

RABINDRASADAN GIRLS' COLLEGE

MAIN ROAD, KARIMGANJ, ASSAM – 788710



GOLDEN JUBILEE GATE

RABINDRASADAN GIRLS' COLLEGE

KARIMGANJ

RABINDRASADAN GIRLS' COLLEGE
KARIMGANJ
ESTD. 1962

ESTD. 1962

PROSPECTUS

SESSION

2022-23

Online Admission

Phone No. (03843) 262323, 260744
Email : rabindrasadancollege@gmail.com
Website: www.rabindrasadangirlscollege.in
www.facebook.com/Rabindrasadangirlscollege/
Twitter @rabindrasadan

**Affiliated to Assam University, Silchar,
Re-accredited by NAAC with Grade B**





From Principal's Desk....

Education, according to Dr. S. Radhakrishnan, is acquiring of knowledge beyond what is academic and professional. Education is the assimilation of values and ideas for character building and preparing to face life's challenges.

Education plays a key role in the overall development of the society. The role of education is definitely not limited to giving and grasping knowledge and theory. The true goal of education transcends much beyond just awarding degree and certificate to the students. The quest of education is knowledge, humanity, culture, wisdom and sharpness but it should be noted that knowledge is not given but earned and character is not granted but cultivated.

Rabindrasadan Girls' College is one of the leading women-colleges of Assam. Since its inception, the college has been catering to the educational needs of the girl students. With the passage of time many changes have occurred, but the college has retained its mission of imparting education amidst all hardship and hurdles.

The mission of this college is to bring about a Social, Economic, moral and value - based upliftment of the people of various parts of Assam and its neighbouring states, especially people of the districts of Karimganj. We get encouragement, looking at bright and successful careers of our thousands of students, which subsequently benefit the society.

Although, initial focus was on traditional subjects like English, Bengali, Political Science, Economics, Philosophy, Sanskrit, History in Arts stream but, today with the expansion of horizons of higher education, Rabindrasadan Girls' College has introduced many other courses that are of contemporary relevance to the stakeholders of the society. The subject computer science was introduced in 2009 in Higher Secondary level and subject Mass Communication was introduced in Arts stream in 2007. Commerce stream was introduced in the college in TDC level in 2010. In accord with the global trends in higher education the college is constantly striving to expand in infrastructural and curricular fronts within its limitations. The college has now a Girls' Hostel of capacity of over 150 along with a very friendly environment.

We firmly believe that Rabindrasadan Girls' College is more than just a place to learn. It gives you a chance to grow by equipping with everything you need to achieve excellence.

We firmly believe that the students of Rabindrasadan Girls' College will have a big future prospect under the able, caring guidance and leadership of the teachers of the institution.

Due to pandemic situation the normal academic functioning of the college has been deeply impacted with consequent changes in the scheduling of admission and examination process, mode of teaching and so on. Despite the situation our college has been striving incessantly to serve the students and society sincerely to the best of our abilities.

At the end we would like to acknowledge the services of those whose untiring efforts have helped the college to reach its present status of success and glory.

Dr. Ashok Kumar Das
Principal
R.S. Girls' College, Karimganj



About The College



Rabindrasadan Girls' College came into being in 1962 and the birth of this college significantly synchronized with the birth-centenary of the Nobel-laureate and great educationist Rabindra Nath Tagore. The College was established through the commendable efforts of its founding fathers, who were not only inspired by the lofty ideals of Tagore's concept of education but also visualized the necessity of establishing an exclusive Girls' College which would facilitate in imparting education to women in this far-flung region of our country. From a humble beginning, the college is now centrally located in the heart of the town with an ideal ambience and congenial environment to provide access of the girls to higher education. The college takes measures to ensure the

full integration of women in the total development process of our country, emphasizing women's role in nation building. Rabindrasadan is now a full-fledged college catering to the needs of higher education of women hailing from remote parts of the district as well as those coming from the neighbouring states.

This college could take its present shape due to the tireless efforts and noble vision of many philanthropists, academics and generous donors. The college humbly recognizes the immense debt it owes to them. The college endeavours to translate into practice the noble ideals that inspired the founding fathers.

At the outset, the college was affiliated to the Gauhati University and in 1994 was affiliated to the Assam University, Silchar. At present the college offers courses in Arts and Commerce in H.S. and Arts and Commerce Streams in Degree level.

The college wishes sincerely to provide a healthy environment in which the all-round development of students is possible and also strives to equip the students with essential skills and confidence to take on a world that is rapidly changing in every sphere. Finally the college hopes to instil the sense of responsibility in the students so that they become better citizens and responsible members of the society.

Welcome to new generation of students



RABINDRASADAN GIRLS' COLLEGE

COURSES OFFERED & NUMBER OF SEATS AVAILABLE

REGULAR COURSES	
COURSES	SEATS AVAILABLE
H S 1 st Yr (Arts)	200
H S 1 st Yr (Commerce)	120
TDC 1 st Sem (Arts) CBCS	300
TDC 1 st Sem (Com)CBCS	50

Honours courses are offered for following subjects in TDC B.A.

i) Bengali ii) English iii) Political Science iv) Philosophy v) Economics vi) History vii) Sanskrit viii) Mathematics.

The intake of students is limited to a minimum of 30 seats for each Honours subject.

The intake of students is limited to a maximum of 100 seats for each Pass subject.

Higher Secondary, 1st Year (Arts)COMBINATION OF SUBJECTS

A student can take the following subjects.

- English is compulsory subject.
- A student will have to opt for a MODERN INDIAN LANGUAGE (MIL) compulsory. However, only the subject Bengali is taught in the college. A student who opts for MIL subjects other than Bengali will have to take permission from the Assam Higher Secondary Education Council, Guwahati.

A student has to opt 3 (three) Elective Subjects from the following.

