PROSPECTUS

<u>2017-18</u>

UDAYNARAYANPUR MADHABILATA MAHAVIDYALAYA (AFFILIATED TO UNIVERSITY OF CALCUTTA)

P.O.: UDAYNARAYANPUR (JANGALPARA) HOWRAH PIN CODE:-711226

CONTACT NO: 03214-257444/666

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Estd.: 2006

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Greetings from the President

Udaynarayanpur Madhabilata Mahavidyalaya was established in 2006 on the bank of River Damodar surrounded by the green beauty of nature to provide education up to the level of graduation to mostly first generation learners from predominantly agricultural background, especially to female students and students from economically backward families. The college drew its name from Udaynarayanpur zamindar family, well-known for their lot of contribution to upgrade socio-economic status of Udaynarayanpur. Role of Dr. Gita Chattopadhyay, her family Hon'ble MP and the persons who contributed their land and financed of the college will remembered for ever. The college is associated with historical importance of Raygunakar Bharatchandra of Penro, Rani Bhabashankari of Garh-Bhawanipur, Poet Hemchandra of Rajbalhat, Anthpur and also Dihibhurshut. It is a co-educational, non-government, grant-in-aid degree college, affiliated to University of Calcutta and recognized by the University Grants Commission and serving the cause of higher education to the needs of the aspiring rural youth of the area in the district of Howrah and Hoogly. A healthy student-teacher relationship enhances the area in the district of creating an environment of student-centric model of teaching learning in this institution. It is offering six subjects in Honours Courseand eleven subjects in general courses. Spacious classrooms, Science laboratories, Geography laboratories, common room for boys and girls, canteen for students and staff, a large lush green play ground are available in this institution.

Our teaching and non-teaching employees are fabulous to provide best services on behalf of the college to look after the interest of the students. Local Gram Panchayat and Block administration are very cordial and helpful to fulfill the needs of the college. It is our great achievement to introduce Science courses in this academic session. Moreover Mini Indoor Game Complex with the financial assistance of the Department of Youth Services, Government of West Bengal has already been completed. Extension activities in the form of adult education programme in collaboration with N.S.S. Unit and Blood Donation Camp are also worth mentioning. For overall development of the personality of the students , they are encouraged to take part in cultural programmes, debates, seminars and Indoor Outdoor games and sports events. We have launched on-line admission system. Hope you will find something special in the college. Wish you all at the new step of higher education.

Samir Kumar Panja, MLA President of the Governing Body Udaynarayanpur Madhabilata Mahavidyalaya

From Principal's Desk

Udaynarayanpur belongs to the ancient state of Bhurishrestha Kingdom and it has a rich heritage which we always remember. Keeping in mind the history and tradition of this locality it is our sustained endeavor to improve the standard of higher education in our institution. Despite financial stringency, infrastructural problems and shortage of faculties, we have shown courage for accreditation by NAAC (National Assessment and Accreditation Council) in 2006.

After being successfully accredited by NAAC, we are looking forward to work on improving the quality of our students. We like to see that our students achieve basic communicative skills and acquire knowledge on subjects of their own. Modern teaching aids and methods are being introduced to adapt the teaching staff and the students with the modern pedagogic technology. A 'virtual classroom' has been set up with the initiative and financial assistance of the Higher Education Department of State Government.

We have arrangements for 'power point presentation' of class lectures through LCD projectors in our classroom. Internet facilities have been provided to a section of the students. We have plans to provide free Wi-fi space in the college campus, so that each student and faculty member has access to internet connection. We are constantly working for larger use of Information and Communication Technology (ICT) in the Institution. The process of digitizing library books has been undertaken. We hope it would help our students immensely.

The introduction of B.Sc. course has opened up a great opportunity for the students of this locality. From the current academic session we are going to offer a variety of subject combinations in B.Sc. (General) course with subjects from Pure Science Group, Home Science Group and Humanities/ Arts Group.

We are always looking forward to create all kinds of opportunities and facilities for the development of body and mind of our students. There is a well equipped and well furnished Multi Gym in the College. Students are trained under the guidance and supervision of an expert trainer. We invite all the students and the staff to enroll their names in the gym.

The entire college campus is environment friendly. Saplings and trees are planted regularly. It is our mission to make this institution a place of proper learning. What we need is co-operation from all stakeholders, like guardians, students, staff, alumni, academicians and well-wishers for all-round progress of this institution.

About The College

Udaynarayanpur Madhabilata Mahavidyalay started its glorious journey in the 2006 on the auspicious day 25th July, 2006 with auspice of Udaynarayanpur Zamindar family, the contribution of which family will remain fit to be remembered for ever for their contribution to this college as long as this college exists. This college is named after Madhabilata Devi, the famous 'Zanindar Ginni' who is specially known for her glorious nature of patronizing education and whose memory flashes in our mind when we enter our college to see her statue at the entrance of the college building. This college first college first started its austere journey in Bireshwar Balika Vidyalaya. Afterwards it gains its autarky. This new college building was erected on the bank of river Damodar in abundance of natural greenery and scenary. It is a co-educational, Government aided college affiliated to the University of Calcutta and of late it has also been accredited by NAAC. The untiring, assiduous and whole hearted endevour on the part of the teachers to serve the needs and demands of the inquisitive, enthusiastic students has to be mentioned here. Apart from this, in this connection it has to be mentioned that intrepidity and tireless effort of college authority to upgrade the discipline of the college is really praiseworthy. The non-teaching employees of this college are also persisting and generous in providing their support and assistance to develop the college. It is also very pertinent to mention here this college is going to introduce e-classroom invigorate better understanding on the part of the students. Moreover in this college one can avail and utilize well-equipped laboratories, expansive library along with quite reading room and capacious classrooms. In this college students also have the opportunity to refresh themselves by using common rooms, greensward and canteen. Thus this college is progressing inexorably to a heightened sublimity.

Vision

Fulfilling the dreams and aspirations of higher education of the youth, especially girls, by inculcating in them the knowledge and skills necessary for further academic progress and for employment.

Mission

To provide the students with adequate infrastructural facilities and learning resources, including classrooms, laboratories, toilets, books, equipments, etc, and to promote the gross enrolment ratio (GER) and the teaching-learning process in the college;

To introduce subjects and courses commensurate with the need and demand of the locality, the capacity and infrastructure of the college, and the profile of the students;

To provide quality teaching in a friendly and healthy environment;

To review the progress through various mechanisms including evaluation of learning outcome, self-evaluation of the faculty, and collection of feedback from the students and the guardians.

