



Digboi Mahila Mahavidyalaya

Estd. 1981

(Affiliated to Dibrugarh University)

PROSPECTUS

Session : 2020-21

Digboi - 786171, Assam

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Digboi Mahila Mahavidyalaya

Principal
Dr. Arun Chandra Sarmah
Prospectus Committee for the session 2020-21

Chairperson : Dr. Dipak Goswami (Vice Principal)
Convenor : Dr. Abul Foyes Md. Malik
Members : Mrs. J. Chakraborty, Mrs. Ranjita Saikia, Dr. Smitarani Saikia,
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E-mail : digboimmv@rediffmail.com
Office Hours : 10-00 AM. to 4-00 PM (Monday to Saturday)
Class Hours : 8-00 AM. to 4-00 PM. (Regular /Remedial)
Library Hours : 9-30 AM. to 4-00 PM.(Monday to Saturday)

DIGBOI MAHILA MAHAVIDYALAY AT A GLANCE

Date of Establishment : 24.07.1981
Year of Provincialisation : 2005
Affiliation to : Dibrugarh University, Dibrugarh, Assam
AHSEC (HS Classes)
i. NAAC Reaccreditation : Grade - 'B'
Faculty : Arts
Courses : H. S. Course, B.A. (Arts), M.A. (Distance),
Diploma Courses (Computer Science, Baking Course,
Beautician & Spoken English)
Number of Departments : 11
Number of Staff Members : Teaching : 27 (Permanent), 18 (Temporary)
Non Teaching - 19
Number of Students : 1050
Number of Books in the
Central Library : 25000
Number of Seats in Hostel : Two storied new Hostel - 120, Old Hostel - 140, Total -260
Total Land Area : 12761 sq. mtr.
Total Constructed Area : 9847 sq. mtr.
First Principal : Late (Dr.) Swarnalata Gogoi
(24.07.1981 to 16.06. 1985)
First Secretary & Main Architect of the college : Late Dwijesh Chandra Dev Sarmah
Lyricists & Musicians of the College Chorus : Ms.Santana Baruah, Pranaviram Baruah
College Website: www.digboimahilamahavidyalaya.com

ডিগবৈ মহিলা মহাবিদ্যালয় মংগীত

কথা : শান্তক্ষমা বৰুৱা
সুৰ : প্ৰণভিৰাম বৰুৱা

হে ৰদ্ৰ জ্যোতিস্মান
দিয়া সত্যৰ অভিজ্ঞান
নাশি অজ্ঞান অন্ধকাৰ
জস্কলা জ্ঞানদীপ অনিৰ্বাণ
আজি তোমাৰ দক্ষিণমুখৰ
জ্যোতিৰ দৃষ্টি ধাৰা
মঙ্গল আশীষেৰে
আজি বৰ্ষণ কৰা সত্যৰ
শুভ্ৰ দীপ্তি ধাৰা
জ্ঞানৰ নিঃসৰণ
আজি উজ্জ্বল হওক পূৰ্ব দিশৰ
মহা আকাশ
জ্ঞানৰ গৰিমাৰে,
আজি প্ৰদীপ্ত হওক নতুন প্ৰাণৰ
মহা আকাশ
সত্যৰ মহিমাৰে ।
আজি আলোকিত হওক প্ৰৱেশ দুৱাৰ
বিশ্ব সভাৰ
জ্ঞানৰ দীপ্তিৰে
আজি ধন্য হওক ভাৰবাসীৰ
মুক্ত জীৱন
জয়ৰ গৌৰৱেৰে ।



Welcome to

DIGBOI MAHILA MAHAVIDYALAYA

Welcome to all our young stars! **Digboi Mahila Mahavidyalaya** is one of the premier Women's Colleges in the North-Eastern part of Assam situated in the Digboi oil town. The College has the reputation of outstanding performance in Academic, Sports, Co-curricular activities etc. **Digboi Mahila Mahavidyalaya** was established in 1981, at the dawn of the 9th decade of Twentieth Century. The College deserves its place of pride among the colleges of the Eastern most parts of Assam. Digboi, the oldest oil town of the country has a glorious background in the history of education in the state as well in the North- Eastern part of India.

The pristine dreams and aspirations of a host of leading personalities of the locality felt the necessity of establishing an institution for the higher education of women and the result was the establishment of an Arts College- 'Digboi Mahila Mahavidyalaya' on 24th July, 1981. The institution, since its inception, has been promoting and expediting the education of women and has been providing qualitative higher education. The college feels proud to associate the name of **Late Dwijesh Chandra Deb Sarmah**, an eminent social worker and freedom fighter for his bold and indefatigable spirit that led to the establishment of this premier educational institution in this region and of course, there were a few other elderly people who had constantly stood by him in this mission. The College was brought under the Deficit (Grants- in-aids) system w.e.f. 01.03.1988 by the Department of Higher Education, Govt. of Assam and was affiliated to Dibrugarh University under 12 (B) w.e.f. 01-01-93. Within a very short period since the inception of the college, **Digboi Mahila Mahavidyalaya** now stands as an excellent institution of higher learning promoting education of women in the region. The Institution has also extended its leadership in the field of higher education for Students from neighboring Arunachal Pradesh, Nagaland and various parts of Assam. Apart from the academic affairs, the college maintains a good standing in matters pertaining to other spheres of life viz.- cultural activities, sports, social harmonization among diverse tribes, caste and creed etc. It is worth mentioning that since its inception, the I.O.C. (A.O.D.) Ltd., Digboi has played a vital role in the growth of the Institution.



The College with its 15 Bigha area is situated at Muliabari Complex about 3 kms from Digboi ASTC and the Public bus stand in the Digboi -Pengaree road.

In the academic arena, the College has gained immense popularity by dint of brilliant performance by the students both in Higher Secondary and Degree Examinations. Student of this college have topped the list of rank holders in the AHSEC and also many a time gained highest marks in the individual subjects in the same. Our Students have also topped in the degree examination conducted by the Dibrugarh University. The sincere devotion and dedication of the teachers, the quality of education imparted, the teaching learning process, the evaluation system and the brilliant results have attracted students not only on the local basis, but from far-off neighbouring areas. The College began functioning with its first batch of six students in 1981 and within a very short period of time the strength of the college increased by leaps and bounds. Today, the College enrolls about eleven hundred students.

COLLEGE AND IT'S FACILITIES ...

LOCATION :

Digboi Mahila Mahavidyalaya is located in Muliabari, a place which is considered to be equidistant from the Commercial hub, Chariali on the one hand, and Bapapung, the diametrically opposite end of the town on the other. The arterial road connecting Digboi town and Bordumsa in Arunachal Pradesh runs by the college and therefore, this is one more advantage for the college to have been capable of attracting students from both Digboi town and its peripheral areas, as well as far-flung remote places of the border state, Arunachal Pradesh. Distance from the Chariali (NH. 37 runs through it) is approximately 3 kms.

HOSTEL :

The college provides hostel accommodation to the deserving students. The College hostel has an intake capacity of 260 (New Hostel : 120 & Old Hostel : 140) Students. The hostel maintains a strict set of disciplinary rules. The rooms are well maintained and the food served is hygienic. The application for admission and conduct in the hostel are governed by the college hostel rules. The hostel remains closed in the month of July & December of every year due to Semester Break. Students are allowed to stay in the hostel for one session only. All boarders are to maintain strict discipline as per hostel rules. Violation of the rules results in strict action, even to the extent of expulsion from the hostel as well as the college.

The hostel is located conveniently at a 2 minute walking distance from the college. It has high concrete boundary walls on all the four sides that ensures safety and security of the students at all the times. There is a Gate- Keeper, who maintains a register of all the visitors to the hostel during the day-time. At night, there are Night Chowkidars to keep vigil.

HOSTEL ADMISSION :

The College offers some seats in the hostel to outstation new entrants. There is a separate form available for hostel admission. This should be filled and submitted to the college office along with the application.



Students should report personally to the Warden after they have completed the college admission formalities and register their name with the Warden. Please note that this in itself does not ensure admission which will be done strictly on the basis of marks and the number of seats available. College admission does not automatically ensure hostel accommodation.

LIBRARY :

A. The College has a newly constructed library with a decent collection of books for all Subjects. Besides, it also subscribes a number of books for all subjects. Moreover, it also subscribes a number of News papers, News magazines, Bulletins, Journals, Text books, Reference materials, etc. It has a spacious reading Hall for students, which remains occupied most of the time by students browsing through books or jotting down notes. There is a provision to encourage students by giving prize for much users of the library. The Present stock of books is approximately 25000 including some rare publications. The library also has been computerized and has **INTERNET FACILITIES** where the students can browse through for their intellectual and academic gains. The students can borrow books and journals through open access system.

STUDENTS MUST ABIDE BY THE RULES SET BY THE LIBRARY :

- (i) The working hours of the library is 9 a.m. to 4 p.m. on all working days.
 - (ii) Strict Silence and decorum should be maintained in the library all the time. The students are not allowed to bring their bags to the library.
 - (iii) Library books issued can be retained for one week only. A fine will have to be paid by the students retaining books for more than a week.
 - (iv) Identity cards and library cards must be produced at the time of borrowing and returning the books.
 - (v) If library books are found torn, damaged or lost, the cost of the book(s) has to be paid by the students responsible for it.
 - (vi) A maximum number of two books are issued at a time to the students but for the poor students more than two books may be issued.
 - (vii) The borrower shall not sub-lend the books issued from the library.
 - (viii) Library clearances from the librarian is necessary for the students before collecting Admit Cards for any University/ Council Examinations.
- B. Along with the Central library almost all Departments have their separate library.



