



Contents

| | |
|---|--|
| From the Principal's Desk..... | |
| A Brief History of the College..... | |
| Institutional Administrative Structure..... | |
| Institutional Academic Features..... | |
| <i>List of Faculty Members</i> | |
| <i>Courses Taught</i> | |
| Institutional Official Features..... | |
| Institutional Physical Features..... | |
| Institutional Facilities..... | |
| Institutional Activities..... | |
| Academic Calendar for 2023-2024..... | |
| Rules and Regulations..... | |

From the Principal's Desk



Based on the guidelines laid down by the University Grants Commission (UGC), Maynaguri College is situated in the UGC-recognised Backward District. In spite of this impediment, in 2007, Maynaguri College, being the youngest college under the University of North Bengal, got accredited by the National Assessment and Accreditation Council (NAAC) with a grade “B”. In 2016, we improved upon our previous grade and got re-accredited by the NAAC with an impressive “B+” grade.

Maynaguri College is a fast growing institution of higher learning in this region of northern Bengal. The students’ strength, which has increased by almost twenty per cent within a span of merely ten years, reflect this trend. At present, this College boasts of having about 6,500 students enrolled in various courses in this College. There is one NCC unit having the strength of 100 Cadets and 7 units of NSS accruing to the strength of 700 students. In terms of extra-curricular activities, this College provides an ideal platform to students to nurture their cultural, educational, literary, artistic and aesthetic skills. Currently, Maynaguri College hosts a study centre Netaji Subhas Open University for UG and PG courses.

Since the main objective of a College is to impart education for both the intellectual and holistic development of a student, academics is given topmost priority in this College. Keeping pace with world outside, we have tried to equip our classrooms with state of the art technology. Very few colleges in this locality can boast of having smart classrooms. And, it makes me extremely satisfied, to inform you that Maynaguri College is technically well equipped with 9 ICT enabled classrooms having latest interactive boards. Apart from that, we have Smart Class rooms and our teachers regularly use LCD and Overhead Projectors to teach in class. We also have several international speakers who are giving special lectures in different disciplines.

This College has organised a number of UGC sponsored national and international seminars over the years. The University of North Bengal and the Government of West Bengal have entrusted this College, many a times with the task of organizing both local and State level Inter-College activities and events. Furthermore, the NSS units of this College have adopted villages for all round eco-friendly development.

I sincerely express my regards and gratitude to the Hon’ble Chief Minister of West Bengal for rendering her constant and invaluable support to this College. Striving for academic and holistic excellence has been our constant endeavour.

Dr. Deb Kumar Mukherjee
Principal
Maynaguri College

A Brief History of the College

Nestling in the midst of open green fields in the western fringe of Jalpaiguri District, Maynaguri College has taken an important role in the educational scenario of the northern part of West Bengal. This seat of education lies 4 K.M. North of Maynaguri town enroute to Siliguri via Sevoke. The College was established on 18th November 1999. It is an Undergraduate Degree college affiliated to the University of North Bengal. In 2007-2008, Maynaguri College was accredited by NAAC with “B” grade and in 2016, the same was reaccredited by NAAC with a “B+” Grade.

The College rests on an idyllic and rural environment with a demographic dominance of SC/ST population. There is about 70 per cent of the total population that belong to the Scheduled Caste/Tribe community. Lack of infrastructural facilities and prevalence of backwardness are the hindrances to the growth of education system in the region. In such circumstances, the establishment of this College was very important to spread the light of education among the host of population of the region. One salient feature of the College is that most of the students are first generation learners. Since for a long time the region was deprived of higher education and it is because of this, the young generation of the area flock to this College with full enthusiasm. Thus, in spite of its infancy and relatively young academic run, the College has been able to acquire remarkable progress in the field of disseminating higher education in the region.

In 2002, among the first batch of this College, the percentage of students who passed the Graduate level examination in all disciplines was 75 per cent, while in 2003 it reached to 77 per cent. In 2004, this rate jumped to a remarkable 88 per cent in respect of the total number of students enrolled. In 2012, this figure of total enrolment of students was about four thousand with a pass percentage of 94 per cent and 72 per cent in the Honours and General levels of Graduation, respectively. . In 2022, this figure of total enrolment of students was about six thousand five hundred with a pass percentage of 98 per cent and 85 per cent in the Honours and Programme levels of Graduation, respectively. These figures reflect as to how this relatively new institution grew day by day over the years since its inception, both in terms of its quality and quantity as well.

