LALBABA COLLEGE

A College Affiliated to the University of Calcutta

PROSPECTUS   2023-24

117, G.T. Road,
P.O. Belurmath,
Howrah 711202
West Bengal, INDIA

Telephone	:	(033) 2654 6289
E-mail	:	lalbabacollege@yahoo.com
Website	:	http://www.lalbabacollege.in

THE COLLEGE AT A GLANCE

Name of the College	:	**LALBABA COLLEGE**
Academic & Administrative Headquarters	:	117, G.T. Road, P.O. Belurmath, Dist. Howrah, West Bengal, India PIN 711202
Principal	:	Dr. Sanjay Kumar
Telephone	:	(033) 2654 6289 (EPABX)
E-mail	:	lalbabacollege@yahoo.com lalbabacollege@gmail.com
Website	:	http://www.lalbabacollege.in
Date of Foundation	:	August 5, 1964
Date of Affiliation	:	September 7, 1964
University to which Affiliated	:	The University of Calcutta
Date of UGC recognition	:	August 26, 1965
Type of Inclusion	:	Section 12B of the UGC Act
Date of last NAAC Accreditation	:	November 4, 2004
NAAC Accreditation Status	:	B+ Grade (Score : 78.00)
Type of College	:	Non-government
Financial Category of the College	:	Grant-in-aid
Location of the College	:	Urban
Catchment of the College	:	Co-Educational
Programmes Offered	:	Undergraduate
Existing Campus area of the College	:	1.561 acres (Existing Campus)
Second Campus area	:	8 Cottahas, 5 Chittaks, 9 sq.ft (Coming up soon)
Total Constructed area	:	3236.35 sq.m

Department of Studies:

Honours Departments	:	Bengali, English, Hindi, Sanskrit, Urdu, History, Philosophy, Political Science, Education, Mathematics, Geography, Economics and Commerce
General Departments	:	Physics and Chemistry

Introduction

Lalbaba College is a conglomeration of approximately four thousand students, more than eighty teachers and more than twenty non-teaching staff. It has grown into a seminary of modern learning over the years. The catchment area of the college includes its adjacent agricultural and industrialized region of the district of Howrah as also neighbouring agricultural belt of the district of Hooghly. Although initially conceived merely to promote higher education among the local youth, its hinterland of student input has increased immensely during the last decade. Students today rush here to materialize their dreams with regard to choice of subjects in higher education from distant areas connected by the Barddhaman Main and Chord lines and the Tarakeswar section of Eastern Railway and the Kharagpur section of South Eastern Railway. This is because of the fact that the college is located adjacent to Kolkata. It is just on the opposite bank of the river Hooghly next to Belur Math, the world famous monastic establishment founded by Swami Vivekananda. It is easily accessible by rail, only six kilometers journey from Howrah and fifteen

kilometers from Sealdah. The nearest railway stations are Belur in the Howrah – Barddhaman Section, Belurmath in Howrah – Belurmath Section and Bally Ghat in the Sealdah – Dankuni Section of Eastern Railway. As the college is situated conveniently besides Grand Trunk Road, the facility of frequent bus services can also be availed of to reach the college. The inmates of the college provide a metropolitan and cosmopolitan outlook, as both Bengali and Hindi speaking families send their wards to this college. The college has no aristocratic aura since most of the students are from middle and lower-middle class families.

Founding of the College

In the 19th century and early 20th century, the locality of Belur, Bally and its adjacent areas had a number of good schools in which children from the local industrialists, aristocratic families as well as common people attended. There was no institution for higher learning in the locality, as a result higher education became a problem for many and they are to travel to Kolkata to get admitted.

In the fourth and fifth decade of the 20th century, Lalbaba, the renowned Sikh Panth, after whom the College was established. had a huge influence in the Belur area. The local affluent industrialists like Rameshwar Agarwal,

Mahender Sing and Dhiman Family became the disciples of Saint Lalbaba. Due to the endeavour and active participation of the disciples the small hut-like Ashram of the Panth was converted into an organised Ashram with temple, orphanage and monk quarters. This Ashram started various philanthropical works in the Belur locality. During the partition in 1947, the disciples of Lalbaba used to regularly visit Sealdah Station to distribute foods and water among the Refugees.

Saint Lalbaba was a self-taught Haryana born ascetic of the 'Udasi' sect of the Sikh Panth. The word 'udasi ' has been derived from the Sanskrit word 'udas', which means

'detachment'. The word 'udasi' may also mean indifference to or renunciation of worldly concerns. The Udasis have withdrawn themselves from worldly desires and lead a life of sainthood. Saint Lalbaba was one of such udasi Sikh Panth. Details of His early life and family background are still not clearly known.

The Udasi sect of Sikhs worship five Hindu deities: Shiva, Vishnu, Durga, Ganesha and Surya. They interpret the Sikh scripture 'Guru Granth Sahib' in Vedic terms. In the late 19th century when a religious movement named 'Singh Sabha Movement' emerged, the 'Khalsha' sect of the Sikhs started dominating over the entire Sikh religion. By this time, the members of the Udasi sect were expelled from Sikh shrines. Lalbaba was probably one of such saints who was expelled and took shelter at Belur on the bank of the river Ganges and created a hut like Asrama. It is believed that Saint Lalbaba had numerous spiritual powers. He spent many days buried underground to complete His meditation.

Din Dukhi Lal Baba

Saint Lalbaba's favourite colour was red. The clothes He would wear were red, made of rags and stitched in the Bengali style of 'kantha'. He was given the name Lalbaba by his disciples probably because of His preference for red colour. His long 'Jata' (matted hair) was very much striking. He led a very simple life. He used to inspire His disciples to pursue spiritual development along with rendering social services.

As the guru of local industrialist families, he advised about the foundation of an institution of higher learning for the local children which was till then remained a very neglected issue. This saint has varied and often amazing experiences of life insisted on *"diffusion of education to enable individual to develop their innate abilities, to adjust successfully with the environment and to realize their best self."*

This idea took some concrete shape after his demise when some of his disciples founded the Lalbaba Trust to perpetuate the sacred memory of this great sage and to continue philanthropical work. It took the lead to establish a collegiate educational complex (consisting of a school, college and *ashrama*) to impart his views, *"where along with University curriculum sincere efforts should be made to enable the learners to think clearly and act rightly with an ultimate aim of social progress through manifestation of perfection inherent in man"*.

As a part of this collegiate educational complex, the Lalbaba Trust supported by some social workers of the locality established the college on August 5, 1964. It was affiliated to the University of Calcutta to provide education at the undergraduate level to the local students. At the time of foundation, the Lalbaba Trust was responsible for running the entire complex consisting of the school and *asrama* apart from the college. However, over the years the college governing body has become independent and is no more run by the Trust. The college started its journey in an old building located adjacent to the present complex with B.A. and B.Com Pass courses. Honours courses were initially introduced in Bengali and Accountancy. Over the years, the college gradually expanded and introduced a number of Honours courses and a full-fledged Science stream. Currently the college provides Honours Courses in thirteen subjects.

11/12/2015

Missions of the College

The college is committed to provide education at the undergraduate level to the neighbourhood students. Irrespective of caste, class, creed, religious affiliation or gender, it aims at providing generous scope for higher education to the local youth. The mission of the college is *pursuit of knowledge through participation in academic and extra-curricular activities and developing strong personal values.* The college prizes personal touch, a value which the society is fast loosing. Its programmes are addressed to the evolving needs of locality. The college takes pride in emphasizing those practices that help the students to acquire knowledge and experience which prepares them for a fruitful future. The college believes, this would provide a meaningful contribution to the community. The major consideration that is addressed by its goals and objectives is to prepare the students to work in an information-rich technology-driven world; hence it can be mentioned that it works for the nation as well as the civilization by means of generating human resource.

Aims and Objectives

* Create an environment to foster pursuit of excellence in such that each of the students receive opportunity to reach the maximum scholastic experience.
* Motivate students to achieve their full academic potential.
* Provide quality education in a disciplined, caring, stimulating environment.
* Foster personal qualities like honesty, integrity, truthfulness and endeavouring to provide the students with good moral values by gaining understanding of respect for other cultures and community responsibility towards less privileged.

❖ Develop qualities like leadership, teamwork, responsibilities, self-esteem and self-awareness.

❖ Recognizing and complementing the efforts, achievement and success of the students to increase their self-confidence.

❖ Develop into a leading institution in the locality providing well resourced, highly academic and holistic education to the local youth.

Visions of the College

➢ Completion of the ambitious new building with sufficient amenities at the Second Campus of the college.

➢ Major recasting of the main college building for providing new facilities.

➢ Enhancement of intake capacity with course diversification.

➢ Introduction of a number of new Honours Courses at the Undergraduate level.

➢ Offering Post-graduate courses covering conventional and emerging disciplines.

➢ Self-financing courses in the emerging areas.

➢ Add-on Evening Specialized Courses: Certificate, Diploma & Advanced Diploma Levels.

➢ More Distance Learning Centres in collaboration with Universities.

➢ Establishment of a number of Centres & Cells: Women's Study Centre, Entrepreneurship Development Centre, Career & Councelling Cell.

➢ Formal Coaching for NET/SLET.

➢ Upgraded infrastructural facilities associated with teaching-learning.

➢ Conference Rooms, Seminar Halls, Committee Rooms, Cubicles for Individual Full-time faculty with IT facilities, Dedicated Examination Halls & Tutorial Rooms.

➢ Refurbishment of Central Library with separate Journal, Reference, e-library, Book Bank Sections.

- Enhanced facilities for Research & Publication of the faculty members.
- Organizing of National & International Level Seminars.
- Enhanced facilities for differently-abled students, staff and faculty.
- Thrust on internal resource generation and exposure of students to business houses.

Management of the College

The management of the college, under the present set up is vested in the Principal, who in consultation with and under the guidance of the Governing Body administers the institution. The present supportive and progressive Governing Body is formed as per provisions of Chapter VII of the Calcutta University First Statutes, 1979, and its subsequent amendments and of Chapter II of West Bengal Universities and Colleges (Administration and Regulation) Act, 2017. As an apex body, it regulates all endeavours of the college. Its meetings are held on regular basis and it encourages principles of professional management, as the Statute has made this body responsible for proper management of affairs of the college. At present, a leading group of academics nominated by the State Government, West Bengal State Council of Higher Education and the University, eminent personalities of the locality interested in education and representatives from the teachers, the students and the non-teaching staff have shaped this eleven member premier body of the college.

The Governing Body

1.	Dr. Rana Chatterjee, MLA	:	President, Lalbaba College, nominated by the State Government
2.	Dr. Sanjay Kumar	:	Principal & *ex-officio* Secretary, Lalbaba College
3.	Sri Shibasish Chatterjee	:	State Government Nominee
4.	Dr. Barid Baran Ghosh	:	State Government Nominee
5.	Vacant	:	West Bengal Council of Higher Education Council Nominee
6.	Dr. Sudipa Bandyapadhyay	:	Calcutta University Nominee
7.	Dr. Swati Dutta	:	Calcutta University Nominee
8.	Sri Pradipta Bagchi	:	Teachers' Representative
9.	Dr. Kalyan Mazumder	:	Teachers' Representative
10.	Sm. Nidhi Chowdhary	:	Teachers' Representative
11.	Sri Amar Dolui	:	Non-teaching Employees' Representative
12.	Vacant	:	General Secretary, Students Union, Students' Representative

Functioning of the College

The college is dedicated to the **principle of decentralization** and works on the basis of Committee system. In conformity to the guidelines of the parent University, various Sub-Committees are formed either by the Governing Body or the Teachers' Council with their authority and mutual responsibility, relationship etc. clearly outlined. These components of the college administration are believed to be the key to its effective and smooth running and they meet regularly to streamline college administration. At present, the prominent Sub-Committees of the college are as below:

1. Academic Sub-Committee;
2. Finance Sub-Committee;
3. Admission Sub-Committee;
4. Examination Sub-Committee;
5. Routine Sub-Committee;
6. Library Sub-Committee;
7. Building Sub-Committee;
8. Research and Publication Sub-Committee;
9. Seminar Sub-Committee;
10. Cultural Sub-Committee;
11. Sports Sub-Committee;
12. Provident Fund Sub-Committee;
13. Service Book Sub-Committee;
14. Leave Record Sub-Committee;
15. Purchase Sub-Committee;
16. Tender Sub-Committee:
17. College Magazine Sub-Committee;
18. Career Counselling and Placement Sub-Committee;
19. Students Welfare Sub-Committee
20. Marks Entry and Monitoring Sub-Committee;
21. Beautification and Campus Cleaning Sub-Committee;
22. Waste Management Sub-Committee;
23. Grievance Redressal Committee;
24. Anti-Ragging Cell &
25. Women's Cell.

The Internal Quality Assurance Cell

The Governing Body, following the guidelines issued by National Assessment and Accreditation Council (NAAC), Bangalore, formed the Internal Quality Assurance Cell (IQAC) to streamline development of the college from the viewpoint of the challenges the college will have to face in the years to come. This guideline is a resultant of an assessment conducted by NAAC in 2004. This is one of the premier colleges in the district to have assessed by NAAC and they have **accredited the college with B+ level** (with an Institutional Score of 78%) for the next five years.