- Either, Economics or Education;
- Either, History or Mathematics;
- Either, Advance Bengali or Sanskrit;
- Either, Pol. Science or Statistics;
- Logic & Philosophy
- Computer science & Application; (self financed)

However, one more subject in addition to the three elective subjects may be opted as 4th subject that may replace any of the three subjects if a student secure better mark in the examination on it.



Higher Secondary, 1st Year (Commerce) (self financed)

COMBINATION OF SUBJECTS

A student can take the following subjects.

- English is compulsory subject.
- A student will have to opt for a MODERN INDIAN LANGUAGE (MIL) or ALTERNATIVE ENGLISH. However, only the subjects like Bengali and Alternative English are taught in the college. A student who opted for the MIL subjects other than Bengali will have to take permission from the Assam Higher Secondary Education Council, Guwahati.
- Accountancy
- Business Studies

A student has to opt 1 (one) Elective Subjects from the following.

- Commercial Mathematics and Statistics;
- Economics;
- Mathematics;
- Computer Science & Application

However, one more subject in addition to the three elective subjects may be opted as 4th subject that may replace any of the three subjects if a student secures undue mark in the examination on it.



TDC. (CBCS), Pass and Honours Course

Assam University, Silchar vide its notification no AUK-203/2/2004 dated 21st May 2018 has implemented Choice Based Credit System (CBCS) for undergraduate courses in its affiliated colleges from the academic session 2018-19. The detail of CBCS system is available in the University website. aus.ac.in. The students seeking admission in TDC (BA, B.Com) 1st Semester are asked to access the university website for information.

PROGRAMME OF STUDY UNDER CBCS:

The programme of study to be called as three-year Degree Course (TDC) under Choice Based Credit System (CBCS) and in short **TDC (CBCS)**, shall be a 6-semester programme of 3 (three) years' duration and, there shall be 2 (two) programmes under TDC (CBCS) namely, **TDC (CBCS) Honours** and **TDC (CBCS) General**.

Maximum duration for the completion of a TDC (CBCS) programme of study is **5 (five) years at a stretch from the date of admission** (i.e., 10 (ten) consecutive End Semester Examinations) as per the "Guidelines on Determination of a Uniform Span Period within which a Student may be allowed to Qualify for a Degree" published by UGC dated October 15, 2015. This criterion shall be strictly adhered to while determining the eligibility to appear in any ESE for Arrear Paper/s, and Betterment Examination.

ELIGIBILITY FOR ADMISSION:

Candidates for admission to the FIRST SEMESTER of TDC (CBCS) shall be required to have passed the Higher Secondary (+2) or its equivalent Examinations conducted by any recognized University / Board / Council, Which shall be treated as qualifying examination.

Provided that candidates for admission into the specific programme of study shall also possess such other qualifying conditions as may be prescribed by the University or concerned college.

ADMISSION AND REGISTRATION TO FIRST SEMESTER:

Admissions shall be conducted through online process only by logging on to the college Website: www.rabindrasadangirlscollege.in

A Candidate shall register himself / herself with Assam University during his / her admission to First Semester as a registered student of the University through **online process** and by paying requisite amount of Registration Fee.

Previously registered students of other Board / Council / Higher Educational Institution / University shall have to submit **Original Copy of Migration Certificate** while applying for registration under Assam University, Silchar except for those students who have passed the last examination from Assam Higher Secondary Educational Council, Guwahati, Assam.

In the TDC (CBCS) programme of study, a student **SHALL NOT BE ALLOWED TO CHANGE** either from TDC (CBCS) **Honours** to TDC (CBCS) General or vice-versa during any semester of the programme. However, Principal of a college with the recommendation of concerned HOD/s may allow a First semester student **once** for such change **before submission of Registration Forms to the University**. Change of course / subject may be allowed as per similar procedure within stipulated period as mentioned herein. Previous attendance shall be taken into consideration in such cases.



Colleges may design a form for the students to apply for such change, and the last date of submission of such form be announced by notification.

To drop Honours or to change course/subject after the stipulated period as mentioned above, a student may get re-admitted in First semester, subject to the availability of seats as per Rule 12 to continue with his/her studies in TDC (CBCS) programme of study.

RE-ADMISSION UNDER PREVIOUS REGISTRATION NUMBER:

A student once registered under Assam University for TDC (CBCS) programme of study, shall **NOT** be allowed to get admission with new Registration Number - however, the student may get admission in the First semester of TDC (CBCS) in the same college or in other colleges during scheduled time of admission observing all admission formalities (submission of form, payment of fees etc.), subject to the availability of seats / TDC (CBCS) programme of study and, such admission shall be considered **as re-admission under previous Registration Number of the University.**

For re-admitted students the maximum duration for the completion of the programme of study shall be the same as per Rule 10.3., i.e., **5 (five) years from the date of re-admission.**

Such re-admitted student shall forfeit previous marks under CCA and shall have to attend all classes (Theory/Tutorial/Practical) and appear Unit Tests/End semester Examinations as a regular student. There shall NOT be any provision for private or casual category under CBCS.

ADMISSION TO HIGHER SEMESTER AFTER END SEMESTER EXAMINATION:

Admission to immediate next higher semester (II / III / IV / V / VI semester) after each End Semester Examination (ESE) shall be mandatory for each and every student with or without "Arrear Paper/s".

A student who fails to get admission in any higher semester for any valid reason may get admission in immediate next similar semester (odd or even).

CREDIT UNDER CBCS:

The Assam University shall follow the following UGC Guidelines to adopt relation of credit to Lecture-Tutorial-Practical (L-T-P):

1 (one) Lecture (L) = 1 (one) hour duration per week = 1 (one) Credit

1 (one) Tutorial (T) = 1 (one) hour duration per week = 1 (one) Credit

1 (one) Practical (P) = 2 (two) hour duration per week = 1 (one) Credit

CREDIT REQUIREMENTS:

Minimum credit requirement to complete the **TDC (CBCS) Honours Programme** shall be **148** and that under the **TDC (CBCS) General Programme** shall be **132**.



