

# PROSPECTUS

2024-2025



## M. S. GIRLS' COLLEGE, RANGIA

ESTD. : 1984

NAAC ACCREDITED

KAMRUP : ASSAM : PIN- 781354

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

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





राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद  
विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान  
**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**  
*An Autonomous Institution of the University Grants Commission*

## *Certificate of Accreditation*

*The Executive Committee of the  
National Assessment and Accreditation Council  
is pleased to declare  
Manabendra Sarma Girls' College, Rangia  
Rangia, Dist. Kamrup, affiliated to Gauhati University,  
Assam as  
Accredited  
with CGPA of 2.30 on four point scale  
at B grade  
valid up to September 06, 2028*

*Date : September 07, 2023*



*[Signature]*  
Director

EC(SC)/164 /1<sup>st</sup> Cycle/ASCOGN101583

**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 BA level) : 1222 (2023-24)
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*

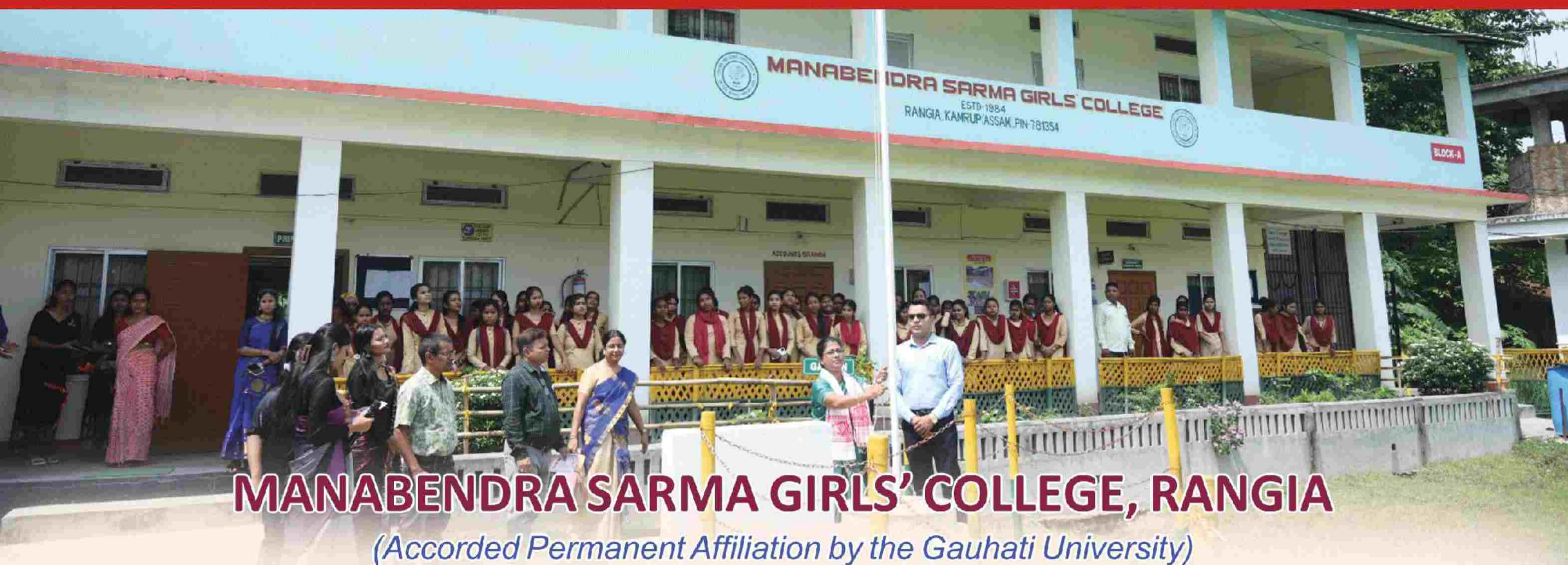
Mrs. Makan Deka  
*Woman Guardian*

Mrs. Manjushree Sarma  
*Donor*

Dr. Mina Kalita  
*Teacher Representative*

Mr. Tafickar Rahman  
*Teacher Representative*

Mr. Shashi Kanta Mahanta  
*Non-Teaching Representative*



## *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, Bodo

#### **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, Bodo

### **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 10 divided over four subdivisions.

They are:

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

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



#### **MULTI-DISCIPLINARY COURSES (MDC)**

Being Arts Stream the college has selected MDC under Humanities and Social Science with credit 3.

Paper name : Makers of Modern Assam

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

Any one of the following Subjects (Credits 2 each)

MIL (Assmese, Bodo) Communication

Alternative English

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

There are various skill courses with total credit allocation of 3.

SEC will be varied subject wise.

#### **VALUE ADDED COURSES (VAC) : Credit : 2**

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, Bodo

#### 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, Bodo

## Common courses (Compulsory 4 Subjects)

### MULTI-DISCIPLINARY COURSES

Being Arts Stream the college has selected MDC under Humanities and Social Science with credit 3.

Paper name : Democracy and Peoples' Rights.

### ABILITY ENHANCEMENT COURSES (AEC), CREDITS : 2

English Uses (Communication)

### SKILL ENHANCEMENT COURSES (SEC)

There are various skill courses with total credit allocation of 3.

SEC will be varied subject wise.

### VALUE ADDED COURSES (VAC) Credits : 2

Disaster Management (Compulsory)

## Semester-III : (Total 6 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, Bodo

#### 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, Bodo



### Common courses (Compulsory 3 Subjects)

#### MULTI-DISCIPLINARY COURSES

Being Arts Stream the college has selected MDC under Humanities and Social Science with credit 3.