College Infrastructure

The present college building is an L-shaped four-storied one annexed with a three-storied building and has spacious classrooms with adequate furnishing and IT equipment. Among other infrastructural facilities, it has a rich library with a comfortable reading room and adequately equipped common rooms. A point in this connection needs mentioning is that during the last few years infrastructural development has taken the college by storm. The entire college is now renovated. It is expected that all these would help creating a

cheerful environment in the college to develop the potentials of all students.

The Central Library

Central Library is one of the vital and proactive organs of the college. It has a collection of nearly 35,000 books, subscribes a number of journals and daily newspapers. The library has grown over years utilizing financial assistance of the University Grants Commission and personal contributions of the former and present teachers besides making use of own resources of the college. The library offers its reading materials for the use of all its members, six days a week and ten hours a day. The library staffs are very zealous to help and work industriously to keep the fervour of learning alive. The library remains closed on all Sundays and scheduled holidays.
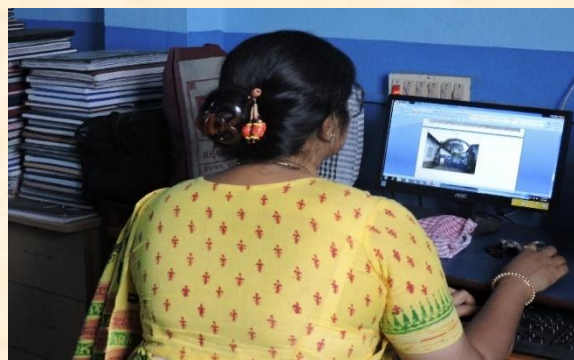

The Computer Laboratory

The college has become successful in establishing a Computer Laboratory exploring M.P. Local Area Development scheme. Twenty two new computers are installed and inter-connected through Local Area Network. The laboratory is also connected by Hi-speed internet facility. Students of the college for whom computer training has been made mandatory by the University can make use of this infrastructure for academic purposes.

Computerization at the College

Computerization leads to speed, accuracy, standardization and easy retrieval of information at the click of a mouse. The air-conditioned laboratory of the Department of Geography is well equipped with eleven computers having hi-speed internet facilities and the students can make use of it for learning purpose. GIS software is provided at the laboratory of the Department of Geography and this facility is being used by the students of the department for academic purpose. GPS technology has also been accommodated for use of this Department. The Department is also upgraded with basic e-classroom facilities. The laboratory of the Departments of Physics is also equipped with computers for use of students.

The Internal Quality Assurance Cell (IQAC) is also equipped with computers having hi-speed internet facility, network colour laser printers with scanners. The college at the auspices of UGC has established UGC Network Resource

Centre (UGC-NRC) having computers with hi-speed internet connectivity and laserjet printers.

The college office is now fully computerized having its office software package using a number of computers, network printers interconnected with LAN. The Central Library of the college is partially computerized. It is now in the process of installing SOUL v.2 software for library management. The Study Centre of Netaji Subhas Open University (NSOU) has also a dedicated computer used for its official purpose. All computers in the college are under a central local network.

The *Sarat Chandra Sabhagriha* (Auditorium)

A spacious auditorium came up under the M.P. Local Area Development scheme with an accommodation of nearly 300 persons. Here the college organizes various seminars and cultural programmes.

Other Facilities

➢ Airy, spacious and well-furnished large classrooms with Public address systems

➢ Separate air-conditioned laboratories for laboratory-based subjects like Geography and Commerce

➢ Overhead Projectors (OHPs) and Digital Hardcopy Projectors, short throw and long throw Projectors for demonstration purposes

➢ Non-air-conditioned equipped laboratories for the Departments of Physics and Chemistry.

➢ Separate common rooms for boys and girls with arrangements for indoor games

➢ Fire extinguishers at strategic points

➤ Air-Conditioned Computer Server Room and Internal Quality Assurance Cell (IQAC)

➤ 24 hours CCTV surveillance for better safety

➤ Filtered Cool Drinking Water supply for all its constellations

16/05/2016

➤ Security Guards at Main Gates

➤ Silent Green Generator to fight power problems

➤ *Mukta Mancha* (Open Air Podium)

The Academic Community

A host of eminent, scholarly and enthusiastic faculty members, under the leadership of the Principal, has taken the charge of teaching-learning in the college. A good number of the faculty members are engaged in active research by undertaking projects, publishing articles in academic journals and working on doctoral programmes.

The Faculty

Principal: Dr. Sanjay Kumar, M.A., M.Phil., Ph.D.

Department of Bengali

1.   Dr. Indrani Dey, Associate Professor, M.A., Ph.D

2. Dr. Jayanti Chakraborty, Associate Professor, M.A., Ph.D. (In-charge of the Department)
3. Sri Pradipta Bagchi, Associate Professor, M.A.
4. Dr. Kalyan Mazumder, Assistant Professor, M.A., Ph.D.
5. Sri Ujjal Oraw, Assistant Professor, M.A., B.Ed., M.Phil.
6. Dr. Soma Das, State Aided College Teacher, Category I, M.A., B.Ed., Ph.D.

Department of English

1. Sm. Asoka Bhattacharya, Associate Professor, M.A., M.Phil.
2. Sri Debasish Lahiri, Assistant Professor, M.A.
3. Sri Mrinal Sarkar, Assistant Professor, M.A., M.Phil. (In-charge of the Department)
4. Dr. Somnath Paul, Assistant Professor, M.A., M.Phil., Ph.D.
5. Sm. Pameli Pal (Ghosh), State Aided College Teacher, Category II, M.A.

Department of Hindi

1. Dr. Ajit Kumar Singh, Associate Professor, M.A., M.Ed., Ph.D.
2. Dr. Lalit Kumar Jha, Associate Professor, M.A. Ph.D. (In-charge of the Department)
3. Dr. Nilam Mishra, State Aided College Teacher, Category I, M.A., Ph.D.
4. Dr. Shivani Gupta, State Aided College Teacher, Category I, M.A., Ph.D.

Department of Sanskrit

1. Sm. Isani Chakrabarti, Assistant Professor, M.A., M.Phil.
2. Dr. Bhutnath Jana, Assistant Professor, M.A., M.Phil., Ph.D. (In-charge of the Department)
3. Dr. Bidisha Banerjee, State Aided College Teacher, Category I, M.A., M.Phil., Ph.D.

Department of Urdu

1. Dr. Md. Rashid, State Aided College Teacher, Category I, M.A., M.Phil., Ph.D. (In-charge of the Department)
2. Md. Gulzar Alam, State Aided College Teacher, Category I, M.A., M.Phil.

Department of History

1. Sm. Jayasree Boler (Mukhopadhyay), Associate Professor, M.A., M.Phil.
2. Dr. Milan Kanti Das, Assistant Professor, M.A., B.Ed., Ph.D. (In-charge of the Department)
3. Ms. Priti Sinha, Assistant Professor, M.A., M.Phil.
4. Sm. Soma Sarkar, State Aided College Teacher, Category II, M.A., M.Phil.
5. Sri Ananda Kumar Das, State Aided College Teacher, Category II, M.A., B.Ed.
6. Sm. Soma Sarkar (Jr.), State Aided College Teacher, Category II, M.A.

Department of Political Science

1. Dr. Gautam Majumdar, Associate Professor, M.A, Ph.D. (In-charge of the Department)

2. Sm. Nidhi Chowdhary, Assistant Professor, M.A., M.Phil.
3. Sri Debasis Ghosh, Assistant Professor, M.A., B.Ed.
4. Sm. Sumita Bharati (Chatterjee), State Aided College Teacher, Category II, M.A.

Department of Philosophy

1. Sm. Sanhita Ghosh, Assistant Professor, M.A., M.Phil.
2. Sri Rakesh Mondal, Assistant Professor, M.A., M.Phil.
3. Sm. Bingshati Sarkar, Assistant Professor, M.A., B.Ed., M.Phil. (In-charge of the Department)
4. Sm. Ipsita Dutta, State Aided College Teacher, Category I, M.A., M.Phil.
5. Sm. Sumita Chakraborty (Pal), State Aided College Teacher, Category II, M.A.
6. Sm. Soma Parui, State Aided College Teacher, Category II, M.A.
7. Sm. Arundhati Ganguly, State Aided College Teacher, Category II, M.A., B.Ed.

Department of Education

1. Sri Suprio Biswas, Assistant Professor, M.A., PGDGC. (In-charge of the Department)
2. Sm. Kuhelika Bag, State Aided College Teacher, Category II, M.A.
3. Sm. Priyanka Saha, State Aided College Teacher, Category II, M.A., B.Ed.
4. Sm. Debolina Mukherjee, State Aided College Teacher, Category II, M.A.
5. Sri Biswajit Goswami, State Aided College Teacher, Category II, M.A., M.Ed., PGDGC, M.Phil.
6. Sm. Soma Pal, State Aided College Teacher, Category II, M.A., B.Ed.

Department of Economics

1. Dr. Krishnendu Das, Assistant Professor, M.A., Ph.D. (In-charge of the Department)
2. Sri Ronald Lepcha, Assistant Professor, M.A.
3. Dr. Sourav Kumar Das, State Aided College Teacher, Category I, MA., Ph.D.
4. Dr. Sulagna Bhattacharyya, State Aided College Teacher, Category I, M.Sc., M.Phil., Ph.D.
5. Sm. Ekanki Pathak, State Aided College Teacher, Category I, M.A.
6. Sri Soumik Kanti Ghosh, State Aided College Teacher, Category II, M.A. (Double), PGDMM, Dip-in-Journalism, Dip-in-Media Studies: Film & Television, Master of Business Administration.
7. Sm. Militra Pal, State Aided College Teacher, Category II, M.Sc.

Department of Geography

1. Dr. Sunita Chandra, Associate Professor, M.A., B.Ed., Ph.D.
2. Sri Gopal Roy, Assistant Professor, M.Sc., B.Ed.
3. Dr. Ansar Khan, Assistant Professor, M.Sc., Ph.D. (In-charge of the Department)
4. Sm. Rituparna Biswas, State Aided College Teacher, Category II, M.Sc., B.Ed.

Department of Environment Science

1. Sm. Amreeta Ghosh, State Aided College Teacher, Category II, M.Sc. (In-charge of the Department)

Department of Physics

1. Dr. Chhatradhar Das, Laboratory Instructor (Associate Professor Scale), M.Sc. (Double), M.Phil, PGDCA, Ph.D.
2. Dr. Ruma Das, Assistant Professor, M.Sc., Ph.D. (In-charge of the Department)

Department of Chemistry

1. Sri Kartick Chandra Nayek, Assistant Professor, M.Sc. (In-charge of the Department)
2. Dr. Barnali Naskar, State Aided College Teacher, Category I, M.Sc., Ph.D.

Department of Mathematics

1. Sri Jagannath Biswas, Assistant Professor, M.Sc. (In-charge of the Department)
2. Sri Prasenjit Dey, State Aided College Teacher, Category I, M.Sc.
3. Ayesa Khatun, State Aided College Teacher, Category I, M.Sc., B.Ed.
4. Sri Supriya Maity, State Aided College Teacher, Category I, M.Sc., B.Ed.
5. Sm. Debasmita Guin, State Aided College Teacher, Category II, M.Sc., B.Ed.
6. Sm. Poulomi Bhattacharyya, State Aided College Teacher, Category II, M.Sc., B.Ed.
7. Sri Raju Haldar, State Aided College Teacher, Category II, M.Sc., B.Ed., M.Ed.

Department of Commerce

1. Sm. Mitali Mukherjee, Associate Professor, M.Com.
2. Sri Rash Kumar Dey, Associate Professor, M.Com, PGDFM. (In-charge of the Department)
3. Sri Dilip Barik, Associate Professor, M.Com, M.Phil., AICWA.
4. Manjur Alam, Assistant Professor, M.Com., B.Ed., M.A. (Education)
5. Sri Dipayan Singha, State Aided College Teacher, Category I, M.Com.
6. Sri Arunangshu Das Sarma, State Aided College Teacher, Category I, M.Com., M.Phil.
7. Sm. Sumedha Chakraborty (Majumdar), State Aided College Teacher, Category I, M.Com.
8. Sri Pradyut Kumar Majumder, State Aided College Teacher, Category II, M.Com.
9. Sm. Sweta Chowdhury, State Aided College Teacher, Category II, M.Com, B.Ed.
10. Sm. Barnali Halder, State Aided College Teacher, Category II, M.Com.
11. Sm. Suchandra Mondal, State Aided College Teacher, Category II, M.Com.
12. Sri Amit Mitra, State Aided College Teacher, Category II, M.Com.
13. Sri Prosenjit Karmakar, State Aided College Teacher, Category II, M.Com.

Central Library

1. Dr. Mala Aditya, Librarian, M.LIS., Ph.D.

Officials

Bursar: Sri Gopal Roy, Assistant Professor, M.Sc., B.Ed.

