

2017-18

SREEGOPAL BANERJEE COLLEGE

PROSPECTUS

BAGATI, P.O. MAGRA, DIST. HOOGHLY, WEST BENGAL



Affiliated to the University of Burdwan



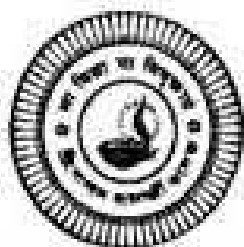
SREEGOPAL BANERJEE COLLEGE

(Govt. Sponsored)

Affiliated to the University of Burdwan)

Accredited with B Grade in second cycle

Accreditation by NAAC



PROSPECTUS 2017 - 18

BAGATI, P.O. MAGRA, DIST. HOOGHLY, WEST BENGAL

Contact (033) 2684 4124, Fax : (033) 2684 2706

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Website : www.sgbccollege.in

Sreegopal Banerjee College : Brief History

The College is named after the father of Late Shib Chandra Banerjee, the well known civil engineer of all India repute who offered a munificent donation of land & cash to the West Bengal Government to enable the latter to establish a co-educational Degree College under the "Sponsored" Scheme at his native village, Bagati.

The Geographical Location of the College is Lat. 22°59' North & Long 88°22' East, Height of the place from sea level is 38 ft. (11.58 mtrs.). Bagati, the seat of the College is located in an area that has a history of its own. The village itself is the native place of Ram Gopal Ghosh, the Demosthenes of Bengal. The legendary scholar, Jagannath Tarkapanchanan, lived in Tribeni within a mile from the site of the College. The vast stretch of land along the Ganga from Katwa to Bansberia lying on the eastern fringe of Bagati, is the birth place of Navya-Nyaya, the most powerful & brilliant school of Indian Logic & Pride of Indian Scholarship. The College is located half-way between Tribeni & Magra, about a mile from both the Railway Stations on the Eastern Railway. It is also approachable by roads, connected by buses. The village is surrounded by a vast industrial belt & presents a combination of peaceful rural charm with modern facilities.

The College at the outset, was housed in the School building of Ramgopal Ghosh High School, Bagati. It started functioning on 21st July 1958. It was later shifted to the present three-storied building on 24th April, 1959. The college has by now developed into one of the biggest institutions under the University of Burdwan.

The college has modern hostels for Boys & Girls within the campus. There is also a separate two storied building within the campus for the students' Common Room-cum-Canteen.

With the mission of providing quality education, the College firmly believes that excellence of institutions of higher education is a function of many aspects of which self-evaluation and self-improvement are important.

The College consists of three separate sections: (i) Morning (ii) Day (iii) Evening

MORNING SECTION

Ñ **College Hours** : From: 6.45 a.m. to 12 noon

Ñ **Courses of study & eligibility** : Three-year B.A./B.Sc. General Course only. No Honours Course is taught in the Morning section.

Both boys and girls who have passed Higher Secondary or its equivalent public examination can enroll

themselves in this section, subject to availability of seats, and conditions of marks as determined by the college authority.

ADMISSIBLE SUBJECTS

Ñ **B.A. General Core Course**

- i) Bengali
- ii) English
- iii) History
- iv) Philosophy
- v) Political Science
- vi) Economics
- vii) Mathematics
- viii) Sanskrit
- ix) Hindi
- x) Urdu
- xi) Geography
- xii) Education
- xiii) Physical Education

Ñ **B.Sc General Core Course**

Pure Science :- Physics, Chemistry, Mathematics

Biological Science:- Botany, Zoology, Chemistry /Plant Protection

DAY SECTION

Ñ **College Hours**

10.30 a.m. to 5.15 p.m.

Ñ **Course of Study &
Eligibility**

DEGREE COURSE :

B.A. (General) 3 year
course B.A. (Honours) 3
year course B.Sc.
(General) 3 year course

ELIGIBILITY :

B.Sc. (Honours) 3 year
course

Both boys and girls, who have passed Higher Secondary or its equivalent Public Examination are eligible for enrolment in these courses, subject to availability of seats and conditions of marks as determined by the college authority

B.A. General Core Course

- i) Bengali
- ii) English
- iii) History
- iv) Philosophy
- v) Political Science
- vi) Economics
- vii) Mathematics
- viii) Sanskrit
- ix) Physical Education

SCIENCE (General)

Same as Morning Section

ARTS (Honours)

Honours Subjects

- i) Bengali
- ii) English
- iii) Sanskrit
- iv) History
- v) Philosophy
- vi) Political Science
- vii) Economics

SCIENCE (Honours)

Honours Subject

- i) Chemistry
- ii) Physics
- iii) Mathematic
- iv) Zoology
- v) Botany

Course of Studies

The course of studies and combination of subjects offered by different shifts are listed below. This will be taught as per Choice Based Credit System (CBCS) .

MORNING SECTION

B.A. GENERAL (Three Year Degree Course)

CORE COURSE (CHOSE ANY TWO)

You must have chose 2 subject(s). You can chose only 1 subject from each group

1. B.A. GENERAL WITH GEOGRAPHY

Group 1	Group 2
i) Geography	i) Bengali ii) Hindi iii) Urdu iv) Education v) Political Science vi) History

2. B.A. GENERAL WITH PHYSICAL EDUCATION

Group 1	Group 2
i) Physical Education	i) Bengali ii) Sanskrit iii) Political Science iv) History

3. B.A. GENERAL

Group 1	Group 2	Group 3	Group 4
i) Education ii) Mathematics iii) Philosophy	i) Political Science	i) History	i) Bengali ii) English iii) Sanskrit iv) Economics

B.Sc GENERAL (Three Year Degree Course)

You must have chose 3 subject(s). You can chose only 1 subject from each group

1. PURE SCIENCE

Group 1	Group 2	Group 3
Physics	Chemistry	Mathematics

2. BIO SCIENCE

Group 1	Group 2	Group 3
Zoology	Chemistry or Plant Protection	Botany

DAY SECTION (Three Year Degree Course)

B.A. HONOURS

Generic Elective Subjects For Honours

You must have chose 2 Generic Elective subject(s). You can chose only 1 subject from each group

Honours	Group 1 Generic Elective	Group 2 Generic Elective	Group 3 Generic Elective
Bengali English Sanskrit	History	Philosophy	Political Science
History	Philosophy	Political Science	Economics Bengali English
Philosophy	History	Political Science	Bengali English Sanskrit
Economics	Mathematics	Political Science	History Bengali English
Political Science	Philosophy	History	Economics Bengali

B.Sc. HONOURS

Generic Elective Subjects For Honours

Honours	Group 1 Generic Elective	Group 2 Generic Elective
Chemistry	Physics	Mathematics
Physics	Chemistry	Mathematics
Mathematics	Physics	Chemistry
Zoology	Botany	Chemistry
Botany	Zoology	Chemistry

B.Sc GENERAL (Three Year Degree Course)

You must have chose 3 subject(s). You can chose only 1 subject from each group

3. PURE SCIENCE

Group 1	Group 2	Group 3
Physics	Chemistry	Mathematics

4. BIO SCIENCE

Group 1	Group 2	Group 3
Zoology	Chemistry	Botany

B.A. GENERAL (Three Year Degree Course)

CORE COURSE (CHOSE ANY TWO)

You must have chose 2 subject(s). You can chose only 1 subject from each group

Group 1	Group 2	Group 3	Group 4
i) Mathematics ii) Philosophy	i) Political Science	ii) History	v) Bengali vi) English vii) Sanskrit viii) Economics

B.A. GENERAL WITH PHYSICAL EDUCATION

You must have chose 2 subject(s). You can chose only 1 subject from each group

Group 1	Group 2
i) Physical Education	i) Bengali ii) Sanskrit iii) Political Science iv) History

EVENING SECTION

B.Com Honours (Three Years Degree Course)

1st Semester

Honours	Core Course	Generic Elective	AECC
Accountancy	Financial Accounting, Business Law	Micro Economics	ENVS

B.Com General (Three Years Degree Course)

1st Semester

Core Course	Language	AECC
Financial Accounting, Business Accounting,	English	ENVS

All B.A., B.Sc. & B.Com. (Hons. & Gen.) students must compulsorily study one language and ENVS in the 1st Semester.

Above mentioned matter are subject to change as per the regulation of the University of Burdwan (AECC)

EVENING SECTION

College Hours : From 1.40 p.m. to 6.45 p.m.

Eligibility : Male and female students who have passed Higher Secondary Examination can enroll themselves in this section, subject to availability of seats and conditions of marks as determined by the college authority.

