



COOCH BEHAR COLLEGE

AFFILIATED TO COOCH BEHAR PANCHANAN BARMA UNIVERSITY

NAAC ACCREDITED (AT B++ GRADE) COLLEGE

ESTD. 1970

PROSPECTUS - 2022



COOCHBEHAR, PIN-736101, WEST BENGAL

PH. & FAX- (03582)256798

website : www.coochbeharcollge.org.in
email : principal@coochbeharcollge.org.in

COOCH BEHAR COLLEGE

NAAC Accredited (at B++ Grade with 2.78 scale in Oct, 2016, 2nd Cycle) College

Website Address: www.coochbeharcollege.org.in

E-Mail Address : principal@coochbeharcollege.org.in

Helpline Number related to admission

For B.A/ B.Com and B.Sc : 9564438081, 9547123139

For BBA : 7548043719, For BBM : 9564940700

For PG Geography & Geoinformatics: 7980002139, For PG English: 9123968139

IMPORTANT ANNOUNCEMENTS

1. 2019-20 was observed as the Golden Jubilee Year.
2. Choice Based Credit System (CBCS) has been introduced since 2017-18 academic session.
3. Post Graduation in Geography (M.Sc in Geography) has been introduced since 2018-19 academic session.
4. Post Graduation in English (M.A in English) has been introduced since 2019-20 academic session.
5. Have been successfully conducting Certificate and Diploma Course in Non-Formal Sanskrit Education (Affiliated by Central Sanskrit University, New Delhi) since 2015-16 academic session.
6. Geoinformatics Course (Certificate & Diploma) has been introduced by Geography Department since 2020-21 academic session.
7. Admission in Honours Courses will be held through Counselling. Initially a Provisional Merit List will be published. If any correction is needed then that will be done within the declared time and after that Final Merit List will be published. No complaints regarding correction will be entertained after the publication of the Final Merit List. (College Information, Notice regarding total no. of seats in different categories & admission related issues will be published in college website & college notice board.)
8. A Student can also opt for any of the Career Oriented Programme courses with their regular course. COP course includes Certificate Course, Diploma Course and Advanced Diploma Course in the streams of Computer Application, Women's Studies, Functional and Communicative English, Eco-Tourism and Management. These COP courses are recognised by U.G.C. and affiliated to Cooch Behar Panchanan Barma University.
9. The college offers Three years regular BBA (Bachelor of Business Administration) Course (Recognised by U.G.C. & Affiliated to Cooch Behar Panchanan Barma University) which is running since 2006.
10. Three year regular BBM (Bachelor of Business Management) Course in Tourism, Aviation & Hospitality (Recognised by U.G.C. & Affiliated by Cooch Behar Panchanan Barma University) has been introduced in the year 2017 and is running successfully.
11. This college is the only college in the Cooch Behar Sub-division having Arts, Commerce, Science & Management Streams.

HISTORY

Cooch Behar College, recognized by U.G.C. affiliated to Cooch Behar Panchanan Barma University (Since 2015-16), was established on 16th November 1970 with a handful of students. The college is included under section 2 (f) and 12(B) of the University Grants Commission Act. Over the last Fifty years the college has evolved into an excellent centre of higher education in the district and has been imparting education not only in both Honours and Programme courses in Humanities, Commerce, Science and Management (B.B.A & B.B.M) but also in Post Graduation (In Geography and English subjects) to a large number of students hailing from various race, community and diverse socio-cultural milieu of Cooch Behar and the surrounding

region. For upgradation of the quality of education, the college has been assessed by NAAC during October, 2016 and had been successfully assessed at B++ Grade.

LOCATION AND INFRASTRUCTURE

The college is situated in the heart of the district town of Cooch Behar. It presents an enviable spectacle with an impressive building, a lush green campus, well decorated Seminar Hall and a well equipped library. The college has been imparting education through modern ICT methods, WI-FI Connection, Free internet and low priced Xerox facilities are also available to the students. The Office and the library are fully computerised. **COOCH BEHAR COLLEGE APP** has been introduced in the year 2019 from which students can get all types of information regarding semester, cultural activities, seminars, webinars, routines etc. The College has launched its own website since 2006.

