

KAMPUR COLLEGE

Kampur, Nagaon, Assam
PIN 782426



THE STUDENTS' HANDBOOK: KAMPUR COLLEGE

2023-24

Content

A brief note	1
General rules for students	2
Academic Calendar	6
Holiday list of Gauhati University	7-8
Portfolio holder's of Student Body	8-10

A Brief Note

Kampur College, one of the prominent institutions of Nagaon district established in the year 1968. It was a visionary initiative of the then university passed young educated men of Kampur and undoubtedly was essential for such agriculture based rural setting. Initially, there were facility for pre-university classes but in the course of history, student are facilitated with undergraduate courses perpetuating honours as well as regular subjects. At present, the college is following the Choice Based Credit System (CBCS) introduced by the parent university. It is essential to maintain academic excellence sustaining high morality and esteem of the college. Hence, this is a Handbook for students to maintain strict discipline in and out of the campus. The book contains what to do and what not to do, exam related information, different cells related with students and lastly but not least the academic calendar for each session. It is advised to all to read the book comprehensively for greater interest of Kampur College.

Message from Principal's Desk

It gives me immense pleasure that the College is going to publish an important handbook for students and it would help in bringing discipline, punctuality and decency among the student fraternity. As we know, learning is a continuous process, but College and University level usually considered as the highest level of institution for formal learning. Student can impart knowledge from different sources and apparently apply in different capacities; but proper application is quite important. Therefore, to systematize one and all, in a given society, a handbook is essential and subsequently the initiation of Kampur College will help in bring discipline from the students end.

Apart from different rules and regulation, the book carries various information i.e. academic calendar, holiday list, different cells, and Student's Union body and so on.

Hope, different stakeholders will cooperate in the whole process for the greater interest of Kampur College.

Principal

Kampur College, Kampur, Nagaon

GENERAL RULES FOR THE STUDENTS

In our college emphasis is laid on discipline and character building. Students are required to maintain high standard of discipline in and out of the college campus. They are also expected to obey rules and regulations of the college prescribed by the college authority. Violation of rules and regulation will lead to disciplinary action like expulsion temporarily or permanently from the college. In this regard the decision of principal is final.

Code of Conduct in Class room or College Premises

- Students are expected to maintain the highest standard of discipline and dignified manner of behaviour inside as well as outside the campus. They shall abide by the rules and regulations of the College and should act in a way that highlights the discipline and esteem of the College.
- Every student must carry his/her identity card while being present in the college premises.
- A six day working schedule from Monday to Saturday is followed. Classes are scheduled from 9.30 a.m. to 4.30p.m.
- College uniform is compulsory for all students. Any dress code violation notice within the campus will attract a fine of Rs. 150 and could initiate further disciplinary action.
- Every student is expected to maintain the general cleanliness within the classroom, library, and the college in general. Keep the campus neat and clean. Do not put any waste anywhere in the campus except in the dustbin kept in different location. Any violation of this shall be fined of Rs. 50/-
- Every student will remain answerable to the college authority for his/her activity and conduct on the college premises.
- Any act which obstructs teaching learning process, administrative activity and other proceedings of college is strictly prohibited.
- Consumption of intoxicants/ psychotropic substances in any form or smoking or using chewing gum, paan masala, gutka or any tobacco product etc. are strictly prohibited. The College campus is declared as a NO SMOKING ZONE.
- Playing cards, spitting and loitering are strictly prohibited inside the college and shall initiate severe punishment/ disciplinary action.
- Use of cell phones is strictly prohibited during college hour.
- Attempted or actual theft and damaging property of College or property of a member of the college community, or other personal or public property on or off campus will be considered as a punishable offence.
- Gossiping and loitering either in the verandahs or in the class rooms are strictly prohibited when classes and examinations usually perform. During break, students are advised to use library as much as possible.
- The students should handle college properties with full care. Damage to the furniture, construction or any other materials may lead penalty or suspension from the college.
- Irregularities, misbehavior, violence of any kind and disobedience towards any teachers or authority by any students are punishable.
- Indulging in ragging, anti institutional, anti national, antisocial, communal, immoral or political expressions and activities within the campus are punishable as per existing law.
- Without the prior permission from the Principal, students are not allowed to circulate any printed materials within the campus.
- The students are requested to check Notice board, College Website, Telegram as well as Departmental WhatsApp group for important announcement.

Attendance

- Students failing to attend a minimum of 75% classes in each subject will not be able eligible to appear in any final examination. Parents/guardians of the students should

submit undertaking at the time of admission that their wards will attend a minimum of 75% classes in each subject in each semester.

- Continuous absence for 21 teaching days in class is enough to debar the concerned student from attending the class/from appearing the examination.

