



# PROSPECTUS

2024-25

M. Com.

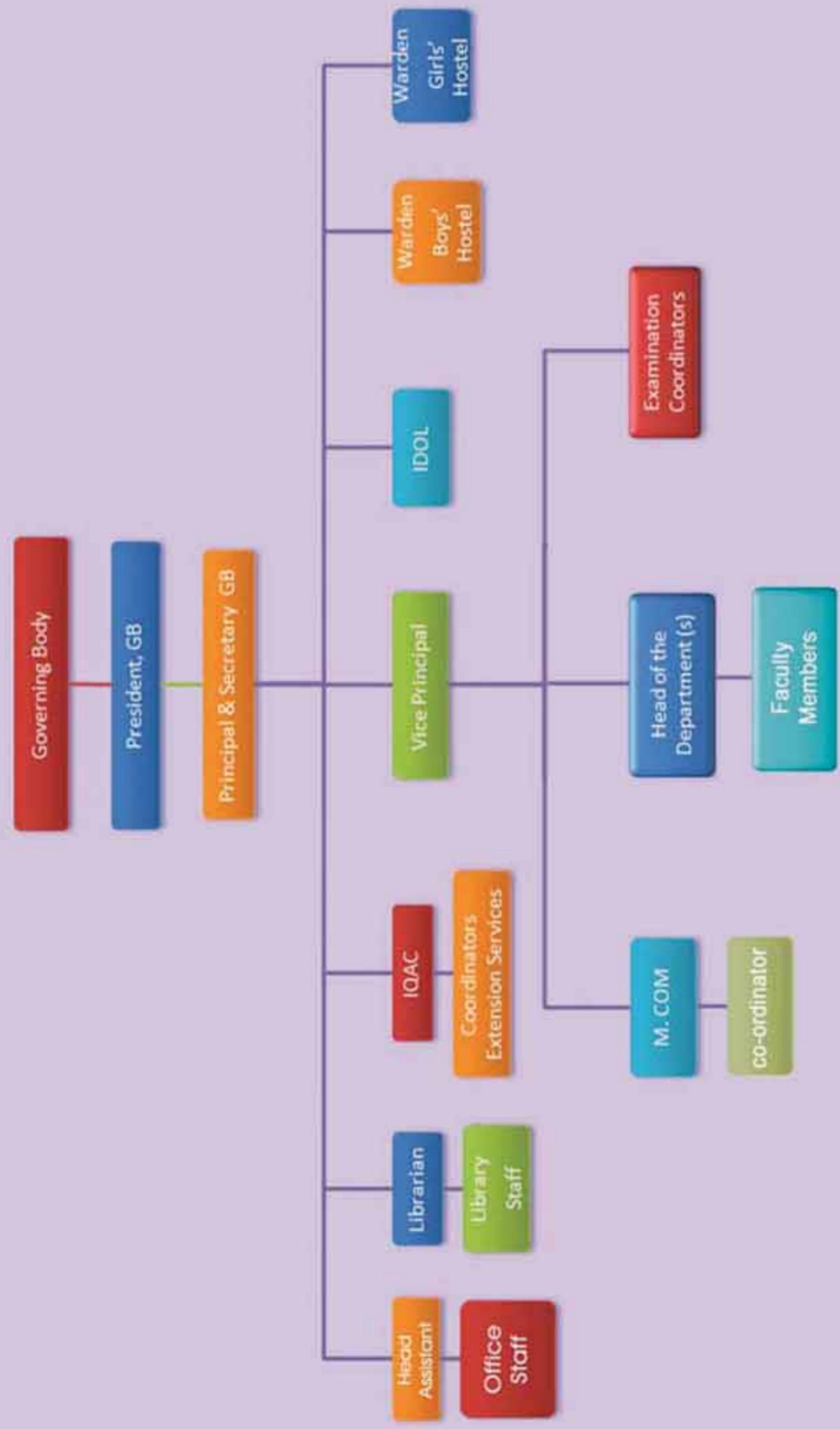
B. Com.

H. S. Com.

H. S. Arts

**COMMERCE COLLEGE  
KOKRAJHAR**

# Organizational Structure of Commerce College, Kokrajhar







## A Note from the President, G.B.

**Shri Lawrence Islary**  
President, Governing Body (G.B.)  
Commerce College, Kokrajhar

Commerce College, Kokrajhar as I know, had its origin in 1985. It is the realization of untiring effort of some educationists and well wishers of the locality. It is not an easy task to create a temple of learning. But once initiated means it begins to flow like the water of the stream. A river has to pass through many ups and downs, twists and turns to reach her destination. Likewise the College had its fair share of hurdles and hardships in its march towards success and glory. The college now stands tall as an institution of higher learning. Its achievements and contribution to the society has been recognized and appreciated. The success of the college is due to the hard work of many dedicated individuals, and assistance from the BTC authority, the Govt. of Assam and the University Grants Commission (UGC).

My close association with the college began from the year 2022 when I took the charge of the Chairperson of the Governing Body (G.B.). Since my association with the college, I have patronized and nurtured it, and seen it to grow and progress. The College from its inception has been contributing a great deal towards bringing quality commerce education in the area. The college stresses on value-based and job oriented education to cater to the demands of the booming industrial development of the country and the global economy. The College not just aims to build human resource for the country but also a good citizen of the country and also a good human being.

I hope that students who are aspiring to join this institution will be able to fulfil their aims and build up career under the guidance of the best and dedicated teachers of the college. At last, let me wind up my note, citing the quotation of the Nobel laureate Rabindra Nath Tagore "The highest education is that which does not merely give us information but makes our life in harmony with all existence".

Wishing you all a bright future,

(Lawrence Islary)  
President, G.B.





## Principal's Desk...

It is said "Every creation is a self-portrait of the person who created it". There need be no mention that Commerce College, Kokrajhar is a class of its own and a 'Self-portrait of Excellence in Education'. It indeed is a unique opportunity for me to communicate to you and I extend a very warm welcome to those of you who are eager to come into our fold.

Commerce College, Kokrajhar (CCK), in pursuance of the aim to make education as a tool for social change for the betterment of the society, made a modest beginning in 1985. Since then, it has made a giant leap with a unique profile, reflecting its image and innovative approaches to teaching and learning.

"KNOWLEDGE IS CAPITAL" and "INFORMATION IS POWER" and CCK offers both in a perfect combination. We provide opportunities to cater to the professional needs of today's fast growing economy by offering a wide range of Under Graduate and Post Graduate degrees in the field of Commerce and Business.

The success of this College lies in its vision to bring its words into action and every member of the College works towards a common vision that is "Excellence in Education". The other reason is being the support, guidance and approvals from all the respective regulatory authorities and recognition of our services by the Government of Assam & UGC.

The tremendous growth of this college is a reflection of its commitment and dedication towards education and contribution from all, including Professors and all other staffs who are associated with this College.

The Commerce College, Kokrajhar was started with a small beginning on 17<sup>th</sup> day of March, 1985 with +2 stages in Commerce and now has grown leaps and bounds into Excellence with PG (M. Com) course. The esteemed Governing Body and Development Committee are the key force behind all major developments and success of this College. The driving force and leadership skills of the President and Chairperson ensured all major infrastructures and other facilities in place for the smooth conduct of all the programmes of this College.