Associate NCC Officer:	Manjur Alam, Assistant Professor, M.Com., B.Ed., M.A. (Education)
Coordinator, NSS:	Dr. Md. Rashid, State Aided College Teacher, Category II, M.A., M.Phil., Ph.D.
Coordinator, NSOU Study Centre:	Dr. Lalit Kumar Jha, Associate Professor, M.A. Ph.D.
Coordinator, IQAC:	Dr. Chhatradhar Das, Laboratory Instructor (Associate Professor Scale), M.Sc. (Double), M.Phil, PGDCA, Ph.D.
Sports Officer:	Sri Rakesh Mondal, Assistant Professor, M.A., M.Phil.
Nodal Officer, Admission:	Dr. Gautam Majumdar, Associate Professor, M.A, Ph.D.
Nodal Officer, Students' Credit Card:	Sri Gopal Roy, Assistant Professor, M.Sc., B.Ed.

Range of Programmes

The college offers academic programmes of the University of Calcutta which include 4-year (Eight Semester) UG Degree in Honours with Single Major and 3-year (Six Semester) UG Multi-disciplinary General Degree in Arts, Commerce and Science streams. In Arts, both Honours and General courses are offered in literature subjects like Bengali, English, Hindi, Sanskrit and Urdu and in Social Sciences like History, Philosophy, Political Science and Education. Programme options available in Bachelor of Science include Honours and General courses in Mathematics, Geography and Economics. Physics and Chemistry are provided only as General course in this institution. Honours course in Accounting and Finance is available as a programme option besides regular General course for Bachelor of Commerce.

Admission

Online admission to the first year classes is open to all candidates declared eligible as per Calcutta University rules and college norms formulated by the Admission Sub-Committee. Immediately after the publication of results of the Higher Secondary Examination, exact dates for online application are notified at the college notice board, Website and otherwise. Admission of the students in this institution is made strictly on the basis of merit, availability of seats and fulfilment of certain formalities.

Intake Capacity

The following is the present intake capacity in different courses for the current year:

Section	Level	Courses	Total Seats Available	General	EWS 10%	SC 22%	ST 6%	OBC A 10%	OBC B 7%
Day	Multi-disciplinary (General)	Bachelor of Arts	156	70	16	34	9	16	11
		Bachelor of Science (pure)	46	20	5	10	3	5	3
		Bachelor of Arts/Science Geography	47	21	5	10	3	5	3
		Bachelor of Commerce	273	124	27	60	16	27	19
	Honours & Honours with Research	Bachelor of Arts Bengali	114	52	11	25	7	11	8
		English	114	52	11	25	7	11	8
		Hindi	39	17	4	9	2	4	3
		Sanskrit	39	17	4	9	2	4	3
		History	150	67	15	33	9	15	11
		Political Science	136	60	14	30	8	14	10
		Philosophy	76	33	8	17	5	8	5
		Bachelor of Science Mathematics	24	12	2	5	1	2	2
		Economics	45	19	5	10	3	5	3
		Geography	75	32	8	17	5	8	5
		Bachelor of Commerce Accounting and Finance	151	68	15	33	9	15	11
Morning	Multi-disciplinary General	Bachelor of Arts	310	139	31	68	19	31	22
		Bachelor of Commerce	272	123	27	60	16	27	19
	Honours & Honours with Research	Bachelor of Arts Bengali	113	51	11	25	7	11	8
		Urdu	31	14	3	7	2	3	2
		Education	31	14	3	7	2	3	2
		Bachelor of Commerce Accounting and Finance	150	67	15	33	9	15	11
		Total	**2392**						

- Persons with disabilities having 40% and above degree of disability will enjoy a 3% reservation (horizontal) in each of the categories, i.e. in SC, ST, OBC-A, OBC-B and in the Unreserved or General Category, and such candidates, if available, shall be placed towards the top of the list prepared for each category of students.
- The PWD candidates claiming seats under reserved category are required to produce appropriate PWD certificates issued by the competent authority satisfying the following criteria:
  Officer-in-Charge or Medical Head of Primary Health Centres, Block Primary Health Centres, State General Hospitals, Rural Hospitals, Sub-Divisional Hospitals or the District Hospitals run by the State Government or any hospital run by a statutory body or authority.

- PWD candidates hailing from states other than West Bengal are not eligible for such benefits and they will be treated as General category candidates.
- For advancement of the economically weaker section (EWS) of the society, a special provision of reservation subject to a maximum of 10% of total seats in each category for the economically weaker sections will be applicable during admission.
- The benefit of reservation under EWS can be availed of if an Income and Asset Certificate in prescribed format is issued by (i) Block Development Officers for rural areas, (ii) Sub-Divisional Officers for Municipalities and (3) DWO, Kolkata for KMC areas.

Admission Rules and Regulations

1. A candidate who has passed the Higher Secondary (10+2) or its equivalent Examination with English for a minimum of 100 marks and must have passed in English are eligible to apply for 4-year (Eight Semester) UG Course with Honours in a Major and Honours with Research with a Major and 3-year (Six Semester) UG General Course under Curriculum and Credit Framework (CCF) 2022.

2. Candidates opting for Practical based subjects are required to get passed both in theoretical and practical papers at the Higher Secondary Examination.

3. No candidate shall be allowed for admission after a lapse of more than 3 years from the year of passing previous qualifying examination or discontinuation of recognized regular Course of Studies after passing the previous qualifying examination.

4. Students who have passed the Higher Secondary (10+2) Examination or its equivalent from the All India Boards/Councils (i.e. CBSE, ISC and National Institute of Open Schooling) need not require to submit Migration Certificate for getting Registration under Calcutta Universi

5. Students who have passed with atleast 35 percent marks in aggregate (excluding Environmental Studies/Education) the Higher Secondary (10+2) Examination or equivalent or in Vocational education conducted by West Bengal Council of Vocational Education and Training shall be eligible to seek admission to the 3-year (Six Semester) UG General Course in Arts.

6. Students who have passed with atleast 35 percent marks in aggregate (excluding Environmental Studies/Education) the Higher Secondary (10+2) Examination or equivalent or in Vocational education in Business and Commerce conducted by West Bengal Council of Vocational Education and Training shall be eligible to seek admission to the 3-year (Six Semester) UG General Course in Commerce.

7. Candidates who have passed Higher Secondary Examination (10+2) in Science Stream are also eligible to apply for 4-year (Eight Semester) UG Course with Honours in a Major and Honours with Research in a Major in B.A. and B.Com and 3-year (Six Semester) UG General Course in B.A. and B.Com besides 4-year (Eight Semester) UG Course with Honours in a Major and Honours with Research in a Major in B.Sc. and 3-year (Six Semester) UG General Course in B.Sc.

8. (a) A candidate taking up 4 year (Eight Semester) Honours Course in a Major subject must have obtained:

(i) A minimum of 50% marks in the aggregate and 45% marks in the subject or related subject at the previous qualifying examination

<div align="center">Or</div>

(ii) 55% marks in the subject or related subject at the previous qualifying examination

<div align="center">Or</div>

(iii) 50% marks in the aggregate when the candidate has not studied the subject in his/her previous qualifying examination provided all other clauses are satisfied (Only for B.A./B.Sc Honours Courses)

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

9. Related Subjects considered for Honours in a Major:

(a) For B.Com Honours Course with Major in "**Accounting and Finance**", the word "Subject" or "related subject" shall mean the following:

Accountancy, Business Economics including Business Mathematics, Business Organisation, Mathematics, Business Mathematics, Economics, Statistics, Business Studies, Office and Secretarial Practice, Financial Accounting, Elements of Cost Accountancy and Auditing, Book Keeping, Commerce, Cost Accountancy and Principle of Management, Commercial Law and preliminaries of Auditing, Costing and Taxation.

(b) For B.A Honours Course with Major in **Education:** The subjects Psychology/Philosophy/ Mathematics/Sociology/Economics/Political Science/History/Statistics/Physics/Chemistry/ Biology will be treated as related subject.

(c) For B.A Honours Course with Major in **Philosophy:** The subjects Psychology/Mathematics/ Education/Sociology/Political Science will be treated as related subject.

10. Some special conditions for taking up Major Courses as follows:

(a) For B.Sc Honours Course with Major in **Mathematics:** A candidate who have passed in Mathematics/Applied Mathematics at the previous qualifying examination. A student who has passed Business Mathematics is not eligible for admission.

(b) For B.Sc Honours Course with Major in **Economics:** A candidate shall be allowed to take up Honours with Major in Economics if he/she passed in Mathematics/Business Mathematics/Applied Mathematics at the Higher Secondary Examination (10+2) conducted by the West Bengal Council of Higher Secondary Education or its equivalent examination. Students who have passed Business Economics including Business Mathematics in Higher Secondary (10+2) level from West Bengal Council of Higher Secondary Education are also eligible for admission in Honours Course with Major in Economics. Students with Honours in Major in Economics will **have to take up Mathematics** as one of the Minor subjects.

(c) For B.Sc Honours Course with Major in **Geography:** Students with Honours in Major in Geography will **have to take up Economics or Mathematics** as one of the Minor subjects.

11. A candidate shall be allowed to take up the subject(s) under heading 'A' if he/she has passed the subject(s) under heading 'B' at the previously qualifying examination:

A	B
Mathematics	Mathematics/Applied Mathematics
Physics	Physics and Mathematics
Chemistry	Chemistry

12. For the purpose of determining eligibility for admission to the 4 year (Eight Semester) Honours Course of study in a Major aggregate marks shall be calculated by adding the marks scored in the subject plus the marks scored in top-four subjects in order of marks secured by the candidate. For admission to 3 year (Six semester) General course only the marks scored in top-four subjects in order of marks secured by the candidate will be considered. 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 subject of 100 marks, it may be taken into account for the purpose of determining the aggregate marks.

13. Reservation Policy for admission 4 year (Eight Semester) Honours Course of study in a Major or 3-year (Six Semester) UG General Course will be guided by the West Bengal State Higher Educational Institutions (Reservation in Admission), Act, 2013, the West Bengal State Higher Educational Institutions (Reservation in Admission) Rules, 2014 and Memorandum of Economically Weaker Sections (EWSs) in admission in the Higher Educational Institution in the State of West Bengal, vide notification No. 339-Edn(CS)/OM-74L/2023 dated 26/5/2023.

14. (a) Persons with disabilities having 40% and above degree of disability will enjoy a 3% reservation (horizontal) in each of the categories, i.e. in SC, ST, OBC-A, OBC-B and in the Unreserved or General Category, and such candidates, if available, shall be placed towards the top of the list prepared for each category of students.

(b) The PWD candidates claiming seats under reserved category are required to produce appropriate PWD certificates issued by the competent authority satisfying the following criteria:
Officer-in-Charge or Medical Head of Primary Health Centres, Block Primary Health Centres, State General Hospitals, Rural Hospit, als, Sub-Divisional Hospitals or the District Hospitals run by the State Government or any hospital run by a statutory body or authority.

(c) PWD candidates hailing from states other than West Bengal are not eligible for such benefits and they will be treated as General category candidates.

15. The benefit of reservation under EWS can be availed upon production of an Income and Asset Certificate issued by any of the following authorities in prescribed format as given in Annexure C

of Memo No. 325-PAR(AR)3P-1/2019 dated 09/07/2019 issued by the Personnel and Administrative Reforms Department, GoWB:

(1) District Magistrate/Additional District Magistrate
(2) Sub-Divisional Officer
(3) DWO, Kolkata for Kolkata Municipal Corporation Area.

