

# PROSPECTUS

## 2015-16



# DISPUR COLLEGE

Ganeshguri, Guwahati-781006

E-mail-mail@dispurcollege.org  
principal@dispurcollege.org  
Phone/FAX: 0361-2340530

Free Admission to all the Rank / Position holders,  
Star Marks & Distinction in SEBA / AHSEC

**Medium of Instruction:**  
Assamese and English

**College Hours : 9.00 AM to 4.00 PM**





### **Our Vision:**

To Attain and ensure quality enhancement in higher education to produce qualitative, productive and expert human capital for an excellent economic and social life of the state in particular and nation as a whole.

### **Our Mission:**

We are committed to the upliftment of the economically disadvantaged section of society through dissemination of learning and the uniform expansion of their mental, physical and moral aspects thereby generating for society an effective workforce.

With this commitment, we aim chiefly:

- ❖ To impart quality education not only to the general students but also to the socio-economically disadvantaged students of the North-East India.
- ❖ To provide moral, civic and value-based teachings.
- ❖ To produce workforces with self-determination and the ability to secure self-employment.

### **Message from the College Fraternity :**

### *Inspired to Achieve ...*

Dear Students

Dispur College welcomes you to an exciting world of choices as you embark on a new leg of your educational voyage in the journey of your life. In this world choices are aplenty. We are here to provide the guidance for you to make the right one as you step out into uncharted territories. We have taken it upon ourselves to be the catalyst in honing the merit, skills and purpose that is within you, and acuminate them to a point to bring out the winner that you are.

Dispur College takes pride in being the first college in Guwahati to provide Wi-Fi facilities in the campus. We believe this will be instrumental in helping you keep up with the ever changing times and benefit from the tremendous potential of information technology.

We do not believe in laxity in the maintenance of discipline in all aspects of campus life. This, we trust will equip you to maintain the delicate balance of freedom and duty which the adult world involves, and becomes the lodestar of information and leadership. We spare no effort in our aim of producing bright, knowledgeable students to be the society's beacon of light.

Dispur College is a front runner in providing campus recruitment exercise. This is a giant step towards gainful placement of students after, or in some cases, even before graduation.

We are always open to fresh and constructive suggestions and ideas from the new generation, anything that would make the world a better place to live in.

Ever since its inception, Dispur College has spared no effort to provide modern education, combining the latest global trends and techniques along with the age-old, rich, cultural heritage of India.

**May yours be a bright future.**

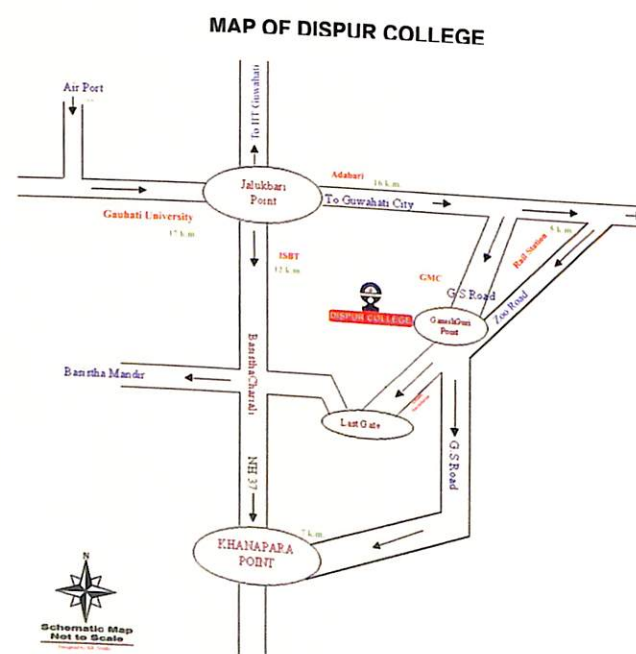


## A Glorious Past :

Dispur College was established in 1978, with classes being held at Gopal Boro Govt. Higher Secondary School in the evening shift with arts faculty only. The founder principal was Sri Ghana Kanta Chetia Phukan. The college came into existence to meet the growing demand for higher education due to the shifting of the capital of Assam from Shillong to Dispur.

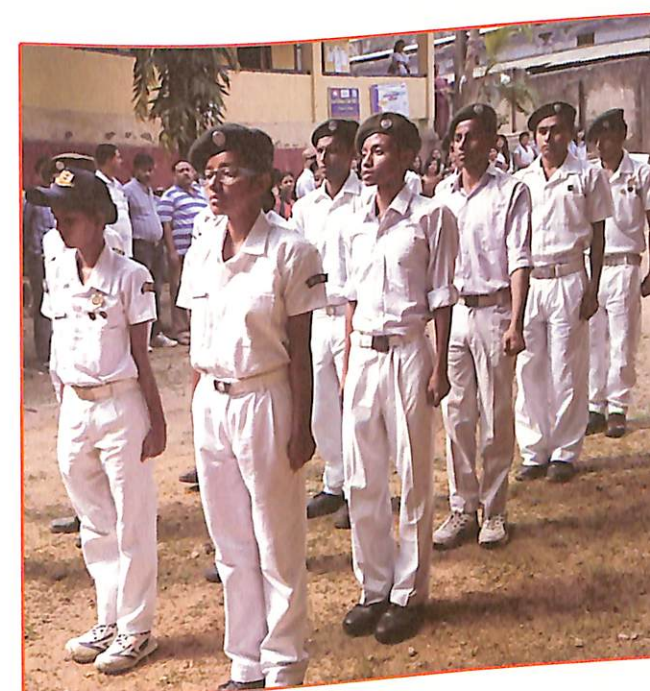
During the tenure of Principal Reba Kanta Hazarika the college shifted to its present premises in 1987, at the foothill of Narakasur Hill near Ganeshguri Chariali, Dispur, in the heart of Guwahati City. The night shift was discontinued and classes were converted to day shift. A morning shift was introduced to meet the demands of the students of the locality. From the academic session 1991-92 the commerce stream was introduced. Due to changing needs and demand for professional education, the college introduced BBA and BCA from the session 2007-08. The College has also introduced Open and Distance Education through Career Oriented Courses under IGNOU Convergence Scheme, K.K. Handique State Open University from the session 2008-2009. Assam State Open Schooling (ASOS) and IDOL, GU courses has also been introduced from the session 2009-2010.

### Road Map to Dispur College :



### Principals / Secretaries of the College

1. Late Ghana Kanta Chetia Phookan (1978-1979)
2. Late Reba Kanta Hazarika (1979-1998)
3. Late Dr. Charan Kaur, Principal i/c (1998)
4. Dr. Gopal Bordoloi, (1998-1999)
5. Late Dr. Charan Kaur, Principal i/c (1999-2000)
6. Dr. Nareswar Sarma, (2000-2005)
7. Dr. Reeta Sharma Principal i/c (2006)
8. Dr. Amar Saikia (2006 to till date)





## Dispur College at a Glance:

1. 1978 - Dispur College was established on 28<sup>th</sup> August by opening night shift in Gopal Boro Govt. HS School,
2. 1983-84 - The College Arts Stream was affiliated to Gauhati University and Assam Higher Secondary Education Council.
3. 1987-88 - The College shifted to its present location by opening day shift
4. 1988-89 - The College introduced Semi-Commerce in HS level,
5. 1991-92 - The College started full-fledged Commerce Stream at the HS level,
6. 1992-93 - The publication of the College Magazine *Arun* was started,
7. 1994-95 - The College started Commerce Stream at Degree level and received permanent affiliation of TDC Arts Stream from GU
8. 1995-96 - The College was recognized by the UGC U/S 2F and 12B and received regular Plan Grant from 8<sup>th</sup> Plan onwards.
9. 2000-01 - The Commerce Stream obtained Govt. Concurrence for General Courses
10. 2002-03 - Computer Centre established in Dispur College
11. 2003-04 - UGC also recognized the College for Add On Courses at the Undergraduate Level and provided seed money. Accordingly, the college offered two courses viz. Diploma in Child Education and Certificate in Entrepreneurship Development which are also affiliated to the Gauhati University.
12. 2004 - National Assessment and Accreditation Council (NAAC), Bangalore recognized the college at the National level in 2004 and was Graded "B"
13. 2006 - The Arts Stream was Provincialised by the Govt. of Assam
14. 2006-07 - Commerce Stream has been getting Financial Assistance as Non-Govt. Degree Colleges under State Priority Scheme from Govt. of Assam from the financial year
15. 2008-09 - Professional Courses like BBA / BCA affiliated and recognized by the Gauhati University
16. 2008-09 - the College started evening shift commerce stream at degree level
17. 2009 - The Commerce Stream got Permanent Affiliation from Gauhati University (EC R. No./EC-8/2009/222(ii) dated 27-11-2009)
18. 2009 - IGNOU recognized the College as a Partner Institute for Convergence Scheme and offers various courses of Masters Degree, Bachelors Degree, PG Diploma, Diploma and Certificate.
19. 2009 - KKHSOU recognized the College as a Study Centre / Examination Centre for various courses of Bachelors Degree, Diploma and Certificate.
20. 2009 - ICWAI Eastern Regional Centre recognized the college as an Oral Coaching Centre for ICWAI.
21. 2009 - Institute of Distance and Open Learning (IDOL) of Gauhati University recognize the college as its Study Centre for IT Courses.
22. 2010 - The AHSEC (Assam Higher Secondary Education Council) recognize the college as ASOS Centre.
23. 2011 - Introduction of Wi-Fi system in the College Campus
24. 2011 - Introduction of NLIST - INFLIBNET Centre at College Library
25. 2012 - Construction of Women's Hostel (work in progress)
26. 2013 - Commerce Stream of the College is being covered under the Provincialization Scheme w.e.f. 01-01-2013.
27. 2014 - Commerce Block opened in the College Campus
28. 2015 - GU Recognized the College as Examination Zone for TDC