CCK offers programmes both in the field of Conventional & Non-Conventional education. Our College is offering Conventional Courses – H. S. Arts & Commerce under AHSEC and B. Com, M. Com under, Bodoland University (BU)

CCK is known for its strict and disciplined conduct of education and examination thus ensuring quality teaching, learning and service to our society.

Our Motto "Service to Humanity is Service to God". This line inspires everyone of this college to work for a common vision that is "Excellence in Education".

I, again, welcome you to Commerce College, Kokrajhar to learn, develop and enjoy in an academic environment of high standard which not only educates but also builds your character, personality and bright future.

Wishing you all the very best.

(Dr. R. Debnath)  
Principal





## Commerce College, Kokrajhar is ...

- ◆ ... affiliated to Bodoland University for its 2 years (Four Semesters) Post Graduate Degree course in M.Com.
- ◆ ... permanently affiliated to Bodoland University for its 4 years (Eight Semesters) Degree course in commerce.
- ◆ ...recognized under Assam Higher Secondary Education Council, Guwahati for its Higher Secondary courses in Commerce and Arts.
- ◆ ... recognized under 2 (f) and 12 (B) by the University Grants Commission (UGC) Act. 1956
- ◆ Accreditate by the NAAC of India with CGPA - 1.76 (Grade -C)
- ◆ ...offering Certificate Course in "Computer Application" and Computerised Accounting system under NIELIT.

*"Literacy in itself is no education. Literacy is not the end of education or even the beginning. By education I mean an all-round drawing out of the best in the child and man - body, mind and spirit."*

- Mahatma Gandhi

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*Education is the manifestation of the perfection already in man."*

- Swami Vivekananda

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*"Books are the means by which we build bridges between cultures."*

- Dr Sarvepalli Radhakrishnan



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## ABOUT COLLEGE

### 1. Profile of the College

Commerce College, Kokrajhar was established on 17<sup>th</sup> March, 1985. The College owes its existence to the dedication, inspiration, farsightedness and pioneering work of local intellectuals. To erect the foundation of this temple of education, a resolution was adopted in a public meeting held at Pragati Bhaban, Kokrajhar which was chaired by Late Ranendra Narayan Basumatary, the then Minister of Flood Control, Govt. of Assam to create a college for imparting commerce education in Kokrajhar. Thus, the college came into existence and the modest initiation of its first academic session commenced from 1985 -1986 session. Within a short span of time the college has achieved the distinction of being an institution of repute and excellence in the field of Commerce studies.

The College is permanently affiliated to Gauhati University and recognised under Section 2(f) and 12 (B) of UGC Act, 1956, India. It was brought under Deficit GIA system from 1<sup>st</sup> January, 2009 by the BTC authority. On 1<sup>st</sup> January, 2013 the Govt. of Assam provincialised the services of the college incumbents.

The College is Accredited by 'NAAC' of India under Four Point Grading with 'Grade - C', CGPA - 1.76

### 2. Vision of the College

Commerce College, Kokrajhar is to become one of India's leading 'Centre of Excellence' imparting Commerce & IT educations of the highest standard.

### 3. Mission

- \* To identify young people with professional and entrepreneurial aspirations, talent and determinations and trigger them to become excellent professionals/leaders in their chosen pursuits by imparting knowledge and inculcating skills, insights, abilities, healthy habits and right thinking in them.
- \* To give students new thoughts, new visions and new ambitions, and to equip them for accepting new challenges emerging out of the changing global environment.
- \* To assist students to discover their potentials so that they get vigour to set the highest goals in life and professional career and achieve them.
- \* To train students to be successful and effective professionals by enhancing their knowledge initiative, confidence and creativity towards fierce zeal of achieving results.
- \* To develop student's personality and ability to formulate, structure, solve and analyze solutions to complex professional problems.

We believe that people can't be taught but they can only learn. We facilitate learning by creating an enabling climate. Information can be shared, experiences can be shared, techniques can be mastered but learning has to





take place within. Hence, we encourage our students to be socially conscious, balanced, disciplined, comp-assionate, responsible and happy human beings first and then inspiring team mates and pragmatic leader.

We want to transform students with values so that they are able to manage the resources with vision and concern and they can contribute towards the progress of the society and nation.

#### 4. **The Goals and Objectives of the College**

- (a) To impart conventional and non-conventional commerce educations.
- (b) To develop Human Resource through this institution imparting Utilitarian Commerce Education.
- (c) To make people aware of Commerce Education.
- (d) To solve partially the problem of Unemployment through this institution.
- (e) To create academic Excellency in this area through this institution.

#### 5. **Motto of the College**

Dissemination of information and knowledge as a 'Centre of Excellence' in higher education by imparting quality education and pursuing research studies is the motto of the college.

#### 6. **Significance of College Emblem**

- a) In the round shape of the emblem is written the name of the college with year of establishment and below the abbreviation of the college.
- b) In the Middle of the emblem is written the maxim of the College -Discipline & Knowledge which signifies the decency and ethical feature of the college.
- c) The emblem decorated with Glob in the upper inside of the circle and a Trading

Ship in the lower part of the Circle explains the motto of the college, which imparts utilitarian commerce education.

#### 7. **Code of Conduct**

The College is Provincialized under Govt. of Assam and recognized under section 2(f) & 12 (B) of UGC Act. 1956 and as such, it is liable to follow all the rules and regulations framed by the Govt. of Assam and UGC in discharging duties. So, the code and professional ethics for Principal, Teachers and Governing Body are governed by relevant Act, and Provisions of State Govt. issued from time to time. Moreover, the UGC recommended code of ethics is equally applicable for the teachers and Principals drawing UGCs' scale of pay.

By maintaining uniformity of the Colleges of Assam, of course, the code of conduct for students is usually framed by the college in consideration of the need of the College.

#### **Students Code of Conduct**

##### **What to do**

- ◆ Students have to maintain strict discipline and good manners both inside and outside the College to keep up the prestige and reputation of the college.
- ◆ Students have to behave properly with the teaching as well as administrative staff.
- ◆ Students have to maintain decorum in the classrooms and outside and in the library
- ◆ Students have to take proper care of the College property and must not cause any damage to the same.
- ◆ Carrying of ID card with hanging display is a must.
- ◆ Keep friendly behavior among the students.



- ◆ Keep your mobile phone in switch off mode during class hour.
- ◆ Acquiring minimum 75% attendance is must to be eligible to appear in the respective final examinations .
- ◆ Continuous absent up to five (5) days and less than 75% attendance in each subject/paper every month will be treated as violation of College / AHSEC / BU guideline)

#### **What not to do**

- ◆ Students are not allowed to use their Mobile Phone in the College campus during the Class hour(on emergency, with due permission of the Vice-Principal they can use Mobile Phone and immediate after, they will have to keep the phone switched off)
- ◆ Ragging in the campus is strictly prohibited and punishable.
- ◆ Any sort of molestation case is a punishable offence.
- ◆ Misbehavior with the teacher and management is a punishable offence. Students are responsible for their conduct to the Principal. For any act of misconduct or misbehavior a student will have to face the Discipline Committee of the College, the decision of which in such cases is final and binding. Disciplinary action may involve warning and/ or fine, and/ or suspension from classes, from examination or even expulsion from the College.
- ◆ Not to use Bettle-nut, Gutka, chewing gum or any kind of items which may make dirty of the College building, washbasin or any other places of the College campus and also not to damage the College property by the students.
- ◆ Damage of College property caused for charge of penalty.

