

BORHOLLA COLLEGE

Estd. 1990

Affiliated to Dibrugarh University

PROSPECTUS



**ACADEMIC
SESSION :
2023-2024**

Provincialized and affiliated to Dibrugarh University, Assam
NAAC Accredited with Grade B++ at CGPA 2.85

College Address
Borholla College
Borholla Chari Ali, Jorhat, Assam, PIN- 785631



Website : www.borhollacollege.edu.in
E-mail : borhollacollege1990@gmail.com

মহাবিদ্যালয় সঙ্গীত

বচনা : শিবনাথ শৰ্মা

সুৰ : বঞ্জিত সন্দিকৈ

দুৰ্নিবাৰ, দুৰ্নিবাৰ
দুৰ্নিবাৰ গতি আমাৰ
গতি আমাৰ দুৰ্নিবাৰ
যাত্ৰী আমি জ্ঞান সাগৰৰ
নহি যাৰ পাৰাপাৰ।
গতি আমাৰ দুৰ্নিবাৰ।

আমি অৰণ্য এৰি আহিলোঁ
এজ্জাৰ আঁতৰি গ'ল
সময়ক আমি যোই সজালোঁ
জগত পোহৰ হ'ল
আমি বান্ধিলো আলি
সভাভাৰ, সভাভাৰ, সভাভাৰ।

জ্ঞান-জলধিৰে বৈ পাৰতে
দূৰ দিগন্ত চাওঁ, অ'
ঐতিহ্যৰে আধাৰতে
আমি আগবাঢ়ি যাওঁ অ'
আমি আগবাঢ়ি যাওঁ।

আমি পাহাৰৰ বিং শুনিলোঁ
আমি পথাৰৰ বং চিনিছোঁ
পাহাৰৰ পথাৰৰ বোল সানি লৈ,
সময়ৰ সীৰপুৰ দিশে দিশে গৈ
পূৰ্বম আশা আমাৰ।
আশা আমাৰ, আশা আমাৰ
আশা আমাৰ ॥

From the Desk of the Principal



Dear Applicants,

I am ecstatic to welcome the new batch of students for the academic year 2023-2024 to Borholla College. Being the sole institution of higher learning in the entire Borholla region of the Jorhat district, we have worked to maintain the standards of academic, co-curricular, and infrastructure quality to encourage the development of excellent human resources since the inception in 1990. NAAC's certification of "B++" in 2023 upholds our accomplishment in arming students with solid knowledge and assisting them in reaching the zenith of success.

The supportive learning environment our college fosters is a result of the passionate and highly qualified faculty that works with the students to ensure their success in all areas of life, not just academics.

It provides me immense pleasure to welcome you to this prestigious institution. I am highly optimistic that this journey with us will be fruitful and successful.

Bornali Kalita
Principal i/c
Borholla College

ABOUT THE COLLEGE

Borholla College, the one and only higher educational institution of entire Borholla area, is situated at the centre of Borholla, approximately at a distance of about 40 kilometers south of Jorhat district headquarters. The college was established in the year of 1990 at the auspicious and graceful initiative of most of the public and academicians of greater Borholla area. After rendering its service towards uplifting the educational scenario of entire rural locality for a period of twenty-three years, the college was finally provincialised in the year 2013. The dedication of the experienced teachers towards the upliftment of quality education among the student community has upgraded the college into a well-known position amongst the colleges affiliated to Dibrugarh University, Assam. The college is included under section 2(f) and 12 (B) of the UGC Act 1956. Recently, the college has been accredited with B++ grade by NAAC.

The locality of Borholla is rural, mostly with tea tribe and tribal population. The location of the college at the border area of Jorhat and Golaghat district adjoining to Naga Hills has been a positive aspect in providing educational opportunities to a large body of students of a vast area of Jorhat as well as some parts of Golaghat district with minimum educational cost. Over the years, the college has produced a greater number of human resources who have been providing their services to uplift the society as responsible citizens. At present college has a good pass percentage with sizable numbers of 1st class holders.

VISION

- Borholla College envisions establishing a creative ambiance for teaching learning process in the campus. It further envisages providing quality higher education to the rural youths in order to improve the human resources of the economically backward area and enabling them to serve the social needs with dedication.

MISSION

- To bring out all round development of the students and produce enlightened human resources in this large rural area.
- To improve learning environment so that students can promote positive ways of social interaction, self-confidence, ability to exchange ideas and opinions with others, capacity to deal with multi-ethnic, multiracial backgrounds and confidence that one can be of value to the community and in turn learn from it.
- The institution emphasizes on preparing the students according to the needs of the society and hence, evolving good and responsible citizens of the nation.

PROGRAMMES OFFERED BY THE COLLEGE

Major Courses : (Any one of the following groups)

Broad Disciplines :

Group A : Language and Literature

1. Assamese
2. English

Group B : Humanities

1. Economics
2. History

- Group C : Social Science
1. Sociology
2. Political Science
Group D : 1. Education
Group E : Earth Sciences
1. Geography

MINOR COURSES : (Any one of the following groups)

Broad Disciplines :

- Group A : Language and Literature
1. Assamese
2. English
Group B : Humanities
1. Economics
2. History
Group C : Social Science
1. Sociology
2. Political Science
Group D : 1. Education
Group E : Earth Sciences
1. Geography

GENERIC ELECTIVE COURSE/ MULTI-DISCIPLINARY COURSE : (Any one of the following)
Assamese, Economics, Education, English, Geography, History, Political Science, Sociology

● **Besides these three courses, students have to choose one (01) Ability Enhancement Course (AEC), two (02) Value Added Courses (VAC) and one (01) Skill Enhancement Course (SEC) offered by the concerned departments of the institution as per the syllabus prescribed by the affiliated university.**

MEDIUM : Students are taught in both Assamese and English medium.

MODE OF TEACHING : The institute is equipped with virtual teaching facilities and blended mode teaching (both online and offline).

DISTANCE EDUCATION : The College has a centre of distance education under the Directorate of Open and Distance Learning (DODL), Dibrugarh University. The centre runs graduate courses (B.A.) from the academic year 2012-13.

PGDCA : The college has PGDCA programme under Dibrugarh University. This programme provides certificate of computer application.

ADD ON/ CERTIFICATE COURSE:

The college offers twelve (12) Add on/ Certificate Courses of six (06) months duration under the affiliation of Dibrugarh University :

1. Application of Assamese Language in Computer
2. Beautician
3. Spoken English and Personality Development
4. Performing Arts (Creative Dance)
5. Pre-Primary Teacher Education (Montessori)

6. Geo-informatics
7. Cutting, Stitching and Dress Making
8. Tourism Management
9. Human Rights
10. Yoga
11. Library and Information Science
12. Computer Application

ADMISSION PROCEDURE

Online application procedure:

Interested candidates may apply online by following steps given below:

Candidates seeking admission have to register themselves through Samarth eGovin order to get admission in any one of the higher educational institutions provided in the list. The link for registration is - <https://assamadmission.samarth.ac.in/test.php/registration/user/register>

The candidates must have a valid phone number and an active e-mail id of their own for registration in the concerned portal.

Complete the registration process by creating user name and password and the same will be used for re-log in.

The candidates have to follow the instructions strictly while filling up the forms.

After the final submission, the candidates may download and print their filled-up forms for their record.

Selection Procedure :

The selection of the candidates will be made on merit basis. Besides, the reservation and relaxation policy of the state government will be strictly followed for admission.

Statutory Reservation :

Scheduled Caste (S. C.): 7%

Scheduled Tribes Plains (S.T.P.): 10%

Scheduled Tribes Hills (S.T.H.): 5%

OBC/MOBC: 15%

(For consideration of admission under reserved categories, certificates countersigned by the Deputy Commissioner of the district concerned must be produced)

The list of the selected candidates shall be put in the notice board of the college website www.borhollacollege.edu.in

Selected candidates have to get themselves admitted on specified date and time as specified by the college on the payment of prescribed fees, failing to which selection will automatically get cancelled.