COMPUTER LAB :

The Computer lab is well equipped with all modern hardware and software facilities along with all time Internet connectivity. It offers both basic and professional computer training in the latest Information Technology sector.

CANTEEN :

There is a healthy and hygienic canteen inside the college premises. Drinking water and soft drinks facilities are available in the college. It is run under the guidance of the Canteen Committee. The Canteen is spacious enough for pupils to move about and take their seats. The food articles provided are of very cheap rates and full of nourishment. The Canteen services are properly supervised by the Canteen Committee from time to time.

STUDENT AID FUND :

The meritorious students can take help from the 'Student Aid Fund' as per rules framed by the committee.

FACILITIES IN THE COLLEGE CAMPUS :

- (a) **Drinking water facilities** : Aquaguard, Cooler, RO are available for drinking water purpose.
- (b) **Electricity Facilities** : Electricity available with 24 x 7 power backup (inverter, Generator) system.
- (c) **Multigym Facilities.**
- (d) **Students Scholarship**

MEDICAL FACILITIES :

There is a Health Care Centre in the college with sufficient facilities. The College provides medical facilities and health education programme for the benefit of the Students. For specially abled students provision of ramp and wheel chair are also available in the college. The College invites a Medical Officer or a Registered Medical Practitioner from time to time to examine the students health. A First-Aid- Box is kept in the college for accidental injuries of the Students. Officers of the Health Department and Medical Officers deliver special lectures and demonstrations on health and hygiene from time to time. The college also organizes Yoga and Meditation programmes by experts for the all round development of the Students.

FIELD STUDY AND EDUCATIONAL TOUR :

The College organizes different field study programmes with the students of the respective departments and educational tours. A committee of Students is formed to organize the trip under the guidance of a lecturer. In course of the educational tour the Students are bound to abide by the rules and regulations. It is compulsory for the students of the respective departments to take part in such tours.



STUDENT LIFE :

Student life at **Digboi Mahila Mahavidyalaya** can be a very rewarding experience. Apart from showcasing individual talents through participation in a variety of extracurricular activities; students are exposed to eminent personalities from all walks of life. Cultural and academic tours, picnics, inter college participation, workshops and seminars are some of the ways in which student life is enriched. The Students Union offers a forum for self expression, Sports activities and NSS are also encouraged for all- round development.

CO-CURRICULAR ACTIVITIES :

STUDENTS UNION :

The Student's Union conducts co-curricular activities of the college. Students are required to join at least two of the following societies :- *debating, dramatics, dance, music, fine arts, writer's forum, Women's Development Centre.*

SPORTS :

The College has a fitness Centre and extensive play grounds Hand ball, Kho-kho, Volley ball, Basket ball, Badminton, Karate, Shot Put, Kabbadi, Long Jump are a few of the activities offered. Special coaching classes are organized in the above sports activities. Physical fitness training like yoga is being carried out in the college. Two physical instructors supervise all sports regularly.

NSS ACTIVITIES :

Digboi Mahila Mahavidyalaya has an active N. S. S. unit, working under the guideline of Dibrugarh University. Students of the college having intention to perform Social Services may become the member of the unit. N. S. S. unit is run by the programme officer and very often performs different types of Social Services in and outside the college. At present there are 150 N.S.S. Volunteers in the college.

NCC :

The College has an N.C.C. wing under 63 Assam (G) Bn N.C.C. Dibrugarh. At present there are 42 cadets in our wing. Almost all the cadets are participating in various NCC Camps in state and National Levels.

ACADEMIC SOCIETIES :

Another aspect of the academic and intellectual life of **Digboi Mahila Mahavidyalaya** is facilitated by the academic societies of each department which aim at guiding and training students beyond the college syllabi by organizing lectures on related areas of academic interest and relevant and current issues, seminars, workshop and excursions. It is compulsory for the students of the respective departments to attend the seminars and if interested, to present papers in the seminar. A record of workshops and seminars is properly maintained by the instructor or the Head of the Department in the respective Subject.



LITERARY ACTIVITIES :

In addition to the Annual College Magazine 'SHYAMOLI' and newsletter 'POLYPHONES' brought out by the College. There are number of Wall Magazines and bulletin boards as mentioned below, published periodically by different academic forums and departments. Dept. of Assamese, Dept. of Hindi & Dept. of Bengali are regularly publishing their Departmental Magazines. Along with these, the college hostel also publishes a magazine annually. Any willing students can contribute and hence forth, develop their literary skill as well as intellectual depth.

- i) DEPARTMENT OF ENGLISH : (a) Wall Magazine - VISION (b) Bulletin Board.
 ii) DEPARTMENT OF ASSAMESE : (a) Wall Magazine - PRATYUSH
 iii) DEPARTMENT OF BENGALI : (a) Wall Magazine - JAGRITI
 iv) DEPARTMENT OF HINDI : (a) Wall Magazine - SAMANWAYA
 v) DEPARTMENT OF HISTORY : (a) Wall Magazine - ITIHAS
 vi) DEPARTMENT OF ECONOMICS : (a) Wall Magazine - PRAGYA (b) Bulletin Board
 vii) DEPARTMENT OF PHILOSOPHY : (a) Wall Magazine - DARSHAN
 viii) DEPARTMENT OF SOCIOLOGY : (a) Wall Magazine - SATIRTHA
 IX) DEPARTMENT OF POL. SCIENCE : (a) Wall Magazine - BAHNIMAN
 X) DEPARTMENT OF EDUCATION : (a) Wall Magazine - GYANAM
 XI) DEPARTMENT OF H. SCIENCE : (a) Wall Magazine - GRIHASHREE (b) Bulletin Board.

Awards :

Provision of awards to students for their excellency in the following categories.

- 1) Dr. Rajendranath Baruah Memorial Award for securing highest marks in degree final Examination.
- 2) Various Awards for securing above 75% marks in Honours subject and H.S. Final year Examination on the year.
- 3) Dr. Ruby Borthakur Memorial Award to the best singer of the college.
- 4) Best Library user award.
- 5) Best attendance awards.

Achievements :

- 1) Culture : Abhinanda Baruah - awarded 2nd prize in Classical Dance in Inter College Youth Festival, 2020.

LITERARY : Miss Hukheli Achumi B.A. 4th Semester secured 2nd prize in the extempore speech district level competition by AJYCP at Ledo College.

ESSAY COMPETITION (IOCL, Digboi) : Miss Karabi Devi - B.A. 2nd sem - 2nd Prize (English), Miss Puja Darjee - B.A. 6th Sem - 1st Prize (Assamese), Miss Kajal Chetia B.A. 6th Sem - 3rd Prize (Assamese), Miss Neha Das - B.A. 6th Sem - 2nd Prize (Hindi)

ESSAY COMPETITION IN ASSAMESE DEPARTMENT : Miss Pompe Moran 1st Prize, Miss Jyotisna Moran 2nd Prize, Miss Himadri Sonowal 3rd Prize

EXTEMPORE SPEECH IN ASSAMESE DEPARTMENT : Miss Munmi Gogoi 1st prize, Miss Shreyanjali Tanti 2nd Prize, Miss Krishnamoni Moran 3rd Prize

SPORTS AND GAMES

International and National Level : i. Miss Sushmita Moran 1st position, Inter College Karate Competition in 2nd GSKDI International Open Karate Championship 2019 held in Hyderabad, ii. Miss Kanchan Kachari 1st Degree Black Belt (Gold Medal), National Open Amateur and Professional Kick-Boxing Championship held in Guwahati

Inter College Level (Dibrugarh University), 2019 : i. Miss Kanchan Kachari Best Fighter Kick-Boxing Competition (50 kg weight), ii. Miss Kanchan Kachari 1st position Kick-Boxing Competition, (50 kg weight), iii. Miss Sushmita Moran 1st position Karate Competition, (70 kg weight) iv. Miss Puja Borgohain 3rd position Karate Competition, (55 kg weight)

**OFFICE OF THE REGISTRAR:: DIBRUGARH UNIVERSITY:DIBRUGARH**

Ref. No: DU/DR-A/6-1/19/412

Date: 02.05.2019

NOTIFICATION

As recommended by the 121th Meeting of the Under Graduate Board held on 25.04.2019, the 116th Meeting of the Academic Council held on 30.04.2019 vide *Resolution No. 24* has approved partial modifications in *Clauses 2(i)(m), 2.5(i)(a), 3.1(c)(i) and 8.2* of the *Dibrugarh University Regulations for the Under Graduate Programmes in the Choice Based Credit System, 2018*, which will come into effect from the *academic session 2019-2020*. The Regulations (modified) enclosed herewith as *Annexure A* supersedes all earlier editions of same.

The Choice Based Credit System going to be implemented in the B.A., B.Sc. and B.Comm. Programmes of Dibrugarh University w.e.f. academic session 2019-2020 shall be governed by these Regulations.