#### **8. College Library and its Reading Room**

The library of the college is fully modernised having RFID system, WiFi facility, computer facility and etc. The library is well furnished, spacious and well stocked with wide variety of book and journals. Earlier students used borrow books from the library against the Library Cards but with the application of RFID technology the students can borrow and return the books using their identity cards, which is a smart card. They may read various newspapers, text books, reference books, magazine and journals in the reading room of the library. There is a book bank facility meant for the poor and needy students.

#### **9. Conference Room**

The college has modern and state of the art conference room. The conference room is fully digitised and air conditioned.

#### **10. Smart Classroom**

In this age of ICT and digitisation, the college also aims in providing students the best of technological development in the field of teaching-learning. The smart classroom of the college provides such facility. The smart classroom of the college is well equipped with computer, wi-fi facility and projector.

#### **11. Canteen**

The college canteen provides refreshments for the staff and students at a reasonable rate in modest atmosphere.

#### **12. Parking**

There are ample Parking sheds for vehicles and bicycles in the College.

#### **13. Drinking Water**

Purified drinking water facility including cold water is available for all in the college.

#### **14. Garden**

The college is beautified by magnificent garden located centrally in the





campus. The various beautiful, colourful and fragrant flowers and trees give cheerfulness, delight, energy and relaxation to one and all.

#### 15. **Swachh Bharat Abhiyan**

The college ardently supports the Swachh Bharat Abhiyan. Cleanliness and hygiene is maintained properly and also encouraged. The college also practices and implements Environment and Earth Friendly measures by maintaining Polythene Free Campus.

#### 16. **Complain-Cum Suggestion**

Students may put their complaints and valuable suggestions, if any, in the "Complain-cum-Suggestion" box for remedies & overall improvement of the college.

#### 17. **Auditorium**

The college has Auditorium for conducting various functions, seminars, meetings, discussions and academic congregations, etc. The auditorium is well equipped and spacious with 500 sitting capacity.

#### 18. **Centralised Computer Centre**

Commerce College provides the best available support to its students and, quality learning and academic performance. Computer centre is artistically designed, where students get an opportunity to develop their skills according to the global needs and international standards. Internet facilities supported by high quality software based on curriculum and global requirements, along with latest operating systems, allow the students not only to develop their skills but also access the internet for convenient internal and external communication with the Cyber world.

Other peripherals such as printers, scanners, projectors, etc. also support the various needs of the users. Computer centre is available to the students during college hours.

#### 19. **Seminar Halls**

To provide practical learning facilities, Commerce College has put in place a large Seminar Hall, Discussion Rooms for different academic purposes. These facilities are complete with presentation equipment such as audio/video /projector and are furnished with comfortable seating for long hours of interaction.

#### 20. **Book Bank**

There is a book bank facility meant for the poor and needy students. Course related books are available for these students.

#### 21. **Games and Sports (Indoor & Outdoor) facilities**

The college aims for all round development of the students. Apart from academic excellence, students are also given avenues and encouragement to excel in the fields of games and sports. In this regard there is well equipped indoor and outdoor sports facility in the college.

#### 22. **Extension services and other activities**

The college apart from academic and physical growth of the students also gives emphasis on building a sense of patriotism, social service and voluntary service among the students. The college has Rovers and Rangers (Bharat Scouts and Guides) unit. The motto of Rovers and Rangers is to inculcate discipline and, serve the society and nation. The NSS Unit of the college is also actively involved in various social activities in the college and outside also. The Red Cross Society has actively extended its services to the society.

#### 23. **Hostel**

The College has hostel facilities for both boys and girls. The Hostels have intake capacity of 40 (forty) boarders each.



## ADMISSION PROCESS

**The College offers the following Courses of Studies :**

- 1) Conventional Courses
- 2) Non-Conventional Courses

### 1. Conventional Courses

Admission Policy of the College makes the following provisions for the admission process in various Conventional Courses at the entry level.

#### 1.1 Seat Strengths in various conventional courses

- a) HS (Arts) - 150 seats in each year
- b) HS (Com.) - 150 seats in each year
- c) UG (Com.) - 200 seats
- d) M.Com - 60 seats

NB : The College authority reserves the right to alter the seat strength. The Principal reserves ten seats in each class for outstanding students and wards of the College employees.

#### 1.2 Admission Procedure

The College adopts following admission procedures :

- a. Cut off marks for issue of forms to HS 1<sup>st</sup> year and TDC 1<sup>st</sup> semester fresh students is fixed at 40% for General category and 35% for reserved category of students.
- b. M.Com Eligibility: A student who has passed the B.Com Examination (three years course) with Major from any UGC recognised Institution is eligible for admission into M.Com 1st Semester class.

**M.Com Entrance Test :** Students applying for M.Com admission will have to appear in the Common Admission Test for M.Com to be conducted by respective University if applicable. The details of the eligibility and

procedure for test shall be notified by Gauhati University.

- c. Hard copy of prospectus can be obtained from the office of the College.
- d. Admission is made strictly in order of merit/selection test and is governed by the College Admission Rules. Principal's decision regarding admission is final.
- e. Admission form should be submitted along with following testimonials within seven days from the date of issue of forms unless otherwise notified
  - i) Hard copy of online form submission
  - ii) Original money receipt of the form purchased.
  - iii) Attested copies of marks-sheet and Admit Card of last qualifying examination.
  - iv) Attested copy of caste certificate
  - v) Original gap certificate (if necessary)
  - vi) Four copies of passport size photograph.
- f. Eligible candidates are enlisted after scrutiny and are duly notified on the College Notice Board for admission. Registration forms of Bodoland University (BU) & Assam Higher Secondary Education Council (AHSEC) will be issued to the enlisted candidates only at the time of admission.
- g. Registration must be fill-up through Online system in BU website for B.Com & M.Com Course after the College Admission. Students seeking





admission in degree classes are to enclose a copy of HS registration Certificate along with the registration form.

- h. Any pressure or interference from any quarters for admission will automatically disqualify the claims of an admission seeker.
- i. Students are required to produce the following documents at the time of admission :
  - I) Original marks-sheet of the last qualifying examination ;
  - ii) Original certificate from the Head of the institution last attended.
  - iii) Original caste certificate (if applicable).
- j. B.Com 1<sup>st</sup> Semester students seeking admission to Major Course are to submit applications separately to departmental heads following the general admission and individual notifications from each department. Applications must be accompanied by attested copies of Marks-sheets of HS examination. Each department will screen the submissions and give the final list based on merit or entrance test. The Departments reserve the rights to fill up less than allotted number of Honours seats and also to drop students from Honours course on the basis of non-performance/indiscipline.
- k. No student will be considered for promotion in the test examination on medical or other extra-ordinary grounds unless he/she clears all preceding examinations conducted by the College /department during that session.

### 1.3. Reservation of Seats

Reservation policy of the Government of India is strictly maintained during admission.

Two seats each are reserved in various courses for students distinguishing in sports and culture. One seat each is

reserved for applicants of the NCC and Scouts & Guides (Subject to production of valid certificate from concerned authority)

### 1.4. Attendance Rules

**HS :** Students not attending at least 75% of classes held will not be allowed to appear in the final examination conducted by AHSEC.

**B. Com :** Students not attending at least 75% of classes held in each semester will not be allowed for the Semester End examinations. This applies to all the subjects, Major and General.

**M. Com :** Students not attending at least 75% of classes held in each semester will not be allowed for the Semester End examinations.

## 2. Non Conventional Courses

Admission Policy of the College makes the following provisions for the admission process in various Non Conventional Courses at the entry level.

