

# PROSPECTUS

2023-2024



## M. S. GIRLS' COLLEGE, RANGIA

ESTD. : 1984

KAMRUP : ASSAM : PIN- 781354

website : [www.msgcollege.co.in](http://www.msgcollege.co.in)

E-mail : [principalmsgcollege@gmail.com](mailto:principalmsgcollege@gmail.com)



### COLLEGE AT A GLANCE :

1. Name of the College : Manabendra Sarma Girls' College
2. Date of Establishment : 25 August, 1984.
3. First Principal : Late Bhabakanta Sarma
4. Year of affiliation  
under Gauhati University : 1999
5. UGC affiliation : The College is included under Section  
2 (f) & 12 (B) of the UGC act,  
1956 on November, 2014.
6. Stream : Arts
7. Present Principal : Mrs. Kanika Goswami
8. Total No. of students (in TDC level) : 1240 (2022-23)
9. Opening up of KKHSOU Study Centre : 2012

### GOVERNING BODY MEMBERS

Mr. Dilip Deka  
*President*

Mrs. Kanika Goswami  
*Secretary*

Dr. Brajendra Saikia  
*G.U. Nominee*

Dr. Dilip Ch. Das  
*G.U. Nominee*

Mr. Manabendra Karjee  
*Guardian*

Mr. Rubul Hussain  
*Guardian*

Mrs. Makan Deka  
*Woman Guardian*

Mrs. Manjushree Sarma  
*Donor*

Dr. Mina Kalita  
*Teacher Representative*

Mr. Tafickar Rahman  
*Teacher Representative*

Mr. Shashi Kanta Mahanta  
*Non-Teaching Representative*

# MANABENDRA SARMA GIRLS' COLLEGE, RANGIA

*(Accorded Permanent Affiliation by the Gauhati University)*

## *An overview*

Manabendra Sarma Girls' College, Rangia is the only premier female institution for higher education in the entire North Kamrup area, established in August 1984. The college has been torch bearer in the field of higher education for the girls in the vast and extensive area inhabited predominantly by socially and economically backward segments of the population. The institution was initiated by some notable enthusiastic educationists and the public in Rangia Girls' Higher Secondary School, Rangia. Thereafter, it was shifted to its allotted govt. land in Pub-Kachari Mahal and Pub-Barigog Mauza, Rangia. At the initial stage, the college was entitled as 'Rangia Girls' College' and later, the institution was renamed as Manabendra Sarma Girls' College in a public meeting in 1994 to memorise the veteran social-worker and politician of Rangia, Late Manabendra Sarma.

The college has been provincialised under The Assam Venture Educational Institutions (Provincialisation of Services) Act, 2011 and Amendment Act 2012 and an Act, 2017 (amended on 2018) w.e.f. 1st January, 2013 and 1st January 2021 respectively by the Govt. of Assam. The College is located at the heart of Rangia Town and is just 1 (one) km away from 27 No. National Highway. Manabendra Sarma Girls' College, Rangia has been registered under section 2(f) and 12(B) of the UGC Act. Hope this will pave a new dimension to the entire college for all-round development. It is immense pleasure that the number of students have been growing day by day. It may be due to upliftment in overall academic as well as dynamic role of the entire college family.

Since its inception, the college has been playing a pioneer role in all spheres of socio-academic activities. Let us act for all round development of the institution for the greater interest of the womankind as well as the society.

### VISION :

- To build up women education.
- Inculcate high values through liberal education.
- To achieve core competencies to meet the global requirements successfully.
- To empower the women to flourish their capacity to think, lead and change the society.
- To motivate and inspire female students to be self-dependent and confident.

### MISSION :

- To create friendly atmosphere that would enable the students to in all activities.
- To develop a sense of innovation.
- To develop the framework for effectively conducting various educational and research programmes of high standards so as to produce confident, self-reliant and responsible youth for the society.
- To help students transform themselves into balanced personality by encouraging them to participate in a wide variety of curricular co-curricular activities.
- To motivate the faculty members to engage themselves in various academic research and extension activities, with the ultimate objective to equip the students with the sophisticated techniques and nurture them in finding solutions to the current problems of the society.
- To introduce innovative techniques with the objective of making teaching-learning process more effective.

### CURRICULUM :

The college offers courses of studies upto B.A. with English, Assamese, Bodo, Economics, Political Science, History, Philosophy, Education, Arabic, Elective Assamese, Elective Bodo, Alternative English with Honours in Assamese, Political Science, Economics, Education, Arabic. M.A. courses under KKHSOU is also offered.

The syllabus and curriculum are subject to changes effected by G.U. from time to time.