Course of Study 1) B.Com. (Honours) 3 year course
2) B.Com. (General) 3 year course in Accountancy

B. Com. (Hons.): Three-Year (6-Semester) CBCS Programme

Course Structure		
Semester I		
BCH-1.1	Environmental Studies	Ability-Enhancement Compulsory Course (AECC)-1
BCH-1.2	Financial Accounting	Core Course C-1
BCH-1.3	Business Law	Core Course C-2
BCH-1.4	Micro Economics	Generic Elective (GE)-1
Semester II		
BCH-2.1	Business Communication (Language-English/Hindi/MIL)	Ability-Enhancement Compulsory Course (AECC)-2
BCH-2.2	Corporate Accounting	Core Course C-3
BCH-2.3	Corporate Laws	Core Course C-4
BCH-2.4	Macro Economics	Generic Elective (GE)-2
Semester III		
BCH-3.1	Management Principles and Practice	Core Course C-5
BCH-3.2	Business Mathematics	Core Course C-6
BCH-3.3	Income-tax and Practice	Core Course C-7
BCH-3.4	Indian Economy	Generic Elective (GE)-3
BCH-3.5	E-Commerce	Skill-Enhancement Elective Course (SEC)-1
Semester IV		
BCH-4.1	Cost Accounting	Core Course C-8
BCH-4.2	Fundamentals of Human Resource Management	Core Course C-9
BCH-4.3	Computer Applications in Business	Core Course C-10
BCH-4.4	Business Statistics	Generic Elective (GE)-4
BCH-4.5	Entrepreneurship	Skill-Enhancement Elective Course (SEC)-2

	Semester V	
BCH-5.1	Fundamentals of Marketing Management	Core Course C-11
BCH-5.2	Fundamentals of Financial Management	Core Course C-12
BCH-5.3	DSE-1 (Any one of Group A)	Discipline Specific Elective (DSE)-1
BCH-5.4	DSE-2 (Any one of Group A)	Discipline Specific Elective (DSE)-2
	Discipline Specific Elective (DSE) Group A	
	a. Management Accounting	
	b. Fundamentals of Banking and Insurance	
	c. Indian Financial System	
	d. Banking and Insurance	
	e. Computerised Accounting System	
	Semester VI	
BCH-6.1	Auditing	Core Course C-13
BCH-6.2	Indirect Tax Law	Core Course C-14
BCH-6.3	DSE-3 (Any one of Group B)	Discipline Specific Elective (DSE)-3
BCH-6.4	DSE-4 (Any one of Group B)	Discipline Specific Elective (DSE)-4
	Discipline Specific Elective (DSE) Group B	
	a. Fundamentals of Investment	
	b. Business Tax Procedures	
	c. International Business	
	d. Project Work	

B. Com. : Three-Year (6-Semester) CBCS Programme

Programme Structure

Course	Course Title	Course Type
	Semester I	
BC 1.1	Environmental Studies	Ability-Enhancement Compulsory Course (AECC)-1
BC	Financial Accounting	Core Course C-1
BC	Business Organisation and Management	Core Course C-2
BC 1.1	English Language	Language-1
	Semester II	
BC 2.1	Language: English/Hindi/Modern Indian Language	Ability-Enhancement Compulsory Course (AECC)-2

BC	Business Law	Core Course C-3
BC	Business Mathematics and Statistics	Core Course C-4
BC	Hindi/ Modern Indian Language	Language-2
	Semester III	
BC	Company Law	Core Course C-5
BC	Income Tax Law and Practice	Core Course C-6
BC	Hindi/ Modern Indian Language	Language-3
BC 3.4	Computer Applications in Business	Skill-Enhancement Elective Course (SEC)-1
	Semester IV	
BC 4.1	(English/Hindi) Modern Indian Language	Language—2 (2)
BC 4.2	Cost Accounting	Core Course C-7
BC 4.3	Corporate Accounting	Core Course C-8
BC 4.4	E-Commerce	Skill-Enhancement Elective Course (SEC)-2

	Semester V	
BC 5.1	Any one the following a. Fundamentals of Human Resource Management b. Fundamentals of Marketing Management c. Auditing	Discipline Specific Elective (DSE)-1
BC 5.2	Any one of the following a. Fundamentals of Financial Management b. Indirect Tax Law	Discipline-Specific Elective (DSE)-2
BC 5.3	Entrepreneurship	Skill-Enhancement Elective Course (SEC)-3
BC 5.4	Principles of Micro Economics	Generic Elective (GE)-1
	Semester VI	
BC 6.1	Any one of the following a. Management Accounting b. Computerized Accounting System c. Fundamentals Banking and Insurance	Discipline-Specific Elective (DSE)-3
BC 6.2	Any one of the following a. Office Management and Secretarial Practice b. Fundamentals of Investment c. International Business	Discipline-Specific Elective (DSE)-4
BC 6.3	Personal Selling and Salesmanship	Skill-Enhancement Elective Course (SEC)-4
BC6.4	Indian Economy	Generic Elective (GE)-2

Course Structure (Honours & General) (As notified by the University of Burdwan)

Course Components	B.Sc.		B.A.		B.Com.	
	Honours	General	Honours	General	Honours	General
Core Course (CC)	14	12	14	12	14	12
Discipline Specific Elective (DSE) Course	4	6	4	4	4	4
Generic Elective (GE) Course	4	----	4	2	4	2
Ability Enhancement Compulsory Course (AECC)	2	2	2	2	2	2
Skill Enhancement Course (SEC)	2	4	2	4	2	4

Details of Courses & Credits of B.A./ B.Sc./ B.Com.(Honours) under CBCS

Course	Credit	
	<u>Theory + Practical</u>	<u>Theory + Tutorial</u>
1. <u>Core Course</u> (14 papers)	14x4 = 56	14x5 = 70
Core Course (Practical / Tutorial)* (14 papers)	14x2 = 28	14x1 = 14
2. <u>Elective Courses</u> (8 papers)		
A. DSE (4 papers)	4x4 = 16	4x5 = 20
DSE (Practical / Tutorial)* (4 papers)	4x2 = 8	4x1 = 4
B. GE (Interdisciplinary) (4 papers)	4x4 = 16	4x5 = 20
GE (Practical / Tutorial)* (4 papers)	4x2 = 8	4x1 = 4
# Optional Dissertation/ Project Work in place of <u>one</u> DSE paper (6 credits) in 6th semester.		
3. <u>Ability Enhancement Courses</u>		
A. AECC	2x2 = 4	2x2 = 4

(2 papers of 2 credits each)		
ENVS, English Communication / MIL		
B. SEC	2x2 = 4	2x2 = 4
(2 papers of 2 credits each)	-----	-----
Total Credit:	140	140

An Under-graduate Honours Degree in a discipline may be awarded if a student completes 14 core papers in that discipline, 4 papers each from a list of DSE and GE respectively, 2 papers in AECC and minimum 2 papers in SEC.

** Wherever there is a practical, there will be no tutorial and vice-versa.*

Details of Courses of B.A./ B.Sc./ B.Com.(General) under CBCS

<u>Course</u>	<u>Credit</u>	
	<u>Theory + Practical</u>	<u>Theory + Tutorial</u>
1. <u>Core Course</u> (12 papers) 4 core papers each in 3 disciplines of choice	12x4 = 48	12x5 = 60
Core Course (Practical / Tutorial)* (12 papers)	12x2 = 24	12x1 = 12
2. <u>Elective Courses</u> (6 papers)		
A. DSE (6 papers for B.Sc./ 4 papers for B.A. and B.Com.)	6x4 = 24	4x5 = 20
DSE (Practical / Tutorial)* (6 papers for B.Sc./ 4 papers for B.A. and B.Com.)	6x2 = 12	4x1 = 4
B. GE (Interdisciplinary) (2 papers for B.A. and B.Com.)	-----	2x5 = 10
GE (Practical / Tutorial)* (2 papers for B.A. and B.Com.)	-----	2x1 = 2
# Optional Dissertation/ Project Work in place of <u>one</u> DSE paper (6 credits) in 6th semester.		
3. <u>Ability Enhancement Courses</u>		
A. AECC (2 papers of 2 credits each)	2x2 = 4	2x2 = 4
ENVS, English Communication/ MIL		
B. SEC (4 papers of 2 credits each)	4x2 = 8	4x2 = 8
	-----	-----
Total Credit:	120	120

SEMESTER WISE DISTRIBUTION OF COURSES AND CREDITS

B.A./ B.Sc./ B.Com. Honours

Courses/ (Credits)	Sem I	Sem II	Sem III	Sem IV	Sem V	Sem VI	Total No. of Courses	Total Credit
CC (6)	2	2	3	3	2	2	14	84
DSE (6)					2	2	04	24
GE (6)	1	1	1	1			04	24
AECC (2)	1	1					02	04
SEC (2)			1	1			02	04
Total No. of Courses per Sem.	4	4	5	5	4	4	26	-----
Total Credit per Semester	20	20	26	26	24	24	-----	140