Institutional Administrative Structure

| SL | NAME OF THE MEMBER | DESIGNATION |
|----|---------------------------|----------------------|
| 1 | Dr. Debkumar Mukhopadhyay | Principal |
| 2 | Prof. Susmita Pandit | Secretary (T.I.C) |
| 3 | Ananta Deb Adhikary | President (M.L.A) |
| 4 | Dr. Paramita Ghosh | T.S Representative |
| 5 | Dr. Madhusudan Karmakar | T.S Representative |
| 6 | Dr. Apurba Kumar Saha | T.S Representative |
| 7 | Sibham Roy Basuniya | W.B.S.C.H.E Nominee |
| 8 | Soumitra Paul | Govt. Nominee |
| 9 | Gobinda Paul | Govt. Nominee |
| 10 | Manobendra Nath Moitra | N.B.U Nominee |
| 11 | Lagnajeeta Chakraborty | N.B.U Nominee |
| 12 | Jiban Krishna Podder | N.T.S Representative |

Institutional Academic Features

TEACHERS' COUNCIL: The College has an extremely active Teachers' Council with 15 members, formed as a Statutory body according to the Statues of the University of North Bengal that performs an alert role to maintain a good academic standard within the campus.

Secretary of the Teachers' Council (TCS): Dr. Purnima Das.

INTERNAL QUALITY ASSURENCE CELL (IQAC): Following the norms laid down by the UGC, the College has established the IQAC. At present, the Cell is fully operational and successfully gearing up its objective to maintain the academic standard and scholastic parameters of the institution towards the highest possible level of excellence in full swing.

Coordinator: Dr. Rajadipta Roy.

List of Faculty Members

Principal:

Dr. Debkumar Mukhopadhyay, M.A., Phil. Ph.D., Post-doc (Mexico) (on lien)

FACULTY OF ARTS

DEPARTMENT OF BENGALI

Dr. Kalisankar Roy, M.A. (Bengali & Education), Ph.D (H.O.D)

Dr. Apurba Kumar Saha, M.A. M.Phil, Ph.D (pursuing)

Prof. Basab Das, M.A., B.Ed., M.Phil. (pursuing)

Dr. Jayanta Kumar Ray, M.A., Ph.D

Sri. Manik Sharma, M.A., Ph.D (pursuing)

Smt. Nandita Patranabis, M.A.

Smt. Soma Chanda, M.A.

DEPARTMENT OF ECONOMICS

Prof. Sonam Sherpa, M.A. Ph.D (Pursuing) (H.O.D)

Sri. Swanajit Bhadra, M.A.

DEPARTMENT OF EDUCATION

Smt. Puja Bhowmick, M.A.

Smt. Munmun Roy, M.A., B.Ed.

Sri. Supriyo Roy, M.A.

DEPARTMENT OF ENGLISH

Dr. Paramita Ghosh, M.A., M.Phil, Ph.D (H.O.D)

Dr. Rajadipta Roy, M.A, Ph.D

Sri. Joydeb Saha, M.A.

Sri. Samarpan Das, M.A., B.Ed.

Sri. Avishek Chowdhury, M.A.

Sri. Sekhar Sarkar, MA.

DEPARTMENT OF ENVIRONMENTAL SCIENCE

Smt. Moumita Basu Ghosh, M.A.

Sri. Ramananda Kapasia, M.A., B.Ed.

DEPARTMENT OF GEOGRAPHY

Dr. Madhusudan Karmakar, M.A. Ph.D (H.O.D)

Dr. Sarbari Mukherjee, M.A. Ph.D.

Prof. Madhushree Roy, M.A.

Sri. Abinash Seal, M.A.

Sri. Partha Pratim Dey. M.A.

DEPARTMENT OF HISTORY

Prof. Sudip Bhattacharya, M.A., Ph.D (pursuing) (H.O.D.)

Prof. Susmita Pandit, M.A., Ph.D (pursuing)

Sri. Sanjib Saha, M.A., B.Ed.

Sri. Chandan Sarkar, M.A., B.Ed.

Sri. Sougata Bhattacharjee, M.A.

Sri. Anamika Gupta, M.A.
Sri. Nirmal Chowdhury, M.A.
Sri. Ratan Mohanta, M.A.