## Structure of FYUGP (Four Year Under Graduate Programme) in Arts

To know details about FYUGP under Gauhati University visit :

<https://gauhati.ac.in>

<https://nep.gauhati.ac.in>

<https://syllabus.gauhati.ac.in/ug/courses>

The Four Year Undergraduate Programme (FYUGP) under Gauhati University is based on the National Education Policy (NEP) 2020. The policy recognizes that higher education plays an extremely important role in promoting human as well as social well-being. From the Academic Session, 2023-24, Manabendra Sarma Girls' College is going to implement the FYUGP (Four Years Under Graduate Programme) in Arts under Gauhati University which is based on the National Education Policy (NEP) 2020. The FYUGP at GU is designed to offer two types of Bachelor's Degrees to the students at the end of the successful completion of the programme- (i) Bachelor's Degree in a Stream and (ii) Bachelor's Degree in a Discipline. The word Stream here refers to Arts. In case of a degree in a stream, the student studies a multitude of different subjects, usually mixing different disciplines, which leads to a truly multidisciplinary degree. While in case of a degree in a discipline, the student is confined to a certain set of disciplines.

### CURRICULAR GOALS :

The curricular and framework of FYUGP under NEP 2020 seeks to ensure the following for the students :

- (a) Flexibility to move from one discipline of study to another.
- (b) Opportunity for learners to choose the course of their interest in all disciplines.
- (c) Facilitating multiple entry and exit options with UG certificate / UG diploma / or degree depending upon the number of credits secured.
- (d) Flexibility for learners to move from one institution to another to enable them to have multi and / or interdisciplinary learning.
- (e) Flexibility to switch to alternative modes of learning (offline, ODL and Online learning)

The FYUGP is designed to cater to the diverse academic needs of the students and seeks to offer multiple entries/exits and obtain Certificate or a Diploma or Degree with or without Major or a Degree (Honours) with Research at various levels as stipulated under the policy.

### ADMISSION

#### 1. ELIGIBILITY

- ◆ A student who has passed 12th standard or equivalent examination in any stream from a recognized institution.
- ◆ Admission to the FYUGP will be based on the preference of major, if any. In case a

student does not want to opt for any Major, students will be admitted on the basis of preferences of the subject combinations.

- ♦ Admission to a Programme or Major will be subject to availability of the subject and capacity of a college/department.
- ♦ No student shall be eligible for admission to a Programme in any discipline under the FYUGP unless she fulfills the pre-requisites of courses as fixed by the university.

## 2. PROGRESSION AND EXITS

The progression and exits during the whole course structure is given below.

### (a) After 1 Year

One can exit just after one-year. In this case, the student will have to complete one extra Vocational / Skill course (Exit Course) of 4 credits and can exit the programme. The student will get a Certificate. The minimum total credit requirements is 44 (and 4 credit extra for the exit Vocational / Skill course).

### (b) After 2 Years

One can exit the programme after two-year course as well. In this case, the student will have to complete one extra Vocational / Skill course of 4 credits and can exit the programme. The student will get a Diploma. The minimum total credit requirements is 84 (and 4 credits extra for the exit Vocational / Skill course).

### (c) After 3 Years

If a student completes 3 years, she can exit the programme. In this case the student will get a Bachelor's Degree. The minimum total credit requirements is 120.

### (d) After 4 Years

After completion of 4 years, the student gets either a Bachelor's Degree (Honours) or a Bachelor's Degree (Honours) with Research. The minimum total credit requirements is 160.

It should be noted that any certificate / diploma / degree is awarded only if the student clears (i.e. passes) all the required courses (papers) till that point of time.

However, a student can complete her FYUGP within a maximum period of 7 years.

## 3. ABC (ACADEMIC BANK OF CREDITS)

The GU-FYUGP is directly connected to the ABC (Academic Bank of Credit) as notified by the UGC. All credits a student earn at the end of an examination in GU-FYUGP, will be deposited in the ABC by the university.

As such it is mandatory that a student under GU-FYUGP register for the ABC as notified by the regulatory agencies.

\*Aadhaar Card is mandatory for all the admitted students as it will be required for all purposes like creation of ABC, Registration with University, etc. Those who do not have Aadhaar Card, they must avail it within two/three weeks from date of admission.

#### 4. MULTIPLE EXITS AND ENTRIES

The FYUGP allows students to have multiple exits and entries. That is a student can exit the programme, say after one year and then again can enter the institution as per the policy of Inter-institutional mobility (shown in point no. 5) Programme at a later time and can continue the programme from where she left. This process can be executed multiple times.