Issued with due approval.

(Dr. B.C. Borah)
Joint Registrar (Academic)
Dibrugarh University

Copy to:

1. The Vice-Chancellor, Dibrugarh University.
2. The Deans, Dibrugarh University.
3. The Registrar, Dibrugarh University.
4. The Controller of Examinations, Dibrugarh University.
5. The Director, College Development Council, Dibrugarh University.
6. The Principals/ Directors of the Colleges/ Institutes affiliated to/ permitted by Dibrugarh University conducting the B.A., B.Sc. and B.Comm. Programmes, Dibrugarh University with a request to download the Regulations from the website: dibru.ac.in
7. The Programmer, Dibrugarh University with a request to upload the Notification in the website for all concerned.
8. File.

(Dr. B.C. Borah)
Joint Registrar (Academic)
Dibrugarh University



**DIBRUGARH UNIVERSITY REGULATIONS FOR THE UNDER
GRADUATE ACADEMIC PROGRAMMES IN THE CHOICE BASED
CREDIT SYSTEM (CBCS), 2018**

(With modifications in 2016 Regulations as recommended by the 120th Meeting of the Under Graduate Board held on 19.11.2018 and approved the 115th Meeting of the Academic Council, Dibrugarh University held on 21.11.2018)

(1) Short title, definitions and commencement:

These Regulations shall be called the Dibrugarh University Regulations for the Under Graduate Academic Programmes in the Choice Based Credit System, 2018. These Regulations shall be effective for the Courses of Study leading to the Bachelor Degree(s) in Arts (BA), Science (B.Sc.) and Commerce (B.Com), which shall be of three years duration comprising of six semesters. Hereinafter, it will be referred to as DU-UGCBCS Regulations, 2018.

The Regulations shall come into effect from the Academic Session, 2019-2020.

The Regulations shall be applicable to the students enrolled in the aforementioned Academic Programmes under CBCS conducted by the Colleges/ Institutes affiliated to/ permitted by Dibrugarh University from the Academic session 2019-2020.

2 Short Title, Definitions and Commencement:

2.1 Definitions:

- a) CBCS: CBCS means Choice Based Credit System. Choice Based Credit System is a flexible system of learning. 'Credit' defines the quantum of contents/ syllabus prescribed for a course and determines the number of hours of instruction required. This system permits students to-
- learn at their own pace
 - choose electives from a wide range of Elective Courses offered for the programme
 - undergo additional courses and acquire more than the required number of credits
 - adopt an inter-disciplinary approach in learning
 - make best use of the expertise of available faculty.
- b) College: The term 'College' means the Colleges and Institutes affiliated to or permitted by Dibrugarh University for conducting different academic programmes.
- c) Department: The term 'Department' is used to mean a Department of a College/ Institute affiliated to/ permitted by Dibrugarh University.



- d) Programme: The term 'programme' is used to mean the whole learning experience or combination of courses in a particular field of study.
- e) Course: A Programme is divided into a number of courses. A course is a unit of instruction or segment of subject area under any programme. The traditional concept 'paper' is replaced by 'course'.
- f) Academic Year: An academic year means a period of twelve months consisting of two semesters.
- g) Semester: The word "semester" is used to mean a half-yearly term or term of studies including examinations, vacations and semester breaks.
- h) Semester Duration: A semester normally extends over a period of 15 class weeks. Each week has 30 hours of instruction spread over the week.
- i) In – semester: The word "in-semester" is used to refer to the continuous evaluation within the half-yearly term.
- j) End-semester: The word "end-semester" is used to refer to the terminal processes of examinations and evaluations at the end but within the half-yearly term.
- k) Credit: 'Credit' defines the quantum of contents/ syllabus prescribed for a course and determines the number of hours of instruction required per week. Thus, normally in each of the course, credits will be assigned on the basis of the number of lectures/ tutorials/ laboratory work and other forms of learning required to complete the course contents in a 14-15 week schedule:
- i) 1 Lecture per week = 1 Hour duration per week =1 Credit
 - ii) 1 Tutorial per week = 1 Hour duration per week =1 Credit
 - iii) 1 Practical per week = 2 Hours duration per week =1 Credit

Note: *The lecture sessions and tutorials shall not be substituted with any other activities like seminars, group discussions etc.*

- j) Course teacher: A teacher or any person engaged by the University/ College for teaching a Course shall be called a Course teacher. He/ she shall perform the following functions:
- i) teaching a course approved by the statutory authorities.
 - ii) maintaining attendance and performance records of all the students registered for the Course(s) he/she teaches.
 - iii) conducting In-semester Assessment (Internal Assessment)
 - iv) involving himself/ herself in preparation and moderation of question papers, evaluation, scrutiny and finalization of results of the course(s) etc. whenever needed.
 - v) Participating in various curricular and co-curricular activities as and when necessary.
- l) College CBCS Board: There shall be a College CBCS Board to monitor and supervise the implementation of the CBCS, which shall be constituted as below:



- | | |
|--|--------------------|
| i) The Principal of the College | - Chairperson |
| ii) The Vice-Principal of the College | - Vice-Chairperson |
| iii) The Heads of the Departments | - Members |
| iv) The Coordinator, IQAC | - Member |
| v) A Senior Teacher of the College nominated by the Principal of the College | - Member Secretary |

2.2 Semester Duration:

- i) Odd Semesters: June –November (including end-semester examinations and semester breaks)
- ii) Even Semester: December -May (including end-semester examinations and semester breaks)

Any change in the Academic Calendar/Schedule may be made by the University whenever necessary.

2.3 Extent of Application:

The Regulations shall be applicable to the students enrolled for the Courses of Study leading to the Bachelor degrees in Arts (BA), Science (B.Sc.) and (B.Com), which shall be of three years duration distributed into six semesters.

2.4 Academic Schedule:

The Academic Schedule of the Bachelor degrees in Arts (BA), Science (B.Sc.) and (B.Com) Programmes under the CBCS shall be administered as per the Academic Calendar of the University published for every academic session.

2.5 Admission Notice and Admission Criteria:

- (i) Newspaper Notice inviting applications for admission into the different programmes shall be issued by the Principals of the colleges/ institutes as per the Academic Calendar of the University. The minimum eligibility for admission into the following Programmes shall be as below:
 - a. **Bachelor of Arts (B.A.):** A student passed the Higher Secondary Examination (10+2) of the Assam Higher Secondary Education Council, or an equivalent examination (10+2) recognized as such by the University.
- (ii) The admission or eligibility criteria shall be fixed by the Academic Council from time to time whenever necessary. The University/ colleges/ institutes may also adopt own policy for admission or selection of eligible candidates for admission complying with the eligibility criteria prescribed in the clause 2.5(i).
- (iii) No student shall be eligible for admission to an Academic Programme in any discipline unless he/she has successfully passed the qualifying examination fulfilling the minimum eligibility criteria from a University /Institute recognized by Dibrugarh University.
- (iv) Statutory reservation policy of the government shall be followed in case of selection of eligible candidates for admission.



3. Course Structure:

3.1 The Course Structure of the Academic Programmes under the CBCS shall be as per the Course Structure given in *Annexure I*. The nature of the Courses for all Under Graduate Academic programmes shall be as below:

a) Core Courses: Compulsory components of an Academic Programme. These Courses are to be compulsorily studied as a core requirement for the programme. The contents of the Core Courses shall be as per the UGC Model Curriculum for the subject/ discipline concerned. However, the Boards of Studies concerned may recommend maximum of 20% deviation from the UGC Model Syllabi wherever requires. In case, UGC does not provide model Syllabi/ Curriculum, the Board of Studies shall propose their own Core Courses keeping parity of total numbers of credits/ courses with other similar subjects/ disciplines.

b) Elective Courses: Elective courses shall be chosen by each student from a pool of courses. These courses may be intra-departmental, i.e. Discipline Specific Elective (DSE) as well as inter-departmental, i.e., Generic Elective (GE). The students shall have to choose minimum number of DSE and GE in every semester as prescribed in the Course Structure. These courses shall be:

- (i) supportive to the discipline of study
- (ii) providing an expanded scope
- (iii) enabling an exposure to some other discipline/ domain
- (iv) nurturing student proficiency/ skill

There shall be a basket of at least eight Elective Courses having equal number of credits. For the students of the same discipline/ subjects these elective courses shall be intra-disciplinary and shall be called DSE Courses. If the students of other discipline/ subjects (*within the Programme*) opt these electives shall be considered as inter-disciplinary and shall be called GE courses.

Further, there may be few courses conducted under the UGC's Programmes on Massive Open Online Course (MOOC)s. The University may time to time fix the criteria for MOOCs as per the relevant UGC Guidelines on digital education.

c) Ability Enhancement Courses (AEC): The Ability Enhancement Courses shall be of two kinds- 'Ability Enhancement Compulsory Courses' and 'Skill Enhancement Courses'. These courses shall be inter-disciplinary (*within the Programme*) in nature. 'AEC' Courses are the courses based upon the content that leads to Knowledge enhancement.

- i. Ability Enhancement Compulsory Courses (AECC):(a) Environmental Science (2 Credit), (b) Communicative English (2 Credit) and (c) Alternative English/Communicative Hindi /MIL (2 Credit).



