

PROSPECTUS



SESSION: 2022-23

KANDI RAJ COLLEGE

ESTD: 1950

Government Sponsored College

University of Kalyani

Phone No: (03480) 255-230

Email: principalkrc.krc@gmail.com

Web site: www.krc.edu.in

OUR STRENGTHS

- Strict adherence to Covid-19 rules
- Modern smart classrooms
- Resourceful Library
- Well-equipped Laboratory
- Highly Dedicated faculty
- Efficient Management
- Helpful office staff
- Gymnasium and sports facilities
- Subsidized hygienic canteen
- Effective Placement Cell
- Eco-friendly ambience
- Active NSS



FROM THE DESK OF THE PRINCIPAL

Through my teaching experiences I have the realization that the educational institution is a shrine where everyone attached to it gets an opportunity to excel and explore oneself in a unique way. This profession gives a scope to serve from the core of the hearth and to love the students which has no motive. It teaches to give as rose give perfume because it is own nature, utterly unconscious of giving. It is a profession which is not tailor made like others where you get the least scope to go beyond the prescribed guidelines. Teachers are really grateful to him for giving them to serve this noble profession.

Our coveted institution, Kandi Raj College possesses a heritage value for not producing famous personalities of national and internal national repute but for nurturing students mostly from penniless families who, even in the 21st century, think higher education as a day dream but they process pure heart and pay the teachers not through kinds but through heart and this yields a wide scope to impart real education which is man-making , character building and to stand on one's own feet and thereby to attain true nobility as we know that the true nobility lies not being superior to others but being superior to your pervious self.

Dr. SOMA DATTA

Principal

Kandi Raj College

ABOUT KANDI RAJ COLLEGE

With the establishment of Kandi Raj College in 1950 the long-cherished dreams of the people of Kandi Sub division were finally fulfilled. With just 61 students, the college started its journey on 4th September, 1950, occupying only five rooms of Kandi Raj High School. At that time, it was affiliated to Calcutta University. Today it has its own building complex and boasts of a student strength that is in excess of 2,000. In the beginning the college offered only Intermediate courses. Government of West Bengal elevated it to the status of Government Sponsored during the academic session 1956-57. Under-graduate courses first started in 1957-58. Then in 1959-60, honours courses in Philosophy and English were introduced. Gradually honours courses in Economics, Mathematics and history were introduced in 1961, 1963 and 1967 respectively followed by Bengali and Chemistry in 1969. In later years (1996) honours courses in Physics and Political Science were launched. More recently, from the 2007-08 academic sessions, honours course in Sanskrit has commenced. Honours Course in Geography has been introduced very recently, (2012). The college started its illustrious journey under the auspices of the First President of the Governing Body, Late Kumar Arun Chandra Sinha and the First Principal, Late Dr. D.L. Das and continued to prosper under the guidance of Late Kumar Bimal Chandra Sinha, Late Kumar Brindaban Chandra Sinha, Late Kumar Jagadish Chandra Sinha and Late Girija Kishore Ghosh and countless others, whose contributions had helped the college to make a permanent mark in the spread of education in the Kandi sub division. That legacy has continued under Late Kumar Atish Chandra Sinha, who was until recently has been the President of the College. After the sad demise of Kumar Atish Chandra Sinha in March, 2010, his brother Dr. Bikash Chandra Sinha, the renowned scientist, educationist has taken the chair of the President of the college. Dr. Sinha, presently the Director of Saha Institute of Nuclear Physics as also the Director of Variable Energy Cyclotron Centre, Kolkata, has been at the forefront of India's Nuclear Physics Mission for over three decades now. His unparalleled wisdom, courageous leadership and contagious optimism will certainly lead us to an era of great success.

VISION

Vision of Kandi Raj College is to develop society intellectually through the spread of education. The motto of the college “*Aaloy Aalokmoy Karo*” itself means Enlightenment.

The College believes in ensuring barrier-free higher education to the deserving students irrespective of their caste, creed, religion or gender. Our initiatives are guided mainly by goal of equitable access which includes Equality, Quality and Excellence, Relevance and Value-based education.

MISSION

- Continuously improve the systems to enhance the capabilities of stakeholders.
- Help the students to progress from admission to graduation.
- Inculcate skills valued by industry leading to graduate employability.
- Develop personality through soft-skills.
- Encourage the students from learning to earning.
- Promote and encourage gender equality among students.
- Provide support to economically challenged students.



COMPOSITION OF GOVERNING BODY

Sl. No.	Designation /Position	Members
1	President	Prof. (Dr.) Bikash Sinha
2	Secretary and Principal, Kandi Raj College	Dr. Soma Datta
3	Nominee, Govt. of West Bengal	Mr. Ranendra Nath Dutta
4	Nominee, University of Kalyani	Prof. Bikash Das
5	Nominee, University of Kalyani	Dr. Hena Sinha
6	Chairman, Kandi Municipality	Sri Jaydev Ghatak
7	Representative of Teachers, Kandi Raj College	Presently vacant due to General Transfer
8	Representative of Teachers, Kandi Raj College	Presently vacant due to General Transfer
9	Representative of Teachers, Kandi Raj College	Presently vacant due to General Transfer
10	Representative of Non-Teaching Staff, Kandi Raj College	Mrs. Purabi Roy Chowdhury
11	Representative of Non-Teaching Staff, Kandi Raj College	Mr. Dwaipayan Kundu
12	Elected Representative of Students, Kandi Raj College	Presently vacant



COLLEGE ADMINISTRATION & IN-CHARGES OF STUDENT RELATED COMMITTEES

Principal: Dr. Soma Datta

Bursar: Dr. Ananta Patra

Co-ordinator, Internal Quality Assurance Cell: Dr. Bandhu Prasad

Convenor, Admission Committee: Mr. Jayanta Basu

Convenor, Examination Subcommittee: Mr. Jayanta Basu

Secretary, Teacher's Council: Mr. Srimanta Mondal

NSS Programme Officer: Mr. Pankaj Kumar Das

Convenor, Sports Committee: Mr. Bappaditya Chakrabarty

Convenor, Cultural Committee: Mrs. Susmita Thakur

Convenor, Library Subcommittee: Mr. Himan Chowdhury

Convenor, SC/ST/Minority Cell: Dr. Nasiruddin Mondal

Convenor, Anti Ragging Committee: Dr. Niladri Sarkar & Dr. Anindita Shit

Convenor, Internal Complain Committee: Miss. Piyali Sarkar

Convenor, Students Health Care Unit: Mrs. Sukanya Sarkar

Convenor, Canteen Subcommittee: Mr. Supriya Roy

Convenor, Student Welfare Committee: Dr. Rangana Sinha



DEPARTMENTS

The College has 18 departments in disciplines of Science and Humanities.

Science	09
Honours/General	Mathematics, Chemistry, Physics, Computer Science, Physiology, Zoology, Botany, Geography *, Economics*
Humanities	09
Honours/General	Bengali, History, Sanskrit, Political Science, Education, Philosophy, English, Physical Education, Environmental Science

*Geography and Economics both can be treated as BA/B.SC depending upon the subject combination of the student.



Faculties and Staffs of Kandi Raj College

Departments	Name of the Faculties
BENGALI	Ms. Susmita Thakur
	Dr. Tapas Bandyopadhyay
	Mr. Makar Murmu
EDUCATION	Ms. Mithu Mitra
	Mr. Israil Shaikh
	Mr. Sumantra Chakraborty
	Mr. Masadul Ansary
ENGLISH	Mrs. Mousumi Das
	Ms. Piyali Sarkar
	Mr. Subhadip Konar
	Mrs. Zarrin Tashneem
ENVIRONMENTAL SCIENCE	Ms. Tanusree Sinha
HISTORY	Mr. Pankaj Kr. Das
	Mr. Sumit Chowdhury
	Ms. Amrita Biswas
PHILOSOPHY	Dr. Nasiruddin Mondal
	Mr. Srimonta Mondal
	Ms. Sharbori Ghosh
PHYSICAL EDUCATION	Mr. Bappaditya Chakraborty
	Ms. Rexsona Khatun
	Mr. Dip Bhattacharjee
POLITICAL SCIENCE	Mr. Tirtha Mukherjee
	Mr. Animesh Chowdhury
	Ms. Monisha Saha
SANSKRIT	Mr. Supriya Roy
	Ms. Sukanya Sarkar
	Mr. Goutam Chatterjee
	Ms. Chumki Pal
BOTANY	Dr. Chandan Kumar Jana
	Ms. Dipanwita Pal
CHEMISTRY	Dr. Rangana Sinha
	Mr. Sourav Majumdar
	Dr. Niladri Sarkar
	Dr. Anindita Shit
	Dr. Pradip Bera
	Ms. Baisakhi Banerjee
COMPUTER SCIENCE	Ms. Sampa Saha
	Mr. Tuhin Dey
ECONOMICS	Mr. Dwarakeswar Dutta
	Ms. Saheli Banu

GEOGRAPHY	Mr. Sarbananda Mondal
	Mr. Shakya Sinha
	Ms. Madhuparna Sarkar
MATHEMATICS	Mr. Jayanta Basu
	Dr. Bandhu Prosad
	Dr. Ananta Patra
	Dr. Ritapa Chakraborty
PHYSICS	Mr. Sujay Sinha
	Dr. Joydeep Roy
	Mr. Abhijit Dutta
	Dr. Atanu Kr. Das
PHYSIOLOGY	Ms. Anamika Saha
	Ms. Bebina Khatun
	Ms. Deblina Das
ZOOLOGY	Mr. Azahar Uddin
	Ms. Chumki Mandal



Our Students with Principal

Central Library and Information Centre

Central Library and Information Centre of Kandi Raj College is the core learning resource of the college which plays a vital role in enhancing the quality of teaching - learning environment in the institution. The library has a rich collection of documents in the form of text books, reference books, pamphlets, journals, magazines, maps, newspapers and CDs/DVDs for the use of



its members which are well organised and classified under the Dewey Decimal Classification (DDC) system. The library has taken institutional membership of INFLIBNET- NLIST and National Digital library of India (NDL) to fulfil ever growing information thirst of the users. The library covers 6500 sq. ft. (approx.) of carpet area housed in the Ground Floor of the Main Building. Total area of the library consists with a Stack Room, Circulation Section, Reading Room for the students, Special Study Room for the teaching staffs, separate Information Desk to provide reference and referral service to the users, specified Reprography Section where photocopying facilities available and Librarians 'Chamber. There is a water purifier with water dispenser to supply purified cold drinking water to the users. The reading room of the library has been Wi-Fi enabled. Users can access the Internet from their own gadgets subject to authorization. The entire library secured with CCTV surveillance to safe guard its possession of books and other physical properties. The library has installed several fire extinguishers for prevention of fire hazards in library. The library has automated with the utilization of Koha open-source Integrated Library Management Software (ILMS). The library launched its own android application which is available on Google Play Store under the title 'Kandi Raj College Library' in order to provide easy remote access to the library developed by Mr. Himan Chowdhury, Librarian, Kandi Raj College.