However, the entry into the programme is subject to availability of positions at that point of time and in that institute / college. Besides, the following should apply

- ♦ A student will get a certificate / diploma / degree on exit from the GU-FYUGP (depending on in which year the student exits), only when the student passes in all the minimum compulsory courses at that point of time.
- ♦ After an exit, either after Year 1 or 2, the student can seek an entry only into the same programme to which the student was admitted.
- ♦ When a student exits the GU-FYUGP after 3 years with a Bachelor's Degree, she can not seek reentry into the programme at the fourth year, rather she will need to take admission into the Master's programme at the first year.
- ♦ As the contents (syllabi) of all the courses are subject to modification from time to time, when a student enters into the programme after an earlier exit, the contents of all courses will be what is as per the syllabi at the current point of time.

#### 5. INTER-INSTITUTION MOBILITY

The GU-FYUGP allows a student for inter-institutional mobility, both for incoming and outgoing students. For this, GU will take into account the credits a student has in her ABC.

For an incoming student, the following should be observed:

- (a) The entry is subject to availability of seats in the concerned discipline.
- (b) The student need to fulfil all the academic prerequisites of the concerned discipline.
- (c) Gauhati University will award a degree to a student, only when the student will have completed 60% of the credits for core courses from GU.

#### 6. CHOICE OF COURSES

##### Prerequisites

Prerequisites are conditions which need to be fulfilled prior to admission into the FYUGP. Each subject and its course (paper) has their own prerequisites, which need to be fulfilled by a student prior to enrolment. For details one can visit university website <https://gauhati.ac.in> or <https://nep.gauhati.ac.in>

Here, having a prerequisite necessarily means that the student needs to have passed in the subject. The details of these prerequisites are available in the FYUGP Information Booklet.

##### Requirements

As opposed to prerequisites, the requirements are conditions which need to be fulfilled

when a student chooses a certain subject or course. For example, when a student wants to study Botany as a subject, Chemistry as another subject must be studied.

The details of the requirements are available in the FYUGP Information Booklet.

### Course options

Subject to fulfillment of prerequisites and requirements, a student can choose any subject as core subjects. The nomenclature of the degree awarded will be decided by the group to which at least two subjects belong.

## 7. EXAMINATION & GRADING

### Examination

The examination modalities of GU-FYUGP will be as per GU's Examination Ordinance.

### Grading

After successful completion of the programme, a student will be awarded grade. In GU-FYUGP, there will not be any percentage of marks, but all students will be provided SGPA (Semester Grade Point Average) and CGPA (Cumulative Grade Point Average) as per UGC's Curricular Framework.

## 8. FOURTH YEAR OF THE GU-FYUGP

The fourth year of the GU-FYUGP consists of one compulsory course on Research Methodology of credit 4, to be studied in Semester VII. The rest of the course consists of Advance Core Courses and a Dissertation. The details of the fourth year will be available later.

## 9. CURRICULAR COMPONENTS

The entire FYUGP curriculum is divided into two parts - (a) Core Courses and (b) Common Courses, which are described below.

### Syllabus for B.A. First Year (Semester I & II) Under Four Year Under-Graduate Programme (FYUGP)

#### Semester : I : Total 7 Subjects

##### Core courses

The core courses constitute of Majors and Minors. Usually, a student will choose one Major subject and two Minor subjects. Different options are described in the next section. All core courses have a credit allocation of 4.

#### (A) Core Course (Compulsory 3 Subjects)

##### 1. Major :

Any one of the following subjects (Credits 4 each)

Assamese, Education, Political Science, Economics and Arabic

## 2. Minor-1 :

Any one of the following subjects except Major Subject (Credits 4 each)

Assamese, Education, Political Science, Economics, Arabic, Philosophy, English, History

## 3. Minor-2 :

Any one of the following subjects except Major and Minor-1 Subjects (Credits 4 each)

Assamese, Education, Political Science, Economics, Arabic, Philosophy, English, History

## Common courses (Compulsory 4 Subjects)

As the name suggests, these courses will have to be studied by all students of FYUGP. Together the common courses have a credit allocation of 36 divided over five subdivisions.

They are:

- (a) Value Added Courses (VAC)
- (b) Ability Enhancement Courses (AEC)
- (c) Multidisciplinary Courses
- (d) Skill Enhancement Courses (SEC)
- (e) Internship

***A brief description of these courses is given below.***

### MULTI-DISCIPLINARY COURSES

Any one of the following Subjects (Credits 3 each)

(Humanities and Social Science)

Basic Economics, Political Science, History, Philosophy, Psychology, Women's and Gender Studies

### ABILITY ENHANCEMENT COURSES (AEC)

Any one of the following Subjects (Credits 4 each)

MIL (Assamese, Bodo)

English Uses (Communication)

### SKILL ENHANCEMENT COURSES (SEC)

There are various skill courses with total credit allocation of 9. In our structure, we shall have four skill courses starting from Semester 1 and in Semesters 4-6.