❖ As per the Government Rule the Scheme For Waiver of Admission Fee For Students Taking Admission in Degree First Year For the Session 2023-2024

The State Government has introduced a scheme for waiver of Admission Fee for the poor students so that they can pursue higher education free of cost.

● Category of students eligible under the scheme :

- (a) Students whose parental annual income is less than Rs 2.00 Lakh from all sources will be eligible to avail this scheme.

- (b) If either of the parent (mother or father) of the student is working in the State Govt. / Central Govt. / Semi Govt. / State or Central Govt. undertakings. Such students shall not be eligible under this scheme.

● **Proof of Income / Documents required :**

- (a) An Income Certificate from the local Revenue circle officer / Mauzadar.
(b) A declaration from the students that neither of the parent (father or mother) of the student is an employee of State / Central Govt.

● **Assam Govt. fee waiver scheme to be linked to samarth. As such all the deserving students can avail fee waiver only when the students apply through the samarth platform.**

IQAC :

The IQAC of the institute is functioning with a very positive aim and it has various plans and programs for the all-round benefit of the student community as a whole. Among these, it organises a career counselling programmes which benefit the in-house students as well as the participating students from the near by institutes. And also organises various extensive programmes on development of scientific temperament, various awareness programmes, etc.

CODE OF CONDUCT POLICY DOCUMENT

CODE OF CONDUCT FOR THE PRINCIPAL:

The Principal is the Administrative and Academic Head of the College. The principal is responsible for the implementation of all the decisions taken by the GB for the all-round development of the College. The Principal of Borholla College must behave in such a manner that earns him or her respect by upholding integrity, dignity, decorum and efficiency at all levels.

- He or She should be impartial in his or her decision with members of the staff and students.
- He should maintain tolerance while dealing with burning issues among students and subordinates.
- The Principal has authority to take all the necessary actions as and when required to maintain discipline in the Institute.
- The Principal should form various college level committees which are necessary for the development of the Institute.

CODE OF CONDUCT FOR THE VICE-PRINCIPAL :

The vice-principals, appointed by Governing Body of the college, have to assist the principal for the smooth functioning of the Administrative matters and the mechanism of academic and evaluative process.

CODE OF CONDUCT FOR TEACHERS :

A teacher of Borholla College should be committed to the profession, students, colleagues and the community. He or she must devote full working time to the profession, refrain from engaging in external jobs that hamper his or her teaching, try continuously for professional development, involve in research activities, create a culture that encourages useful collaboration and discourse among colleagues and stakeholders, treat colleagues as professional equals, regardless of their status, refrain from making untested allegations against colleagues or higher authorities, speak constructively to other teachers, but report honestly to responsible persons in matters involving the welfare of students, the college system, and the profession, be regular and punctual and should report on time for classes.

- All the teachers should help students in physical, social, intellectual, emotional, and moral development. They should demonstrate to students their commitment for excellence in work, manners, and achievement.
- They must not make students part of any activity that involve their personal interests. They should perform the duties of citizenship, and participate in community activities with due consideration.
- The teachers should try to see through teachers' bodies and organisations that Borholla College maintains contact with the guardians, their students, send reports of their performance to the guardians when ever necessary and meet the guardians in meetings convened for the purpose for mutual exchange of ideas and for the benefit of the institution.
- The teachers must strive to prepare themselves academically to meet all the challenges and requirements in the methodology of teachings that the input may be useful for the student community at large.
- The teachers should use "Information and Communication Technology (ICT)" for effective delivery of lectures.
- The teachers should take care of slow learner students and pay special attention to their needs in remedial classes.

CODE OF CONDUCT FOR NON-TEACHING STAFF :

- The administrative staff must be present in the office during office hours. There is no provision to leave the campus during this time.
- They should work sincerely for the effective administration of the office.
- Their behaviour should be polite and accommodating towards students and teachers.
- Carry out official decisions and policies faithfully and impartially, seeking to attain the highest possible standards of performances.
- Maintain the confidentiality of the records and other sensitive matters.
- The Administrative Staff should respect cultural, ethnic, and religious differences of colleagues and students.

CODE OF CONDUCT FOR STUDENTS :

- A student shall be liable to disciplinary action for violation of any of the rules of discipline maintained inside the college campus, in the class rooms and library.
- Their behaviour towards the members of the staff (teaching and administrative) and their fellow students should be dignified.
- They should cooperate with the members of the staff (teaching and administrative) and their fellow students in maintaining environment-friendly atmosphere inside the college campus.
- They shall maintain complete silence in the classrooms and library. They must not loiter in the corridors or in front of the class rooms. They must not cause any damage to any of the college property, furniture, and fittings.
- Students shall leave their vehicle in the shed provided for this purpose.
- They will not be allowed to form society in the college without the permission of the Principal. They shall not bring in to college campus any article deemed by the college authority to have a dangerous and/or disruptive influence on the academic environment. Using of mobile phones is strictly prohibited in the classrooms. Mobile phones are also strictly prohibited in the examination hall during the time of examination in offline mode.
- Ragging is strictly banned inside the college premises. Students found to be involved in any form of Ragging will be expelled from the college as per the Supreme Court Order.
- The courses of the study in Borholla College are all full-time courses. No student can take any other full-time course concurrently. If any student is admitted to any other course, then the student/guardian should inform the College authority immediately.
- Students must fulfil the required attendance as prescribed by the affiliating university for filling up

the university examination forms.

- He/She shall follow the dress code as prescribed in the Prospectus of the institution.
- He/She will always carry the identity card of the institution in and outside of the college campus.
- He/She will always safeguard the college property and if any damaged is caused, the penalty will be decided by the college administration and the year bound to abide by it.
- He/She will not be involved in any act of discrimination (physical or verbal conduct) based on any individual's gender, caste, race, religion, or religious beliefs, colour, region, language, mental or physical disability, sexual orientation, marital or family status, gender identity etc.
- Students shall keep the college neat and clean where they should not litter any waste in the campus except in the trash bins provided for the purpose.
- It is strongly advised to refrain from activities such as scribbling or noting on walls, doors or furniture which will deface the college and academic ambiance.
- Consumption of intoxicants or any type of psychotropic substances in the form of smoking, drinking, and chewing are strictly prohibited.

REGULATION OF ANTI-RAGGING COMMITTEE :

Depending upon the nature and gravity of the offence as established by the Anti-Ragging Committee of the institution, the possible punishments for those found guilty of ragging at the institution level shall be any one or any combination of the following :

- Suspension from attending classes and academic privileges.
- Withholding/withdrawing scholarship/fellowship and other benefits.
- Debarring from appearing in any test/examination or other evaluation process.
- Withholding results.
- Debarring from representing the institution in any regional, national or international meet, tournament, youth festival, etc.
- Suspension/expulsion from the hostel.
- Cancellation of admission.
- Rustication from the institution for a period ranging from 1 to 4 semesters.
- Expulsion from the institution and consequent debarring from admission to any other institution for a specified period.
- Fine ranging between Rupees 25,000/- and Rupees 1 lakh.
- Collective punishment : When the persons committing or abetting the crime of ragging are not identified, the institution shall resort to collective punishment.

PARENT-TEACHER MEET :

Parent Teacher meet at regular intervals keeping in view the development of communication channels that will enable parents and teachers to make plans, set goals and provide feedbacks, solve problems and setup their relationship for a better teaching learning process in the college campus.

LIBRARY FACILITIES AND RULES :

The college library has a user friendly well-stocked and well-maintained automated library with a good variety and range of collection, both text and reference books, national journals and periodicals in Assamese and English Language. There are one national and four local dailies kept in the library. Moreover, it has a good collection of encyclopedias relating to different subjects. Wi-Fi facility is also available in the college library. Library has a book bank facility that provides text books of concerned subjects to the needy poor students for the entire semesters. Library has NLIST membership through which students can have access to e-resources.

Library card is issued to students immediately after the admission is over. When ever students come to library, they have to keep their library card with them.