## Brief Overview of Courses (with subject codes):

There are Two Major Streams of Studies in Dispur College i.e. Arts & Commerce

Courses	ARTS STREAM		COMMERCE STREAM	
	Subject	Code	Subject	Code
Higher Secondary (10 + 2)	English, MIL (Assamese), MIL (Hindi)* MIL (Bengali)* Alternative English, Political Science, Education, Economics, Logic & Philosophy, History, Advance Assamese.	ENGL MASS MHIN MBEN ALTE POSC EDUC ECON LOPH HIST ADAS	English, MIL (Assamese), MIL (Hindi)* MIL (Bengali)* Alternative English, Accountancy, Business Studies, Economics, Banking, Commercial Mathematics & Statistics	ENGL MASS MHIN MBEN ALTE ACOU BUST ECON BNKG CMS

## Structure of B.Com. Syllabus (Semester) 2015-2016

General Papers	Core Papers	Specialized Paper (50 for each subject)
<b>1st Semester</b> 101 Business Mathematics / Fundamentals of Insurance  (Business Mathematics Compulsory for Major)	102 Financial Accounting - I 103 Business Organization & Entrepreneurship Development 104 Indian Financial System	105 Cost Accounting (Accy) 105 Human Resource Management (Mgt)
<b>2nd Semester</b> 201 Communicative & Functional English I/Functional MIL I**	202 Financial Accounting - II 203 Principles of Management 204 Business Statistics	105 Rural & Micro Finance (Fin.) 105 Internet & World Wide Web
<b>3rd Semester</b> 301 Environmental Studies 302 Communicative & Functional English II/Functional MIL II	303 Corporate Accounting 304 Direct Taxes Laws 305 Corporate Law	205 Management Accounting (Accy) 205 Human Resource Planning & Development (Mgt.) 205 Micro Credit Institutions (Fin.) 205 E-Commerce
<b>4th Semester</b> 401 Business Economics	402 Auditing & Assurance 403 Indirect Taxes 404 Financial Services	306 Advanced Corporate Accounting (Accy) 306 Industrial Relations & Labour (Mgt) 306 Financial Institutions & Markets (Fin) 306 Essentials of E-Commerce
<b>5th Semester</b> 501 Business Environment	502 Marketing Management 503 Financial Management 504 Regulatory Framework of Business - I	405 Advanced Financial Accounting (Accy) 405 Cost & Management Accounting (Mgt) 405 International Banking (FI) 405 Web-Designing
<b>6th Semester</b> 601 Information Technology in Business	602 Marketing of Service 603 Modern Banking Practices 604 Regulatory Framework of Business - II	505 Financial Statement Analysis (Accy) 505 Customer Relations & Retail Trade Management (Mgt) 505 International Trade (Fin) 505 Practical [1 Credit = 2 hours for Practical]
		605 Project Report (on any topic of Commerce, Economics, Business, Industry or Services Sector) (Common for all Major Students)

\* MIL in Hindi, Bengali, Bodo can also be offered (Arts and Commerce) if sufficient number of students are available\*  
 \*\* Students have to apply to the respective HOD along with a copy of HS Mark sheet and have to submit to the Vice Principal\*\*



## Structure of B.A. Syllabus (Semester) 2015-2016

Courses	Subject	Code
<b>B.A. 1<sup>st</sup> Semester (General)</b> (The combination of Economics and Assamese Second Language is not allowed)	<b>Compulsory Subjects</b> 1. General English 2. MIL (Assamese) MIL (Bengali) MIL (Hindi) MIL (Bodo) MIL (Nepali) MIL (Manipuri) Alternative English	ENG ASM BEN HIN BOR NEP MAN AEN
	<b>Optional Subjects –</b> (Any Two of the following) (There will be restriction of subject depending on the marks obtained in qualifying examination) Economics Education Political Science Philosophy History Assamese Second Language	ECO EDN PSC PHL HIS ASL
<b>B. A. 1<sup>st</sup> Semester (Major)</b> (30 seat for each Major subjects) <b>** Students have to apply to the respective HOD along with a copy of HS Mark sheet and have to submit to the Vice Principal**</b>	English Assamese Economics, Education, Political Science, Philosophy History	ESL ASL ECO EDN PSC PHL HIS

**\*\* MIL in Hindi, Bengali, Bodo, can also be offered if sufficient number of students are available\*\***



## ADMISSION FOR THE SESSIION 2015-2016:

### ARTS STREAM (Admission Time 10.30 PM to 2.30 PM)

S.N.	CLASS / YEAR / STREAM	Last Date of Submission of Forms	Date of Admission	Seat Capacity	Admission Fees
1	H.S. 1 <sup>st</sup> Year (Arts)	16-06-2015	17-06-2015	120	Rs. 6,680 – Boys Rs. 6,080 - Girls
2	B.A 1 <sup>st</sup> Semester Section A	16-06-2015	18-06-2015	120	7,280
3	B.A. 1st Semester Section B	16-06-2015	18-06-2015	120	7,280

### COMMERCE STREAM (Admission Time 10.30 PM to 2.30 PM)

S.N.	CLASS / Semester / STREAM	Last Date of Submission of Forms	Date of Admission	Seat Capacity	Admission Fees (Rs.)
1	H.S. 1 <sup>st</sup> Year (Commerce)	23-06-2015	24-06-2015	120	Rs. 6,680 – Boys Rs. 6,080 - Girls
2	B.Com 1 <sup>st</sup> Semester Section A	23-06-2015	25-06-2015	120	7,280
3	B.Com. 1st Semester Section B	23-06-2015	25-06-2015	120	7,280

### Eligibility for Admission:-

- Students who have completed 10<sup>th</sup> standard from SEBA / CBSE / ICSE or other equivalent board can apply for Higher Secondary 1<sup>st</sup> year admission either in Arts or in Commerce or in both.
- Students who have completed Higher Secondary in Arts / Science / Commerce from AHSEC / CBSE / ICSE or other Equivalent Board can apply for TDC 1<sup>st</sup> Semester Courses either in Arts or in Commerce
- Students can be admitted to Degree Courses of Arts / Commerce Streams even if they did not study in that particular stream in Higher Secondary.**



**Annualized Fees Structure (Session 2015-2016)**

<b>ARTS STREAM</b>		
CLASS	H.S. 1 <sup>st</sup> Year	B.A. 1 <sup>st</sup> Semester
1. Admission Fees	500	500
2. Tuition Fee	600	720
3. Sessional Fees:		
i) Library Fees	200	200
ii) Examination Fund	400	400
iii) Electricity & Maintenance Fund	400	400
iv) Student Union Fund	250	250
v) Students Welfare Fund	100	100
vi) Identity Card	50	60
vii) Enrolment Fees*	25	200
viii) Registration Card *	75	350
ix) Registration Form *	---	30
x) Common Room	150	150
xi) Games, Sports and Gymnasium Fund	150	150
xii) IT Infrastructure Development Fund	200	200
xiii) Campus Development and College Building	975	975
xiv) College Magazine Fund	150	150
xv) Co-curricular Activity Fund(Including NCC/NSS)	150	150
xvi) Publication of Departmental Journal Fund	100	100
xvii) Scout & Guide Fees	10	10
4. Faculty Improvement Fund & Maintenance of Non-Provincialised Staff	1995	1995
5. Saraswati Puja & Other Festivals	100	100
6. College Foundation Day Celebration	100	100
<b>TOTAL</b>	<b>6680</b>	<b>7290</b>

\* Subject to GU / AHSEC Regulation, Students of other board have to pay Migration Fees and Eligibility Certificate Fees as per G.U. guidelines separately after admission for Registration  
B.A. Major Students have to pay Major Fees of Rs. 220 after Selection

\*\*B.A.1<sup>st</sup>Semester Students will have to pay Rs. 500/- as Readmission Fees for 2<sup>nd</sup> Sem. in January \*\*