AIMS AND OBJECTIVES OF THE COLLEGE

- 1) To impart sound and meaningful higher education to the students.
- 2) To help them achieve successful professional career.
- 3) To encourage the students to strive for excellence in every field of life.
- 4) To help them become ideal and responsible citizens of the country.
- 5) To produce intellectually sound, morally upright, socially concerned students to be of service to the nation.

TEACHING STAFF

All the Departments of the college have its competent Faculty Members. The Teaching staffs of the college do their best to satisfy the academic needs of all the students with their Meta-cognitive skills, sincerity and also they take personal care in the Extra-Curricular Activities.

PRINCIPAL

Dr. Pankaj Kumar Debnath

GOVERNNING BODY MEMBERS

1. Sri Baladeb Sinha	- President
2. Dr. Pankaj Kumar Debnath	- Principal / Secretary
3. Sri Baladeb Sinha	- Government Nominee
4. Dr. Sidhartha Sankar Laha	- University Nominee
5. Prof. Abhijit Roy	- Teachers' Representative
6. Prof. Joydeb Mondal	- Teachers' Representative
7. Dr. Parimal Sarkar	- Teachers' Representative
8. Sri Anupam Dey	- Non-Teaching Representative
9. Sri Jagadish Chandra Das	- Non-Teaching Representative
10.(Vacant)	- General Secretary, Students' Union

LIST OF TEACHING STAFF
(AS ON 17.07.2022)

COOCH BEHAR COLLEGE						
SL NO.	COURSE	DEPARTMENT	NAME OF THE FACULTIES	DESIGNATION		
1	B.A	BENGALI	SRI JOYDEB MONDAL	Associate Professor		
			DR. MRIDUL GHOSH	Assistant Professor		
			SRI AVIJIT GOLUI	Assistant Professor		
			SMT SUKANYA CHATTERJEE	SACT		
2		B.A	ENGLISH (UG & PG)	MD. TARIQUL ISLAM	Assistant Professor	
				SRI PALLAB KUMAR SARKER	Assistant Professor	
				SRI SUSANTA DAS	Assistant Professor	
				SMT ANINDITA DATTA	SACT	
				SRI PRAJNAJYOTI DUTTA	SACT	
				DR. MAGNA SARKAR	INVITEE FACULTY (PG)	
	MR. HEMANTA BAXI			INVITEE FACULTY (PG)		
	SMT. AFRIDA AAINUN MURSHIDA			INVITEE FACULTY (PG)		
	SMT. KAKALI LAYEK			INVITEE FACULTY (PG)		
	POULAMI MODAK			INVITEE FACULTY (PG)		
3	B.A	PHYSICAL EDUCATION	DR. HIMANGSU PODDAR	Assistant Professor		
			MD. BODDRODOZZA SARKAR	SACT		
			SMT. BHASWATI BARMAN	SACT		
			SRI PALLAB RAY SARKAR	SACT		
4		B.A	HISTORY	SRI JOGESH CHANDRA ROY	Assistant Professor	
				DR. SANTANA MOCHARI	Assistant Professor	
				SRI SUKOMAL CHANDA	SACT	
				SRI KAMALESH ROY	SACT	
5			B.A	POLITICAL SCIENCE	DR. PRITHA PANDIT (ROY CHOWDHURY)	Associate Professor
					DR. SUKANTA GHOSH	Assistant Professor
	SRI SUMAN PANDIT				SACT	
	DR. UJJAL KUMAR DE				SACT	
6	B.A			PHILOSOPHY	SRI SWAPAN CHANDRA BARMAN	Assistant Professor
					SRI RAKESH DAS	Assistant Professor
		SRI SWAPAN KUMAR DAS			Assistant Professor	
		DR. RANJIT KUMAR BARMAN			Assistant Professor	
		SMT RUMPA ROY			SACT	
7		B.A		GEOGRAPHY (UG & PG)	SRI KESHAB MONDAL	Assistant Professor
			DR TAPAN KUMAR DAS		Assistant Professor	
			SMT SONEL SOM		Assistant Professor	