### 2.1 Certificate / Diploma Course Under NIELIT

- i) Computer Application
- ii) Computerised Accounting System

Keeping in view, the demand of skills in Computer Application and Computerised Accounting System, the College provides these courses to help the learners to do well in their academic pursuits and also for better job prospects.

These niche-courses are very important for emerging requirements of the academic and the corporate world which of course offer potential for employability. There is a fully equipped Computer Lab and Language Lab.

There will be admission test for both the courses if application seeking admission exceeds more than capacity.



## COURSES AND PROGRAMMES

### 1. Conventional Courses

The College offers the following Conventional Courses of studies -

#### 1.1.

Two-year Higher Secondary Course in COMMERCE
<b>a) Core Subjects:</b>
i) English
ii) MIL-Bodo, Assamese, Bengali, Hindi, Nepali <i>Student must select either one Modern Indian Language (MIL) or Alternative English. Though in all other MIL subjects, classes are conducted, the College does not provide classes in Nepali.</i>
<b>b) Compulsory Subjects:</b>
iii) Accountancy
iv) Business Studies
<b>c) Elective Subjects : (Any one or two)</b>
v) Economics / Mathematics
vi) Finance
vii) Business Mathematics & Statistics

NB: Course pattern opted in H.S.1<sup>st</sup> year will remain same in the Second year.

#### 1.2.

Two-year Higher Secondary Course in ARTS
<b>a) Core Subjects:</b>
i) English
ii) MIL-Bodo, Assamese, Bengali, Hindi or Nepali <i>Student must select either one Modern Indian Language (MIL) or Alternative English. Though in all other MIL subjects classes are conducted, the College does not provide classes in Nepali.</i>
<b>b) Elective Subjects : (Any three or four)</b>
iii. Economics                      iv. Political Science
v. Education                      vi. History                      vii. Computer Science & Appliaction
viii. Advance Language: (Any one)
a) Advance Bodo                      b) Advance Assamese
c) Advance Bengali                      d) Advance Hindi

NB: Course pattern opted in H.S.1<sup>st</sup> year will remain same in the Second year.

### 1.3. Four years (Eight Semesters) Undergraduate Course in Commerce

There is a Four-years Undergraduate Course (Semester System) of study for the Bachelor

There shall be four types of Courses-

- Certificate after 1 year (On exit with internship)
- Diploma after 2 years (On exit with internship)
- Bachelor Degree with Major/Minor after 3 years (On exit with internship)
- Bachelor Degree with Honours/ By Research



**Proposed Structure of Syllabus of Commerce, UG Course (4 years) under NEP, 2020  
Course and Credit Structure**

**CERTIFICATE AFTER 1 YEAR**

**(The students on exit shall be awarded Undergraduate Certificate after Semester provided they secure credits in internship)**

Semester	Core- Major (MAJ)	Minor (MIN)	Interdisciplinary (IDC)	Ability Enhancement Course (AEC)	Skill Enhancement Course (SEC)	Value Added Course (VAC)	Internship (INT)	Research Project/ Dissertation	Total Credit	Total Marks
SEM-I	COMMA J1014	COMMI N1014 -	COMIDC1013-	COMA EC 1012-	COMS EC1013	COMV AC1014	---	---	20	500
SEM-II	COMMA J2014	COMMI N2014	COMIDC201 3	COMA EC 2012-	COMS EC2013	COMVA C2014	---	---	20	

**DIPLOMA AFTER 2 YEARS**

**(The students on exit shall be awarded Undergraduate Diploma after completion of Semester- I to IV provided they secure required credits in internship)**

Semester	Core- Major (MAJ)	Minor (MIN)	Interdisciplinary (IDC)	Ability Enhancement Course (AEC)	Skill Enhancement Course (SEC)	Value Added Course (VAC)	Internship (INT)	Research Project/ Dissertation	Total Credit	Total Marks
SEM-III	COMMA J3014	COMMI N3014	COMIDC3013	COMA EC 3012-	COMS EC3013	---	---	---	20	500
	COMMA J3024									
SEM-IV	COMMA J4014	COMMI N4014 -		COMA EC 4012-	-----		COMINT 4012 (Internship for 4 weeks)	-----	20	500
	COMMA J4024									
	COMMA J4034									



## DEGREE AFTER 3 YEARS (WITH MAJOR/MINOR)

(The students on exit shall be awarded Bachelor Degree with Major/Minor (3 Years) after completion of Semester- VI provided they secure required additional credits on completion of Semester-VI)

Semester	Core- Major (MAJ)	Minor (MIN)	Interdisciplinary (IDC)	Ability Enhancement Course (AEC)	Skill Enhancement Course (SEC)	Value Added Course (VAC)	Internship (INT)	Research Project/ Dissertation	Total Credit	Total Marks	
<b>SEM-V</b>	COMMAJ5014	COMMIN5014						----	20	500	
	COMMAJ5024										
	COMMAJ5034										
	COMMAJ5044										
<b>SEM-VI</b>	COMMAJ6014	COMMIN6014									
	COMMAJ6024										
	<u>Specialisation 1:(Accounting)</u> COMMAJ6034(A-1) COMMAJ6044 (A-2)										
	<u>Specialisation 2 :(Finance)</u> COMMAJ6034(F-1) COMMAJ6044(F-2)										
	<u>Specialisation 3:(Management)</u> COMMAJ6034(M-1) COMMAJ6044(M-1)										



## DEGREE AFTER 4 YEARS (WITH HONOURS/BY RESEARCH)

The students on exit shall be awarded Bachelor Degree (Honours with Research) credits on completion of Semester-VIII provided they secured required additional credit

Semester	Core- Major (MAJ)	Minor (MIN)	Interdisciplinarity (IDC)	Ability Enhancement Course (AEC)	Skill Enhancement Course (SEC)	Value Added Course (VAC)	Internship (INT)	Research Project/ Dissertation	Total Credit	Total Marks
SEM-VII	COMMAJ7014	COMMIN7014								
	<u>Specialisation 1 : (Accounting)</u> COMMAJ7024 (A-1) COMMAJ7034 (A-2)									
	<u>Specialisation 2 : (Finance)</u> COMMAJ7024 (F-1) COMMAJ7034 (F-1)									
SEM-VIII	<u>Specialisation 3 : (Management)</u> COMMAJ7024 (M-1) COMMAJ7034 (M-2)									
	COMMAJ7044									
	COMMAJ8014	COMMIN8014	----	----	----	--		COMDISS-80112 (Dissertation) 20 Or COMMAJ8024 COMMAJ8034 COMMAJ8044	500	



#### 1.4. Two year (Four Semesters) Post Graduate Course in Commerce

There is a two-year course (Semester System) of study for the Post graduate degree of Master of Commerce (M.Com). It shall consist of Four Semesters.