### VALUE ADDED COURSES (VAC) [Any one of the following subjects (Credits 3 each)]

Understanding India and

Environmental Studies (Compulsory)

## **Semester-II : (Total 7 Subjects)**

### **(A) Core Course (Compulsory 3 Subjects)**

#### **1. Major :**

Any one of the following subjects (Credits 4 each)  
Assamese, Education, Political Science, Economics and Arabic

#### **2. Minor-1 :**

Any one of the following subjects except Major Subject (Credits 4 each)  
Assamese, Education, Political Science, Economics, Arabic, Philosophy, English, History

#### **3. Minor-2 :**

Any one of the following subjects except Major and Minor-1 Subjects (Credits 4 each)  
Assamese, Education, Political Science, Economics, Arabic, Philosophy, English, History

## **Common courses (Compulsory 4 Subjects)**

### **MULTI-DISCIPLINARY COURSES**

Any one of the following Subjects (Credits 3 each)

(Humanities and Social Science)

Basic Economics, Political Science, History, Philosophy, Psychology, Women's and Gender Studies

### **ABILITY ENHANCEMENT COURSES (AEC)**

Any one of the following Subjects (Credits 4 each)  
MIL (Assmese, Bodo)  
English Uses (Communication)

### **SKILL ENHANCEMENT COURSES (SEC)**

There are various skill courses with total credit allocation of 9. In our structure, we shall have four skill courses starting from Semester 1 and in Semesters 4-6.

### **VALUE ADDED COURSES (VAC) [Any one of the following subjects (Credits 3 each)]**

Understanding India and  
Environmental Studies (Compulsory)

## **INTERNSHIP**

All student are to carry out an Internship with a credit allocation of 4. The internship can be carried out in any semester during Semesters 3-6. As internships are meant to be done during semester breaks, they will not interfere with other classes.

**Major Subject :**

For FYUGP, Arts (BA) at Manabendra Sarma Girls' College, students can choose any one from the following as Major Subject as per the allotted total number of seats.

**No. of seats in Major Subjects available :**

Subject(s)	No. of Seats
Assamese	50
Education	40
Political Science	40
Economics	20
Arabic	20

**Minor Subject :**

For FYUGP, Arts (BA) at Manabendra Sarma Girls' College, students can choose any two (excluding the Major Subject) from the following as Minor Subject as per the allotted total number of seats.

**No. of Seats in Minor Subjects available :**

Subject (s)	No. of Seats
Education	250
Political Science	250
Philosophy	250
Elective Assamese	120
Elective Bodo	100
Economics	100
Arabic	80
History	100

**COMMON COURSES**

- (A) Multidisciplinary Course : 01 Paper
- (B) Ability Enhancement Course (AEC) : 01 Paper
- (C) Value Added Course (VAC) : 01 Paper
- (D) Skill Enhancement Courses (SEC) : 01 paper

*For Course Options,*

*Candidates are advised to visit the G.U Link for FYUGP Syllabi*

## 10. DEGREE IN DISCIPLINE:

The GU-FYUGP offers degree in a discipline which has the same FYUGP structure i.e. Core Courses with a minimum of 84 credits and Common Courses Credits of 36 (in a 3 year Programme). Students study certain pre-defined Courses designed for the respective discipline

### Common courses

As the name suggests, these courses will have to be studied by all students of FYUGP. Together the common courses have a credit allocation of 36 divided over five subdivisions.

- (f) Value Added Courses (VAC)
- (g) Ability Enhancement Courses (AEC)
- (h) Multidisciplinary Courses
- (i) Skill Enhancement Courses (SEC)
- (j) Internship

*A brief description of these courses are given below.*

### MULTI-DISCIPLINARY COURSES

Any one of the following Subjects (Credits 3 each)

(Humanities and Social Science)

Basic Economics, Political Science, History, Philosophy, Psychology, Women's and Gender Studies

### ABILITY ENHANCEMENT COURSES (AEC)

This is a 8-credit course covering Modern Indian Languages (MIL) and English Usage (Communication).

Each student need to complete two courses of 4-credits each - one from English Usage and other from the group of MIL, especially designed for this purpose. These courses have to be taken during Semesters 1-2.

### SKILL ENHANCEMENT COURSES (SEC)

These are various skill courses with total credit allocation of 9. In our structure, we shall have four skill courses starting from Semester 1 and in Semesters 4-6.

### VALUE ADDED COURSES (VAC) [Any one of the following subjects (Credits 3 each)]

Understanding India and  
Environmental Studies (Compulsory)

Each student will have to take any two courses, each of 3-credits, from any three groups during Semesters 2 & 3. Here one course from the Environmental Science group is compulsory

except if the student takes a core course on Environmental Science.