Name of the Librarians:

1. Mr. Himan Chowdhury
2. Dr. Suparna Naskar

GENERAL LIBRARY RULES:

- Library Card is not transferable.
- Library books will not issue without presentation of Library Card.
- Mark sheet/Certificate of final examination will not be given without Library Clearance Certificate. For Library Clearance go to: <http://krcentrallibrary.in/>. Select “LOGIN TO YOUR ACCOUNT” and use the “ask for discharge” option.
- In case a library member loses his/ her Library Card, he/ she should immediately inform the matter in writing to the Library Authority. The duplicate Library Card costs Rs. 20/- (Rupees Twenty only).
- The loan period of library material is 30 days after loan period a grace period of 15 days will be given. A member/user, keeping a library material beyond grace period without renewal, will be charged a fine of Rs.5/- (Rupees Five Only) per day and per material/item basis. No fines will be charged for the days when the Library is closed. The Library will waive any fines incurred due to Library error. Library Overdue fines should be deposited to the college cash counter through specified challan or paid through online by using "your fines" option after login library account.
- An issued book can be renewed online through login your library account for a period of 15 days, subject to maximum 3 times.
- Only one book is issued & returned to one user per day.
- Members who lose library materials are liable to pay for the current cost of the books (including binding costs, if applicable) or replaced the lost material with a new one as well as administrative and processing charges of Rs.10/- (Rupees Ten only) per book neither of which is refundable. . Members who lose Library materials which are out-of-print are liable to pay 3 times the current cost of the books (including binding costs, if applicable) as well as administrative and processing charges of Rs.10/- (Rupees Ten only) per book neither of which is refundable.
- Do not write anything on the book otherwise a fine of Rs. 50/- (Rupees fifty only) per book will be levied.
- No visitor or guest is permitted to use the library materials without the prior permission of the Library Authority.
- Fines may be imposed, and/or library membership may be suspended or withdrawn for any Member/Patron who breaches any of the Library Rules.

For more information the students are advised to visit the website <https://www.krcentrallibrary.in/index.html>

Non-Teaching Staffs of the College

Permanent Staffs:

- **Mr. Debashis Saha**
- **Mr. Chandan Chatterjee**
- **Mr. Sumanta Sinha**
- **Mr. Asis Mondal**
- **Mr. Bibhas Dutta**
- **Mrs. Purabi Roy Chowdhury**
- **Mr. Kajal Ghoshal**
- **Mr. Balaram Pal**
- **Mrs. Bani Das**
- **Mr. Parimal Kundu**
- **Mr. Dwaipayan Kundu**
- **Mrs. Bani Bayen (Das)**
- **Mr. Chittaranjan Chakraborty**
- **Mr. Monmotha Pal**
- **Mr. Kishor Kumar Bhattacharjee**
- **Mr. Tapas Das**
- **Mr. Manik Hazra**

Casual Staffs:

- **Mr. Bhabasundar Ghosh**
- **Mr. Dulal Chandra Ghosh**
- **Mr. Barun Biswas**
- **Mr. Rakhahari Das**
- **Mr. Jaydev Ghatak**
- **Mr. Sunny Sk**
- **Mr. Soumo Goswami**
- **Mr. Dhananjoy Bagdi**
- **Mr. Dilip Majhi**
- **Mr. Sandip Kumar Dey**
- **Mr. Ashis Das**
- **Mr. Balai Chatterjee**
- **Mrs. Kuheli Sen Rooj**
- **Mr. Brindaban Ghosh**
- **Mr. Kajal Ghosh**
- **Mr. Bipadtaran Mondal**

**ADMISSION PROCEDURE TO COLLEGE FOR THREE YEAR UG
B.A/B.SC/B.COM COURSES (HONOURS AND PROGRAMME)
UNDER (CHOICE BASED CREDIT SYSTEM) CBCS SYTEM
EFFECTIVE FROM 2018-19 ACCORDING TO UNIVERSITY OF
KALYANI REGULATIONS**

Admission Qualifications:

*Eligibility
&
Recognized
Boards*

1. A candidate may be admitted to the first semester of three-year (Six Semester) B.A./ B.Sc./ B.Com.(Honours & Programme/General) Courses of Studies on passing Higher Secondary (10+2) Examination in General conducted by the West Bengal Council of Higher Secondary Education or an equivalent examination conducted by other State Board/Council, or *The W.B. Council of Rabindra Open Schooling, or The National Institute of Open Schooling (NIOS) recognized by the Distant Education Bureau(DEB) subject to fulfillment of the conditions mentioned below:*

*Candidates
from
'other'
Boards*

In case of other Boards/Councils, a candidate shall have to pass in five recognized subjects, of which one shall be English, of full marks not being less than 100 each. A candidate passing in four subjects shall not be eligible for admission.

*Candidates
from
Vocational
Stream*

However, Candidates passing Higher Secondary examination from vocational stream conducted by the *West Bengal State Council of Technical & Vocational Education & Skill Development (WBSCTVE&SD)* or any other equivalent Board/Council are eligible for admission only in Programme/General courses (and not in Honours Courses) provided that the candidate must have passed in 5 (five) recognized subjects, of which one shall be English, in the previous qualifying examination.

*Permissible
chances of
admission*

2. Candidates shall be allowed for admission within 03 (three) consecutive academic sessions including the year of passing the previous qualifying examination. (For example: candidates passing H.S. Examination in the year 2018 will get last chance of admission in the academic session 2020-2021.)

*Eligibility
for pursuing
Honours
Course of
studies*

3. **A candidate taking up Honours Course in a subject must have obtained:**

(I) A minimum of **45%** marks in aggregate and **55%** marks in the subject or related subject at the previous qualifying examination.

or

(II) **50%** marks in aggregate and **45%** marks in the subject or related subject at the previous qualifying examination.

or

(III) **55%** marks in aggregate when the candidate has not studied the subject or any related subject in his /her previous qualifying examination provided all other clauses are complied with (especially Rule 5).

Relaxation

3. (a). *However, candidates belonging to the Schedule Caste or Schedule Tribe Community taking up Honours Course of Study shall enjoy 5% relaxation in marks in (I), (II) & (III) above, as the case may be*

Explanation:

- (i) Aggregate means the sum of marks of best scored five (05) subjects excluding compulsory Environmental Education/Environmental Science/Environmental Studies.
- (ii) While calculating such aggregate, full marks of each such subject will be scaled down to 100 wherever needed.

4(a). Admission process will be strictly online and on the basis of merit. Merit list will be prepared uniformly on the basis of the following criteria:

Merit List

(i) In case of Honours courses: Aggregate (as per previous explanation) plus the marks obtained in the subject in which he/she intends to take up honours or related subject. However, students who avail themselves of the Rule 3(III) will not get the benefit of 'related subject'.

(ii) In case of Programme /General courses: Merit list will be prepared on the basis of aggregate.

Publication of Merit List

4(b).For admission to Honours courses complete list of all applicants is according to merit to be published at the first instance and admission be done preferably through counseling in accordance with the intake capacity.

4(c). For admission to Programme/General courses complete list of all applicants according to merit to be published at the first instance and admission be done preferably through counseling in accordance with the intake capacity.

More than one candidate at the same merit position

4(d). While admitting candidates from the merit list if it is found at some point of time that the approved intake is to be increased as a special case likely to be breached due to sharing of the same merit position by more than one candidate then in that case all the candidates at that particular merit position may be admitted subject to prior approval of the Vice-Chancellor and the excess admission will be granted only for that year.

Choice of Subjects

5. For the B.A. & B.Sc. (**Honours & Programme/General**) Course of Studies a candidate is required to choose his/her *Honours and Generic Elective subjects*, as the case may be, from among **Groups I to VIII** below by taking not more than one subject from any of the groups mentioned hereunder.

Groups:

Groups of Subjects

Gr. I: Physics, Zoology, Education, Film Studies, Physical Education.

Gr. II: Mathematics, History.

Gr. III: Arabic, Chemistry, Defense Studies, Sanskrit, Sociology.

Gr. IV: Botany, Economics, Food and Nutrition.

Gr. V: Environmental Science, Political Science.

Gr. VI: Geography, Microbiology, Molecular Biology, Molecular Biology & Biotechnology, Media Studies, Philosophy.

Gr. VII: Physiology, Statistics, English.

Gr. VIII : Computer Science, Bengali, Hindi, Urdu

6. A candidate shall be allowed to take up the subject(s) under heading ‘(A)’ at both Honours and Programme/General level if he/she has passed the subject(s) under heading ‘(B)’ at the previous qualifying examination.

<i>Requirement of studying subject(s) at H.S. (plus two) Level</i>	A	B
	1.Botany	Biological Science
	2.Chemistry	Chemistry
	3.Computer Science	Computer Application/Computer Science / Physics and Mathematics
	4.Environmental Science	<i>4.Any three of the following subjects:</i> Biological Science, Chemistry, Computer Science, Economics, Elective Environmental Education, Environmental, science/ Environmental Studies, Geography, Geology, Mathematics, Modern Computer Application, Physics and Statistics
	5. Food and Nutrition	5. Chemistry or Nutrition or Food & Nutrition or Home Science
	6.Mathematics	6. Mathematics
	7. Microbiology	7. Biological Science and Chemistry
	8. Molecular Biology	8. Biological Science and Chemistry
	9.Molecular Biology & Biotechnology	9. Mathematics/ Statistics, Chemistry and Biological Science
	10. Physics	10. Physics and Mathematics
	11. Physiology	11. Biological Science
	12. Statistics	12.Statistics/ Mathematics
	13.Zoology	13.Biological Science
	14.Accounting & Finance	14. Accountancy / Accounts/ Book Keeping/ Business Economics including Business Mathematics/ Business Mathematics/ Business Organization/ Business Studies/ Commerce/ Elements of Cost Accountancy and Auditing/ Economics/ Financial Accounting/ Mathematics / Office Practice and Secretarial / Statistics

Explanation: *Biological Sc. means: Biology /Biotechnology/ Botany/ Physiology/Zoology.*

Special conditions for admission to a few Honours Courses

7. Some special conditions for admission to Honours Courses in Accounting and Finance, Chemistry, Economics, Education, Environmental Science, Mathematics, Media Studies Microbiology, Molecular Biology, Molecular Biology & Biotechnology, Physiology, Philosophy, and Sociology:

- (i) **Accounting and Finance:** For admission to the B.Com. Honours course in Accounting & Finance the word “subject” or “related subject” shall mean the following: Accountancy, Book Keeping, Business Economics including Business Mathematics, Business Mathematics, Business Organization, Business Studies, Commerce, Economics, Economic Geography, Elements of Cost Accountancy & Auditing, Financial Accounting, Mathematics, Office Practice & Secretarial and Statistics.
 - (ii) **Chemistry:** A candidate shall be allowed to take up Honours in Chemistry only if he/she has passed in Chemistry, Physics and Mathematics at the previous qualifying examination.
 - (iii) **Economics:** The subjects Mathematics, Statistics and Business Economics including Business Mathematics be treated as related subjects.
 - (iv) **Education:** The subjects History, Philosophy, Political Science, Psychology and Sociology be treated as related subjects.
 - (v) **Environmental Science:** If the candidate does not have Environmental Education /Environmental Science/ Environmental Studies as elective subject then the subjects Biological Sciences, Chemistry, Computer Science, Economics, Geography, Geology, Mathematics, Modern Computer Application, Physics and Statistics be treated as related subjects.
 - (vi) **Food and Nutrition:** A candidate taking up Honours in Food and Nutrition must take Chemistry as general subject.
 - (vii) **Mathematics:** A candidate shall be allowed to take up Honours in Mathematics only if he/she has passed in Mathematics at the previous qualifying examination. A candidate who has passed in Business Mathematics is not eligible for admission to Mathematics Honours Course.
 - (viii) **Media Studies:** The language subject(s) studied at H.S. level be treated as related subject(s).
 - (ix) **Microbiology:** A candidate taking up Honours in Microbiology must take *Chemistry or any one of the following subjects:* a) Botany, b) Computer Science, c) Mathematics, d) Physics, e) Physiology, f) Zoology as general subjects.
 - (x) **Molecular Biology:** A candidate shall be allowed to take up Honours in Molecular Biology only if he/she has passed in Biological Sciences, *Chemistry or any one of the following subjects:* a) Mathematics, b) Statistics, c) Computer Science at the previous qualifying examination.
 - (xi) **Molecular Biology & Biotechnology:** A candidate taking up Honours in Molecular Biology & Biotechnology must take *Chemistry or any one of the following subjects:* a) Botany, b) Computer Science, c) Mathematics, d) Physics, e) Physiology, f) Zoology as general subjects.
 - (xii) **Philosophy:** The subject Psychology be treated as related subject.
 - (xiii) **Physiology:** A candidate shall be allowed to take up Honours in Physiology only if he/she has passed in Biological Sciences and Chemistry at the previous qualifying examination.
 - (xiv) **Sociology:** The subjects History, Philosophy, Political Sc. & Psychology be treated as related subjects.
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8. Divisions of UG Honours and Programme/General Subjects:

i). Arts:

Arabic, Bengali, Defense Studies Economics, Education, English, Geography, Hindi, History, Media Studies, Philosophy, Political Science, Sanskrit, Sociology, Urdu, Physical Education.

ii). Science:

Botany, Chemistry, Computer Science, Economics, Environmental Science, Film Studies, Food and Nutrition, Geography, Mathematics, Microbiology, Molecular Biology, Molecular Biology & Biotechnology, Physical Education, Physics, Physiology, Statistics, Zoology.

iii).Commerce:

Accounting & Finance. [*Corresponding GE Papers:Business Mathematics & Statistics, Micro Economics, Macro Economics, Indian Economics & Business Economics*]

9. A Candidate taking up **Honours Course for B.A. /B.Sc./B.Com. degree** shall study-
[Total:140 Credits]

i). Honours in any one subject of the Arts/ Commerce/Science division with

Core courses:14(Fourteen) Papers [14X06 credit/Paper = 84 Credits]

ii).**Elective Course:**02(Two) [Total 08 Papers as given below] [08X06=48Credits]

(a) Discipline Specific Elective (DSE):04(Four) Papers from Honours Subject only*.

(b) Generic Elective Course (GE)-04 Papers.[*All 04 GE papers from a single subject other than Honours Subject, but from the same division & following other stipulations*]

iii).**Ability Enhancement Compulsory Courses(AECC):**02 [Two papers as given below]

(a) Environmental Studies: 01(One) Paper [02X02 credit/Paper =04 Credits]

b) Compulsory English/Bengali/Hindi/Arabic as MIL: 01 (One) Paper

iv). **Skill Enhancement Courses:**02(Two Papers from respective Honours Subjects)**
[02X02 credit/Paper =04 Credits]

**The candidate will exercise his/her choice of DSE subject within 15 days from the commencement of classes in 4th semester.*

*** The candidate will exercise his/her choice of SEC subject within 15 days from the commencement of classes in 2nd semester.*

10. A Candidate taking up **Programme/General Course for B.A. degree** shall study-

[Total:120 Credits]

(i) **Discipline Specific Core (DSC)** subjects from Arts Division: 02(Two) Subjects

(A & B) with 04 Core Papers each(Total 08 Papers) [8X6 credit/Paper= 48Credits]

(ii) **Language Core Courses:**04(Four)Papers as given below [04X06=24 Credits]

(a) Core Courses on English: 02(Two) Papers

(b) Core courses on Bengali/Alternative English/Hindi/Arabic etc.: 02(Two) Papers

(iii)**Discipline Specific Elective Courses-**04Papers* [04X06 credit/Paper =24 Credits]

[From the DSC subjects chosen in 10(i)]

(a) Discipline Specific Elective(DSE)-A:-02 Papers*

(b) Discipline Specific Elective(DSE)-B: 02Papers*

Division of
Subjects in
Arts,
Commerce
& Science
streams

B.A. /B.Sc./
B.Com.
Honours
Course
of study

B.A.
Programme
/General
Course
of study

**B.A.
Programme
/General
Course
of study**

- (a) Generic Elective (GE) Courses: 02(Two) Papers. [02X06 credit/Paper =12 Credits]
[Both Papers from a single subjects, other than DSC subjects-A & B & following other stipulations]
- iv) **Ability Enhancement Compulsory Courses(AECC):02** (Two Papers as given below)
- a) Environmental Studies: 01(One) Paper [02X02 credit/Paper =04 Credits]
- b) Compulsory English/Bengali/Hindi/Arabic as MIL: 01 (One) paper
- v). **Skill Enhancement Courses (SEC):** 04 (Four papers from DSC subjects A & B)**.
*(04 papers from 02(two) each DSC subjects (A & B) in which 02 SEC [04X02=08 Credits]
papers from DSC-A in 3rd & 4th Semester & 02 SEC papers from DSC-B in 5th & 6th Semester.
*The candidate will exercise his/her choice of DSE subject within 15 days from the
commencement of classes in 4th semester.
** The candidate will exercise his/her choice of SEC subject within 15 days from the
commencement of classes in 2nd semester.*

11.A candidate taking up Programme/General Course for B.Sc. degree shall study

[Total:120 Credits]

**B.Sc.
Programme
/General
Course of
study**

- (i) **Discipline Specific Core(DSC) Subjects:03 Subjects** with 04 Core Papers each from
Science division(Total 12 Papers) [12X6 credit/paper=72 Credits]
- (ii) **Discipline Specific Elective Courses:03 Subjects** with 02 Papers each(06 papers)*
- (a) Discipline Specific Elective(DSE)-A:02 Papers; [6X6 credit/paper =Total 36 Credit]
- (b) Discipline Specific Elective(DSE)-B:02 Papers;
- (c) Discipline Specific Elective(DSE)-C:02 Papers;
- (iii) **Ability Enhancement Compulsory Course(AECC):02(Two Papers** as given below)
- (a) Environmental Studies: 01(One) paper [02X02credit/Paper=04 Credits]
- b) Compulsory English/Bengali/Hindi/Arabic as MIL: 01 (One) paper
- iv). **Skill Enhancement Courses(SEC):04(Four)**** [04X02credit/Paper=08 Credits]
*(At least one from each DSC subject A, B, C should be taken. The SEC paper chosen in a
particular Semester must correspond to that offered for his/her chosen DSC subjects in that
particular semester).
*The candidate will exercise his/her choice of DSE subject within 15 days from the
commencement of classes in 4th semester.
** The candidate will exercise his/her choice of SEC subject within 15 days from the
commencement of classes in 2nd semester.*

12. A candidate taking up Programme/General Course for B.Com. degree shall study

[Total:120 Credits]

**B.Com.
Programme/
General
Course of
study**

- (i). **Discipline Specific Core (DSC) subjects** from Commerce division: 02(Two) Subjects (A
& B) with 04 Core Papers each (Total 08 Papers). [8X6 credit/paper= 48 Credits]
- (ii).**Language Core Courses:** Four(04)Papers as given below [04X06= 24 Credits]
- (a) Core Courses on English: 02(Two) Papers
- (b) Core courses on Bengali/Alternative English/Hindi/Arabic: 02(Two) Papers
- (iii) **Discipline Specific Elective Courses(DSE):04Papers*** [04X06= 24 Credits]
[From the DSC subjects chosen in 12(i)]
-

- (a) Discipline Specific Elective(DSE)-A:-02 Papers
 (b) Discipline Specific Elective(DSE)--B: 02Papers
 (c) Generic Elective (GE) Courses: 02(Two) Papers. [02X06=12 Credits]
[Both Papers from a single subjects, other than DSC subjects-A & B & following other stipulations]
 i) **Ability Enhancement Compulsory Courses(AECC):**02(Two Papers as given below)
 (d) Environmental Studies: 01(One) Paper [04X02=08 Credits]
 b) Compulsory English/Bengali/Hindi/Arabic as MIL: 01 (One) paper
 iv). **Skill Enhancement Courses(SEC):**04(Four papers from DSC subjects A & B)**
 [04X02=08 Credits]

**The candidate will exercise his/her choice of DSE subject within 15 days from the commencement of classes in 4th semester.*

*** The candidate will exercise his/her choice of SEC subject within 15 days from the commencement of classes in 2nd semester.*

*Subject/
stream/
course
change*

13. Candidates may be allowed by the Principal/TIC of respective colleges to change subject/stream/course in their first Semester of study, subject to approved intake capacities and various clauses of these rules, before submission of Registration Form to the University or any date specified by the University, whichever is earlier. No change will be entertained after that date.

14. Re-Enrolment in I to VI Semester Classes

*Re-
Enrolment*

If a student completes regular course of study for B.A./B.Sc./B.Com. Semester I to VI Honours & Programme/General examination, but for any reason fails to enroll himself/herself for the Semester I to VI examination, he/she shall be required to re-enroll himself/herself in the said semester class respectively in the following session within 07 days from the last date of admission for regular students of that class. *However, the permissible chance of such reenrollment shall be guided by clause 4.2 of the 'Examination regulation of the University.* The college authorities must get such students enrolled for examination within two weeks of their re-enrolment in class.

*Provisional
Enrolment*

15.Provisional Enrolment in II to VI Semester Classes

Candidates appearing at the end Semester examinations shall be enrolled provisionally for the next semester classes respectively within 07 days from the date of completion of the said examination, failing which such candidates shall not be enrolled on any subsequent dates and they shall be deemed to have discontinued study.

*Transfer
Certificate
Required*

16. Admission on Transfer

If a student has been admitted to a college, he/she shall not, except as otherwise provided in the Ordinances, be subsequently admitted to any other college without the production of a Transfer Certificate from the Principal of the college in which he/she studied last.

**Bar to
and Time
of Taking
Transfer
to a College**

A student admitted to a college, shall not ordinarily be allowed to take transfer to any other college, except at the end of a semester. If an application for transfer is made at any time, other than at the end of an academic year, on the ground of (a) transfer of the parent or guardian of the student from the station at which the college is situated, or (b) reasoned need for a change on the ground of health supported by proper medical evidence, or any other sufficient reason, the Principal may grant the transfer.

Admission on Transfer should abide by the following stipulations :

Stipulations

- (i) A candidate taking transfer from one college to another is required to pursue the same course of study with identical subject combination in both the colleges;
- (ii) Admission on transfer must not violate the approved intake of the course concerned of the college granting admission. Only in cases of wards of Government employees who have been transferred, a relaxation of intake may be granted with the permission of the Vice-Chancellor;
- (iii) Cases of admission on transfer must be intimated in writing to the University authority by the college admitting such candidates within a fortnight of such admission without which such admission on transfer will not be recognized;

All other steps and procedures related to transfer will be in accordance with the provisions of the Ordinances.

GENERAL INFORMATION FOR ADMISSION TO HONOURS & PROGRAMME DEGREE COURSE OF STUDY

RESERVATION OF SEATS:

**Reservation
of seats for
SC/ST/OBC
candidates**

22% seats shall be reserved for candidates belonging to the **Scheduled Castes** and 6% seats shall be reserved for candidates belonging to the **Scheduled Tribes** and a relaxation of qualifying marks to the extent of 25% from the marks secured by the last candidate admitted in general category would be permitted. For **OBC category**, 17% seats will be reserved in which **OBC-A (10%)** and **OBC-B (7%)** seats, will be reserved & increase of seats is achieved within a maximum period of six years beginning with the academic session 2014-15 and then shall continue in the same manner. In case of OBC-A & OBC-B the candidates getting admission should have obtained in the previous examination, qualifying marks not lower by more than 10% from the marks obtained by the last candidate of the General category (*W.B. State Higher Education Institute (Reservation in admission) Act-2013*), (*W.B. Act X of 2013*) Dated. January 03, 2014. In any case, if a candidate obtained marks lower than the minimum qualifying marks prescribed by the University in clause-3 of admission rule for admission to relevant courses, he/she will not be eligible for admission. In case ST candidates are not available, those seats will be offered to SC candidates and vice-versa. When both SC and ST candidates are not available, seats may be converted to general category with the permission of the competent authority. SC and ST candidates admitted with the general candidates in order of merit, however, will not get the benefit of reservation. The candidates should furnish caste certificate issued by the competent authority (*Sub-Divisional Officer of the Sub-Division and others as declared by the competent authority*) along with application without which such application will not be entertained for consideration.