LIBRARY RULES:

- (a) All regular students of the college and college employees are members of the college library.
- (b) The library membership form which is enclosed with the prospectus should be submitted to the librarian at the time of admission, other wise library card won't be issued.
- (c) Students should not bring mobile phone or any other electronic devices inside library.
- (d) Students will be entitled to keep books for fifteen days from the date of the issue. A student failing to return a book on the due date will be fined a minimum of Rs. 1.00 per day.
- (e) The borrower of the book will be responsible for the lost or any damage of the book. In such cases books shall have to be replaced immediately by the borrower, other wise he/she will be subject to disciplinary action.
- (f) Only one book will be issued to borrow against the library card. Pure reference books, issues of periodicals, magazines and news papers will not be allowed out of library or for borrowing.
- (g) Students have to return their library books before getting the Admit card of the final examination.
- (h) No student is allowed to use library card of other student to collect book from the library. If detected he/she will be punished/fined.

COLLEGE MAGAZINE :

The students' Union body of Borholla College publishes a magazine annually which is known as "Borholla Mohavidyalaya Alochani". Besides, a half yearly wall magazine known as 'Uddipta' is also published. Departments of Economics, Education, Geography, Assamese, Sociology, Political Science, History and English publish annual wall magazines named as 'Arthashastra', 'Gnyanam', 'Kanchanjangha', 'Kishalaya', 'Samanya', 'Swaraj', 'Indica' and Dawn respectively. Borholla College Library publishes a yearly wall magazine named as 'Pragya' also. An Assamese magazine "Anajori" and a bilingual magazine 'Samanaya' are published annually from the department of Assamese and Sociology respectively.

IDENTITY CARD/SMART CARD FACILITY :

All students must obtain computer generated good quality Identity Card on payment of requisite amount only at the time of admission. A lost Identity Card may be replaced by one on payment of other requisite amount.

COLLEGE UNIFORM :

For boys : White Shirt and Black Pant.

For Girls : White Salwar Suit and Navy Blue Dupatta.

SCHOLARSHIP :

Scholarship offered by State and Central Government are available to SC, ST, OBC and MOBC students through this institute. Moreover, scholarship is provided to all the meritorious students.

AWARDS AND COMPETITION :

Awards are provided to the meritorious students. The college librarian provides "The Best Reader of the year Award" to the most regular reader of the library reading room. Besides, Dr. Dipti Baruah provides "Rajdeep Bora Memorial Award" to the best graduate of the year in the College. Mrs. Mridusmrita Phukan provides "Ujjal Chetia, Assistant Professor of Borholla College, Deptt. of History" memorial award to the best graduate of History department. Deptt. of Geography awards Rs. 10,000/- to the students from the college who succeed in achieving positions among the top ten positions in the final year results of Dibrugarh University. Apart from this various departments organize various inter college competitions among the students.

STUDENT UNION AND STUDENT FORUM :

The college has a student union named as "Borholla College Student Union" and some student for umssuchasEconomicForum, SociologicalUnit, EducationalUnit, Political Science Association, Geographical Forum, English Forum and The student union as well as student for umsaim at promoting a healthy academic environment in the college campus.

SOCIAL RESPONSIBILITY SCHEMES :

The institution performs various social responsibility schemes for the benefit of the society as a whole. Among them, plantation programme, health camp, streetact, different workshop, career counselling programme, training programmes for competitive examinations etc. are regularly organised to create awareness among the people of the area. The college has a cloth bank through which cloth esare donated to the needy people of the area.

The college celebrates Republic Day, Independence Day, Saraswati Puja, Shilpi Divas, Rabha Divas, Teachers' Day, Librarians' Day, World Environmental Day, Women's Day, Yoga Day etc.

DIBRUGARH UNIVERSITY REGULATIONS FOR THE FOUR YEAR UNDERGRADUATE PROGRAMMES (FYUGP) IN CHOICE BASED CREDIT SYSTEM (CBCS), 2023

1. Short Title, Commencement and Applicability These Regulations shall be called the Dibrugarh University Regulations for the Four Year Undergraduate Programmes (FYUGP) in Choice Based Credit System (CBCS), 2023. These Regulations shall be effective for the Courses of Study leading to a UG Certificate, UG Diploma, Three Year UG Degree, Four Year UG Degree (Honours) and Four Year UG Degree (Honours with Research). Hereinafter, it will be referred to as Dibrugarh University Regulations for the Four Year Undergraduate Programme in Choice Based Credit System, 2023.

The Regulations shall come in to effect from the Academic Session, 2023-2024.

The Regulations shall be applicable to the students enrolled in the aforementioned academic programmes conducted by the Departments/Centers for Studies of Dibrugarh University/Colleges/ Institutes affiliated to/permitted by Dibrugarh University from the academic session 2023-24.

2 . Objectives :

The objectives of the regulations are :

- 2.1 To conduct undergraduate programmes— UG Certificate, UG Diploma, Three Year UG Degree, Four Year UG Degree (Honours) and Four Year UG Degree (Honours with Research) in various fields of Study/Discipline as per the guidelines of UGC's Curriculum and Credit Framework in the light of NEP, 2020.
- 2.2 To provide a multidisciplinary set-up to build vibrant communities of scholars and peers, break down harmful silos, enable students to become well rounded across disciplines including artistic, creative, and analytical subjects as well as sports, develop active research communities across disciplines, increase resource efficiency across higher education.
- 2.3 To nurture avenues for developing holistic individuals through an identified set of skills and values.
- 2.4 To provide a student centric, flexible, choice based credit framework with multiple entry and exit options so that students can be facilitated to pursue the trail of career chosen by themselves as per their interest.

3. Graduate Attributes :

- 3.1 Learning outcomes specific to disciplinary/interdisciplinary areas of learning :
Graduates should be able to demonstrate the acquisition of --
- i. Comprehensive knowledge and coherent understanding of the chosen disciplinary/interdisciplinary areas of study in a broad multidisciplinary context.
 - ii. Practical, professional and procedural knowledge required for carrying out professional or highly skilled work/tasks related to the chosen field of learning.
 - iii. Skills in areas related to specialization in the chosen disciplinary/multidisciplinary areas of learning in a broad multidisciplinary context.
 - iv. Capacity to extrapolate from what has been learned, translate concepts into real life situations and apply acquired competencies in new/unfamiliar contexts.
- 3.2 Generic learning Outcomes: Graduates should be able to demonstrate the capabilities of Complex problem solving, Critical thinking, creativity, communication skills, analytical reasoning, research related skills, coordinating/collaborating with others, leadership readiness/qualities, learning how to learn skills, digital and technological skills, multicultural competence and inclusive spirit, value inculcation, autonomy, responsibility and accountability, environmental awareness and action, community engagement and service and empathy.

4. Definitions :

- 4.1 Undergraduate Programmes : Undergraduate programmes will include the following
- (i) UG Certificate programme: UG Certificate Programme leads to a UG certificate after completing 1 year (2 semesters) of study in the chosen fields of study. Students on exit shall be awarded UG certificate (in the Field of Study/Discipline) after securing the requisite 44 Credits on completion of Semester II if, in addition, they complete one work based/skill based vocational course/internship of 4 credits within one year from the completion of 2nd semester examination. These students are allowed to re-enter the degree programme within a period of three years and complete the degree within the stipulated maximum period of seven years.
 - (ii) UG Diploma Programme: UG Diploma Programme leads to a UG diploma after 2 years (4 semesters) of study in the chosen fields of study. Students on exit shall be awarded UG Diploma (in the Field of Study/Discipline) after securing the requisite 88 Credits on completion of Semester IV if, in addition, they complete one work based/skill based 5 vocational course/internship of 4 credits within one year from the completion of 4th semester examination. These students are allowed to re-enter the degree programme within a period of three years and complete the degree within the maximum period of seven years.
 - (iii) Three Year UG Degree Programme (BA, B. Sc, B. Com and Bachelors in other disciplines) with single/double major: Students who wish to undergo a 3-year (6 semester) UG programme shall be awarded UG degree in the Major discipline after successful completion of three years, securing a minimum of 132 credits. Provision of double Major shall be implemented in due course of time.
 - (iv) Four Year UG Programme with honours (BA, B. Sc, B. Com and Bachelors in other disciplines) with single/double major: Students who wish to undergo a 4-year (8 semester) UG programme shall be awarded UG Honours degree in the Major discipline after successful completion of four years, securing a minimum of 176 credits. Provision of double Major shall be implemented in due course of time.
 - (v) Four Year UG Programme with honours with Research (BA, B. Sc, B. Com and Bachelors in other disciplines) with single/double major: Students who wish to undergo a 4-year (8 semester) UG programme shall be awarded UG Honours and research degree in the Major discipline after successful completion of four years with a rigorous research project, securing a minimum of 176 credits. Provision of double Major shall be implemented in due course of time.
- 4.1 College : The term 'College' means the Colleges and Institutes affiliated to or permitted by Dibrugarh

University for conducting different academic programmes.