			SMT DEBOLINA PANDIT	SACT
			SRI PRASANYA SARKAR	SACT
			DR. ANUP SEN	SACT
			SRI DEBASISH TALUKDAR	SACT
			SRI SAMRAT PODDER	SACT
			SRI SAUMYAJIT GHOSH	SACT
			SM. PRIKSHA BISWAS	SACT
			SRI BALAI DAS	SACT
			SRI DIPANKAR SAHA	INVITEE FACULTY
8		SANSKRIT	DR AMAL CHANDRA ROY	Assistant Professor
			DR BISWAJIT MONDAL	Assistant Professor
			SMT ARPITA DAS	SACT
			SM. PREETI KARMAKAR	SACT
			SRI MANAS BARMAN	SACT
			DIPALI MANNA	NON-FORMAL SANSKRIT TEACHER
9		ECONIMICS	DR PANKAJ KUMAR DEBNATH	PRINCIPAL
			SRI SUSHOVAN MONDAL	Assistant Professor
			DR. FIROZE HASAN	Assistant Professor
			SMT PRIYANKA DEBNATH	SACT
			SRI SUHASH GHOSH	SACT
10		EDUCATION	SRI DIPAK CHANDRA DAS	SACT
11	B.COM	ACCOUNTANCY	SRI ABHIJIT ROY	Associate Professor
			DR TAMOJIT ROY	Assistant Professor
			SRI SUMAN SARKAR	Assistant Professor
			SRI PRABIR TARAFDER	Assistant Professor
			SRI PARAMESH CHANDA	SACT
12		PHYSICS	DR PARIMAL SARKAR	Associate Professor
			SRI ANIMESH HALDER	Assistant Professor
			DR DILIP KUMAR SARKAR	Visiting Teacher
			SRI SUDIPTA KARMAKAR	SACT
			SMT. ISHITA DE	SACT
13	B.SC	CHEMISTRY	DR RABINDRA DEY	Assistant Professor
			DR. SNEHASIS BHAKTA	Assistant Professor
			SRI ARIGHNA SAHA	SACT
			SM. SRABANTI GHOSH	SACT
			SM. SUBARNA PANCHANAN	SACT
14		MATHEMATICS	SM. ARPITA SIKDER	Assistant Professor
			SRI DEBASHIS KUMAR MANDAL	Assistant Professor

			SM. NABANITA DEY	SACT
			SRI TAPAS DAS	SACT
			SM. BINA BHOWMIK	SACT
15		COMPUTER SCIENCE	SRI SOMNATH SAHA	Assistant Professor
			SRI DIBYENDU DEY	SACT
			SMT MADHURIMA MONDAL SAHA	SACT
			SRI PRASUN SARKAR	SACT
16		BBA	SRI SANKAR SAHA	SACT
			SRI SUBHENDU CHAKRABORTY	SACT
			SRI DHANANJOY CHAKRABORTY	SACT
17	MANAGEMENT	BBM	SMT. DEBIPRIYA ROY	Contractual Guest Lecturer
			SRI DEBABRATA DAS	Contractual Guest Lecturer
			SRI ASHOK ACHARYA	Contractual Guest Lecturer
			SRI NILOY PAUL	Contractual Guest Lecturer
			SRI DHRUBAJYOTI PAUL	'Group - C'
	UGC- NSQF	GEOINFORMATICS	DR. TAPAN KUMAR DAS	NODAL OFFICER
			SRI DIPANKAR SAHA	FACULTY
			SRI ABHIJIT SEN	FACULTY