ATTENDANCE:

Each student shall have to attend a minimum of 75% Lectures / Tutorials / Practical classes in each paper of all the courses as per the recommended Course Structure of the concerned programme of study.

TDC Semester Honours							
1 st Sem	HCC	Compulsory subject	Skill (SEC)	DSE	GEC	Total marks	Credit
	Core 1 – 100 Marks Core 2 – 100 Marks	AECC - 1 – 50 Marks			GE 1- 100marks	350	22
2 nd Sem	HCC	Compulsory subject	Skill (SEC)	DSE	GEC	Total marks	Credit
	Core 3 – 100 Marks Core 4 – 100 Marks	AECC – 2 – 50 Marks			GE 2- 100marks	350	22
3 rd Sem	HCC	Compulsory subject	Skill (SEC)	DSE	GEC	Total marks	Credit
	Core – 5 – 100 Marks Core 6 – 100 Marks Core 7 – 100 Marks		SEC 1 – 50 Marks		GE 3- 100marks	450	28
4 th Sem	HCC	Compulsory subject	Skill (SEC)	DSE	GEC	Total marks	Credit
	Core 8 – 100 Marks Core 9 – 100 Marks Core 10 – 100 Marks		SEC 2 – 50 Marks		GE 4- 100marks	450	28
5 th Sem	HCC	Compulsory subject	Skill (SEC)	DSE	GEC	Total marks	Credit
	Core 11 – 100 Marks Core 12 – 100 Marks			DSE 1 - 100 Marks DSE 2 - 100 Marks		400 marks	24
6 th Sem	HCC	Compulsory subject	Skill (SEC)	DSE	GEC	Total marks	Credit
	Core 13 – 100 Marks Core 14 – 100 Marks			DSE 3 - 100 Marks DSE 4 - 100 Marks		400 marks	24
Credits	14 x 6 = 84	2 x 4 = 8	2 x 4 = 8	4 x 6 = 24	4 x 6 = 24		148
Marks	14 x 100 = 1400	2 x 50 = 100	2 x 50 = 100	4 x 100 = 400	4 x 100 = 400	2400	

HCC – (Core Course – Honours Subjects) – English, Bengali, Political Science, Economics, Philosophy, History, Sanskrit, Mathematics
 AECC-1- (Ability Enhancement compulsory Course) English Communicative / MIL Communication) – For B.Com (Business Communication)
 AECC- 2 - (Ability Enhancement compulsory Course) Environmental Studies
 SEC – (Skill Enhancement Courses) From the subjects available in our college.
 DSE – (Discipline Specific Elective)

TDC Semester Pass							
1 st Sem	DSC	Compulsory subject	Skill (SEC)	DSE	GE	Total marks	Credit
	DSC1- I – 100 Marks DSC2 – I – 100 Marks	AECC - 1 – 50 Marks ENGL – 100 Marks				350	22
2 nd Sem	DSC	Compulsory subject	Skill (SEC)	DSE	GE	Total marks	Credit
	DSC1 –II- 100 Marks DSC2 –II- 100 Marks	AECC – 2 – 50 Marks ENGL – 100 Marks				350	22
3 rd Sem	DSC	Compulsory subject	Skill (SEC)	DSE	GE	Total marks	Credit
	DSC1-III- 100 Marks DSC2-III- 100 Marks	MIL / Alt. English 100 Marks	SEC 1 – I – 50 Marks			350	22
4 th Sem	DSC	Compulsory subject	Skill (SEC)	DSE	GE	Total marks	Credit
	DSC1-IV -100 Marks DSC2 – IV- 100 Marks	MIL / Alt. English 100 Marks	SEC 1 – II - 50 Marks			350	22
5 th Sem	DSC	Compulsory subject	Skill (SEC)	DSE	GE	Total marks	Credit
			SEC 2 – III - 50 Marks	DSE 1 – I- 100 Marks DSE 2 - I – 100Marks	GE – I – 100 Marks	350 marks	22
6 th Sem	DSC	Compulsory subject	Skill (SEC)	DSE	GE	Total marks	Credit
			SEC 2 – IV - 50 Marks	DSE 1 – II- 100 Marks DSE 2 - II – 100 Marks	GE – II – 100 Marks	350 marks	22
Credits	8 x 6 = 48	2 x 4 = 8 4 x 6 = 24	4 x 4 = 8	4 x 6 = 24	2 x 6 = 12		132
Marks	8 x 100 = 800	2 x 50 = 100 4 x 100 = 400	4 x 50 = 200	4 x 100 = 400	2 x 100 = 200	2100	

DSC - Discipline Specific Core
 AECC-1- (Ability Enhancement compulsory Course) English Communicative / MIL Communication) – For B.Com (Business Communication)
 AECC- 2 - (Ability Enhancement compulsory Course) Environmental Studies
 SEC – (Skill Enhancement Courses) From the subjects available in our college.
 DSE – (Discipline Specific Elective)
 GEC – (Generic Elective Course)



For Example (Pass Student) 1st Semester

DSC 1 – Say History	From the given combination of subjects offered by the respective colleges.	6 Credit
DSC 2 – Say Political Science	From the given combination of subjects offered by the respective colleges.	6 Credit
ENGL	Compulsory	6 Credits
English Communicative / MIL Communication	AECC - 1	4 Credits

For Example (Pass Student) 2nd Semester

DSC 1 – Say History	From the given combination of subjects offered by the respective colleges.	6 Credit
DSC 2 – Say Political Science	From the given combination of subjects offered by the respective colleges.	6 Credit
ENGL	Compulsory	6 Credits
Environment Studies	AECC - 2	4 Credits

COURSE STRUCTURE

B.Com.