### **INTERNSHIP**

All student are to carry out an Internship with a credit allocation of 4. The internship can be carried out in any semester during Semesters 3-6. As internships are meant to be done during semester breaks, they will not interfere with other classes.

detailed syllabi, kindly visit the link: <https://syllabus.gauhati.ac.in/fyugp/disciplines>

### **ADMISSION NOTICE: 2023-24**

#### **Manabendra Sarma Girls' College, Rangia, Kamrup (R)**

Admission will be conducted as per NEP 2020 for FYUGP under Gauhati University.

**Online Application Forms for BA 1" Semester will be available in the admission portal from 14 -06-2023 on registration.**

**Students will have to apply in both the following portal :**

**(a) SAMARTH Portal : [assamadmission.samarth.ac.in](http://assamadmission.samarth.ac.in)**

**(b) Manabendra Sarma Girls' College Portal : [msgcollege.co.in/online/](http://msgcollege.co.in/online/)**

**Online Registration Fees for application to MS Girls' College @150/-**

***Fee Structure will be as per Govt. Notification.***

Selected applicants shall have to Upload one scan copy of Passport Size Photograph, Signature, Mark sheet of Qualifying Examination, Caste Certificate/Gap Certificate/BPL Certificate from competent authority (if required).

Reservation of seats as per Government guidelines

Merit List for BA will be uploaded in college website / portal

The Candidates seeking admission in Manabendra Sarma Girls' College, shall have to apply separately in college admission portal mentioned above.

Admission will be strictly on merit basis as per notified date and time.

No claim of admission shall be entertained after the date and time of admission. Regular classes will be held from 01/08/2023.

***For Details :***

Prospectus may be downloaded from the admission portal.

**[Proposed Timeline for launch of SAMARTH e-Gov portal for admissions to UG Programme](#)**

TIME LINES		
Sl. No	Action	Date of completion
1.	Date of launching of the Assam State Higher Education Admission Portal on Samarth.	14 June, 2023
2.	Date of opening for application through SAMARTH	14 June, 2023
3.	Date of closing of application through SAMARTH	28 June, 2023
4.	Date of publication of 1st merit list by the College / Universities	04 July, 2023
5.	Closing of offline Admission of 1st Merit List	07 July, 2023
6.	Publication of 2nd Merit List	08 July, 2023
7.	Closing of offline Admission of 2nd Merit List	11 July, 2023
8.	Publication of 3rd Merit List	12 July, 2023
9.	Closing of offline Admission of 3rd Merit List.	15 July, 2023
10.	Spot Admission (Offline)	17 & 18 July, 2023

#### KEY POINTS TO BE TAKEN INTO ACCOUNT

- ◆ Entire process of submission of admission forms will be conducted in online mode through the admission portal of Manabendra Sarma Girls' College.
- ◆ Students applying for FYUGP shall have to register in SAMARTH-e-gov suite for admission.
- ◆ Existing Govt. rules and notifications will be applicable for fee waiver scheme and other fee structure.
- ◆ Merit lists for admissions into B.A. 1st semester will be prepared strictly on merit basis following Govt. reservation policy.
- ◆ The date of admission will be publicly advertised through College notification as well as in the college website.
- ◆ The students and parents are requested to visit the college website REGULARLY [msgcollege.co.in](http://msgcollege.co.in) for subsequent notifications.
- ◆ The decision of the admission committee shall be final and binding on all.
- ◆ During the admission process, the candidate may have to fill up some other relevant form/forms in connection with her admission into the college.
- ◆ Fees once paid shall not be refunded.
- ◆ Seat of a student who remains absent in classes consecutively for the first 10 days will be forfeited and that seat will be filled up by new admission.
- ◆ Admitted Students shall have to pay registration, enrollment, and examination fees of boards and universities separately and upload relevant documents as per instruction.

### 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. Submission of applications will be accepted only after payment of Rs.150/- (Rupees One hundred and Fifty) online. The admission process shall be in offline mode in the college campus on the specified dates and time to be announced through college website.

*N.B.: Students must submit copies of Age Proof Certificate, Mark sheet, Caste Certificate, Domicile Certificate, Income Certificate/BPL Card etc. along with the form as per Govt. Notification. The original copies must be brought at the time of admission for verification.*

### RESERVATION OF SEATS:

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

### COLLEGE UNIFORM:

Wearing of College Uniform and Identity Card is Compulsory in the College

### DISCIPLINE:

Manabendra Sarma Girls' College has a set of defined Codes of Conduct which can be found in the College Website.

All the students are required to go through the same and comply with them. All the students are expected to follow "Students' Charter" and "Code of Conduct" that are displayed in the college campus/website.

Use of Mobile Phones in the College Campus is restricted to only Academic Purposes. Students must attend 75% of the total classes held in each subject, otherwise they will be debarred from appearing in the sessional examinations. As a result, their internal assessment marks cannot be forwarded to Gauhati University for their semester-end exams and consequently, they will be declared as fail (Back) for that particular semester.