Objectives

To materialize its vision and to fulfil its mission, the college has set certain objectives, such as:

- To mobilize resources and funding from all available sources including the State Government, the Department of Higher Education, the University Grants Commission, the local area development funds of the MLA and the MP, etc.
- To utilize the available funds to fulfil immediate needs such as the construction of classrooms and laboratories, and purchase of necessary materials including books for the library, equipments for the laboratories, benches and cupboards, sports equipments, etc.
- To promote critical and research-oriented thinking in the students by providing access to top academic journals and proper guidance through the Research Committee.
- To upgrade the pedagogical method with the help of modern technology by necessary use of digital classrooms.
- To pursue the concerned authorities for creation of new teaching posts and the post of a librarian and quick filling up of the existing vacancies in teaching posts.
- To recruit adequate number of non-teaching staff to facilitate the office works.
- To pay proper attention to the needs and demands of the students, such as grievance redress and counselling, and provide special care for the problems faced by the female students.
- To create a conducive atmosphere and adequate facilities for refreshment and creative leisure activities for the students.
- To facilitate the development of various extra-curricular faculties of the students for the creation of a resourceful cultural environment and for the all-round nurturing of the human faculties of the students.
- To create an eco-friendly campus by regular plantation programmes.

To develop a sound academic culture in the institution by fostering cordial and friendly relationship among the staff and the students.

SUBJECT COMBINATIONS

Before filling up and submitting the online application form read the following instruction carefully. Please go through the eligibility criteria, availability of Honours and General Subjects and available subjects combinations for each Honours Subject, Category wise seat allotment for each programme and other admission guide lines.

- 1. An applicant can apply only one Honours subject in a single form.
- 2. For applying in General courses, such as B.A. General/B.Sc. General use separate application form.
- 3. Application registration fee Rupees 100/- for a single form (Excluding Bank Charges).
- Available Honours subjects with subject combinations and category wise available number of seats for each Honours subject is given in the table below:

	Sub	ject capac	ity for each	General Sub	jects in case	if reservation	on is applied	
Honours Subjects offered	COMBN SUB-I	COMBN SUB-II	Candidate Capacity General Candidates	Candidate Capacity SC Candidates	Candidate Capacity ST Candidates	Candidate Capacity OBC-A Candidate s	Candidate Capacity OBC-B Candidates	Total Candidate Capacity
	HISG	SANG	05	02	01	01	01	10
	HISG	PHIG	19	07	02	03	02	33
Bengali	HISG	PLSG	12	06	02	03	02	25
(100)	PHIG	PLSG	12	05	01	02	02	22
	GEOG	PLSG	05	02	01	01	01	10
	EDCG	PLSG	10	04	02	02	02	20
	EDCG	MUCG	03	01	00	01	00	05
English (45)	PLSG	PHYG/ PEDG	03	01	00	01	00	05
	EDCG	FNTG	03	01	00	01	00	05
	HISG	SANG	05	02	01	01	01	10
	BNGG	SANG	03	02	00	01	00	06
	BNGG	PHIG	05	02	01	01	01	10
History	BNGG	PLSG	05	02	01	01	01	10
(50)	PHIG	PLSG	05	02	01	01	01	10
	SANG	PLSG	03	02	00	01	00	06
	GEOG	SANG	04	02	00	01	01	08
	BNGG	HISG	04	02	00	01	01	08
~	HISG	EDCG	05	02	01	01	01	10
Sanskrit	BNGG	PLSG	04	02	01	01	01	09
(47)	HISG	PHIG	05	02	01	01	01	10
	PHIG	PLSG	05	02	01	01	01	10
	BNGG	HISG	03	02	00	01	00	06
Geography	SANG	EDCG	06	03	01	01	01	12
(31)	BNGG	SANG	04	02	00	01	00	07
	HISG	PLSG	03	02	00	01	00	06

	BNGG	HISG	04	02	00	01	00	07
Philosophy	BNGG	PLSG	04	02	00	01	01	08
(33)	SANG	PLSG	04	02	00	01	01	08
	HISG	PLSG	05	02	01	01	01	10
	HISG	SANG						NA
Education	BNGG	PLSG						NA
	PHIG	PLSG						NA
							Total	306

- The Honours candidates have to select one Honours subject and two General subjects as per the subject combination table given above.
- The General candidates have to select three General Subjects as per the subject combination table given below other than the compulsory language subjects.

SL. NO.	Subject	Seats
1	BENGALI	317
2	EDUCATION	237
3	ENGLISH	92
4	FOOD & NUTRITION	36
5	GEOGRAPHY	30
6	HISTORY	317
7	MUSIC	26
8	PHILOSOPHY	200
9	PHYSICAL EDUCATION	47
10	POLITICAL SCIENCE	317
11	SANSKRIT	250

B.A. GENERAL SEATS ALLOTMENT

CATEGORY WISE ALLOTMENT OF SEATS

CO	URSE	GENERAL	SC	ST	OBC-A	OBC-B	TOTAL
1.	B.A.GENERAL	231	92	25	42	29	419
2.	B.Sc. GENERAL	12	04	01	02	01	20

Subjects Combinations for B.Sc. General Category

SL. NO.	SUBJECTS
1	Physics, Mathematics, Food & Nutrition
2	Physics, Chemistry, Food & Nutrition
3	Physics, Mathematics, Political Science
4	Geography, Chemistry, Food & Nutrition
5	Physics, Mathematics, Music
6	Physics, Mathematics, Sanskrit
7	Physics, Chemistry, Geography
8	Physics, Geography, Bengali
9	Physics, Chemistry, English
10	Chemistry, Mathematics, Physical Education
11	Geography, Mathematics, Physics/ Chemistry
12	Chemistry, Food & Nutrition, Music
13	Physics, Chemistry, Mathematics