Subjects Available for Study

3-year (Six Semester) UG Multi-disciplinary Degree in B.A./B.Sc Courses are available in:

Morning Section	Day Section
Bengali	Bengali
Hindi	English
Sanskrit	Hindi
Urdu	Sanskrit
History	History
Political Science	Political Science
Philosophy	Philosophy
Education	Education
Commerce	Economics
	Geography
	Physics
	Chemistry
	Mathematics
	Commerce

4-year (Eight Semester) UG Degree in Honours with Single Major in B.A./B.Sc Courses are available in:

Morning Section	Day Section
Bengali	Bengali
Urdu	English
Education	Hindi
Commerce	Sanskrit
	History
	Political Science
	Philosophy
	Economics
	Geography
	Mathematics
	Commerce

Subject Combinations Available

While filling in the Application Form, applicants opting for **Honours level with Single Major** under 4 Year (Eight Semester) Programme are required to mention **one Major subject, two Minor subjects three IDC subjects and one AEC subject** from the table below:

Sl. No.	Name of the Course	Subject Matrix						
		Subject 1	Subject 2	Subject 3	Subject 4	Subject 5	Subject 6	Subject 7
		Major & SEC_1 SEC_2 SEC_3	Minor_1	Minor_2	AEC_3 & 4	IDC_1	IDC_2	IDC_3
			Select any one	Select any one	Select any one	Select any one other than Major & Minor Subjects	Select any one other than Major & Minor Subjects	Select any one other than Major & Minor Subjects
1.	B.A. Honours Bengali (Morning)	Bengali	Education Philosophy	Sanskrit History Political Sc.	Bengali Hindi Urdu Alt. English	Hindi Urdu History Lib.& Inf. Studies	English Philosophy Education	Sanskrit Political Sc. Economics
2.	B.A. Honours Bengali (Day)	Bengali	Education Philosophy	English Sanskrit History Political Sc. Economics	Bengali Hindi Alt. English	Hindi History Lib.& Inf. Studies	English Philosophy Geography Education	Sanskrit Political Sc. Economics
3.	B.A. Honours English (Day)	English	Bengali Hindi Education Philosophy	Sanskrit History Political Sc. Economics	Bengali Hindi Alt. English	Bengali Hindi History Lib.& Inf. Studies	Philosophy Geography Education	Sanskrit Political Sc. Economics
4.	B.A. Honours Hindi (Day)	Hindi	Education Philosophy	English Sanskrit History Political Sc. Economics	Bengali Hindi Alt. English	Bengali History Lib.& Inf. Studies	English Philosophy Geography Education	Sanskrit Political Sc. Economics
5.	B.A. Honours Sanskrit (Day)	Sanskrit	Bengali Hindi Education Philosophy	English History Political Sc. Economics	Bengali Hindi Alt. English	Bengali Hindi History Lib.& Inf. Studies	English Philosophy Geography Education	Political Sc. Economics
6.	B.A. Honours Urdu (Morning)	Urdu	Education Philosophy	Sanskrit History Political Sc.	Bengali Hindi Urdu Alt. English	Bengali Hindi History Lib.& Inf. Studies	English Philosophy Education	Sanskrit Political Sc. Economics
7.	B.A. Honours History (Day)	History	Bengali Hindi Education Philosophy	English Sanskrit Political Sc. Economics	Bengali Hindi Alt. English	Bengali Hindi Lib.& Inf. Studies	English Philosophy Geography Education	Sanskrit Political Sc. Economics
8.	B.A. Honours Political Science (Day)	Political Sc.	Bengali Hindi Education Philosophy	English Sanskrit History Economics	Bengali Hindi Alt. English	Bengali Hindi History Lib.& Inf. Studies	English Philosophy Geography Education	Sanskrit Economics
9.	B.A. Honours Philosophy (Day)	Philosophy	Bengali Hindi Education	English Sanskrit History Political Sc. Economics	Bengali Hindi Alt. English	Bengali Hindi History Lib.& Inf. Studies	English Geography Education	Sanskrit Political Sc. Economics
10.	B.A. Honours Education (Morning)	Education	Bengali Hindi Urdu Philosophy	Sanskrit History Political Sc.	Bengali Hindi Urdu Alt. English	Bengali Hindi Urdu History Lib.& Inf. Studies	English Philosophy	Sanskrit Political Sc.

Sl. No.	Name of the Course	Subject Matrix						
		Subject 1	Subject 2	Subject 3	Subject 4	Subject 5	Subject 6	Subject 7
		Major & SEC_1 SEC_2 SEC_3	Minor_1	Minor_2	AEC_3 & 4	IDC_1	IDC_2	IDC_3
			Select any one	Select any one	Select any one	Select any one other than Major & Minor Subjects	Select any one other than Major & Minor Subjects	Select any one other than Major & Minor Subjects
11.	B.Sc. Honours Economics (Day)	Economics	Geography Physics	Mathematics	Bengali Hindi Alt. English	Bengali Hindi History Lib.& Inf. Studies	Geography Physics	Chemistry
12.	B.A. Honours Geography (Day)	Geography	Bengali Hindi Education	English Sanskrit History Political Sc. Economics	Bengali Hindi Alt. English	Bengali Hindi History Lib.& Inf. Studies	English Philosophy Education	Sanskrit Political Sc. Economics
13.	B.Sc. Honours Geography (Day)	Geography	Physics	Economics Mathematics	Bengali Hindi Alt. English	Bengali Hindi History Lib.& Inf. Studies	English Philosophy Education	Chemistry
14.	B.Sc. Honours Mathematics (Day)	Mathematics	Physics	Economics Chemistry	Bengali Hindi Alt. English	Bengali Hindi History Lib.& Inf. Studies	English Philosophy Geography Education	Sanskrit Political Sc. Economics Chemistry
15.	B.Com. Honours Accountancy (Morning)	Default	Default	Default	Default	Default	Default	Default

A candidate shall be allowed to take up the subject(s) under heading 'A' if he/she has passed the subject(s) under heading 'B' at the previously qualifying examination:

A	B
Mathematics	Mathematics/Business Mathematics
Physics	Physics and Mathematics
Chemistry	Chemistry

Applicants opting for 3 year (Six Semester) **General level** of study are required to select **two core subjects, one minor subject, one AEC subject and three IDC subjects from** the table provided below:

Sl. No.	Name of the Course	Subject Matrix						
		Subject 1	Subject 2	Subject 3	Subject 4	Subject 5	Subject 6	Subject 7
		Core_1 & SEC_1	Core_2 & SEC_2	Minor & SEC_3	AEC_3 & 4	IDC_1	IDC_2	IDC_3
		Select any one	Select any one	Select any one	Select any one	Select any one other than Core & Minor Subjects	Select any one other than Core & Minor Subjects	Select any one other than Core & Minor Subjects
1.	B.A. General (Morning)	Bengali Hindi Urdu History	Philosophy Education	Sanskrit Political Sc.	Bengali Hindi Urdu Alt. English	Bengali Hindi Urdu History Lib.& Inf. Studies	English Philosophy Education	Sanskrit Political Sc. Economics
2.	B.A. General (Day)	Bengali Hindi History	English Philosophy Education Geography	Sanskrit Political Sc. Economics	Bengali Hindi Alt. English	Bengali Hindi History Lib.& Inf. Studies	English Philosophy Education Geography	Sanskrit Political Sc Economics
3.	B.Sc. General Pure (Day)	Mathematics	Physics	Chemistry	Bengali Hindi Alt. English	Bengali Hindi History Lib.& Inf. Studies	Geography	Economics
4.	B.Sc. General Geography (Day)	Bengali Hindi History Mathematics	Geography	Economics	Bengali Hindi Alt. English	Bengali Hindi History Lib.& Inf. Studies	English Philosophy Education	Sanskrit Political Sc.
5.	B.Com. General (Morning)	Default	Default	Default	Default	Default	Default	Default
6.	B.Com. General (Day)	Default	Default	Default	Default	Default	Default	Default

Read Carefully before applying

1. Before filing an online application candidates are advised to read all instructions carefully, Notification No. 266(31)-Edn(U)-EH/IU-45/2020(Pt.) dated 17.03.2023, 354-Edn(CS)/10M-95/14 dated 2/6/2023 and subsequent notifications, if any, of the Department of Higher Education, GoWB. the Calcutta University Notification No. CSR/04/2023 dated 23/06/2023, CSR/05/2023 dated 23/06/2023, CSR/06/2023 dated 23/06/2023 and subsequent notifications, West Bengal State Higher Educational Institutions (Reservation in Admission), Act, 2013, the West Bengal State Higher Educational Institutions (Reservation in Admission) Rules, 2014 and Memorandum of Economically Weaker Sections (EWSs) in admission in the Higher Educational Institution in the State of West Bengal, vide notification No. 339-Edn(CS)/OM-74L/2023 dated 26/5/2023 and subsequent notifications from Backward Class Department, Memo No. 325-PAR(AR)3P-1/2019 dated 09/07/2019 issued by the Personnel and Administrative Reforms Department, GoWB and subsequent notifications.

2. The students are also advised to go through the information available at Website regarding Seat Capacity, Eligibility Criteria for getting admission to First Semester classes, Subjects offered by the

college as Major and Minor, Procedure of selecting subject combination under CCF 2022, Available subject combination and Fee Structure 2023-24 and Prospectus 2023-24 carefully.

3. Students can apply only for admission to the first semester classes of 4 year (Eight Semester) Honours Course of study in Single Major and or 3 year (Six Semester) General Course of study for the session 2023-24.

4. The candidates are required to fill in the Online Admission form properly and correctly. The college will not, in any case be liable for any wrong entry, erratically provided information and the admission will liable to be cancelled and the submitted fees will be forfeited. **FEES ONCE PAID CANNOT BE REFUNDED AT ANY CASE.**

5. Make sure that all the relevant information is furnished, documents are properly uploaded and other formalities to be fulfilled are completed by you. Website will not accept incomplete applications and admission is liable to be rejected at any stage of study if any malpractice is found afterwards.

6. Suppression of facts, adoption of unfair means or making improper claims or production of fraudulent testimonials may lead to the cancellation of admission and studentship at any stage of study and shall be treated as per the law of the land.

7. After successful submission of Admission Form, an Admission Processing Fee of Rs. 0/- per application form is to be paid by the candidate.

8. A candidate can submit any number of Admission Forms provided the candidate is eligible to apply.

9. Payment of fees can be made through BILLDESK PAYMENT GATEWAY using this Website only.

10. Using of BILLDESK PAYMENT GATREWAY will expose a candidate to online payment. A candidate can use Debit cum ATM Card, Credit Card, Netbanking or UPI and popular wallets for making payment. All banking charges and service taxes for the purpose will be extra and the candidate is required to pay this amount in addition to First Semester Admission Fee.

11. BILLDESK PAYMENT GATEWAY is a third party and the College Authoritiy and the Online Admission System Service Provider has no control over the consequences whatsoever in case of unsuccessful/failed transaction.

12. **In case of failed transaction, the college or the Admission System Service provider will not bear any responsibility, the candidates are requested to get in touch with their respective bankers from where the transactions are originated.**

13. All decisions regarding Admission of a candidate taken by the Admission Sub-Committee of the College will be final and binding. The college authority reserves all rights for admission and related process.

14. Disputes, if any, can be settled in courts within Howrah jurisdiction only.

Make Sure While Applying

Make sure that all relevant information is furnished, the formalities to be fulfilled are completed and fees are paid by you. Website will not accept incomplete applications and admission is liable to be rejected at any stage of study if any malpractice is found afterwards.

Suppression of facts, adoption of unfair means or making improper claims or production of fraudulent testimonials may lead to the cancellation of admission and studentship at any stage of study and shall be treated as per the law of the land.

Publication of Merit Lists

The entire process of admission in the college is computerized and the lists of successful candidates in different streams are published on the previously notified date in Website showing the 'Net-Total' of best four subjects plus the marks scored in the subject for which Honours is applied for in +2 level of the applicant. In case where the applicant has applied for General Courses only the 'Net-Total' of best four subjects will be applied.   In case where several candidates score the same 'Net-Total' and more than one application are available for a single position, the principle of first-come-first serve is applied to the same 'Net-Total' group.

Admission Lists are provisional and selected candidates are admitted on payment of fees and verification of testimonials. Subsequent lists will be published only if there are vacant positions after admission to the successful candidates are over.

Process of Getting Admission

After publication of merit list get admission through Website within the stipulated time, if selected. Pay fees at bank through online process. Self-attested photocopies of the following documents are required to be submitted along with originals at the time of verification of documents at college counter after full payment of admission fees. Date of verification of documents will be notified at college website and SMS to the admitted students.

- ➤ A downloaded hard (print) signed copy of your filled in Admission Form;
- ➤ Two recent passport sized Photograph;
- ➤ Self-attested photocopies of both side Marksheets of all previous examinations passed;
- ➤ Self-attested photocopy of birth certificate or suitable proof of age in the form of Admit Card of Madhyamik or equivalent;
- ➤ Self-attested photocopy of Caste Certificate from responsible Government Officers for applicants of Scheduled Caste/Scheduled Tribe/Other Backward Castes;
- ➤ Self-attested photocopy of Registration Certificate for candidates who are already registered with the Calcutta University;
- ➤ Self-attested photocopy of Migration Certificate for candidates coming from institutions/boards outside West Bengal.

- The PWD candidates claiming seats under reserved category are required to produce appropriate PWD certificates issued by the competent authority satisfying the following criteria:

  Officer-in-Charge or Medical Head of Primary Health Centres, Block Primary Health Centres, State General Hospitals, Rural Hospitals, Sub-Divisional Hospitals or the District Hospitals run by the State Government or any hospital run by a statutory body or authority.

- The benefit of reservation under EWS can be availed of if an Income and Asset Certificate in prescribed format is issued by (i) Block Development Officers for rural areas, (ii) Sub-Divisional Officers for Municipalities and (3) DWO, Kolkata for KMC areas.

Anti-Ragging Clause

In case an applicant for admission is found to have **indulged in ragging** in his past academic record or if it is noticed that the candidate after admission has indulged in ragging in any form, the admission will be refused and the student shall be expelled from this educational institution in accordance with the Hon'ble Supreme Court of India Judgement based on Raghavan Committee recommendations.