N.B.: SACT implies –State Aided College Teacher

LIST OF LIBRARY STAFF

Sri Binoy Sharma	Librarian
Sri Krishanu Chakraborty	Contractual Guest Librarian
Smt. Payel Roy	Casual Group – C
Sri Sukanta Pramanik	Casual Group – D

LIST OF NON-TEACHING STAFF

Smt. Laxmi Dasgupta (Bose)	Accountant
Sri Santeswar Roy	Clerk
Sri Anupam Dey	Cashier
Sri Anirban Sen Chowdhury	Clerk
Sri Nripen Biswas	Clerk
Sri Jagadish Ch. Das	Peon
Sri Khokon Das	Guard
Sri Ranjit Basfore	Sweeper / Jamadar (Part time)
Sri Rahul Harijon	Peon

CASUAL NON-TEACHING STAFF

Sri Ashim Roy	'Group - C'
Sri Abjijit Chatterjee	'Group - C'
Smt. Saswati Das	'Group - C'
Sri Sudip Das	'Group - D'
Smt. Laxmi Das	'Group - D'
Smt. Ruma Roy	'Group - D'
Sri Soumitra Chakraborty	'Group - D'
Sri Susanta Das	'Group - D'
Sri Samir Roy	'Technical Assistant'

CONTRACTUAL SECURITY GUARD

Sri Biswajit Mondal

Sri Ajoy Kumar Sarkar

Presently this Institute offers B.A, B.Sc.& B.Com.(3 year Programme & Honours Courses), four Career Oriented Courses (COP), two management courses each of 3 year Duration (BBA & B.B.M), as well as M.Sc in Geography, M.A in English and Certificate course in Non-Formal Education & Geoinformatics Certificate and Diploma Course.

FOR DEGREE COURSES:

Arts, Commerce and Science subjects are taught. The subjects which students can take up in various streams are mentioned below:

Stream	Honours Subjects	Subjects of Programme Course
Arts (UG)	1. Geography, 2. English, 3. Sanskrit, 4. Bengali, 5. History, 6. Political Science, 7. Philosophy, 8. Economics.	1. Geography, 2. English, 3. Sanskrit, 4. Bengali, 5. History, 6. Political Science, 7. Philosophy, 8. Economics, 9. Physical Education, 10. Education
Commerce (UG)	1. Accountancy	1. All Commerce Subjects.
Science (UG)	1. Mathematics 2. Physics 3. Chemistry 4. Computer Science	1. Physics 2. Chemistry 3. Mathematics 4. Computer Science
Management(UG)	B.B.A	1. Marketing 2. Finance 3. Human Resource
	B.B.M	Tourism, Aviation & Hospitality
UGC-NSQF (UG)	Certificate & Diploma	Geoinformatics
Post Graduate (PG)	M.Sc in Geography M.A in English	1. Geography 2. English
COP	Certificate & Advance Diploma	1. Computer Application 2. Communicative English 3. Women Studies 4. Eco-Tourism

SUBJECT RESTRICTIONS

I.Candidates having certificates of District/State/National/International level sports are eligible to apply for Physical Education as a General elective subject.

II. Candidates having Education subject in their Higher Secondary/12th standard are eligible to apply for Education as a General subject

III. Candidates securing 60% or above marks in Geography in their Higher Secondary/12th standard are eligible to apply for Geography as a Generic elective subject (50% of total seats are allotted for Honours and rest 50% is allotted for Programme Course).

বিষয় নেওয়ার ক্ষেত্রে বিধিনিষেধ:

১. Candidate এর যদি District/State/National / International Level এর Sports Certificate থাকে, তবে সে General Subject হিসাবে Physical Education বিষয়টি নিতে পারবে।

২. H.S.পরীক্ষায় Education বিষয়টিতে উত্তীর্ণ হলে Education বিষয়টি General বিষয় হিসাবে নেওয়া যাবে।

৩. H.S.পরীক্ষায় কমপক্ষে 60% (ষাটশতাংশ) নম্বর থাকলে তবেই General বিষয় হিসাবে Geography বিষয়টিকে নেওয়া যাবে। (মোট Seat এর 50% Seats Honours students দের (Geography Honours) বাদে এবং 50% seats Programme Course এর ছাত্র/ ছাত্রীদের জন্য allotted করা আছে।

