiram@gmail.com](mailto:nlakhiram@gmail.com)



**DEPARTMENT OF ECONOMICS**



Asst. Professor **DR. GITA RANI DAS**, M.A., Ph.D, **(HoD)**  
**Area of Interest:** Agricultural Economics, Industrial Economics  
Email: [gitarani.tzp@gmail.com](mailto:gitarani.tzp@gmail.com)



Asst. Professor **DR. DEBAJIT DUTTA**, M.A., M.Phil., Ph.D  
**Area of Interest:** Mathematical Economics, Public Finance  
Email: [debajitdutta190@gmail.com](mailto:debajitdutta190@gmail.com)



Asst. Professor **DR. ARATI BHARALI**, M.A, M.Phil, Ph.D  
**Area of Interest:** Environmental Economics, Economics of Education  
Email Id: [arati.bharali1985@gmail.com](mailto:arati.bharali1985@gmail.com)



Asst. Professor **VIOLINA DEKA**, M.A.  
**Area of Interest:** Econometrics, Health Economics  
Email: [violina363@gmail.com](mailto:violina363@gmail.com)





## DEPARTMENT OF EDUCATION



Associate Professor **TRISHNA KAKATY**, M.A., B.Ed., (HoD)

**Area of interest:** Educational Psychology, Mental Health and Hygiene, Educational Technology and Educational Sociology

**Email:** [trishnakakaty19@gmail.com](mailto:trishnakakaty19@gmail.com)



Asst. Professor **DR. RAJLAKSMI SONOWAL**, M.A., B.Ed., Ph.D

**Area of interest:** Woman Empowerment, Educational Psychology and Educational Research

**Email:** [rajlaksmidmj@gmail.com](mailto:rajlaksmidmj@gmail.com)



Asst. Professor **BHASWATEE BORUAH**, M.A., B.Ed.

**Area of interest:** Educational Psychology, Mental Health and Hygiene, Guidance and Counseling

**Email:** [bhaswatee1@gmail.com](mailto:bhaswatee1@gmail.com)



Asst. Professor **SURAJITA BORA**, M.A., M.Phil

**Area of interest:** Educational Management and Positive Psychology

**Email:** [surajitabora1998@gmail.com](mailto:surajitabora1998@gmail.com)



## DEPARTMENT OF ENGLISH



Associate Professor **RITA SAIKIA DUTTA**, M.A., PGDTE,  
(Vice Principal)

Area of interest: Literature and Language

Email: [rtsaikiadutta@gmail.com](mailto:rtsaikiadutta@gmail.com)



Asst. Professor **BORNALI KONWAR**, M.A., M.Phil,  
MSW, (HoD)

Area of interest: American Literature, English  
Language Teaching

Email: [bktez15@gmail.com](mailto:bktez15@gmail.com)



Asst. Professor **DR. DHARMENDRA KR. BARUAH**,  
M.A., M.Phil., Ph.D

Area of interest: Indian Writings in English Postcolonial  
Literariness, North East India Studies.

Email Id : [dharmendrab5@gmail.com](mailto:dharmendrab5@gmail.com)



Asst. Professor **BANDANA SHARMA**, M.A.

Area of interest: Postmodernism, Victorian literature,  
Romantic Literature, Literary theory & Criticism, Film  
Studies

Email Id : [missbandanasharma@gmail.com](mailto:missbandanasharma@gmail.com)



Asst. Professor **RAJARSHI NATH**, M.A

Area of interest: Life-writing, Postmodernism,  
Postcolonial literature, Literature from North East India.

Email Id : [rajarshinath1000@gmail.com](mailto:rajarshinath1000@gmail.com)





## DEPARTMENT OF GEOGRAPHY



Asst. Professor **JAYANTA BORDOLOI**, M.Sc., M.Phil, (HoD)

**Area of Interest:** Cartography, North East India, Remote sensing and Climatology

**Email:** [jayantabordoloi67@gmail.com](mailto:jayantabordoloi67@gmail.com)



Asst. Professor **DR. PRAKASH JYOTI SAIKIA**, M.Sc.,  
M.Phil., Ph.D.

**Area of Interest:** Transport Geography, Urban Studies,  
Land-use change, Climatology, Cartography, Higher  
Education.

**Email:** [saikia.prakashjyoti0@gmail.com](mailto:saikia.prakashjyoti0@gmail.com)



Asst. Professor **DR. CHAYANIKA BHUYAN**, M.Sc., B.Ed.,  
M.Phil, Ph.D, TTM (dip)

**Area of Interest:** Geomorphology, Biogeography, Population  
& settlement, Urban geography, Social geography,  
Geography of Tourism.