FEES AND OTHER CHARGES (in Rupees) REQUIRED AT THE TIME OF ADMISSION

SL NO.	PARTICULAR	B.A. (GEN)	B.A. (GEN) WITH GEOG, MUCG, PEDG, FNTG	B.A (HONS) Other than Geography	B.A (HONS) Geography	B.Sc. (GEN)
1.	ADMISSION FEE (AT THE TIME OF ADMMISSION)	100.00	100.00	100.00	100.00	100.00
2.	TUTION FEE (PER MONTH) (2 MONTHS AT THE TIME OF ADMISISON)	50.00 x 2 = 100	50.00 x 2 = 100	75.00 x 2 = 150	75.00 x 2 = 150	85.00 x 2 = 170
3.	STUDENTS UNION AND SERIMONIAL FEES	150.00	150.00	150.00	150.00	150.00
4.	LIBRARY CHARGE (YEARLY)	50.00	50.00	75.00	75.00	75.00
5.	LIBRARY DEPOSIT (YEARLY)	100.00	100.00	100.00	100.00	100.00
6.	TERMMINAL EXAM FEE(YAERLY)	75.00	75.00	75.00	75.00	75.00
7.	CU.REGISTRATION FEE	100.00	100.00	100.00	100.00	100.00
8.	CU REGISTRATION FORM	10.00	10.00	10.00	10.00	10.00
9.	CU SPORTS FEE	60.00	60.00	60.00	60.00	60.00
10.	MAGAZINE FEE	25.00	25.00	25.00	25.00	25.00
11.	LABORETORY CHARGE (FOR HONS MONTHLY)	Nil	50.00 x 2 = 100	Nil	75.00 x 2 = 150.00	100.00 x 2 = 150.00
12.	LABORETORY CAUTION MONEY(FOR 1 ST YEAR)	Nil	100.00	Nil	150.00	150.00
13.	ELECTRICITY SERVICE FEE	75.00	75.00	75.00	75.00	75.00
14.	STUDENT'S WELFARE FEE.	10.00	10.00	10.00	10.00	10.00
15.	STUDENT'S AID FUND	10.00	10.00	10.00	10.00	10.00
16.	DEVELOPMENT FEE(AT THE TIME OF ADMISSION)	250.00	250.00	250.00	250.00	250.00
17.	BUILDING EVELOPMENT FEE	100.00	100.00	100.00	100.00	100.00
18.	INFRUSTRUCTURE DEVELOI (3 rd INSTALLMENT FOR 3 rd YI		THE TIME OF ADMI	SSION) (2 nd ISNT)	ALLMENT FOR 2 nd	YEAR: 2000.00)
19.	NAAC FEE	100.00	100.00	100.00	100.00	100.00
TOT	AL					
20.	UNIVERSITY EXAM FORM (AT THE TIME OF FORM FILL-UP)	AS PER UNIVERSITY NORMS	AS PER UNIVERSITY NORMS	AS PER UNIVERSITY NORMS	AS PER UNIVERSITY NORMS	AS PER UNIVERSITY NORMS
21.	UNIVERSITY EXAM FEES (AT THE TIME OF EXAMINATION)	AS PER UNIVERSITY NORMS	AS PER UNIVERSITY NORMS	AS PER UNIVERSITY NORMS	AS PER UNIVERSITY NORMS	AS PER UNIVERSITY NORMS
22.	UNIVERSITY EXAM CENTER CHARGE (AT THE TIME OF EXAMINATION)	AS PER UNIVERSITY NORMS	AS PER UNIVERSITY NORMS	AS PER UNIVERSITY NORMS	AS PER UNIVERSITY NORMS	AS PER UNIVERSITY NORMS

OTHER FEES

- 1. Identity Card: Rs.-20/-
- 2. Duplicate Library Cards: Rs.-10/-
- 3. Late Fee: Library Book 50 Paisa per Day
- 4. Geography Yearly infrastructure development fees: Rs.4000/- for 1st year & Rs.2000/- each for 2nd and 3rd year.
- 5. University practical fees:
- 6. Fine will charged for delay in registration & form fill up
- 7. Students having Food and Nutrition, Physical Education, and Music as subject combination will pay additional fee of Rs. 50/- per month for each subject
- 8. Duplicate identity card: Rs.30/-

9. Refund rule: A part of the course fees will be refunded subject to a maximum deduction of Rs.1000/- if a candidate cancels admission before the beginning of the course.

GUIDELINES OF ADMISSION

<u>Reservation Rules</u>: In each of the Honours and General programme/course 22% seat for SC, 6% seat for ST, 10% seat for OBC (non creamy layer)- A and 7% seat for OBC–B will be reserved. Reservation process for OBC will be completed within coming 6 years. Moreover 3% seat will be reserved for physically handicapped (PH) from each category. Basic eligibility for admission into various departments will be determined according to rules and regulations of University of Calcutta.

In case of admission to general courses 22% and 6% seats will be reserved for SC and ST candidates respectively, and as a whole, 37 seats and 28 seats will be reserved for OBC-A and OBC-B respectively.

Rules and Regulations and eligibility for admission into 3 years course of B.A./ B.SC./ B.COM. (Hons./Gen/Major) and B.Mus. (Hons./Gen) according to the Notification No. : CSR/21/16 dated 06/05/2016 of University of Calcutta which has come into effect from academic session 2016-17.

<u>Regulations related to Admission for the 3 Year B.A./B.Sc./B.Com. (Honours, General and Major) and B.Mus. (Honours and General) courses of studies conducted by the University of Calcutta.</u>

- 1. These regulations shall be called the University of Calcutta Admission Regulations relating to Three-Year B.A./B.Sc./B.Com. (Honours, General and Major) and B.Mus. (Honours and General) Degree Courses of Studies Regulations, 2016.
- 2. These shall apply to every candidate prosecuting the above courses in the University. Notwithstanding anything contained in any other regulations or rules for the time being inforce the study for the above Courses shall be guided by these Regulations effective from the Academic Session 2016-2017 and <u>for other candidates who shall appear in the Part-I examination as a whole in the year 2017.</u>

<u>Note:</u> A candidate prosecuting a regular course of study for three-year degree course shall have to clear all the Part- I, II and III Examinations in all respect within a span of <u>five years</u> from the years of admission to the particular course and combination, failing which he/she shall have to leave the course subject to fulfillment of following condition.

A candidate who will prosecute a regular course of study for the first year of the three-year course shall have to appear at the Part-I examination within <u>two years</u> from the year of admission to the course failing to which he /she shall have to prosecute a fresh course of study from the first year provided however that such candidate shall not be entitled to seek such readmission to the first year class <u>beyond five years</u> of his/her passing the previous qualifying examination.

ADMISSION QUALIFICATIONS For B.A./B.Sc./B.Mus. (Honours and General) and B.A./B.Sc./B.Com (Major)

 A candidate who has passed the Higher Secondary (10+2) or its equivalent Examination is eligible to seek admission to the 1st year of 3-year B.A./ B.Sc. (Honours and General) Course of studies provided he/she has also passed in English having full marks not being less than 100.

Candidates who have passed the Higher Secondary (10+2) Vocational examination conducted by the West Bengal Vocational Education and Training shall be eligible to seek admission to the B.A. (General/ Major) 1st year course of studies taking the subjects under Humanities Division only. However, candidate who have passed the aforesaid H.S. Examination in Business & Commerce shall also be eligible for admission to the B. Com. (Major) 1st year Course of Studies under the University. However, no candidate shall be allowed for <u>admission after a lapse of more than 5 years from the year of passing the previous qualifying examination.</u>

(**Explanation**: The year of admission shall not be taken into account_while calculating five years from the year of passing the previous qualifying examination.)

Students who have passed the Higher Secondary (10+2) examination or its equivalent from the All India Board/ Councils (i.e. CBSE, ISC and National Institute of Open Schooling) <u>need</u> not require to submit the migration certificate for getting registration under this University.