- 4.2 Department : The term ‘Department’ is used to mean a Department of Dibrugarh University/a College/Institute affiliated to/ permitted by Dibrugarh University.
- 4.3 Centre for Studies: The term ‘Centre for Studies’ is used to mean a Centre for Studies of Dibrugarh University/a College/Institute affiliated to/ permitted by Dibrugarh University
- 4.4 Programme : The term ‘programme’ is used to mean the whole learning experience or combination of courses pursued for a Certificate, Diploma or a Degree.
- 4.5 Course : A “Course” means one of the specified units which goes to comprise a programme of study.
- 4.6 Academic Year: An ‘Academic Year’ means a period of twelve months consisting of two semesters.
- 4.7 Semester: The word “semester” is used to mean a half-yearly term or term of studies including examinations, vacations and semester breaks.
- 4.8 Semester Duration: A semester normally extends over a period of 15 class weeks. Each week has 30 hours of instruction spread over the week.
- 4.9 In-semester: The word “in-semester” is used to refer to the continuous evaluation within the half-yearly term.
- 4.10 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.
- 4.11 Credit : A ‘credit’ is a unit by which the coursework is measured. It determines the number of hours of instruction required per week over the duration of a semester (minimum 15 weeks). A course may have only a lecture component or a lecture and tutorial component or a lecture and practicum component or a lecture, tutorial and practicum component, or only practicum component. Credit shall be defined as --

Sl. No	Components	Number of Hours per week	Number of hours per Semester	Credit
1	Lecture	1 Hour	15 Hours	1
2	Tutorial	1 Hour	15 Hours	1
3	Practicum, Laboratory Work, Seminar/Group Discussion	2 Hours	30 Hours	1
4	Experiential Learning, Internship, Community Engagement and services, Field visit/Industrial visit, Studio Activities, Field practices/projects etc.	3 Hours	45 Hours	1

- 4.12 Academic Bank of Credits (ABC) : ‘Academic Bank of Credits (ABC)’ is an academic service mechanism as a digital/virtual/online entity established and managed by MOE/UGC to facilitate students to become its academic account holders and paving the way of seamless student mobility, between or within degree-granting Higher Education Institutions (HEIs) through a formal system of credit recognition, credit accumulation, credit transfers and credit redemption to promote distributed and flexible teaching learning.
- 4.13 Academic Flexibility : ‘Academic Flexibility’ is the provision for innovative and interchangeable curricular structures to enable creative combinations of Courses/Programmes in disciplines of study leading to Certificate/Diploma/Degree of study offering multiple entry and multiple exit facilities removing the rigid curricular boundaries and creating new possibilities of life-long learning.
- 4.14 Credit accumulation: ‘Credit Accumulation’ means the facility created by ABC in the Academic

Bank Account opened by the students across the country in order to transfer and consolidate the 'credits' earned by them by undergoing 'courses' in any of the eligible HEIs.

4.15 Credit recognition: 'Credit Recognition' means the credits earned through eligible/partnering HEIs and transferred directly to the ABC by the concerned HEIs.

4.16 Credit redemption: 'Credit redemption' means the process of commuting the accrued 'credits' in the Academic Bank Account of the students maintained in ABC for the purpose of fulfilling the 'credits requirements' for the award of Certificates/Diplomas/Degrees etc. by the degree awarding HEIs.

4.17 Credit transfer: 'Credit transfer' means the mechanism by which the eligible HEIs registered with ABC are able to receive or provide prescribed 'credits' to individual registered ABC account in adherence to the UGC credit norms for the 'course/s' registered by the desirous students in any HEIs within India.

4.18 Course teacher: A 'Course teacher' is a teacher or any person who is engaged by the University/ College/Institute for teaching a Course. He/ she shall perform the following functions:

- (i) Teaching the 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.
- (vi) Preparing syllabus of different Courses whenever necessary.

4.19 College/Departmental/Centre for Studies Four Year Undergraduate Programme (FYUGP) Board:

There shall be a College/Departmental/Centre for Studies Four Year Undergraduate Programme (FYUGP) Board to monitor and supervise the implementation of the Undergraduate academic programmes, which shall be constituted as below :

(i) For Colleges/Institutes :

Chairperson : The Principal of the College

Vice - Chairperson : The Vice-Principal of the College

Members : Heads of the Departments and the Coordinator, IQAC

Member Secretary : A Senior Teacher of the College nominated by the Principal of the college

(ii) For University Departments/Centre for Studies :

Chairperson : Head of the Department/Chairperson of the Centre for Studies

Member : All the Course Teachers and the coordinator, DQAC

4.20 Dibrugarh University Four Year Undergraduate Programme (FYUGP) Board :

There shall be a Dibrugarh University Four Year Undergraduate Programme (FYUGP) Board to be constituted as below :

(i) Chairperson : Vice Chancellor.

(ii) Members : The Registrar, Deans of the Faculties of Studies, Controller of Examinations, the Director, IQAC, D.U, five Principals of the colleges to be nominated by the Vice-Chancellor, One Joint/ Deputy Controller of Examinations to be nominated by the Vice-Chancellor and the Inspector of Colleges.

(iii) Member Secretary : The Deputy Registrar (Academic)

4.21 Semester Duration :

(i) Odd Semesters: July–December (including end-semester examinations and semester breaks)

(ii) Even Semester: January-June (including end-semester examinations and semester breaks)
Any change in the Academic Calendar/Schedule may be made by the University whenever necessary.

5. Extent of Application :

The Regulations shall be applicable to the students enrolled for the Courses of Study leading to the UG Certificate, UG Diploma, Three Year UG Degree, Four Year UG Degree (Honours) and Four Year UG Degree (Honours with Research)

6. Academic Schedule :

The Academic Schedule of the UG Certificate, UG Diploma, Three Year UG Degree, Four Year UG Degree (Honours) and Four Year UG Degree (Honours with Research) Programmes shall be administered as per the Academic Calendar of the University published for every academic session.

7. Admission Notice and Criteria :

7.1 Newspaper Notice/Notification through University/College/Institutes websites inviting applications for admission into the different programmes shall be issued by the Registrar of the University/ Principals of the colleges/institutes as per the Academic Calendar of the University.

The minimum eligibility for admission into the UG programmes shall be as below :

7.2 Minimum eligibility criteria for admission in Four Year Undergraduate programmes :

Senior Secondary School Leaving Certificate or Higher Secondary (Class 12) Certificate obtained after successful completion of Grade 12 or equivalent stage of education and/or Admission test conducted by College/University/National Level Testing Agency/State Level Testing Agency.