Reservation of seats for Physically challenged candidates

3% of the total number of seats in each subject shall be reserved for **physically challenged** candidates. Such candidates should furnish copy of valid disability certificate, issued by the competent authority (The Handicap Board constituted by the Office of the Superintendent, District Hospital) of the district of residence, along with application without which such application will not be entertained for consideration. The percentage of disability of the candidates will only be considered while preparing the merit list of such physically disabled candidates.

Deduction of marks for old candidate

DEDUCTION OF MARKS IN ADMISSION: 2% marks from the aggregate as secured by a candidate passing the qualifying examination in a year prior to the current year shall be deducted and the aggregate marks thus arrived will be taken up for consideration.

Sports Quota

SPORTS QUOTA: A separate form for consideration under SPORTS QUOTA may be made available free of cost. Applications for consideration under sports quota will have to be submitted in this particular form along with the Admission Form, without which no claim for Sports Quota will be entertained

Number of seats to be reserved under sports quota:

For B.A./B.Sc./B.Com. Honours Courses: One seat in each Honours subjects.

For B.A./B.Sc./B.Com. Programme/General Courses: 05% of the seats subject to a maximum of two seats in each course.

ELIGIBLE GAMES

For Men: Athletics, Badminton, Basketball, Cricket, Football, Gymnastics, Handball, Kabadi, Kho-Kho, Table Tennis, Volleyball, *Yoga, Weight lifting.*

For Women: Athletics, Badminton, Basketball, Gymnastics, Handball, Kabaddi, Kho-Kho, Table Tennis, Volleyball, *Yoga, Weight lifting.*

ELIGIBILITY

Eligibility for Sports Quota

- (i) Candidates must be eligible to participate in any Inter-University Sports and Games at least for two years (as per rules laid down by the Inter-University Sports Board).
- (ii) Candidates must have participated in Inter District School, or, State Inter-School, or, State-Junior, or, Open Inter District Tournaments, or, State Open Championship, Calcutta First Division Championships

CERTIFICATE FROM THE STATE ASSOCIATIONS / BODIES, THE DISTRICT OFFICER FOR PHYSICAL EDUCATION, DSA, OR, DSSA SHALL ONLY BE ACCEPTED

Visa

ATTENTION OF FOREIGN CANDIDATES: In the case of Foreign Candidates, Student-Visa will be required. The same visa will have to be submitted within one month from the date of admission.

REMOVAL OF DIFFICULTY: Without any contravention of the existing Act/Statue/Ordinance of University of Kalyani, the Vice-Chancellor of the University shall have the power to settle any issue which is not covered under this Rule.

TABLE-I: COURSE STRUCTURE (HONOURS & PROGRAMME/GENERAL): NO OF PAPERS

Course Components	B.Sc.		B.A.		B.Com.	
	Honours	General	Honours	General	Honours	General
Core Course (CC+LCC*)	14	12	14	8+4*	14	8+4*
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

TABLE-2: DETAILS OF COURSES & CREDIT OF B.A./ B.SC./ B.COM.(HONOURS) UNDER CBCS

S. No.	Particulars of Course	Credit Point	
1.	Core Course: 14 Papers	Theory + Practical	Theory + Tutorial
1.A.	Core Course: Theory (14 papers)	14x4 = 56	14x5 = 70
1.B.	Core Course (Practical/Tutorial)*(14 papers)	14x2 = 28	14x1 = 14
2.	Elective Courses: (8 papers)		
2.A.	A. Discipline specific Elective(DSE)(4 papers)	4x4 = 16	4x5 = 20
2.B.	DSE (Practical / Tutorial)* (4 papers)	4x2 =8	4x1 =4
2.C.	General Elective(GE) (Interdisciplinary) (4 papers)	4x4 = 16	4x5 = 20
2.D.	GE (Practical / Tutorial)* (4 papers)	4x2 =8	4x1 =4
<i>#Optional Dissertation/ Project Work in place of one DSE paper (6 credits) in 6th semester</i>			
3. Ability Enhancement Courses			
A.	AECC(2 papers of 2 credits each) ENVS, English Communication/ MIL	2x2 = 4	2x2 = 4
B.	Skill Enhancement Course(SEC) (2 papers of 2 credits each)	2x2 = 4	2x2 = 4
Total Credit:		140	140

TABLE-3: DETAILS OF COURSES OF B.A./ B.SC./ B.COM.(PROGRAMME/GENERAL) UNDER CBCS

S. No.	Particulars of Course	Credit Point	
1.	Core Course: 12 Papers	Theory + Practical	Theory + Tutorial
1.A.	Core Course: Theory (12 papers)	12x4 = 48	12x5 = 60
1.B.	Core Course (Practical/Tutorial)*(12 papers)	12x2 = 24	12x1 = 12
2.	Elective Courses: (6 papers)		
A.	DSE (6 papers for B.Sc./ 4 papers for B.A. & B.Com.)	6x4 = 24	4x5 = 20
B.	DSE(Pract./ Tutor.)* (6 papers for B.Sc./4 for B.A. &B.Com.)	6x2 = 12	4x1 = 4
C.	GE (Interdisciplinary) (2 papers for B.A. & B.Com.)	--	2x5 = 10
D.	GE (Pract./Tutor.)* (4 papers) (2 papers for B.A. & B.Com.)	--	2x1 = 2
<i>#Optional Dissertation/ Project Work in place of one DSE paper (6 credits) in 6th semester</i>			
3. Ability Enhancement Courses			
A.	AECC(2 papers of 2 credits each) ENVS, English Communication / MIL	2x2 = 4	2x2 = 4
B.	Skill Enhancement Course(SEC) (4 papers of 2 credits each)-----	4x2 = 8	4x2 = 8
Total Credit:		120	120

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

**TABLE-4: SEMESTER WISE DISTRIBUTION OF COURSES & CREDITS IN 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(ENV)	1(MIL)					02	04
SEC (2)			1	1			02	04
Total No. of Courses/ Sem.	4	4	5	5	4	4	26	--
Total Credit /Semester	20	20	26	26	24	24	-----	140

**TABLE-5: SEMESTER WISE DISTRIBUTION OF COURSES & CREDITS IN B.A./ B.COM.
PROGRAMME/ 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)	(L ₁ -1) (Eng)	1 (L ₂ -1)	(L ₁ -2) (Eng)	1 (L ₂ -2)			4	24
DSE (6)	-	-	-	-	2(1A,2A)	2 (1B,2B)	4	24
GE (6)					1(GE-1)	1(GE-2)	2	12
AECC (2)	1(MIL)	1(ENV)					2	04
SEC (2)			1	1	1	1	4	08
Total No. of Courses/ Sem.	4	4	4	4	4	4	24	--
Total Credit /Semester	20	20	20	20	20	20	--	120

**TABLE-6: SEMESTER WISE DISTRIBUTION OF COURSES & CREDITS IN B.SC.
PROGRAMME/ 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,2 B,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(MIL)	1(ENV)					2	04
SEC (2)			1	1	1	1	4	08
Total No. of Courses/ Sem.	4	4	4	4	4	4	24	--
Total Credit /Semester	20	20	20	20	20	20	--	120

SUBJECT COMBINATION

Table 1: Choice of GE (General Elective) subjects for B.A. Honours courses:

Honours	Choose any one General Elective (GE) subject					
Bengali	Economics	English	History	Philosophy	Physical Education	Sanskrit
English	Arabic	Bengali	Education	Geography	History	Political Science
Sanskrit	Bengali	Economics	History	Philosophy	Physical Education	Political Science
Political Science	Bengali	Economics	English	Geography	Physical Education	Sociology
Philosophy	Bengali	Economics	Education	English	Political Science	Sanskrit
History	Economics	Education	English	Geography	Political Science	Sociology
Education	Arabic	Bengali	Economics	English	History	Philosophy
Geography	Bengali	Education	English	History	Political Science	Sanskrit
Economics	Arabic	History	Philosophy	Physical Education	Political Science	Sociology

Table 2: Choice of GE (General Elective) subjects for B.Sc. Honours courses:

Honours	Choose any one General Elective (GE) subject		
Botany	Physiology	Zoology	
Chemistry	Computer Science	Mathematics	Physics
Economics	Computer Science	Geography	Mathematics
Geography	Computer Science	Economics	Mathematics
Mathematics	Chemistry	Computer Science	Physics
Physics	Chemistry	Computer Science	Mathematics

Table 3: Choice of DSC (Discipline Specific Core) & GE (General Elective) subject for B.A. Programme Course:

Choose any **TWO** DSC and **ONE** GE subject taking one from each group from the following:

Group A	Group B	Group C
Bengali	Philosophy	Political Science
English	History	Sociology
Physical Education	Geography	Arabic
Education	Economics	Sanskrit

Table 4: Choice of DSC (Discipline Specific Core) subject for B.Sc. Programme Course:

Choose any **ONE** group from the groups below:

Group A	Group B	Group C	Group D	Group E
Pure Science 1	Pure Science 2	Social Science 1	Social Science 2	Bio-Science
Chemistry	Computer Science	Computer Science	Economics	Botany
Physics	Physics	Economics	Geography	Physiology
Mathematics	Mathematics	Mathematics	Mathematics	Zoology

**SEMESTER WISE ADMISSION FEES STRUCTURE FOR UG HONOURS
AND GENERAL (PROGRAMME) OF KANDI RAJ COLLEGE**

SEMESTER 1:

Sl.No.	Subject	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	Total	
		Admn. fee	Tuition fee	Dev. Fee	College Exam. fee	Univ. reg. fee	I.Card fee	Elec. fee	Lib. caution money	Library fee	Students Union fee	Student Health Home	Contin. gency	Univ. form fee	Misc.	Lab. caution money	Lab. fee	Students Welfare fund	Univ. sports fee	ElWS fees for ElWS	Education Excursion	Cycle garriage fee		
1	B.A. GENERAL with Non-Lab	150.00	300.00	250.00	60.00	110.00	20.00	200.00	50.00	200.00	250.00	10.00	130.00	10.00	190.00			50.00	50.00	70.00			150.00	2250.00
2	B.A. General with Physical Edu./Geo.	150.00	300.00	250.00	60.00	110.00	20.00	200.00	50.00	200.00	250.00	10.00	130.00	10.00	90.00	100.00	550.00	50.00	50.00	70.00			150.00	2800.00
3	B.A. Hons. with Non-Lab. Subject	150.00	450.00	250.00	60.00	110.00	20.00	200.00	50.00	200.00	250.00	10.00	130.00	10.00	140.00			50.00	50.00	70.00			150.00	2350.00
4	B.A. Hons. with Phy. Edu/Geo.	150.00	450.00	250.00	60.00	110.00	20.00	200.00	50.00	200.00	250.00	10.00	130.00	10.00	190.00	100.00	550.00	50.00	50.00	70.00			150.00	3050.00
5	B.Sc. General	150.00	510.00	250.00	60.00	110.00	20.00	200.00	50.00	200.00	250.00	10.00	130.00	10.00	130.00	100.00	450.00	50.00	50.00	70.00			150.00	2950.00
6	B.Sc. Hons.	150.00	660.00	250.00	60.00	110.00	20.00	200.00	50.00	250.00	250.00	10.00	130.00	10.00	180.00	100.00	500.00	50.00	50.00	70.00			150.00	3250.00
7	Geography & Botany Hons.	150.00	660.00	250.00	60.00	110.00	20.00	200.00	50.00	250.00	250.00	10.00	130.00	10.00	180.00	100.00	500.00	50.00	50.00	70.00	500.00	150.00	3750.00	