LIBRARY

Smt. Susmita Singh, M.Lib. (Librarian)

DEPARTMENT OF PHILOSOPHY

Dr. Purnima Das, M.A., Ph.D (H.O.D.)
Smt. Suparna Dutta, M.A., B.Ed.
Sri. Sushil Mandal, M.A.
Sri. Biswajit Basak. M.A.
Smt. Priyanka Roy. M.A.

DEPARTMENT OF PHYSICAL EDUCATION

Sri. Hrishikesh Sinha, M.P.Ed.
Sri Biswajit Dey (Instructor)
Sri Chiku Ranjan Roy (Physical Trainer)

DEPARTMENT OF POLITICAL SCIENCE

Dr. Papia Deb, M.A., M.Phil., Ph.D (H.O.D)
Dr. Priyadarshini Ghosh, M.A., M.Phil, Ph.D
Smt. Sudeshna Basu, M.A.
Sri. Lalit Kumar Mandal, M.A.
Smt. Mousumi Guha Majumder, M.A.
Sri. Nishith Ranjan Sarkar, M.A.
Smt. Lipika Guha, M.A.

DEPARTMENT OF SANSKRIT

Sri. Sudarshan Banik, M.A.
Sri. Raju Das, M.A.
Smt. Paromita Bardhan, M.A.

DEPARTMENT OF SOCIOLOGY

Sri. Surajit Sarkar, M.A.

FACULTY OF SCIENCE

DEPARTMENT OF CHEMISTRY

Sri. Rahul Roy, M.Sc.
Sri. Pankaj Sarkar, M.Sc.

DEPARTMENT OF PHYSICS

Smt. Panchali Roy, M.Sc.
Sri. Sourajit Das, M.Sc.

DEPARTMENT OF MATHEMATICS

Smt. Poushali Roy, M.Sc., B.Ed.
Sri. Prasanta Roy, M.Sc., B.Ed.
Sri. Koushik Barman, M.Sc.

Courses Taught

| <u>B.A Honours</u> | <u>B.Sc. Honours</u> | <u>B.A Programme</u> | <u>B.Sc. Programme</u> |
|--|----------------------|---|--|
| 1. Bengali 2. English 3. Geography 4. History 5. Philosophy 6. Political Science 7. Sanskrit | 1. Mathematics | 1. Economics 2. Elective Bengali 3. Elective English 4. Geography 5. History 6. Philosophy 7. Physical Education 8. Political Science 9. Sanskrit 10. Education 11. Environmental Science 12. Sociology | 1. Chemistry 2. Mathematics 3. Physics |

Institutional Official Features

NON-TEACHING STAFF

Jiban Krishna Podder –Accountant & Head Clerk in Charge

Ananta Adhikari - Cashier

Ranjan Bhowmik - Clerk

Shibu Roy - Library Clerk

Gurudeb Roy - Peon

Jiban Kisku – Peon

Monai Roy - Library Peon

Pulak Roy - Guard

Shilabati Mandal – Lady Attendant

Haimanti Roy- Casual Clerk

Sanjit Roy- Casual Clerk

Tapas Chakraborty- Casual Clerk

Mala Dutta- Casual Clerk

Champak Choudhuri- Casual Worker

Haradhan Roy- Casual Peon

Abu Alam- Casual Peon

Sahadat Hossain- Casual Peon

Kartik Ch. Roy- Casual Peon

Abani Roy- Casual Peon

Keshab Roy- Casual Guard

Maloti Roy- Casual Lady Attendant

Shyamal Debnath- Casual Library Staff

Purnima Roy- Community College Staff

Subhash Roy- Community College Staff

Raju Basfore- Govt. Approved Part-Time Sweeper

Dipak Basfore- Govt. Approved Part-Time Sweeper

Dilip Basfore- Casual Sweeper

Institutional Physical Features

Building: Maynaguri College was established in the year 1999. In spite of its relative infancy, it is well-equipped with various facilities. The College building comprises of an Administrative Wing includes Principal's Room, Office and Teacher's Room. At present this College has twenty-eight Class Rooms, an Auditorium, Girl's and Boy's Common Rooms, and a Modern Library Building which includes a Reference Section and three Computer Lab Sections. In order to fulfill the needs of increasing number of students, construction of new class rooms, administrative building, including internet facilities is currently going on in full speed.