SEMESTER WISE DISTRIBUTION OF COURSES AND CREDITS

B.A./ B.Com. General

Courses/ (Credits)	Sem I	Sem II	Sem III	Sem IV	Sem V	Sem VI	Total No. of Courses	Total Credit
CC - 1,2 (6)	2 (1A, 2A)	2 (1B, 2B)	2 (1C, 2C)	2 (1D, 2D)			8	48
Language CC- 1,2 (6)	1 (L ₁ -1)	1 (L ₂ -1)	1 (L ₁ -2)	1 (L ₂ -2)			4	24
DSE- 1,2 (6)					2 (1A, 2A)	2 (1B, 2B)	4	24
GE (6)					1 (GE-1)	1 (GE-2)	2	12

AECC (2)	1	1					2	04
SEC (2)			1	1	1	1	4	08
Total No. of Courses per Sem.	4	4	4	4	4	4	24	-----
Total Credit per Sem.	20	20	20	20	20	20	-----	120

SEMESTER WISE DISTRIBUTION OF COURSES AND CREDITS

B.Sc. General

Courses/ (Credits)	Sem I	Sem II	Sem III	Sem IV	Sem V	Sem VI	Total No. of Courses	Total Credit
CC - 1,2,3 (6)	3 (1A, 2A, 3A)	3 (1B, 2B, 3B)	3 (1C, 2C, 3C)	3 (1D, 2D, 3D)			12	72
DSE- 1,2,3 (6)					3 (1A, 2A, 3A)	3 (1B, 2B, 3B)	6	36
GE (6)	-----	-----	-----	-----	-----	-----	-----	-----
AECC (2)	1	1					2	04
SEC (2)			1	1	1	1	4	08
Total No. of Courses per Sem.	4	4	4	4	4	4	24	-----
Total Credit per Sem.	20	20	20	20	20	20	-----	120

Full marks of a course, having 6 credits/ 2credits, along with distribution of marks:

1. Full marks of each course of B.A./ B.Sc./ B.Com. (Hons. & Gen.), carrying 6 credits, be **75**
2. Full marks of each course of B.A./ B.Sc./ B.Com. (Hons. & Gen.), carrying 2 credits, be **50**
3. For B.A. & B.Com. (Hons. & Gen.) Courses , having no practical, , distribution of 75 marks be as follows:

i) Class Attendance cum Internal Assessment : 20% of 75 marks = 15 marks of which 5 marks be reserved for class attendance (both theoretical + tutorial) in the following manner:

Attendance 50% & above but below 60% - 2 marks

Attendance 60% & above but below 75% - 3 marks

Attendance 75% & above but below 90% - 4 marks

Attendance 90% & above - 5 marks

and 10 marks be reserved for class test/ assignment/ seminar (theoretical- 5 & tutorial - 5). Minimum 15 classes be allotted for tutorial portion.

ii) In the Semester-end- Examination of each course, Question Paper be set for 60 marks, distribution of which may be as under:

a) Answer 10 questions out of 15 carrying 02 marks each = $10 \times 02 = 20$

b) Answer 04 questions out of 06 carrying 05 marks each = $04 \times 05 = 20$

c) Answer 02 questions out of 04 carrying 10 marks each = $02 \times 10 = 20$

However, questions, carrying 05 or 10 marks, need not necessarily to be a single question.

4. For B.Sc. (Hons. & Gen.) Courses, having practical, distribution of 75 marks be as follows:

i) Class Attendance cum Internal Assessment : 20% of 75 marks = 15 marks of which 5 marks be reserved for theoretical class attendance in the following manner:

Attendance 50% & above but below 60% - 2 marks

Attendance 60% & above but below 75% - 3 marks

Attendance 75% & above but below 90% - 4 marks

Attendance 90% & above - 5 marks

and 10 marks be reserved for class test/ assignment/ seminar (theoretical -5 & practical -5).

ii) 20 marks be allotted for Semester-end- Practical Examination of each course, distribution of which may be as under:

a) Lab. Note Book : 05 Marks

b) Viva- voce : 05 Marks

c) Experiment : 10 marks

Or, as may be decided by the concerned Board of Studies.

iii) 40 marks be allotted for Semester-end-Theoretical Examination of each course, distribution of which may be as under:

a) Answer 05 questions out of 08 carrying 02 marks each = $05 \times 02 = 10$

b) Answer 02 questions out of 04 carrying 05 marks each = $02 \times 05 = 10$

c) Answer 02 questions out of 04 carrying 10 marks each = $02 \times 10 = 20$

However, questions, carrying 5 or 10 marks, need not necessarily to be a single question.

5. For B.A. & B.Com. (Hons. & Gen.) Courses , having practical, distribution of 75 marks be as under:

a) i) In case of '**Fully Practical**' based course, Class Attendance cum Internal Assessment : 20% of 75 marks = 15 marks of which 5 marks be reserved for practical class attendance in the following manner:

Attendance 50% & above but below 60% - 2 marks

Attendance 60% & above but below 75% - 3 marks

Attendance 75% & above but below 90% - 4 marks

Attendance 90% & above - 5 marks

and 10 marks be reserved for class test/ assignment.

ii) 60 marks be allotted for Semester-end- Practical Examination of each course, distribution of which may be as under:

Viva- voce : 10 Marks, Experiment : 50 marks

b) i) In case of a course, **containing theory and practical**, Class Attendance cum Internal Assessment : 20% of 75 marks = 15 marks of which 5 marks be reserved for theoretical class attendance in the following manner:

Attendance 50% & above but below 60% - 2 marks

Attendance 60% & above but below 75% - 3 marks

Attendance 75% & above but below 90% - 4 marks

Attendance 90% & above - 5 marks

and 10 marks be reserved for class test/ assignment/ seminar (theoretical -5 & practical -5).

ii) 20 marks be allotted for Semester-end- Practical Examination of each course, distribution of which may be as under:

Viva- voce : 05 Marks , Experiment : 15 marks

iii) 40 marks be allotted for Semester-end-Theoretical Examination of each course, distribution of which may be as under:

a) Answer 05 questions out of 08 carrying 02 marks each = $05 \times 02 = 10$

b) Answer 02 questions out of 04 carrying 05 marks each = $02 \times 05 = 10$

c) Answer 02 questions out of 04 carrying 10 marks each = $02 \times 10 = 20$

However, questions, carrying 5 or 10 marks, need not necessarily to be a single question.

6. **For B.Sc. (Hons. & Gen.) Courses , having no practical, distribution of 75 marks, be same as (3) above.**

7. In the Semester-end- Examination of AECC of B.A./ B.Sc./ B.Com, carrying 2 credits (ie. full marks 50), MCQ be set and OMR sheet be used. Under AECC, ENVS be taught in the 1st Semester and communicative Eng./ MIL be taught in the 2nd Semester.

8. **For B.A., B.Sc. & B.Com. (Hons. & Gen.) Courses , distribution of 50 marks (for each SEC) be as follows:**

i) Internal Assessment : 20% of 50 marks = 10 marks be reserved for class test/ assignment/ seminar.

ii) 40 marks be allotted for Semester-end-Theoretical Examination of each course, distribution of which may be as under:

a) Answer 05 questions out of 08 carrying 02 marks each = $5 \times 2 = 10$

b) Answer 02 questions out of 04 carrying 05 marks each = $2 \times 5 = 10$

c) Answer 02 questions out of 04 carrying 10 marks each = $2 \times 10 = 20$

However, questions, carrying 5 or 10 marks, need not necessarily to be a single question.

Distribution of total marks (1850), equivalent to 140 credits, of all courses to be studied by a student of B.A./ B.Sc./ B.Com. Hons.

CC	:	75	x	14	=	1050
DSE	:	75	x	4	=	300
GE	:	75	x	4	=	300
AECC	:	50	x	2	=	100
SEC	:	50	x	2	=	100

Distribution of total marks (1650), equivalent to 120 credits, of all courses to be studied by a student of B.A./ B.Sc./ B.Com. Gen.

B.A. & B.Com. (Gen.)

CC	:	75	x	12	=	900
DSE	:	75	x	4	=	300
GE	:	75	x	2	=	150
AECC	:	50	x	2	=	100
SEC	:	50	x	4	=	200

B.Sc. (Gen.)

CC	:	75	x	12	=	900
DSE	:	75	x	6	=	450
AECC	:	50	x	2	=	100
SEC	:	50	x	4	=	200

Core Course (CC)
Discipline Specific Elective (DSE)
Generic Elective(GE)
Ability Enhancement Compulsory Course (AECC)
Skill Enhancement Course (SEC)

DISTANT EDUCATION

A study Centre of Netaji Subhas Open University (NSOU) has been opened to provide opportunity of distance learning to those students who can not attend classes in traditional colleges.