RESULTS OF THE LAST SEVEN YEARS (At the end of the 3rd year)

1)	2014	73.50%
2)	2015	63.44%
3)	2016	51.36%
4)	2017	68.29%
5)	2018	58.83%
6)	2019	60.17%
7)	2020	81.80%
8)	2021	85.30%

RECENT ACHIEVEMENTS:

- 1) In 2018, Pratyusha Das secured 1st class 2nd position in Geography Hons. (in CBPBU)
- 2) In 2018, Dipali Ray secured 1st class 1st position in B.Sc General (in CBPBU).
- 3) In 2018, Seema Barman secured Best NSS volunteer Award 2018 (in CBPBU).
- 4) In 2018, Nikita Bania secured 1st class 1st position in BBA (in CBPBU).
- 5) In 2018, Saikat Banik secured 1st class 2nd position in BBA (in CBPBU).
- 6) In 2019, Kashyapee Mandal secured 1st class 1st position in BBA (in CBPBU)
- 7) In 2019, Sanjoy Dutta secured 1st class 2nd position in BBA (in CBPBU)
- 8) In 2019, Tania Sinha secured 1st class 1st position in COMPUTER SCIENCE Hons. in CBPBU.
- 9) In 2019, Bivan Banik secured 1st class second position in COMPUTER SCIENCE Hons. in CBPBU.
- 10) In 2019, Rohit Agrahari secured 1st class 1st position in Accountancy Honours in CBPBU.
- 11) In 2019, Susmita Nahata secured 1st class 2nd position in Accountancy Honours in CBPBU.
- 12) In 2019, Aproza Khatun secured 1st class 1st position in Bengali Honours in CBPBU.
- 13) In 2019, Sujoy Kumar Barman secured 1st class 2nd position in Mathematics Honours in CBPBU.
- 14) In 2019, Sumeet Chanda secured 2nd class 2nd position in UG (General Examination) in CBPBU.
- 15) In 2020, Ankita Roy Basunia secured 1st class 1st position in BBM Course in CBPBU.
- 16) In 2020, Arindam Roy secured 1st class 2nd position in BBM Course in CBPBU.
- 17) In 2020, Subrata Barman secured 1st class 3rd position in BBM Course in CBPBU.
- 18) In 2020, Karimul Miah secured 1st class 1st position in B.Com Accountancy Honours in CBPBU.
- 19) In 2020, Kanak Mandal secured 1st class 3rd position in B.Com Accountancy Honours in CBPBU.
- 20) In 2020, Sarita Kumhar secured 1st class 1st position in B.Com Programme in CBPBU.
- 21) In 2020, Sanoja Saha secured 1st class 2nd position in B.Com Programme in CBPBU.
- 22) In 2020, Priyanka Devi secured 1st class 3rd position in B.Com Programme in CBPBU.
- 23) In 2020, Kajal Kumari secured 1st class 3rd position in B.Com Programme in CBPBU.
- 24) In 2020, Dhananjay Barman secured 1st class 3rd position in B.Com Programme in CBPBU.
- 25) In 2020, Utsav Bose secured 1st class 1st position in BBA in CBPBU.
- 26) In 2020, Bidyut Dey secured 1st class 2nd position in BBA in CBPBU.
- 27) In 2020, Sourav Chakraborty secured 1st class 3rd position in BBA in CBPBU.
- 28) In 2020, Manali Deb secured 1st class 3rd position in B.Sc Physics Honours in CBPBU.
- 29) In 2020, Poushali Dey secured 1st class 1st position in B.Sc Computer Science Honours in CBPBU.
- 30) In 2020, Mihir Kiran Das secured 1st class 2nd position in B.Sc Computer Science Honours in CBPBU.
- 31) In 2020, Subham Banik secured 1st class 3rd position in B.Sc Computer Science Honours in CBPBU.
- 32) In 2021, Krishanu Mondal secured 1st class 1st position in B.Sc Computer Science Honours in CBPBU.
- 33) In 2021, Sourav Nath secured 1st class 1st position in BBA in CBPBU.
- 34) In 2021, Sonali Barman secured 1st class 1st position in BBM in CBPBU.
- 35) In 2021, Bikrama Lashkar secured 1st class 2nd position in B.Sc Computer Science Honours in CBPBU.
- 36) In 2021, Bikrama Lashkar secured 1st class 3rd position in B.Sc Computer Science Honours in CBPBU.