Play Ground: Maynaguri College has a big playground where students can participate in playing different outdoor games like cricket, football, and volleyball along with athletics on its 400 meters track. This College has organized Inter-College Athletic Meet, Inter-College Football Tournament and Cricket Tournament under the auspices of the University of North Bengal and the Government of West Bengal. The College also became Champion in the Inter-College Football Tournament defeating many famous Colleges of North Bengal. Currently, Maynaguri College is holding 2nd place in overall ranking of University of North Bengal as far as sports and games is concerned.

Institutional Facilities

LIBRARY

The library is said to be the central point of coordination of teaching and learning. Our College Library is a **Knowledge Centre** which has rich a resource for language, social sciences and the natural sciences as well. Although library of our college was formally incorporated in 1999, it had no permanent building of its own, at least in the early years. The permanent building was built in 2009. During this short period, the library became one of the most important information/knowledge resource centers for the college as well as the community concerned. The library functions on an open access system for the faculty members. The students have both closed access and open access. Our library has the institutional membership of the British Council Library and American Centre Library, Kolkata and has an extensive database for accessing a number of online journals along with several physical journals. The college aims at making this library well equipped with state-of-the-art facilities.

Library Services at a Glance

- Issue and return of books;
- Access to current issues and back volumes of journals;
- Reference and Information Services;
- Searching online journals, databases,
- E-resources and Internet facilities ;
- Photocopying service;
- Current awareness service;
- Display of new arrivals;
- A spacious Reading Room;
- Access to question papers of all previous examinations.
- Book Bank facilities.
- Computer lab.

CAREER COUNSELING CELL

The college provides information about job vacancies. It helps the students to get jobs both at the Government level and in the Private sector. Job oriented information, employment related news such as the Employment News, *Karma Sansthan* etc., help learners gather job related information at large. Armed with periodicals bearing news of the job market, the cell works to effect interfaces resulting in counsellings from RICE, Avalon and many other organizations.

Convenor- Prof. Sudip Bhattacharya

GRIEVANCE REDRESSAL CELL

The installation of the **Redressal Cell** is another feature of the college. Formed by the Teachers' Council and approved by the Governing Body, it exists to answer specific grievances of all the stakeholders and makes suitable recommendations to the GB if necessary. A number of Complaint Boxes have been set up in the college premises for this purpose. The **Redressal Cell** welcomes suggestions, grievances and proposals from the students without prohibition. A grievance redressal cell, with a separate wing for women,

Convenor – Dr. Purnima Das

SCHOLARSHIPS:

- 1. OASIS SC, ST & OBC Student's for Post-matric Scholarship**
- 2. Kanyashree**
- 3. SVMCM**
- 4. AIKYASHREE, POST METRIC**
- 5. AIKYASHREE, TSP**
- 6. AIKYASHREE, SVMCM**
- 7. Badriprasad Chhawchharia Student Scholarships;**

- **WATER COOLER:** The College has installed a large capacity quality Water-Cooler machine equipped with user friendly technology in the Ground floor to provide purified drinking water to all the students and the staffs.
- **Wi-Fi FACILITY IN CAMPUS:** With an eye to provide cutting-age information and updates to the Teaching and the Non-Teaching staffs and also in order to meet the academic requirements of the students in a better way, the College has initiated on – campus free Wi-Fi service.
- **COMMON ROOMS FOR BOYS AND GIRLS:** There is Common Room facilities for both Boys and Girls.
- **FACILITIES FOR INDOOR GAMES:** The College has arrangements for organizing indoor games like Carom, Table Tennis etc.
- **COLLEGE AUDITORIUM:** The College has a well equipped and clean Auditorium within the campus, where seminars and other programmes are organized. In addition, classes are often held in the auditorium, to accommodate the growing number of students each year.
- **TUTORIAL AND REMEDIAL COACHING:** Tutorial and Remedial Coaching are provided during any period of an academic year. The College has started tutorial classes for various subjects whereby weaker students benefit immensely. These classes discuss

topics which are considerably tougher in the syllabi. It is an interactive class whereby weaker students can have chance to clear their doubts. On the basis of the performances in the class tests, the various departments earmark slow and advanced learners. The College organizes special tutorial classes for the slow learners. The College is also considering to forward proposals for augmentation of funds for slow and disadvantaged learners from the appropriate authorities. The tutorial classes are divided into two parts; seminar and special classes for weak and disadvantaged students. In seminar classes, teacher delivers lectures on current topics beneficial for the students. And in the special classes, topics which are relatively harder are discussed with the weaker students. Topics are selected by the students in consultation with the respective departmental teachers.