For the purpose of determining eligibility for admission into Honours Course, aggregate marks shall be calculated by adding marks in top-four subjects in order of marks secured by a candidate. However, marks in compulsory Environmental Education/ Studies shall not be taken into account for calculation of aggregate marks. If the subject 'Environmental Science' is studied as an elective subjects of 100 marks, it may be taken into account for the purpose of determining the aggregate marks.

2. (a) A candidate taking up Honours Course in a subject must have obtained:

(i) A minimum of 50% marks in the aggregate and 45% marks in the subject or related subjects at the previous qualifying examination [in case of B.Mus. (Hons.) 45% marks in the aggregate and 45% marks in the subject Music, in the pre-qualifying examination]

Or

(ii) 55% marks in the subject or related subject at the previous qualifying examination [in case of B.Mus. (Hons) 50% marks in the subject Music at the previous qualifying exam]

Or

(iii) 50% marks in the aggregate when the candidate has not studied the subjects in his/her previous qualifying examination provided all other clauses are satisfied [in case of B.Mus.(Hons.) – 45% marks in the aggregate when the candidate has not studied the subject

Music in the previous qualifying exam. Candidates shall be admitted on the basis of the Admission Test to be conducted by the college authority concerned.]

(b) However, candidates belonging to Scheduled Caste or Scheduled Tribe Community taking up Honours Course must have obtained a minimum of 40% marks in the aggregate or 40% marks in the subjects or related subjects at the previous qualifying examination, as the case may be.

*(c) <u>Seat reservation in the first year class of 3 year degree course of studies shall be</u> <u>guided by the Wet Bengal State Higher Educational Institutions (Reservation in</u> <u>Admission), Act, 2013 and the West Bengal State Higher Educational Institutions</u> (Reservation in Admission) rules, 2014.

- 3. Examination under the three- year B.A./ B.Sc. (Honours and General), B.A./ B.Sc./B.Com. (Major) and B.Mus.(Honours and General) course will be conducted in three parts: part-I, Part-II, and part-III with Part-I examination to be held ordinarily in the month of **May** at the end of first year of studies and Part-II examination to be held ordinarily in the month of **April** at the end of second year of studies and Part-III examination to be held ordinarily in the month of **April** at the end of third year studies.
- 4. For the B.A./B.Sc. (Honours /General/ Major) Course of studies a candidate is required to choose his/her Honours and two/ three elective subjects, as the case may be from among Groups- I to VIII as follows by taking not more than one subjects from the groups mentioned hereunder:

GROUPS:

<u>Group I</u> :	Physics, Zoology, Education, Home Science Extension Education, Social
	Science, Film Studies, Physical Education, Human Rights, Russian, Women
	studies.
<u>Group II</u> :	Human Development, History, Ancient Indian and World History, Islamic
	History & Culture, Mathematics, Environmental Science.
<u>Group III</u> :	Chemistry, Sociology, Defense Studies, Music, Household Art, Pali, Arabic,
	Sanskrit, Persian, Bio-Chemistry.
<u>Group IV:</u>	Botany, Economics, Food & Nutrition.
<u>Group V</u> :	Geology, Political Science, Electronics.
<u>Group VI</u> :	Geography, Molecular Biology, Psychology, Philosophy, Microbiology,
	Journalism & Mass Communication.
<u>Group VII</u> :	Statistics, Physiology, English.
<u>Group VIII</u> :	Anthropology, Computer Science, Bengali, Hindi, Urdu, Gujrati, French,
	Linguistics.

EXAMINATION STRUCTURE

Course Structure with Distribution of Marks for B.A./B.Sc. (Honours) Course of Studies under 1+1+1 System of Examination

Part I Examination	Part II Examination	Part III Examination		
(At the end of the first year generally held in the month of June)	(At the end of the 2nd year generally held in the month of May)	(at the end of the 3rd year generally held in the month of April)		
 a. 2 Hons./ Major papers(paper I and II) of 200 marks b. Elective subjects (paper I of 100 marks for each of the two elective subjects) 100 x2=200 marks c. Language Group: 100 marks 	 a. 2 Hons/Major papers (papers III & IV) 200 marks b. Elective subjects (paper II & III of 100 marks for each of two elective subjects)100 	 a. 4 Hons/Major papers(papers III & IV) 400 marks b. Environmental studies=100 marks 		
i. compulsory English=50 ii. MIL/Alt. English=50 Total Marks: 500	x2x2=400 marks Total Marks: 600	Total Marks: 500		

Course Structure with Distribution of Marks for B.A/B.Sc. (General) Course of Studies under 1+1+1 System of Examination

Part I Examination	Part I Examination Part II Examination			
(At the end of the first year generally held in the month of June)	(At the end of the 2nd year generally held in the month of May	(At the end of the 3rd year generally held in the month of April)		
 a) Elective Subjects (Paper-I of three elective subjects of 100 marks each) 100x3=300 marks b) Language Group: 100 marks i) Compulsory English 50 ii) MIL/Alt. English 50 	a) Elective subjects (Paper II & III of three elective subjects of 100 marks for each paper) 100x2x3=600 marks	 a) Elective subjects (paper IV of three elective subjects of 100 marks each) 100x3=300 marks b) Environmental Studies 100 marks 		
Total Marks: 500	Total Marks: 600	Total Marks: 400		

Necessary Documents Required to be Submitted at the Time of Admission

- 1. Duly filled up application form.
- 2. Original copies of Madhyamik, Higher Secondary marks sheet and admit.
- 3. 2 Photo copies and one attested photo copy of Madhyamik and Higher Secondary marks sheet and admit.
- 4. In case of SC/ST/OBC-A/OBC-B/PH candidate's original certificate from the office of the S.D.O/appropriate authority is to be submitted.
- 5. Original copy of college/school leaving certificate.

6. In case of the candidates of other Board/University original migration certificate of concerned Board/University has to be produced.

- 7. If a candidate from other college wants to take admission, in that case original transfer certificate issued by that college, is required.
- 8. Candidates should qualify H.S/ equivalent examination (10+2), held in 2012 or after wards.
- 9. 5 copies of recent passport size photographs.
 - If any document of the candidate is found/proved false or misleading, the application will be rejected instantly.

RULES FOR COLLEGIATE / NON COLLEGIATE / DIS COLLEGIATE

Selected candidates are requested to attend their classes from the very beginning of the session. Attendance of the candidates who take admission after the commencement of class will be counted from the very next day of the admission.

<u>Collegiate candidates</u>: students are required to attend at least 75% of the total lectures delivered to them in the session. They are eligible to appear at the university examination.

Non-collegiate candidates: The students whose percentage of class attendance are 60% and above but below 75% of the total lectures delivered to them in the session will be treated as non collegiate candidates. They may be sent up at the university examination if their short percentage is condoned by the authorities.