Following courses are provided:

1. BPP (PS S/PCO) (For Non-H.S., Non-M.P. student)

Required qualification : attainment of 18 years on the date of admission

2. B.A. (Hons.) Bengali, History
3. B.Sc. (Hons) Mathematics, Physics, Chemistry, Botany, Zoology
4. BLIS

5. P.G. Courses Bengali, English, English Language Teaching, History, Political Science, Education, Public Administration, Social Work (MSW), MLIS, Commerce, Mathematics.

For enquiry, contact: (033) 2684 4172 (office) Saturday 1pm to 5.30 pm & Sunday 1.30 pm to 6 pm,
Principal: (033) 2684-4124, Co-ordinator's E-mail ID: hasna9874737357@gmail.com

ADMINISTRATION

MEMBERS OF THE GOVERNING BODY OF THIS COLLEGE

1. Sri Bikash Chandra Roy, President, Governing Body
2. Dr. Subrata Mandal, Principal and Secretary, Governing Body
3. Sri Bikash Chandra Roy, Government Nominee
4. Sri Prasanta Mukherjee, University Nominee
5. Sri Gourab Sinha, University Nominee
6. Dr. Sangita Sanyal, University Nominee
7. Dr. Banhi Baran Ghosh, Teachers' Representative
8. Dr. Subhas Chandra Ghosh, Teachers' Representative
9. Dr. Ujjwal Kumar Bhaskar, Teachers' Representative
10. Sri Hemanta Chakraborty, Non-teaching Employees' Representative
11. Sri Madhab Kumar Barui, Non-teaching Employees' Representative
12. Sri Krishna Paswan, Student's Representative (GS)

PRINCIPAL

Dr. Subrata Mandal M.Sc., Ph.D., F.Z.A.B.

BURSAR

Sri Prabir Kumar Mondal, GLI, Chemistry

PROF.-IN-CHARGE (Morning Section)

Dr. Hasna Hena Begam M.Sc., Ph.D.

PROF.-IN-CHARGE (Evening Section)

Prof. Susanta Kumar Das, M.Com., M.Phil

FACULTY

MORNING SECTION

English	:	1. Prof. Soma Jash Faruki, M.A. (Part-Time Teacher) 2. Prof. Shoumita Acharyya, M.A. (Guest Lecturer)
Bengali	:	1. Prof. Sanchita Mitra, M.A., M.Phil (Part-Time Teacher) 2. Prof. Hemanta Pal, M.A. (Guest Lecturer) 3. Prof. Jitabrata Guha, M.A., (Guest Lecturer)
History	:	1. Prof. Sharmila Das, M.A. (Guest Lecturer) 2. Prof. Azizul Hakim Shaikh, M.A. B.Ed (Guest Lecturer)
Philosophy	:	1. Prof. Anuradha Ghosh, M.A. (Part-time Teacher) 2. Vacant
Political Science	:	1. Prof. Kalpana Biswas, M.A. (Guest Lecturer) 2. Prof. Kallol Debnath, M.A. (Guest Lecturer) 3. Vacant
Economics	:	1. Prof. Kalachand Sain, M.A. (Guest Lecturer) 2. Vacant
Sanskrit	:	1. Prof. Debolina Ghosh, M.A. (Guest Lecturer) 2. Debopriya Dutta, M.A. (Guest Lecturer)
Physics	:	1. Dr. Rima Pal, M.Sc, Ph.D., Associate Professor 2. Dr. Ujjwal Kumar Bhaskar, M.Sc, Ph.D Assistant Professor 3. Prof. Bharati Debi Biswas, M.Sc. B.Ed Assistant Professor
Mathematics	:	1. Prof. Ullas Kr Bag M.Sc (Guest Lecturer) 2. Prof. Arpita Ghosh M.Sc (Guest Lecturer)
Chemistry	:	1. Prof. Mita Dutta (Dhar), M.Sc, Assistant Professor 2. Dr. Biswajit Das M.Sc, Ph.D. Assistant Professor 3. Vacant
Botany	:	1. Dr. Hasna Hena Begam M.Sc, Ph.D. Associate Professor 2. Dr. Sisir Ghosh M.Sc, B.Ed Ph.D. Assistant Professor 3. Sri Ramanuj Roy, B.Sc., Associate Grade Laboratory Instructor
Zoology	:	1. Vacant 2. Prof. Koel Ghosh, M.Sc. (Part-time Teacher)
Physical Education	:	1. Prof. Rabindranath Kundu, M.PEd. (Guest Lecturer)
Plant Protection	:	1. Vacant
Education	:	Coordinator - Dr.Rajlakshmi Kar, M. A., M.Phil, Ph.D.,Assistant Professor. 1. Prof. Suparna Nag (Guest Lecturer) 2. Prof. Arpita Bolar (Guest Lecturer)

Hindi	:	Coordinator - Prof. Madhumita Sarkar, M.A., Assistant Professor 1. Prof. Amita Kumari Yadav. (Guest Lecturer)
Urdu	:	Coordinator - Prof. Madhumita Sarkar, M.A., Assistant Professor 1. Prof. Tahera Khatoon M.A. (Guest Lecturer)
Geography	:	Coordinator - Dr. Subhas Chandra Ghosh M.Sc, PhD. Associate Professor 1. Prof. Aditi Ghosh M.A. (Guest Lecturer) 2. Prof. Sanjoy Pal. (Guest Lecturer)

Head of the Departments of different subjects of Day Section are ex-officio co-ordinators of their respective subject in the Morning Section.

DAY SECTION

English	:	1. Prof. Gopal Chandra Mondal, M.A., M.Phil, Associate Professor & Head of the Department. 2. Prof. Bijoy Chand Pal, M. A., Associate Professor 3. Vacant
Bengali	:	1. Dr. Ruma Ghosh, M.A., Ph.D., Associate Professor & Head of the Department. 2. Dr. Jhantu Das, M.A., Ph.D., Associate Professor 3. Dr. Madhumita Sarkar, M.A., Assistant Professor 4. Prof. Mamata Khan Mal, M.A., M.Phil., Assistant Professor 5. Vacant
History	:	1. Dr. Nurul Islam, M.A., Ph.D., Associate Professor & Head of the Department. 2. Prof. Urmi Chatterjee, M.A., Associate Professor 3. Dr. Rajlakshmi Kar, M. A., M.Phil, Ph.D., Associate Professor 4. Vacant 5. Prof. Sangita Banerjee, M.A. (Part- time Teacher)
Philosophy	:	1. Prof. Amitava Ray, M. A., Associate Professor & Head of the Department. 2. Dr. Krishna Kundu, M.A., B.Ed., M. Phil, Ph. D., Associate Professor 3. Dr. Mukul Mondal, M. A., M.phil. Ph.D, Assistant Professor 4. Prof Shrabani Biswas , M.A., Associate Professor 5. Prof. Khushi Ghosh, M.A., (Part-Time Teacher)
Economics	:	1. Dr. Jayati Chakraborty, M.A.,Ph.D., Associate Professor & Head of the Department. 2. Vacant 3. Prof. Sudip Das (Guest Lecturer)