- **GYMNASIUM:** The College has a Multi-gym with latest trainer-approved equipments for the use of College staffs, Students and Alumni.
- **HEALTH CENTRE:** The College has a Health Centre that provides the students with first aid medical help in case of emergencies.
Officer-in-Charge: Biswajit Dey

Institutional Activities

Extension Activities

NATIONAL CADET CORPS (NCC)

The NCC unit, affiliated to 61 Battalion NCC, is a vibrant hub of activity, sending up cadets regularly to national and state level camps.

ANO – Sri. Lalit Kumar Mandal.

NATIONAL SERVICE SCHEME (NSS)

The student volunteers of the NSS units are engaged in various community development programmes organized by the parent body.

Programme Officers:

1.Unit-I: Sudip Bhattacharya

2.Unit-II: Basab Das

3.Unit-III: Madhusree Roy

4.Unit-Iv: Susmita Singh

5.Unit-V: Sudeshna Basu

6.Unit-VI: Suparna Dutta

7. Unit-VII: Dr. Jayanta Kr. Roy

Overall Supervision: Basab Das

DISTANCE EDUCATION

NETAJI SUBHAS OPEN UNIVERSITY

The College has a study centre of Netaji Subhas Open University started from 2017-18 academic sessions with the following PG courses:

- Bengali (M.A.)
- Education (M.A.)
- English (M.A.)
- History (M.A.)
- Master of Library Science (MLIS)
- Master of Social Work (MSW)
- Mathematics (M.A.)
- Political Science (M.A.)

And following UG Courses:

- Bengali
- Economics
- Education
- English
- History
- Political Science

COMMUNITY COLLEGE

The Community College is an alternative system of education, which is aimed at the empowerment of the disadvantaged and the underprivileged (Urban poor, Rural poor, Tribal poor and Women) through appropriate skills development leading to gainful employment in collaboration with the local industry and the community and achieve skills for employment and self employability of the above sections of people in the society. This College, can, therefore, render vital assistance by providing the missing link in the rural development work. Five courses have already been started through the community college on pilot basis at the Maynaguri College.

ALUMNI ASSOCIATION

The College has a cooperative and active Alumni Association that contributes positively to the overall institutional wellbeing of the College.

President: Apurba Kumar Saha

THE RED RIBBON CLUB

In accordance with the current Global awareness, a Red Ribbon Club has been set up in the College. This club organizes seminars, road-shows and other programmes to spread the awareness regarding the global HIV /AIDS epidemic among the students and others. The invited doctors, staff of Red Ribbon Club deliver lecture on the disease, its prevention, possible cure in the mode of campaign by these seminars. The current students have a wide range of experience of these programmes.

Officers-in-charge – Dr. Paramita Ghosh.

HERBAL PLANT GARDEN

There is a little herbal plant garden in the college premises. About hundred types of medicinal plants are being grown in this little green field under the direct supervision and management of the Department of Geography.

Convenor: Dr. Madhusudan Karmakar

STUDENTS' REFRESHMENT

A canteen maintaining hygiene standards caters simple healthy food at an affordable price. A general common hall for students' recreation is well equipped with indoor game facilities, newspapers, and a permanent built-in stage for cultural performances. A separate girls' common room stands adjacent to the general staff room and is also well equipped with necessary items.

PUBLICATION UNIT

The publication unit of the college publishes **College Magazine "Unmesh"** every year. Furthermore, wall magazines are published every month in the college under the patronage of the publication unit. This unit is also contemplating on the publication of an Academic Journal enthusiastically.

Convenor: Dr. Kalisankar Roy

Jt. Convenor: Basab Das

Internal Complaints Committee (ICC) (under POSH Guidelines)

There is a cell to prevent **any kinds of complaints** in the campus, or its future possibilities in this college according to the recommendation of UGC (updated time & again).

Convenor: Dr. Sarbari Mukhopadhyay

ANTI RAGGING CELL

A committee to investigate, punish and prevent incidents of ragging in campus is functioning, comprising of the College staffs and student representatives. Declarations and proclamations condemning ragging of any sort are sufficiently publicized. Submission of an Anti-Ragging Undertaking is mandatory for every student seeking admission in this College.