Dis-collegiate candidates: the students whose percentage of class attendance falls below 60 % of the total lectures delivered to them in the session will be treated as dis- collegiate candidates. They are not eligible to appear at the university examination. They may take re-admission

PROCESS OF ADMISSION OF T.C. STUDENTS

Students who want to be admitted to our college from another college must meet principal and apply to the Principal. Students who will take T.C. in a particular session will not be allowed to take readmission in the same session.

UGC Guidelines for Students Entitlement

These guidelines have been issued by the University Grant Commission (UGC) in order to help students, teachers, administrators and institutions understand what the minimum entitlements of the students are. These guidelines apply to all the colleges and universities i the country (this expression includes every institution of higher education even if it is not called college /university) without any exception.

Fulfillments of these entitlements impose obligations on educational institutions, administrators, policy makers, teachers and students themselves. If these obligations are not met, a student can approach the Grievance Redressal Authority or the Ombudsman. Any serious or persistent violation of these guidelines can be brought to the notice of the University Grants Commission and can be the basis of punitive action against the offender.

Some of the provisions stated here are already covered by existing law s or Rules and regulations of the UGC. But the students shall continue to enjoy all the right under existing laws, rules and regulations which may not have been mentioned in these guidelines.

1. Admission:

1.1 An announcement or advertisement for any course of study must clearly specify whether the degree granted is notified by the UGC and other relevant statutory authorities [Under section 22 c of the UGC act , latest list available in the UGC website] and whether the university that awards the figures in the list of universities maintained by the UGC [available in the website].

1.2 A student seeking admission is entitled to a document (usually called ' prospectus ') that specifies the curricula including syllabi , names and academic profile and status of the faculty, mode and frequency of evaluation, duration of the course ,academic calendar, comprehensive information about fees or charges of any kind, and refund rules. The information given in the prospectus should not be changed to the disadvantage of the student during the course of study ; any change if necessary must be communicated to each student individually spelling out reasons for such a change.

1.3 The prospectus must spell out exactly the process and criteria for admissions. This includes weight age given to previous academic performance, entrance examination and interview. The syllabi and format of the entrance examination must be spelt out. The final score of each candidate who appeared for entrance examination including all the components and the entire waiting list must be made in public.

1.4 Information about any reservations or quota for any category, the eligibility criteria for these reservations /quotas, certificate required for seeking admission under these must be stated clearly in the prospectus.

1.5 The student must not be asked to produce documents which have not been mentioned in the prospectus. While the institution can ask the student to produce the original documents (such as school leaving certificate, mark sheet, caste certificate) for verification , they cannot retain any original documents of any students .[As notified by UGC on 23rd April 2007 ,F.No. 1-3/2007(CPP11)]

2. Quality of teaching and learning:

2.1 It is responsibility of the college /University to help the students develop their learning skills by facilitating the creation of learner centric environment conducive for quality education. The students are entitled to receiving instructions and reading material in all the languages allowed by the institution as medium of instruction or examination.

2.2 The students who begin with a difficulty due to social handicap or a shift in the medium of instruction are entitled to special support to bridge the gap.

2.3 The students are entitled availability and presence of qualified teacher, fulfillment of the specified number of teaching days and contact hours for each course and completion of syllabus on time.[UGC regulations on Minimum Qualification of Teachers, 2010]

2.4 The students are entitled to reasonable access to facilities, services and resources including library(that stocks textbooks, reference books, Journals, e-resources), laboratories and ICT facilities in the languages permitted as medium of instruction or examination.

2.5 The students are entitled to fair, transparent and timely evaluation, including fair provisions for timely re-checking or re- evaluation of the scripts and redressal of any grievance related to the evaluation process. The students are entitled to a copy of their answer scripts after the declaration of results.

2.6 The students are entitled to timely conduct of examination and declaration of results as specified in the academic calendar in the prospectus. They shall be entitled to the award of degree within 180 days of the declaration of the result.

2.7 The students are entitled to give regular feedback on the quality of teaching, student's services and institutional infrastructure. The college/University shall establish mechanisms for seeking this feedback regularly and taking students' feedback into account for review and improvement.

3. Fee and financial aid:

3.1 The students are entitled to prior and full information about amount, components, frequency and mode of any kind of payment including fees or charges of any other kind and refund rules. If a student's withdraws before the beginning of the course, the student should be refunded the entire fee given to it with a maximum deduction of Rs. 1000/-[as notified by UGC on 23rd April 2007 ,F.No. 1-3/2007(CPP11)]

3.2 A college /university will make utmost effort to ensure that no student is deprived of opportunities of quality education for lack of sufficient financial resources. It is the responsibility of the policy makers to ensure that sufficient funds are made available to implement the principle. The prospectus shall contain consolidated information about scholarship/ fellowship financial aid scheme of any type that is available to the students. It shall bring to notice and assist the students in accessing such schemes. It shall ensure that the procedure for selection is fair and transparent.

4. Infrastructure:

4.1 The students are entitled to access to appropriate resources including classrooms, libraries laboratories and other academic facilities necessary for quality education. [UGC rules and regulations for fitness of Universities and colleges for Grant under section 12B of the UGC act 1956, Private University Regulation, Deemed University Regulation].

4.2 The students are entitled to reasonable access to sports and recreation facilities, avenues for literary, aesthetic and other extracurricular pursuits.

4.3 The students are entitled to reasonable access to sports and recreation facilities and avenues for literary, aesthetic and other extracurricular pursuits.

4.4 The students are entitled to reasonable attention to medical and health requirements including free and periodic health check-up and treatment /hospitalization in case of medical emergencies.

4.5 The students are entitled to a reasonable access to adequate, clean and hygienic hostel residence accommodation that provides basic amenities including recreational facilities. Such accommodation should be affordable and must not be utilized by the institution for profit making. Accommodation meant for students must not be encroached upon by the institution for any other purpose.

4.6 Student with disabilities are entitled to access to all scheme, facilities and services in the university without discrimination. The college /university shall strive towards a universal design of learning based curriculum that can address the needs of the broadest possible range of students by minimizing barriers and maximizing learning for all students. The college /university shall provide barrier free access, special library resources (including Braille and ICT resources), provisions for sign language interpreter /transcriber, the required equipments and electronic resources and the required relaxation in examination to all students with disability. [Person with disabilities (Equal opportunity, protection of rights and full participation) act, 1995; UGCD.O.NO .F-6-1/2006(CPP11), F.N..6-1/2012(SCT)]

5. The students are entitled to non -discriminatory treatment (in the sense of absence of harassment, victimization of exclusion) in every aspect of institutional functioning. Any discrimination based on caste, gender, creed, colour, race, religion, place of birth, political conviction, language and disability shall be prohibited.