Sanskrit	:	<ol style="list-style-type: none"> 1. Prof. Khokan Bhattacharyya, M.A. Assistant Professor & Head of the Department. 2. Vacant 3. Prof. Koeli Banerjee, M.A. (Part Time Teacher) 4. Prof Trishna Ghosh M.A. (Guest Lecturer)
Political Science	:	<ol style="list-style-type: none"> 1. Prof. Debasish Roy Choudhury, M.A., M.Phil, Associate Prof. & Head of the Department. 2. Prof. Rebati Roy, M. A., M.Phil, Associate Professor 3. Prof. Debasree Chatterjee, M.A. M. Phil. Assistant Professor 4. Prof. Md. Saiful Islam, M.A. (Part-Time Teacher)
Mathematics	:	<ol style="list-style-type: none"> 1. Dr. Subhen Mitra M.Sc, Ph.D., Associate Professor & Head of the Department. 2. Prof. Suman Sarkar, M.Sc. B.Ed, Assistant Professor 3. Dr. Azizul Hoque, M.Sc. B.Ed, Ph. D. Assistant Professor 4. Prof. Rudrajit Sadhu , M.Sc. Assistant Professor 5. Prof. Somnath Barik , M.Sc. (Guest Lecturer) 6. Prof. Ullas Kr Bag, M.Sc. (Guest Lecturer) 7. Prof. Arpita Ghosh, M.Sc. (Guest Lecturer)
Physics	:	<ol style="list-style-type: none"> 1. Dr. Animesh Das, M.Sc, Ph.D., Associate Professor & Head of the Department. 2. Vacant 3. Dr. Biplab Goswami, M.Sc, Ph.D., Assistant Professor 4. Prof . Animesh Biswas, M.Sc. Assistant Professor
Chemistry	:	<ol style="list-style-type: none"> 1. Dr.YasminSaima, M.Sc, Ph.D., Assistant Professor & Head of the Department. 2. Dr. Swapna Ghosh, M.Sc, Ph.D., Associate Professor 3. Dr. Alope Chattopadhyay, M.Sc, M.Tech, Ph.D., Associate Professor 4. Dr. Debabrata Pal, M.Sc, Assistant Professor 5. Dr. Sumitra Das, M.Sc. Ph.D. Assistant Professor 6. Dr. Somnath Mallick, M.Sc. Ph.D. Assistant Professor 7. Vacant 8. Vacant 9. Sri Prabir Kumar Mondal, B.Sc. Associate Grade Laboratory Instructor
Botany	:	<ol style="list-style-type: none"> 1. Dr. Subhas Ch. Ghosh, M.Sc, PhD., Associate Professor 2. Dr. Supriya Bhandari, M.Sc, Ph.D., Assistant Professor 3. Prof. Swapan Kumar Chowdhuri, M.Sc, Assistant Professor (Lien) 4. Prof. Niranjana Bala, M.Sc. Assistant Professor 5. Prof. Paramita Mazumder, M.Sc. B.Ed. Assistant Professor 6. Sri Swapan Kumar Adhikari, B.Sc, Associate Grade Laboratory
Instructor		
Zoology	:	<ol style="list-style-type: none"> 1. Prof. Shyama Prasad Sain, M.Sc., Associate Professor & Head of the Department. 2. Dr. Sriparna Datta Ray, M.Sc, Ph. D., Assistant Professor (Lien) 3. Prof. Sanjib Bose, M.Sc, Assistant Professor 4. Dr. Manish Kanti Biswas, M.Sc, B.Ed. Ph.D Assistant Professor (Lien) 5. Prof. Sasanka Pramanik, M. Sc, Assistant Professor 6. Dr Anshuman Biswas M.Sc, Ph. D., Assistant Professor 7. Sri Jagatpati Ghosh, B.Sc, Associate Grade Laboratory Instructor

Pant Protection	:	1.	Dr. Kuhu Mitra, M.Sc, Ph.D. Part-time Teacher)
Physical Education	:	1.	Prof. Palas Kr. Das (Guest Lecturer)
		2.	Prof. Aditi Bag (Guest Lecturer)

Head of the Departments of different subjects of Day Section are ex-officio co-ordinators of their respective subject in the Morning Section.

● EVENING SECTION (COMMERCE)

1. Prof. Susanta Kumar Das, M.Com., M.Phil. associate Professor & Head of the Department
2. Dr. Banhi Baran Ghosh, M.A., M.Phil., Ph.D. Associate professor of Economics
3. Dr. Pratap Banerjee, M.Com., ICWA (Inter) , Ph.D. Associate professor of Commerce
4. Dr. Uttam Paul, M.Com., B.Ed, Kovid, Ph.D. Assistant professor of Commerce
5. Prof. Koyel Mukherjee , M.Com Assistant professor of Commerce
6. Dr. Sudipta Chakraborty, M.A., Ph.D., Assistant Professor of English
7. Dr. Akash Biswas, M.A., Ph.D. Assistant Professor of Bengali
8. Prof. Madhav Khamaru, M.Com., Part-time Teacher in Commerce
9. Prof. Subhasis Halder, M.Com., Guest Lecturer of Commerce
10. Prof. Ullas Kr Bag, M.Sc., Guest Lecturer of Business Mathematics & Statistics.
11. Prof. Tutul Mukherjee., Guest Lecturer of Commerce

OFFICE

MORNING SECTION

Office Staff	:	1.	Vacant, Head Clerk	
		2.	Accountant (Vacant)	
		3.	Cashier (Vacant)	
		4.	Sri Kashinath Pal, Madhyamik, Clerk	
		5.	Clerk (Vacant)	
		6.	Typist (Vacant)	
Office Attendant	:	1.	Vacant	
		2.	Sri Arpan Chakraborty	
		3.	Sri Bholanath Roy	
Lab Attendant	:			
Chemistry	:	1.	Sri Sanatan Pal	2. Vacant
		3.	Sri Salil Kumar Kundu.	
Physics	:	1.	Sri Samir Kr. Adhikary	2. Sri Kanai Das
Zoology	:	1.	Smt. Bina Rani Pal	2. Sri Situ Adhikary
Botany	:	1.	Vacant	2. Sri Gangadhar Sahoo
Sweeper	:	1.	Sri Suraj Hari	2. Sri Arnab Pakira

DAY SECTION

Office Staff	:	1.	Head Clerk (Vacant)		
		2.	Accountant (Vacant)		
		3.	Sri Tarun Krishna Das Sharma, B.Com.(Hons), Cashier		
		4.	Clerk (Vacant)		
		5.	Clerk (Vacant)		
		6.	Clerk (Vacant)		
		7.	Typist (Vacant)		
Office Attendant	:	1.	Sri Prafulla Kr. Banerjee		
		2.	Sri Prabir Kumar Ghosh		
Caretaker / Electrician	:	1.	Sri Hemanta Chakraborty		
Lab Attendant :					
Chemistry	:	1.	Sri Madhab Kumar Barui	2.	Sri Kanta Pal
		3.	Sri Provat Kumar Patra	4.	Vacant
Zoology	:	1.	Mrs. Chhanda Mondal	2.	Sri Dulal Ch. Adhikary
		3.	Vacant		
Botany	:	1.	Situ Adhikary	2.	Vacant
Physics	:	1.	Vacant	2.	Vacant
		3.	Vacant		
Guard	:	1.	Sri Runu Chetri	2.	Sri Chandan lama
		3.	Vacant		
Specimen Collector	:	1.	Sri Madan Mohan Hansda		
Sweeper	:	1.	Vacant	2.	Vacant

EVENING SECTION (COMMERCE)

Office Staff	:	1.	Vacant. (Head Clerk)		
		2.	Sri Nemaï Das, Madhyamik (Cashier)		
		3.	Clerk (vacant)		
Office Attendant	:	1.	Vacant		
		2.	Vacant		
Generator/Gas plant/Pump Operator :		1.	Sri Utpal Dhara		
Sweeper	:	1.	Vacant		
Night Watchman	:	1.	Vacant		

LIBRARY STAFF

• MORNING SECTION

Librarian	:	1.	Sri Abani Mohan Ghosh, M.A., M.L.I.S.
Librarian	:	1.	Smt. Rina Basu, M.A., B.L.I.S.
Library Clerk	:	1.	Vacant
Literate Bearer	:	1.	Vacant
		2.	Sri Sunil Das

• DAY SECTION

Librarian	:	1.	Sri Susanta Das
Librarian	:	1.	Smt. Saheli Sengupta
Library Clerk	:	1.	Sri Malay Basu, B.A.
Literate Bearer	:	1.	Sri Pradip Kr. Sarkar
		2.	Sri Dilip Kumar Mukherjee

• EVENING SECTION

Librarian	:	1.	Sri Tapan Kumar Banerjee, M.A., M.L.I.S.
Attendant	:	1.	Vacant

• Students' Union

The Student's Union is a Representative Organization of Students and consists of class Representatives elected by the students of the college.

General Secretary of the Students' Union is Ex-Officio Member of the Governing Body. Principal is the President of the Students' Union. The Union has different extra-curricular activities e.g., Games & Sports, Indoor & Outdoor Competitions, Cultural & Social Functions, Students' Welfare etc.

The Student's Union aims at developing a sense of corporate life among students and training them up for duties of responsible citizens of the country.

All Students of the college are members of the Union.

STUDENTS BENEFIT & SUPPORT SYSTEM

• Free & Half-Free Studentship

The College grants free & half-free studentship annually to a limited number of students. The concession made strictly on the basis of merit-cum-poverty.

Following guidelines have been framed for award of Free/Half-Free studentship :

- For award of free & half-free studentship 45% marks must be obtained in the last examination.
- Guardians income should not exceed Rs. 24,000/- per annum.
- 5% relaxation in marks will be given to girl students and students whose guardians income do not exceed Rs. 12,000/- per annum.
- 50% of attendance in respective classes in must.

• Govt. Scholarship

There is provision of various types of Scholarships and stipends from the Government of West Bengal to provide financial aid to the SC/ST students, Ward of Biri Shramik (Labour Welfare), OBC students, students belonging to Minority Communities, Physically handicapped students (for General category), Education Scholarship from DPI,WB.