COURSE STRUCTURE UNDER CCF 2022

4-year (Eight Semester) UG Degree in Honours with Single Major in B.A./B.Sc Courses
SEMESTER I

	Major	Minor_1	IDC	AEC	SEC	CVAC	Total
Papers	DSCC 1	M1/1	IDC 1	AEC 1	SEC A (Based on Major)	CVAC 1.1 CVAC 1.2	
Credit	4 (3TH)	4 (3TH)	3 (2TH)	2 (2TH)	4 (4TH)	2 (2TH) 2 (2TH)	21
FM	100	100	75	50	100	50 + 50	525
Subjects to be covered	Bengali English Hindi Urdu Sanskrit History Political Sc Philosophy Education Economics Geography Mathematics	Bengali Hindi Urdu Education Philosophy Geography Physics	Bengali Hindi Urdu History Mathematics	Compulsory English	Bengali English Hindi Urdu Sanskrit History Political Sc Philosophy Education Economics Geography Mathematics	CVAC 1.1 ENVS CVAC 1.2 Constitutional Values	

	Major	Minor_1	IDC	AEC	SEC	CVAC	Total
Papers	DSCC 2	M1/2	IDC 2	AEC 2	SEC B Digital Empowerment (Arts)/Artificial Intelligence (Science) or as mentioned in the major syllabus	CVAC 2.1 CVAC 2.2	
Credit	4 (3TH)	4 (3TH)	3 (2TH)	2 (2TH)	4 (4TH)	2 (2TH) 2 (2TH)	21
FM	100	100	75	50	100	50 + 50	525
Subjects to be covered	Bengali English Hindi Urdu Sanskrit History Political Sc Philosophy Education Economics Geography Mathematics	Bengali Hindi Urdu Education Philosophy Geography Physics	English Philosophy Geography Education Physics	Compulsory English	Bengali English Hindi Urdu Sanskrit History Political Sc Philosophy Education Economics Geography Mathematics	CVAC 2.1 ENVS CVAC 2.2 Indian Knowledge system	

Summer internship (3 Credits) to be done by students who want to take **exit** and be awarded with **UG Certificate** on successful completion of 45 Credits.

SEMESTER III

	Major	Minor_2	IDC	AEC	SEC	Total
Papers	DSCC 3 & 4	M2/1	IDC 3	AEC 3	SEC C (Based on Major)	
Credit	4 (3TH) X2	4 (3TH)	3 (2TH)	2 (2TH)	4 (4TH)	21
FM	200	100	75	50	100	525
Subjects to be covered	Bengali English Hindi Urdu Sanskrit History Political Sc Philosophy	English Sanskrit History Political Sc. Economics Mathematics Chemistry	Sanskrit Political Sc. Economics Chemistry	Bengali Hindi Urdu Alternative English	Bengali English Hindi Urdu Sanskrit History Political Sc Philosophy	

	Major	Minor_2	IDC	AEC	SEC	Total
	Education Economics Geography Mathematics				Education Economics Geography Mathematics	

SEMESTER IV

	Major	Minor_2	AEC	Total
Papers	DSCC 5, 6, 7 & 8	M2/2	AEC 4	
Credit	4 (3TH) X4	4 (3TH)	2 (2TH)	22
FM	400	100	50	550
Subjects to be covered	Bengali English Hindi Urdu Sanskrit History Political Sc Philosophy Education Economics Geography Mathematics	English Sanskrit History Political Sc. Economics Mathematics Chemistry	MIL/ Alternative English	

Summer internship (3 Credits) to be done by students who want to take **exit** and be awarded with **UG Diploma** on successful completion of 88 Credits.

SEMESTER V

	Major	Minor_1	Minor_2	Total
Papers	DSCC 9, 10, 11 & 12	M1/3	M2/3	
Credit	4 (3TH) X4	4 (3TH)	4 (3TH)	24
FM	400	100	100	600
Subjects to be covered	Bengali English Hindi Urdu Sanskrit History Political Sc Philosophy Education Economics Geography	Bengali Hindi Urdu Education Philosophy Geography Physics	English Sanskrit History Political Sc. Economics Mathematics Chemistry	

	Major	Minor_1	Minor_2	Total
	Mathematics			

SEMESTER VI

	Major	Minor_1	Minor_2	Total
Papers	DSCC 13, 14 & 15	M1/4	M2/4	
Credit	4 (3TH) X3	4 (3TH)	4 (3TH)	20
FM	300	100	100	500
Subjects to be covered	Bengali English Hindi Urdu Sanskrit History Political Sc Philosophy Education Economics Geography Mathematics	Bengali Hindi Urdu Education Philosophy Geography Physics	English Sanskrit History Political Sc. Economics Mathematics Chemistry	

Summer internship (3 Credits) to be done by remaining students and those who want to take **exit** be awarded with **UG Degree with Single Major** on successful completion of 132 Credits.

SEMESTER VII
For students who scored below 75% in aggregate after Semester VI

	Major	Total
Papers	DSCC 16, 17, 18, 19, & 23	
Credit	4 (3TH) X5	20
FM	500	500
Subjects to be covered	Bengali English Hindi Urdu Sanskrit History Political Sc Philosophy Education Economics Geography Mathematics	

For students who scored above 75% in aggregate after Semester VI and willing to conduct research work

	Major	Research Work	Total
Papers	DSCC 16, 17, 18 & 19		
Credit	4 (3TH) X4	4	20
FM	400		400
Subjects to be covered	Bengali English Hindi Urdu Sanskrit History Political Sc Philosophy Education Economics Geography Mathematics	Bengali English Hindi Urdu Sanskrit History Political Sc Philosophy Education Economics Geography Mathematics	

SEMESTER VIII

For students who scored below 75% in aggregate after Semester VI

	Major	Total
Papers	DSCC 20, 21, 22, 24 & 25	
Credit	4 (3TH) X5	20
FM	500	500
Subjects to be covered	Bengali English Hindi Urdu Sanskrit History Political Sc Philosophy Education Economics Geography Mathematics	

For students who scored above 75% in aggregate after Semester VI and willing to conduct research work

	Major	Research Work	Total
Papers	DSCC 20, 21 & 22		

	Major	Research Work	Total
Credit	4 (3TH) X3	8	20
FM	300		400
Subjects to be covered	Bengali English Hindi Urdu Sanskrit History Political Sc Philosophy Education Economics Geography Mathematics	Bengali English Hindi Urdu Sanskrit History Political Sc Philosophy Education Economics Geography Mathematics	

After successful completion of 8 Semesters the students will receive 4 year Bachelor's Degree with Honours in Single Major or with 4 year Bachelor's Degree with Honours in Single Major with Research as the case may be.

3-year (Six Semester) UG Multi-disciplinary Degree in B.A./B.Sc Courses
SEMESTER I

	Core Course 1	Core Course 2	IDC	AEC	SEC	CVAC	Total
Papers	CC1	CC1	IDC 1	AEC 1	SEC A (Based Core Course 1)	CVAC 1.1 CVAC 2.2	
Credit	4 (3TH)	4 (3TH)	3(2TH)	2 (2TH)	4 (4TH)	2 (2TH) 2 (2TH)	21
FM	100	100	75	50	100	50 + 50	525
Subjects to be covered	Bengali Hindi Urdu History Mathematics	English Philosophy Geography Education Physics	Bengali Hindi Urdu History Mathematics	Compulsory English	Bengali Hindi Urdu History Mathematics	CVAC 1.1 ENVS CVAC 1.2 Constitutional Values	

SEMESTER II

	Core Course 1	Core Course 2	IDC	AEC	SEC	CVAC	Total
Papers	CC2	CC2	IDC 2	AEC 2	SEC B (Based Core Course 2)	CVAC 2.1 CVAC 2.2	
Credit	4 (3TH)	4 (3TH)	3(2TH)	2 (2TH)	4 (4TH)	2 (2TH) 2 (2TH)	21
FM	100	100	75	50	100	50 + 50	525

Subjects to be covered	Bengali Hindi Urdu History Mathematics	English Philosophy Geography Education Physics	English Philosophy Geography Education Physics	Compulsory English	English Philosophy Geography Education Physics	CVAC 2.1 ENVS CVAC 2.2 Indian Knowledge system	

Summer internship (3 Credits) to be done by students who want to take **exit** and be awarded with **UG Certificate** on successful completion of 45 Credits.

SEMESTER III

	Core Course 1	Core Course 2	Minor	IDC	AEC	SEC	Total
Papers	CC3	CC3	M1	IDC 3	AEC 3	SEC C (Minor)	
Credit	4 (3TH)	4 (3TH)	4 (3TH)	3(2TH)	2 (2TH)	4 (4TH)	21
FM	100	100	100	75	50	100	525
Subjects to be covered	Bengali Hindi Urdu History Mathematics	English Philosophy Geography Education Physics	Sanskrit Political Sc. Economics Chemistry	Sanskrit Political Sc. Economics Chemistry	Bengali Hindi Urdu Alternative English	Sanskrit Political Sc. Economics Chemistry	

SEMESTER IV

	Core Course 1	Core Course 2	Minor	AEC	Total
Papers	CC4 & 5	CC4 & 5	M2	AEC 4	
Credit	4 (3TH) x2	4 (3TH) x2	4 (3TH)	2 (2TH)	22
FM	200	200	100	50	550
Subjects to be covered	Bengali Hindi Urdu History Mathematics	English Philosophy Geography Education Physics	Sanskrit Political Sc. Economics Chemistry	Bengali Hindi Urdu Alternative English	

Summer internship (3 Credits) to be done by students who want to take **exit** and be awarded with **UG Diploma** on successful completion of 88 Credits.

SEMESTER V

	Core Course 1	Core Course 2	Minor	Total
Papers	CC6 & 7	CC6	M3 & 4	
Credit	4 (3TH) x2	4 (3TH)	4 (3TH)X2	20
FM	200	100	200	500
Subjects to be covered	Bengali Hindi Urdu	English Philosophy Geography	Sanskrit Political Sc. Economics	

		History Mathematics	Education Physics	Chemistry	

SEMESTER VI

	Core Course 1	Core Course 2	Minor	Total
Papers	CC8	CC7 & 8	M5 & 6	
Credit	4 (3TH)	4 (3TH) x2	4 (3TH)X2	20
FM	100	200	200	500
Subjects to be covered	Bengali Hindi Urdu History Mathematics	English Philosophy Geography Education Physics	Sanskrit Political Sc. Economics Chemistry	

Summer internship (3 Credits) to be done by remaining students awarded with **UG Degree** on successful completion of 128 Credits.

Teaching-Learning-Evaluation under CCF 2022

The college desires to create an environment of student-centred model of teaching-learning before the incorporation of CCF and hence, since long it encourages interactive teaching-learning process. A wide variety of student-centred learning methods are used apart from conventional lectures, such as, interactive participation of students through questions and answers, blackboard use by students, group discussions, group problem-solving, impromptu class presentations, short quizzing, role-playing etc. Assignments are given to the students as homework, which serves to build a strong foundation for the learner-dominated model. Depending upon the nature of the subject, fieldworks, study tours, project works and dissertations, use of basic e-classroom devices are also incorporated. The college also supplements the curriculum with seminar lectures both utilizing internal and external faculty.

Teaching Plans

At the beginning of every academic year, each department prepares a departmental teaching plan. In this plan, the entire syllabus of each semester made by the parent University is distributed among the faculty members and a time-frame is chalked up. This not only earmarks whom to teach what but also indicates who is teaching what in which 'term' of the academic year. This teaching plan is normally adhered to and in case of any deviation due to some unavoidable and unforeseen circumstances, the fresh schedule is duly communicated to the students.

Unitizing Syllabus

After finalization of the departmental teaching plan, the faculty members unitize their assignments. In this exercise, they split up their respective assignments into lectures calculating the possible classes available to them in various terms (into which the whole academic year is divided) and the ideal number of lectures needed per topic. This serves as a guideline about how to manage the syllabus within the stipulated time-frame. Needless to mention, this teaching strategy greatly reduces the normal agony of the teachers regarding completion of a relatively larger portion of the syllabus compared to a teaching process without any predetermined schedule and any definite drive for its rounding up.

Monitoring Teaching Schedule

Efforts are made to monitor teaching schedule throughout the year. This monitoring is normally done through the departmental meetings (normally 4 – 5 meetings are conducted in an academic session). Mid-course correction normally does not require but, if necessary, can be implemented through assigning extra classes by the end of the session to the particular teacher. In extreme case, assistance from co-faculty members of the concerned department who have already completed their assignments is obtained.

Supplementing Teaching with other Methods

The college desires to create an environment of student-centred model of teaching-learning and hence, encourages interactive teaching and learning process. A wide variety of student-centred learning methods are used apart from conventional lectures, such as:

1. interactive participation of students through questions and answers;
2. blackboard use by students;
3. group discussions;
4. group problem solving;
5. class presentations;
6. impromptu presentations;
7. short quizzing;
8. role playing; etc.

While lecturing, relevant questions are also thrown in the class and the students are asked to respond. This exercise is done not only to make the class interactive but also to identify the strengths and weaknesses of the students and to take necessary steps to ensure that their knowledge and skills are enhanced.

The teachers also sometimes use their personal skills to make learning student-centred. For example, one may ask, "Can you summarize what we have learned today?" Alternatively, "What is the most important thing that you have learnt today?" On getting an encouraging response the teacher can go on asking: "What is your opinion on the particular issue that I have dealt with in this class?" This leads to a knowledge-sharing experience between the

teacher and the students and can make both teaching and learning a joyful experience.

The college also supplements the curriculum with periodic seminar lectures both utilizing internal and external faculty.

Assignments

Assignments are given to the students as homework, which serves to build a strong foundation for the learner-dominated model. Depending upon the nature of the subject, fieldworks, study tours, project works and dissertations are also incorporated.