5.1 In particular, institutions shall not discriminate against Birthdays belonging to scheduled caste and scheduled tribe and racial profiling of birthdays from any region of ethnic group. [UGC (promotion of equinity in higher educational institution) regulation, 2012]

5.2 The students are entitled to protection from sexual harassment by complaining to the Gender Sensitization committees against sexual harassment. It is mandatory for each college /university to constitute and publicize this committee as per the guidelines and norms laid down by the Hon'ble Supreme Court [Vishaka and others Vs. State of Rajasthan and others [JT1997 (7) SC 384]

5.3 All students are entitled to protection from ragging in any from [UGC (curbing the menace of ragging) Regulation, 2009]

6. As democratic citizens, the students are entitled of freedom to think and expression within and outside their institution. College /university must allow space for free exchange of ideas and public debate so as to foster a culture of critical reasoning and questioning. College /university authorities must not impose unreasonable, partisan or arbitrary restrictions on organizing seminars, lecture and debates that do not otherwise violate any law.

7. The students are entitled to forming associations and unions, directly electing their students representative to students union and having their representatives on the college /university decision making bodies including internal quality assessments, grievance committees, gender sensitization committees against sexual harassment and the academic /executive council. University /colleges shall evolve mechanisms for adequate consultations with students' representatives before taking any major decision affecting the students.

8. The students are entitled to full and correct information about any institution of higher education in which they study or propose to study. Therefore, every college /university must disclose the following information on its website and prospectus: status of the institution, its affiliation, accreditation rating, physical assets and amenities, membership of governing bodies and minutes of the bodies like academic /executive council, sources of income and the financial situation and any other information about its functioning necessary for a student to make a fully informed choice. [Section 4(1) of Right to Information Act 2005]

9. The students are entitled to redressal of their grievance by the grievance redressal committee of the institution within 10 days of making a representation. If they are not satisfied, they are also entitled an appeal to the ombudsman of the university concerned for redressal within 30 days [UGC (Grievance Redressal) Regulation,2012]

10. The UGC may issue instructions for proper implementation of these guidelines.

FACILITIES AVAILABLE IN THE COLLEGE

Though the college is just is in its beginning days, still it is committed to provide best of the infrastructure to cater its student.

FACILITY OF LIBRARY:

As books are the pillar of education, the institution is committed to provide necessary books to each student. This college has an enriched library; books are available in reference and lending sections. Every student will be given two cards (one for reference and other for lending books) when their library fess will be paid. Currently we have 6881 books in library.

RULES OF LIBRARY:

1. Every student will be allowed to lend only a single book. They must return lending books within seven days. The book will be reissued if there is no demand for the book by other students.

2. If a student violates the said rule he/she will have to pay fine of Rs.1/-per day. Moreover students may not be allowed to use library for such offence.

3. If a student will lose or damage any book he/she should have to return new book. If a book of a series is lost or damaged a student should have to return all the books of the series by his/her own cost. If the concerned book is out of print he/she should have to pay fine fixed by Hon'ble Principal of the college.

4. Only the honours students will be allowed to lend books more than seven days for use in Puja vacation. They will have to return those books within a week when the college restarts after the Puja vacation. Otherwise he/she will be fined.

5. Students should keep library card with care. If the card is lost he /she must inform librarian and he/she must pay nominal fees to collect duplicate card. He/she must collect certificate from librarian before filling up B.A. final examination form. Otherwise he/she will not be given admit card.

FACILITIES OF COMPUTER, INTERNET& DIGITAL LEARNING:

Today importance of computer and internet facilities is fundamental for students and teachers. Currently we have computers available in library and geography dept. and college is equipped with digital classroom and projectors. This would give students a chance to learn in more advanced way. Now Steps are being taken to provide more computers and internet for students so they can get advantage of computer and internet and can enrich them with use of such medium.

<u>STUDENTS' COUNSELING CELL, GRIEVANCE REDRESSAL CELL & ANTI-</u> <u>RAGGINGCOMMITTEE-</u>

These are different bodies and committees consisting of the faculty members. Such bodies assist, advise, guide and provide counseling to students for any academic and personal problems.

Grievance Redressal Cell addresses students' grievances and complaints regarding academic matters, infrastructural and other facilities within the college campus and ensures complete corporation from college authority.

Ragging in any form is strictly prohibited within the college campus. Any incidence of ragging is to be reported to the anti-ragging committee immediately and if proved true the case will be dealt with strict adherence to existing guideline.

FACILITY OF N.S.S:

From 2010-2011 session N.S.S unit has been formed in our college. If the students have interest in social works and social welfare activities they should take the facility of N.S.S. Our N.S.S unit is running under efficient programme officer to cater need for social welfare mentality among students. This provides exciting opportunities to work in

COLLEGE MAGAZINE:

College magazine 'Diparchi' (2nd annual number) is distributed among every student of every stream and these are being published by proper edition by magazine committee.

WALL MAGAZINE:

Name of our wall magazine is 'Kalam' which is being published every year under supervision of an experienced professor who enriches the magazine by proper advice along with that now every department has its own wall magazine which displays information of specific subject in a creative manner.

STUDENTS'UNION:

Students' Union is being formed by democratic system and elected members of students' union always work for welfare of the college and students.

STUDENTS WELFARE FUND:

Student welfare fund has been formed for welfare of the students. Poor and meritorious students are supported from this fund.

CONCESSION OF STUDENTS' FEES:

Fees of the students should be considered for concession on the following reasons:

- 1. Students must be financially poor.
- 2. Students must be meritorious.
- 3. Students must have regular attendance.

The application for fees concession on merit should be considered through these criteria and selected students (10% among total students) will be allowed full or half or quarter concession of their tuition fees. If a student gets any scholarship / stipend he/she will not be considered under these criteria.

COLLEGE EXAMINATION:

Every year college conducts class tests and test examination. General course students must obtain 30% and honours students must obtain 40% marks to appear in final examination. Otherwise students should be responsible for penalization.

Keeping in view of students' future need, particularly in the preparation for jobs, MCQ/Objective type questions are usually set in class tests. It would help them help them to be familiar with such questions.

<u>ARRANGEMENTS FOR WEAK STUDENTS AND ADVANCED LEARNER</u>- Institution has an in-built system so that advanced learners could excel and weak students could receive necessary assistance to prepare themselves for the programme / course. There are arrangements for presentation by students, remedial and tutorial classes.

AWARDS AND SCHOLARSHIPS:

College students are eligible for various awards, scholarships, and fellowships. Schedule caste/tribe / minority students can get government scholarships whereas meritorious student can get Jindal scholarship, Vivekananda merit scholarship to support their education. In last financial year total of 330 students had received such fellowship and scholarship. This year onwards college has decided to award best students from each year, one from each honours, and one from all pass-courses combined to provide them encouragement.