Degree to be awarded: **B. Com.**

SEM	Course type	Course No.	Paper Code: Title of the paper	CREDIT	Full Marks
FIRST SEMESTER	AECC	AECC-1	AECC1-101: Business Communication	4	50
	Language	L - I	ENGL-101: General English: Essays, Short Stories, Grammar & Composition	6	100
	DSC	DSC - I	BCP-DSC-101: Financial Accounting	5	70
		DSC - I LAB	BCP-DSC-101: Practical on Financial Accounting	1	30
		DSC - II	BCP-DSC-101: Business Organisation & Mngt.	6	100
First semester TOTAL =				22	350
SECOND SEMESTER	AECC	AECC-2	AECC2-201: Environmental Studies	4	50
	Language	L - II	ENGL-201: General English: Poetry, Short Stories and Essays	6	100
	DSC	DSC - III	BCP-DSC-201: Business Law	5	100
		DSC - IV	BCP-DSC-201: Business Mathematics and Stats.	5	100
Second semester TOTAL =				22	350
THIRD SEMESTER	Language	L - III	HINL-301/MILL-301/ALTE-301 (Title as per syllabus)	6	100
	DSC	DSC - V	BCP-DSC-301: Company Law	5	100
		DSC - VI	BCP-DSC-302: Income Tax Law and Practice	5	70
		DSC - VI LAB	BCP-DSC-303: Practical on IT Tax Law & Practice	1	30
	SEC	SEC - I	BCP-SEC-301: E-Commerce	3	35
		SEC - I LAB	BCP-SEC-302: Practical on E-Commerce	1	15
Third semester total =				22	350
FOURTH SEMESTER	Language	L - IV	HINL-401/MILL-401/ALTE-401	6	100
	DSC	DSC - VII	BCP-DSC-401: Corporate Accounting	6	100
		DSC - VIII	BCP-DSC-402: Cost Accounting	6	100
	SEC	SEC - II	BCP-SEC-401: Entrepreneurship	4	50
Fourth semester TOTAL =				22	350
FIFTH SEMESTER	DSE	DSE - I	BCP-DSE-501: Any one of the following a. Human Resource Management b. Principles of Marketing c. Auditing & Corporate Governance	6	100
		DSE - II	BCP-DSE-502: Any one of the following a. Fundamentals of Financial Management b. Indirect Tax Law	5	100
	SEC	SEC - III	BCP-SEC-501: Computer Applications in Business	2	35
		SEC - II LAB	BCP-SEC-502: Practical on CAB	2	15
	GE	GE - I	BCP-GE-501: Principles of Micro Economics	6	100
	Fifth semester TOTAL =				22
SIXTH SEMESTER	DSE	DSE - III	BCP-DSE-601: Any one of the following a. Corporate Tax Planning b. Banking and Insurance c. Management Accounting	5	100
		DSE - IV	BCP-DSE-602: Any one of the following a. International Business b. Office Management & Secretariat Practice c. Fundamentals of Investment d. Consumer Protection	6	100
	SEC	SEC - IV	BCP-SEC-601: Personal Selling and Salesmanship	4	50
	GE	GE - II	BCP-GE-601: Indian Economy	6	100
	Sixth semester TOTAL =				22
B. Com.: GRAND TOTAL =				122	2100
Total number of papers = Theory 24 + Practical 4					



COMBINATION OF SUBJECTS

- Keeping the limited infrastructure of the College in mind, the following combination of subjects are allowed for admission into TDC(CBCS) 1st sem classes in Arts Stream.

GROUP-A

Pol Science
Economics
Education
Maths/History
Mass Com (self financed)
Sanskrit

GROUP-B

Philosophy
History/Maths
Economics
Education
Mass Com (self financed)
Sanskrit

GROUP-C

Elective Bengali
Economics
Mass Com (self financed)
Maths/History
Education

Compulsory Computer Literary Programme for H.S. 1st Year

SYLLABUS

1. Introduction to Computer System

- Basic Computer concept
- Computer Organisation
- Windows OS

2. Microsoft Office

- MS Word
- MS Excel
- MS Power Point

3. Internet and its Usage

4. Basic Networking Concept

Rs.300/- will have to be paid by H.S. 1st Year Students for Computer Application Certificate Course (Compulsory Computer Literary programme) at the time of admission.

Routine

Routine will be kept ready for consultation and copying by students in the college-library after admission. Moreover, interested students can also get a copy of the routine from the College Website.

Date of Admission & Commencement of Classes

Dates of admission and commencement of classes for the session 2022-23 shall be announced through Notice Board of the college & The College Website. Students are to keep constant watch over the college Notice Board and the college website for up to date information.

Issue of form for admission to

H.S. 1st year: Depending on the declaration of results by SEBA

H.S. 2nd year: Depending on the declaration of results of H.S. 1st year by the college.

TDC 2nd & 3rd years: Provisional admission is to be taken within 7 days after the end of the examination and the final admission will be held after the announcement of the result.



Fees for self financed courses

1. The students who would be taking Mass Communication as one of the subjects in BA, TDC classes have to pay Rs.4000/- per year.
2. The students who would be taking Computer Science as one of the subjects in HS 1st have to pay Rs.2000/- per year.
3. The students who would be taking Commerce as their stream, have to pay Rs. 1000/- per year for HS and Rs. 1500/- for B.Com per year.

As per Govt. letter No. PC/HE/Misc/42/2020/235 Dated 29-06-2022, fee waiver scheme will be continued for the academic session 2022/23 for the students to be admitted in H.S./U.G.(B.A./B.Sc/B.Com) and P.G. (M.A./M.Sc/M.Com) course for the year 2022-23 in the line of terms and conditions laid in the last year O.M./Notification mentioned under reference.

Ref:- 1. Govt. O.M. No. AHE354/2021/8 dated 06-09-2021

2. Govt. Corrigendum No. AHE.354/2021/9 dated 10-09-2021

3. Govt. Notification No. AHE.354/2021/11 dated 13-09-2021

Students opted for the above subjects/stream have to deposit the fees either in cash in college office or may deposit the amount in the college bank account within dates to be notified later on.