**Email:** [chayanikabhuyan@gmail.com](mailto:chayanikabhuyan@gmail.com)



Asst. Professor **KARAN THAPA**, M.A.

**Area of interest:** Cartography, Population Geography,  
Health Geography, GIS, Social Geography, India &  
North-East India.

**Email:** [karanthapa2697@gmail.com](mailto:karanthapa2697@gmail.com)



Asst. Professor **JETMOUN CHAKHAP**, M.Sc.

**Area of Interest:** Remote sensing & GIS, North East India,  
Population and settlement, Climatology

**Email:** [jetmoum@gmail.com](mailto:jetmoum@gmail.com)



## DEPARTMENT OF HINDI



Asst. Professor **DR. BEDABRAT SARMA** M.A., M.Phil, Ph.D, (HoD)

**Area of interest:** Comparative study

**Email:** [bedi.sarma23@gmail.com](mailto:bedi.sarma23@gmail.com)

## DEPARTMENT OF HISTORY



Associate Professor **RUPALI DAIMARI**, M.A., (HoD)

**Area of interest:** Modern Indian History, European History Assam  
History (Modern Period) Christianity in Ne India, Food,  
Culture, habits of various tribes in Assam, Gender History

**Email:** [rupalidaimari@gmail.com](mailto:rupalidaimari@gmail.com)



Asst. Professor **DR. KUNTAL SARMA**, M.A., B.Ed., Ph.D

**Area of Interest:** Modern Indian History, Social  
History, Economic History, Ethno-history, Tribal  
Studies, Ethnic Studies'

**Email:** [321kuntalsarma@gmail.com](mailto:321kuntalsarma@gmail.com)



Asst. Professor **SAURABH KUMAR**, M.A.

**Area of Interest:** Modern Indian History, Modern  
Assam, Environmental History, History of Science  
Technology and Medicine, Historiography and History  
of Ideas and Thoughts.

**Email Id :** [saurbhkvd@gmail.com](mailto:saurbhkvd@gmail.com)





## DEPARTMENT OF PHILOSOPHY



Asst. Professor **MANIKA GOSWAMI**, M.A., B.Ed., M.Phil (**HoD**)

**Area of Interest:** Philosophy of Religion, Gandhian Philosophy, Yoga Philosophy

**Email:** [manikagoswami1970@gmail.com](mailto:manikagoswami1970@gmail.com)



Asst. Professor **CHANDRA PRABHA KHOUND**, M.A., B.Ed., PGDMC

**Area of interest:** Logic, Indian Philosophy, Analytic Philosophy, Practical Ethics.

**Email:** [chandraprabhakhaund@gmail.com](mailto:chandraprabhakhaund@gmail.com)



Asst. Professor **DR. TRISHNA RANI DEKA**, M.A., B.Ed., M.Phil, Ph.D

**Area of interest:** Indian philosophy, Gita, Religion, Ethics, Contemporary Indian philosophy, Meta Ethics, Greek Philosophy, Western Philosophy

**Email:** [tdeka30@gmail.com](mailto:tdeka30@gmail.com)



Asst. Professor **ANJALI SARMAH**, M.A., B. ED.

**Area of interest:** Logic, Upanisadic Philosophy, Social and Political Philosophy, Linguistic Philosophy, Indian philosophy

**Email:** [anjalisarmah47@gmail.com](mailto:anjalisarmah47@gmail.com)



## DEPARTMENT OF POLITICAL SCIENCE



Asst. Professor **RAHUL BANIA**, M.A. (HoD)  
**Area of Interest:** Political Theory, Indian and Western  
Political Thought  
**Email:** [rahulbania81@gmail.com](mailto:rahulbania81@gmail.com)



Asst. Professor **DR. KISHOLOY CHOUDHURY**, M.A.,  
M.Phil, LLB, Ph.D  
**Area of Interest:** Public Administration, Political  
Sociology, International Relations, Western Political  
Thought.  
**Email:** [Yankee82000@gmail.com](mailto:Yankee82000@gmail.com)



Asst. Professor **BHANUPRIYA DAIMARI**, M.A., B.Ed., LLB  
**Area of Interest:** Political Theory, World Constitution,  
Human Rights, Indian Political System.  
**Email:** [reeha2948@gmail.com](mailto:reeha2948@gmail.com)



Asst. Professor **MEHJUBIN SULTANA**, M.A., B.Ed.  
**Area of Interest:** Human Rights, Political Theory.  
**Email:** [sultanamehjubin9@gmail.com](mailto:sultanamehjubin9@gmail.com)





## **DEPARTMENT OF NEPALI**



Asst. Professor **KAMAL KANTA SEDAI, M.A., (HoD)**

**Area of Interest:** Language and Linguistics

**Email:** [kamalsedai@gmail.com](mailto:kamalsedai@gmail.com)

## **FACULTY OF TOURISM AND TRAVEL MANAGEMENT**



Asst. Professor **GANESH BHATTARAI, M.A., PGTHM, (HoD)**

**Area of Interest:** Tourism Resources of North East India, Tourism Policy,  
Tourism Molesting, Map drawing.

**Email:** [ganeshbht25@gmail.com](mailto:ganeshbht25@gmail.com)



Asst. Professor **CHANDANJYOTI GOHAIN, MTA, M.Phil**

**Area of Interest:** Travel Itinerary & planning, Aviation, Hospitality Management,  
Tourism Geography, Tourism Resources.