SEMESTER 2:

Subject	A	B	D	F	G	H
	Admn. fee	Tuition fee	College Exam. fee	I.Card fee	Entry into service	Total:
B.A. GENERAL with Non-Lab	150.00	300.00	60.00	20.00	150.00	680.00
B.A. General with Physical Edu./Edu./Geo.	150.00	300.00	60.00	20.00	150.00	680.00
B.A. Hons. with Non-Lab. Subject	150.00	450.00	60.00	20.00	150.00	830.00
B.A. Hons. with Phy. Edu/Edu./Geo.	150.00	450.00	60.00	20.00	150.00	830.00
B.Sc. General	150.00	510.00	60.00	20.00	150.00	890.00
B.Sc. Hons.	150.00	660.00	60.00	20.00	150.00	1040.00
Geography and Botany Hons.	150.00	660.00	60.00	20.00	150.00	1040.00

SEMESTER 3:

Sl.No.	Subject	A	B	C	D	F	G	I	J	K	L	N	P	Q	T	U	V	Total
		Admn. fee	Tuition fee	Dev. Fee	College Exam. fee	I.Card fee	Elec. fee	Library fee	Students Union fee	Student Health Home	Contin. gency	Misc.	Lab. fee	Students Welfare fund	Education Excursion	Cycle garriage fee	Entry into service	
1	B.A. GENERAL with Non-Lab	150.00	300.00	250.00	60.00	20.00	200.00	200.00	250.00	10.00	130.00	180.00	NIL	50.00	NIL	150.00	150.00	2100.00
2	B.A. General with Physical Edu./Geo.	150.00	300.00	250.00	60.00	20.00	200.00	200.00	250.00	10.00	130.00	80.00	550.00	50.00	NIL	150.00	150.00	2550.00
3	B.A. Hons. with Non-Lab. Subject	150.00	450.00	250.00	60.00	20.00	200.00	200.00	250.00	10.00	130.00	130.00	NIL	50.00	NIL	150.00	150.00	2200.00
4	B.A. Hons. with Phy. Edu/Geo.	150.00	450.00	250.00	60.00	20.00	200.00	200.00	250.00	10.00	130.00	180.00	550.00	50.00	NIL	150.00	150.00	2800.00
5	B.Sc. General	150.00	510.00	250.00	60.00	20.00	200.00	200.00	250.00	10.00	130.00	120.00	450.00	50.00	NIL	150.00	150.00	2700.00
6	B.Sc. Hons.	150.00	660.00	250.00	60.00	20.00	200.00	250.00	250.00	10.00	130.00	170.00	500.00	50.00	NIL	150.00	150.00	3000.00
7	Geography & Botany Hons.	150.00	660.00	250.00	60.00	20.00	200.00	250.00	250.00	10.00	130.00	170.00	500.00	50.00	500.00	150.00	150.00	3500.00

SEMESTER 4:

Sl.No.	Subject	A	B	D	F	W
		Admn.fee	Tuition fee	College Exam. fee	I.Card fee	Total:
1	B.A. GENERAL with Non-Lab	150.00	300.00	60.00	20.00	530.00
2	B.A. General with Physical Edu./Edu./Geo.	150.00	300.00	60.00	20.00	530.00
3	B.A. Hons. with Non-Lab. Subject	150.00	450.00	60.00	20.00	680.00
4	B.A. Hons. with Phy. Edu/Edu./Geo.	150.00	450.00	60.00	20.00	680.00
5	B.Sc. General	150.00	510.00	60.00	20.00	740.00
6	B.Sc. Hons.	150.00	660.00	60.00	20.00	890.00
7	Geography and Botany Hons.	150.00	660.00	60.00	20.00	890.00

SEMESTER 5:

Sl.No.	Subject	A	B	C	D	F	G	I	J	K	L	N	P	Q	T	U	V	Total:
		Admn.fee	Tuition fee	Dev. Fee	College Exam. fee	I.Card fee	Elec.fee	Library fee	Students Union fee	Student Health Home	Contin gency	Misc.	Lab. fee	Students Welfare fund	Education Excursion	Cycle garriage fee	Entry into service	
1	B.A. GENERAL with Non-Lab	150.00	300.00	250.00	60.00	20.00	200.00	200.00	250.00	10.00	130.00	180.00	NIL	50.00	NIL	150.00	150.00	2100.00
2	B.A. General with Physical Edu./Geo.	150.00	300.00	250.00	60.00	20.00	200.00	200.00	250.00	10.00	130.00	80.00	550.00	50.00	NIL	150.00	150.00	2550.00
3	B.A. Hons. with Non-Lab. Subject	150.00	450.00	250.00	60.00	20.00	200.00	200.00	250.00	10.00	130.00	130.00	NIL	50.00	NIL	150.00	150.00	2200.00
4	B.A. Hons. with Phy. Edu/Geo.	150.00	450.00	250.00	60.00	20.00	200.00	200.00	250.00	10.00	130.00	180.00	550.00	50.00	NIL	150.00	150.00	2800.00
5	B.Sc. General	150.00	510.00	250.00	60.00	20.00	200.00	200.00	250.00	10.00	130.00	120.00	450.00	50.00	NIL	150.00	150.00	2700.00
6	B.Sc. Hons. [Except Math Hons.]	150.00	660.00	250.00	60.00	20.00	200.00	250.00	250.00	10.00	130.00	170.00	500.00	50.00	NIL	150.00	150.00	3000.00
7	B.Sc. Math Hons.	150.00	660.00	250.00	60.00	20.00	200.00	250.00	250.00	10.00	130.00	170.00		50.00	NIL	150.00	150.00	2500.00
8	Geography & Botany Hons.	150.00	660.00	250.00	60.00	20.00	200.00	250.00	250.00	10.00	130.00	170.00	500.00	50.00	500.00	150.00	150.00	3500.00

SEMESTER 6:

Sl.No.	Subject	A	B	D	F	W
		Admn.fee	Tuition fee	College Exam. fee	I.Card fee	Total:
1	B.A. GENERAL with Non-Lab	150.00	300.00	60.00	20.00	530.00
2	B.A. General with Physical Edu./Edu./Geo.	150.00	300.00	60.00	20.00	530.00
3	B.A. Hons. with Non-Lab. Subject	150.00	450.00	60.00	20.00	680.00
4	B.A. Hons. with Phy. Edu/Edu./Geo.	150.00	450.00	60.00	20.00	680.00
5	B.Sc. General	150.00	510.00	60.00	20.00	740.00
6	B.Sc. Hons.	150.00	660.00	60.00	20.00	890.00
7	Geography and Botany Hons.	150.00	660.00	60.00	20.00	890.00

**EXAMINATION REGULATIONS FOR
SEMESTERIZED CBCS CURRICULAM FOR THREE YEARS B.A/
B.SC/B.COM (HONOURS & PROGRAMME/GENERAL) COURSES OF
STUDIES OF THE UNIVERSITY OF KALYANI WITH EFFECT FROM THE
ACADEMIC SESSION 2018-2019**

1. GENERAL:

These Regulations shall be called the University of Kalyani regulations for semesterized Choice Based Credit System (CBCS) with continuous assessment pattern for Under-Graduate (UG) degree Programme. These regulations will come into effect from the academic year 2018-19. The three year's (Six Semesters) *Bachelor's degree programme in Science, Arts & Commerce in Semesterized CBCS System under Honours and Programme/General course* will be held according to the following regulations. The Kalyani University Executive Council makes this Regulation in exercise of the power conferred upon it by section 49 of the KALYANI UNIVERSITY ACT, 1981 (amended upto 2012).

2. DEFINITION OF KEY WORDS:

2.1. Academic Year: Two consecutive (one odd + one even) semesters constitute one academic year.

2.2. Choice Based Credit System (CBCS): The CBCS provides choice to students for selection of courses from the prescribed courses (Core, Elective, Ability & Skill Enhancement courses).

2.3. Course: A component of a programme is usually referred to, as 'Papers'. All courses need not carry the same weight. The courses should define learning objectives and learning outcomes. A course may be designed to comprise lectures/tutorials/laboratory work/field work/outreach activities/project work/Vocational training/viva/ seminar/Term Papers/assignment/presentation/self-study or a combination of some of these.

2.4. Credit: A unit by which the course work is measured. It determines the number of hours of instruction required per week. One Credit is equivalent to one hour of teaching (lecture or tutorial) or two hours of practical work/field work per week.

2.5. Credit Based Semester System (CBSS): Under CBSS, the requirement for awarding a degree or diploma or certificate is prescribed in terms of number of credits to be obtained by the students.

2.6. Credit Point: It is the product of grade point and number of credits for a course.

2.7. Cumulative Grade Point Average (CGPA): It is a measure of overall cumulative performance of a student over all semesters. The CGPA is the ratio of total credit points secured by a student in various courses in all semesters and the sum of the total credits of all courses in all the semesters. It is expressed upto two decimal places.

2.8. Grade Point: It is a numerical weight allotted to each letter grade on an 10-point' scale.

2.9. Letter Grade: It is an index of the performance of students in a said course. Grades are denoted by letters O, E, A, B, C, D, F and AB etc.

2.10. Programme: An educational programme leading to award of a degree, diploma or certificate.

2.11. Semester: Each semester will consist of 18 weeks of academic work equivalent to 90 actual teaching days. The odd semester may be scheduled from **July to December** and even semester from **January to June** of every year.

2.12. Semester Grade Point Average (SGPA): It is a measure of performance of work done in a semester. It is the ratio of total credit points secured by a student in various courses registered in a semester and the total course credits taken during that semester. It shall be expressed up to two decimal places.

2.13. Transcript or Grade Card or Certificate: Based on the grades earned, a grade certificate shall be issued to all the registered students after every semester. The grade certificate will display the course details (code, title, number of credits, grade secured) along with SGPA of that semester and CGPA earned till that semester

3. PROGRAMME STRUCTURE & ADMISSION:

3.1. A Student shall be admitted into three years (six semester) Bachelor's degree programme under B.A./B.Sc./B.Com.(Hons. & Programme/General) courses of studies in semester-wise CBCS curricula or any other Bachelor's degree programme introduced by the University.

3.2 Duration of the semesters shall be; for I, III and V semesters-July to December and for II, IV and VI semesters -January to June of every year.

3.3 The admission to the UG Programme shall be as per the regulations and rules of the University of Kalyani.

3.4 The eligibility criteria for admission shall be announced by the University from time to time in adherence to guideline of the State Government and Executive Council of the University.

3.5. The admission to the Bachelor's degree programme shall only be in the first semester, at the beginning of academic year.

3.6 B.A./B.Sc./B.Com degree shall be awarded to students who complete the entire six (06) semesters Bachelor's degree programme.

3.7 Each course offered will have three components associated with teaching learning process namely, (i) Lecture-L (ii) Tutorial-T, (iii) Practical-P;

L-is for theory class lecture session; T-is for session consisting of participatory discussion/self-study/brief seminar presentation/solving problem sheet by students or any other novel method to make student absorb and assimilate more effectively.