No student shall move out of the college campus during the college hours, roaming around market and nearby places, creating nuisance and engaging themselves in any anti-social activities, violation of which shall lead to stringent disciplinary action including expulsion from the institution, rustication and initiation of legal action. Loitering in front of the classrooms and corridors are prohibited.

- ◆ Every student must carry their 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 she will have to pay the cost of the books.

- ◆ No student will be allowed inside the college campus without uniform.
- ◆ Every student must appear compulsorily for all the internal tests/sessional exams/home assignments conducted by the concerned departments.
- ◆ Students should follow all the notices displayed in the Notice Board for their own benefit.
- ◆ Any application for obtaining certificates, railway concession, scholarship etc. must be submitted in advance to enable the office to deliver on time.
- ◆ Payment of scholarship will be made directly to benifisary account through online mode.
- ◆ Payment 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.
- ◆ Single use plastic items are strictly prohibited inside the college campus, violation of which will lead to a fine of Rs. 200 in the first instance.

#### **REGULATION OF FYUGP FOR SEMESTER SYSTEM AND GRADING SYSTEM AS PER G.U. GUIDELINES:**

- ◆ For details students can log on to [www.gauhati.ac.in](http://www.gauhati.ac.in)
- ◆ Students' 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 practice papers will be done as per GU and AHSEC guidelines.
- ◆ Internal evaluation will be based on class attendance, library attendance, unit tests, home assignments, projects and sessional examinations.
- ◆ External evaluation will be done through a final examination at the end of each semester.
- ◆ A student must pass all his semester examinations within seven years from the date of admission to the first semester course.
- ◆ In case of any dispute regarding evaluation or unforeseen event, the matter maybe placed in the committee of courses and studies (U.G.) for amicable settlement.
- ◆ For any matter not covered under this regulation for the semester system, the existing university rules and the Gauhati University Act 1949 (as amended till date) would be applicable.

#### **INTERNAL ASSESSMENT AND STUDENT FEEDBACK**

Each and every student will be required to attend sessional, unit test, etc. whenever conducted by the Departments for the purpose of internal assessment as per G.U. regulations.

All students from 1st to 8th Semester (Arts) are required to provide online feedback on completion of courses, performance of faculties/department, administration, support staff etc. as and when required by IQAC.

#### FACILITIES AND INITIATIVES AVAILABLE IN THE CAMPUS :

Manabendra Sarma Girls' College, situated in the heart of the city of Guwahati is well accessible from all the directions of the state of Assam as well as the other states of the Northeast Region. The College since its inception has been providing quality education to the students from entire Northeast India. The College has an academic ambience, having adequate need-based physical infrastructure and accessibility as well as a designed administrative block, various rooms and facilities for the students such as girls' common room and Student Union Room etc.

#### SMART CLASSROOM :

Smart Classroom facilities are provided to all the students to enhance their learning experience, to motivate them, increase their skill as well as productivity and make them more efficient.

#### CANTEEN:

The college provides canteen facilities to the students as well as teaching and non-teaching staff along with proper Drinking Water facility.

#### SEMINARS AND WORKSHOPS:

The College organises seminars and workshops on a regular basis to upgrade the skills among students. Such programmes also help the students in the escalation of their professional lives.

#### INTER-DISCIPLINARY LECTURES:

Such lectures engage students and help them to develop knowledge and insight about various problems of the society. It also develops problem solving skills in them, thus enhancing their self-confidence.

**FEES STRUCTURE & COLLEGE DUES :**

HEAD	Amount		
	1st Year	2nd Year	3rd Year
Admission fees	400.00	400.00	400.00
* Tuition fees	720.00 (G)	720.00 (G)	720.00 (G)
	840.00 (M)	840.00 (M)	840.00 (M)
Identity Card	50.00	30	30
Establishment fees	600.00	600.00	600.00
IQAC	100.00	100.00	100.00
Contingency	300.00	300.00	300.00
** Registration fees	430.00	—	—
Enrolment fees	250.00	250.00	250.00
Library caution fees (Refundable)	50.00	50.00	50.00
Library fees	150.00	150.00	150.00
College Examination fess	200.00	200.00	200.00
College Development fees	700.00	700.00	700.00
Electricity Fee	300.00	300.00	300.00
NSS fees	20.00	20.00	20.00
Students' Welfare fees	50.00	50.00	50.00
Students' Union fees	150.00	150.00	150.00
Magazine fees	150.00	150.00	150.00
Games & Sports fee	100.00	100.00	100.00
Festival fees	100.00	100.00	100.00
Co-curricular Activities	60.00	60.00	60.00
I.C.T.	70.00	70.00	70.00
Misc	100.00	100.00	100.00
<b>TOTAL AMOUNT</b>	<b>5050.00 (G)</b>	<b>4600.00 (G)</b>	<b>4600.00 (G)</b>
	<b>5170.00 (M)</b>	<b>4720.00 (M)</b>	<b>4720.00 (M)</b>

N.B. : \* As per Assam Govt. Notification

\*\* As per affiliated Universities.