^Tuition Fees for HS Girl Students is exempted as per Govt. of Assam notification

**HS 1st Year and BA 1st Semester Classes will be held from 01/08/2015**

**Annualized Fees Structure (Session 2015-2016)**

<b>COMMERCE STREAM</b>		
CLASS	H.S. 1 <sup>st</sup> Year	B.Com. 1 <sup>st</sup> Semester
1. Admission Fees	500	500
2. Tuition Fee	600	720
3. Sessional Fees:		
i) Library Fees	200	200
ii) Examination Fund	400	400
iii) Electricity & Maintenance Fund	400	400
iv) Student Union Fund	250	250
v) Students Welfare Fund	100	100
vi) Identity Card	50	60
vii) Enrolment Fees*	25	200
viii) Registration Card *	75	350
ix) Registration Form *	---	30
x) Common Room	150	150
xi) Games, Sports and Gymnasium Fund	150	150
xii) IT Infrastructure Development Fund	200	200
xiii) Campus Development and College Building	975	975
xiv) College Magazine Fund	150	150
xv) Co-curricular Activity Fund(Including NCC/NSS)	150	150
xvi) Publication of Departmental Journal Fund	100	100
xvii) Scout & Guide Fees	10	10
4. Faculty Improvement Fund & Maintenance of Non-Provincialised Staff	1995	1995
5. Saraswati Puja & Other Festivals	100	100
6. College Tele guide & Foundation Day Celebration	100	100
<b>TOTAL</b>	<b>6680</b>	<b>7290</b>

\* Subject to GU / AHSEC Regulation, Students of other board have to pay Migration Fees and Eligibility Certificate Fees as per G.U. guidelines separately after admission for Registration  
B.Com Major Students have to pay Major Fees of Rs. 220 after Selection

\*\*B.COM1<sup>st</sup>Semester Students will have to pay Rs. 500/- as Readmission Fees for 2<sup>nd</sup> Sem. in January \*\*

^Tuition Fees for HS Girl Students is exempted as per Govt. of Assam notification

**HS 1st Year and BCOM 1st Semester Classes will be held from 01/08/2015**



## Annualized Fees Structure for HS 2<sup>nd</sup> Year /

### BA & BCOM 3<sup>rd</sup> & 5<sup>th</sup> Semester:

#### ARTS & COMMERCE STREAM (Session 2015-2016)

CLASS	H.S. 2 <sup>nd</sup> Year	BA / BCOM 3 <sup>rd</sup> & 5 <sup>th</sup> Sem.
1. Admission Fees	500	500
2. Tuition Fee	600	720
3. Sessional Fees:		
i) Library Fees	200	200
ii) Examination Fund	400	400
iii) Electricity & Maintenance Fund	400	400
iv) Student Union Fund	250	250
v) Students Welfare Fund	100	100
vi) Identity Card	50	60
vii) Enrolment Fees*	30	200
viii) Common Room	150	150
ix) Games, Sports and Gymnasium Fund	150	150
x) IT Infrastructure Development Fund	200	200
xi) Campus Development and College Building	975	975
xii) College Magazine Fund	150	150
xiii) Co-curricular Activity Fund(Including NCC/NSS)	150	150
xiv) Publication of Departmental Journal Fund	100	100
xv) Scout & Guide Fees	10	10
4. Faculty Improvement Fund & Maintenance of Non-Provincialised Staff	1995	1995
5. Saraswati Puja & Other Festivals	100	100
6. College Tele guide & Foundation Day Celebration	100	100
<b>TOTAL</b>	<b>6610</b>	<b>6910</b>

BA / B.COM Major Students have to pay Major Fees of Rs. 220 along with the above

\*\*TDC 3<sup>rd</sup> / 5<sup>th</sup> Semester Students will have to pay Rs. 500/- as Readmission Fees for 4<sup>th</sup> / 6<sup>th</sup> Sem. in January\*\*

^Tuition Fees for HS Girl Students is exempted as per Govt. of Assam notification

## Annualized Fees Structure (Session 2015-2016)

### PROFESSIONAL COURSE

CLASS	B.B.A.	B.C.A.
1. Admission Fees	500	500
2. Tuition Fee	20500	21000
3. Sessional Fees:		
i) Library Fees	200	200
ii) Examination Fund	400	400
iii) Electricity & Maintenance Fund	250	250
iv) Student Union Fund	100	100
v) Students Welfare Fund	50	50
vi) Identity Card	200	200
vii) Enrolment Fees*	350	350
viii) Registration Card *	20	20
ix) Registration Form *	150	150
x) Common Room	150	150
xi) Games, Sports and Gymnasium Fund	200	200
xii) IT Infrastructure Development Fund	975	975
xiii) Campus Development and College Building	150	150
xiv) College Magazine Fund	150	150
xv) Co-curricular Activity Fund(Including NCC/NSS)	100	100
xvi) Publication of Departmental Journal Fund	10	10
xvii) Scout & Guide Fees	1945	1945
4. Faculty Improvement Fund & Maintenance of Non-Provincialised Staff	100	100
7. Saraswati Puja & Other Festivals	100	100
8. College Foundation Day Celebration	27000	27500
<b>TOTAL</b>		

\* Subject to GU / AHSEC Regulation, Students of other board have to pay Migration Fees and Eligibility Certificate Fees as per G.U. guidelines separately after admission for Registration

**Fees Structure for PGDCA:**  
Tuition Fees: Rs.6000 per semester

#### Note:

- **Installment Facility:** Fees for BBA/BCA could be paid in two equal installments.
- Students will have to produce original copies of mark sheet and certificates on the date of admission for verification. A candidate found to have submitted false information will be liable to face penal proceedings, and his/her fees already paid will be forfeited.
- Students will be provided Computer Accounting Course at Free of Cost



## Admission:

Admission into the college is made STRICTLY ON THE BASIS OF MERIT as per provision of Govt. rules and is governed by the college admission rules. The Admission Committee shall regulate and supervise the whole process of admission. In case of any dispute, the decision of the Principal shall be final and binding. However, the G.B. shall be the appellate authority. The Application Form for admission enclosed in this prospectus must be submitted to the College on or before the specified date.

## Reservation of Seats:

Reservation of seats for SC/ST/OBC/MOBC/PH will be according to existing government rules. A few seats will be reserved for deserving candidates in each class having state / national level proficiency in sports and culture. Supporting certificates will have to be produced at the time of admission.

## Admission Rules:

### Cut off Marks 45% for TDC and 40% for HS Classes for the Session 2015-2016

1. Candidate seeking admission to the college in first year Higher Secondary class / TDC 1<sup>st</sup> semester class must apply on the prescribed form furnished with the prospectus from the college office on payment of Rs.150, within the last date of submission of forms. **No application will be received after the last date.**
2. Candidates must appear for interview on the scheduled date in person or through his / her representative. Candidates shall have to produce the following documents at the time of interview.
  - Original admit card and mark sheet of the last examination passed.
  - One copy of passport sized photograph duly attested.
  - Original SC / ST / OBC certificate; proficiency certificate at least from the District level.
  - Original Registration card / migration certificate.
  - Original Pass certificate from the last institution attended.
3. Students will have to produce original copies of mark sheets and certificates on the date of admission for verification. A candidate found to have submitted false information will be liable to face penal proceedings; and his / her fees already paid will be forfeited.
4. Selected candidates must take admission on the date of interview by paying necessary fees, failing which their seats will be forfeited.
5. Original Gap Certificate will have to be submitted in case of break of studies.

## 6. Eligibility for admission:-

- i) Students who have completed 10<sup>th</sup> standard (SEBA & Other Equivalent Board) can apply for Higher Secondary 1<sup>st</sup> year admission either in Arts or in Commerce or in both.
- ii) Students who have completed Higher Secondary (AHSEC & Equivalent Board) can apply for TDC 1<sup>st</sup> Semester Courses either in Arts or in Commerce.
- iii) Separate forms to be used for Arts & Commerce and HS & TDC
- iv) Seat Allocation on Merit Basis and Choice of Section will be decided by the college authority depending on merit. Major will not be allowed in Section B.
- v) Candidates with National / State level proficiency in sports will get preference.
- vi) Application from the students below the cut off mark will not be entertained.

## 7. How to apply :

- i) Use of Ball Point pen (preferably black ink) to fill up the form.
- ii) No document required at the time of submission of application form except Mark sheet.
- iii) Only completely filled application forms are accepted.