Examination

1. Students need to appear two Sessional examinations conducted centrally from the college end. Each examination contains 20 marks and out of that 10% is calculated in preparing final grade sheet.
2. Question paper of final examinations usually carries 80 marks. But it is somewhat different for courses having practical paper.
3. For the final assessment, Home Assignment as well as Attendance are important.
4. Examination and Marks ratio is:

Final Examination: Sessional Exam: Home Assignment: Attendance = 80:10:6:4

1	Final Examination	80
2	Sessional Examination	10
3	Home Assignment	06
4	Attendance	04

Anti Ragging:

Ragging is an unavoidable problem for higher educational institution. Being an institute of higher education, Kampur College has been facing the problem in different capacities. Therefore, the college has implemented a strict and effective anti ragging policy based on the UGC regulation, 2009 on curbing the menace of ragging in Higher Educational Institutions.

Anti Ragging Committee

This Committee shall examine all complaints related with ragging and come out with adequate recommendations based on the nature of the act and proper investigation.

The Anti Ragging Cell of Kampur College:

1. Principal (Ex-officio Chairperson)
2. Mr. Debasis Saikia (Convener & In-Charge)9101168548
3. Mr. Binud Chandra Bora (Member).....8011029910
4. Mrs. Nalini Bora (Member).....9401316677
5. General Secretary, KCSU

Penalty Measures against the act of Ragging:

A student or group of students found guilty by the anti ragging committee will attract one or more of the following disciplinary action by the college authority.

- a. Suspension from attending classes or expelled for the whole academic session.
- b. Withholding/ withdrawing scholarship/ fellowship and other benefits.

- c. Debarred from appearing in exams.
- d. Withholding result.
- e. As per recommendation of anti ragging committee, the college authority can lodge First Information Report (FIR) against the culprit. However, it depends on the intensity/ magnitude of the act of ragging.

Student Grievance and Redrassal Cell

1. Principal (Ex Officio Chairman)
2. Mr. Padum Kakati (Convener and In charge)
3. Dr. Nalini Bora (Member)
4. Mr. Debasis Saikia (Member)
5. General Secretary (KCSU)

Academic Calendar: Gauhati University: 2023-24

Dates(s)	Events/ Activity/ Target
1 st Week of August, 2023	Completion of admission process for all undergraduate (UG) programmes
After even semester examinations	Commencement of UG classes for odd semester/ year
8 th August, 2023	Commencement of UG classes for the fresh batch students (First semester/year)
Last week of November 2023	Conduct of examinations for UG classes
26 th December 2023 to 12 th January 2024 (18 days)	Winter Break
17 th January, 2024	Commencement of Classes of even semesters for UG courses
1 st Week of May, 2024	Conduct of examinations for UG courses
01-31 July, 2024 (31 Days)	Summer Vacation
01 August, 2024	Commencement of next Academic session

Academic Calendar 2023-24

Month	Days	Date	Total
August, 2023	Working Days	1, 2, 3, 4, 5, 7, 8, 9, 10, 11, 12, 14, 16, 17, 19, 21, 22, 23, 24, 25, 26, 28, 29, 30, 31	25
	Sundays	6, 13, 20, 27	04
	Holidays	18 (Friday) Tithi of Sankardev	01
	Observance Day	15 (Tuesday) Independence Day	01

September, 2023	Working Days	1, 2, 5, 7, 8, 9, 11, 12, 13, 14, 15, 16, 18, 19, 20, 21, 22, 23, 26, 27, 28, 29, 30	23
	Sundays	3, 10, 17, 24	04
	Holidays	4 (Monday) Tithi of Madhabdev (01) 6 (Wednesday) Janmastami (01) 25 (Monday) Janmotsav of Srimanta Sankardev (01)	03
	Observance Day		
October, 2023	Working Days	3, 4, 5, 6, 7, 9, 10, 11, 12, 13, 14, 16, 17, 19, 30, 31	16
	Sundays	1, 8, 15, 22, 29	05
	Holidays	2 (Monday) Gandhi Jayanti (01) 18 (Wednesday) Kati Bihu (01) 20 to 28 (Friday to Saturday) Durga Puja and Lakhi Puja (09)	11
	Observance Day	2 (Monday) Gandhi Jayanti	
November, 2023	Working Days	1, 2, 3, 4, 6, 7, 8, 9, 10, 11, 14, 16, 17, 18, 20, 21, 22, 23, 25, 28, 29, 30	22
	Sundays	5, 12, 19, 26	04
	Holidays	12 & 13 (Sunday and Monday) Kali Puja and Diwali (02) 15 (Wednesday) Bhatri Dwitiya (01) 19 (Sunday) Chatt Puja (01) 24 (Friday) Lachit Diwas (01) 27 (Monday) Guru Nanak's Birthday (01)	06
	Observance Day		
December, 2023	Working Days	1, 4, 5, 6, 7, 8, 9, 11, 12, 1, 14, 15, 16, 18, 19, 20, 21, 22, 23, 26, 27, 28, 29, 30	24
	Sundays	3, 10, 17, 24, 31	05