7.3 Minimum eligibility criteria for multiple entry points of the UG programmes

a. 1st year : Senior Secondary School Leaving Certificate or Higher Secondary (Class 12) Certificate obtained after successful completion of Grade 12 or equivalent stage of education and/or Admission test conducted by College/University/National Level Testing Agency/State Level Testing Agency.

b. 2nd year : A certificate obtained after successful completion of 1 year (2 semesters) of the undergraduate programme. These students are to take admission in the 2nd year within a period of three years from obtaining the UG certificate from Dibrugarh University or any other University/institution recognized by Dibrugarh University.

c. 3rd year : A diploma obtained after successful completion of 2 years (4 semesters) of the undergraduate programme. These students are to take admission in the 3rd year UG programme within a period of three years from obtaining the UG diploma from Dibrugarh University or any other University/institution recognized by Dibrugarh University.

d. 4th Year (Honours) : A Bachelor's degree after successful completion of three years (6 semesters) of the Undergraduate programme obtained from Dibrugarh University or any other University/institution recognized by Dibrugarh University. These students are to complete the degree within the stipulated maximum period of seven years.

e. 4th Year (Honours with Research) : A three year Bachelor Degree with a minimum of 7.5 CGPA. The minimum entry requirement for 4th year (Honours/Research) UG programme within a period of three years from obtaining 3 year Bachelor Degree from Dibrugarh University or any other University/institution recognized by Dibrugarh University. These students are to complete the degree within the stipulated maximum period of seven years.

7.4 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 as prescribed.

7.5 Statutory reservation policy of the government shall be followed in case of selection of eligible candidates for admission.

8. Course Structure :

8.1 The Course Structure of the Undergraduate Academic Programmes 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 :

Sl. No.	Category of the course	Course	Description
1	Major Discipline : Major discipline provides the opportunity for a student to pursue in-depth study of a particular subject or discipline	Major discipline (Core)	Major discipline is the discipline or subject of Main Focus and the degree will be awarded in that discipline. Students should secure the prescribed number of credits (about 50% of total credits) through core courses of the major discipline.
2	Minor discipline : Students who take a sufficient number of courses in a discipline or an interdisciplinary area of study other than the chosen major will qualify for a minor in that discipline	Minor discipline	Minor discipline helps a student to gain a broader understanding beyond the major discipline.
3	Multi- Disciplinary Generic Elective : All UG students are required to undergo 3 introductory level courses relating to any of the broad disciplines. These courses are intended to broaden the intellectual experiences and form part of liberal arts and science education. However, students shall not be allowed to choose or repeat any of these courses already undergone at the Higher Secondary level (12th class) and the discipline which he/she has chosen as Major.	Multi-Disciplinary Generic Elective-Natural Sciences	Introductory courses on Natural Sciences to be chosen from a basket of courses that would include for example, Astronomy and Astrophysics, Biology, Biochemistry, Chemistry, Computer Science, Data Science, Earth and Atmospheric Sciences, Physics, Statistics, etc. Each Department/ Centre of Studies shall offer GEC
		Multi-Disciplinary Generic Elective-Social Sciences	Introductory Courses on Social Sciences to be chosen from a basket of courses that would include for example, Economics, Education, History, Linguistics, Political Science, Psychology, Sociology, Social Work, Communication and Media, etc. Each Department/ Centre of Studies shall offer GEC
		Multi-Disciplinary Generic Elective-Humanities	Introductory Courses on Humanities to be chosen from a basket of courses that would include for example, Archaeology, Arts and Creative expressions, Comparative Literature, Creative writing and Literature, Philosophy, etc. Each Department/Centre of Studies shall offer GEC
4	Ability Enhancement Courses : These courses aim to enabling the students to acquire and demonstrate the core	Language (MIL/ Regional)	Students are required to achieve competency in the use of a MIL or Regional Language. All lan-

	linguistic skills, including critical reading and expository and academic writing skills.	Language)	guage disciplines except English shall offer Language Courses
		Language and Communication Skills (English)	Students are required to achieve the use of English language with special emphasis on language and Communication Skills. Department of English shall offer this course
		Mathematical and Computational Thinking and Analysis	Courses relating to Mathematical and Computational Thinking and Analysis would focus primarily on the mathematical and statistical tools used to support the study of natural and social sciences, including subject areas such as astronomy, biology, chemistry, economics, the environment, geological sciences, physics, and sociology etc. These courses would focus on the methodology used to analyze quantitative information to make decisions, judgments, and predictions, including defining a problem by means of numerical or geometrical representations of real-world phenomena, determining how to solve it, deducing inferences, formulating alternatives, and predicting cause and effect relationships. The goal is to ensure that students achieve a level of proficiency in using and analyzing quantitative information.
5	Value Added Course 2 : The courses aim to enable the students to acquire and demonstrate certain values	Health and Wellness	The Course components relating to Health and Wellness seek to promote an optimal state of physical, emotional, intellectual, social, spiritual and environmental wellbeing of a person.
		Yoga	Yoga, Sports and Fitness activities will be organized outside the regular institutional working hours.
		Environmental Education/ Science	The course seeks to equip students with the ability to apply the acquired knowledge, skills, attitudes, and values required to

			take appropriate actions for mitigating the effects of environmental degradation, climate change and pollution, effective waste management, conservation of biological diversity, management of biological resources, forest and wildlife conservation, and sustainable development and living. There shall be more emphasis on community-based activities.
		Digital and Technological Solutions/ Digital Fluency	Courses in cutting-edge areas that are fast gaining prominence such as Artificial Intelligence (AI), 3-D machining, big data analysis, and machine learning with important applications to health, environment, and sustainable living that will be woven into undergraduate education for enhancing the employability of the youth.
		Understanding India	The course aims at enabling the students to acquire and demonstrate the knowledge and understanding of contemporary India with its historical perspective, the basic framework of the goals and policies of national development, and the constitutional obligations with special emphasis on constitutional values and fundamental rights and duties. The course would also focus on developing an understanding among student-teachers of the Indian knowledge systems, Indian education system and the roles and obligations of teachers to the nation in general and to the school/community/society, specifically.
6	Skill Enhancement courses: These courses are aimed at imparting practical skills, hands on training, soft skills etc. to enhance the employability of the students.		The institution may design courses as per the students' needs and available institutional resources subject to approval of the Dibrugarh University.

7	Community engagement (NSS/Adult Education/Student mentoring/NGO/Govt. institutions, etc.) :	The curricular component of ‘community engagement and service’ seeks to expose students to the socio-economic issues in society so that the theoretical learning can be supplemented by actual life experiences to generate solutions to real-life problems. This component will include participation in activities related to National Service Scheme (NSS), National Cadet Corps (NCC), adult education/literacy initiatives and mentoring school students and other community works
8	Field based learning/project	The field-based learning/project will attempt to provide opportunities for students to understand the different socio-economic contexts. It will aim at giving students exposure to development-related issues in rural and urban settings. It will provide opportunities for students to observe situation in rural and urban contexts, and to observe and study actual field situations regarding issues related to socio-economic development. Students will be given opportunities to gain a first-hand understanding of the policies, regulations, organizational structures, processes, and programmes that guide the development process.
9	Internship	: Students will be provided with opportunities for internships with local industry, businesses, artists, crafts persons, etc. so that they may actively engage with the practical side of their learning and, as a by-product, further improve their employability.
10	Research Project	All students pursuing a Four-Year Bachelor’s Degree with Honours with Research will be required to take up research oriented advanced courses, research methodology courses and a research project.

8.2 A Course may also take the form of a Dissertation/ Project work/ Practical training/ Fieldwork/Internship, etc.

8.3 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.

9. Course Enrolment :

- 9.1 The minimum and maximum credits to be opted by a student for qualifying of a Undergraduate programme shall be as per the Course Structure given as Annexure I.
- 9.2 Change in Major: Students shall be allowed to change major within the broad discipline at the end of the second semester by giving him/her sufficient time to explore interdisciplinary courses during the first year. The HEIs may create 10% additional seats over and above the sanctioned strength to accommodate the request for a change of major.
- 9.3 Change in Minor: Students shall be allowed to change Minor courses of his/her areas of interest within the broad discipline at the end of the third semester. If a student pursuing a major obtains a minimum of 12 credits from another branch then the student will be awarded Bachelor degree in previous with a minor in later.

10. Attendance :

- 10.1 The Course Teacher shall be responsible for maintaining a record of attendance of students who have enrolled for the course.
- 10.2 All Course Teachers of college/institutions 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.
In case of University Departments/Centre for Studies all course teachers shall intimate the Head of the Department/Chairperson of the Centre for Studies 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.
- 10.3 A student who has less than 80% attendance in average shall not be permitted to sit for the End-semester examination. However, 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 Head of the Departments/Chairperson of the Centre for Studies/Principals of the Colleges shall announce the names of all students who shall not be eligible to take the Endsemester examinations in the various Programmes 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.
- 10.4 A student declared as dis-collegiate 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 dis-collegiate along with the next fresh batch.