## Awards & Rewards:

The college offers the following prizes and medals to meritorious students:

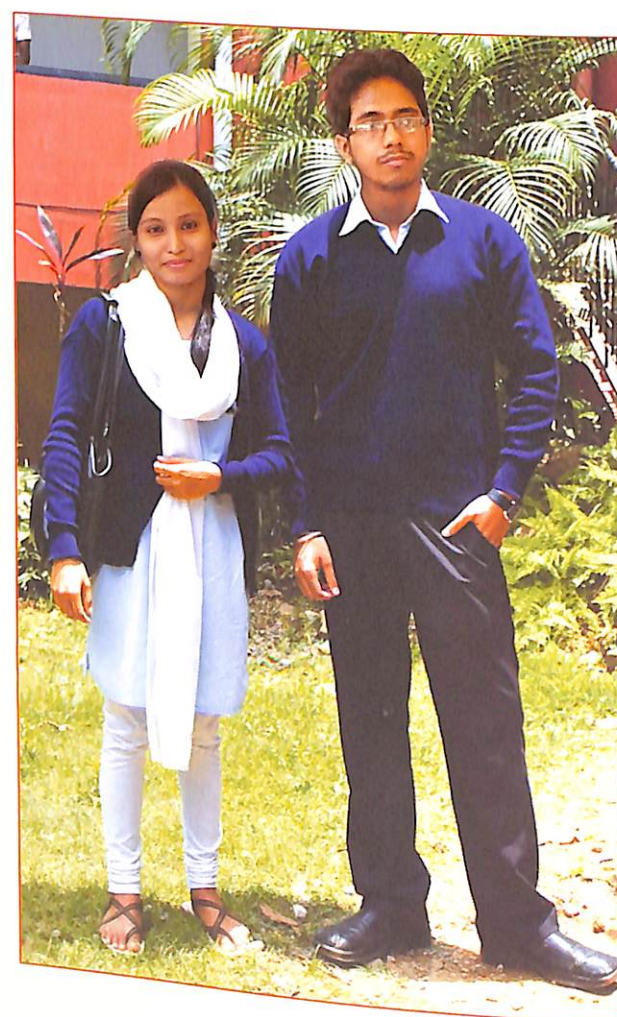
- i) Cash Prize of Rs.1, 000/- each (Arts & Commerce) is awarded by the College to the best students securing highest marks (Minimum 60%) in the Degree Examination.
- ii) Cash Prize of Rs.1,000/- each (Arts & Commerce) is awarded by the College to the students securing highest marks in each Major Subject in the Degree Examination (not less than 55% marks)
- iii) Certificate of Merit is awarded to every student securing 60% or more marks in the BA / BCOM 6<sup>th</sup> Semester Examination
- iv) Free Admission for students of Dispur College securing 1<sup>st</sup> Division in Higher Secondary Examination. The students has to complete his / her Degree Course from Dispur College and the admission amount will be reimbursed on successful completion of the Degree Course.



## College Uniform:

Boys	Girls	Winter Add-on
Blue Shirt Black Trousers	Blue Kameez White Salwar / Churidar White Dupatta	Navy Blue Sweater

## Students in College Uniform –



\*\*\*WEARING OF COLLEGE UNIFORM IS COMPULSORY IN THE COLLEGE CAMPUS \*\*\*

## Grooming & Discipline

- Use of Mobile Phones in College Campus is strictly prohibited
- Students must attend 75% of the total classes held in each subject to avoid NC / DC.
- Loitering in front of the classroom, corridors are prohibited.
- Every student must carry their Identity Card and Library Card (which is non-transferable)
- Major students will get one additional library card and all borrowers of library books will be responsible for the loss or damage of book/s borrowed from library and he/she will have to pay the cost of the book/s.
- Wearing of uniform is compulsory from the first day. No student will be allowed inside college campus without uniform.
- Every student must appear for all the internal tests conducted by the concerned departments.
- Students should follow all the notices displayed in the notice board in their own interest.
- Any application for bonafide certificates, railway concession, scholarship etc. must be submitted in advance to enable the office to deliver in time.
- Payment of scholarship will be made only by Crossed Cheque.
- Cash Receipt should be obtained for all amounts paid in the college office.
- College property to be used with utmost care and electric, water and other fixtures should not be tampered with.
- Students must attend all the functions of the college.

## COLLEGE HOURS:

Classes of the college are held from 9.00 A.M. to 4.00 P.M.





**Regulation of TDC for Semester System & with Choice based Credit and Grading System.**

1. A TDC shall be of six semesters covering three Calendar Years. The schedule for Semester system shall be as shown below:
  - a) First, Third and Fifth Semester : August 1—Dec-31 (including examinations)
  - b) Second, Fourth and Sixth Semester : January -1---June -30 (including examinations)
  - c) Semester Break: July 1---- July 31.
- The Academic Calendar, Course Structure and Schedule for Semester System is as per GU guidelines and for details students can log on to [www.gauhati.ac.in](http://www.gauhati.ac.in)
2. Student's performance will be monitored throughout the Semester by continuous assessment in the theory and practical courses. Evaluation of the student's performance in each of the theory and practical paper will be based on the following:
  - a) Internal Evaluation : 20% Marks
  - b) External Evaluation : 80% Marks
3. Internal Evaluation will be based on two sessional examinations, home assignments, seminars, and library work in each semester. The schedule for internal evaluation is given in Annexure-I. The procedure for internal evaluation is given in Annexure-III.
4. External evaluation will be through a final examination at the end on the semester.
5. The pass marks in each theory paper is 30 % and that in each practical paper is 40%.
6. In each paper, students must secure pass marks in both the internal as well as the external evaluation separately.
7. A student who could not appear or failed in any Semester examination will be allowed to clear the same as follows:
  - a) First Semester with the regular Third Semester examination.
  - b) Second Semester with the regular Fourth Semester examination.
  - c) Third semester with regular Fifth Semester examination.
  - d) Fourth Semester with regular Sixth Semester examination.
8. A student may be allowed to "repeat" any one of the theory papers in the First, Second, Third and Fourth Semester, and may be allowed for "betterment" of marks in one paper in the Fifth Semester, provided the student secures less than 45% marks in that paper.
9. No "repeat" / "betterment" shall be allowed in the practical examinations in any Semester.
10. A student must pass all his Semester examinations, including "repeat" and 'betterment' chances within five years from the date of admission to the First Semester course. A student will get a maximum of three chances to clear a particular Semester.
11. In case of any dispute regarding evaluation or unforeseen events the matter may be placed in the Committee of Courses and Studies (U.G) for amicable settlement.
12. Since the semesters involve continuous assessment there would be no scope for a student to appear as a private candidate in any subject.
13. For any matter not covered under this Regulation for Semester System, the existing University Rules and the Gauhati University Act 1949 (as amended till date) should be applicable.

**Internal Assessment & Student Feedback:**

Each and every student will be required to attend Internal Test, Unit Test whenever conducted by the Departments for the purpose Internal Assessment as per G.U. regulations. All the students of 6<sup>th</sup> Semester (Arts & Commerce) are required to provide student feedback regarding overall assessment of courses, performance of faculties etc.

**Faculties of the College:**

Guardians and students are requested to contact their respective faculties of Arts and Commerce Streams for any assistance regarding academic matters during college hours.

**DEPARTMENT OF ENGLISH**

1. Dr. (Mrs.) Nandini Barooah Sharma, Vice Principal
2. Mrs. Jabin Akbar
3. Dr. (Mrs.) Manjaree Sarma, HOD
4. Dr. Sanjeeb Kr. Sarma (Commerce)
5. Ms Bondita Baruah (Contractual)

**DEPARTMENT OF ASSAMESE**

1. Dr. Joyjyoti Goswami
2. Dr. Namita Deka, HOD
3. Dr. Reena Choudhury
4. Dr. Malabika Bhattacharyya (Commerce)
5. Mr. Ajit P. Sarma (Contractual)
6. Mrs. Gitilekha Devi

**DEPARTMENT OF ECONOMICS**

1. Dr. Rani M. Deka
2. Mrs. Anuradha B. Saikia, HOD
3. Dr. Parag Dutta
4. Mrs Manalisa Bhattacharyya (Commerce)
5. Mr. Himanshu Kalita (Commerce)
6. Mrs Tulika Choudhury (Contractual)