	Holidays	2 (Saturday) Su-ka-pha Diwas (01) 25 (Monday) Christmas Day (01)	02
	Observance Day	Axom Diwas	
January, 2024	Working Days	1, 2, 3, 4, 5, 6, 8, 9, 10, 11, 12, 13, 17, 18, 19, 20, 22, 23, 24, 25, 26 27, 29, 30, 31	25
	Sundays	7, 14, 21, 28	04
	Holidays	14-16 (Sunday to Tuesday) Bhogali Bihu (03)	03
	Observance Day	17 (Wednesday) Silpi Diwas 23 (Tuesday) Netaji's Birth Day 25 (Thursday) National Voters Day 26 (Friday) Republic Day	04
February, 2024	Working Days	1, 2, 3, 5, 6, 7, 8, 9, 10, 12, 13, 15, 16, 17, 19, 20, 21, 22, 23, 26, 27, 28, 29	23
	Sundays	4, 11, 18, 25	04
	Holidays	14 (Wednesday) Saraswati Puja (01) 24 (Saturday) Bir Chilarai Diwas (01)	02
	Observance Day	14 (Wednesday) Saraswati Puja	
March, 2024	Working Days	1, 2, 4, 5, 6, 7, 9, 11, 12, 13, 14, 15, 16, 19, 20, 21, 22, 23, 25, 26, 27, 28, 30	23
	Sundays	3, 10, 17, 24, 31	05
	Holidays	8 (Friday) Shiva Ratri (01) 18 (Monday) Bathou puja (01) 25 (Monday) Dol Yatra (01) 29 (Friday) Good Friday (01)	04
	Observance Day		
	Working Days	1, 2, 3, 4, 5, 6, 8, 9, 10, 12, 16, 17, 18, 19, 20, 22, 23, 24, 25, 26, 27, 29, 30	23

April, 2024	Sundays	7, 14, 21, 28	04
	Holidays	11 (Thursday) Eid Ul Fitr 13 -15 (Saturday to Monday) Rongali Bihu	04
	Observance Day		
May, 2024	Working Days	2, 3, 4,6, 7, 8, 9, 10, 11, 13, 14, 15, 16, 17, 18, 20, 21, 22, 24, 25, 27, 28, 29, 30, 31	26
	Sundays	05, 12, 19, 26	04
	Holidays	1 (Wednesday) May Day 23 (Thursday) Budha Purnima (01)	02
	Observance Day		
June, 2024	Working Days	1, 3, 4, 5, 6, 7, 8, 10, 11, 12, 13, 14, 15, 17, 18, 19, 20, 21, 22, 24, 25, 26, 27, 28, 29	25
	Sundays	2, 9, 16, 23, 30	05
	Holidays		
	Observance Day	5 (Wednesday) Environment Day	
July, 2024		Summer Vacation (1-31)	

Details of Students Union

Kampur College Student Union (henceforth KCSU) is a democratically elected body and which has substantial contribution to raise the voice of students. Every year, through proper process, the College authority conducted student election. The student's union election is conducted as per the recommendation of Lyngdoh.

Major provisions:

1. The upper age limit of candidates is 22.
2. The minimum permissible percentage of attendance for candidate is 75%.
3. Every bonafide student can participate in the election process.
4. Student with criminal records or subjected to any disciplinary action by the College authority would not be eligible for the election.
5. Candidature with party banner is totally banned and even students organization banner is also discouraged.
6. The College also banned poster, banner, procession and rally.
7. All the contesting candidates have to face the student gathering in a common platform organized by the College authority.
8. Monetary expenditure is totally discouraged from the college end.
9. The entire activities are regulated, observed and performed by a returning officer with the help of an extended Election Committee appointed by the college authority.

The Structure of Portfolios

1. President (Reserved for 5th Semester Student only)
2. General Secretary (1st and 3rd Semester Students)
3. Assistant general Secretary (1st and 3rd Semester Students)
4. Cultural Secretary (1st and 3rd Semester Students)
5. General Sports Secretary (1st and 3rd Semester Students)
6. Major Games Secretary (1st and 3rd Semester Students)
7. Minor Games secretary (1st and 3rd Semester Students)
8. Magazine Secretary (1st and 3rd Semester Students)
9. Debating secretary (1st and 3rd Semester Students)
10. Literary and fine Art Secretary (1st and 3rd Semester Students)
11. Boys common room Secretary (1st and 3rd Semester Students)
12. Girls common Room Secretary (1st and 3rd Semester Students)

The Union Body for the Session 2023-24

1. PresidentSurajit Goswami
2. General Secretary Tushar Das
3. Assistant general Secretary Partha Sarathi Das
4. Cultural Secretary Bedaraj Sharma
5. Major Games Secretary Tamanna Laskar
6. Minor Games secretary Jubail Ahmed
7. Magazine Secretary Gayatri Paul
8. Debating secretary Doli Darshana Bora
9. Literary and Fine Art Secretary Chiranjib Bhuyan
10. Boys' common room Secretary Partha Sarathi Das i/c
11. Girls' common Room SecretaryNamrata Bora