For BA and B.Com (Non-Honours) Programmes, there shall be a Multi-disciplinary Course of 4 Credits.

- ii. Skill Enhancement Courses (SEC): (minimum 4 credits): These courses may be chosen from a pool of courses designed to provide value-based and/or skill-based knowledge and should contain both theory and lab/hands-on/training/fieldwork. The main purpose of these courses is to provide students life-skills in hands-on mode so as to increase their employability. The list provided under this category are suggestive in nature and each University has complete freedom to suggest their own papers under this category based on their expertise, specialization, requirements, scope and need.

The List of Skill Enhancement Courses (SEC) are given as **Annexure II**.

3.2 A Course may also take the form of a Dissertation/ Project work/ Practical training/ Field work/ Seminar, etc.

3.3 A student shall have to study the academic programme as per the scheme of the Programme. Even if a candidate earns the required number of credits before completion of the full duration of the programme, he/she shall not be entitled for the degree.

4. Course Enrolment

4.1 The minimum and maximum credits to be opted by a student for qualifying of a graduate degree shall be as per the Course Structure given as Annexure I.

4.2 Change of Courses shall not be permitted after sending the records of the students to the University for registration.

5. Attendance

5.1 The course teacher shall be responsible for maintaining a record of attendance of students who have enrolled for the course.

5.2 All course teachers shall intimate the Principal/ Director of a college/ Institute through the Head of the Department concerned at least thirty calendar days before the last instruction day in the semester, the particulars of all students who have less than 80% of attendance during the total number of class days.

5.3 A student who has less than 80% attendance in average shall not be permitted to sit for the End-semester examination.

Provided that it shall be open to the University to grant exemption to a student who has attended a minimum of 70% classes but failed to obtain the prescribed 80% attendance for valid reasons, on recommendation of the Head/Chairperson/ Principals of the Department/ Centre/ College on payment of a prescribed fee(s).



The Principals of the Colleges shall announce the names of all students who shall not be eligible to take the End-semester examinations in the various courses and send a copy of the same to the Controller of Examinations. Such candidates shall have to repeat the concerned course (s) when it is offered next.

- 5.4 A student declared as discollegiate shall not be allowed to proceed to the next higher Semester. He/ She shall need to pursue the Semester afresh in which he/ she was declared as discollegiate along with the next fresh batch.

6. Examination and Evaluation:

- (a) Examination and evaluation shall be done on a continuous basis, at least three times during each semester.
- (b) There shall be 20% marks for internal assessment and 80% marks for End-semester examination in each course during every semester.
- (c) ***There shall be no provision for re-evaluation of the answer-scripts of the end-semester examinations. However, a candidate may apply for re-scrutiny.***

(d) Internal Assessment:

- (i) In internal assessment, different tools such as objective tests, written tests, assignments, paper presentation, laboratory work, etc. suitable to the courses may be employed. The Procedure for Internal Assessment is prescribed in ***Annexure III.***
- (ii) The students shall be informed in advance about the nature of assessment. Students shall be required to compulsorily attend internal assessment including appearing the Sessional Tests, failing which they will not be allowed to appear for the End-semester examination. A Student cannot repeat In-semester examinations. The department may arrange special in-semester examination whenever necessary.

(e) End Semester Examination:

- (i) There shall be one End semester examination carrying 80% Marks in each course of a Semester covering the entire syllabus prescribed for the Course. The End semester examination is normally a written/ laboratory-based examination/Project Work/Dissertation.
- (ii) The Controller of Examinations shall make necessary arrangements for notifying the dates of the End semester examinations and other procedures as per Dibrugarh University Rules (at least 20 days in advance) and the Academic Calendar notified by the University.
- (iii) Normally, the End-semester examination for each course shall be of three hour duration.

- (f) ***Confidential Works:***Setting of question papers, moderation of question papers, evaluation of answer scripts, scrutiny, tabulation of marks, etc. and announcement of results, shall be governed by the Dibrugarh University Examination Ordinance.



- (g) The mode of the conduct of the end-semester examinations of the practical/ dissertation courses shall be partially external as below:
1. The end-semester examinations of all practical/ dissertation courses shall be conducted by a Board of Examiners consisting of the internal examiner (the concerned course teacher) and an external examiner appointed by the Controller of Examinations.
 2. A student shall not be allowed to take more than one project work in a single semester.
- (h) The mode of end-semester examination and evaluation of the Course shall be specified in the detailed syllabus of the Course concerned.
- (i) End-semester Practical examinations shall normally be held before the theory examinations.
- (k) **Betterment Examination:**
- (i) A student shall be entitled to take the “betterment examinations” in any two theory courses of any of the six semesters after passing the Sixth Semester examination only once. In this case, the higher marks secured by the student shall be retained. The candidates shall have to apply for betterment examination within one year of passing the Sixth Semester examination.
 - (ii) No betterment shall be allowed in the practical examinations.

7. Results and Progression:

- a) A candidate shall be declared as passed a course, provided he/ she secures-
 - (i) at least 40% of marks in each Course in the End Semester Examinations.
 - (ii) at least ‘P’ grade in the 10 point scale combining both the in-semester and End Semester Examination performance.
 - (iii) There shall be no separate pass mark for Internal Assessment.
- b) A candidate shall be declared as passed a semester/ programme, provided he/ she secures at least ‘P’ grade in the 10 point scale (given in clause) in all the Courses separately.
- c) There may be moderation of Internal Assessment marks/End Semester marks as and when necessary.
- d) The marks of In-semester examinations obtained by the candidate shall be carried over for declaring any result.
- e) A candidate who fails or does not appear in one or more courses of any end semester examinations up to Sixth Semester shall be provisionally promoted to the next higher semester with the failed course as carry over course(s). Such candidates will be eligible to appear in the carry over course in the next regular examinations of those courses.



- f) If a candidate clears the sixth semester examination before clearing all the courses of the previous semesters, the result of the sixth semester examination of that candidate shall be withheld and his/ her results shall be announced only after he/ she clears the courses of the previous semesters.

A student must clear all his/ her Semester Examinations within Six (6) years from the dates of admission to the First Semester of any Programme irrespective of the number of examinations appeared by the student, viz. First and Second Semester Examinations shall have to be cleared in six consecutive chances, Third and Fourth Semester Examinations shall have to be cleared in five consecutive chances and Fifth and Sixth Semester Examinations in four consecutive chances.

However, after the first chance of the Fifth and Sixth Semester Examinations, the candidate shall be considered as a non-regular candidate.

- g) Since the Semester system involves continuous assessment, there shall be no scope for a student to appear as a private candidate in any programme in this system.
- h) A candidate shall be declared to have passed the Bachelors Degree in the concerned discipline provided he/she has passed all the Semesters and in all the Courses separately.
- i) The Controller of Examinations shall declare the results of the DU-UG CBCS Examinations and issue Grade-sheets.
- j) The first rank holder of a programme shall be decided on the basis of the CGPA. However, the Overall Weighted Percentage of Marks (OWPM) of a candidate shall be considered in case of tie in CGPA.

8. Grading System

8.1 The absolute grading system shall be applied in evaluating performance of the students.

8.2 The following scale of grading system shall be applied to indicate the performances of students in terms of letter grade and grade points as given below:

Letter Grade with meaning		Grade Point*
O	Outstanding	10 (Marks securing above 90%)
A+	Excellent	9 (Marks securing 80%-90%)
A	Very Good	8 (Marks securing 70% -80%)
B+	Good	7 (Marks securing 60% -70%)
B	Above Average	6 (Marks securing 50% -60%)
P	Pass	5 (Marks securing 40% -50%)
F	Fail	0 (Marks securing below 40%)
Abs	Absent/ Incomplete	0

Grade Point 4 is replaced)



* Exclusive Class Interval technique shall be followed in calculation of Grade Point.

- 8.3 The Letter grade 'B⁺' and above shall be considered as First Class and Letter grade 'B' shall be considered as Second Class.
- 8.4 A student is considered to have completed a course successfully and earned the prescribed credits if he/she secures a letter grade other than F (Failed) or 'Abs' (Absent/Incomplete).
- 8.5 If a candidate secures 'F' grade in a Course, he/she shall have to reappear in the Course in the next legitimate chance.
- 8.6 If a student secures 'F' grade in Project Work/ Dissertation/ assignment etc., he/she shall have to re-submit it after necessary revisions. The Result shall be declared with next regular batch.
- 8.7 'Abs' grade shall be awarded to a candidate if he/she has not fulfilled the following requirements:
- (i) If a candidate fails to appear in any Course(s) in an end semester examination.
 - (ii) If a candidate fails to submit the project work/dissertation / assignment of an end semester examination.
 - (iii) If a candidate is certified as not eligible to appear in any course(s) in an end semester examination by the Course Teacher(s) due to insufficient attendance in lectures, tutorials, practical or field works.
- 8.8 The candidates not appearing in a Semester Examination shall be considered as an 'Abs' candidate and that will be reflected in the Grade Sheet of the candidate. These candidate shall have to convert the 'Abs' grade by appearing in the next examination on the Course (provided he/ she has legitimate chance to appear the Course) concerned or by submitting project work/dissertation/ assignment etc.
- 8.9 Results of the candidates appeared in the Betterment or Backlog Examinations shall not be counted for the award of Prizes/Medals, Rank or Distinction.