Support Advanced Learners

The college facilitates advanced learners through a number of ways. The teachers provide additional time to these students and satisfy their natural desire to learn more. They are provided with tips for handling difficult questions and managing question papers to maximize scores. Additional reference materials are also provided with as and when needed. They are also motivated through congratulatory words and 'class presentations' are encouraged. Here a student presents a topic within the purview of the syllabus before his classmates in presence of a teacher. Consistent these are done to help the students gaining with the idea of student-centric learning, this helps the students to realize their communication skill along with their knowledge base. In-house 'group discussions' are also organized where both the advanced and the mediocre students participate, which apart from other qualities reflect their leadership abilities. All confidence so that they can face the competitive world smartly and can adapt to any other organization after the completion of studies in this temple of learning.

Continuous Evaluation

The college adopts continuous evaluation method for academic monitoring of the students. Frequent written tests organized by the departments covering all the six semesters form the basic backbone of continuous evaluation method. Besides, the college arranges Internal Assessment and Tutorial based assignments like Project Work/Term Paper/Book Review/ Poster Presentation/ Report Presentation/Field Work etc. for each student covering all semesters. In all these activities students' knowledge is assessed through numerical marking system. As part of continuous evaluation, regular assignments are given and relevant questions are thrown in the class and the students are asked to respond.

Students are to note that as per Calcutta University Examination guidelines, appearing at these Examinations is mandatory for a candidate to be eligible for appearing at the B.A./B.Sc./B.Com. Semester End Examination organized by the University. These marks scored at these examinations are sent to university and they form the backbone of internal assessment.

THE COLLEGE WILL UNDER NO CIRCUMSTANCES RELAX THESE RULES FRAMED BY THE UNIVERSITY AT THE TIME OF RECOMMENDING THE STUDENTS FOR

SEMESTER END EXAMINATION AS REGULAR CANDIDATES.

Unsuccessful students of the Semester End Examination are either required to get themselves admitted to previous semester or may be allowed to proceed to further semester with a liability to clear the previous semester end examination when the next same Semester End Examination will take place if the candidate has cleared his internal assessment and tutorials successfully.

Academic and Personal Counselling

Teachers of the college mainly in an informal setting often do participate in academic and personal counselling covering:

- ✓ the choice of subjects;
- ✓ the development and use of effective study skills and how to improve proficiency;
- ✓ the scheme of University examinations in which they are required to appear and how to perform well in those;
- ✓ the importance of participating in games and sports, cultural activities and other extra-curricular activities for the all-round development of personality;
- ✓ preparation for higher studies and available postgraduate options and such other career-counselling;
- ✓ the available vocational courses and employment opportunities; and finally
- ✓ the clarification of personal values and goals.

Attendance of Students

Students are required to attend at least 60% of the class lectures delivered for becoming eligible to appear before the Calcutta University Semester End Examinations. Students are to record bio-metric attendance while entering at the college and also their attendance is recorded at each class. Percentage calculation of the attendance of individual students is done on **monthly basis** and displayed at the notice board to monitor the performance of students with poor attendance and disciplinary actions are taken against them.

THE COLLEGE WILL UNDER NO CIRCUMSTANCES RELAX THESE RULES FRAMED BY THE UNIVERSITY AT THE TIME OF RECOMMENDING THE STUDENTS FOR SEMESTER END EXAMINATION.

The college also monitors performance of the students with poor attendance. Percentile calculation of the attendance of individual students is done on a monthly basis and the students are informed about their performance through notification. Irregular students are fore warned and in extreme cases, they are not promoted to higher classes or permitted for University Examinations.

Parent-Teacher Meeting

The college arranges 'parent-teacher meeting' on the basis of percentage calculation of attendance of the students in classes. Teachers of the departments meet the guardians of the academically backward students to find out whether the guardians are aware of the dismal educational performance and or poor attendance record of their wards. They together try to find out the cause behind it and also the ways of eradication of the same.

Besides grooming the students for future by imparting formal education and training in CBCS mode, the college aims to foster the growth of an all-round personality of the students through co-curricular, extra-curricular and extension activities. The students' union is the pivot in all these activities of the college.

Annual elections are held to form its General Body under the supervision of an Election Commission framed in accordance with the Constitution (*Gathan Tantra*) of the students' union of the college. The General Secretary of the students' union is the ex-officio member of the Governing Body.

Cultural Programmes and Competitions

The students' union takes the lead in all cultural programmes of the institutions. The students' union under the auspices of the college observe *'Matri Bhasa Dibas'* to pay respect to the martyrs of *'Bhasa Andolan'* who sacrificed their lives at different stages of the national liberation movement of Bangladesh; *'Baishe Sravana'* to pay homage to Kaviguru Rabindranath Tagore on his death Anniversary and; Teachers' Day to honour their teachers on the birthday of Sarbapally Radhakrishnan. On the commencement of each academic session they also arrange *Nabin Baran* (Freshers' Welcome), a cultural programme with the

active participation of the existing students but primarily aimed at searching out versatile talents among the freshers. Saraswati Puja and Vasanta Utsav are also being celebrated with usual enthusiasm.

The students' union arranges cultural competition once a year and the college encourages the students to participate in it. Tremendous interest and large-scale participation can be found in music, dance, plays, debates, elocutions and quiz competitions.

Mentoring System

As part of CBCS mode of teaching learning, the college has introduced Mentoring System. Here each student according to his tastes and abilities has to become a member of a club, which looks after him to flourish his extra-curricular talents. Some clubs are running very successfully and arranging programmes regularly at the college like: Recitation Club, Quiz Club, Music and Dance Cub, Reading Club etc.

Games and Sports

Facilities for indoor and outdoor games like Table Tennis, Volleyball, Football and Cricket are available to the students throughout the year. The college has already produced some notable players. The college also arranges annual sports meet during the winter. Prizes are given away at the end of the event as incentive to the successful contestants by eminent sports personalities of the locality.

College Magazine

The students' union annually brings out College magazine which is a joint effort of the teachers and the students. The magazine reflects important glimpse of events of the college life, contemporary social problems including matters that the students as well as the teachers are facing in their academic pursuit. As a mirror of students' enthusiasm essays, poems, stories etc. are published in the magazine.

Extension Activities

The term education implies imparting instruction, not just in academics but also in extension activities. The college fully recognizes the fact and hence, encourages the students to participate in various extension activities.

The National Cadet Corps (NCC)

The college has a NCC unit working under the 21 (B) Bn NCC. This NCC division provides an opportunity to the students in developing qualities of character, courage, comradeship, discipline, leadership, secular outlook, spirit of adventure, sportsmanship and ideals of selfless service.

Social Services

Voluntary blood donation camps are organized by the students' union in the college premises where students, teachers and non-teaching staff along with the members of the locality of the college donate blood spontaneously. They also come forward to fulfill their social obligations in all sorts of natural calamities in the national or regional level by way of meeting the instruction of their respective professional organisations.

National Service Scheme (NSS)

The National Service Scheme (NSS) is a Central Sector Scheme of Government of India, Ministry of Youth Affairs & Sports. It provides opportunity to the student youth of undergraduate levels at college level of India to take part in various Government led

community service activities & programmes. The primary objective of developing the personality and character of the student youth through voluntary community service. 'Education through Service' is the purpose of the NSS and motto of NSS is "NOT ME BUT YOU." Lalbaba College has a full functional NSS Unit.

Amenities for the Students

Free Studentships

The college provides full-free and half-free studentship to its meritorious bona fide students. Concessions are granted to a maximum of 10% of the roll-strength considering merit, attendance in classes and financial condition of the student. Satisfactory progress in studies and good conduct are the preconditions for the continuance of those concessions.

Students' Welfare Fund

A newly created fund has been introduced to support the financially disadvantaged students. It finances the needy students after successful completion of study and becoming eligible for University Examinations. The monetary liability of form fill-up of the University Examination for the poorest of the poor is borne utilizing this fund.

Fellowships and Scholarships

The college supports the State Government Financial Aid to the students for Higher Education. *Kanyasree Prakalpa*, seeks to improve the well-being of the girl students, especially those from the socio-economically disadvantaged students through conditional cash transfer to continue education for a longer period of time. The College is also registered for offering the benefits of SC/ST/OBC Post Matic Scholarship offered by the BCW Department, Government of West Bengal for the financial benefit of the backward class students of the college. The college also facilitates Scholarships for studying Degree Courses in Urdu through the Scholarship scheme of WB Urdu Academy. The students can also avail the facilities of *Samajik Suraksha Yojana* of the Labour Department, Government of West Bengal and Chief Ministers Relief Fund. The college also enables Swami Vivekananda Merit-cum-Means Scholarship with a view to assisting the meritorious students belonging to economically backward families to pursue higher studies. There is also Jindal Scholarship provided by the Jindal Private Limited. The students of this college can also apply for the Students Credit Card Scheme introduced by the Higher Education Department, Government of West Bengal to pursue education without having any financial constraints by availing loan at nominal interest under this scheme.

Endowment Prizes

The college has instituted a few Endowment Prizes. They are awarded to the meritorious students on the basis of their performance in the Calcutta University examinations. Students obtaining highest marks in Bengali and English Honours are awarded *Arnab Biswas Smriti Puraskar* and *Kartik Maity Puraskar* respectively. Another endowment entitled *Surojit Konar Smriti Puraskar* honours students obtaining highest marks in all the eight Honours subjects and score highest in the

General Courses of Science, Arts and Commerce streams of the college separately, including the topper of the college in all disciplines. A recently introduced Endowment Prize is *Haradhan Ghosh Smriti Puraskar* being awarded to the champions at the Annual Sports in boys and girls events separately.

Railway Concessions

The college arranges to provide the students to enjoy railway concessions from Belur and Bally Ghat railway stations to their places of residences. The railway authorities issue these concessions on the basis of recommendations of the college and in accordance with their rules and regulations. During recess and vacations, only home-going concessions are permitted.

Cheap Store, Canteen & Students' Health Home

The college assists the students' union in running a cheap store facilitating students to purchase textbooks and stationary items at cheaper rates. The college also runs a subsidised canteen providing refreshments to the students at a lower cost. The college is has a tie up with the Students' Health Home and the students can avail themselves of medical treatment with minimum expenses.

College Administration

College Session

The academic session of the college commences every year on the first day of July and ends on the last day of June. The session has three terms as below:

1st Term:	Commencement of the Session – Puja Vacation	1st, 3rd, 5th Semester Classes
2nd Term:	Re-opening of the college – Winter Recess	1st, 3rd, 5th Semester Classes
3rd Term:	Re-opening of the college – Summer Recess	2nd, 4th 6th Semester Classes

College Office Hours

The college time-table has been formulated to incorporate maximum utilization of space. The timings of classes are stretched throughout the day. The morning shift of the college starts at 6.45 AM and continues till noon. The day section of the college commences at 10.45 AM and comes to an end at 5 PM.

The Office Hours for the college:	Weekdays	Morning	6:45 AM to 12.00 Noon
		Day	10:30 AM to 5 PM
	Saturdays	Morning	6:45 AM to 12.00 Noon
		Day	10:30 AM to 1.30 PM

Administrative Staff

The college has a host of helpful and cordial body of staff. They zealously help the faculty and the students. Their industrious labour keeps the fervour of fellow feeling alive despite shortage of manpower. A list of the college office staff is appended below:

1.	Sri Nikhil Krishna Roy	Accountant
2.	Sri Tarun Jana	Cashier
3.	Sri Arabinda Mahajan	Clerk
4.	Sm. Doli Biswas	Clerk
5.	Sm. Indira Chatterjee	Clerk
6.	Sri Amar Dolui	Peon
7.	Sri Surendranath Pramanik	Laboratory Attendant (Physics)
8.	Sm. Alpana Bagani	Peon
9.	Sm. Swarnalata Koley	Peon
10.	Sri Shyam Sundar Balmiki	Laboratory Attendant (Geography)
11.	Sm. Mali Bhowal	Lady Attendant
12.	Sm. Soma Mitra	Library Peon
13.	Sri Subhasis Bhattacharyra	Clerk (Contractual Group C)
14.	Sri Surajit Bera	Clerk (Contractual Group C)
15.	Sri Rajesh Halder	Clerk (Contractual Group C
16.	Sm. Rina Banerjee	Peon (Contractual Group D)
17.	Sri Sumit Sarkar	Peon (Contractual Group D)
18.	Sri Rajesh Balmiki	Sweeper (Contractual Group D)

Holidays, Vacations and Recesses

The total number of holidays in the college normally does not exceed 56 days including the Puja Vacation. Puja Vacation commences on *Durga Sasthi* and the college re-opens normally on the working day after *Bhatri Dwitya*. The duration of this vacation is 24 days. Winter recess commences on the day following Christmas Day and re-opens on the working day following English New Year's Day. The forty-five days Summer Recess commences on 16th May and continues till the end of the academic even session. During the summer and winter recess the college office, the Central Library and the Laboratories remain open as per schedule notified by the Principal. College office remains closed all through the Puja vacation.