**DEPARTMENT OF EDUCATION**

1. Dr. Babi Baruah
2. Dr. Sunita Agarwalla, HOD
3. Dr. Bhaswati B. Das
4. Mr. Amit Roychoudhury (Contractual)

**DEPARTMENT OF PHILOSOPHY**

1. Dr. Sumitra Choudhury
2. Dr. Pranita Sarma, HOD
3. Mr. Sashi M. Das
4. Dr. Mamoni Kalita

**DEPARTMENT OF POLITICAL SCIENCE**

1. Mr. Khagen C. Boro
2. Mrs. Indrani C. Mahanta, HOD
3. Mrs. Dharitri Thakuria

**DEPARTMENT OF HISTORY**

1. Mr. Ratul Borah
2. Mr. Pankaj Kr. Kathar, HOD
3. Mrs. Najneen Ara Rahaman
4. Mrs. Karabi Das (Contractual)



## DEPARTMENT OF ACCOUNTANCY

1. Dr. Jyotish Goswami, HOD
2. Mr. Ajay Kr. Deka
3. Mr. Kuladhar Patowary

## DEPARTMENT OF MANAGEMENT

1. Dr. (Mrs) Monalisa Choudhury, HOD
2. Mrs. Tribeni Borkotoky
3. Mrs. Mousumi Devi

## DEPARTMENT OF FINANCE

1. Dr. Ajoy Mitra, HOD
2. Mr. Mathur Barman

## DEPARTMENT OF MATHEMATICS &amp; STATISTICS

1. Dr. Kumud Ch. Nath, HOD

## Office /Support Staff:

- |                                |                 |
|--------------------------------|-----------------|
| 1. Smt Indira Gogoi –          | UDA [ Accounts] |
| 2. Vacant –                    | UDA             |
| 3. Smt. Phuleswari Deka –      | LDA             |
| 4. Sri Khargeswar Saikia -     | LDA (Cashier)   |
| 5. Sri. Girin Saikia –         | LDA             |
| 6. Mrs. Niharika Sarma –       | LDA             |
| 7. Vacant -                    | LDA             |
| 8. Sri. Dharendra N. Konwar–   | Grade IV        |
| 9. Sri. Ramesh Baishya –       | Grade IV        |
| 10. Sri. Brajen Sarma –        | Grade IV        |
| 11. Smt. Anowara Begum –       | Grade IV        |
| 12. Sri Hiranya Gautam –       | Grade IV        |
| 13. Mrs. Rina Das Talukdar –   | Grade IV        |
| 14. Sri Bulbul Sarma –         | Grade IV        |
| <b>Contractual:</b>            |                 |
| 15. Sri Nilotpal Deka –        | LDA             |
| 16. Sri Prasanta Kumar Sarma – | LDA             |
| 17. Sri Purna Chetri –         | Grade IV        |
| 18. Sri Bhargav Bora –         | Grade IV        |
| 19. 20. Sri Sanjit Kr. Roy –   | Grade IV        |
| 20. Sri Arup Kalita –          | Grade IV        |

## Dispur College Library – A Learning Resource Centre:

The College Library is a learning resource centre for our students with access to a wide range of titles by Indian and international authors. It has a collection of about fifteen thousand text books, reference and general books covering a wide range of subjects. It also subscribes to various journals and trade magazines and periodicals. A computerized management package system SOUL is also being initiated with the help of UGC. It has 24 hour dedicated internet service.

The lists of library staff are –

- |                      |                     |
|----------------------|---------------------|
| 1. Vacant            | – Librarian         |
| 2. Mrs. Binita Rabha | – Library Assistant |
| 3. Mr. Ajit Malakar  | – Library Bearer    |



## DISPUR COLLEGE LIBRARY INFLIBNET CENTRE:

Information and Library Network (INFLIBNET) Centre [[www.inflibnet.ac.in](http://www.inflibnet.ac.in)] is an Autonomous Inter-University Centre (IUC) of University Grants Commission (UGC) involved in creating infrastructure for sharing of library and information resources and services among Academic and Research Institutions. INFLIBNET works collaboratively with Indian university libraries to shape the future of the academic libraries in the evolving information environment. For development of INFLIBNET centre in the College Library, initiative was taken by College Librarian in consultation with Principal, Vice Principal and Dr. Ajoy Mitra, HOD, Dept. of Finance. At present, faculties of various departments and students are using the NLIST, E Journal portal through login ID and password provided by NLIST through College Librarian.





## DISPUR COLLEGE COMPUTER CENTRE (DCCC) :

DCCC is a premier Setup of Dispur College providing job oriented short term courses in the field of Computer Software since 2003-2004 through **Dispur College Computer Society**. Dual certificate was provided to the students through IGNOU from the session 2008-2009. DCCC is running various short term certificate courses through Dispur College Computer Society. These courses include 2 months courses like CCA, DTP, CIA (Tally), Photoshop etc. Till date more than 1100 students have studied through DCC centre. Many students are successfully working in Govt. Departments, some in private jobs and some are successfully running their own computer centres. We at DCCC are dedicated towards our students to deliver comprehensive, continually enhanced, quality computer education which meets or exceeds their requirements.

In pursuit of its policy DCCC will:-

- Continually improve its quality management system
- Create and sustain a community of learning in which students acquire knowledge and learn to apply it professionally
- Create flexible, convenient and affordable learning experience
- Develop & maintain efficient and state-of-the-art learning systems and services
- 24 hours high speed Internet facilities with 25 nos of Computers in the Laboratory
- IGNOU Certificate under Computer Literacy Programme

**Short term certificate courses @ Rs.500/-\* in Basic, Tally, DTP**

**For further assistance please contact Centre In-Charge Mr. Kumar Kuldip Medhi  
9864383750 (from 10 am to 2 pm)**

**\* Conditions apply**

**Career Oriented Courses / Add On Course:** The college is one of the first institutes from Eastern India to receive UGC (X th Plan) sanction and Gauhati University affiliated career / job oriented certificate / diploma / advance diploma courses. Higher Secondary passed students are eligible to take up these courses in addition to their degree courses.

1. **Diploma in Child Education** – One Year Course (Session August)  
Course Fees Rs. 1500 for Dispur College Students and Rs. 1700 for outsiders. Admission form available at College Office [For further details contact the Coordinator -**Dr. Babi Baruah, HOD, Dept. of Education**, Contact No. 9435115385]
2. **Certificate in Entrepreneurship Development** – Six Month Course (Session: June / December) Admission form available at College Office. (For further details contact the coordinator- **Dr. Ajoy Mitra** (9435046284))

### **Remedial Coaching for SC/ST / OBC (non-creamy layer) & Minorities:**

The college has been conducting remedial courses for students of undergraduate level for SC, ST, OBC (Non-Creamy Layer) and Minorities, funded by UGC from IX plan onwards, Objectives of the Scheme -

- Improving academic skills and linguistic proficiency of the students in various subjects.
- Raising their level of comprehension of basic subjects to provide a stronger foundation for further academic work.
- Strengthening their knowledge, skills and attitudes in such subjects, where quantitative and qualitative techniques and laboratory activities are involved so that proper guidance and training provided under the programme may enable the students to come up to the level necessary for pursuing higher studies efficiently

## Dispur College Career Development and Placement Cell (CDPC):

The centre provides job assistance training courses in association with Dispur College. Training is provided for creating employable human resource for various industries. Placement available in: Banking, IT, Sales & Marketing, Front Office and Back Office, B.P.O. etc. Selection through Direct Interview or Campus Interview at "Dispur College" both for Guwahati as well as outside Assam. Job fairs are organized by this cell every year. [For further details contact the Coordinator – **Dr. Sanjeeb Kr. Sarma**, Dept. of English, Contact No. 9864073714]

## SUPPORT SERVICES:

### **Student Welfare Fund:**

The college maintains a student's welfare fund to provide financial help to the poor and deserving students on application from such students subject to the availability of fund.

### **Yoga Meditation Centre:**

The centre conducts regular classes for the physical and mental development of students and staff, under the supervision of yoga therapist **Sri Anil Sharma**

### **Grievance Redressal Cell:**

The college has organized a grievance redressal cell to solve the problems and troubles faced by students and teachers relating to academic and physical aspects of the college.

### **Study Circle**

Students and teachers have organized a study circle to express their inherent literary knowledge amongst themselves and published their articles, writings in wall magazine. Various group discussions, seminars, talks, competitions on various topics are planned and held from time to time.

### **Alumni Association**

This is an ex-students' organization. Students who have passed out from this institution and established themselves in the society and devoted for the welfare of humanity may contribute for the purpose of social development.

### **Counseling Centre**

There is a counseling centre for guiding and assisting the students individually or collectively for academic career and socio-economic matters. Various Career Launcher Organizations and NGO's are also involved in guiding the students and ex-students.

### **Extension Education:**

Educational programmes are organized by the teachers and students under the direction of UGC and GU for the socio-economic, socio-cultural and social health of the urban and rural people.

### **Remedial Class:**

Remedial classes have been conducted since 1995-96 for needy and backward students. From the session 2002-03 it has been extended to the casual students.

### **SC / ST / Minority Cell:**

The college has constituted SC / ST / Minority Cell for overall development of the SC / ST / Minority community. The cell also effectively implemented various remedial classes during the UGC XI plan period and plans to conduct more classes under UGC XII Plan period.

### **Women's Cell:**

The Women's Cell of the college takes up various issues related to the empowerment of women in the present context, by organizing various seminars, discussions, debates etc.

### **RTI Cell**

The Right to Information Cell of the college is headed by PRO, **Sri Khagen C. Boro**, HOD, Department of Political Science (Contact No. 9435349917). The cell is providing all the information as per the RTI Act. The Cell also has First appellate **Sri Sashi M. Das** of Department of Philosophy and Second appellate **Dr. Ajoy Mitra**, HOD, Department of Finance.