P- is for Practical/Practice session for hands on experience/laboratory experiment/field studies/ case studies so that students acquire skill component.

In term of credit, every 1 hour of Lecture per week is equivalent to 1 credit in a semester. 02 hours session of Tutorial or Practical per week is equivalent to 1 credit. The total credits earned by a student at the end of the semester upon successful completion of the courses are the summation of the credits earned in L+T+P.

3.8: Types of Courses: Courses in a programme may be of three kinds: Core, Elective and Foundation.

Core Course: This is the course which is to be compulsorily studied by a student as a core requirement to complete the programme in a said discipline of study.

Elective Course: This is a course which can be chosen from a pool of papers. It may be:

1. Supportive to the discipline of study
2. Providing an expanded scope
3. Enabling an exposure to some other discipline/domain
4. Nurturing student's proficiency/skill.

An Elective course may be of two (02) types:

Discipline Specific Elective (DSE) Course: A course, which may be offered by the main discipline/ subject of study, is referred to as Discipline Specific Elective.

Generic Elective (GE) Course: An elective course, chosen generally from an unrelated discipline/ subject of study with an intention to seek an exposure, is called a Generic elective Course. A student of BA/B.Sc. Honours will have to opt for two **GE** subjects each containing two (02) papers/courses.

[N.B.-A **Core Course**, offered in a discipline/ subject, may be treated as an elective by other discipline/subject and vice-versa and electives chosen in such way referred to as **Generic Elective.**]

Dissertation/ Project: An elective course, designed to acquire special/ advanced knowledge, is termed as dissertation/ project. This is considered as a special course involving application of knowledge in solving/ analyzing / exploring a real life situation/ difficult problem. A dissertation/ project work will be of 6 credits. **A dissertation/ project work may be given in lieu of a Discipline Specific Elective.**

Foundation Course: The Foundation Courses may be of two kinds:

- i) Ability Enhancement compulsory courses (AECC)
- ii) Skill Enhancement Courses (SEC)

Ability Enhancement Courses (AECC) is the courses based upon the content that leads to knowledge enhancement and consists of Environmental Studies and English/MIL Communication. These are mandatory for all disciplines.

Skill Enhancement Courses (SEC): SEC is value-based and/ or skill-based and aimed at providing hands-on-training, competency, skill etc. There shall be 02 SECs for Honours degree and 04 SECs for Programme/General degree. **The students of BA/B.Sc. Programme/General degree courses will have to study four (04) SEC papers/courses (during 3rd to 6th semesters) from one of the core subjects opted by him/her at the time of admission, and the students of Honours courses will have to study two (02) SEC papers/courses from his/her Honours subject only.** These may be chosen from a pool of courses designed to provide value-based and/ or skill-based knowledge which would contain theory and laboratory/hands-on-training/ field work. The main purpose of these courses is to provide the students life-skill in hands-on-mode, so as to increase their employability.

Practical/Tutorial: One each with every Core, Discipline Specific and Generic Elective Paper.

** The details of papers along with respective credit distribution patterns under Core, Elective, Ability Enhancement and Skill Enhancement courses for different Bachelor's degree programme as per UGC model guidelines are given in ANNEXURE-I (Table:1, 2 & 3).*

4. ATTENDANCE:

4.1. A student is required to attend all classes. Attendance in Theory and Practical/Tutorial classes shall be counted separately as per UGC guideline.

4.2: A candidate shall be allowed to appear at any of the semester-end-examinations if he/she has attended 75% or above in lectures/practical/Tutorial classes of the programme held during that semester. If the attendance falls below 75%, then he/she shall not be allowed to appear in the semester-end-examinations. He/she shall be allowed to take re-enrollment in corresponding semester, only in the next year as provided in **clause no. 6.1.(a) & 6.1.(b).**

Candidate having the attendance below 75% except on justified medical ground but above 50% may be considered for appearing in the end semester examination subject to approval of the appeal of the concerned student with medical certificate or any other relevant documents, by the University authority.

****The semester wise credit distribution of course-credit under three Years (six semester) B.A./B.Sc./B.Com. (Honours and Programme/General) courses of studies following UGC guidelines under CBCS curriculum are given in ANNEXURE-II (Table:4, 5 &6)**

5. EXAMINATION & EVALUATION:

5.1. The evaluation scheme for each course shall contain two parts:

- (a) Internal Assessment and
 - (b) Semester end examination
-

***** The detail evaluation process in semesterized UG courses of studies following UGC guidelines under CBCS curricula are given in ANNEXURE-III.**

The ratio of weightage between the semester-end-examination and internal assessment shall be 80:20. This should be highlighted in the Course/Syllabus outline of each programme. The College authority shall formulate its own method of Internal Assessment as per UGC guidelines, which shall be communicated to the students at the beginning of the Course. Generally there should be two examinations at the 9th week and 16th week of the course.

5.2. The paper setters, examiners, scrutinizers, reviewers (internal or external) and members of the Board of Moderators for each semester-end-examination will be appointed by the Controller of Examinations on the recommendation of the respective Under Graduate Board of Studies (UGBOS) as per the University Statute.

a) Moderation of question papers will be done by the Board of Moderators (consisting of internal and at least one external moderator). Chairperson of the UGBOS will also be the-Chairperson of the Board of Moderators.

b) Honorarium will be paid to all paper-setters, examiners, scrutinizers, reviewers and moderators. In addition, TA will be paid to external moderators/ examiners as per university rules.

c) Moderated question papers will be handed over to the Controller of Examinations for printing, preservation and distribution, by the respective Chairperson of UGBOS.

d) Distribution of answer scripts to the concerned examiners for evaluation will be done by the Deptt. of Controller of Examinations and the examiners will be bound for discharging their duties as per relevant provisions of the statute/rules of the state Govt. After evaluation, the award lists in sealed packet must be sent by the Head Examiner/examiner within stipulated time to the Controller of Examinations for timely publication of results.

5.3. In Semester-wise CBCS curricula, a complete Paper (Theoretical/Practical) carries Six (06) credits \cong 75 marks i.e. One (01) Credit \cong 12.5 Marks (except AECC and SEC).

Duration of Examination of Theoretical papers **upto 30 marks:** 1^{1/4} hour (One hour and fifteen minutes) **upto 60 marks:** 2^{1/2} hours (Two and half hours); **upto 75 marks:** 03 hours (Three hours) and **above 75 marks:** 04 hours (four hours) etc.

Duration for Practical Examinations (upto 50 marks): Four (04) hours (Maximum) and upto 100 Marks: 6-8 (six to eight) hours (Maximum) etc.

Full marks will be scaled down to 75, wherever needed for a 6(six) credit course and similar calculation will be applicable for other course(s) having credit less than 6(six).But it is not applicable in case of AECC & SEC Courses.

5.4. To ensure transparency of the evaluation process, the final marks of internal assessments awarded to the students in each programme in a semester shall be published and put up on the notice board of the College, at least one week before the commencement of the semester end examination. The college authority is to send the award of Internal Assessment of those candidates only who will have appeared at semester-end examination in due procedure.

In case, internal assessment is conducted by class tests, there shall generally be no retest if a student misses such a class test during an ongoing semester. He/she may be given a second chance only with the permission of the Principal/Vice-Principal/TIC/OIC/Governing Body of the concerned College. The student has to justify his/her absence by providing authentic document(s).

5.6. The answer scripts of all internal assessment (in case of class tests) shall be shown to the students concerned.

5.7. In order to qualify in a semester examination, a student shall have to get minimum 40% marks in each paper/ course (*Vide Clause-8.1*).

6. DURATION OF THE COURSE

6.1(a) The duration of the course is six (06) consecutive semesters of six months each. A candidate shall have to clear all the Semesters within consecutive five years from his/her first admission to any course, otherwise it will lead to cancellation of studentship for that course, irrespective of the stages of completion of that course.

(b) In the Semester system (CBCS), there shall be automatic promotion right from the First Semester, till the Sixth Semester, irrespective of the marks obtained in a Semester, and even if the candidate does not appear in that Semester, subject to the fact that the eligibility conditions for appearing at the next examination are satisfied. If a student skips examination in a semester, it will be assumed that he/she had appeared in that semester. In the Mark Sheets from First Semester to Fifth Semester, the words "Eligible for Next Semester" will be shown. If a student fails in Sixth Semester, or qualifies in Sixth Semester but has backlog in earlier Semester(s), his/her Mark sheet will show "Failed". Only on successful completion of a course i.e. qualifying in all semesters, the candidate will be awarded CGPA.

(c) If a candidate secures the qualifying grade (i.e. minimum D-grade) in a particular course/paper, he/she will be declared as "Qualified" in that course/paper, and the result will be shown as "Q" against that course/ paper. However, if a candidate fails to secure the qualifying grade (i.e. minimum D-grade) in

a particular course/paper, his/her result of the said course/paper will be declared as “Failed” and the result will be shown as “F” against that course/ paper.

(d) If a candidate fails to secure the qualifying Grade (i.e. minimum D-Grade) in a course/paper, he/she will have to appear in that particular course/paper only.

(e) The internal assessment marks will be retained for next examinations(s) up to his/her valid chances. Marks obtained in the internal assessment will be clubbed with the marks obtained in the Semester-End examination before awarding the grade.

7. REVIEW & SCRUTINY

7.1. There shall be re-evaluation (review) of the answer scripts of theoretical papers of semester-end-examinations but not of Internal Assessment marks. However, for re-evaluation, the candidate has to apply through the concerned Principals/TIC of Colleges in a prescribed format, to the Controller of Examinations. Re-evaluation shall be permitted in not more than two theoretical papers for any semester-end-examination in the 3 year Bachelor's degree programme on submission of prescribed fees within 07 working days from the publication of result of concerned semester. No application for re-evaluation of practical papers shall be entertained. *The examiner of a paper shall not be the reviewer of the same paper.*

7.2. Scrutiny of the theoretical answer scripts shall be done by the teachers of the concerned discipline before sending the marks to the Controller of Examinations. A teacher who is the examiner of a paper shall not be the scrutinizer of the same paper.

7.3. The written answer scripts of each semester-end examination will be preserved by the Head Examiner upto the completion of review process of that answer scripts. After that the answer scripts shall be collected by the Controller of Examinations and shall be preserved in the University for 06 (Six) months only from the date of publication of that result of the said semester-end examination. The answer scripts of the class test or other records of internal assessment shall, however, be preserved in the College for six (06) months from the date of commencement of the next Semester. After that period, the scripts will be disposed off as per rules of the University.

8. GRADING & DIVISION:

8.1. Grade & Credit System, the semester end and final grade sheets and transcripts shall have following scale (scores on 100%), letter grades and grade points. SGPA (Semester Grade Point Average) and CGPA (Cumulative Grade Point Average):

PERFORMANCE	SCORE ON 100% POINTS	LETTER GRADE	GRADE POINT
Outstanding	90 to 100	O	10
Excellent	80 to < 90	E	9
Very Good	70 to <80	A	8
Good	60 to <70	B	7
Above Average	50 to <60	C	6
Average/Pass	40 to <50	D	5
Fail	Below 40	F	0
Absent	-	AB	0

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

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

(SGPA)= Semester Grade Point Average

CGP A calculation for 3-year UG Course:

$$CGPA = \frac{\sum C_i \times S_i}{\sum C_i}$$

Where S_i is the SGPA of the i -th semester and C_i is the total number of credits in that semester.

(CGPA): Cumulative Grade Point Average

The SGPA & CGPA shall be rounded off to 2 decimal points.

To complete the Course satisfactorily & qualify for degree:

- (i) A student must obtain the minimum CGPA of 5.
- (ii) A minimum of 40% marks to be obtained in each paper / course
- (iii) A student obtaining Grade F shall be considered failed and will be required to reappear in that examination.