Convenor: Dr. Madhusudan Karmakar

GUARDIANS' FORUM

Guardians of enrolled Students course students may meet the Heads of the concerned Departments every month to discuss the conduct and progress of their wards.

Convenor: Dr. Kalisankar Roy

Other Institutional Activities

| | |
|--|--|
| Cultural Committee Convenor: Dr. Apurba Kumar Saha | Library Committee Convenor: Smt. Susmita Singh. |
| Women Cell Convenor: Dr. Papia Deb | Local Culture Study Centre Convenor: Dr. Rajadipta Roy |
| Eco Club Convenor: Dr. Priyadarshini Ghosh | Gender Audit Committee Convenor: Dr. Priyadarshini Ghosh |
| Boy's Common Room Committee Convenor: Sri. Sonam Sherpa | Girl's Common Room Committee Convenor: Dr. Paramita Ghosh |
| Research & Symposium Cell Co-ordinator: Dr. Madhusudan Karmakar | Student Counselling Cell Convenor: Dr. Priyadarshini Ghosh |
| Academic & Administrative Audit Committee (AAAC) Convenor: Sri. Sonam Sherpa | Campus Maintenance Committee Convenor: Smt. Madhusree Roy |

ACADEMIC CALENDAR FOR 2023-2024
MAYNAGURI COLLEGE

| Activities / Events | Date/ Semester/ Month |
|--|--|
| Commencement of classes in the current Academic Session | <ul style="list-style-type: none"> • 4th Semester (Programme & Hons. Courses): 2nd Week of July. • 6th Semester (Programme & Hons. Courses): 2nd Week of July. • 1st Semester Honours Course: 1st week of August. • 1st Semester Programme Course: 3rd week of August. |
| Class Test (Honours & Programme Courses) | To be held by the 3rd week of each month by all Departments |

| | |
|--|---|
| Central Test Examinations (Honours & Programme Courses) | To be held by the 2nd week of November for 1st, 3rd and 5th Semester. To be held by the 3rd week of April for 2nd, 4th and 6th Semester. |
| Annual Sports | To be held generally in the 3rd week of December. |
| Annual Fest / College Social | Tentatively on or before the 25th of December. (Ordinarily held on the last day of the gala Cultural Week, observed by the staff & students of the College) |
| Students' Union Election | Yet to be decided |
| Filling in Forms for the University Exams. | To be held by the 2nd week of November for 1st, 3rd and 5th Semester. To be held by the 3rd week of April for 2nd, 4th and 6th Semester. (Subject to modify according to the University notifications) |
| Student's Week | To be held on the 1st week of January. |

#All the dates, as scheduled for activities mentioned, are subject to changes as decided by the competent authority.

Other Important Schedules & Vacations/Recess

| | |
|-------------------------------|---------------------------------------|
| Summer Recess | From 05-06-2024 to 20-06-2024. |
| Puja Vacation | From 07-10-2024 to 04-11-2024. |
| College Foundation Day | 18.11.2024. |
| Winter Recess | From 26-12-2024 to 31-12-2024 |

**Principal
Maynaguri College**

RULES AND REGULATIONS

GENERAL RULES TO BE OBSERVED

1. A minimum stipulated attendance of 75% must be maintained during the first month of the concerned academic session by all the students, without which the authority shall strike off names of the failing students from the register. A minimum stipulated attendance of 75% must be maintained during a semester to be eligible for form fill up for University Examinations.
2. Attendance during all forms of internal assessment/ Project/ Field work is a must for the students and valid reasons must be supplied in writing with supporting documents in cases of absence.
3. All unruly behaviour/display of violence by the students in college campus is severely punishable.
4. Any form of tampering with college property is strictly prohibited.
5. Students must maintain general silence in corridors, libraries and classrooms, and refrain from indiscriminate use of cellular phones inside the college premises.
6. Any complaint/grievance among students is to be reported to the Grievance Redressal Cell in writing through grievance boxes.
7. Students are to report gender-related grievances to the ICC.
8. Strict compliance with directives issued for students from time to time is desired.
9. Requests for concession in regard to institutional facilities (for ex. in fees) must be supported by documents deemed suitable by concerned authorities. Notifications regarding concessions must be heeded and candidates must appear personally while awarding of concessions is done.
10. Each student must bear his/her College Identity Card always inside the college premises.

RULES REGARDING ATTENDANCE:

A candidate will be considered collegiate on attending 75% or more of the lectures delivered/practical classes held on each subject in each semester.