Academic Calendar Session 2017-2018 Udaynarayanpur Madhabilata Mahavidyalaya

<u>Last date of admission to the 1^{st} year degree course: 21.07.17</u> <u>Last date of change of subject(s)/stream:25.08.17</u>

<u>C</u> <u>0</u> <u>1</u> <u>s</u> <u>e</u>	Date of Commencement of Classes	Submission of Registration Form to C.U by the College	<u>Mid-</u> term Exam	<u>College</u> <u>Test</u>	<u>Result of</u> <u>College</u> <u>Test</u>	Filling up of Form for Univer sity Exam	Date of Examination(7	<u>Practical</u>	Pub. of Result (Tentative)
P a r t - I	3 rd week of July'17	05.09.17(with out late fine) (Application forms for Registration be submitted by the students to the college within 28.08.17) 15.09.17 with late fine. 07.09.17 (by the Student to the College)	3 rd week of Nov'1 7	1 st week of March'18	Last week of March'18	1 st week of April'1 8	B.A (Honours) <u>24.07.18- 27.07.18</u> B.A/B.Sc (General) <u>01.08.18-10.08.18</u>	B.A (Honours) <u>14.08.18-06.09.18</u>	Within 90 days from the last date of Examination
P a r t I I I	Within 7 days from the completion of Part-I Exam		3 rd week of Nov'1 7	Last week of Jan'18	2 nd week of Feb'18	Last week of Feb'18	B.A (Honours) <u>31.05.18-05.06.18</u> B.A/B.Sc (General) <u>08.06.18-03.07.18</u>	B.A (Honours) <u>02.05.18-22.05.18</u> B.A/B.Sc (General) <u>05.07.18-24.07.18</u>	Do
P a r t I I I I	Within 7 days from the completion of Part-II Exam		3 rd week of Nov'1 7	Last week of Dec'17	1 st week of Jan'18	Last week of Jan'18	B.A (Honours) 04.04.18-13.04.18 B.A/B.Sc (General) 16.04.18-23.04.18	B.A (Honours) <u>08.03.18-28.03.18</u> B.A/B.Sc (General) <u>29.03.18-13.04.18</u>	Within June'18
Pa	Part-I & Part-II Supplementary Examination, 2017 Filling up of check list: 3 rd week of Dec'17					<u>20.02.18-27.02.18</u> <u>08.02.18-18.02.18</u>	<u>20.02.18-05.03.18</u>		

**Class tests will be taken as per discretion of concerned Departments.

N.B: Academic calendar has been prepared as per guidelines of the University of Calcutta.

EVENT CALENDAR

MONTH	EVENT	COMPETETION
JULY		
AUGUST	INDEPENDENCE DAY	
	SANSKRIT DIVAS	
SEPTEMBER	TEACHERS' DAY	QUIZ
	BLOOD DONATION CAMP	
OCTOBER	FRESHERS WELCOME	
NOVEMBER	NATIONAL EDUCATION	DEBATE, EXTEMPORE
	DAY	
DECEMBER	ANNUAL SPORTS	
JANUARY	NETAJI'S BIRTHDAY	
	REPUBLIC DAY	
FEBRUARY	SARASWATI PUJA	RECITATION
	BHASHA DIVAS	
MARCH	BASANTA UTSAV	DANCE & RANGOLI
	INTERNATIONAL	
	WOMENS' DAY	
	NSS SPECIAL CAMP	
	'COLLEGE SOCIAL'	
APRIL		
MAY	RABINDRA JAYANTI	SONG
JUNE	WORLD ENVIRONMENT DAY	POSTER MAKING

****Workshops and Seminars of Anti Ragging Cell, Grievance Redressal Cell and Counseling** Cell will be held on End of July, every year.

****Prize Distribution Ceremony (Academic, Cultural and Sports) will be held on the day of <u>COLLEGE SOCIAL</u></u>, which will be treated as 'Annual Day Celebration' of College, proposed to be held on last week of March.**

Governing Body Member

	Name	Designation
1.	Sri Samir Kumar Panja	President
2.	Dr. Arabinda Ghosh	Principal and Secretary
3.	Dr. Soumitra Sarkar	Univ. Nominee
4.	Prof. Smritiranjan Pramanick	Univ. Nominee
5.	Sri Goutam Bakuli	Govt. Nominee
6.	Smt. Manju Goswami	Govt. Nominee
7.	Dr. Gita Chattopadhyaya	Donors' Nomimee
8.	Dr. Swapan Maji	Donors' Nominee
9.	Smt. Chaitali Santra	Sabhapati U.N.Pur P.S
10.	Dr. Mousumi Samanta	Teachers' Representative
11.	Prof. Debleena Singh	Teachers' Representative
12.	Prof. Snehasree Saha	Teachers' Representative
13.	Prof. Sreemoyee Banerjee	Teachers' Representative
14	Sri Sukhendu Chandra	Non-teaching Representative
15.	Sri Pradip Paladhi	Non-teaching Representative
16.	Ms. Sumita Hazari	Students' Representative

Students' Union

2016-2017

Name	Designation
Dr. Arabinda Ghosh(Principal)	President
Ms. Smriti Maji	Vice- President
Ms. Sumita Hazari	General Secretary
Sri Kunal Samanta	Assistant General Secretary
Sri Santu Goswami	Treasurer
Sri Arup Kumar	Cultural Secretary
Sri Aniket Samanta	Games and Sports Secretary
Sri Prabir Mukherjee	Magazine Secretary
Ms. Puja Samanta	Students' Welfare Secretary
Sri Souvik Pandit	Boys' Common Room Secretary
Ms. Arpita Samanta	Girls' Common Room Secretary
Sri Suvankar Chakraborty	Canteen Secretary

Department of Bengali				
Name	Qualification	Designation		
Mrs. Sreemoyee Banerjee	M.A.,NET, SET Qualified	Asst. Professor		
Mr. Kuntal Kundu	M.A.,NET Qualified	Asst. Professor		
Mr. Dipak Kumar Mandal	M.A	Asst. Professor		
Mr. Mrinal Kanti Samanta	M.A., M.Phil.	Part-Time-Teacher		
		(Government Approved)		
Mrs. Numur Adhiltorry	M.A.	Part-Time-Teacher		
Mrs. Nupur Adhikary	м.д.	(Government Approved)		
Mrs. Tumpa Dey	M.A.	Part-Time-Teacher		
wirs: Tumpa Dey	MI.A.	(Government Approved)		
D	epartment of English			
Name	Qualification	Designation		
Mr. Yashodanandan Mallick	M.A	Asst. Professor		
Mr. Ashis Ghoshal	M.A.	Part-Time-Teacher		
	WI.A.	(Government Approved)		
Mr.Kuntal Bhattacharya	M.A.	Part-Time-Teacher		
	MI.A.	(Government Approved)		
Mr. Rajkumar Adak	M.A.	Part-Time-Teacher		
	WI.A.	(Government Approved)		
D	epartment of History			
Name	Qualification	Designation		
Mr. Kanad Sinha	M.A	Asst. Professor		
Mr. Ajitesh Biswas	M.A	Asst. Professor		
Mr. Prahelika Hazra	M.A.	Part-Time-Teacher		
		(Government Approved)		
Mr. Jayanta Hazra	M.A.	Part-Time-Teacher		
		(Government Approved)		
Mr. Avijit Chakraborty	M.A.	Part-Time-Teacher		
		(Government Approved)		
	partment of Geography			
Name	Qualification	Designation		
Mrs. Debleena Singh	M.A., NET Qualified	Asst. Professor		
Mr. Arunava Ganguly	M.A.	Part-Time-Teacher		
		(Government Approved)		
Mrs. Jinatunnesha Khatun	M.A.	Part-Time-Teacher		
		(Government Approved)		
Department of Sanskrit				
Name	Qualification	Designation		
Mr. Shyamal Panada	M.A	Assistant Professor		