9. Transcript

The University may issue consolidated Transcript on payment of a prescribed fee which shall contain Letter grades, grade points and SGPA and CGPA mentioning the Course Titles in details, medium of instruction and programme duration.

10. Credit Transfer

Inter- Institutional transfer of Credits may be considered by the Dibrugarh University on reciprocal basis or in compliance with the relevant Guidelines of the UGC.



11. Rules for Admission on Transfer from other University:

- (a) The University shall allow admission on transfer of students from other Universities. However, such transfer shall be permissible provided that-
- (i) both the Universities conduct the same degree programmes under the CBCS.
 - (ii) the course structure along with the nomenclature of the courses are similar between the two Universities,
 - (i) the combination of courses opted by the candidate are not changed.

(b) In fulfillment of the conditions as laid down in clause 11 (a), a candidate may be allowed to get admission on transfer from other Universities on production of transfer certificate, proof of classes attended, migration certificate, etc. not later than 1 (one) month from the commencement of the classes of the semester concerned. The records of class attendance, performance in internal assessment in his/her credit shall be carried over on admission and shall be computed for the purpose of examination.

With such permission of transfer, the Credits earned by the student shall also be accepted by the University.

(c) A candidate shall have to apply for transfer in the prescribed format of the University.

12. General:

- a. It shall be ensured that the University shall maintain fundamental code of professional ethics in implementing these Regulations.
- b. For any matter not covered under these Regulations for the DU UGCBCS Programmes, the existing Dibrugarh University Rules, Ordinances and the Dibrugarh University Act, 1965 (as amended) shall be applicable.
- c. The Dibrugarh University CBCS Board and/or the Examination Committee of the University shall remove any difficulty, which may arise in the course of operations relating to execution of the DU CBCS programmes.



III. Ability Enhancement Courses

AECC		SEC	
Course Title	Credit	Course Title	Credit
Environmental Science	2	SEC I	4 (2+2)
Communicative English	2		
MIL/ Communicative Hindi/ Alternative English	2		
Total= 6 Credit		Total= 4 Credit	

Total Credit Structure (Minimum)

Core	DSE	GE	AECC	SEC	Total
14 Courses of 6 Credit	4 Courses of 6 Credit	4 Courses of 6 Credit	3 Courses of 2 Credit	1 Subject of 4 Credits (2 Credit in each course)	26 Courses
84	24	24	6	4	142

* Institute should evolve a system/policy about ECA/ General Interest/Hobby/Sports/ NCC/NSS/related courses on its own.

** Wherever there is a practical there will be no tutorial and vice-versa

**C. Details of courses under B.A./B.Com. (Honors)**

Course	*Credits	
	Theory+ Practical	Theory + Tutorial

I. Core Course (6 Credits)**(14 Courses)**

14X (4+2)= 84

14X (5+1)= 84

Core Course Practical / Tutorial***II. Elective Course (6 Credits)****(8 Courses)**

A.1. Discipline Specific Elective

4X (4+2)= 24

4X (5+1)= 24

(4 Courses)

Discipline Specific Elective

Practical/ Tutorial*

B.1. Generic Elective/Interdisciplinary

4X (4+2)= 24

4X (5+1)= 24

(4 Courses)

B.2. Generic Elective

Practical/ Tutorial*

- **Optional Dissertation or project work in place of one Discipline Specific Elective Course (6 credits) in 6th Semester**

III. Ability Enhancement Courses

AECC		SEC	
Course Title	Credit	Course Title	Credit
Environmental Studies/ Science	2	SEC I- Course I	2
Communicative English	2	SEC I- Course II/ SEC II	2
MIL/ Communicative Hindi/ Alternative English	2		
Total= 6 Credit		Total= 4 Credit	

**Total Credit Structure (Minimum)**

Core	DSE	GE	AECC	SEC	Total
14 Courses of 6 Credit	4 Courses of 6 Credit	4 Courses of 6 Credit	3 Courses of 2 Credit	4 Credits (2+2)	26 Courses
84	24	24	6	4	142

* Institute should evolve a system/policy about ECA/ General Interest/Hobby/Sports/ NCC/NSS/related courses on its own.

** Wherever there is a practical there will be no tutorial and vice-versa.

**SEMESTER-WISE DISTRIBUTION OF COURSES IN BA/ B.COM
HONOURS (CBCS)**

Sem	CORE COURSE (14)	Ability Enhancement Compulsory Course (AECC) (2)	Skill Enhancement Course (SEC) (2)	Elective: Discipline Specific DSE (4)	Elective: Generic (GE) (4)
I	C 1 (6C)	AECC 1 Communicative English (2 C)			GE-1(6C)
	C 2 (6C)	AECC 2 MIL/ Communicative Hindi/ Alternative English (2C)			
II	C 3 (6C)	AECC 3 Environmental Science/ Studies (2C)			GE-2(6C)
	C 4 (6C)				
III	C 5(6C)		SEC-1.1 (2C)		GE-3(6C)
	C 6(6C)				
	C 7(6C)				
IV	C 8(6C)		SEC-2.1 (2C)		GE-4(6C)
	C 9(6C)				
	C 10(6C)				
V	C 11(6C)			DSE-1 (6C)	
	C 12 (6C)			DSE-2(6C)	
VI	C 13(6C)			DSE-3(6C)	
	C 14(6C)			DSE-4(6C)	

**G. SEMESTER-WISE COURSE STRUCTURE OF THE B.A./B.Com. PROGRAMME IN CBCS (Non-Honours)**

	CORE COURSE (12 Courses of 6 Credits each)	Ability Enhancement Compulsory Course (AECC) (2)	Skill Enhancement Course (SEC) (2)	Discipline Specific Elective DSE (4)	Generic Elective GE (2)
I	General English 1.1	Multi-disciplinary Course (4C)			
	DSC- 1 A				
	DSC- 2 A				
II	Comm. English- 1.2	Environmental Science (2C)			
	DSC- 1 B				
	DSC- 2 B				
III	Comm Hindi/MIL/ Alt. Eng. 1.1		SEC-1.1 (2C)		
	DSC- 1 C				
	DSC- 2 C				
IV	Comm. Hindi/MIL/ Alt. Eng. 1.2		SEC-2.1(2C)		
	DSC- 1 D				
	DSC-2 D				
V			SEC-1.2(2C)	DSE-1 A	GE-1
				DSE-2 A	
VI			SEC-2.2(2C)	DSE-1 B	GE-2
				DSE-2 B	

Skill Enhancement Courses (SEC) for the BA/B.Sc./ B.Com Programmes in the CBCS

1. Creative Writings
2. Travel and Tourism Management
3. Sericulture
4. Floriculture and Landscaping
5. Health and Sanitation Practices
6. T.E.L.G.

ANNEXURE III

Rules for Internal Assessment in B.A./B.Sc./ B.Com. Programmes in Semester System

1. The marks allotted for Internal Assessment (20%) in each course shall be based on the following:
 - a) Sessional Examination I (Written): 25% of the marks allotted for internal assessment.
 - b) Sessional Examination II (Written): 25% of the marks allotted for internal assessment.
 - c) Seminar/ Group Discussion: 25 % of the marks allotted for internal assessment.
 - d) Attendance: 25 % of the marks allotted for internal assessment.
2. Each sessional examination shall be conducted by the concerned teacher(s) of the course. The setting of question paper, invigilation duty, evaluation of answer scripts for each paper shall be done by the concerned teacher(s) as a part of his/her/their normal duty. The teacher concerned shall fix the date of the sessional examination of each course complying with the Academic Calendar of the University.
3. The students shall have to write the answers in the scripts provided and duly authenticated by the college/ institute concerned.
4. After evaluation, the answer scripts should be shown to the students and corrections should be made if necessary. After this, the answer scripts should be collected back from the students.
5. There shall be no provision for “repeat”/ “betterment” in the sessional examination. If a student misses any sessional examination for unavoidable reasons, the concerned teacher may allow the student to appear in a separate examination at his/her own discretion.
6. The marks of internal assessment secured by a candidate shall be carried over to next legitimate chances.
7. If a course is taught by more than one teacher then the concerned teachers shall conduct the process of internal assessment together.
6. If any student fails to appear in internal assessment, he/she shall not be eligible to appear in the end semester examinations of the course(s) concerned. The colleges/ institutes shall notify the same prior to filling up forms for examinations.
7. At the end of the semester (before the end-semester examinations begin) the concerned College shall submit the internal assessment marks in proper format to the University.
8. The University may call the answer scripts from the colleges/ institute at any time during the academic sessions.