LIST OF HOLIDAYS 2023

Month	Date	Day	Occasion	Remarks
January 2023	1	Sunday	New Years' Day	
	12	Thursday	Birthday of Swami Vivekananda	Holiday (N.I. Act)
	23	Monday	Birthday of Netaji	Holiday (N.I. Act)
	24	Tuesday	CU Foundation Day	Holiday (CU Statute)
	25	Wednesday	Maghotsav	Holiday (College)
	26	Thursday	Republic Day/Saraswati Puja	Holiday (N.I. Act)

Month	Date	Day	Occasion	Remarks
	27	Friday	Saraswati Puja (Additional Day)	Holiday (List II)
February	14	Tuesday	Birthday of Thakur Panchanan Burma	Holiday (List II)
	18	Saturday	Shivaratri	Holiday (List II)
	22	Wednesday	Birth Tithi of Ramakrishna	Holiday (Local)
March	7	Tuesday	Dolyatra	Holiday (N.I. Act)
	8	Wednesday	Holi	Holiday (List II)
	19	Sunday	Birthday of Sri Sri Harichand Thakur	
April	4	Tuesday	Mahabir Jayanti	Holiday (N.I. Act)
	7	Friday	Good Friday	Holiday (N.I. Act)
	8	Saturday	Easter Saturday	Holiday (CU Statute)
	14	Friday	Chaitra Sankranti & Birthday of B.R. Ambedkar	Holiday (N.I. Act)
	15	Saturday	Bengali New Year	Holiday (N.I. Act)
	21	Friday	Id-ul-Fitre	Holiday (N.I. Act)
	22	Saturday	Id-ul-Fitre (Additional Day)	Holiday (List II)
May	1	Monday	May Day	Holiday (N.I. Act)
	5	Friday	Buddha Purnima	Holiday (N.I. Act)
	9	Tuesday	Birthday of Rabindranath Tagore	Holiday (N.I. Act)
	May 16 – June 30	Tue – Fri	S U M M E R R E C E S S	Recess – 41 Working Days
June	20	Tuesday	Rathayatra	Holiday (List II)
	29	Thursday	Id-ud-zoha (Bakrid)	Holiday (N.I. Act)
July	29	Saturday	Muharram	Holiday (N.I. Act)
August	5	Saturday	College Foundation Day	Holiday (CU Statute)
	15	Tuesday	Independence Day	Holiday (N.I. Act)
	30	Wednesday	Rakhi Bandhan	Holiday (List II)
September	6	Wednesday	Janmastami	Holiday (List II)
	7	Thursday	Tithi of Lalbaba	Holiday (College)
	18	Monday	Viswakarma Puja	Holiday (Local)
	28	Thursday	Fateya Duaz Daham	Holiday (List II)
October	2	Monday	Birthday of Mahatma Gandhi	Holiday (N.I. Act)
	14	Saturday	Mahalaya	Holiday (N.I. Act)
	18	Wednesday	Durga Puja, Maha Chaturthi	Holiday (List II)
	19	Thursday	Durga Puja, Maha Panchami	Holiday (List II)
	20 – Nov 17	Fri - Fri	P U J A H O L I D A Y S	Vacation - 24 Working Days
November	15	Wednesday	Birthday of Birsa Munda	Holiday (List II)
	19	Sunday	Chhat Puja	
	20	Monday	Chhat Puja (Additional Day)	Holiday (List II)
	21	Tuesday	Jagadhatri Puja	Holiday (CU Statute)
	26	Sunday	Rashyatra	
	27	Monday	Birthday of Guru Nanak	Holiday (N.I. Act)
December	25	Monday	Christmas Day	Holiday (N.I. Act)
	26 - 31	Tue – Sun	W I N T E R R E C E S S	Recess – 5 Days

Holidays: 40 Days   Vacation: 24 Days
Recess: 46 Days   Principal's Discretion: 5 Days

This Holiday List is provisional and minor modifications may be made, if necessary, with prior notification
This Holiday List is subject to approval the Governing Body, Lalbaba College

College Events 2023-24

Month	Date	Day	Description
August	5	Saturday	College Foundation Day
September	5	Tuesday	Observance of Teacher's Day
	26	Wednesday	Observance of Birthday of Vidyasagar
October	Immediately before the Puja Vacation		*Nabin Baran*
			Agamani
January 2024	12	Friday	Observance of Birthday of Vivekananda
February	14	Wednesday	Saraswati Puja
	21	Wednesday	Commemoration of *Matri Bhasa Dibas*
March	23	Saturday	*Basanta Utsav*

College Fees

Payment of Fees

College dues can be cleared on all weekdays excepting Saturdays between 10.30 AM – 2.30 PM for the Day Section and between 7.30 AM – 9.30 AM for the Morning Section on production of fee book. In case the fee book is lost, a duplicate fee book may be issued against payment. All payments are to be made in cash. Tuition fees must be paid within the 15th of each month, failing which a late fee per month may be levied. A defaulter in paying three consecutive months will not be treated as a bonafide student of the college and his roll will be struck off from the attendance registrar. All students will have to clear their dues before

the commencement of their Semester End Examinations; otherwise, they will not be permitted to appear in the examination. The college is now in process of collecting fees online.

Refund of Deposits

Caution Money, Library and Laboratory deposits are refunded after deductions, if any, to the students on production of the original payment receipts. This refund can be received after the publication of results of the final Semester of the B.A., B.Sc., B.Com. Examination in which the student had appeared and this refund can be claimed within cash hours for the next three months. No claims will be entertained afterwards under any circumstances of a defaulter in this regard.

Fee Structure 2023-24

Sl. No.	Description		General Courses (Rs.)	Honours Courses (Rs.)
1.	Tuition Fee (per month)	Bachelor of Arts	50	75
		Bachelor of Science	85	110
		Bachelor of Commerce	60	85
2.	Admission and Re-Admission Fee	Bachelor of Arts	100	100
		Bachelor of Science	100	100
		Bachelor of Commerce	100	100
3.	Laboratory Deposit (one-time security deposit)	Bachelor of Science/Arts/Economics	150	150
		Students opted Geography	300	500
		Bachelor of Commerce (III Sem)	150	150
4.	Laboratory Charges (per month)	Bachelor of Science/ECOA/MTMA	150	150
		Geography	100	150
		Bachelor of Commerce (III & VI Sem)	150	150
		Education (Sem VI)	0	150
5.	Library Deposit (one-time security deposit)		200	200
6.	Library Fee (per annum)		200	200
7.	Session Charges (per annum)		400	400
8.	Building Fund (per annum)		300	300
9.	Students' Aid Fund (per annum)		75	75
10.	Examination Fee (College) (per annum)		75	75
11.	Electricity Charges (per annum)		150	150
12.	Stationery Charges (per annum)		150	150
13.	Games and Sports Fee (College) (per annum)		150	150
14.	Festival Charges (per annum)		250	250
15.	Students Union (per annum)		200	200
16.	Magazine Fee (per annum)		100	100
17.	NAAC Fee (per annum)		100	100
18.	Maintenance Fee (per annum)		500	500
19.	Canteen Fee (per annum)		75	75
20.	Students' Health Home (per annum)		10	10
21.	Identity Card (one time)		100	100

Sl. No.	Description	General Courses (Rs.)	Honours Courses (Rs.)
22.	e-Maintenance Fee (per annum)	300	300
23.	Calcutta University Sports & Games Fee (One-time)	60	60
24.	Calcutta University Registration Fee (One-time)	100	100
25.	Project Fee (Environment Study) (One time at Semester II)	20	20
26.	Library Card (Duplicate)	50	50
27.	Identity Card (Duplicate)	100	100
28.	Acknowledgement Card (Duplicate)	100	100
29.	Transfer Fees	500	500

FIRST SEMESTER FEES PAYABLE AT THE TIME OF ADMISSION

SL	STREAMS	FEES IN RUPEES
1	B.A . GENERAL	3895
2	B.A. HONOURS	4045
3	B.SC. HONOURS (GEOGRAPHY)	5655
4	B.SC. HONOURS (MATHEMATICS)	5305
5	B.SC HONOURS (ECONOMICS)	4255
6	B.SC. GENERAL (GEOGRAPHY)	5005
7	B.SC. GENERAL (PURE-SCIENCE)	5155
8	B. COM. (GENERAL)	3955
9	B. COM. (HONOURS)	4105

SEMESTER-WISE COURSE FEES

CLASSES	SEM-I	SEM-II	SEM-III	SEM-IV	SEM-V	SEM-VI	TOTAL
BNGA - DAY	4045	570	2069	2069	2069	2069	12891
BNGA - MORN	4045	570	2069	2069	2069	2069	12891
ENGA	4045	570	2069	2069	2069	2069	12891
HINA	4045	570	2069	2069	2069	2069	12891
SANA	4045	570	2069	2069	2069	2069	12891
URDA	4045	570	2069	2069	2069	2069	12891
HISA	4045	570	2069	2069	2069	2069	12891
PLSA	4045	570	2069	2069	2069	2069	12891
PHIA	4045	570	2069	2069	2069	2069	12891
EDCA	4045	570	2069	2069	2069	2069	12891
ECOA	4255	780	2279	2279	2279	2279	14151
GEOA	5655	1680	3179	3179	3179	3179	20051
MTMA	5305	1680	3179	3179	3179	3179	19701
B.A. (G) DAY	3895	420	1919	1919	1919	1919	11991
B.A. (G) MORN	3895	420	1919	1919	1919	1919	11991

CLASSES	SEM-I	SEM-II	SEM-III	SEM-IV	SEM-V	SEM-VI	TOTAL
B.Sc. (G) Pure	5155	1530	3029	3029	3029	3029	18801
B.Sc. (GEOG)	5005	1230	2729	2729	2729	2729	17151
B.COM (H) DAY	4105	630	3179	2129	2129	3029	15201
B.COM (H) MORN	4105	630	3179	2129	2129	3029	15201
B.COM (G) DAY	3955	480	3029	1979	1979	2879	14301
B.COM (G) MORNING	3955	480	3029	1979	1979	2879	14301

SEMESTER WISE DETAILED BREAKUP OF FEES

BA HONOURS FEES 2023-24

SL	DESCRIPTION OF HEADS	SEM-I	SEM-II	SEM-III	SEM-IV	SEM-V	SEM-VI
1	Tuition Fee (Six month)	450	450	450	450	450	450
2	Admission and Re- Admission Fee/SEM	100	100	100	100	100	100
3	Library Deposit (one time security deposit)	200	0	0	0	0	0
4	Library Fee	200	0	100	100	100	100
5	Session Charge	400	0	200	200	200	200
6	Building Fund	300	0	150	150	150	150
7	Students' Aid Fund	75	0	38	38	38	38
8	Examination Fee	75	0	38	38	38	38
9	Electricity Charges	150	0	75	75	75	75
10	Stationery Charges	150	0	75	75	75	75
11	Games and Sports Fee	150	0	75	75	75	75
12	Festival Charges	250	0	125	125	125	125
13	Students Union	200	0	100	100	100	100
14	Magazine Fee	100	0	50	50	50	50
15	NAAC Fee	100	0	50	50	50	50
16	Maintenance Fee	500	0	250	250	250	250
17	Canteen Fee	75	0	38	38	38	38
18	Students' Health Home	10	0	5	5	5	5
19	Identity Card/one time during 1st Admission	100	0	0	0	0	0
20	e-Maintenance Fee	300	0	150	150	150	150
21	CU Sports & Games Fee (One time)	60	0	0	0	0	0
22	CU Registration Fee (One time)	100	0	0	0	0	0
23	ENVS PROJECTS (One Time)	0	20	0	0	0	0
	TOTAL	4045	570	2069	2069	2069	2069

BA GENERAL FEES 2023-24

	HEADS	SEM-I	SEM-II	SEM-III	SEM-IV	SEM-V	SEM-VI
1	Tuition Fee (Six month)	300	300	300	300	300	300
2	Admission and Re- Admission Fee/SEM	100	100	100	100	100	100
3	Library Deposit (one time security deposit)	200	0	0	0	0	0
4	Library Fee	200	0	100	100	100	100
5	Session Charge	400	0	200	200	200	200
6	Building Fund	300	0	150	150	150	150
7	Students' Aid Fund	75	0	38	38	38	38
8	Examination Fee	75	0	38	38	38	38
9	Electricity Charges	150	0	75	75	75	75
10	Stationery Charges	150	0	75	75	75	75
11	Games and Sports Fee	150	0	75	75	75	75
12	Festival Charges	250	0	125	125	125	125
13	Students Union	200	0	100	100	100	100
14	Magazine Fee	100	0	50	50	50	50
15	NAAC Fee	100	0	50	50	50	50
16	Maintenance Fee	500	0	250	250	250	250
17	Canteen Fee	75	0	38	38	38	38
18	Students' Health Home	10	0	5	5	5	5
19	Identity Card/one time during 1st Admission	100	0	0	0	0	0
20	e-Maintenance Fee	300	0	150	150	150	150
21	CU Sports & Games Fee (One time)	60	0	0	0	0	0
23	CU Registration Fee (One time)	100	0	0	0	0	0
24	ENVS PROJECTS (One Time)	0	20	0	0	0	0
	TOTAL	**3895**	**420**	**1919**	**1919**	**1919**	**1919**