11. Examination and Evaluation :

- (a) Examination and evaluation shall be done on a continuous basis, at least two times during a Semester including the End Semester Examination.
- (b) There shall be 20% marks for in-semester 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) In-semester Assessment :
 - (i) In in-semester assessment, different tools such as objective tests, written tests, assignments, paper presentation, laboratory work, etc. suitable to the courses may be employed.
 - (ii) The students shall be informed in advance about the nature of assessment. Students shall be required to compulsorily attend in-semester 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/Centre for Studies 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) The time given for End-semester examination for each Course shall be based on the credits/marks of the course.
 - (iv) Emphasis needs to be given on problem solving, application level questions as prescribed by National Education Policy, 2020. The question paper should include different forms of question.
- (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:
- i. 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.
 - ii. A student shall not be allowed to take more than one full course as 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.
- (j) Betterment Examination:
- i. A student shall be entitled to take the 'Betterment Examinations' in any two theory courses after successful completion of 3 year/4year programme 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/Eight Semester examination. Students shall have to appear in the betterment examination with the regular batch.
 - ii. No betterments shall be allowed in the practical/project/dissertation/internship examinations.

12. Results and Progression :

- 12.1 A candidate shall be declared as passed a Programme, provided he/she secures-
 - 12.1.1 At least 30% of marks in each Course in the End Semester Examinations combining both theory and practical examinations
 - 12.1.2 At least 'P' grade in the 10 point scale combining both the in-semester and End Semester Examination performance.
 - 12.1.3 There shall be no separate pass mark for In-semester Assessment.
- 12.2 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.
- 12.3 There may be moderation of In-semester Assessment marks/End Semester marks as and when necessary.
- 12.4 The marks of In-semester examinations obtained by the candidate shall be carried over for declaring any result.
- 12.5 A candidate who fails or does not appear in one or more Courses of any end semester examinations up to fifth 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 carryover course in the next regular examinations of those courses. If a candidate fails in any of the components (either theory or practical) of a course the candidate shall have to reappear in the examination for both the components.
- 12.6 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.
- 12.7 A candidate who fails or does not appear in one or more courses of seventh semester examinations shall be provisionally promoted to the eighth semester with the failed course as carry over course(s). If a candidate clears the eighth semester examination before clearing all the courses of the seventh semesters, the result of the eighth 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 semester.
- 12.8 A student must clear all his/her Semester Examinations within six (6) years for three year undergraduate programme and seven years for four year undergraduate programme (with honours/research) from the dates of admission to the First Semester of any Programme irrespective of the number of examinations appeared by the student.
- 12.9 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.
- 12.10 A candidate shall be declared to have passed provided he/she has passed all the Semesters and in all the Courses separately for the concerned programme.
- 12.11 The Controller of Examinations shall declare the results of different programmes and issue Grade-sheets. The merit list shall be prepared only for the regular candidates and it does not include the backlog candidates.
- 12.12 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.
- 12.13 Results of the candidates appeared in the Betterment or Backlog Examinations shall not be counted for the award of Prizes/Medals, Rank or Distinction.

13. Provision of Multiple Exit :

- 13.1 Exit 1 : There is a provision of exit after successful completion of 1 year (two semesters). A Certificate will be awarded when a student exits at the end of year 1 (2 semesters). Students who have secured minimum of 44 credits will be awarded a UG certificate (in the field of study/discipline) if, in addition, they complete one work based/skill based vocational course/internship of 4 credits within one year from the completion of 2nd semester examination.
- 13.2 Exit 2 : There is a provision of exit after successful completion of 2 years (four semesters). A Diploma will be awarded when a student exits at the end of year 2 (4 semesters). Students who have secured minimum of 88 credits will be awarded a UG Diploma (in the field of study/discipline) if, in addition, they complete one work based/skill based vocational course/internship of 4 credits within one year from the

completion of 4th Semester examination.

- 13.3 Exit 3 : Three Year UG Degree Programme (BA, B. Sc, B. Com and Bachelor in other discipline) with single/double major: There is a provision of exit after successful completion of 3 years (six semesters). Students who wish to undergo a 3-year UG programme shall be awarded UG degree in the major discipline after successful completion of three years, securing 132 credits.
- 13.4 Four Year UG Programme with Honours (BA, B. Sc, B. Com and Bachelor in other discipline) with single/double major: Students who wish to undergo a 4-year (8 semester) UG programme shall be awarded UG Honours degree in the major discipline after successful completion of four years with Discipline Specific Elective Courses in 7th and 8th semesters in lieu of Research Project and Dissertation, securing a minimum of 176 credits.
- 13.5 Four Year UG Programme with Honours with Research (BA, B. Sc, B. Com and Bachelor in other discipline) with single/double major: Students who wish to undergo a 4-year (8 semester) UG programme shall be awarded UG Honours with Research degree in the major discipline after successful completion of four years, with Research Project and Dissertation in 7th and 8th Semesters, securing 176 credits.

14. Qualification type and Minimum credit requirement :

Equivalent National Higher Education Qualification Framework (NHEQF)	Qualification title	Minimum credit requirement
Level 5	Undergraduate Certificate	44+4
Level 6	Undergraduate Diploma	88+4
Level 7	Bachelor's Degree	132
Level 8	Bachelor's Degree (Honours and Honours with Research)	176

15. Grading System :

- 15.1 The absolute grading system shall be applied in evaluating performance of the students.
- 15.2 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 90% and above)
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%)
C	Average	5 (Marks securing 40%- 50%)
P	Pass	4 (Marks securing 30%-40%)
F	Fail	0
Ab	(absent)	0

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

15.3 Computation of SGPA and CGPA: The procedure to compute the SGPA and CGPA are given below

(i) The SGPA is the ratio of the sum of the products of the number of credits with the grade points scored by a student in all the courses taken by a student and the sum of the number of credits off all the courses undergone by a student.

$$SGPA (S_i) = \frac{\sum C_i G_i}{\sum C_i}$$

Where C_i is the number of credit of the i th course and G_i is the grade point scored by the student in the i th course.

Example for computation of SGPA

Semester	Course	Credit	Letter Grade	Grade Point	Credit Point (Credit X Grade)
I	Major (Core)	4	A	8	4X8=32
I	Minor	4	B+	7	4X7=28
I	GEC 1	3	B	6	3X6=18
I	AEC (Language)	4	A+	9	4X9=36
I	Value Added Course I	2	A	8	2X8=16
I	Value Added Course II	2	A	8	2X8=16
I	SEC	3	B+	7	3X7=21
		22			167
SGPA					167/22= 7.59

(ii) The CGPA is also calculated in the same manner taking in to account all the courses undergone by a student over all the semesters of a programme.

$$CGPA (S_i) = \frac{\sum C_i S_i}{\sum C_i}$$

Semester I	Semester II	Semester III	Semester IV	Semester V	Semester VI
Credit: 22	Credit: 22	Credit: 22	Credit: 22	Credit: 22	Credit: 22
SGPA: 7.59	SGPA: 8.00	SGPA: 7.6	SGPA: 7.59	SGPA: 8.00	SGPA: 7.00
CGPA= (22 X 7.59+ 22 X 8.00+22 X 7.6+22 X 7.59+22 X 8.00+22 X 7.00)/132= 7.63					

The SGPA and CGPA shall be rounded off to two decimal points and reported in the transcripts.

(iii) Conversion of CGPA in to percentage (%): CGPA will be multiplied by 10.

Percentage of marks = (CGPA X 10)

(iv) The Letter grade 'B+' and above shall be considered as First Class and Letter grade 'B' shall be considered as Second Class.

(v) 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).