DIBRUGARH UNIVERSITY:: DIBRUGARH::ASSAM
HOLIDAY LIST: 2020
FOR OFFICES AND CLASSES OF DIBRUGARH UNIVERSITY AND ITS
AFFILIATED & PERMITTED COLLEGES

Month	Date	Day	Festival	No. of days
January	14, 15 & 16	Tuesday, Wednesday and Thursday	Magh Bihu and Tusu Puja	3
January	26	Sunday	Republic Day	1
January	29	Wednesday	Saraswati Puja	1
January	31	Friday	Me-dam-Me-Phi	1
February	9	Sunday	Bir Chilarai Divas	1
March	9	Monday	Holi, Doljatra (Fakua)	1
April	10	Friday	Good Friday	1
April	13, 14, 15 & 16	Monday to Thursday	Rongali Bihu/Bohag Bihu	4
April	20	Monday	Sati Sadhani Divas	1
May	1	Friday	May Day	1
May	7	Thursday	Buddha Purnima	1
May	25	Monday	Id-Ul-Fitre	1
August	1	Saturday	Id-Uz-Zaha	1
August	15	Saturday	Independence Day	1
August	20	Thursday	Tithi of Sri Sri Sankardeva	1
September	7	Monday	Tithi of Sri Sri Madhab Dev	1
September	9	Wednesday	Janmastami	1
September	26	Saturday	Janmutsav of Sri Sri Sankardeva	1
October	2	Friday	Gandhi Jayanti	1
October	17	Saturday	Kati Bihu	1
October	23, 24, 25 & 26	Friday to Monday	Durga Puja and Vijoya Dashami	4
October	30	Friday	Lakshmi Puja	1
November	14	Saturday	Kali Puja & Dewali	1
November	24	Tuesday	Lachit Divas	1
November	30	Monday	Guru Nanak Jayanti	1
December	2	Wednesday	Asom Divas (Su-Ka-Pha-Divas)	1
December	25	Friday	Christmas Day	1

Restricted Holidays (Each employees of the University and its affiliated/ permitted Colleges/Institutes may avail only 2 (two) of the following)

Month	Date	Day	Festival	No. of days
January	1	Wednesday	New Year's Day	1
January	17	Friday	Silpi Divas	1
January	23	Thursday	Netaji Birth Day	1

PROSPECTUS

January	27	Monday	Busu Dima Festival	1
February	18	Tuesday	Karbi- Dehal- Kachir Dom	1
February	19	Wednesday	Ali-Aye-Lrigang	1
February	21	Friday	Sivaratri	1
March	2	Monday	Bathaw Puja/ Khring Khring Baithaw Puja	1
April	6	Monday	Mahabir Jayanti	1
April	9	Thursday	Shab-E-Barat	1
April	11	Saturday	Easter Saturday	1
April	15	Wednesday	Deori Bihu	1
April	29	Wednesday	Tithi of Gopal Dev	1
May	21	Thursday	Lailatur Qadar	1
May	22	Friday	Tithi of Haridev	1
May	30	Saturday	Birthday of His Holiness Sri Sri Krishnaguru	1
June	5	Friday	Baikhowa Festival	1
June	20	Saturday	Bishnu Prasad Rabha Divas	1
July	13	Monday	Birthday of Nepali Poet Bhanu Bhakta Acharyya	1
August	13	Thursday	Death Anniversary of Vir Tikendrajit	1
August	29	Saturday	Karam Puja	1
August	30	Sunday	Muharram	1
September	15	Tuesday	Birthday of Sri Sri Thakur Anukul Chandra	1
September	17	Thursday	Viswakarma Puja	1
October	18	Sunday	Abirbhab Tithi of Sri Bhubaneswar Sadhu Thakur	1
October	30	Friday	Fateha-E-Duaz Daham/ Id- e-Milad	1
November	1	Sunday	Kuki-Chavang- Kut	1
November	16	Monday	Bhatri Dwitiya/ Bhai Duj	1
November	20	Friday	Chhat Puja	1
November	24	Tuesday	Death Anniversary Of Guru Teg Bahadurji	1
December	5	Saturday	Sikpui Ruoi	1
December	10	Thursday	Martyr's Day	1
December	24	Thursday	Christmas Eve	1
December	28	Monday	GAAN-NGAI	1

- (1) If any of the holidays for festivals notified above does not fall on the day notified, necessary modification changing the date(s) will be issued in due time.
- (2) The Local Holidays declared by the District Administration(s) concerned under NI Act shall be applicable.


 Registrar
 Dibrugarh University
 Dibrugarh.

ACADEMIC ASPECTS

Two year Higher Secondary Course (Arts)

Intake capacity : 150

SUBJECTS :

English, MIL (Assamese, Bengali, Hindi, Alternative English) Economics, Education, Political Science, History, Logic & Philosophy, Home Science, Sociology & Advance Language (Assamese, Bengali, Hindi).

- (i) General English is compulsory.
- (ii) A Student may opt for MIL in Assamese, Bengali or Hindi or take Alternative English.
- (iii) A student can select maximum of four subjects, three of them being compulsory subjects and the fourth subject is additional. However, marks secured in the additional or the fourth subject will not be added in aggregate of the marks. Marks calculated in the final results will be based on the marks in the four subjects.

TDC (Arts) under the Choice Based Credit System (CBCS)

NUMBER OF SEATS IN VARIOUS COURSES :

Intake Capacity : Honours Subjects.

Sl. No.	Subject	Seat	Percentage
1.	English	30	40%
2.	Assamese	35	50%
3.	Economics	30	40%
4.	Education	35	45%
5.	Philosophy	30	40%
6.	Home Science	40	40%
7.	Pol. Science	35	40%
8.	Sociology	35	45%
9.	History	30	40%

SUBJECTS

- (a) **HONOURS** : A student is allowed to pursue Honours in :- Assamese, English, Economics, Education, Political Science, Sociology, Philosophy, History & Home Science.
- (b) **GENERIC SUBJECT** : A student is allowed to choose one generic Subject from :- English, Economics, Education, Home Science, Political Science, Sociology, History, MIL (Assamese, Bengali, Hindi & Alternative English) Elective Bengali, Elective Hindi.
- (c) **Ability Enhancement Compulsory Course (AECC)**: Communicative English(1st Semester)
2nd Semester : MIL/ Commnicative Hindi/ Alternative English(2C)/EVS.



DIPLOMA COURSES

THE COLLEGE OFFERS DIPLOMA COURSES IN:

COMPUTER SCIENCE AND APPLICATION -

1. BEGINNER'S COURSE
2. PROFESSIONAL COURSE (DCA)

Beginner's Course Details :

Objective : Detailed knowledge of computer application with introduction to programming.

Course Contents : Computer Fundamentals, Windows Operating System, MS-Word, MS-Excel, MS-Power point, MS-Access, Internet and Programming in C++.

Professional Course Details :

Objective : Advanced skills about the latest technologies in Computer Science.

Course contents : Linux, HTML Java, Visual Basic, Oracle, MS-SQL Server etc.

N.B. : A student having computer application knowledge may directly undergo a training in Professional course.

Training Features :

1. Classes are conducted at college's own Computer laboratory.
2. Students need to attend only 1 (one) class in a day and that on any off period.
3. A very nominal fee is charged as the cost of training.
4. Free study materials are supplied to the students during the course session.
5. Training and learning methodology is quite modern and at par with present Industry standard.



CHANGE OF SUBJECT :

Any student intending to change subject must apply for such change within 10 (Ten) days, from the date of admission and must be settled within 15 (Fifteen) days for both H.S. and BA. first semester. No further date shall be extended. Acceptance of change wholly depended upon the department concern.

TEACHING PLAN :

Based on the Academic Calendar, Teaching Plans for all the classes of H.S. and T.D.C. are prepared by the Academic Committee of the College at the beginning of every Academic Session. The teaching plans include remedial classes for the weak students and special care is taken of the brilliant students. The emphasis is given on timely completion of courses and other activities so as to enable the students to prepare for examinations in right earnest. Teaching methods comprises of varied activities - lecture method, tutorials, group discussion, assignments, seminars, workshops, library work, field work, project and presentations by the students. The overall progress of the student(s) is individually monitored throughout.

RESERVATION:

- i) There is provision for reservation of seats for students belonging to SC. ST (Plains), ST (Hills), OBC, MOBC, and specially abled students as per Govt. rules.
- ii) Seats may be allotted to student(s) having outstanding performance records in the field of -- Sports, Culture, NCC and other extra curricular activities.

DISTANCE EDUCATION CENTRE :

Distance Education Contact Centre of Digboi Mahila Mahavidyalaya was started from the session 2003-2004. The subjects introduced are Assamese, Political Science, Economics Sociology. The last date of admission into PG Previous year classes alongwith deposit of admission fee is as directed by the University. The final examination is held in the month of December every year. Study materials are issued to the students and student counseling is held from time to time with prior notice.

Career Oriented Course :

The College has introduced the UGC Sponsored Career Oriented Baking Course. There are additional courses meant primarily to teach techniques and skill in certain trades considered to be helpful for a student to be self-reliant, on the completion of such course, certificates will be granted.

SELF-FINANCING COURSES :

The college has introduced the following self-financing short-durational courses. There are additional courses meant primarily to teach techniques and skill in certain trades considered to be helpful for a student to be self-reliant. These courses may be pursued by students enrolled for either H.S. or Degree courses. On the completion of such courses, certificates will be granted:

The courses are : a) Beautician's Course b) Computer Application c) Spoken English

AWARNESS PROGRAMMES / TRAINING :

APSC / UPSC / Defence / Banking / Paramedical / Police / Staff Selection Programmes will be organized in this year for benefit of the students.