### MASTER OF COMMERCE (M. COM) SYLLABUS

First Semester	Second Semester
<p><b>Core Course (CC)</b> CC01-101 : Financial Statement Analysis CC02-102 : Financial System in Modern Banking CC03-103 : Organizational Theory and Behavior CC04-104 : Business Statistics CC05-105 : International Marketing</p> <p><b>Open Elective (OE)</b> (Any one course to be selected) OE01-106 : (A) Business Finance (B) Office Management and Business Communication</p>	<p><b>Core Course (CC)</b> CC06-201 : Advanced Financial Accounting CC07-202 : Financial Management and Policy CC08-203 : Entrepreneurial Development CC09-204 : Financial Market and Services CC10-205 : Investment Analysis and Portfolio Management</p> <p><b>Open Elective (OE)</b> (Any one course to be selected) OE02-206 : (A) E-Commerce (B) Insurance and Risk Management</p>
Third Semester	Fourth Semester
<p><b>Core Course (CC)</b> CC11-301 : Accounting Theory &amp; Practice CC12-302 : Research Methodology CC13-303 : Operation Research &amp; Computer Application CC14-304 : Business Environment SpIn01-305 : (Any one) (A) Advance Cost and Management Accounting (B) Human Resource Management (C) Micro Finance &amp; Rural Development</p>	<p><b>Core Course (CC)</b> CC15-401 : International Business Management CC16-402 : Tax Planning &amp; Management CC17-403 : Strategic Management CC18-404 : Project-Dissertation SpIn02-405 : (Any one) (A) Advance Corporate Accounting (B) International Relation and Labour Law (C) Global Trade and Finance</p>

“Education is not learning of facts, but the training of the mind to think.”

– Albert Einstein

“Education is the most powerful weapon which you can use to change the world.”

– Nelson Mandela

“Knowledge is power. Information is liberating. Education is the premise of progress, in every society, in every family.”

– Kofi Annan





## 2. Non-Conventional Courses

The College offers the following Non-Conventional Course of studies.

### 2.1. Certificate Course in Computer Application and Computerised Accounting System.

## 3. UNIQUE FEATURES :

The College provides for

- ◆ A well equipped auditorium
- ◆ A spacious conference room with LCD projector.
- ◆ A case study hall.
- ◆ A well stocked book bank facilities.
- ◆ An extensive video collection.
- ◆ A well stocked reference section, having a collection of working papers, company annual reports, directories, indexes etc.
- ◆ Computer lab with application software.
- ◆ Research centre with computers and Database including PROWESS package.
- ◆ Recreation centre.





## SECTION- D

# TEACHING, LEARNING & EVALUATION

The College seeks to supplement traditional and modern classroom teaching with learning by “doing” which implies students' active interaction in the teaching-learning process through participation in seminar, tutorials, fieldworks, group-discussion etc. Teachers in each department co-ordinate and specify positive and negative experiences in different programmes, progress of the syllabus as per internal plans and when necessary they suggest measures for methodological/ tactical innovations in teaching and learning.

### 1. Remedial Coaching

The College has introduced remedial coaching for socially disadvantaged students belonging to the scheduled caste and the scheduled tribe communities. However, with a view to dispelling sense of separateness/ social distinctness in students, the College encourages even general students who are otherwise economically backward, to attend Remedial Coaching classes. Remedial coaching, be it mentioned, is distinct from the conventional classes. In this type of coaching it concentrates on students-centred, examination-oriented approach. Tutorials, seminars, etc. are parts of this coaching.

### 2. Syllabus Design

With a view to bringing more accountability in teaching and bringing

uniformity in the teaching-learning experience, the syllabus content in each class is split up and unitized thereby promising an exhaustive and uniform treatment of split-up modules of a subject. Accordingly the time-bound split-up syllabus is notified by all the departments, which indicate the portion of the syllabus/ course contents/ chapters which are to be the modules for particular terminal/ unit test/ test examination.

### 3. Evaluation System

Continuous evaluation is carried out in the form of unit tests and other tests of the students in order to promote students' perception in subject areas and locate the weak links/ strong points of particular students. Unit test of H.S. and Sessional Test of UG & PG classes and test examinations are conducted as per Academic Calendar.

The time schedule of different classes and examination are given in the Academic Calendar enclosed at the end.

### 4. Feedback System & Assessment of Teaching

Teaching is evaluated by the students through feedback as a mechanism for smoothing up teaching-learning process and bringing reformative measures where necessary.





## RESOURCES AND PRACTICES

### 1. Governance

The Commerce College, Kokrajhar functions under the overall umbrella of the Act and Statutes of the college and is governed by the Provisions, Ordinance, Regulations and Guidelines framed by the Gauhati University, UGC and the State Govt. The following Statutory Bodies provide policy framework and direction in the functioning of the College and fulfilment of its objects:

- a) Governing Body
- b) Academic Council
- c) Planning and Monitoring Board
- d) Development Committee

### 2. Maintenance of Discipline

In matters of healthy practices, the College gives high priority to maintenance of discipline in the College campus. Discipline Monitoring Cell is actively engaged in supervising the aspect of discipline. The following rules have been framed in this direction:

- I. The College is committed to maintenance of discipline and decorum among students.
- II. Students must abide by the rules and regulations as prescribed by the College authority. Violation of rules, irregular attendance, showing discourtesy to teachers and staff members in any form, adoption of unfair means during examinations, delinquent behaviour in the College campus or outside, etc. are some of the offences which may invite disciplinary action like termination of scholarship, compulsory transfer and even expulsion from the College.

- III. All forms of ragging in the College campus are prohibited. Strong disciplinary action will be taken if anyone is found to be involved directly or indirectly in ragging.
- IV. Any notice desired to be pasted or circulated by the students anywhere in the College will need the prior permission of the College authority.
- V. Discipline Monitoring Cell will look after the maintenance of discipline within the campus.
- VI. Students must not loiter in the corridors so as to disturb other classes. The College authority may take strong action for this.
- VII. Students must maintain silence and discipline in the reading room of the Library. In no way they should indulge in gossiping and unacademic activities. Violation of this norm may lead to cancellation of library membership.
- VIII. Powers in respect to maintenance of discipline are vested with the head of the institution. His decision shall be final in all such matters.

### 3. Cells for Extra-curricular & other Activities

Different Cells and Societies are there in the College which is reconstituted annually in the College to cater to extracurricular promotion of the students. Students may contact Prof.-in-charge of the respective Cells and Societies in accordance with individual interests. Each cell will formulate programmes which will be notified from time to time.

### 4. General Grievance Redressal Cell

The Cell addresses grievances of aggrieved students and staff relating to



academic and infrastructural matters of the college. The convenor of the relevant Cell can be contacted for details.

#### **5. Information & Career Guidance Cell (ICGC)**

The College has set up the Information & Career Guidance Cell (ICGC). This Cell is to guide students about career planning, job prospects, entrepreneurship, etc. Personality development, quantitative aptitude enhancement, imparting skills in facing job interview, etc. will be focal points the Cell will look into.

#### **6. Extension Activities**

The Extension Education Cell has taken initiative to encourage the faculty and students to respond to the community needs and involve in the extension and awareness programme. The Cell has already conducted many of awareness programmes on Ecological imbalance, Health & Hygiene, Disaster management, AIDS, Drugs, etc.

#### **7. Students' Identity Card**

College identity cards are issued annually. Old identity card is to be surrendered by each student at the end of academic session of a year for renewal. Students admitted in short-term professional courses are also issued Identity card for the entire duration of their respective courses.

The College authority reserves the right to issue a duplicate identity card in case of loss/damage of the original card.

#### **8. Students' Aid Fund**

A students' Aid Fund has been created by taking Rs. 100/- from each student as contribution with a view to assisting poor and meritorious students. The Students' Aid Fund Committee, after careful consideration of all applications for financial help, prepares a list of students who really deserve assistance and fixes the amount to be given to each selected applicant.