- **Student Aid Fund**

Application for students aid fund shall be made separately and aid will be given to those students only whose guardian's income do not exceed Rs. 30,000/ per annum.

SREEGOPAL BANERJEE COLLEGE BAGATI, MAGRA, DIST. HOOGHLY- 712148

LIST OF MEMORIAL AWARDS GIVEN TO THE QUALIFIED STUDENTS OF THIS COLLEGE

SI No.	Name of the Award	Securing Highest Marks in
1.	Krishnadas Chatterjee memorial Award	: Securing highest marks in B.A. Part- II Honours Examination (New Pattern)
2.	Dr. Nabin Chandra Chakraborty Memorial Award	: Securing highest marks in B.Sc. Part- II Honours Examination (New Pattern)
3.	Annada Charan-Hemlata Das Sharma Memorial Award Accountancy	: Securing highest marks in B.Com. Part- III Honours Examination in Honours (New Pattern)
4.	Dr. D.N. Ghosh Memorial Award	: Securing highest marks in B.Sc. Part- II Honours Examination in Chemistry Honours (New Pattern)
5.	Bisweswar Chakraborty Memorial Award	: Securing highest marks in B.Com. Part- III General Final Examination (New Pattern)
6.	West Bengal Government Sponsored College Employees' Association Award [Sree Gopal Banerjee College Unit]	: Securing highest marks in B.A./B.Sc./B.Com. Pass Final Exam(New Pattern)
7.	Hiralal Chakraborty Memorial Award	: Securing highest marks in B.A. Part-III Final Examination in History Honours (New Pattern)
8.	Menoka Sundari Memorial Award	: Securing highest marks in B.A. General Final Examination (New Pattern)
9.	Dhirendra Kumar Roy Memorial Award	: Securing highest marks in B.Com. Part-III Honours Final Examination in Accountancy (New Pattern)
10.	Provarani Chakraborty Memorial Award	: Securing highest marks in Mathematics honours in B.Sc. Part-III Honours Final Exam.(New Pattern)
11.	Chandi Charan Mondal & Prafulla Lata Mondal Memorial Award	: Securing highest marks in B.Sc. Part-III Honours Final Examination in Physics (New Pattern)
12.	Santosh Kundu Memorial Award	: Securing highest marks in B.A. part-III general Final Examination (New Pattern)
13.	Batasi Kundu memorial Award	: Securing highest marks in B.A. Part-III Honours Final Examination in Bengali Honours (New Pattern)
14.	Kalpana Mondal Memorial Award and	: Securing highest marks in B.Sc. Part-I Honours (New Pattern) in Chemistry, Physics, Mathematics B.A. Part-I Honours (New Pattern) in Philosophy.
15.	Prof. Anil Prasad Das Sharma Memorial Award	: Securing highest marks in B.A. part-III Honours (new Pattern) in Political Science
16.	Nirmal Sundari Chakraborty Memorial Award	: Securing highest marks in B.Sc. Part- I Honours (New Pattern) in Chemistry
17.	Nirmala Chattopadhyay Memorial Award	: Securing highest marks in B.Sc. part- I Honours in Mathematics
18.	Sailendra nath Kundu Memorial Award	: Securing highest marks in B.A. Part-III Honours New Pattern) in Philosophy
19.	Sudhir Kumar Biswas Memorial Award	: Securing highest marks in B.Sc. Part-III Honours (New Pattern) in Physics
20.	Amiya Biswas Memorial Award	: Securing highest marks in B.Sc. Part- III General (new Pattern) in Physics
21.	Menoka sundari & Hiralal Chakraborty Memorial Award	: Securing highest marks in B.A. Part- III Honours (New Pattern) in English

22. Kalidas Smriti Memorial Award : Securing highest marks in B.A. part- III Honours (New Pattern) in Sanskrit
23. Library best user Award
24. Jadunath Chowdhury Encouragement Fund : Securing Highest marks in B.A., B.SC., & B.Com Honours Part III Final Examination (For Girls Candidate Only)
25. Subarna Mukherjee Memorial Award : Securing Highest marks in B.A. P- III Final Examination in Bengali Honours
26. Amarendranath Mandal Memorial Award : Securing Highest marks in B. SC. Part III Final Examination in Zoology Honours

- **NCC (National Cadet Corps)**

The College runs a Senior Division (Army Wing) company under 43 Bengal BN NCC of West Bengal & Sikkim Directorate. ANO Prof. Khokan Bhattacharya is the company commander. The main aim and objective of NCC is to develop character, discipline, leadership qualities, secular outlook, to make them better citizen and to provide employment in Armed Force.

Students of 1st year Degree Classes Both Boys and Girls are eligible for enrolment in NCC through proper selection trial. Preferences are generally given to JD NCC and sports man. Parade are generally held on Saturday and holidays & also in weekdays. Attendance in camp and social service are compulsory. 33% of authorized strength is reserved for Girl students. Eligible NCC cadets will appear in "B" and "C" Certificate Examination after completion of 2nd and 3rd year service NCC respectively.

- **National Service Scheme (NSS)**

The college runs two NSS Units under the supervision of Dr. Uttam Paul and Dr. Ruma Ghosh of the College NSS Units involve itself in social work of different kind. The units serve various community development programmes including socio-economic survey of our adopted villages and organizes Blood Donation and health Checkup camp regularly. A Unit of Red Ribbon Club is also formed by NSS volunteers & other students Participation of students in NSS activities is highly encouraged and students may contact aforesaid teachers of the college for enrolment as NSS volunteers.

Every fortnight one class for each section has been allotted in the routine for familiarizing students with different programmes to be undertaken by NSS Units of the college. NSS Volunteers are required to attend these classes compulsorily. Other students interested in NSS activities may also attend such classes.

- **Students Health Home**

Every student of the College can become a member of the Students' health Home on payment of a nominal annual fee of Rs. 10/- (Rupees ten) only. Students of the College are entitled to enjoy the following benefits from the Students' Health Home.

- Free Consultation with Medical Officers and specialists of all disciplines, viz., Eye, ENT, Surgery, Medicine, Skin, Orthopedics, Gynecology, Neurology, Psychiatry, Cardiology, Dental etc.
- Medicines at a nominal cost.
- X-ray, Audiometry, Physio-therapy, Spectacles, ECG and routine pathological tests at nominal cost. Holding of the College Identity Card is essential for any student to get the benefits of the Students Health Home. For further information, students may contact Prof. Susanta Kr. Das of Evening section of the College.

Students' Health Home: North Hooghly Regional Centre, Vivekananda Road, P.O. & Dist. Hooghly 142/2, Acharyajagadish Chandra Bose Road, Kolkata – 700 014

- **College Medical Centre**

The College medical center which is not running at present will be reopened very soon. Detailed information can be obtained from the office of the Students' Union.

- **College Magazine**

The College Magazine is published annually by the Students' Union. It is aimed at providing students opportunities for flowering of their creative thinking & talent. It is managed & edited by a Board of Editors consisting of members of the teaching staff & the students.

- **Wall Magazines**

Periodically Wall Magazines are brought out by different departments. Students are always encouraged to participate in such departmental endeavours.

- **Seminars, Lectures and Debates**

Seminars, Lectures and Debates and Discussions are organized from time to time in the college in which distinguished academicians and eminent personalities from outside as well as Students and Staff of the college participate

- **Students – Teacher Interaction**

Students – Teacher interaction in the form of "Face-to-Face" meetings are held in the college every year. In such meetings, students get opportunities to share their feelings regarding all round activities in the college. Efforts are made to solve their problems and give them better environment for learning.

- **Parents – Teachers Interaction**

Parents of students, particularly, Honours students, are invited at least once in a year to share their opinions with the teachers. During such interactions, parents are usually given specific information by the teachers about their wards. Parents also give their suggestion about overall improvement of the academic and other activities of the College.

- **Grievance Redressal Cell**

A Grievance Redressal Cell has been constituted in the college which try, as far as possible, to help students in solving their problem faced by them in the college. A committee consisting of some teachers, non-teaching staff and the General Secretary, Students' Union look after the functioning of the Cell. A box is kept in front of the Principal's Chamber where students may drop their letters containing details of their problems/grievances for consideration by the Cell.

- **Career Counseling and Guidance Center**

In order to assist our students with proper guidance and counseling for development of their future prospects in life, a career Counseling and Guidance Centre has been established in the College. Different Career oriented magazines, newspapers, information booklets, are kept in the Centre and students are encouraged to consult these materials. Experienced teachers offer their service as Counselors. Special emphasis is given for encouraging students to various avenues of self-employment and the Officials from the District Industrial Centre are often invited for offering their guidance and suggestions in this regard.