**Email:** [chandanjyoti6@gmail.com](mailto:chandanjyoti6@gmail.com)



## **FACULTY OF COMMERCE**



Asst. Professor **NUTAN PATANGIA**, M.SC., B.Ed., PGDCA, (HoD)  
**Area of Interest:** Applied Mathematics, Business Mathematics and Statistics  
**Email:** [patangian@gmail.com](mailto:patangian@gmail.com)



Asst. Professor **UTSHAB TALUKDAR**,  
M.Com, M.Phil  
**Area of Interest:** Accounting and Insurance  
**Email:** [utshabtezpur@gmail.com](mailto:utshabtezpur@gmail.com)



Asst. Professor **PAYAL DAS**,  
M.Com, PGDFM  
**Area of Interest:** Accounting, Finance & Law  
**Email:** [daspayal61@gmail.com](mailto:daspayal61@gmail.com)



Asst. Professor **RAM PRABESH SAHANI**, M.Com  
**Area of Interest:** Accounting, Finance, Taxation and  
Business Laws.  
**Email:** [ramsahaani@gmail.com](mailto:ramsahaani@gmail.com)



Asst. Professor **KANGKANA CHAUDHURY**,  
M.Com. LL.B. M.A. (Sociology),  
**Area of interest:** Social Science, Management, Law.  
**Email:** [kangkana.c2020@gmail.com](mailto:kangkana.c2020@gmail.com)



Asst. Professor **DR. SUCHISMITA PAUL**, M.COM, Ph.D,  
PGDBFS  
**Area of Interest:** Accounting, Finance and Law  
**Email:** [suchismitapauljblmb@gmail.com](mailto:suchismitapauljblmb@gmail.com)



Asst. Professor **VANITA GUPTA**, M.Com  
**Area of Interest:** Human Resource Management,  
Marketing Management, Finance & Law  
**Email:** [vanitagupta007@gmail.com](mailto:vanitagupta007@gmail.com)





## **FACULTY OF BUSINESS ADMINISTRATION**



Asst. Professor **DHANJIT PATHAK**, M.Com, MBA, M.phil, B.P.Ed., (**HoD**)

**Area of Interest:** Financial Management & Systems Management,  
Green Consumerism, Sustainable Development.

**Email:** [ghanjitassam@gmail.com](mailto:ghanjitassam@gmail.com)



Asst. Professor **SUJALA DAS**, MBA

**Area of interest:** HRM, marketing, business  
research, maths, economics, statistics

**Email:** [sujala311@gmail.com](mailto:sujala311@gmail.com)



Asst. Professor **IMON BORA**, MBA

**Area of Interest:** Human Resource Development

**Email:** [imonbora06@gmail.com](mailto:imonbora06@gmail.com)



Asst. Professor **PRIYANKA SARMAH**, M.Com, MBA

**Area of Interest:** Management and Finance

**Email:** [priyanka.sarmah24@gmail.com](mailto:priyanka.sarmah24@gmail.com)



## **FACULTY OF SCIENCE**

### **DEPARTMENT OF BOTANY**



Asst. Professor **SUSHMITA PAUL**, M.Sc., M.Phil  
**Area of interest:** Mycology and Plant Pathology, Ecology and Environmental Biology.  
**Email:** [sushmitapaul62@gmail.com](mailto:sushmitapaul62@gmail.com)



Asst. Professor **DEBAHOOTI BARUAH**, M.Sc., M.Phil  
**Area of Interest:** Algal ecology, Wetland ecology, Phycoremediation  
**Email:** [debahootib14@gmail.com](mailto:debahootib14@gmail.com)

### **DEPARTMENT OF CHEMISTRY**



Asst. Professor **DR. RAKHEE SAIKIA**, M.Sc., Ph.D  
**Area of Interest:** Cyanation, Carbon-heteroatom bond formation  
**Email:** [rakhee.kds@gmail.com](mailto:rakhee.kds@gmail.com)



Asst. Professor **NEEHA DEORI**, M.Sc.  
**Area of Interest:** Inorganic Chemistry  
**Email:** [neehadeori367@gmail.com](mailto:neehadeori367@gmail.com)