#### **9. Students' Union**

Commerce College Kokrajhar Student's Union (CCKSU) is the elected general body of the college students. Its membership is compulsory for every in-house students. Office bearers of the union are elected annually through the general election held in the month of September every year. Union Body comprises of 8 (eight) executive members and class representatives. Principal is the President of the body and Vice-President is nominated (under the discretion of the Principal). General Secretary, Asst. General Secretary and 6 (six) other members are elected by the students through election. These secretaries work under the guidance and direct supervision of Professor-in-charge. The secretaries, including GS are directly responsible for conducting various programmes relating to extra-curricular and social activities throughout the year. The College authority prepares an annual budget of CCKSU on the basis of the total fee received from all the students along with a provision of reserve fund. The reserve fund is utilised for round the year activities and also for giving necessary support to developmental activities within the College.

CCKSU will act for upliftment of academic interest of students, emergence of healthy intellectual and cultural milieu and growth of extra-curricular aptitudinal activities of students. In no circumstances the Union Body shall come in confrontation with the authority. The College authority expects that difference can be hammered out through negotiations and logical dialogues. In case these methods fail, the decisions of the College authority will be binding and final. Any agitational move against the authority will be dealt with firmly that may lead to rustication, or other severe punishment.

If there are any grievances, complaints relating to academic aspects or general facilities that must be submitted to the College authority





for consideration with at least one month's notice. This may also be addressed to General Grievance Cell of the College.

Any student willing to offer candidature for contesting the CCKSU elections/selection must attend at least 75% of the total number of classes held during the session to qualify as a candidate, failing which he/she will automatically lose chance to contest the said elections/selection. This is as per the notification by the Govt. of India following the verdict of the Supreme Court.

#### 10. Documentation Centre

The college has developed a Documentation Centre at the College so as to preserve all research works and publications of the faculty along with the Journals, Magazines, Bulletins and News Letters published by the departments and other Bodies of the College. The Centre also preserves all valuable documents and records relating to academic and infrastructural issues. The Centre also maintains records of students' feedback on teaching, courses and campus environment. Internet facilities have also been arranged for the use of the students and teachers at the Documentation Centre.

#### 11. Centralised Computer Application Centre

The College has also setup a Centralised Computer Application Centre for the benefit of students, teachers and staff. The Centre now possesses thirty (30) computer sets, six (6) printers and three (3) Projectors. The main objective of

the Centre is to motivate the students, staff and faculties for obtaining computer literacy and also to extend necessary computer support for academic and administrative activities.

#### 12. Other Amenities

The College provides various other amenities for the students, such as library, Reading Room, Auditorium, Students' recreation rooms, Indoor and Outdoor games facilities, Playground and canteen.

#### 13. Social and Voluntary Services

Students can join various social and voluntary services like Rovers and Rangers (Bharat Scouts and Guides), NSS and Red Cross Society so as to serve and contribute to the society and nation.

#### 14. Internet and Wi-Fi Facility

The college has both internet and Wi-Fi facility. Students can use these facilities for their studies and, gaining knowledge and information.

#### 15. Students' Uniform

The idea of the uniform is promoted by the institution's initiative in inspiring a sense of togetherness in the multi-ethnic students' community. It is hoped that the uniform will foster a sense of cohesion and institutional allegiance. The colour code of the uniform is as follows:





## Colour of Students' Uniform

### For Boys

Trouser	:	Dark Maroon
Shirt	:	Light Cream with Light Maroon Strip
Sweater/Blazer	:	Dark Maroon
Tie	:	Dark Maroon and Light Cream Strip

### For Girls

Blouse	:	Light Cream
Dokhona /Mekhela /Sari	:	Dark Maroon with light Cream Border Design
Salwar	:	Dark Maroon
Kameez	:	Light Cream with Light Maroon Strip
Alon	:	Light Cream with Light Maroon Strip
Oorni /Dupatta	:	Dark Maroon
Sweater /Blazer	:	Dark Maroon





## RESEARCH ACTIVITIES

### 1.UGC Minor Research Projects (MRP)

Sl. No.	Title of Project	Funding Agency	Principal Investigator
1	A Study of Art, Culture and Society of the Nepali People of Kokrajhar District, BTC, Assam	UGC	Shyam Subedy, Associate Professor, English
2	A Case Study of College Libraries to Improve Reading Learning Process with Special Reference of Kokrajhar District of BTAD	UGC	Abhijit Kr. Bezbaruah, Librarian
3	A Study on Importance of Marketing in Tourism in Reference to Bodoland Territorial Council (B.T.C.)	UGC	Sonia Brahma Associate Professor, Management
4	A Study on Deuri Folk-Culture and Life (With Special reference to the Deuris of Lakhimpur and Jorhat District).	UGC	Bindu Bhushan Borah Asst. Professor, Assamese
5	A Study of Bengali Little Magazine and its Literary Impact on Bengali Society in Kokrajhar District of BTAD	UGC	Debasish Bhattacharjee Associate Professor, Bengali
6	Bank Lending on Micro and Small Enterprise – A Case Study of Nagaon District (Assam)	UGC	Kishor Krishna Das Asst. Professor, Finance
7	Changes in Socio-Economic Condition of Small and Marginal Cultivators – A Case study of Dhubri District, Assam	UGC	Md. Hobibor Rahman Associate Professor, Accountancy
8	A Study on Perception of Borrowers as to Utilisation and Repayment of Cooperative Finance in the District of Kokrajhar	UGC	Binod Chandra Swargiary Associate Professor, Commerce
9	NGO and its contribution to the Rural	UGC	Bipul Kumar Pathak



	Development of Kokrajhar District – A Case Study		Asst. Professor, Finance
10	A Study on the Unit Cost of Higher education with Special Reference to Kokrajhar (BTAD) Assam	UGC	Subhash Saha Associate Professor, Accountancy
11	A Study of Socio-Cultural Relevance of Bwisagu Festival among Bodos of Kokrajhar District	UGC	Bipul Chandra Basumatary Associate Professor, Bodo
12	Role of Women Entrepreneurs in Socio-Economic Development of Bongaigaon District, Assam with Special Reference to Cottage and Small Scale Industries (SSIs)	UGC	Alit Sen Gupta Associate Professor, Management
13	Psychographic Market Segmentation of youths of Silchar, Cachar, Assam	UGC	Nilotpall Saha Asst. Professor, Commerce
14	Phaniswar Nath Renu Ke 'Maila Aanchal' Mein Chitrita Lok-Jeevan	UGC	Madhab Chandra Rabha Associate Professor, Hindi
15	Marketing Problems and Prospects of Handloom and Handicrafts industries in Kokrajhar district, Assam	UGC	Jyoti Narzary Asst. Professor, Management
16	Rural Tourism a tool for local development Diagnosis of the BTAD area of Assam	UGC	Uday Kumar Shome Asst. Professor, Management
17	Role of Micro Credit for Socio Economic Upliftment of Vulnerable section of the People in Rural Areas – A Study on Bongaigaon District of Assam	UGC	Ranjit Dutta, Asst. Professor, Accountancy
18	Cosmological Models in Lyra Geometry	UGC	Mahbubur Rahman Mollah, Asst. Professor, Mathematics





19	Socio Economic Analysis of Child Domestic Labour in Kokrajhar District of BTC, Assam	UGC	Gitika Das Associate Professor, Economics
20	Enhancing Women Empowerment through Information & Communication Technology – A Case Study of Kokrajhar District of Assam	UGC	Reemi Barman Asst. Professor, BBA
21	SWOT Analysis of Tourism Sector of Assam	UGC	Shravan Lahary, Associate Professor, English

## SECTION- G

# TEACHING APPROACH

The pedagogical approach adopted by the department is a judicious combination of classroom lecture group exercises, case analysis, presentation, guest lectures, in basket techniques, industrial visits and workshop.