Account Name: R S Girls College General Fund
Branch : SBI, Main Branch, IFSC Code : SBIN0000109
Account No: 35509344059,

NB: In case of Bank deposit the candidate must submit their bank payment slip within dates to be notified later on.

Academic Calendar

Academic Calendar will be kept ready for consultation in the college-library after admission. Moreover, interested students can also get a copy of the Academic Calendar from the College Website.

RULES & DISCIPLINE

Admission

1. Merit is a prime criterion for admission into all courses.
2. Certain percentages of seats are reserved for different categories as per government rules.
3. Few seats are also reserved for sports persons and social workers recognized by the governments.
4. However, admission fee is relaxed to a students except self financed course/stream as per government norms/rules.
5. For both Honours and pass, 1st Semester, the prescribed regulation provided by "Assam University TDC CBCS Regulations 2018" will be followed.

Class

Regarding, H.S. and TDC Classes for this academic session, students are advised to access the college website and college facebook account regularly.

Examinations

1. **For T.D.C,** (as per Assam University's directives) each student will have to sit in two Unit Test Examinations (20 marks in each subject) in each semester and must have to secure at least 8 (eight) marks in each subject in the Unit Test for qualifying herself for filling up of final examination form. Every Semester (Final) Examination is conducted by the University.
2. **For H.S,** each student will have to sit in two Unit Test Examinations (20 marks in each subject) in each year and one separate final examination of 500/600 (with 4th subject) marks (with practical papers, if any) at the end of each year. First Year Final Examination is conducted by the college as per Council's Guide Line and the Second Year Final Examination is conducted by Assam Higher Secondary Education Council.



Distribution of Marks & Number of Class Lectures

1. Distribution of Marks and number of lectures to be delivered in particular topic are designed in accordance with the Syllabi of the University/Council

Attendance

1. As per AHSEC & Assam University Rules, students' attendance to classes is strictly maintained.
2. For T.D.C, a student must have a minimum of 75% attendance of lectures delivered in each subject separately for appearing the University Examinations. However, a minimum of 60% of attendance may be considered with prior permission from the University.
3. For, H.S, a student must have a minimum of 75% attendance of lectures delivered in each subject separately for attaining eligibility to appear in the Council's Examinations as Collegiate. However, a minimum of 60% of lectures delivered in each subject separately for attaining eligibility to appear in the Council's Examinations as Non-Collegiate.

Discipline

1. **College Uniform:** Students should come to the college with Uniform (Pink color of Salwar-Kameez half-sleeved and Dopatta, churidar panjabi). Any student who comes without Uniform will not be allowed to sit in the class.
2. Use of mobile/cellphone within the campus is strictly prohibited for students.
3. Students who repeatedly make noise in the class room may be expelled from the class for the day. If such students continue to do so in the coming days, necessary step may be taken against her by the disciplinary committee.
4. Students who behave unruly in the campus will be reported to the disciplinary committee for necessary action.
5. Any student who practices unfair means in the examination will be strictly dealt with as per the University/Council Rules.
6. Any student who breaks the law of the land within the campus will have to be booked their cases as per laws.

Prohibition of Ragging

Ragging is strictly prohibited. As per prohibition of Ragging Act/Ordinance, the details of punishments for ragging have been cited below.

1. Cancellation of admission; Suspension from attending classes; Withholding, withdrawing scholarship/fellowship and other benefits; Debarring from appearing examinations; Withhold result; Debarring from representing the institution; Fine up to Rs. 25,000/-; Rigorous imprisonment up to 3 yrs.
2. However, the appropriate authority of the college can award all the above punishments except the last punishment, which can be awarded only by the court of law.



Hostel's Rules

1. The college authority appointed a Superintendent for hostel. The superintendent would look after the affairs of Hostel in consultation with the Principal.
2. The boarders are kept under the care of two Prefects, either nominated by the hostel committee or elected by the boarders from among themselves. Prefects are responsible to take care of the boarders as well as ventilate the problems to the hostel committee.
3. Once a student is allotted hostel accommodation, she will have to abide by the rules and regulations of the Hostel framed by the committee and violation of which will lead to expulsion from the Hostel.
4. Any student who is expelled from the college or debarred from appearing the examination would instantly lead to the expulsion from the Hostel and her caution money will not be refunded.
5. Boarders are not allowed to disturb each other in the hostel. Making of unruly noise, shouting, mocking to others is strictly prohibited.
6. No one should infringe the rights/liberties of other(s) in the enjoyment of one's own rights/liberties.
7. No boarder will be allowed to go home or out of the hostel for the night(s) without prior permission from the competent authority. For the safety and security of girl students, none is allowed to go out/come in alone, unless she is accompanied by her guardian.
8. No boarder is allowed to go out of the hostel or come in, after dusk without prior permission.
9. If anybody caused damages to any property of the college/hostel, the cost of such damage(s) will be borne/compensated by the accused. Further action may be taken by the concerned committee, if necessary.
10. A boarder has to clear monthly mess dues in time and failing which may lead to debar from dining hostel mess.
11. None of the hostel boarder is allowed to have separate messing in her room.
12. No outsider/guest/guardian of the students will be allowed for night hold/stay in the Hostel or join the hostel meal without prior permission.
13. Use of Electronic Iron/Heater/Oven is strictly prohibited.
14. Guardians can meet the boarder(s) with due permission from the authority.
15. It is the duty of the Prefects to inform the Hostel Committee of any hostel-related issues. Accordingly, the Hostel Committee must either settle or forward such cases to higher authority, if necessary.

Keep your Hostel clean.

"Cleanliness is next to godliness".



Facilities

The College has a Girls' Hostel within the campus with the capacity of more than 150 boarders. The 'Hostel Committee' takes the responsibility of its overall management. One Hostel Superintendent is appointed by the college authority who look after the affairs of the hostel in consultation with the Principal.