It is our pleasure to announce that a long-term sustained plan has been undertaken for career development combined with Rural Development Institutions & other Institutional linkage. We are thankful to University Grants Commission and Ministry of Food Processing Industries, Government of India as they give us opportunity to create a large community leading towards self employment & self sustenance. The college has successfully completed EDP sanctioned by MFPI, Govt. of India.

- **Anti-ragging Cell**

In compliance with the judgment of Hon'ble Supreme Court in India, an anti-ragging cell has been formed in our college to keep vigil in ensuring no incident of ragging in campus.

- **Prevention of Sexual Harassment Cell**

Our Institution believes Education as a tool of social change for correcting the accumulated distortions of the past and for achieving overall development of the students especially for women. To bring about this change a gender positive initiative to facilitate development and empowerment of students and for faculty, a Cell for prevention of Sexual harassment has been formed in our Institution following the UGC Guidelines to extend equality of opportunity and gender justice.

- **Value Education Classes**

With the mission to produce intellectually sound, morally upright and socially concerned students, who will be of service to Society and the Nation as a whole, Value Education Classes have been introduced in the College. One class fortnightly for each Stream in each Section of the College has been allotted in the General routine. Teachings and writings of swami Vivekananda, Sri Aurobinda and Gurudev Rabindranath constitute the main theme of instruction in Value Education Classes. Lives and Works of great philosophers, social reformers, scientists like Mahatma Gandhi, Karl Marks, V.I.Lenini, Michael Faraday and others are also discussed in the Class.

- **Progress Report**

Each student of the College is issued a printed progress Report which contains information about the students' performance in Class Test Examinations of the College as well as percentage of attendance in classes. The student is required to return the Progress Report of the College after getting it duly signed by his/her guardian.

- **Non-formal Course**

a) Sreegoapl Banerjee College Computer Center

In collaboration with the Institute of Computer Engineers (India), Sreegopal banerjee College Computer Centre, established in 1995 offer 'O' Level course under accreditation from the Department of Electronics (DOE), Government of India. The Computer Centre also offers CCC and other short-duration Courses, detailed information of which may be obtained from the Centre-in-charge of the Computer Centre, located on the 2nd Floor of the College building.

- **Academic Calendars**

Academic calendars containing course details in modular form for each stream of studies (both Honours and General) are distributed to every student at a nominal cost during admission.

- **College Diary-cum-Calendar**

A College diary-cum-calendar for the Academic Session (1st July to 30th June) is distributed to every student during admission. The College diary-cum-calendar, contain information regarding holidays, tentative dates of the Annual and Test Examination etc.

- **Common Room**

The college Common Room is a place for rest & recreation for the students. There are separate common rooms of Boys & Girls with provision for Indoor games. The Common room must not be used for any purpose that is likely to disturb the normal life & academic atmosphere of the College.

Common rooms will be kept open for use of students according to the following schedule:

9.00 a.m. to 12.00 noon	:	For students of Morning Section
12.30 p.m. to 3.30 p.m.	:	For students of Day Section
4.00 p.m. to 6.00 p.m.	:	For students of Evening Section

- **Sports & Games**

Students' Union organizes Annual sports (For Boys & Girls), Inter-class tournaments in various Indoor and Outdoor Games like Football, Cricket, Table Tennis, Carrom etc. Students are encouraged to take part in various sports events at University, State and national levels. The college has good Football and Cricket Team for several years in the past. Our college football team participated in B.U Inter-college Football Tournament 2014-15 and got first position (Champion).

The College has produced modern equipments for indoor and outdoor games. A multi- gym facility has been installed in the college for use of teachers and students against payment of nominal fee under guidance of a part-time Physical Trainer.

- **Bicycle shed**

Bi-cycle and mopeds/scooter/motor-cycle properly locked must be kept in the bicycle stand and must not be parked in the corridors of the college. The token system has been introduced and every commuter has to pay the rate fixed from time to time. Under no circumstances, the college would bear any liability for loss/damage of any vehicle.

- **Admission to Hostels**

The hostels are run under the supervision of the Superintendents concerned. The Guardian of the applicant shall have to give an undertaking at the time of admission to the effect that his/her ward shall abide by existing rules of conduct. Any breach of hostel discipline may call for expulsion of the offender from hostel & College as well.

Any student leaving the hostel at any time of the session shall have to pay the seat Rent for the entire session.

- **Admission Procedure**

On line system of admission will be followed in our College. Our College website, www.sgbcollege.in will contain 'Admission for Honours Subjects' button and 'Admission for General Course' button. Clicking on these button respective linked web pages will open. Admission related Notice, Information, Rules, Application Form, Mode of payment of Application fees, Edit your form etc. will be added on the web page accordingly. A candidate can apply for a Maximum of two Honours subjects. Subject wise provisional merit lists (First merit list, Second merit list and if required Third merit list) will be added accordingly and admission will be on merit basis. Admission in General course of B.A. / B.Sc. / B.Com will also be on merit basis and provisional merit lists i.e. , First merit list, Second merit list, Third merit list and so on (if required) will be published on the Website. Admission notices with dates of admission including respective admission fees will be added accordingly on the website.

- **Reservation of Seats**

Of the total seats in a class, 22% are reserved for SC, 6% for ST, 10% for OBC-A, 7% OBC-B, persons disabilities will enjoy 3% reservation in each categories i.e., in SC, ST, OBC-A, OBC-B and Unreserved of General Category. SC, ST, OBC or Physically disabled candidate is required to submit a duly attested copy of the Caste/Tribe/Disability Certificate in support of his/her claim with his application for admission. As per Government order, persons with disability means a person suffering from not less than forty percent any disability as certified by a Medical Authority. "Disability" means: i) blindness ii) Low vision iii) Leprosy cured iv) Hearing impaired v) Locomotor disability.

FEES TO BE PAID BY DEGREE STUDENTS

MONTHLY FEES	GENERAL			HONOURS		
	Arts	Commerc e	Science	Arts	Commerc e	Scienc e
i) Tuition Fees	50/-	60/-	85/-	75/-	85/-	110/-
ii) Development	10/-	10/-	10/-	10/-	10/-	10/-
iii) Electricity Fee	10/-	10/-	10/-	10/-	10/-	10/-
iv) Miscellaneous Fee	10/-	10/-	10/-	10/-	10/-	10/-
v) Laboratory Fee	25/-	25/-	25/-	25/- (With Physical Education and Geography Combination)	25/-	35/-

i)	Admission	50/-
ii)	Building Fee.....	10/-
iii)	Session Fee.....	25/-
iv)	Examination Fee.....	25/-
v)	I.Card, Lib.Card etc.Fee.....	15/-
vi)	General maintaince Fee.....	10/-
vii)	Union Fee.....	80/-
viii)	Festival Fee.....	30/-
ix)	Students' Aid Fund.....	10/-
x)	Library Deposit.....	100/- (To be revised)
xi)	Laboratory Deposit(for Arts Physical education and Geography only)	100/- (To be revised)
xii)	Laboratory Deposit(General Science only).....	100/- (To be revised)
xiii)	Laboratory Deposit(Honours Science only).....	100/- (To be revised)
xiv)	Laboratory Deposit(Commerce Honours & General	100/-
xv)	Generator Fee.....	110/-

UNIVERSITY FEES

i)	Registration Fee.....	120/-
ii)	Enrolment Fee.....	60/- (50/- + 10/-)
iii)	Cost of Enrolment Form.....	5/-
iv)	Sports Fee.....	50/-
v)	College Sports Fee.....	20/-
vi)	University Migration Fee.....	100/- (For Candidates of Other Board)

HOSTEL CHARGES

*i)	Hostel Admission Fee.....	200/-
*ii)	Hostel Deposit Fee.....	200/-
iii)	Hostel Seat rent (per month).....	100/-
iv)	Establishment charge (per month).....	25/-
v)	Electricity charge (per month).....	50/-

*To be paid once only at the time of admission.

ACADEMIC INFORMATION

Attendance in Classes : Class Attendance cum Internal Assessment : 20% of 75 marks = 15 marks of which 5 marks be reserved for class attendance (both theoretical + tutorial) in the following manner:

Attendance 50% & above but below 60% - 2 marks

Attendance 60% & above but below 75% - 3 marks

Attendance 75% & above but below 90% - 4 marks

Attendance 90% & above - 5 marks

and 10 marks be reserved for class test/ assignment/ seminar (theoretical- 5 & tutorial - 5). Minimum 15 classes be allotted for tutorial portion.

Subject Change : Student of the 1st year may be allowed to change their subject combination within 60 days from the date of admission and should follow the subject restriction given in our prospectus.

Enrolment-cum-Registration : Students of 1st year will have to fill up the University Enrolment cum-Registration Form as and when notified by the College subject to the payment of requisite fees to the College. No chances will be provided after expiry of specific date and the College will not be liable for appearing at their respective university examinations and Registration.