- (vi) If a candidate secures 'F' grade in a Course, he/she shall have to reappear in the Course in the next legitimate chance.
- (vii) 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.
- (viii) 'Abs' grade shall be awarded to a candidate if he/she has not fulfilled the following requirements:
 - (a) If a candidate fails to appear in any Course(s) in an end semester examination.
 - (b) If a candidate fails to submit the project work/dissertation / assignment of an end semester examination.
 - (c) 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 fieldworks.
- (ix) 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 candidates 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.

16. 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.

17. Academic Bank of Credit :

17.1 Institution Registration:

17.1.1.1

The HEIs shall register on NAD/ABC in the concerned portal. Institution shall designate a Nodal Officer and set up a dedicated NAD/ABC cell for implementation of NAD/ABC Scheme and reflect their details (Name, Designation, Mobile No. and email id) on its website.

17.1.1.2

Institution shall advise the students to register on ABC through the ABC portal

17.1.1.3

Institution shall make ABC id a mandatory field in the admission forms, Examination forms or if possible on students Identity card also.

17.1.1.4

Institution shall display the posters and templates and place them on the canteen, Library, Notice Board and around the playground or the place where there is maximum movements of students

17.1.1.5

Institution shall organize Seminar/Workshop for information and publicity about ABC in campus as well as respective affiliated colleges.

- 17.2 Student Registration:** Students shall register themselves by visiting the ABC website and creating a student account through the concerned institution and records has to be submitted to the institution.

18. 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. However,

a candidate from other university has to fulfill minimum credit requirements as prescribed by Dibrugarh University.

19. Mentor Mentee Forum :

There shall be Mentor Mentee forums in each semester in each of the Department and Centre for Studies. The forum will be comprised of the Mentor to be appointed by the Head of the department/Chairperson of the Centre for Studies and assigned mentees. Concerned mentor shall act as Chairperson and a nominated/selected mentee as Coordinator.

19.1 Functions of Mentor Mentee forum will be—

19.1.1 Dealing with the issues experienced by the mentees in the classroom, laboratories, internship, field work, project work etc or in any other academic activities.

19.1.2 Orienting the mentees the details of the FYUGP regulation.

19.1.3 Orienting the mentees with the academic schedule including the dates of assessment and the syllabus coverage for each assessment.

19.1.4 Analyzing the performance of the mentees after each of the tests and finding the ways to improve.

19.1.5 Conducting at least one meeting in a month

19.2 Functions of Mentor Mentee forum will be —

19.2.1.1.1 To act as a link between the Head of the Department/Chairperson of the Centre for Studies and the concerned mentees.

19.2.1.1.2 To collect and maintain various records as required by the Department/Chairperson of the Centre for Studies.

19.2.1.1.3 Guiding the mentees in various academic functions

19.2.1.1.4 To monitor the academic performances of the mentees.

19.2.1.1.5 To organize mentor mentee meeting.

20. 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, the existing Dibrugarh University Rules, Ordinances and the Dibrugarh University Act, 1965 (as amended) shall be applicable.
- c. The Dibrugarh University FYUGP Board and/or the Examination Committee of the University shall remove any difficulty, which may arise in the course of operations relating to execution.

ANNEXURE I

**COURSE STRUCTURE OF FOUR YEAR UNDER GRADUATE PROGRAMMES (FYUGP)
IN DIBRUGARH UNIVERSITY AND ITS AFFILIATED COLLEGES**

TO BE EFFECTIVE FROM 2023-2024 SESSION

Year	Semester	Course (Lecture+Tutorial+Practical) (L+T+P)	No. of Courses	Credit per Course	Total Credit	
1	1st Semester	Major (Core)	1	4	4	
		Minor	1	4	4	
		Multi- Disciplinary Generic Elective Course: Natural Science –I/ Social Science/Humanities-I/Commerce-I	1	3	3	
		AEC Language (MIL/Regional Language)	1	4	4	
		Value Added Course1: Understanding India	1	2	2	
		Value Added Course 2: Health and Wellness	1	2	2	
		Skill Enhancement Course	1	3	3	
		Total				22
	2nd Semester	Major (Core)	1	4	4	
		Minor	1	4	4	
		Multi- Disciplinary Generic Elective Course: Natural Science –II /Social Science/Humanities–II/Commerce-II	1	3	3	
		AEC:Language and Communication Skills (English)-II	1	4	4	
		Value Added Course 3: Environmental Education with emphasis on community-based activities (more emphasis on practical)	1	2	2	
		Value Added Course 4: Yoga	1	2	2	
		Skill Enhancement Course	1	3	3	
		Total				22
	Grand Total (Semester I and II)					44
	<p align="center">The students on exit shall be awarded Undergraduate Certificate (in the Field of Study/Discipline) after securing the requisite 44 Credits in Semester 1 and 2 provided they secure 4 credits in work based vocational courses offered during summer term or internship / Apprenticeship in addition to 6 credits from skill enhancement courses earned during 1st and 2nd Semester</p>					

3 rd Semester	Major	2	4	8
	Minor	1	4	4
	Multi- Disciplinary Generic Elective Course: Natural Science/Social Science/Humanities - III/Commerce-III	1	3	3
	Value Added Course 5: Digital and Technological Solutions/Digital Fluency	1	2	2
	Skill Enhancement Course	1	3	3
	Ability Enhancement Course: Communicative English/ Mathematical Ability	1	2	2
	Total			22
4 th Semester	Major (Core)	4	4 Credit per course	16
	Minor	1	4	4
	Community engagement (NCC/NSS/Adult Education/Student mentoring/NGO/Govt. institutions, etc.)	1	2	2
	Total			22
Grand Total (Semester I, II, III and IV)				88
The students on exit shall be awarded Undergraduate Diploma (in the Field of Study/Discipline) after securing the requisite 88 Credits on completion of Semester IV provided they secure additional 4 credit in skill based vocational courses offered during First Year or Second Year summer term or internship / Apprenticeship				
5 th Semester	Major	4	4	16
	Minor	1	4	4
	Internship	1	2	2
	Total			22
6 th Semester	Major	4	4 Credit per course	16
	Minor	1	4	4
	Project	1	2	2
	Total			22
Grand Total (Semester I, II, III, IV, V and VI)				132
The students on exit shall be awarded Bachelor of (in the Field of Study/Discipline) (3 years) after securing the requisite 132 Credits on completion of Semester VI				

7 th Semester	Major	3	4 Credits per Course	12
	Minor	1	4	4
	Research Ethics and Methodology	1	4	4
	Research Project (Development of Project/Research proposal, Review of related literature)/ DSE Course in lieu of Research Project	1	2	2
	Total			22
8 th Semester	Major (Core and Elective)	3	4 Credits per Course	12
	Minor	1	4	4
	Dissertation (Collection of Data, Analysis and Preparation of Report)/2 DSE Courses of 3 credits each in lieu of Dissertation	1	6	6
	Total			22
	Grand Total (Semester I, II, III, IV, V, VI, VII and VIII)			
The students on exit shall be awarded Bachelor of (in the Field of Study/Discipline) (Honours and Honours with Research) (4 years) after securing the requisite 176 Credits on completion of Semester VIII				

Annexure II: Semester wise Distribution of Credits

Semester	Major (Core)	Minor	Multi-Disciplinary Generic Elective course	Ability Enhancement Course (AEC)	Value Added Course (VAC)	Skill Enhancement Course (SEC)	Others	Total Credit	Exit Option (With Certificate / Diploma and Degree)
I	4	4	3	4	2+2=4	3	--	22	UG Certificate 44+*4= 48
II	4	4	3	4	2+2=4	3	--	22	
III	4x2=8	4	3	2	2	3	--	22	UG Diploma 88+*4 =92
IV	4X4=16	4	--	--	--	--	2 (Community engagement)	22	
V	4X4=16	4	--	--	--	--	2 (Internship)	22	Three Year UG 132
VI	4X4=16	4	--	--	--	--	2 (Project)/ 2x1 (DSE)	22	
VII	4X3=12	4	--	--	--	--	6 (Research Methodology and Project) / 3x2=6 (DSE)	22	Four Year UG (Honours/ (Honours with Research) 176
VIII	4X3=12	4	--	--	--	--	6 (Dissertation)	22	
Total	88	32	9	10	10	9	18	176	

*On exit, students may be awarded UG Certificate/UG Diploma (in the Field of Study/Discipline) after securing the requisite 44 or 88 Credits on completion of Semester II/IV provided they secure additional 4 credit in skill based vocational courses or internship / Apprenticeship in addition to the Credits earned from Skill Enhancement Courses (SEC).