The boarders are kept under the care of two Prefects, either nominated by the hostel committee or elected by the boarders from among themselves. The Prefects take care of the boarders. The provision of 'Guardian-student waiting Room' is arranged in the Hostel for the convenience of the guardians/parents to meet their children. The Hostel has a Recreation Hall for the students refresh/enjoy their leisure time. The boarders dine in a common mess. Menu of the mess is chosen according to the wish of the boarders as recommended by the committee.



The college has a well-equipped Air Conditioned digitized library with more than 19,500 textbooks and reference books. Besides books there are information resources in the form of journals, magazines, question papers, newspapers, syllabus, maps etc. Open access is provided to the students so that they can select the books required by them. A special collection of books under book bank and remedial courses are provided to the (SC/ST) and minority students. The library has facilities of books issue/return, internet browsing, printing, Xerox facility, reading corners for the teachers and students of this college.

For the better access of the library resources by the students, the database creation of books using library automaton software SOUL 2.0 is going on and up to 30/07/2021, data entry and barcode of more than 7000 books have been completed. Under the NList programme, (INFLIBNET an Autonomous Inter-University Centre of UGC) full text of more than 5000 E-books and E-journals are provided to all the teaching / non-teaching staff and enrolled students of this College. Library has a regular subscription of 9 print journals and provides the back volumes of 15 journals. Library subscribes 4 newspapers namely Dainik Jugasankha, Anandabazar patrika, Times of India and The Assam Tribune.

For the online academic support during the pandemic period, library whatsapp group was created with the students and HOD's and accordingly on request, the students are provided scanned copies of books, chapters, syllabus and photos of question papers.

Students will have to pay fine for any damage or loss of books and also for delay in returning the books. Students will have to return the books that they have borrowed and get library clearance before filling up of final examination form.



Hostel's Admission Procedure

1. The students opted for hostel may submit their willingness in the online admission portal and upload their documents as per requirement.
2. Seats are allotted on merit cum distance basis.
3. However, certain seats are reserved for SC, ST and OBC as per government norms/rules. Limited seats are also kept reserved by the college for Science, Commerce, BCA, Mass-Com and sport persons and social workers recognized by the governments.
4. A student who is once allotted for hostel accommodation will have to abide by Hostel Rules and violation of which will lead to expulsion.
5. Seat rent for one year will have to be paid at the time of hostel admission and in no way, it is refundable if once paid. Caution money so collected from each boarder will be refunded at the time of her leaving the Hostel.

Scholarship (3 type of scholarship)

1. Scholarship Sponsored by Governments. Different kinds of scholarship are provided to eligible students belonging to ST & SC; OBC, Minority and Meritorious Students.
2. Scholarship Sponsored by the College: Scholarship is provided (from College Poor Fund) to students hailing from downtrodden/backward families.
3. Scholarship Sponsored by the well-wishers: Sri. Manuj Jain in memory of his departed father Lt. Sampat Lal Jain, Proprietor of Jain Brothers Enterprise, Station Road, Karimganj, sponsors scholarship to students. Lions Club of Karimganj Unit sponsors Rs. 5000/- to a poor meritorious student of Degree 1st Year Class. The same student will continue to receive each year provided she continue to secure at least 60% marks in each previous examination.

Awards/Prizes Sponsored by Well-wishers

1. Shaktipada Das Memorial Award: This award is given to a student who obtained highest mark in Economics (Hons), with the average marks of at least 55% in B.A Final Year Examination is awarded.
2. Late Samir Kumar Dey Memorial Fund: A scholarship is awarded every year, out of the annual interest accrued from this fund to the best student of English Honours securing highest aggregate marks in B.A in all Six Semesters.
3. Late Dr. Sujit Choudhury Memorial Merit Scholarship: A scholarship is awarded every year, in the name of Lt. Dr. Sujit Choudhury Memorial Merit Scholarship, out of the annual interest accrued from fixed deposit to the highest scorer of marks in H.S and B.A Final examinations respectively.
4. Kamini-Swarnamoyee Memorial Award: The student obtaining highest marks in Bengali (Hons.) in B.A Final Examination is awarded in cash out of the interest accrued from this fund.
5. Bhura Endowment Lecture and Indranath Dutta Trust Fund: The bank interest accrued from this fund is utilized periodically in organizing lecture on Tagore by eminent scholars.



STUDENTS' WELFARE/POOR FUND

The college maintains students' welfare fund to provide financial help to the poor and deserving students, subject to the availability of funds.

RECREATION CENTRE

The college provides Recreation Centre for both students and teaching & non-teaching staff. The centre is maintained by Recreation Committee. Students are especially advised to utilise the same for mental and physical fitness during their leisure time or off period.

COLLEGE CANTEEN

There is one well & fine college canteen within the Campus. There is a Committee to censor the quality and prices of the items. Canteen is given out on lease as the leasees are to abide by the rules framed by the committee from time to time. Different kinds of food item are available with reasonable/cheap rate.

GYM CENTRE

The college provides a gymnasium centre in the college meant for interested students. Student used to take physical exercises during off period and after their normal classes. It is kept open for student during office hours.

STUDENTS' TRAVEL CONCESSION

Railway Concession Form is provided to students through the concerned department, for the purchase of journey ticket with low cost for the purpose of going and coming from home during vacations

STUDENTS' COMMON ROOM

For the convenience of the students, the college has provided a Students' Common Room. The students make use of this room for rehearsal, meeting, certain indoor games, self-refresh, relax and etc.

SMART CLASS ROOM (Air Conditioned)

The college has one air conditioned smart class room. Sound system (Audio-visual system) is installed in all big rooms. Class rooms are designed with eco-friendly to the environment. However, a smart class room is equipped with digitalized projector, computer and audio-visual system.

DRINKING WATER FACILITY

The college provided drinking water facility to the stake holders of this college all-round the clock. Ultra violet purifiers are installed in the office, Principal chamber, teachers' common room, students' common room, library, canteen and etc.