### 1. HIGHLIGHTS OF THE PROGRAMMERS

- |                              |   |  |
|------------------------------|---|--|
| A) Head of Department        | : | Dr. R. Debnath, Principal                |
| B) Academic In-Charge        | : | Dr. A. Sen Gupta, Vice-Principal         |
| C) Coordinator (PG course)   | : | Dr. B. C. Swargiary, Associate Professor |
| D) Coordinator (IQAC & NAAC) | : | Dr. A. Sen Gupta, Vice-Principal         |

“If four things are followed - having a great aim, acquiring knowledge, hard work, and perseverance - then anything can be achieved.” – Dr. A. P.J. Abdul Kalam



## 2. TEACHING FACULTY

### Department of Management



**Dr. A. Sen Gupta**  
Vice-Principal &  
Associate Professor  
M. Com., M. Phil, Ph.D



**Ms. S. Brahma**  
Associate Professor  
M. Com., M. Phil



**Mr. U.K. Shome**  
Asst. Prof.  
M.Com, NET

### Department of Accountancy



**Dr. S. Saha**  
Associate Professor  
M.Com., LLB, M. Phil, Ph.D



**Md. H. Rahman**  
Associate Professor  
M.Com., M.Phil

### Department of Banking



**Mr. P. K. Das**  
Asst. Prof.  
M.Com., M. Phil



**Mr. B. K. Pathak**  
Asst. Prof.  
M.Com., SLET, M. Phil.



**Dr. K. K. Das**  
Asst. Prof.  
M.Com, Ph.D, JRF, M.Ed., MBA

### Department of Commerce



**Dr. B. C. Swargiary**  
Associate Professor  
M.Com., BLISc., B.Ed.,  
M. Phil, NET



**Dr. N. Saha**  
Asst. Prof.  
M.Com., Ph.D, NET,  
PGDIBO, PGDMM

### Department of Mathematics



**Dr. M.R. Mollah**  
Associate Professor  
M.Sc., Ph.D, M. Phil



**Ms. N. Nath**  
Asst. Prof.  
M.Sc., M. Phil





Department of English



**Mr. S. Subedy**  
Associate Professor  
M.A., B.Ed., M. Phil



**Mr. S. Lahary**  
Associate Professor  
M.A., M. Phil

Department of Economics



**Ms. G. Das**  
Associate Professor  
M.A., M. Phil, NET



**Ms. Pritima Basumatary**  
Asst. Prof.  
M.A., B. Ed.

Department of MIL



**Dr. D. Bhattacharjee**  
Associate Prof. (Bengali)  
M.A., M. Phil, Ph.D.



**Dr. B. B. Borah**  
Asst. Prof. (Assamese)  
M.A.(double), Ph.D,  
NET, SLET



**Dr. B. C. Basumatary**  
Associate Prof. (Bodo)  
M.A., B.Ed., M. Phil,  
NET, SLET



**Mr. M. C. Rabha**  
Asst. Prof.(Hindi)  
M.A., M. Phil, SLET

Department of BBA



**Mr. J. Narzary**  
Asst. Prof.  
MBA, NET



**Ms. R. Barman**  
Asst. Prof.  
MCA, M. Phil

3. Non- Teaching Staff

Library Staff



**Mr. A. K. Bezbaruah**  
Librarian  
M.Sc., MLISc.



**Mr. P. K. Chetry**  
Library Assistant



**Ms. J. Basumatary**  
Library Bearer



### 3. Non-Teaching Staff

#### Office Staff



**Ms. S. Brahma**  
Head Assistant



**Mr. N. Pradhan**  
Senior Assistant



**Mr. H. Machahary**  
Junior Assistant



**Mr. D. Basumatary**  
Junior Assistant



**Mr. A. Basumatary**  
Junior Assistant



**Mr. K. Roy**  
Grade -IV



**Mr. J. K. Roy**  
Grade -IV



**Ms. P. Roy**  
Grade -IV



**Mr. S. Saha**  
Grade -IV



**Mr. S. Brahma**  
Grade-IV



Present Principal and the Vice Principal with  
Founder Principal Late Mukul Ch. Brahma.



Moment of Silver Jubilee Celebration of  
Commerce College, Kokrajhar



## 4. DIFFERENT COMMITTEES

### Academic Council

Chairman	: Dr. R. Debnath, Principal
Convenor	: Dr. A. Sen Gupta, Vice-Principal
Members	: Mr. S. Subedy, HOD, English : Dr. S. Saha, HOD, Accountancy : Mr. P. K. Das, HOD, Banking : Dr. M. R. Mollah, Deptt. of Mathematics : Dr. D. Bhattacharjee, Deptt. of Bengali : Dr. B. C. Basumatary, Deptt. of Bodo : Mr. M.C. Rabha, Deptt. of Hindi : Ms. G. Das, HOD, Economics : Dr. B. C. Swargiary, HOD General Commerce

### Examination Committee

Chairman	: Dr. R. Debnath, Principal
Convenor	: Dr. A. Sen Gupta, Vice-Principal
Members	: Md. H. Rahman : Mr. J. Narzary : Ms. G. Das : Mr. N. Pradhan (Sr. Asst.) : Mr. H. Machahary (Off. Asst.)

### Collegiate Student Grievance Redressal Committee (CSGRC)

Chairman	: Dr. R. Debnath, Principal
Members	: Dr. A. Sen Gupta, Vice Principal : Ms. S. Brahma
Special Invitee	: G.S., C.C.K.S.U. (Student Representative)

### Library Committee

Chairman	: Dr. R. Debnath, Principal Member Secy. (Ex.-Officio) : Mr. A.K. Bezbaruah, Librarian
Member	: Dr. A. Sen Gupta, Vice-Principal : Dr. D. Bhattacharjee : Mr. B. K. Pathak : General Secretary,

### Website Committee

Chairman	: Dr. R. Debnath, Principal
Convenor	: Mr. J. Narzary
Members	: Mr. A.K. Bezbaruah : Ms. R. Barman : Mr. N. Pradhan

### Discipline Committee

Chairman	: Dr. R. Debnath, Principal
Convenor	: Dr. A. Sen Gupta, Vice-Principal
Members	: Dr. B. C. Basumatary : Mr. S. Subedy : Mr. B. K. Pathak : Ms. S. Brahma

### Planning Committee (Education)

Chairman	: Dr. R. Debnath, Principal
Convenor	: Dr. A. Sen Gupta, Vice-Principal
Members	: Dr. S. Saha : Ms. S. Brahma : Mr. P. K. Das : Ms. G. Das : Dr. M. R. Mollah : Mr. S. Subedy : Dr. D. Bhattacharjee : Dr. B.C. Basumatary : Mr. M. C. Rabha : Dr. B. C. Swargiary

### Seminar/Workshop Committee

Chairman	: Dr. R. Debnath, Principal
Convenor	: Mr. U. K. Shome : Mr. P. K. Das : Dr. K. K. Das : Dr. N. Saha
Members	: Ms. S. Subedy : Mr. J. Narzary : Ms. G. Das : Mr. M. C. Rabha : Mr. S. Lahary