Note : 1. Fees Structure may be changed as per govt. notification.

2. Students offering Education Major will have to pay an extra Rs. 300.00 (Rupees three hundred) only as labortory fees in addition to the normal fees. It will be applicable for all classes.

3. For all Classes, Students those who are eligible for Free Admission they have to paid an amount of Rs. 400 as Magazine fee, Student Union fee and Games & Sports Fee.

### COLLEGE TRANSFER CERTIFICATE :

Application to the Principal for Transfer Certificate will have to be accompanied by Certificate from the following :

- ◆ Copy of Permission from the University
- ◆ Library
- ◆ College Office

### DEPARTMENTAL SEMINARS, FIELD WORK AND EXCURSION :

Departments of the college organise Departmental Seminar, Workshop, Fieldwork, Village adoption and Educational Excursion during the academic year as per guidelines of the Academic Calendar of the G.U. Semester Course. In addition to, for intellectual development of the students, most of the departments publish its wall magazine. Assamese and Education Departments also publishes hand-written magazine.

### LIBRARY :

#### WORKING HOURS :

9:30 a.m. to 4:00 p.m.

#### *Number of card issued*

Degree (RC) : 2 each

Degree (HC) : 2 each

### SCHOLARSHIP :

- (i) State Merit Scholarship
- (ii) ST, SC & OBC Scholarship

### STUDENTS' UNION :

The college has a well-disciplined Students Union, which is an elected or selected body of the students. The college authority and teachers of the college offer all kinds of help and co-operation to the union.

### NSS CELL :

NSS was formally launched on 24th September, 1969, the birth centenary year of the father of the nation. Therefore, 24th September is observed every year as NSS Day with appropriate programmes and activities.

The National Service Scheme has been introduced in our college from the session 2014-

15. Presently, the existing number of volunteers are 100. Volunteers form will be issued at the time of admission.

Various programmes are performed during the last session like Sachcha Bharat Abhiyan, Cultural Rally, Social Services in the college campus.

### Motto of NSS :

The motto of National Service Scheme is : 'NOT ME BUT YOU.' This reflects that essence of democratic living and upholds need for selfless service and appreciation of the other persons point of view and also to show consideration of fellow human beings. It underlines that the welfare of an individual is ultimately dependent on the welfare of the society as a whole.

*For details students may contact :*

Mr. Sukur Ali, Programme Officer

Deptt. of Arabic

Contact : 97077-62601 (M)

### YOGA AND MEDITATION CENTRE :

Yoga as a powerful technique for creating a sense of inner peace, harmony and clarity of mind, is absolutely relevant to the modern world. It does not contradict or interfere with any religion and may be practiced by everyone. The cell offers the following course :

Sl. No.	Name of Course	Duration
1.	Foundation Course for B.A. 1st year students	2 Months
2.	Certificate Course for B.A. 2nd & 3rd Year Student	3 Months

#### *Yoga Committee*

**Mrs. Manu Basumatary**, Co-Ordinator, Deptt. of Bodo

Contact No. 70992-18297

**Mrs. Aparajita Sharma**, Member, Deptt. of Education

**Mrs. Tarali Talukdar**, Member, Deptt. of Education

### BHARAT SCOUT & GUIDE COURSE :

It is open for all the students of Manabendra Sarma Girls' College, Rangia

#### *Bharat Scout & Guide Committee*

**Mrs. Manu Basumatary**, Ranger, Deptt. of Bodo

Contact No. 70992-18297

**Mr. Ramen Ch. Nath**, Rover, Deptt. of Political Science

Contact No. 70024-88692

### **INTERNAL QUALITY ASSURANCE CELL (IQAC) :**

The IQAC is meant for planning, guiding and monitoring Quality Assurance (QA) and Quality Enhancement (QE) activities of a college. The internal quality assurance mechanism of an institution may be called "Internal Quality Assurance Cell (IQAC)". From the academic session 2016-17, IQAC of the college has been performing various functions like Skill Awareness Programme, Environmental Awareness Programme, One Day Workshop on Preparation of NAAC Assessment etc. A journal entitle 'Prajna' has been published by the cell.