Dr. Tapan Kumar Das

Assistant Professor of Geography and Programme Officer of NSS Unit-I has been awarded Best NSS Programme Officer in 2019 by Cooch Behar Panchanan Barma University.

ELIGIBILITY FOR ADMISSION IN HONOURS COURSE:

Those students who have obtained either (i) 55% marks as aggregate or (ii) 50% marks as aggregate with 60% marks in the subject in the qualifying examinations shall be eligible to apply for admission to Honours in the subject concerned in general categories. However, the above criterion reduced to (i) 50% marks in the aggregate or (ii) 45% marks in the aggregate with 60% marks in the subject in the qualifying examinations shall be eligible to apply for admission to Honours in the subject concerned in SC/ST categories.

HOW TO APPLY/ ADMISSION PROCEDURE

Students will be admitted through online system (E-Counselling Mode) in this academic session (2022-2023).

The following steps /rules are to be followed strictly for applying to any course and for admission.

STEPS FOR SUBMISSION OF ONLINE APPLICATION FORMS & ONLINE ADMISSION

Step1:

- Candidates seeking admission in Cooch Behar College must apply online only through the COOCH BEHAR COLLEGE website www.coochbeharcollege.org.in. The online registration starts from 18/07/2022 at 11.30 A.M and will be closed on 05/08/2022 midnight at 11.59 P.M.

Step2:

- The candidate seeking admission must first go through the terms and conditions of admission and click on "I Agree" button and then move on to the next page.
- In Cooch Behar College website a candidate seeking admission should click on the "UG Online Admission 2022" button.
- Then the candidate should click on "APPLY ONLINE" button and will get four options (APPLY IN HONOURS/ APPLY IN PROGRAMME (GENERAL) / APPLY IN BBA / APPLY IN BBM / APPLY IN GEOINFORMATICS CERTIFICATE AND DIPLOMA COURSE).
- After clicking those buttons form fillup page will be opened.
- The candidate should upload the scanned copy of 50 KB size image and all the necessary documents in JPG format of not more than 200 KB (M.P Admit card/Certificate, H.S Mark sheet, Caste Certificate, P.H Certificate, Sports Certificate) for form fillup.

Step3:

- After filling up the form, the candidate will receive an username and password through their registered mobile number. Incomplete form will not be accepted.

Step4:

- A Candidate who is successfully registered will only be considered in selection process.
- Candidates whose names are in merit list will go through an automated E-counselling process.
- Candidates who are selected will be informed through message sent on their registered mobile number. The names of selected candidates, eligible for admission will also be displayed on the college website phase wise.

Step5:

- After receiving the message and/or after publication of such list of selected candidates in the college website, candidates have to pay their provisional admission fees again through the username and password followed by the same online procedure.

Step6:

- After the payment of the provisional admission fees, the candidate must fill-up **Anti-Ragging** form and print the form by clicking on **Anti-Ragging button** which is given in the online admission website.
- Then lastly, the candidates have to be present for classes on the scheduled date which will be displayed on the college website, and at that time verification of their original documents will be done.
- **A candidate getting chance of admission to a course of his/her second choice, should first cancel the admission to his/her course of first choice.**

RULES TO BE FOLLOWED

1. **Candidates must read the prospectus before filling up Admission Registration forms.**

2. Before applying Online, the candidates must possess the scanned images as below:-

Passport size photograph in JPG format of not more than 50Kb.