**Disaster Management Cell:**

The college has organized a Disaster Management Cell under some trained faculty members headed by Sri Sashi M. Das (Contact No. 9954089447) and Sri Himanshu Kalita. The cell organizes various workshops, seminars, awareness camps for the benefit of students and neighboring areas.

**CO-CURRICULAR ACTIVITIES:****Nature Club:**

A nature club has been constituted by the students, teachers and well wishers of the college for environmental upgradation of the neighboring areas of the college. The club organizes and monitors the various programmes for the development of the atmosphere by observing World Environment Day, Eco-Biotic Camps and Rural Development etc.

**Games, Sports and Gymnasium**

The college provides facilities to the students for games like cricket, football, volleyball, badminton, carom, chess, table tennis, basketball, handball and other field events. Several groups of students have shown proficiency in various competitions organized by GU and other educational institutions.

**Research Journal**

Departmental Research Journal is published annually by all the teaching departments, with contributions from teachers, students and guest writers.

JOURNAL	DEPARTMENT
DISPUR	Assamese
SPECTRUM	Economics
DARSHANANURAGI	Philosophy
MOSAIC – first steps towards the literary world	English
JANACHINTAN	Political Science
ITIBRITTY	History
ACADEMIA	Education
BANIJYAPRABHA	Commerce
DAKSHATA	BBA / BCA

**College Magazine:**

The college magazine ARUN is the medium for development of literacy and other potentialities of students. It publishes articles and creative writing contributed by students and teachers as well as review of the educational, cultural, social and sports activity of the college. The magazine is published by a student editor under the guidance and supervision of an Editorial Board.

**Dispur College News Bulletin**

Dispur College Teachers Council has published a bilingual quarterly news bulletin from the session 2002-2003. The bulletin reveals the developmental activities of Dispur College community especially in the field of management, academic development, infrastructure, curricular, co-curricular and extra-curricular activities.

**Anti Ragging Cell:**

The college follows a policy of zero tolerance regarding substance abuse and ragging. Any students found in possession of banned substances (ghutka, drugs, alcohol) and indulging in ragging will be expelled. There is a six member committee to monitor various anti ragging measures.

**Students Union:**

The Dispur College Union is the general body of the students of the college. Its membership is compulsory for every student in the college. The office bearers of the Union are elected annually through the method of direct voting. The union endeavors to foster and promote fraternity, mutual understanding and a sense of responsibility among the students. The student union organizes games and sports, debates, cultural and social activities among the students in the College Week organized annually and participates in inter college activities.

**NCC UNIT OF DISPUR COLLEGE:**

The College is under the 48<sup>th</sup> Assam Naval Unit where any student can join for their personality development, development of leadership and can attend various national level camps and competitions including Republic Day camp at New Delhi. Three to four cadets have been selected for the Republic Day camp every year from our unit. A regular student cadet can get merit scholarship (55% and above) of Rs 6000/- to Rs 12000/- from various institutions like SAHARA etc. In the first year, cadets are eligible to attend 'A' certificate and in the second year after attending two national camps, cadets are eligible for 'C' certificate exam. 'C' certificate holders can get appointment in reserve category in army, navy, air force and other para-military forces without written examination of UPSC. Our cadets have already earned accolades in national level camps. There is no admission fee for joining NCC.

For more details, Contact NCC In Charge – Dr. Parag Dutta, Mobile 8486881432

**NSS UNIT OF DISPUR COLLEGE:**

The NSS (National Service scheme) is a scheme of Govt. of India under Ministry of Youth Affairs. The overall aim of National Service scheme is to give an extension dimension to the higher education system and orient the student youth to community service while they are studying in educational institution. For more details Contact Co-ordinator- Dr. Sunita Agarwalla, Phone No-9864057865.

**RED RIBBON CLUB:**

Red Ribbon Club (RRC) is a sister organization of NCC unit of Dispur college. The main objective of RRC is to create awareness about AIDs and HIV and motivate the students for voluntary blood donation by organizing seminars, street plays, quiz and other competitions. We have organized voluntary blood donation camp each year during the month of October and November. Students can enroll their name freely. Our motto is "Donate Blood and Save Life". Contact Co-ordinator- Sri Himangshu Kalita, Phone No-9864639296.

**SCOUT & GUIDE:**

Scout & Guide Training is nothing but a game of learning by doing. Through these training youth can achieve the qualities of moral education, human values, work culture, social commitment, discipline, brotherhood relationship etc. The Govt. of Assam has taken steps for making it compulsory for all categories of students of schools and colleges. Accordingly, Dispur College introduced it from the session 2013-14. For more details contact – Mr. Mathur Barman, Dept. of Finance and Dr (Mrs) Malabika Bhattacharyya, Dept. of Assamese.



Students are requested to select at least one of the following support services /Co-curricular activities. Enrollment is free of charge.

#### SUPPORT SERVICES /CO-CURRICULAR ACTIVITIES:

Student's Welfare Fund.	Yoga Meditation Centre.
Extension Education.	Women's cell.
Disaster Management Cell.	Nature Club.
Study Circle.	Anti- Ragging Cell.
NCC.	NSS.
Red Ribbon Club.	Scout and Guide.

#### ADD-ON COURSES:

##### Child Education:

The college has constituted Child Education Cell to equip the learners to organize and manage child care centers like crèches, pre schools, nursery schools and day care centers. The cell also conducted one year Diploma course affiliated to GU to help the learners to develop knowledge, attitudes and skills necessary for working with young children (i.e. from 0 to 6 years of age) with the help of both theoretical and practical knowledge.

##### Entrepreneurship Development :

The college also has EDC to create awareness among students about the opportunities for entrepreneurial activities and to familiarize with various uses of human resources for earning decent means of living. The Cell imparts knowledge of various products, preparation of project and method of market study through the Six Month certificate course affiliated to GU. The Cell in association with Indian Institute of Entrepreneurship (IIE) Guwahati gives feasible and viable ideas for promoting a business undertaking.

#### Conduct of Elections to College Union

Instructions issued in compliance with the verdict of the Hon'ble Supreme Court –  
Ref: - Order passed by the Hon'ble Supreme Court in SLP No.24295/2004.

The Honourable Supreme Court of India has perused the Report of the Committee, headed by Mr. J. M. Lyngdoh, former Chief Election Commissioner, constituted by the Ministry of Human Resource Development, Government of India for making recommendations and suggestions relating to the Students' Union Elections in terms of the order of the Supreme Court dated 12.12.2005. The Supreme Court has accepted the recommendations as an interim measure and directed to implement the recommendations subject to such modifications indicated therein. The recommendations have been incorporated as a part of the order. The Supreme Court has also made it clear that the recommendations made, which the court has accepted to be adopted as an interim measure, shall be followed in all College/University Elections, to be held hereinafter, until further orders.

In the light of the above order, the College has decided to conduct the elections of the Students' Unions in accordance with the system of direct elections as envisaged in clause 6.2.2 of the recommendations submitted by the committee headed by Mr. J. M. Lyngdoh and accepted by the Honourable Supreme Court.

The directives of the Supreme Court shall be supplementary to the clauses contained in the Constitution for College Unions / Constitution for university Departments' Unions and the rules for the conduct of elections to College unions / Departments' students Unions contained therein and the same shall supersede any of the clauses that are inconsistent with the directives.

## Academic Results of 2015

### RESULT B.A. (MAJOR) 2014

Under semester system First Batch of 2011 Passed Out in 2014							
Particulars	ENGLISH	ASSAMESE	ECONOMICS	EDUCATION	HISTORY	POLITICAL SCIENCE	PHILOSOPHY
No. of Candidates Appeared	16	22	09	26	02	29	05
No. of Passed Candidates	15	21	09	26	02	25	05
In First Class	04	08	01	07	Nil	03	03
In Higher Second Class	04	02	02	02	Nil	13	02
In Second Class	02	11	04	14	02	07	Nil
Percentage Result	93.7%	95.5%	77.8%	92.8%	100%	86%	100%

### RESULT OF B.COM. (MAJOR) 2014

(Under semester system First Batch of 2011 Passed Out in 2014)			
Particulars	ACCOUNTANCY	MANAGEMENT	FIANNCE
No. of Candidates Appeared	93	53	43
No. of Passed Candidates	93	52	37
In First Class	06	03	05
In Higher Second Class	27	06	06
In Second Class	59	35	17
Percentage Result	100%	98%	86%



## PROFESSIONAL COURSES

### BBA, BCA, PGDCA

(Affiliated to Gauhati University)

Professional courses are playing a key role in shaping the future of India in the new century. Due to changing needs and demand for professional education, the government has put in a great deal of effort to promote professional education at various levels. Keeping in view the rapidly growing demand of Information Technology and Management studies, Dispur College offers regular professional courses like BCA(Bachelor of Computer Application), BBA(Bachelor of Business Administration) and PGDCA(Post Graduate Diploma in Computer Application) affiliated under Gauhati University. The courses equip the students with knowledge and skills required for a successful career in Computer Application and Management.