Transfer Certificate : Transfer Certificate will be issued to the students of 1st Year before filling up of Enrolment-cum-Registration form and after payment of all dues.

Graduation Certificate : Certificates/ Diploma, will be delivered to the students as and when available from the University after verification of the original copy of Mark sheet and University Registration Certificate.

College Examination, Class Tests & Tutorials/Remedial Classes :

All Students are compulsorily required to appear at College Examinations and class tests held from time to time. Attendance in Tutorial/Remedial classes is also compulsory.

These are decisive factors in the matter of promotion or eligibility to sit for the University Examinations. Students failing to appear at College Examination/Class Tests on medical ground must inform the Principal stating the reasons of absence along with a certificate from a Registered Medical Practitioner. All such applications should be produced along with a letter from his/her guardian & must be sent before the date of Examination or as soon as illness occurs. This however, may not guarantee promotion to higher class or appearance in the UNIVERSITY EXAMINATION. Promotion to higher classes will be made as per procedures laid down by the Examination Committee of the College.

Special Remedial Class : Along with the compulsory remedial classes, students are required to appear in special remedial coaching classes for SC, ST, OBC (Non-creamy layer), minority community and BPL students as per UGC guidelines.

Add on Course : The Sreegopal Banerjee College Computer Centre offers add on course of Computer CCC along with Spoken English of three months duration at a concessional rate for the students of this college. The course may be completed within the three years of study. The college authority wants that every student should undertake this course for better future.

LIBRARY

General Library : The College has a fairly equipped & spacious Library for students of Day & Morning section.

The College also runs a separate Library for Commerce Students (Evening section). Every student is required to return the Library Book he/she holds to the library before he/she fills up the University. Examination form. As a general rule no library book will be issued to his or her thereafter.

Seminar Library : Books are also available in Seminary Libraries of several departments as an additional facility to Honours students. For details, students may contact concerned Head of the Department.

Inter Library Reading Facility : Arrangements have been made for interested students of our college to enjoy facility for consulting books and journals in reading rooms of some other Colleges and Public Libraries. Detailed information in this regard may be obtained from the Librarians.

GENERAL INFORMATION AND GUIDANCE FOR STUDENTS

Notice Board :

Students should cultivate the habit of going through every notice displayed on the Notice Boards. Ignorance of rules, notices & instructions will not be accepted as an excuse for non-compliance.

Fees collection

Fees collection online . However, the cash counters will be opened according to the following schedule

Cash-Counter Schedule

- | | |
|----------------------|--|
| i) Morning Section | Monday, Wednesday & Friday (8.00 a.m. to 11.00 p.m.) |
| ii) Day Section | Monday, Wednesday & Friday (11.00 a.m. to 1.00 p.m.) |
| iii) Evening Section | Monday, Wednesday & Friday (1.00 p.m. to 2.30 p.m.) |

N.B.: (i) Cash-counters will remain closed from the 21' of the month to 1" day of next month.

(ii) Cash-counters will also remain closed for students during the periods of admission, during summer vacation & receipt of examination fees notified from time to time.

Preservation of Fee Receipt.

1Receipts of every payment of fees & deposits must be carefully preserved. This is an important document. However, if any student loses his/her Fee Receipt he/she should immediately intimate the office in writing. A duplicate Fee Receipt may be issued on payment Rs. 10/- only. It should be noted that duplicate receipt of refundable deposits will not be issued under any circumstances.

Fees & Clearance

- i) No application for transfer shall be entertained unless the student produces up-to-date clearance certificate from relevant departments & pays all relevant fees upto the current month.
- ii) Candidates promoted to the next higher class should clear up their dues upto the current month.
- iii) Fees once paid cannot be refunded.
- iv) Tuition fees must be paid by the 15th of the month concerned. Defaulters are liable to fines to be determined by the Principal from time to time.
- v) A hostel boarder is required to clear up his Hostel Seat Rent along with the tuition fee for every month.
- vi) The names of students or Hostel boarders who fail to pay their due fees for 3 consecutive months to the college will be struck off from the College Register. Their names may be re-entered into the Registers on re-admission as per rules.

Transfer

A candidate seeking Transfer Certificate must apply to the Principal stating clearly the reasons for withdrawal from the college. The application should be countersigned by the guardian. The desirous candidate must clear up all outstanding dues & should obtain clearance from the Laboratory & the Hostel (Where necessary) etc. for submission along with the application. Students seeking transfer in the middle of the session are required to pay "Tuition Fee" upto the current month & all annual charges (including annual session charges) in full in addition to the "Transfer fee". All applications for admission on transfer from other Colleges must be supported by relevant Transfer Certificate in Original. Admission on transfer from other Colleges will be considered provided candidates satisfy all necessary conditions of admission laid down by this College subject to availability of seats.

Migration

Students migrated from other Universities or Boards may be provisionally admitted. The admission is

liable to be cancelled if the candidate fails to submit the necessary document required by the University by the time specified by appropriate authority. No refund of fees already paid to the College, will be made under any circumstances. Any student migrating from other University or Boards must submit the following documents at the time of admission.

- i) Migration certificate in original from the University or Board concerned (This must be submitted within 60 days from the date of admission).
- ii) Conclusive proof of age & Mark Sheet in original.
- iii) Pass certificate in original of the examination that qualified the candidate for admission as applied for.
- iv) Inward Migration Form available from the Sales Counter of the University of Burdwan.

Refund of deposits

Laboratory caution money, Library deposit, Hostel deposit etc. are refunded once in year, usually in June, on specified dates announced through a modification in the College Notice Board to students who have completed their academic course or formally withdrawn themselves from the College after appropriate deduction for loss, breakage, damage etc. Clearance from hostel, laboratory, library etc. are necessary for relevant cases before refunds are made. The Counterfoil of Cashier's Receipt must be produced at the time of claim for refunds. All deposits are liable to be forfeited if the claim for refund is not made within three(3) years after these fall due.

Character Certificates & College Leaving Certificate

Students, past & present requiring a Character Certificate or College Leaving Certificate should submit an application to the effect to the college office with all relevant particulars (e.g. Roll No. Regn. No., purpose etc.) Certificates of any kind are not issued to any candidate unless all up-to-date dues are cleared.

Change of Address :

Any change of address should be intimated forthwith to the college office in writing, countersigned by the Guardian

Identity Card :

Every student of the college is required to hold an Identity Card. The Identity Card will be issued by the College on an application for the purpose supported by a passport size Photograph. Holding of identity card is essential for entering the college campus and also for participation in tournaments and for enjoying different facilities.

Attestation of Certificates :

Students, past & present desiring attestation of Certificates or Mark Sheets or anything of the Kind, should submit the documents to the office for necessary scrutiny.

Railway Concession

Bonafide Students who travel by train to attend the college may avail themselves of monthly Railway Concession orders issued by the college. Certificate for obtaining Railway pass are also issued to desiring candidates. The desirous candidates . Students must abide by the following rules of discipline of the College. Any breach of discipline will compel a student to accept such punishment as the authority will deem fit.

RULES OF CONDUCT AND DISCIPLINE FOR STUDENTS

RULES

1. Students should be courteous to teachers & office staff and amiable to fellow students.
2. Students must not enter or leave a class-room, when the class is on, without the prior permission of the Lecturer in Charge.
3. A class is collectively responsible for the conduct of its members.
4. Students must not indulge in any noisy or disorderly conduct in college premises. They must not loiter on lounge or gossip in the corridors & must not make a noise when waiting for another class.
5. Smoking in the college campus is strictly prohibited.
6. Student must not disfigure the walls of the college or damage the college property or write anything indecent or indecorous on the black boards or mutilate library books & Periodicals.
7. Impersonation at Roll Call is considered a grave offence.
8. Any kind of malpractice or indiscipline conduct during college or Public Examinations will be treated as gross violation of College discipline.
9. Students (both boys & girls) must scrupulously observe decorum in their behavior.
10. Any discourteous behavior towards a member of the opposite sex shall be considered a serious offence & the offender may be punished with heavy fines or immediate expulsion from the college.
11. Any obscene & offensive conduct within the College premises or any activity prejudicial to the academic life & atmosphere of the College is punishable offence.
12. Ragging in the education institution, in any form, is prohibited by law and if anyone is found to be guilty of ragging, he/she will be liable to be punished under the provisions 4,5 and 6 of W.B. Act. XIII of 2000.
13. Students also must observe the rules & regulations that may be issued from time to time by the college Authority.
14. Use of cell phone is restricted to Common Room, Student Union Office and College ground only.
15. Every student shall have to attend minimum 75% of classes both in theory and practical.

THE END