PROCEDURE FOR ADMISSION

- (a) Online Admission is admissible for which students should go through the college website : www.digboimahilamahavidyalaya.com
- (b) Admission into the college is made strictly in order of merit and is governed by the college Admission Committee. Cut off marks 40%.



- (c) Canvassing or interference in admission procedure by the Candidates or Guardian for a particular student will result in forfeiture of the claim for admission.
- (d) Candidates are required to produce at the time of admission, the original copies of:
 - i) Marksheet of the last qualifying Examination
 - ii) Age / Pass Certificate
 - iii) Caste Certificate
 - iv) Character Certificate
 - v) Migration Certificate in case the student is from other than SEBA, AHSEC & DIBRUGARH UNIVERSITY.
 - vi) Authentic Annual Income Certificate.
- (e) Students passing the qualifying examination earlier than the current year will have to submit a gap certificate from the Head of the Institution last attended / migration / gazetted Officer.
- (f) Admission to the Hostel can be taken on the same day of admission to the college as per regulations of the Hostel rules. To get admission into the Hostel requires prior approval of the Principal. A candidate who fails to deposit fee for hostel admission will result in forfeiture of her seat.
- (g) H.S. 1st year student who fails to get promoted to the next higher class may be admitted after submission of fresh admission form as per AHSEC admission rules.

FIRST CLASS :

If she secures 60% or above marks in Honours subject and passes in all other subjects.

SECOND CLASS :

If she secures 45% or above but less than 60% marks in the Honours subject and passes in all other subjects.

ATTENDANCE IN CLASSES :

Ideally the student should attend all lectures and practicals held during the year in all the subjects (or papers). In case the student is unable to do so, then she must have :
□ 80% attendance for both H.S. & B.A. Courses.

Any Student failing to attend the specified percentage of classes shall not be permitted to appear in both the internal examinations conducted by the college as well as the Final Examination conducted by the Assam Higher Secondary Education Council and Dibrugarh University. Failure to secure this minimum percentage will make the student ineligible to sit for the annual examinations.

- i) If absent due to serious disabling illness or any other major causes the student should submit an application supported by an authentic documents within a week of her return to college. The certificate should be signed by the subject teachers.
- ii) If the student missed classes because of sports she has to get a certificate from the sports teacher. According to University rules, the total period of absence in case of State / National level sports events should not exceed 30 days respectively, including the journey period, in an academic year.
- iii) If the student missed classes because she is participating in the college (inter-college) events, she should get a certificate from the Union Advisor concerned. No exemption from attendance will be allowed for rehearsals.
In no case will the concessions granted under - i, ii, iii or in any combination, thereof should exceed 1/3 rd of the total number of lectures.



COLLEGE EXAMINATION (For both H.S. & Conventional T.D.C. Courses):

- i) Alongwith University and Council Examinations, there will be Unit Test in the college conducted by the respective departments according to the academic calender of the college, as part of its internal continuous evaluation.
- ii) A student must appear in all the unit tests. If a student fails to appear in the Unit Test, she will not be allowed to appear in the Selection Test Examination.
- iii) The Progress Report of the Unit Tests are sent to the Guardians / Parents of respective student (s) and the student (s) are directed to return the said Progress Report to the office of the college after getting duty signed by the Guardian (s) Parents (s).
- iv) The students will be allowed to appear in the Selection Test on the basis of all the unit tests marks. The decision of the Selection Committee will be final.
- v) The student (s) who fails in the selection test will not be considered to appear in the Final Examination.

NOTE :

- 1) Student offering Major Course in various disciplines are required to sit for an Entrance Test generally conducted by the department concerned. This is a measure adopted aiming to maintain the quality of Higher Education. A student willing to take up Major in any subject must secure 2nd division (Regular Pass) H.S. final examination with minimum 50% marks in the concerned subject in order to appear in the Selection Test for Major that subject.
- 2) The final examinations are conducted as per regulations of AHSEC and Dibrugarh University.

COLLEGE DISCIPLINE

1. If the student is found guilty of misconduct / indiscipline as per the regulation of the University, she on the advice of the Principal to the Vice-Chancellor, may be expelled / rusticated for a stated period / debarred from the University for a stated period / fined with a sum of rupees that may be specified, debarred from taking the University examination for one or more years / have the result of the examination, in which she may have appeared, cancelled.
2. Any individual or collective act or practice of ragging constitutes gross indiscipline and shall be dealt with under the University ordinance.
3. The Principal and the Hostel Warden should be immediately informed of the cases of ragging. Abetment to ragging will also amount to ragging.
4. Punishment for ragging includes rustication of a student or students for a specific number of years / cancellation of the result of the examination in which she / they may have appeared.
5. It may be noted that the college takes a serious view of any individual / group which indulges in verbal threats, taunts and harassment and physical intimidation, assault etc. Strong disciplinary action will be taken against anyone found to be doing so, and may include expulsion from the college.
6. Use of Mobile Phones in the college campus strictly prohibited. Violation of rules attracts a fine of Rs. 1000/-.

RAGGING :

In its ruling regarding ragging dated 03-07-2001, the Supreme Court has held that: ".....Any disorderly conduct whether by words spoken or written or by an act which has the effect of teasing, treating or handling with rudeness any other student, indulging in rowdy or undisplined activities which causes is likely to cause annoyance hardship or psychological harm or raise fear or apprehension something which such student will not



do in the ordinary course and which has the effect of causing or generating a sense of shame or embarrassment so as to adversely affect the physique of a fresher or a junior student”is termed as ragging.

“.....Any one indulging in ragging is likely to be punished. This may include expulsion from the institution, suspension from the institution or classes for a limited period or fine with a public apology. The punishment may also take the shape of -

- i) Withholding scholarships or other benefits
- ii) Debarring from representation in events
- iii) Withholding result
- iv) Suspension or expulsion from Hostel or Mess and the like

“.....If the individuals committing or abetting ragging are not identified, collective punishment could be resorted to act as a deterrent punishment and to ensure collective pressure on the potential raggers

IDENTITY CARD :

After admission, every student will be issued an Identity Card by the authority of the college. If the Identity Card is lost by the student then a duplicate Identity Card will be issued by the college on receiving an application from the student and on payment of Rs. 70/- in the accounts office. The students must display the card while in the college campus or outside for college related works.

TIME TABLE :

Time table will be displayed in the college notice boards in time.

COLLEGE UNIFORM :

The College uniform comprises anyone of the following : a) Green Kameez, White Salwar and white Dupatta. b) Chadar-Mekhela white chadar with green border, Muga colour Mekhela and white blouse. c) Saree (Green Border with white blouse). White sweater (in winter), black shoes and white sock. Uniformity in dress is a part of discipline. Hence, it is mandatary that every student while in college or representing the college anywhere should be dressed in full uniform selected by the management of the college as stated above.

N.B. : Violation of it will not be allowed to enter the college campus.

FORUMS AND ASSOCIATIONS :

- i) Digboi Mahila Mahavidyalaya Students’ Union is the general body of the students of the college. Its membership is compulsory for every student. Office bearers are selected annually by the students themselves.
- ii) Digboi Mahila Mahavidyalaya Teachers’ Council is another body of the teaching staff which is responsible for maintaining harmony among the teachers in the participation of different activities of the college.

Besides, the college has the follwing associations and study circles :

- a) Digboi Mahila Mahavidyalaya Sociological Association.
- b) Digboi Mahila Mahavidyalaya Education Society.
- c) Digboi Mahila Mahavidyalaya Political Science Association.
- d) Digboi Mahila Mahavidyalaya Literary Forum.
- e) Digboi Mahila Mahavidyalaya Hindi Literary Society.
- f) Asomia Bibhagiya Chara.
- g) D.M.M. Home Science Forum.
- h) D.M.M. Economics Forum.

**FEE STRUCTURE****FEE STRUCTURE, 2017 :**

CLASSES	TUITION FEE MONTHLY	OTHERS FEE YEARLY	
H.S. 1st Year	NIL	Rs. 4780/-	Practical Fee (If any) Rs. 600.00
BA 1st Semester	Honours	Rs. 5870/-	Practical Fee (If any) Rs. 600.00
	Skill Enhancement (SEC)	Rs. 400/-	

N.B.

- a) Once a student has taken admission in the college, the admission fee will not be returned under any circumstances.
- b) College Pass Certificate Fee /any other certificate Fee- Rs. 200/-
- c) Migration Fee - Rs. 500/-
- d) Fee structure may be changed as per govt. order.



DEPARTMENTS AND FACULTY MEMBERS

DIGBOI MAHILA MAHAVIDYALAYA

Principal - Dr. Arun Ch. Sarmah, M.Sc., M.Phil., Ph.D.

FACULTY MEMBERS

1. DEPARTMENT OF ASSAMESE :

Mrs. Deepali Sharma, M.A.
Mrs. Tilottama Gogoi, M.A. (HoD)
Mrs. Ranjita Saikia, M.A, M.Phil, NET.

2. DEPARTMENT OF BENGALI :

Dr. Abul Foyes Md. Malik, M.A. Ph.D.
Dr. Ratnadip Purkayastha, M.A., M.Phil, PhD (HoD)

3. DEPARTMENT OF ECONOMICS :

Mrs. Ruma Paul, M.A., M. Phil
Mrs. Jayasree Chakraborty, M.A. (HoD)
Mr. Sanjib Dutta, M.A., M. Phil, SLET.