Full Marks and Marks obtained will also be shown in the Mark sheets.

8.2. The Academic Calendar ratified by the Faculty Council (UG) will be announced by the University Authority before commencement of new academic session and shall be strictly followed for the duration of teaching, preparatory leave for students, examination and publication of results.

8.3. Without any contravention of the existing Act/Statute/Ordinance of the University, the Vice-Chancellor of the University shall have the power to settle any issue which is not covered under this regulation including the issue of awarding grace mark of maximum one mark in the cases where a candidate has failed due to shortage of one mark and also failed to secure 50%, 55% and 60% due to shortage of one mark.



TABLE-1: COURSE STRUCTURE (HONOURS & PROGRAMME/GENERAL): NO OF PAPERS

Course Components	B.Sc.		B.A.		B.Com.	
	Honours	General	Honours	General	Honours	General
Core Course (CC+LCC*)	14	12	14	8+4*	14	8+4*
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

TABLE-2: DETAILS OF COURSES & CREDIT OF B.A./ B.SC./ B.COM.(HONOURS) UNDER CBCS

S. No.	Particulars of Course	Credit Point	
		Theory + Practical	Theory + Tutorial
1.	Core Course: 14 Papers		
1.A.	Core Course: Theory (14 papers)	14x4 = 56	14x5 = 70
1.B.	Core Course (Practical/Tutorial)* (14 papers)	14x2 = 28	14x1 = 14
2.	Elective Courses: (8 papers)		
2.A.	A. Discipline specific Elective(DSE)(4 papers)	4x4 = 16	4x5 = 20
2.B.	DSE (Practical / Tutorial)* (4 papers)	4x2 = 8	4x1 = 4
2.C.	General Elective(GE) (Interdisciplinary) (4 papers)	4x4 = 16	4x5 = 20
2.D.	GE (Practical / Tutorial)* (4 papers)	4x2 = 8	4x1 = 4
#Optional Dissertation/ Project Work in place of one DSE paper (6 credits) in 6th semester			
3. Ability Enhancement Courses			
A.	AECC(2 papers of 2 credits each) ENVS, English Communication/ MIL	2x2 = 4	2x2 = 4
B.	Skill Enhancement Course(SEC) (2 papers of 2 credits each)	2x2 = 4	2x2 = 4
Total Credit:		140	140

TABLE-3: DETAILS OF COURSES OF B.A./ B.SC./ B.COM.(PROGRAMME/GENERAL) UNDER CBCS

S. No.	Particulars of Course	Credit Point	
		Theory + Practical	Theory + Tutorial
1.	Core Course: 12 Papers		
1.A.	Core Course: Theory (12 papers)	12x4 = 48	12x5 = 60
1.B.	Core Course (Practical/Tutorial)* (12 papers)	12x2 = 24	12x1 = 12
2.	Elective Courses: (6 papers)		
A.	DSE (6 papers for B.Sc./ 4 papers for B.A. & B.Com.)	6x4 = 24	4x5 = 20
B.	DSE(Pract./ Tutor.)* (6 papers for B.Sc./4 for B.A. & B.Com.)	6x2 = 12	4x1 = 4
C.	GE (Interdisciplinary) (2 papers for B.A. & B.Com.)	--	2x5 = 10
D.	GE (Pract./Tutor.)* (4 papers) (2 papers for B.A. & B.Com.)	--	2x1 = 2
#Optional Dissertation/ Project Work in place of one DSE paper (6 credits) in 6th semester			
3. Ability Enhancement Courses			
A.	AECC(2 papers of 2 credits each) ENVS, English Communication / MIL	2x2 = 4	2x2 = 4
B.	Skill Enhancement Course(SEC) (4 papers of 2 credits each)-----	4x2 = 8	4x2 = 8
Total Credit:		120	120

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

TABLE-4: SEMESTER WISE DISTRIBUTION OF COURSES & CREDITS IN 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)	GE 1 C-1	GE 1 C-2	GE 2 C-1	GE 2 C-2			04	24
AECC (2)	1(ENV)	1(MIL)					02	04
SEC (2)			1	1			02	04
Total No. of Courses/ Sem.	4	4	5	5	4	4	26	--
Total Credit /Semester	20	20	26	26	24	24	-----	140

TABLE-5: SEMESTER WISE DISTRIBUTION OF COURSES & CREDITS IN B.A./ B.COM. PROGRAMME/ 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)	(L ₁ -1) (Eng)	1 (L ₂ -1)	(L ₁ -2) (Eng)	1 (L ₂ -2)			4	24
DSE (6)	-	-	-	-	2(1A,2A)	2 (1B,2B)	4	24
GE (6)					GE 1 C-1	GE 1 C-2	2	12
AECC (2)	1(MIL)	1(ENV)					2	04
SEC (2)			1	1	1	1	4	08
Total No. of Courses/ Sem.	4	4	4	4	4	4	24	--
Total Credit /Semester	20	20	20	20	20	20	--	120

TABLE-6: SEMESTER WISE DISTRIBUTION OF COURSES & CREDITS IN B.SC. PROGRAMME/ 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,2 B,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(MIL)	1(ENV)					2	04
SEC (2)			1	1	1	1	4	08
Total No. of Courses/ Sem.	4	4	4	4	4	4	24	--
Total Credit /Semester	20	20	20	20	20	20	--	120

**EVALUATION PROCESS IN SEMESTERIZED UG COURSES UNDER CBCS CURRICULUM OF STUDIES
FOLLOWING UGC GUIDELINES UNDER THE UNIVERSITY OF KALYANI**

The Evaluation of the candidates shall be based on continuous assessment. The structure of evaluation shall be as follows:

- i) Assessment in each semester shall be divided into three(3) discrete components, viz. C₁, C₂ and C₃. The students will be informed about the modalities of continuous assessment activities well in advance. The first component (C₁) of assessment shall be of **10%** of the total marks of each course of a semester and will be based on class attendance, class test or assignment or seminar. During the first two months of each semester, 1/3 of the syllabus will be completed. The continuous assessment and C₁ will be consolidated during the 9th week of the concerned semester. The second component (C₂) of assessment shall be of **10%** of the total marks of each course of a semester and will be based on class attendance, class test or assignment or seminar. During the second two months of each semester, 2/3 of the syllabus will be completed. The continuous assessment and C₂ will be consolidated during the 16th week of the concerned semester. Appearance in C₁ & C₂ is mandatory.
- ii) During 21st-23rd weeks of a semester, a semester-end examination shall be conducted for each course and the proportion of C₃ will be **80%** of the total marks of each course of the semester.
- iii) The result of each course in a semester shall be based on the values of C₁, C₂ & C₃ and shall be awarded in the form of grade point.

Mechanism of computation of work-load per week:

- 1 Credit = 1 Theory class of 1- hour duration
- 1 Credit = 1 Tutorial class of 1- hour duration
- 1 Credit = 1 Practical class of 2- hour duration

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. (Hon. & Gen./Prog.), carrying 6 credits, be **75**
2. Full marks of each course of B.A./ B.Sc./ B.Com. (Hon. & Gen./Prog.), carrying 2 credits, be **50**

3. B.A. & B.Com. (Hon. & Gen./Prog) Courses with no practical distribution of 75 marks be as follows:

3.1. 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:

- | | |
|-----------------------------------------|-----------|
| a. Attendance 50% & above but below 60% | - 2 marks |
| b. Attendance 60% & above but below 75% | - 3 marks |
| c. Attendance 75% & above but below 90% | - 4 marks |
| d. Attendance 90% & above up to 100% | - 5 marks |

And 10 marks are reserved for Class Test/Assignment/Seminar (Theoretical-05 and Tutorial-05). Minimum 15 classes are allotted for tutorial portion.

3.2. In Semester-End-Examination of each course, Question Paper be set for 60 marks, distribution may be as under:

- a. Answer 10 questions out of 15 carrying 02 marks each = 10x 02 =20
- b. Answer 04 questions out of 06 carrying 05 marks each = 04x 05 =20
- c. Answer 02 questions out of 04 carrying 10 marks each = 02x 10 =20

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

4. **B.Sc. (Honours & General/Programme) Courses with practical distribution of 75 marks are as follows:**

4.1. Class Attendance-cum-Internal Assessment: 20% of 75 marks=15 marks of which 05 marks be reserved for theoretical class attendance, *the distribution of marks will be same as mentioned in 3.1.*

10 marks be reserved for class test/Assignment/Seminar (Theoretical- 05 & Practical-05).

4.2. 20 marks are allotted for **Semester-end-Practical Examination** of each course, distribution may be as under:

a) Lab. Note Book: 05 Marks; b) Viva- voce : 05 Marks; c) Experiment : 10 marks

4.3. 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 = 05x02=10

b) Answer 02 questions out of 04 carrying 05 marks each =02x05=10

c) Answer 02 questions out of 04 carrying 10 marks each =02x10=20

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

5. FOR B.A. & B.COM. (HONS. & PROG./GEN.) COURSES, HAVING PRACTICAL, DISTRIBUTION OF 75 MARKS IS AS UNDER:

5.1. 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 & 10 marks be reserved for class test/assignment.

5.2. The distribution of 60 marks be allotted for **Semester-end-Practical Examination** of each course, may be as under: a) Lab. Note Book: 15 Marks; b) Viva- voce: 15 Marks; c) Experiment: 30 marks

6. For B.Sc. (Hons. & Prog. /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 (i.e. full marks-50).ENVS be taught in the 1st Semester and communicative Eng./ MIL be taught in the 2nd Semester for Hons. course and for Programme/General course, communicative Eng./MIL be taught in the 1st Semester and ENVS be taught in the 2nd Semester.

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

i) Internal Assessment:20% of 50 marks i.e. 10 Marks of which 05 marks be reserved for class test/assignment/ seminar and 05 marks be reserved for class attendance of the concerned AECC/SEC course.

ii) 40 marks are allotted for **Semester-End-Theoretical Examination** of each course; distribution may be as under-4.3.

Distribution of total Marks (1850=140 credits) in Semesterized UG courses under CBCS Curriculum to be studied by a student are as Follows:

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

CC: 75x14=1050; DSE: 75x4=300; GE: 75x4=300; AECC: 50x2=100; SEC: 50x2=100

Distribution of total Marks (1650=120 credits) in Semesterized UG courses under CBCS Curriculum to be studied by a student are as follows:

B.A. & B.Com.(General/Programme.):

CC: 75x12=900; DSE: 75x4=300; GE: 75x2=150; AECC: 50x2=100; SEC: 50x4 =200

B.Sc. (General/Programme): CC: 75 x 12 =900; DSE: 75x6=450; AECC: 50x2=100; SEC: 50 x 4 =200

STUDENTS' SUPPORT

Academic –

- **An Academic Calendar** → for providing information relating to examination, seminars, excursion, sports, cultural, extra-curricular and social work related activities and holidays.
- **Academic Plan** → informs students about the topics to be covered and the number of proposed classes to be held in each subject.
- **Online repository** → (a) University syllabus (b) Academic Plan (c) University questions of last five years and, and (d) instruction and guidelines on various topics in the curriculum.
- **Learning Management System** → Online access of students to Question Bank and e-modules of learning including e-resources, audio and video lectures, and PowerPoint presentations.
- **Live Digital Class** → facility for online classes and meetings on digital interface.
- **Smart Classroom** → College has smart classroom facilities in some departments to enhance the teaching learning processes.
- **Library:** Central Library and Information Centre of Kandi Raj College is the core learning resource of the college which plays a vital role in enhancing the quality of teaching - learning environment in the institution.
- **Regular parent-teacher meetings** → to appraise their wards' performance.
- **Special, Tutorial and Remedial classes'** → for revision, discussion of questions and clarification of problems.
- **Book Bank facility** → for economically weak meritorious students whereby they can borrow and retain books for three months.
- **Computer literacy**→ MoU with Kandi Youth Computer centre. Govt. of West Bengal.
- **National Resource Centre (NRC)** → for free internet access.
- **Seminars and lectures** by eminent academicians.
- **Interdepartmental and Inter-college** faculty exchange programmes.
- **Study tours, excursions and project works** → to supplement class room teaching.
- **Wi-Fi Campus**→ Students can use free Wi-Fi facilities in the college.
- College toppers in the university examinations are felicitated at the annual prize distribution ceremony on **5th September every year**.
- **Add on Course** → College offer Add on Courses outside the syllabus to interested students, organize by various departments

Financial –

- **Scholarship/Stipend:** The students of this college receive the following Govt. scholarships as per prescribed rules: i) SC/ST/OBC ii) Minority iii) Kanyashree iv) Swami Vivekananda Merit Cum Means Scholarship.