M.P Admit card/Certificate in JPG format of not more than 200Kb.

H.S Mark sheet in JPG format of not more than 200Kb.

Caste Certificate in JPG format of not more than 200Kb. [If required]

Physically Handicapped Certificate in JPG format of not more than 200Kb. [If required]

Sports Certificate in JPG format of not more than 200Kb. [If required]

3. The candidate must submit a valid **mobile number** and **email-id** of self or any family member.

4. Before submitting the application, the candidate must confirm their **date of birth, mobile number.**

5. After submitting the valid mobile number, no complaint will be entertained by the college related to lost of mobile or sim card etc.

6. The candidate will receive the confirmation of submission of registration or provisional admission within 24 hrs. of fee submission and they can also view payment status by login into the website.

7. A candidate can edit their application form excluding **date of birth** and **mobile number** within a given time(to be informed in the website) and no modification will be allowed after that date.

8. If any information of the candidate is found wrong at the time of physical verification, his/her admission will be summarily cancelled.

9. Before subject selection, the candidate must follow the subject choice rules of the college as well as of the University.

10. At the time of physical verification, the candidate must bring printed copy of application form, receipt copy of payment and all relevant documents of online application and original copies of all the certificates, marks sheets and testimonials.

11. Regarding SC/ST/OBC-A/OBC-B reservation, only certificate in the name of the candidate only from SDO will be accepted (as per Govt. norms).

12. Subject restriction must be maintained.

13. A candidate can submit only one application of one Honours subject. A candidate can also apply for more than one Honours subject by separate registration process.

14. For admission to Programme (General) course, separate application form has to be submitted.

15. Application for Honours subjects will not be considered as application for General course and vice-versa

16. The published schedule of Admission is tentative and subject to change.

17. Candidates seeking admission must visit College website regularly and **check SMS alerts in their registered mobile no.**

18. Candidate must be present himself/herself physically for physical verification of their documents in the college premise on the day of commencement of class. Otherwise the admission will be deemed to be cancelled after expiry of the stipulated time. In this respect no application will be entertained later.

19. Fees once deposited cannot be **refunded under any circumstances.**

20. All information regarding eligibility criteria, subject restrictions, fee structure etc. are mentioned in the Prospectus.

21. No candidate will be allowed to take **one subject as Honours and/or General if he/she fails in that subject at H.S level/12th standard.**

22. ***A Valid Mobile no. once submitted to College Authority should not be changed before completion of course.***

অনলাইন (Online) পদ্ধতিতে ফর্মপূরণ ও ভর্তি প্রক্রিয়ার নিয়মাবলী

২০২২-২৩ শিক্ষাবর্ষে কোচবিহার মহাবিদ্যালয়ে ভর্তির জন্য প্রত্যেক ছাত্র-ছাত্রীকে অবশ্যই অনলাইন (Online) পদ্ধতিতে আবেদনপত্র পূরণ করতে হবে। সম্পূর্ণ ই-কাউন্সেলিং পদ্ধতিতে ভর্তি প্রক্রিয়া সম্পন্ন হবো। বিজ্ঞপ্তি অনুসারে ক্লাশ শুরুর দিন ছাত্র-ছাত্রীদের কলেজে অবশ্যই উপস্থিত হতে হবে।

অনলাইন (Online) পদ্ধতিতে আবেদনপত্র জমা দেওয়ার পদক্ষেপ সমূহ:-

Step-1(ধাপ-১)

কোচবিহার কলেজে ভর্তি হতে ইচ্ছুক ছাত্র-ছাত্রীদের প্রথমে কলেজের ওয়েবসাইট www.coochbeharcollege.org.in-এ গিয়ে ১৮/০৭/২০২২ তারিখ থেকে অনলাইন (Online) পদ্ধতিতে ফর্মপূরণ করে প্রয়োজনীয় নথি সহ Submit করতে হবে।