Paper name : Understanding Globalisation

#### SKILL ENHANCEMENT COURSES (SEC)

There are various skill courses with total credit allocation of 3.

SEC will be varied subject wise.

#### INTERNSHIP :

All students are to carry out an Internship with a credit allocation of 4.

#### Semester-IV :

Details of the 4th Semester will be published later on as it is on the changing mood. After clarified by the University it is be published.

#### SEAT CAPACITY

##### 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	50
Political Science	50
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
EDN	250
POLS	250
PHI	250
ASM	250
BOD	250
ECO	150
ARA	100
HIST	100
ENG	100



**ADD ON COURSE**

Apart from the said formal courses the college itself has started Add on Courses on the following subjects to cater the practical needs of the students.

Name	Duration
1. Yoga & Meditation	2 & 3 Months
2. Experimental Learning	3 Months.
3. Project Preparation	3 Months.
4. Diploma in Computer Application	6 Months

**ADMISSION NOTICE: 2024-25**

**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.**

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

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

***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/ Income Certificate from Circle Officer (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.

**For Details :**

Prospectus may be downloaded from the Samarth admission portal as well as college 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 opening for application through SAMARTH	03 April, 2024
2.	Date of closing of application through SAMARTH	Will be Announced
3.	Date of publication of 1st merit list by the College / Universities	Will be Announced
4.	Closing of offline Admission of 1st Merit List	Will be Announced
5.	Publication of 2nd Merit List	Will be Announced
6.	Closing of offline Admission of 2nd Merit List	Will be Announced
7.	Publication of 3rd Merit List	Will be Announced
8.	Closing of offline Admission of 3rd Merit List.	Will be Announced
9.	Spot Admission (Offline)	Will be Announced

**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. 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 beneficiary 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 may be 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 :**

Sl No.	Head	Sub-Head	Without Practical	With Practical
1.	University Fee	Affiliation & Inspection Fee	200	200
		Registration Fee (For 1st Year Only)	430	430
		Enrollment Fee	250	250
2.	Establishment	Removation & Repairing old buildings	100	100
		Desk Bench and college furniture	100	100
		Computer Purchase and Annual Maintenance	80	80
		Toilet repairing & Cleaning	50	50
		Boys & Girls Common Room	50	50
		CCTV & Security	100	100
		Campus beautification, Gardening	50	50
		Internal Road and disaster fund	100	100
3.	Laboratory	Equipments, Chemicals etc.	NIL	900
4.	Electricity	Power	300	300
		Generator, Fuel, Fan-Bulb Purchase & Repairing	200	200
5.	Library	New Book Purchase	200	200
		Library & Lib. Software Updating	100	100
6.	Contingency	Stationary, TA to University	400	400
7.	Development	Academic Seminar	100	100
		Quality (NAAC)	100	100
		Facilty	100	100
		Guest Lecturer	50	50
		Sost & Head Skill Development	50	50
		Sports facility & Training	50	50
		Cultural Facility and workshop	50	50
8.	Continuous Evaluation	Examination	200	200
9.	Students related Fee	NCC / NSS / Scout / Red Cross	50	50
		I Cards	50	50
		Magazine	100	100
		Union Fee	50	50
		Games & Sports Competetion	50	50
		Festival	50	50
		Culture & Drama and Music	100	100
		Debate	100	100
		Youth Festival	100	100
		<b>TOTAL</b>	<b>4060</b>	<b>4960</b>

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

\*\* As per affiliated Universities.

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

2. For all Classes, Students those who are eligible for Free Admission they have to paid an amount of Rs. 650 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 :**

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

**Number of book issued**

Degree (RC) : 3 each

Degree (HC) : 4 each

### SCHOLARSHIP :

- State Merit Scholarship
- 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 :*

#### *Joint Programme Officers*

Dr. Manoj Goswami, Deptt. of Economics, Contact : 98545-48740 (M)

Mr. Sukur Ali, 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*

1. **Principal**, Chaiman
2. **Mrs. Tarali Talukdar** (Convenor)
3. **Dr. Dipanjali Devi** (Member)
4. **Dr. Mina Kalita**, (Member)
5. **Mr. Dipak Choudhury** (Member)
6. **Mr. Sashi Kt. Mahanta** (Member)

### **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***

**Mr. Ramen Ch. Nath**, Asstt. Professor

Deptt. of Political Science

Contact No. : 70024-88692

### **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***

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

Deptt. of Arabic

Contact No. : 97077-30262

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

**Dr. Manoj Goswami**, Asstt. Professor

Deptt. of Economics

Contact No. : 98545-48740

***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. Dr. 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

### OFFICE STAFF

1. Mr. Shashi Kanta Mahanta,  
Senior Assistant
2. Mr. Kamal Das, Guest Employee
3. Mr. Jogendra Prasad Sarma,  
Guest Employee
4. Mr. Hridoy Jyoti Deka  
Guest Employee
5. Mr. Asif Jahan Bora  
Guest Employee
6. Mr. Ankur Jyoti Sarma  
Guest Employee

7. Sri Dwijen Deka, Grade-IV
8. Md. Kamal Hussain, Grade- IV  
(Night Chowkidar)
9. Harkha Kakati,  
Laboratory Bearer
10. Bhagyabanta Kakati,  
Grade-IV
11. 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