- **Institutional Support:**

The college has a well-established procedure about providing financial concession to the students.

 - First the committee seeks applications for financial concession from the needy students along with appropriate documents.
 - It meets the guardians of the students who apply for the freeship scheme.
 - After a verification process the Committee takes a decision regarding providing financial assistance to deserving candidates.
 - This financial benefit could be full or partial, based on academic performance / regularity/ socio – economic status.
 - The recommendation of the committee is forwarded to the Governing Body of the College for final decision.

Medical–

- College has Health Unit with sick room and first aid facilities.

EXTRA-CURRICULAR –

- NSS unit involved in social awareness, extension and outreach programs.
- Annual Sports, Intra-college and University tournaments along with facilities to play indoor games.
- Modern gymnasium for students and teachers.
- Cultural competitions on music, debate, recitation, essay writing, extempore.
- Annual Students' Magazine and Departmental Wall Magazines.
- Bird Watchers' Club for making the students connected with nature.
- Collaboration with NGO for organizing orientation and awareness programs on child abuse.
- **Eco Club** →The main purpose of Eco Club is to enable students to feel, think and be aware of the environmental issues. It organizes activities such as cleaning of the campus, plantation of trees, and celebration of Earth Day etc. Eco club celebrated Earth Day on 22nd April in every Year.

- **Literary Society**→ The Literary society aims to develop the students into promising individuals by providing them a platform to sharpen their inherent skills of composition, eloquence etc.
- **Cultural Society**→ The Cultural Society of the college bears responsibility of creating a cultural atmosphere on campus. Various cultural programmes are organized by the Cultural Society. The students actively participate and perform well in various competitions outside the campus by obtaining guidance from the Cultural Society.
- **Students' Union**→ Students' Union is a statutory body and an integral part of the college consisting of class representatives elected by the students of the college.
- Students excelling in extracurricular activities are felicitated at the annual prize distribution ceremony on **5th September every year**.
- **Quiz Competition** → Quiz Competition is organized every year by different departments of the college. Students participate enthusiastically in the competition which gives them a chance to enhance their knowledge in various fields.
- **Educational Tours** → Educational tours are arranged by various departments to different places of interest for the students. The excursions are arranged under the guidance of the teachers. It gives an exposure to the students to learn beyond the constraints of the syllabus.

OTHERS FACILITIES –

- Subsidised canteen
- Common rooms for students
- Cycle stand
- SMS gateway for regular notifications to students/parents.
- Mentoring practices, where by each teacher mentors a particular group of students.
- College has online google form facilities to get feedback from students. College is going to provide online portal for this mechanism.
- **Internal Complaint Committee (ICC):** Women's Grievance Cell/Internal Complaint Committee (ICC) is meant to safeguard and promote the wellbeing of all women employees and students of the college. It takes care of all complaints of the students inside the campus during college hours. It also takes care of any act of misconduct by a person in authority. The cell is responsible for looking into any complaints filed by students and staff of the college.
- Uninterrupted Power Supply

IMPORTANT INFORMATION:

1. **MIGRATION CERTIFICATE (M.C.):** The candidates coming from any Board / Council / University (other than WBCHSE / CBSE/ ISC and other such Board recognized by K.U.) will be admitted to the Semester I classes in any stream on payment of requisite Migration Fee at the time of his / her admission. However he / she must produce his / her original M.C. issued by the Competent Authority of the concerned Board / Council / University within one month from the date of his / her admission. If a student submits M.C. after one month from the date of admission, but within the permissible date(s) of K.U., then Service Charges as per rule will be levied by the college in addition to requisite fees of K.U.
2. **REGISTRATION UNDER KALYANI UNIVERSITY:** Students admitted to Semester I classes for the academic session 2022-23 must apply for Registration to courses under K.U. in the prescribed Registration Form which will be available from the college office on the dates to be notified separately after completion of Admission Process. A student who fails to obtain the Registration Certificate / Registration Number from K.U. under reasons whatsoever will not be allowed to appear for the B.A. / B.Sc end Semester Examinations (as per K.U. rules). A student coming from any Board / Council / University other than WBCHSE / CBSE / ISC must submit his / her Migration Certificate and a copy of his / her Mark sheet of the qualifying examination along with his / her application for registration.
 - (i) Change of Programme: Permissible, subject to availability of seats before the Registration procedure starts.
 - (ii) Change of Subject (without change of Programme): Permissible, before the Registration procedure starts.
3. **PERCENTAGE OF ATTENDANCE:** The students with less than 75% but not below 60% attendance will be treated as non-collegiate candidates who may be allowed to appear in the examination on payment of requisite non-collegiate fees. A student attending less than 60% lecture delivered and practical classes held in one or more subjects / group of subjects shall be declared dis-collegiate and debarred from appearing in the university examination. As per University norms, percentage of attendance secured by a Student shall be used for evaluation of internal marks, which will be added up to the final score.

4. **COLLEGE EXAMINATION:** There will be internal assessments in every subject to assess the continuous progress of the student. The marks obtained in internal assessment shall cumulate to the overall score of the student in a particular course of study.

5. **UNIVERSITY EXAMINATION:** The 3 year B.A. /B.Sc. (Honours and General) Course of Studies under CBCS shall consist of Six (6) Semesters (Semester-I, Semester-II, Semester-III, Semester-IV, Semester-V and Semester-VI). End Semester Examinations are to be held ordinarily at the end of the concerned Semester, i.e., Semester-I, Semester-III, Semester-V in and Semester-II, Semester-IV, Semester-VI in . End Semester Examinations will be held for 80% of the total marks in each paper and Internal Assessment shall be for 20% of the total marks of each paper/subject/module. 50% of the total marks assigned to Internal Assessment will be assessed on the basis of Internal Examination and remaining 50% will be assessed based on the class attendance.

6. **NOTICE BOARD:** Students should check College Notice Board regularly for relevant information. Non-compliance of any notice shall not be accepted.

7. **IDENTITY CARD:** After admission to the college, every student will be issued an Identity Card, which he / she should always carry. Wearing ID Cards is mandatory for all students while they are within the college premises.

8. **LIBRARY CARD:** Students need to furnish their fee receipt and the College Identity Card to become a member of the Library. A Library Card is issued to each member. The Library offers yearly membership which is renewed subject to clearance at the time of for University Semester Examination. Issuance of admit card for University Semester Examination.

9. **RAGGING:** Kandi Raj College is a Ragging free Campus. All members of the Campus community, particularly the primary stakeholders are discouraged to indulge in overbearing attitude and abuse fellow community members in any way that results in a sense of discomfort and insecurity. College has fourteen (14) member Anti-Ragging committee. For detailed information students are advised to follow our website.

10. **VISITING HOURS FOR MEETING WITH PRINCIPAL:** Parents/Guardian/Visitors: 2:00pm to 4: 00pm, Students: 1:00pm to 4:00pm.

11. **TRANSFER CERTIFICATE:** A student may apply to the Principal for Transfer certificate in his/her favour. Application for Transfer/withdrawal must be signed both by the student and his/her father or legal guardian. All College fees upto the current month and the requisite transfer fee must be paid before such certificate is issued. Students seeking transfer in the middle of a session are required to pay all annual charges in full in addition to the transfer fee. They must also obtain a clearance certificate beforehand from the Librarian and also from the Laboratory for laboratory-based departments, if they are science students. They are, however, eligible for refund of caution deposits only in terms of the conditions stated above.

12. **REFUND OF CAUTION DEPOSIT:** The claim for refund of Caution Deposit for laboratory and/or library is to be made after public notification by the College in newspapers, on production of the fee receipt within a year of the date of publication of the corresponding result. Otherwise, the amounts will be forfeited. Payment will be made after necessary deductions from Caution Deposits for loss or breakage of laboratory apparatus or equipment and for mutilation, damage or loss of library books, if any. The deposit in neither case will be refunded if College dues remain outstanding.

CODE OF CONDUCT FOR STUDENTS

1. Every student who is present inside college campus must have their identity card with them.
2. Each student is responsible for upholding the general cleanliness of the classrooms, labs, and campus as a whole.
3. Students must be on time and regular in attending classes, tutorials, class tests examinations etc. Failure to obtain the required attendance percentage, non-submission of assignments and unjustified absence from tests /examinations will be treated as breaching the code of conduct.
4. Any act which obstructs teaching, research, administrative activity and other proceedings of the college is strictly prohibited.
5. Chewing paan, paan masala, gutka or any other tobacco products, smoking or consumption of any other intoxicating products is strictly prohibited.
6. Playing cards, spitting and loitering are strictly prohibited inside the college & hostel campus and shall invite severe punishment/disciplinary action.
7. Use of Cell phones is strictly prohibited during class hour inside the Classroom and Laboratories.
8. Attempted or actual theft of and/or damage to property of the College, or property of a member of the College community, or other personal or public property, on or off campus will be considered as a punishable act.
9. During leisure hours, students are advised to use the library as maximum as possible.
10. Students should carefully follow the Notices put up on the Notice Board (both online and offline). No excuse will be considered if Notices on the Board are ignored.
11. When a lecturer is absent or is unable to take class, students should maintain a strict order among themselves so as to not disturb the adjoining classes. Under no circumstances should they leave the classroom without ascertaining the relieve orders from the Staff room.
12. Indulging ragging, anti-institutional, anti-national, antisocial, communal, immoral or political expressions and activities within the Campus and hostel are strongly prohibited as well as punishable.

13. A student should maintain at least 75% attendance in the Lectures of every subject. Otherwise, he or she will be debarred from the University Examination.
14. Students are forbidden from inviting friends from other institutions and outsiders to the College.
15. No posters are to be pasted or fixed with cello tape anywhere on the College walls. Any writing, scribbling on the walls will attract disciplinary measures against the student.
16. The right to access Girl's Common Room is reserved to girls.
17. A student shall not commit or cause breach of peace inside and around the College campus.
18. Any damage or defacement of college property is a punishable offence. If a college property is found damaged in a classroom while the class is assembled the loss may be recovered by a fee imposing upon the whole class if the students responsible for such damage cannot be detected.
19. Habitual misconduct/repeated breach of the College Rules & Regulation will be considered as a grave offence and will result in suspension/expulsion of the student with immediate effect.
20. While using library facilities students have to maintain the guidelines of Library.

PHOTO GALLERY



College at a Glance



Administrative part of College and Central Library



Laboratories



Some Departments of College



Some Pictures of Annual Sports



Gymnasium



Basanta Utsab Celebration



College Garden