BSc HONOURS (GEOGRAPHY) FEES 2023-24

SL	DESCRIPTION OF HEADS	SEM-I	SEM-II	SEM-III	SEM-IV	SEM-V	SEM-VI
1	Tuition Fee (Six month)	660	660	660	660	660	660
2	Admission and Re- Admission Fee/SEM	100	100	100	100	100	100
3	Laboratory Deposit (one-time security deposit)	500	0	0	0	0	0
4	Laboratory Charges (Six months)	900	900	900	900	900	900
5	Library Deposit (one-time security deposit)	200	0	0	0	0	0
6	Library Fee	200	0	100	100	100	100
7	Session Charge	400	0	200	200	200	200
8	Building Fund	300	0	150	150	150	150
9	Students' Aid Fund	75	0	38	38	38	38
10	Examination Fee	75	0	38	38	38	38
11	Electricity Charges	150	0	75	75	75	75
12	Stationery Charges	150	0	75	75	75	75
13	Games and Sports Fee	150	0	75	75	75	75
14	Festival Charges	250	0	125	125	125	125

SL	DESCRIPTION OF HEADS	SEM-I	SEM-II	SEM-III	SEM-IV	SEM-V	SEM-VI
15	Students Union	200	0	100	100	100	100
16	Magazine Fee	100	0	50	50	50	50
17	NAAC Fee	100	0	50	50	50	50
18	Maintenance Fee	500	0	250	250	250	250
19	Canteen Fee	75	0	38	38	38	38
20	Students' Health Home	10	0	5	5	5	5
21	Identity Card/one time during 1st Admission	100	0	0	0	0	0
22	e-Maintenance Fee	300	0	150	150	150	150
23	CU Sports & Games Fee (One time)	60	0	0	0	0	0
24	CU Registration Fee (One time)	100	0	0	0	0	0
25	ENVS PROJECTS (One Time)	0	20	0	0	0	0
	TOTAL	5655	1680	3179	3179	3179	3179

BSc HONOURS (ECONOMICS) FEES 2023-24

SL	DESCRIPTION OF HEADS	SEM-I	SEM-II	SEM-III	SEM-IV	SEM-V	SEM-VI
1	Tuition Fee (Six month)	660	660	660	660	660	660
2	Admission and Re- Admission Fee/SEM	100	100	100	100	100	100
3	Laboratory Deposit (one-time/Optional)	0	0	0	0	0	0
4	Laboratory Charges (Six months/Optional)	0	0	0	0	0	0
5	Library Deposit (one-time security deposit)	200	0	0	0	0	0
6	Library Fee	200	0	100	100	100	100
7	Session Charge	400	0	200	200	200	200
8	Building Fund	300	0	150	150	150	150
9	Students' Aid Fund	75	0	38	38	38	38
10	Examination Fee	75	0	38	38	38	38
11	Electricity Charges	150	0	75	75	75	75
12	Stationery Charges	150	0	75	75	75	75
13	Games and Sports Fee	150	0	75	75	75	75
14	Festival Charges	250	0	125	125	125	125
15	Students Union	200	0	100	100	100	100
16	Magazine Fee	100	0	50	50	50	50
17	NAAC Fee	100	0	50	50	50	50
18	Maintenance Fee	500	0	250	250	250	250
19	Canteen Fee	75	0	38	38	38	38
20	Students' Health Home	10	0	5	5	5	5
21	Identity Card/one time during 1st Admission	100	0	0	0	0	0
22	e-Maintenance Fee	300	0	150	150	150	150
23	CU Sports & Games Fee (One time)	60	0	0	0	0	0
24	CU Registration Fee (One time)	100	0	0	0	0	0
25	ENVS PROJECTS (One Time)	0	20	0	0	0	0
	TOTAL	4255	780	2279	2279	2279	2279

BSc HONOURS (MATHEMATICS) FEES 2023-24

SL	DESCRIPTION OF HEADS	SEM-I	SEM-II	SEM-III	SEM-IV	SEM-V	SEM-VI
1	Tuition Fee (Six month)	660	660	660	660	660	660
2	Admission and Re- Admission Fee/SEM	100	100	100	100	100	100
3	Laboratory Deposit (one-time security deposit)	150	0	0	0	0	0
4	Laboratory Charges (Six months)	900	900	900	900	900	900
5	Library Deposit (one-time security deposit)	200	0	0	0	0	0
6	Library Fee	200	0	100	100	100	100
7	Session Charge	400	0	200	200	200	200
8	Building Fund	300	0	150	150	150	150
9	Students' Aid Fund	75	0	38	38	38	38
10	Examination Fee	75	0	38	38	38	38
11	Electricity Charges	150	0	75	75	75	75
12	Stationery Charges	150	0	75	75	75	75
13	Games and Sports Fee	150	0	75	75	75	75
14	Festival Charges	250	0	125	125	125	125
15	Students Union	200	0	100	100	100	100
16	Magazine Fee	100	0	50	50	50	50
17	NAAC Fee	100	0	50	50	50	50
18	Maintenance Fee	500	0	250	250	250	250
19	Canteen Fee	75	0	38	38	38	38
20	Students' Health Home	10	0	5	5	5	5
21	Identity Card/one time during 1st Admission	100	0	0	0	0	0
22	e-Maintenance Fee	300	0	150	150	150	150
23	CU Sports & Games Fee (One time)	60	0	0	0	0	0
24	CU Registration Fee (One time)	100	0	0	0	0	0
25	ENVS PROJECTS (One Time)	0	20	0	0	0	0
	TOTAL	5305	1680	3179	3179	3179	3179

BSc GENERAL (GEOGRAPHY) FEES 2023-24

SL	DESCRIPTION OF HEADS	SEM-I	SEM-II	SEM-III	SEM-IV	SEM-V	SEM-VI
1	Tuition Fee (Six month)	510	510	510	510	510	510
2	Admission and Re- Admission Fee/SEM	100	100	100	100	100	100
3	Laboratory Deposit (one-time security deposit)	300	0	0	0	0	0
4	Laboratory Charges (Six months)	600	600	600	600	600	600
5	Library Deposit (one-time security deposit)	200	0	0	0	0	0
6	Library Fee	200	0	100	100	100	100

SL	DESCRIPTION OF HEADS	SEM-I	SEM-II	SEM-III	SEM-IV	SEM-V	SEM-VI
7	Session Charge	400	0	200	200	200	200
8	Building Fund	300	0	150	150	150	150
9	Students' Aid Fund	75	0	38	38	38	38
10	Examination Fee	75	0	38	38	38	38
11	Electricity Charges	150	0	75	75	75	75
12	Stationery Charges	150	0	75	75	75	75
13	Games and Sports Fee	150	0	75	75	75	75
14	Festival Charges	250	0	125	125	125	125
15	Students Union	200	0	100	100	100	100
16	Magazine Fee	100	0	50	50	50	50
17	NAAC Fee	100	0	50	50	50	50
18	Maintenance Fee	500	0	250	250	250	250
19	Canteen Fee	75	0	38	38	38	38
20	Students' Health Home	10	0	5	5	5	5
21	Identity Card/one time during 1st Admission	100	0	0	0	0	0
22	e-Maintenance Fee	300	0	150	150	150	150
23	CU Sports & Games Fee (One time)	60	0	0	0	0	0
24	CU Registration Fee (One time)	100	0	0	0	0	0
25	ENVS PROJECTS (One Time)	0	20	0	0	0	0
	TOTAL	5005	1230	2729	2729	2729	2729

BSc GENERAL (PURE SCIENCE) FEES 2023-24

SL	DESCRIPTION OF HEADS	SEM-I	SEM-II	SEM-III	SEM-IV	SEM-V	SEM-VI
1	Tuition Fee (Six month)	510	510	510	510	510	510
2	Admission and Re- Admission Fee/SEM	100	100	100	100	100	100
3	Laboratory Deposit (one-time security deposit)	150	0	0	0	0	0
4	Laboratory Charges (Six months)	900	900	900	900	900	900
5	Library Deposit (one-time security deposit)	200	0	0	0	0	0
6	Library Fee	200	0	100	100	100	100
7	Session Charge	400	0	200	200	200	200
8	Building Fund	300	0	150	150	150	150
9	Students' Aid Fund	75	0	38	38	38	38
10	Examination Fee	75	0	38	38	38	38
11	Electricity Charges	150	0	75	75	75	75
12	Stationery Charges	150	0	75	75	75	75
13	Games and Sports Fee	150	0	75	75	75	75
14	Festival Charges	250	0	125	125	125	125
15	Students Union	200	0	100	100	100	100
16	Magazine Fee	100	0	50	50	50	50
17	NAAC Fee	100	0	50	50	50	50
18	Maintenance Fee	500	0	250	250	250	250

SL	DESCRIPTION OF HEADS	SEM-I	SEM-II	SEM-III	SEM-IV	SEM-V	SEM-VI
19	Canteen Fee	75	0	38	38	38	38
20	Students' Health Home	10	0	5	5	5	5
21	Identity Card/one time during 1st Admission	100	0	0	0	0	0
22	e-Maintenance Fee	300	0	150	150	150	150
23	CU Sports & Games Fee (One time)	60	0	0	0	0	0
24	CU Registration Fee (One time)	100	0	0	0	0	0
25	ENVS PROJECTS (One Time)	0	20	0	0	0	0
	TOTAL	5155	1530	3029	3029	3029	3029

B.COM (GENERAL) FEES 2023-24

SL	DESCRIPTION OF HEADS	SEM-I	SEM-II	SEM-III	SEM-IV	SEM-V	SEM-VI
1	Tuition Fee (Six month)	360	360	360	360	360	360
2	Admission and Re- Admission Fee/SEM	100	100	100	100	100	100
3	Laboratory Deposit (one-time security deposit)	0	0	150	0	0	0
4	Laboratory Charges (Six months)	0	0	900	0	0	900
5	Library Deposit (one-time security deposit)	200	0	0	0	0	0
6	Library Fee	200	0	100	100	100	100
7	Session Charge	400	0	200	200	200	200
8	Building Fund	300	0	150	150	150	150
9	Students' Aid Fund	75	0	38	38	38	38
10	Examination Fee	75	0	38	38	38	38
11	Electricity Charges	150	0	75	75	75	75
12	Stationery Charges	150	0	75	75	75	75
13	Games and Sports Fee	150	0	75	75	75	75
14	Festival Charges	250	0	125	125	125	125
15	Students Union	200	0	100	100	100	100
16	Magazine Fee	100	0	50	50	50	50
17	NAAC Fee	100	0	50	50	50	50
18	Maintenance Fee	500	0	250	250	250	250
19	Canteen Fee	75	0	38	38	38	38
20	Students' Health Home	10	0	5	5	5	5
21	Identity Card/one time during 1st Admission	100	0	0	0	0	0
22	e-Maintenance Fee	300	0	150	150	150	150
23	CU Sports & Games Fee (One time)	60	0	0	0	0	0
24	CU Registration Fee (One time)	100	0	0	0	0	0
25	ENVS PROJECTS (One Time)	0	20	0	0	0	0
	TOTAL	3955	480	3029	1979	1979	2879

B.COM (HONOURS) FEES 2023-24

SL	DESCRIPTION OF HEADS	SEM-I	SEM-II	SEM-III	SEM-IV	SEM-V	SEM-VI
1	Tuition Fee (Six month)	510	510	510	510	510	510
2	Admission and Re- Admission Fee/SEM	100	100	100	100	100	100
3	Laboratory Deposit (one-time security deposit)	0	0	150	0	0	0
4	Laboratory Charges (Six months)	0	0	900	0	0	900
5	Library Deposit (one-time security deposit)	200	0	0	0	0	0
6	Library Fee	200	0	100	100	100	100
7	Session Charge	400	0	200	200	200	200
8	Building Fund	300	0	150	150	150	150
9	Students' Aid Fund	75	0	38	38	38	38
10	Examination Fee	75	0	38	38	38	38
11	Electricity Charges	150	0	75	75	75	75
12	Stationery Charges	150	0	75	75	75	75
13	Games and Sports Fee	150	0	75	75	75	75
14	Festival Charges	250	0	125	125	125	125
15	Students Union	200	0	100	100	100	100
16	Magazine Fee	100	0	50	50	50	50
17	NAAC Fee	100	0	50	50	50	50
18	Maintenance Fee	500	0	250	250	250	250
19	Canteen Fee	75	0	38	38	38	38
20	Students' Health Home	10	0	5	5	5	5
21	Identity Card/one time during 1st Admission	100	0	0	0	0	0
22	e-Maintenance Fee	300	0	150	150	150	150
23	CU Sports & Games Fee (One time)	60	0	0	0	0	0
24	CU Registration Fee (One time)	100	0	0	0	0	0
25	ENVS PROJECTS (One Time)	0	20	0	0	0	0
	TOTAL	4105	630	3179	2129	2129	3029

Advice to students

1. Do not loiter or lounge at the corridors of the college.

2. Do not paste posters college campus.
3. Do not damage or deface college properties.
4. Do not smoke; chew tobacco, take drugs and spit within campus.
5. Do not indulge in ragging inside or outside the college campus.
6. Do not keep bicycles or two-wheelers in any place other than the one earmarked.

Offenders may be fined as determined by the authorities and other disciplinary measures may be inflicted upon. It is expected that students will put off lights and fans when the classes are over or they are outside classrooms.