#### AIMS AND OBJECTIVES:

- To impart quality education to the socio- economically disadvantaged students of sub- urban and rural areas of Assam as well as North East India.
- To provide moral, civic and value- based teachings.
- To create workforce with self determination and the ability to secure self- employment.
- To create highly motivated and successful Information Technology and Management graduates to meet the current and projected needs of the Indian and the global economy.

#### COURSES OFFERED:

Courses	-Eligibility	Duration	Intake capacity
BBA	The qualifying percentage of marks in HS (Arts/Science/Commerce) or equivalent examinations in 45.	3 years ( 6 Semesters)	25
BCA	The qualifying percentage of marks In HS (Arts/Science/Commerce) or equivalent examinations is 45 for BCA, with Mathematics as one of the subjects in HS course.	3 years ( 6 Semesters)	25
PGDCA	Any graduate	1 year (2 Semesters)	12

#### Course Structure:

##### BCA (Bachelor of Computer Application)

SEMESTER-1	SEMESTER-2
1.1 Introduction to Computer Fundamentals and Programming 1.2 Communicative English 1.3 Basic Electronics 1.4 Mathematics-I 1.5 Laboratory(Covering paper 1 and paper 3) 1.6 Bridge Course(for students from other than science stream)	2.1 Data Structure and Algorithm 2.2 Computer Based Accounting and Financial Management 2.3 Mathematics-II 2.4 ICT Hardware 2.5 Laboratory 2.6 Environmental Studies

SEMESTER-3	SEMESTER-4
3.1 Operating System 3.2 Computer Organization and Architecture 3.3 Database Management System 3.4 Object Oriented Programming 3.5 Laboratory	4.1 Microprocessor and Assembly Language Programming 4.2 Software Engineering 4.3 Programming in Java 4.4 Automata Theory and Languages 4.5 Laboratory
SEMESTER-5	SEMESTER-6
5.1 Management Information System 5.2 Web Technology 5.3 Computer Networks 5.4 Computer Oriented Numerical Methods and Statistical Techniques 5.5 Laboratory	6.1 Elective-I 6.2 Elective-II 6.3 System Administration using Linux 6.4 Project work  <b>Courses for Elective-I</b> 6.1.1 Queuing Theory and Optimization 6.1.2 Data Warehousing and Data Mining 6.1.3 GUI Programming  <b>Courses for Elective-II</b> 6.2.1 Computer Graphics 6.2.2 Database Design and Programming 6.2.3 Compiler Design

##### BBA (Bachelor of Business Administration)

SEMESTER-1	SEMESTER-II
1.1 Elective English and Business Communication 1.2 Communicative English 1.3 Business Mathematics 1.4 Principles of Management 1.5 Computer Fundamental(MS Office)	2.1 Personality and Personal Skill Development 2.2 Indian Economics Scenario 2.3 Business Statistics 2.4 Financial Accounting 2.5 Computer Application
SEMESTER-III	SEMESTER-IV
3.1 Organizational Behavior 3.2 Marketing Management 3.3 Cost and Management Accounting 3.4 Production and Operation Management 3.5 Office Organization and Management	4.1 Human Resource Management 4.2 Marketing Research 4.3 Financial Management 4.4 Management of Services 4.5 Business Laws
SEMESTER-V	SEMESTER-VI
5.1 Summer Project 5.2 Industrial Relations 5.3 Advertising and Sales Promotion 5.4 Working Capital Management 5.5 Consumer Behavior and Retailing	6.1 Sales and Distribution Management 6.2 Taxation Laws 6.3 Rural Marketing 6.4 Export Marketing 6.5 Entrepreneurship and Small Business Management



**PGDCA (Post Graduate Diploma in Computer Application)**

SEMESTER-I	SEMESTER-II
PGDCAP1-ICT Hardware	PGDCAP6-Data Structure Through C
PGDCAP2-Introduction to Programming using C	PGDCAP7-Internet and Web Technology
PGDCAP3-Overview of Operating System(DDS,Windows,UNIX and Shell Programming)	PGDCAEL1-Internet and Web Technology
PGDCAP4-Introduction to Office Automation	PGDCAEL2-Computer Oriented Numerical Methods
PGDCAP5-Database Management System	PGDCAEL3-Computer Graphics Or
	PGDCAEL4-Object Oriented Programming and C++

**LIBRARY FACILITIES:**

Besides the main library of the college, the Departments of BBA and BCA have a library with a collection of more than thousands books from the fields of Computer Science and Management. In addition the library contains directories, industry reports and statistical compilations that provide timely and concise information for project work.

**LABORATORY FACILITIES:**

The department has a well equipped computer laboratory as well as a separate electronics laboratory.

- Computer Lab:** It is equipped with high performance servers and 25 PC's. The latest scientific and mathematical software packages are available. The lab is equipped with powerful servers and multiple terminals with multiple operating systems. The students are guided by well-experienced faculty members in the computer lab. Internet access is available to the students and faculty members to leased times.
- Electronics Lab:** The electronics lab has a rich collection of devices and instruments related to electronics including MICROPROCESSOR 8085, MICROPROCESSOR 8086, and other well equipped devices.

**SPOKEN ENGLISH:**

The department of BBA/BCA gives special emphasis on uplifting the communication skills of the students. For this purpose spoken English classes for students have been introduced on a regular basis giving strong emphasis in presentation skill, participation in group discussion as well as interviewing skills.

**ASSIGNMENT:**

Assignments are administered as a part of the practice and evaluation schemes. They are an important component in internal evaluation schemes.

**SEMINARS:** Seminars are conducted on current IT and Management topics of importance. These seminars help students to interact with the professional industries.

**WORKSHOP/IT TRAINING/PROJECTS:**

Workshops with various machine tools and equipments help students to gain hands-on training in various areas of workshop practices.

Information technology skills are essential for engineers to be successful in today's information technology intensive environment.

Projects attempt to bridge the gap between the professional world and academic institutions. They help the students to develop practical work skills.

**EVALUATION:** Monthly exams are conducted in each semester. Internal evaluation of the students are based on the performance of the students in these exams, projects, quizzes, assignments and a final examination conducted in every semester. 20% marks from internal evaluation are included in the final examination conducted by the Gauhati University.

**ATTENDANCE REQUIREMENTS:** All students must attend every lecture, tutorial and practical class of the course registered by him/her. Barring late registration, sickness or any other contingencies, the attendance requirement will be 75% of the classes. Students with deficiency in attendance in a course will not be allowed to appear in the end- term examination.

**CO-CURRICULAR ACTIVITIES:** Continued efforts are made to strike an appropriate balance between the student's classroom and out-of-classroom lives. Besides working hard in class, they also channel their energies into diverse activities as organizing issues, participating in inter college competitions etc. . Students are also encouraged in activities like quiz, group discussion, seminars, cultural meets etc.

**INTERVIEW TRAINING:** Placements meets and personality development works are organized as a part of the placement program. All the students are guided for career planning as they progress to the higher levels of the program. The entire placement exercise is a joint effort between the institute and the students. The students have the responsibility to put in the maximum possible efforts to obtain suitable placements under the guidance of the department.

**Faculties:**

Dept of BCA	Dept of BBA
1. Mr. LabaThakuria	1. Mr. Hirendra N. Sarkar(HOD)
2. Mrs. Bijoyeta Saha (HOD i/c)	2. Mrs. Ritu Choudhury
3. Mrs. Karabi Choudhury	3. Mr. Nripen Medhi
	4. Ms. Bansashree Kalita

**RECRUITMENT:** On completion of the courses, so far about forty percent students have got jobs in MNCs like Cognizant, Wipro, through campus interview or in other organizations directly.

On completion of the courses students with good marks have got chance for higher education in reputed educational institutes also.



## ACADEMIC RESULT:

Department	Year	Appeared	1 <sup>st</sup> Class
BBA	2010	12	09
	2011	19	14
	2012	22	02
	2013	30	13
	2014	40	05
BCA	2010	09	06
	2011	23	16
	2012	10	---
	2013	10	09
	2014	18	10

## ADMISSION PROCEDURE OF BBA, BCA AND PGDCA

## How to Apply:

- Use ball point (preferably black ink) pen to fill up the form.
- There is no need to enclose any document with the form.
- Only completely filled up forms will be accepted.

**Admission Procedure:** A candidate seeking admission must appear for interview on the scheduled date. Candidates shall have to produce the following documents at the time of interview.