Asst. Professor **DR. SATYAJIT DEY BARUAH**, M.Sc., Ph.D  
**Area of Interest:** Computational Catalysis  
**Email:** [satyadey100@gmail.com](mailto:satyadey100@gmail.com)





## DEPARTMENT OF PHYSICS



Asst. Professor **DR. DEBOJYOTI NATH**, M.Sc., Ph.D.  
**Area of interest:** Material Science and Nanoscience  
**Email:** [debo.phy@gmail.com](mailto:debo.phy@gmail.com)



Asst. Professor **DR. TONUJ DEKA**, M.Sc., Ph.D.  
**Area of interest:** Plasma Physics  
**Email:** [tonuj.tc@gmail.com](mailto:tonuj.tc@gmail.com)

## DEPARTMENT OF ZOOLOGY



Asst. Professor **DR. RANJU CHETRI**, M.Sc., Ph.D.  
**Area of Interest:** Animal Physiology & Biochemistry, Chronobiology and Avian Migration  
**Email:** [ranjuchetri8@gmail.com](mailto:ranjuchetri8@gmail.com)



Asst. Professor **DR. HRIDISHA NANDANA HAZARIKA**,  
M.Sc., Ph.D.  
**Area of Interest:** Entomology, Biodiversity,  
Behavioral Biology  
**Email:** [hnhazarika4@gmail.com](mailto:hnhazarika4@gmail.com)



Asst. Professor **DR. DEBASHISH KHANIKAR**,  
M.Sc., Ph.D.  
**Area of Interest:** Endocrinology and Reproductive Biology,  
Chronobiology, Ecology and Environmental Biology  
**Email:** [debashish.khanikar@gmail.com](mailto:debashish.khanikar@gmail.com)

## DEPARTMENT OF MATHEMATICS



Asst. Professor **DR. HIMANGSHU HAZARIKA**, M.Sc., Ph.D.  
**Area of interest:** Abstract Algebra, Finite Field Theory  
**Email:** [himangshuhazarika10@gmail.com](mailto:himangshuhazarika10@gmail.com)



## LIBRARY



Librarian: **DR. MITALI GOSWAMI SARMA.**  
M.LISc., MMC, Ph.D



Library Asst.: **PRANJAL DAS, M.A.**

## K.K. HANDIQUE STUDY CENTER

Co-ordinator: **DR. BAPON DAS, M.A., PhD.**

Asst. Co-ordinator: **DHANJIT PATHAK, MBA, M.Com, B.P.Ed.**

## CAREER COUNSELLING CELL

Career Counselor: **MONDEEP DAS, B.Com**

## ENVIRONMENTAL STUDIES

Co-ordinator: **DR. DEBAJIT DUTTA, M.A., M.Phil, PhD.**

## GIRLS' HOSTEL

Superintendent: **SUJALA DAS, MBA**

## ART AND MUSIC

**BINAPANI DEVI, M.Mus**

## OFFICE STAFF

1. Khanindra Kr. Deka, S.A.
2. Ranjan Borah, Junior Asst.
3. Pranjal Bharali, Office Asst.
4. Lalit Nath, Office Asst.
5. Juri Kakoti, Office Asst.
6. Karuna Saikia, Office Asst.
7. Biswajit Minj, Office Asst.

## GRADE - IV EMPLOYEES

- |  |  |
|--|--|
| 1. Ramesh Saikia, Night Chowkidar                | 8. Dhonti Borah, Bearer, Library         |
| 2. Hemanta Kr. Adhikari, Lab. Bearer, Education  | 8. Hirakjyoti Nath                       |
| 3. Moon Borah, Bearer, Library                   | 9. Pratim Tamuli, Lab. Bearer, Geography |
| 4. Gangadhar Bezbaruah, Bearer, Commerce and BBA | 10. Bankim Das                           |
| 5. Dipjyoti Saikia                               | 11. Baloram Basfore (Cleaner)            |
| 6. Raj Kamal Hazarika                            | 12. Sahera Begum (Cleaner)               |
| 7. Anupam Saikia                                 | 13. Ajit Barman (Campus Cleaner)         |
|  | 14. Pradip Borah (Campus Cleaner)        |





## SECTION V FEE STRUCTURE

**\*\*Fee structure will be notified later on as per Government instruction.\*\***

### NOTICE GOVERNMENT OF ASSAM HIGHER EDUCATION DEPARTMENT

The Govt. of Assam in Higher Education Department has decided that only certificate issued by the Circle Officer (competent revenue official) will be accepted for the purpose of granting Fee Waiver in admission from the upcoming academic session 2024 across all eligible Higher Education Institutions who are eligible for Fee Waiver, as per the relevant O.M.