LIST OF FACULTY MEMBERS Principal: Dr.Arabinda Ghosh, M.A. (Economics), M.Phil, Ph.D

Mrs. Nilima Chakraborty	M.A.	Part-Time-Teacher		
		(Government Approved)		
Mr. Subrata Adhikary	M.A.	Part-Time-Teacher		
		(Government Approved)		
Ms. Debjani Singha	M.A.	Part-Time-Teacher		
		(Government Approved)		
Dep	partment of Philosophy	y		
Name	Qualification	Designation		
Dr. Mousumi Samanta	M.A., NET Qualified, Ph.D.	Asst. Professor		
Mrs. Snigdha Majumder	M.A.	Part-Time-Teacher (Government Approved)		
Mrs. Soma Chakraborty	M.A	Guest Lecturer		
Ms. Dhatri Ghosh	M.A.	Guest Lecturer		
Department of Education				
Name	Qualification	Designation		
Mr. Mudassar Nazar Baidya	M.A	Assistant Professor		
Prof. Animesh Roy	M.A.	Guest Lecturer		
Department of Political Science				
Name	Qualification	Designation		
Ms. Saswati Banerjee	M.A	Assistant Professor		
Mr. Nazrul Islam Mallick	M.A.	Part-Time-Teacher		
		(Government Approved)		
Mr. Sajid Akunji	M.A.	Part-Time-Teacher		
		(Government Approved)		

Department of Physical Education				
Name	Qualification	Designation		
Mr. Arun Dolui	M.P.Ed.	Guest Lecturer		
Mrs. Shilpa Saha	M.P.Ed.	Guest Lecturer		
Department of Food & Nutrition				
Name	Qualification	Designation		
Ms. Snehasree Saha	M.Sc., NET Qualified	Asst. Professor		
Department of Music				
Name	Qualification	Designation		
Dr. M. Nargis Nasir	M.A., Ph.D.	Part-Time-Teacher		
		(Government Approved)		
Ms. Arkapriya Banerjee	M.A.	Guest Lecturer		
Department of Science				
Name	Qualification	Designation		
Mr. Mrinmoy Koley	M.Sc	Guest Lecturer		
Ms. Mridula Hudati	M.Sc	Guest Lecturer		
Department of Environmental Science				
Name	Qualification	Designation		
Mrs. Rama Bej	M.A	Guest Lecturer		

Non-Teaching Staff

- 1. Smt. Anjana Das (Cashier)
- 2. Sri Sukhendu Chandra (Accountant)
- 3. Sri Sahadev Dalui (Clerk cum Typist)
- 4. Sri Asim Patra (Clerk)
- 5. Sri Shankar Bhowmick (Guard)
- 6. Smt. Purnima Das Bhowmick (Peon)
- 7. Iqbal Ali Mollah (Peon)
- 8. Sri Mohan Hazra (Guard)
- 9. Sri Pradip Paladhi (Geography Lab. Attendant)
- 10. Smt. Mithu Mondal Pramanick (Library Peon)

Lists of different committees

Students' Counselling Cell

Ms. Snehasree Saha (Convener/Coordinator) Mrs. Sreemoyee Banerjee Dr. Nargis Nasir Mr. Subrata Adhikary

Grievance Redressal Cell

Mrs. Sreemoyee Banerjee(Convener) Mrs. Nupur Adhikary Mrs. Jinnatunesha Khatun Mrs. Snigdha Majumder Mrs. Debjani Singha

Anti Ragging committee

Mrs. Prahelika Hazra (Convener/Coordinator) Md. Sajid Akunji Mr. Arunava Ganguly Mrs. Nupur Adhikary Mr. Abhijit Chakroboty

NAAC Steering Committee

Dr. Mousumi Samanta (Coordinator) Mrs. Debleena Singh Ms. Snehasree Saha Mr. Asish Ghoshal Mr. Subrata Adhikary Mr. Jayanta Chowdhuri Mr. Pradip Paladhi

Members of IQAC

Dr. Arabinda Ghosh (Principal), Chairperson Ms. Snehasree Saha (Asst. Prof.) Coordinator Dr. Mousumi Samanta (Asst. Prof.), Member Mrs. Debleena Singha (Asst. Prof.), Member Mrs. Sreemoyee Banerjee (Asst. Prof.), Member Mr. Najrul Islam Mallick (PTT), Member Mrs. Nilima Chakraborty (PTT), Member Mr. Goutam Bakuli (G.B Member), Member Mrs. Anjana Das (Cashier), Member Mr. Arup Kumar (Students' Representative), Member Mr. Prabir Mukherjee (Students' Representative), Member

Online Admission Committee

Dr. Arabinda Ghosh, Principal (Chairman)

Mrs. Debleena Singh (Convener) Mr. Mudassar Nazar Baidya (Jt. Convener) Dr. Mousumi Samanta Mrs. Sreemoyee Banerjee Mrs. Nilima Chakroborty Mr. Mrinal Kanti Samanta Mr. Asish Ghosal Ms. Snehasree Saha Mr.Md.Sajid Akunji

Research committee

Mrs. Debleena Singh (Convener /Coordinator) Ms.Snehashree Saha Mrs. Sreemoyee Banerjee

Disciplinary committee

Mr.Kuntal Bhattacharya (Convener /Coordinator) Mr.Mrinal Kanti Samanta Mr.Rajkumar Adak

Faculty magazine committee

Mr.Mrinal Kanti Samanta (Convener /Coordinator) Mr.Subrata Adhikary Mrs.Tumpa De

Election Commission

2016-2017

Name	Designation
Dr. Arabinda Ghosh(Principal)	Chairman
Dr. Mousumi Samanta, Asst. Professor	Member
Prof. Deblina Singha, Asst. Professor	Member
Prof. Nazrul Islam Mallick, Approved PTT	Member
Sri Sukhendu Chandra, Accountant	Member