4. DEPARTMENT OF EDUCATION :

Mrs. Mamani Devi, M.A. (HoD)
Mrs. Eva Konwar, M.A.
Ms. Kiran Teronpi, M.A.

5. DEPARTMENT OF ENGLISH :

Dr. Jovial Kalita, M.A. P.G.C.T.E.,
P.G.D.T.E., Ph.D., NET (HoD)
Mr. Pankaj Lochan Gogoi, M.A. M.Phil, SLET.

6. DEPARTMENT OF HINDI :

Dr. Arun Kumar Jha, M.A., Ph.D. (HoD)
Vacant (1)

7. DEPARTMENT OF HISTORY :

Dr. Minoti Sarmah, M.A., Ph.D. (HoD)
Dr. Pintu Roy, M.A., Ph.D.

8. DEPARTMENT OF HOME SCIENCE :

Dr. Sanjita Chetia, M.Sc., Ph.D. (HoD)
Dr. (Mrs.) Smita Rani Saikia, Msc. M.Phil, Ph.D.,
NET

9. DEPARTMENT OF PHILOSOPHY :

Dr. Jhuma Borthakur, M.A. Ph. D (HoD)
Mr. Ashim Chetia, M.A.
Dr. Manik Konch, M.A. Ph. D.

10. DEPARTMENT OF POL. SCIENCE :

Dr. Dipok Goswami, M.A., Ph.D.
Mrs. Urmi Sharma, M.A. (HoD)
Mrs. Manjuma Sonowal, M.A., M.Phil.

11. DEPARTMENT OF SOCIOLOGY :

Dr. Niva Baruah, M.A., Ph.D. (HoD)
Dr. Putul Borah, M. A., M.Phil., Ph.D.



NON TEACHING STAFF

- | | | | |
|-----|--------------------------|---|-------------------|
| 1. | Mrs. Meera Begam | - | LDA |
| 2. | Mr. Bishnu Bahadur Thapa | - | IV Grade |
| 3. | Mr. Kamal Das | - | IV Grade |
| 4. | Mr. Edla Micheal | - | IV Grade |
| 5. | Mr. Anil Chandra Kakoty | - | IV Grade (Bearer) |
| 6. | Mr. Dinakanta Das | - | Head Accountant |
| 7. | Mrs. Mamoni Das | - | Cashier |
| 8. | Mr. Biplob Seal | - | Accountant |
| 9. | Ms. Mauchumi Gogoi | - | Computer Typist |
| 10. | Mr. Nitya Nanda Borah | - | Electrician |
| 11. | Mr. Parasuram Chetry | - | Night Chowkidar |
| 12. | Mr. D.K. Balmiki | - | Sweeper |
| 13. | Mr. Karanlal Upadhaya | - | Mali |
| 14. | Mr. Ashok Kumar Boruah | - | Gate Keeper |
| 15. | Mrs. Aruna Das | - | Bearer |
| 16. | Mr. S. Das | - | Campus Cleaner |

LIBRARY STAFF

- | | | | |
|----|--------------------------------|---|-------------------------|
| 1. | Mr. Rajani Kanta Haloi, M.Lib. | - | Librarian |
| 2. | Mrs. Dipika Dhar, B.Lib. | - | Lib. Asstt. |
| 3. | Mr. Putul Borah | - | Lib.Bearer |
| 4. | Mr. Dhruvajyoti Borah | - | Lib Asstt. (Data Entry) |



B.A. 6th SEMESTER (FINAL), 2019
1st CLASS CANDIDATES WITH PERCENTAGE

Sl. No	Name	Subjects	Percentage
1	<i>Jun Dohutia</i>	<i>Sociology</i>	<i>64%</i>
2	<i>Jyotismita Dihingia</i>	<i>Home Science</i>	<i>78%</i>
3	<i>Budhidepta Shankar Das</i>	<i>Home Science</i>	<i>77%</i>
4	<i>Chnda Ku. Koiry</i>	<i>Home Science</i>	<i>76%</i>
5	<i>Dikshita Parasar</i>	<i>Political Science</i>	<i>73%</i>
6	<i>Dikhaya Sonowal</i>	<i>Home Science</i>	<i>71%</i>
7	<i>Jyotshna Newar</i>	<i>Political Science</i>	<i>72%</i>
8	<i>Abhirasha Moran</i>	<i>Philosophy</i>	<i>67%</i>
9	<i>Aloni Sema</i>	<i>Political Science</i>	<i>61%</i>
10	<i>Durakhmoni Sonowal</i>	<i>Political Science</i>	<i>66%</i>
11	<i>Geetanjali Gogoi</i>	<i>Education</i>	<i>70%</i>
12	<i>Gitanjali Moran</i>	<i>Philosophy</i>	<i>66%</i>
13	<i>Hewali Gorh</i>	<i>Philosophy</i>	<i>69%</i>
14	<i>Ilura Moran</i>	<i>Sociology</i>	<i>65%</i>
15	<i>Ivy Borgohain</i>	<i>Home Science</i>	<i>71%</i>
16	<i>Jyoti Boruah</i>	<i>Sociology</i>	<i>65%</i>
17	<i>Kaberi Konwar</i>	<i>Sociology</i>	<i>68%</i>
18	<i>Kalpana Newar</i>	<i>Home Science</i>	<i>69%</i>
19	<i>Kangan Marpache</i>	<i>Political Science</i>	<i>71%</i>
20	<i>Madhusmita Gogoi</i>	<i>Education</i>	<i>61%</i>
21	<i>Mausumi Moran</i>	<i>Sociology</i>	<i>68%</i>
22	<i>Minakshe Acharjee</i>	<i>Political Science</i>	<i>60%</i>
23	<i>Nanu Sharma</i>	<i>Home Science</i>	<i>80%</i>
24	<i>Nayanika Borgohain</i>	<i>Education</i>	<i>65%</i>
25	<i>Nisha Chhetri</i>	<i>Sociology</i>	<i>63%</i>
26	<i>Porishmita Dutta</i>	<i>Sociology</i>	<i>70%</i>
27	<i>Prajna Priyadarshini Pathak</i>	<i>Political Science</i>	<i>69%</i>
28	<i>Prarthana Moran</i>	<i>Philosophy</i>	<i>76%</i>
29	<i>Priya Das</i>	<i>Economics</i>	<i>61%</i>
30	<i>Punam Kumari Shah</i>	<i>Home Science</i>	<i>69%</i>
31	<i>Radhika Chetri</i>	<i>Philosophy</i>	<i>79%</i>
32	<i>Ranjita Newar</i>	<i>Philosophy</i>	<i>76%</i>
33	<i>Rasmina Chetia</i>	<i>Sociology</i>	<i>74%</i>
34	<i>Rekhamoni Konwar</i>	<i>Sociology</i>	<i>73%</i>
35	<i>Rimpi Sarmah</i>	<i>Assamese</i>	<i>64%</i>



36	<i>Rudra Kumari Chetry</i>	<i>Political Science</i>	60%
37	<i>Rupa Chetry</i>	<i>Home Science</i>	70%
38	<i>Saleha Begum</i>	<i>Home Science</i>	76%
39	<i>Soniya Sharma</i>	<i>Sociology</i>	61%
40	<i>Sumi Borah</i>	<i>Education</i>	67%
41	<i>Susmita Sharma</i>	<i>Political Science</i>	64%
42	<i>Torali Deka</i>	<i>Sociology</i>	65%
43	<i>Tiluttama Upadhya</i>	<i>Sociology</i>	66%
44	<i>Surabhi Barpatra Gogoi</i>	<i>1st Div. (Gen)</i>	66%

**ASSAM HIGHER SECONDARY EDUCATION COUNCIL,
LIST OF 1st DIVISION STUDENTS OF THE
H.S. FINAL EXAMINATION, 2019**

<i>SL. NO.</i>	<i>NAME</i>	<i>PERCENTAGE</i>
1	<i>SHAHNAZ FARHIN</i>	65 %
2	<i>BEBIKA CHETIA</i>	70 %
3	<i>BARASHA GOGOI</i>	71 %
4	<i>BARNASHREE SONOWAL</i>	72 %
5	<i>MONDISKA MORAN</i>	69 %
6	<i>MANASHI DEBNATH</i>	66 %
7	<i>REBIKA NEOG</i>	74 %
8	<i>REEDHI DEVI</i>	70 %
9	<i>POONAM RAJKUMARI</i>	65 %

**Digboi Mahila Mahavidyalaya
OUR PRINCIPALS**

Sl. No.	Name			
1	Late (Mrs.) S. L. Gogoi	24.07.1981	-	16.06.1985
2	Late Dr. K. Deka	17.06.1985	-	31.03.2001
3	Dr. U.C.Sarmah, i/c.	01.04.2001	-	16.01.2012
4	Dr.(Mrs.) M. Konwar	17.01.2012	-	09.11.2015
5	Dr. (Mrs.) A. Gogoi, i/c	10.11.2015	-	17.08.2016
6	Dr. A. C. Sarmah	18.08.2016	-	