### Magazine/Publication Committee

Chairman	: Dr. R. Debnath, Principal
Convenor	: Dr. B.C. Basumatary
Members	: Mr. S. Lahary : Dr. D. Bhattcharjee : Mr. M.C. Rabha

### Gender Sensitization Committee

#### Against Sexual Harassment (GSCASH)

Chairman	: Dr. R. Debnath, Principal
Vice-Chairman	: Ms. G. Das
Convenor	: Dr. A. Sen Gupta, Vice-Principal
Members	: All women members of teaching and Non-teaching Staff
Student Member	: 2 (two) Member nominated by CCK Union Body

### Anti Ragging Committee

Chairman	: Dr. R. Debnath, Principal
Convenor	: Dr. B. C. Swargiary
Members	: Ms. R. Barman : Mr. B.K. Pathak : Mr. S. Subedy

### Welfare Committee

Chairman	: Dr. R. Debnath, Principal
Convenor	: Dr. S. Saha
Members	: All teaching and Non-teaching Staff

### Financial Committee

Chairman	: Dr. R. Debnath
Convenor	: Dr. B. C. Swargiary
Member	: Dr. A. Sen Gupta
Member	: Mr. S. Subedy
Member	: Mr. B. K. Pathak

## 5. INTERNAL QUALITY ASSURANCE CELL (IQAC) CORE COMMITTEE

Chairman	: Dr. R. Debnath
Co-ordinator	: Dr. A. Sen Gupta
Jt. Co-ordinator	: Dr. B. C. Swargiary

Members	: Dr. D. Bhattacharjee : Mr. B. K. Pathak : Mr. S. Subedy : Dr. M. R. Mollah : Ms. G. Das : Dr. K. K. Das : Ms. S. Brahma (Head Asst.) : Mr. N. Pradhan : Dr. Kaushik Das
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### SUB-COMMITTEES UNDER IQAC:

#### Curricular Aspects

Co-ordinator	: Dr. D. Bhattacharjee
Members	: Mr. S. Subedy

#### Teaching, Learning & Evaluation

Co-ordinator	: Mr. Hobibor Rahma
Members	: Ms. Reemi Barman : Ms. Niva Nath : Ms. Sadhana Brahma

#### Research, Innovations & Extension

Co-ordinator	: Dr. Mahbubur Rahman Mollah
Members	: Mr. Uday Kr. Shome : Mr. Shyam Subedy : Dr. K. K. Das

#### Infrastructure & Learning Resources

Co-ordinator	: Dr. S. Saha
Members	: Mr. P.K. Das : Mr. Abhijit Bezbaruah

#### Students Support & Progression

Co-ordinator	: Mr. S. Lahary
Members	: Mr. Bipul Kr. Pathak : Dr. Nilotpal Saha : Ms. Sadhana Brahma : Mr. Madhab Ch. Rabha : Ms. Reemi Braman : Mr. Uday Kr. Shome : Mr. Jyoti Narzary : Ms. Sonia Brahma : Mr. Prasanta Kr. Das





### Governance & Leadership Management

Co-ordinator : Mr. Shravan Lahary  
 Members : Ms. Sadhana Brahma  
 : Dr. Mahbubur Rahman Mollah

### Institutional Values and Best Practices

Co-ordinator : Mr. Jyoti Narzary  
 : Ms. Sonia Brahma  
 : Ms. G. Das  
 : Dr. K. K. Das

## 6. DIFFERENT CELLS UNDER IQAC:

### Academic Cell

: Dr. D. Bhattacharjee

### Extracurricular & Enrichment Cell

: Mr. Uday Kr. Shome

### Informatics & Documentation Cell

: Ms. Sadhana Brahma

### ICT Cell

: Ms. Reemi Barman

### Counselling and Mentoring Cell

: Mr. S. Subedy

### Research & Development Cell

: Dr. Mahbubur Rahman Mollah

### NSS Cell

: Mr. Jyoti Narzary

### Public Relation & Outreach Cell

: Dr. B. C. Basumatary

### Operation & Maintenance Cell

: Mr. Subhash Saha

### Library Cell

: Mr. Abhijit Bezbaruah

### Alumni & Placement Cell

: Mr. Bipul Kr. Pathak

### Disaster Management Cell

: Dr. Nilotpal Saha

### Skill Development Cell

: Mr. U. K. Shome

### Health Cell

: Mr. Madhab Ch. Rabha

### Career Counseling Cell

: Mr. S. Subedy

### Grievance and Anti Ragging Cell

: Mr. Jyoti Narzary

### Women Development

: Ms. Sonia Brahma

### Sports Cell

: Mr. Prasanta Kr. Das

### Green Sustainable Cell

: Dr. N. Saha

## 7. Auditorium & Canteen Committee

: Dr. B. C. Basumatary

: Ms. S. Brahma

: Mr. M. C. Rabha

## 8. Prospectus Publication Committee

Chairman

: Dr. R. Debnath,  
Principal

Convenor

: Dr. A. Sen Gupta

Members

: Md. H. Rahman

: Mr. N. Pradhan





## GOVERNING BODY (G. B.) COMMERCE COLLEGE, KOKRAJHAR

SL. NO.	NAME OF MEMBERS	DESIGNATION
1.	Shri. Lawrence Islary	President
2.	Dr. Ratneswar Debnath Commerce College, Kokrajhar	Principal & Secretary
3.	Dr. Alit Sen Gupta Commerce College, Kokrajhar	Vice-Principal & Member (Ex-Officio)
4.	Sri Abhijit Kr. Bezbaruah Commerce College, Kokrajhar	Librarian & Member (Ex-Officio)
5.	Prof. Manjit Das	Member (VC Nominee)
6.	Dr. (Mrs.) Banabina Brahma	Member (VC Nominee)
7.	Mr. Ananda Mushahary	Social Worker
8.	Mr. Kabi Ranjan Brahma	Social Worker
9.	Mrs. Puspa Bhura	Member Guardian
10.	Dr. Bipul Ch. Basumatary	Member (T/R)
11.	Dr. Debasish Bhattacharjee	Member (T/R)
12.	Mrs. Sadhana Brahma	Member (Non-Teaching Representative)
13.	NIL	Donor Member

“Education is the best friend. An educated person is respected everywhere. Education beats the beauty and the youth.” – Chanakya

“There is only one good, knowledge and one evil, ignorance.” – Socrates





## FEE STRUCTURE : 2024-25

Sl. No.	Head	HS Commer	HS Arts	B.Com. 1st Sem	M.Com. 1st Sem
1	Assam Higher Secondary Council & BU Fee	200	200	200	400
2	Establishment	630	630	630	1300
3	Laboratory (Computer/ ITC Class Room)				280
4	Electricity	500	500	500	500
5	Library	300	300	300	1000
6	Contingency	400	400	400	400
7	Development	250	250	500	500
8	Continuous Evaluation	200	200	200	200
9	Students related Fee	650	650	650	650
10	Tution Fee	1320	1320		2160
11	Admission Fee	-	-	-	3900
	<b>TOTAL</b>	<b>4450</b>	<b>4450</b>	<b>3380</b>	<b>11290</b>

### Speical Note

- 1) Fees structure for other semester (UG or PG) will be notified in due course of time.



Meeting of B.T.R. Administration with B.T.R. Degree Colleges for Preparation of Roster



Staff Council Meeting



Observance of Birth Anniversary of Gurudev Kalicharan Brahma









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