UNINTERRUPTED POWER SUPPLY

The college is fully electrified. However, for precautionary measure, the college owned a KiloKer Power Generator of 20 KV. Thus, uninterrupted power supply is provided to all class & office rooms and hostel of the college all-round the clock

COLLEGE MOBILE APP

The college has its own mobile app(Google Playstore). The app allows the easy interface for students to access information, interact with faculty and other students.



CCTV SURVEILLANCE

College has installed CCTV for the safety and security of all the staffs, students and visitors of this college. The entire campus is under the coverage of CCTV surveillance.

STUDENTS CAREER COUNSELLING

Students are motivated in such a way that they get jobs during and after their studies. Job awareness programs are organized in collaboration with many agencies of both governments and private organizations. As a result, most of the student got engagement during and after studies.

BASIC MENTAL HEALTH CONSELLING

Basic mental health conselling is provided to the students under District Mental Health Programme (DMHP), Govt. of Assam to overcome their anxiety, stress, fear, trauma and other phychological problems. A well furnished counselling room is available at the college to facilitate smooth counseling of the students.





OFFICE INTRODUCTION

ADMINISTRATIVE STAFF

Principal : Dr. Ashok Kr. Das, MSc. M.Phil, Ph.D.

Office Staff

1. Sri Subrata Kumar Dey, UDA
2. Sri Abinash Ch. Das, LDA
3. Vacant, LDA
4. Sri K.P. Das, Office Bearer
5. Sri C.K. Sharma, Office Bearer
6. Sri D. Chakraborty, Lab. Bearer
7. Smt. D.R. Das, Lady Attendant
8. Joydeep Malakar (Contingency Staff)
9. Pranab Jyoti Paul (Contingency Staff)
10. Bibhas Suklabaidya (Contingency Staff)
11. Sri D. Chetri, Night Guard
12. Sri S.B. Chetri, Day Guard

ACADEMIC STAFF

Department of Bengali

1. Dr. Tanushree Ghosh, M.A., M.Phil., Ph.D. (HOD)
2. Dr. Supendra Nath Roy, M.A., Ph.D.
3. Vacant
4. Vacant



Department of English

1. Sri Kishalay Chakraborti, M.A. (HOD)
2. Sri Sanjoy Kumar. Seal, M.A., M.Phil., LLB.
3. Dr. Kailash Sarma, M.A.(Eng), M.A.(Ling), PGDTE, M.Phil., Ph.D.
4. Smt. Sresta Kar, M.A.
5. Vacant

Department of Economics

1. Dr. (Mrs) Shilpi Deb, M.A., Ph.D., (HOD)
2. Dr. Samar Chandra Deb, M.A., Ph.D., LL.B.
3. Smt. Baby Sonowal Hazarika, M.A., M.Phil
4. Dr. Dipon Ghosh, M.A., Ph.D.

Department of History

1. Sri Devasish Datta Chowdhury, M.A., Master of Counter-Terrorism Studies
2. Dr. Rajdeep Chanda, M.A., Ph.D. (HOD)
3. Dr. Nilanjan De, M.A. M.Phil., Ph.D., B.Ed.
4. Dr. (Mrs) Memchaton Singha, M.A., M.Phil., Ph.D.

Department of Mathematics

1. Dr.Dipankar Das Choudhury, M.Sc., Ph.D. (HOD)
2. Vacant

Department of Philosophy

1. Dr.Shanjendu Nath, M.A., M.Phil., Ph.D.
2. Sri Arup Kumar Nath, M.A., M.Phil.
3. Dr.Sudhir Chakraborty, M.A., Ph.D. (HOD)
4. Vacant

Department of Political Science

1. Smti. Asmat Sultana, M.A. (HOD)
2. Sri L. Hmar, M.A., M. Phil. , IQAC Coordinator.
3. Sri Debajyoti Das Purkayastha, M.A.
4. Dr. Tapasi Sinha, M.A., M.Phil., Ph.D.

Department of Sanskrit

1. Dr.(Mrs.) Saradamani Das, M.A., M.Phil., Ph.D. (HOD)
2. Vacant
3. Vacant
4. Vacant



Department of Education

1. Smt. Srabani Das, MA., M.Phil. (HOD)

Department of Mass-Communication

1. Hussain MD Bajlun Noor, MA., MMC., M Phil (HOD)

Department of Statistics

1. Vacant

Department of Computer Science

1. Vacant

Department of Commerce

1. Aparup Kr. Das, M Com. (HOD)
2. Krishnendu Malakar, M Com. (NET)
3. Vacant
4. Vacant

Library Staff

1. Dr. Sangita Das Talukdar, M.L.I..Sc., DOEACC 'O' (Librarian), Ph.D.
2. Sri Shushavan Das (Library Asstt.)
3. Sri Dhan Bahadur Chetri (Library Bearer)



Students' Activities

STUDENTS' UNION

The "Rabindrasadan Girls' College Students' Union" is the "general body" of the students. Its membership is compulsory for every student admitted to the college. The office bearers of the Union are elected annually through the method as directed by Honorable Supreme Court of India. The Students' Union fosters and promotes sense of leadership, fraternity, mutual understanding and responsibility of administration in the line of Indian polity among the students.

ANNUAL FESTIVAL/COLLEGE WEEK/FRESHER'S WELCOME

The Students' Union organizes games and sports and cultural program during the 'College Week' (Annual Festival) every year, which is being organized between the last part of December and first part of January annually. Apart from this, Fresher's Welcome Program is also organized in the beginning of the academic session every year. In which the students participate and perform in sports as well as cultural activities respectively.

GAMES & SPORTS

The Students develop their mental and physical fitness by involving themselves in games and sports activities. Games like football, volleyball, cricket, badminton, table tennis, carom, chess, etc. are available in the College. Apart from their usual practise, the students used to participate in the competition conducted by different organizations where the students used to bag prizes with certificates of appreciation.