#### ***Co-ordinator***

**Dr. Syed Habibul Haque**, Asstt. Professor

Deptt. of Arabic

Contact No. : 97077-30262

#### ***Joint Co-ordinator***

**Mrs. Aparajita Sharma**, Asstt. Professor

Deptt. of Education

Contact No. : 70022-09633

### **KKHSOU STUDY CENTRE : AT A GLANCE**

M.S. Girls' College launched the study centre of KKHSOU in 2012. At present the study centre is offering the following courses-

1. Bachelor of Arts (B.A.)
2. Master of Arts (M.A.) in Assamese, Education, Political Science, Economics, Sociology and English.
3. Post Graduate Diploma in Yoga (PGDY)
4. Post Graduate Diploma in Human Resource Management (PGDHRM)

#### ***Co-ordinator***

**Mrs. Aparajita Sharma**, Asstt. Professor

Deptt. of Education

Contact No. : 70022-09633

#### ***Asstt. Co-ordinator***

**Mr. Sukur Ali**, Asstt. Professor

Deptt. of Arabic

Contact No. : 97077-62601

*Interested learner can visit the website of KKHSOU [www.kkhsou.in](http://www.kkhsou.in) which serves as the single window for relevant informations.*

**GENERAL RULES FOR THE MAINTENANCE OF DISCIPLINE :**

- ◆ All students shall be compulsorily required to put on the College Uniform during college hours as well as during different college functions.
- ◆ The unions shall be subject to such guidance and control as the college administration may prescribe from time to time.
- ◆ Only such Unions and Associations as have been recognised by the Principal shall have the facilities in the College Premises.
- ◆ All notices desired to be pasted or circulated by the students anywhere in the college shall require the prior approval of the Principal.
- ◆ All powers for maintaining discipline is vested with the Principal and his / her decision shall be final in all such matters.
- ◆ ***Use of Cell Phone is strictly prohibited in classroom / college campus.***

## LIST OF EMPLOYEES

*Principal i/c : Mrs. Kanika Goswami*

### TEACHING STAFF

#### ASSAMESE

1. Mrs. Kanika Goswami  
(Head of the Deptt.)  
Contact No. : 94358-61212
2. Mrs. Junu Saikia
3. Mr. Saroj Kr. Nath
4. Guest Faculty
5. Guest Faculty

#### ENGLISH

1. Mr. Tafickar Rahman  
(Head of the Deptt.)  
Contact No. : 70023-99258
2. Guest Faculty

#### POLITICAL SCIENCE

1. Mr. Dewan Lutfur Rahman  
(Head of the Deptt.)  
Contact No. : 70024-88856
2. Mr. Ramen Ch. Nath
3. Guest Faculty

#### ECONOMICS

1. Mrs. Prasanna Das Baishya  
(Head of the Deptt.)  
Contact No. : 91016-19961
2. Dr. Manoj Goswami
3. Mr. Mriduljit Patowary

#### ARABIC

1. Mr. Sukur Ali  
(Head of the Deptt.)  
Contact No. : 97077-62601
2. Dr. Syed Habibul Haque
3. Guest Faculty

#### EDUCATION

1. Mrs. Rumi Kalita  
(Head of the Deptt.)  
Contact No. : 91017-71781
2. Mrs. Aparajita Sharma
3. Dr. Mina Kalita
4. Mrs. Tarali Talukdar

#### HISTORY

1. Mr. Dipak Choudhury  
(Head of the Deptt.)  
Contact No. : 76359-41227
2. Mr. Mukut Deka

#### PHILOSOPHY

1. Dr. Dipanjali Devi  
(Head of the Deptt.)  
Contact No. : 98590-65866
2. Guest Faculty

### **BODO**

1. Mrs. Manu Basumatary  
(Head of the Deptt.)  
Contact No. : 70992-18297
2. Guest Faculty

### **ENVIRONMENTAL SCIENCE**

1. Guest Faculty

### **OFFICE STAFF**

1. Mr. Shashi Kanta Mahanta,  
Senior Assistant
2. Junior Assistant (Vacant)
3. Junior Assistant (Vacant)
4. Mr. Kamal Das, Guest Employee
5. Mr. Jogendra Prasad Sarma,  
Guest Employee
6. Mr. Hridoy Jyoti Deka  
Guest Employee
7. Mr. Asif Jahan Bora  
Guest Employee
8. Sri Dwijen Deka, Grade-IV
9. Md. Kamal Hussain, Grade- IV  
(Night Chowkidar)
10. Harkha Kakati,  
Laboratory Bearer
11. Bhagyabanta Kakati,  
Grade-IV
12. Namita Saikia  
Grade-IV

### **LIBRARY STAFF**

1. Librarian (Vacant )  
Mr. Chandan Jyoti Baishya  
(Guest Library In-charge)
2. Mr. Hiren Ch. Kakati  
Library Assistant
3. Sri Jitumoni Kalita  
Library Bearer