- Original admit card and mark sheet of the last examination passed.
- One copy of passport sized self-attested photograph.
- Original SC/ST/OBC certificate if any must be produced.
- Original registration card/migration certificate.
- Original pass certificate from the institution last attended.
- The application form for admission attached in this prospectus.
- Original Gap Certificate will have to be submitted in case of break of studies

## ADMISSION NOTIFICATION FOR THE SESSION 2015-2016:

S.N.	Particulars	Last Date of Submission of Forms	Date of Admission
1	BBA / BCA 1 <sup>st</sup> Semester	25-06-2015	26-06-2015
2	BBA / BCA 1 <sup>st</sup> Semester	25-06-2015	26-06-2015

For Further Details Contact : 98641-31120 / 98641-52351

PROSPECTUS 2015-16

## Open &amp; Distance Education:

## Krishna Kanta Handique State Open University (KKHSOU):

From the session 2008-09 KKHSOU tie-up with Dispur College as a recognised Study Centre and Examination Centre. Dispur College offered following Courses under KKHSOU:-

- Bachelor Preparatory Programme (BPP): No formal qualification is required. The candidate should complete 19 years of age. It is a golden opportunity for those who could not complete their studies up to Higher Secondary Level due to various reasons. After completion of BPP students can directly take up Degree Course under KKHSOU.
- Diploma / Degree Courses: Five (5) different Diploma and Degree Courses offered by Dispur College under KKHSOU without regular class teaching. Programme are delivered through Study Materials and Academic Counselling on every Sunday, i.e. One Counselling Session per week. **B.A., B.COM, BBA, BCA, BMC, MBA, MCA, MSW, MS (Socio).**

## Admission in July every year,

S.N.	Degree and Diploma Course	Course Fees (Rs.) (Per Semester)
1	Bachelor in Arts (B.A.)	2,250/-
2	Bachelor in Commerce (B.Com)	2,550/-
3	BBA	3,550/-
4	BCA (Per Semester)	4,700/-
5	BMC	2,650/-
6	MA (Socio)	4,950/-
7	MSW	5,850/-

For Further Details Please Contact Coordinator at 94355-47386 / 98549-06104

## Assam State Open Schooling (ASOS):

ASOS is an organization set up by the Assam Higher Secondary Council to give education for pre-degree level. It has the same standard and equivalence as any other National / State Level Board. The mission of ASOS is to provide education to all with special preference for girls and women, rural youth, working men and women, SC and ST and other disadvantaged persons, who, because of certain circumstances could not continue their education within the formal system. In some cases, fresh HSLC passed students can also take admission. Dispur College was granted permission as an Accredited Study Centre (ASC) from the session 2009-2010. Admission is open throughout the year and examinations are held twice a year in the month of May-June and November-December. There is no age bar. The Accredited Study Centre Dispur College offers the following subjects –

Group A – English and Assamese  
Group B – Mathematics, Physics, Chemistry, Biology, Geography, Political Science, Economics, Business Studies, Accountancy, Home Science, Psychology and Word Processing.  
The students can take minimum five subjects (Fees Rs. 1190/-) and maximum seven subjects. The students can take any one subject from Group A.

For further details contact Course Coordinator -  
Sri Himanshu Kalita, Dept. of Economics at 9864639296

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## INSTITUTE OF DISTANCE AND OPEN LEARNING (IDOL), GU

Dispur College was granted permission as an Accredited Study Centre of IDOL from the session 2009-2010. The Accredited Study Centre Dispur College offers the following courses –

### IDOL, Gauhati University Study Centre

Sl.No	Course	Eligibility	Duration	Fees
1	Master of Computer Application (MCA)	Any Graduate	3 years (6 sem.)	10,000/- 1 <sup>st</sup> & 2 <sup>nd</sup> Sem
2	Master of Computer Application (MCA- Lateral Entry)	PGDCA / BCA / BSC (IT)	2 years (4 sem.)	11,500/- per sem. + 2,500/-
3	M.Sc.(IT)	B.Sc./BCA or Equivalent	2 years (4 sem.)	11,500/- per sem.
4	PGDCA	Any Graduate	1 year (2 sem.)	12,000/- p.a.
5	Bachelor of Application (BCA) Computer	10+2 or 3 yr. Polytechnic Diploma	3 years (6 sem.)	8,000/- per sem.
6	B.Sc.(IT)	10+2 or 3 yr. Polytechnic Diploma	3 years (6 sem.)	8,000/- per sem.
6	Certificate in Application (CCA) Computer	10+2	6 months	2400/-

- Instalment Facility available (conditions apply)
- Regular Classes with Theory & Practical
- Guest Faculties from Universities & IT sector
- Study Materials available
- Admission as per IDOL, GU guidelines & notification

Eligibility & Fee Structure of above courses as per IDOL, Gauhati University.

For details contact Centre Coordinator : Kr. Kuldip Medhi (98643-83750)

Academic Calendar (Gauhati University) 2015-2016 and Holiday List 2014:

As per GU Notification, for details please visit Gauhati University website  
[www.gauhati.ac.in](http://www.gauhati.ac.in)

Summer Vacation – 1<sup>st</sup> July to 31<sup>st</sup> July 2015

### Reservation of Right:

The Administration of this college reserves the right to change, modify the prospectus whenever necessary according to the situation. All persons connected with the college shall be bound by the rules of the college at all times.

### AUTHORITY NOTES:

Admission will be on merit basis within the provision of government rules. However in case of any dispute the decision of the principal shall be final and binding. The college authority reserves the right to refuse admission to any one without giving any reason thereof. Selected candidate must take admission on the date of interview by paying necessary fees.

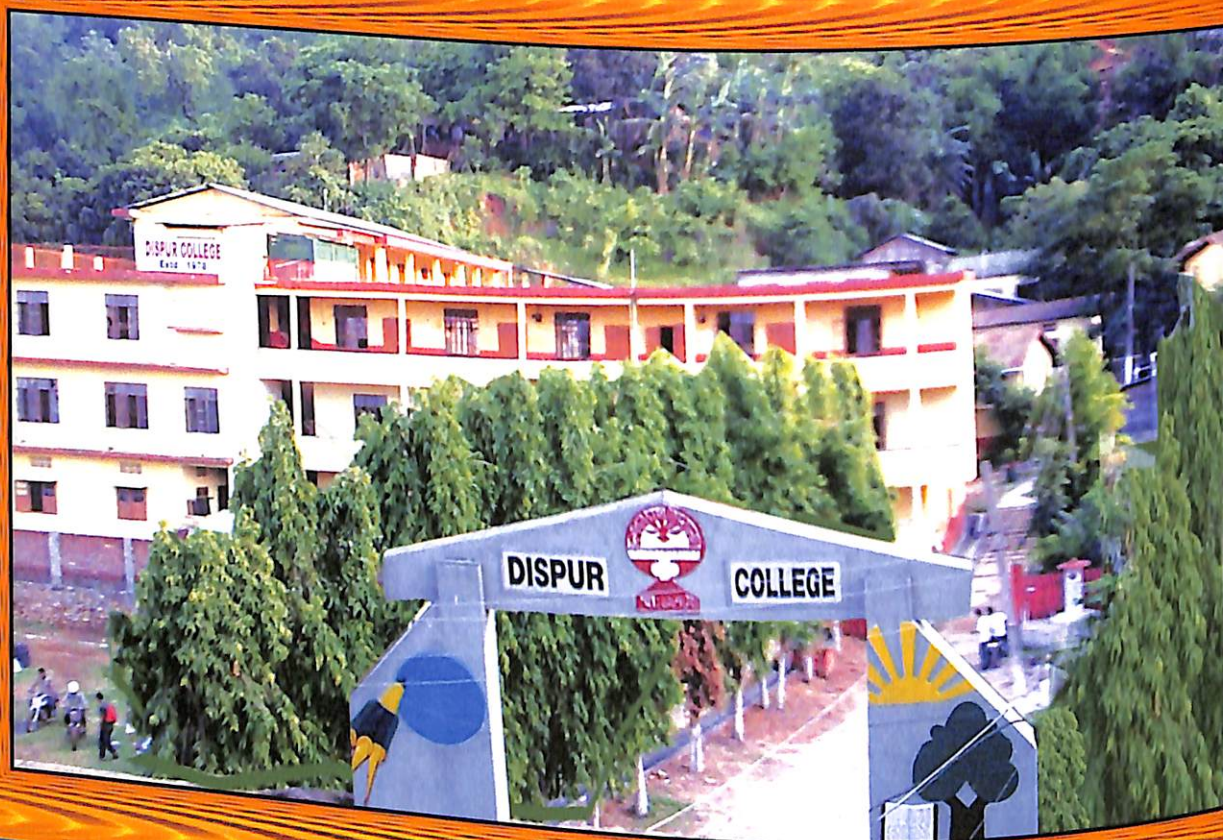
## PHOTO GALARY





# PROSPECTUS

2015-16



₹ 150/-

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