In view of the necessity of games and sports the college provides with facilities to students, teaching and non teaching staff of the college. There is a committee for the management known as 'Games and Sports Committee'.

One teacher is appointed as Convenor of the Committee and it is the committee which monitors the entire system.

The students are encouraged to involve in Sports activities because it is felt necessary to make friendship amongst them as Sports becomes one of the best means for diplomatic relationship in the world. The students used to practice various games all the time in their off period. The college as well as students Union organises intra-college level competition periodically besides the annual games and sports held during annual festival college week.

N.S.S



Viewing the necessity of students' valuable role in community services to build up the nation, National Service Scheme (N.S.S) has been established in this college. Now, more than 100 volunteers have been all the time enrolled in it are drawn from interested and dedicated students every year. The N.S.S Unit has been operating under its affiliated Assam University.

NSS Unit of R. S. Girls' College has been functioning through the committee. At present L. Hmar is the Programming Officer (P.O) of the Unit. The N.S.S Unit of this college contributed lots by organising as well as participating in health awareness camp; blood donation camps; disaster management programs; awareness on sustenance developments; education awareness programmes; awareness on child education; anti-drugs campaign; anti-corruption and so on. The advisory board to steering it is constituted as per guidelines.

Apart from the above, NSS regularly observe national and international important days.





JUNIOR RED CROSS

With the necessity to provide special health care to girl-students, Junior Red-Cross Unit has been constituted in this college under the guidance and permission from Red Cross Hospital, Karimganj. It engages emergency Doctor to give first-aids treatment in the college with free of cost to students and co-stake holders. Interested students are inducted to be the members. First Aids Training Program is imparted to the students by Indian Red Cross Society, Karimganj. After going through a training program, students are involved in the various awareness activities and render their valuable and voluntary services at the time of natural calamities, etc.

RED RIBBON CLUB

Red Ribbon Club is constituted to impart Aids awareness among the youths (students). The committee is formed in this college which takes all initiatives in implementing of its policy for which it is constituted.





RABINDRASADAN GIRLS' COLLEGE





























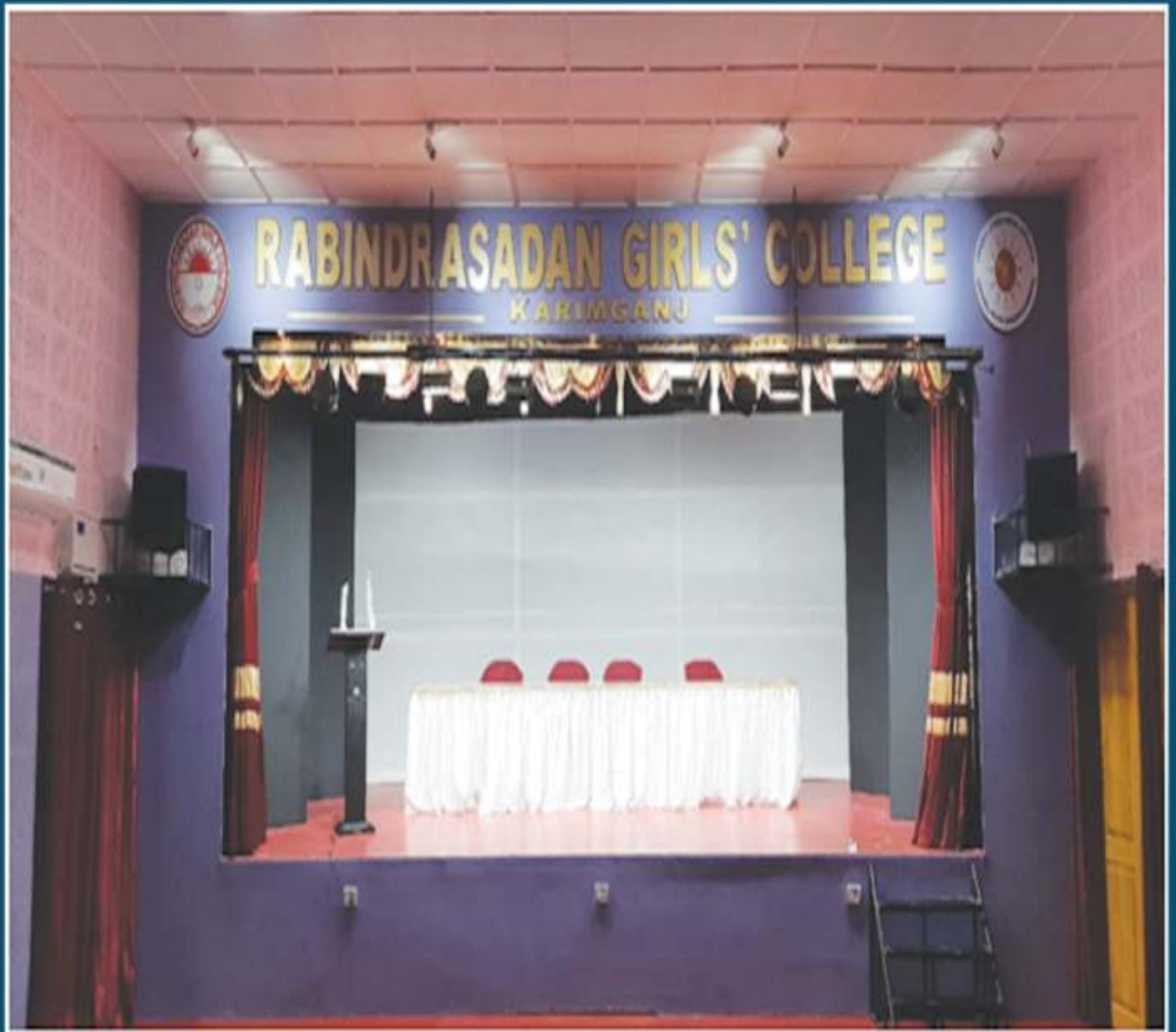












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RABINDRASADAN GIRLS' COLLEGE