BORHOLLA COLLEGE

Administrative Positions :

Principal, i/c : Mrs. Bornali Kalita
Vice Principals : Mr. Dilip Kumar Khound (Administrative)
Mrs. Mamoni Gogoi (Academic)

Faculties of the Institution :

<u>Sl No.</u>	<u>Name of the Faculty</u>	<u>Designation</u>
<u>Assamese Department</u>		
1.	Mrs. Mamoni Gogoi	Assistant Professor
2.	Dr. Dipti Baruah, Ph.D.	Assistant Professor
3.	Mrs. Mridusmrita Phukan (HoD)	Assistant Professor
4.	Mrs. Bandana Saikia	Assistant Professor
<u>Economics Department</u>		
1.	Mrs. Bornali Kalita	Assistant Professor
2.	Mrs. Anamika Hazarika (HoD)	Assistant Professor
3.	Mrs. Gitanjolee Gogoi	Assistant Professor
<u>Education Department</u>		
1.	Mrs. Meghali Bhattacharya (HoD)	Assistant Professor
2.	Mrs. Runu Gogoi	Assistant Professor
3.	Mrs. Noyanmoni Saikia	Assistant Professor
<u>English Department</u>		
1.	Mr. Debajit Duarah, M.Phil. (HoD)	Assistant Professor
2.	Mr. Amal Sonowal	Assistant Professor
3.	Mrs. Munmoni Saikia, M.Phil.	Assistant Professor
<u>Geography Department</u>		
1.	Mrs. Daisee Borpatra Gohain (HoD)	Assistant Professor
2.	Mr. Simanta Borah, M.Phil.	Assistant Professor
3.	Dr. Rana Bora, Ph.D.	Assistant Professor
<u>History Department</u>		
1.	Mrs. Puspa Dhandia, (HoD)	Assistant Professor
2.	Mrs. Moyuri Bora, M.Phil.	Assistant Professor
3.	Vacant	
<u>Political Science Department</u>		
1.	Mrs. Pharida Begum, (HoD)	Assistant Professor
2.	Mr. Marajul Hussain Bordoloi	Assistant Professor
3.	Dr. Shivani Phukan, M.Phil., Ph.D.	Assistant Professor
<u>Sociology Department</u>		
1.	Mr. Dilip Kumar Khound, (HoD)	Assistant Professor
2.	Mrs. Chandrama Devi	Assistant Professor
3.	Mrs. Nivarani Kalita	Assistant Professor

Computer Science Department

1. Mrs. Chandrani Sonowal, MCA, (HoD) Assistant Professor

Library Staff

1. Ms. Bornali Konwar, MLISC Librarian
2. Vacant Library Assistant
3. Mr. Diju Kumar Neog Library Bearer

Office Staff

1. Mr. Mineswar Hazarika Senior Assistant
2. Mrs. Piraksy Saikia Senior Assistant
3. Mr. Basanta Kumar Gogoi Junior Assistant
4. Mr. Rocktim Ranjan Mahanta Computer Assistant

Grade - IV

1. Mr. Ghana Chutia Grade-IV
2. Mr. Suren Hazarika Grade-IV
3. Mr. Mohendra Bora Grade-IV
4. Mr. Biren Karmakar Grade-IV

IQAC Committee :

- (i) Chairperson - Mrs. Bornali Kalita, Principal i/c
- (ii) Coordinator - Dr. Rana Bora
- (iii) Assistant Coordinator - Mr. Debojit Duarah
- (iv) Assistant Coordinator - Mrs. Munmoni Saikia

Code of Conduct Monitoring Committee :

- 1 Mr. Pradip Kumar Saikia, President, Governing Body, Chairperson
- 2 Mrs. Bornali Kalita, Principal i/c, Member Secretary
- 3 Mr. Debajit Duarah, Assistant Professor, Coordinator
- 4 Dr. Rana Bora, Coordinator, IQAC Member
- 5 Mrs. Mamoni Gogoi, Academic Vice-Principal, Member
- 6 Mr. Dilip Kumar Khound, Administrative Vice-Principal, Member
- 7 Mrs. Munmoni Saikia, Assistant Professor, Member
- 8 Mr. Mineswar Hazarika, Senior Assistant, Member

Ethics Committee :

1. Mr. Pradip Saikia, Chairperson (President, Governing Body)
2. Mrs. Bornali Kalita, Principal i/c, Member Secretary
3. Mr. Dilip Kumar Khound, Member (Administrative Vice-Principal)
5. Mr. Debajit Duarah, Coordinator, (Assistant Professor)
6. Dr. Rana Bora, Member (IQAC Coordinator)
7. Mr. Munmoni Saikia, Member (Assistant Professor)
8. Mr. Mineswar Hazarika, Member (Sr. Assiatant)

Feedback Committee :

1. Chairperson : Mrs. Bornali Kalita, Principal i/c
2. Vice-Chairperson : Mrs. Mamoni Gogoi, Academic Vice-Principal
Mr. Dilip Kumar Khound, Administrative Vice-Principal
3. Coordinator : Mrs. Munmoni Saikia, Assistant Professor

Grievance Redressal Cell :

1. Chairperson : Mrs. Bornali Kalita, Principal i/c
2. Convener : Mr. Merajul Hussain Bordoloi, Assistant Professor
3. Members : Heads of All Departments

Internal Committee as per the provision of Sexual Harassment of Women at the workplace (Prevention, Prohibition and Redressal) Act 2013

- Chairperson - Mrs. Bornali Kalita, Principali/c,
Vice-Chairman - Mr. Dilip Kumar Khound, Administrative Vice-Principal
Coordinator - Dr. Shivani Phukan, Assistant Professor
Members - Mrs. Daisee Borpatra Gohain, Assistant Professor
Mrs. Bandana Saikia, Assistant Professor
Mrs. Mamu Sonowal, Advocate
Mr. Debajit Duarah, Assistant Professor

Anti Ragging Committee :

- (i) Principal
- (ii) Mr. Dilip Kr. Khound (Convener)
- (iii) Heads of all departments
- (iv) O.C., Borholla Police Station
- (v) Medical Health Officer
- (vi) G. S., Student Unit

Gender Discrimination Committee :

- (i) Principal
- (ii) Mr. Amal Sonowal (Convener)
- (iii) IQAC Coordinator
- (iv) G. S., Student Union
- (v) President, Teacher Unit

Prospectus Committee :

- (i) Mrs. Bornali Kalita, Principal
- (ii) Mr. Dilip Kr. Khound, Administrative Vice-Principal
- (iii) Mrs. Munmoni Saikia, Assistant Professor
- (iv) Dr. Dipti Boruah, Assistant Professor
- (v) Mrs. Noyanmoni Saikia, Assistant Professor

**Details of Uniform fee of Colleges for the Academic Session : 2023-24
Course :**

Sl. No.	Particulars	Rate of Fee
1	Admission Fee	400/-
2	Tuition fee (Annual)	840/-
3	Laboratory fee	200/-
4	Identity Card fee	100/-
5	Establishment Fee	600/-
6	Contingency	200/-
7	Registration Fee	400/-
8	University Fee	320/-
9	Enrolment Fee	200/-
10	Library Caution Money	200/-
11	Library Fee	200/-
12	College Examination Fee	300/-
13	College Development Fee	500/-
14	Electricity Fee	200/-
15	NCC & NSS	30/-
16	Students' Welfare Fee / Function /Aid Fund	150/-
17	Students' Union Fee	100/-
18	Magazine Fee	150/-
19	Games & Sports Fee / Common Room	200/-
20	Festival Fee	100/-
21	Co-Curricular activities	100/-
22	ICT (Computer)	250/-
23	Misc.	100/-
	Total --	5840/-