Step-2(ধাপ-২)

*ছাত্র-ছাত্রীরা কোচবিহার কলেজের ওয়েবসাইটের পেজ খুলে Term and Condition "I Agree" করে UG Online Admission-2022 বোতামটির ওপর ক্লিক করলে অনলাইন ভর্তির পৃষ্ঠা (Page) খুলে যাবে।

*এরপর Apply Online বোতামটির ওপর ক্লিক করতে হবে। এখানে চারটে বোতাম পরপর আসবে। Apply in Honours/Apply in Programme(general)/Apply in BBA/ Apply in BBM. ছাত্র-ছাত্রীদের ইচ্ছা অনুসারে নির্দিষ্ট বোতামে ক্লিক করলে অনলাইন ভর্তির পেজ খুলে যাবে।

*আবেদনকারীকে ২০০ কেবি (KB) মাপের প্রয়োজনীয় কাগজপত্র (M.P. Admit/ Certificate, H.S. Mark Sheet, Cast Certificate) আপলোড করতে হবে। সঙ্গে ৫০ কেবি সাইজের ছবি অবশ্যই আপলোড করতে হবে।

Step-3(ধাপ-৩)

*নির্দিষ্ট ফর্মপূরণ করার পর ছাত্র-ছাত্রীদের দেওয়া মোবাইল নম্বরে একটি "User Id" এবং "Password" পাবে।

তারা () চিহ্নিত স্থান গুলি পূরণ করা বাধ্যতামূলক। অসম্পূর্ণ আবেদনপত্র গৃহিত হবে না।

Step-4(ধাপ-৪)

*যে সমস্ত ছাত্র-ছাত্রী সফলভাবে আবেদনপত্র জমা করবে তারা কেবল ভর্তির প্রক্রিয়ার মেধা তালিকায় স্থান পাবে এবং ভর্তির সুযোগ পাবে।

* মেধা তালিকায় থাকা ছাত্র-ছাত্রীরা স্বয়ংক্রিয় ই-কাউন্সেলিং (E-Counselling) প্রক্রিয়ার মধ্যে দিয়ে কলেজে ভর্তি হবে।

* চূড়ান্ত মেধা তালিকায় থাকা ছাত্র-ছাত্রীদের নাম মোবাইল নম্বরে SMS Message-এর মাধ্যমে জানানো হবে। এছাড়া সমস্ত ই-কাউন্সেলিং এর তালিকা কলেজের ওয়েবসাইটে প্রকাশ করা হবে।

Step-5(ধাপ-৫)

* মেধা তালিকায় নাম প্রকাশিত হওয়ার পর বা SMS Message-পাওয়ার পর কেবলমাত্র অনলাইন পদ্ধতিতেই "User Id" এবং "Password" ব্যবহার করে Fee জমা দিয়ে কলেজে ভর্তি প্রক্রিয়া সম্পন্ন করতে হবে।

Step-6(ধাপ-৬)

* ভর্তি প্রক্রিয়া সম্পন্ন হওয়ার পর Online Website-এ গিয়ে Anti-Ragging Button-এ ক্লিক করে ফর্মটি পূরণ করার পর submit বোতাম ক্লিক করে জমা করতে হবে। ক্লাশে Physical Verification-এর দিন Original Document -এর সঙ্গে জমা দিতে হবে।

* কলেজ ওয়েবসাইটে প্রদত্ত নোটিশ দেখে নির্দিষ্ট দিনে সমস্ত Document ও Anti-Ragging Form সহ ক্লাশে উপস্থিত হতে হবে। একটি বিষয়ে এই কলেজে ভর্তি হয়ে যাবার পর দ্বিতীয় কোন বিষয়ে ভর্তি হতে চাইলে পূর্ববর্তি ভর্তি E-Counselling List থেকে Cancelled করে নতুন ভর্তির টাকা জমা দিতে হবে।

বিধি অনুসরণ করা :

১. ছাত্র- ছাত্রীদের ভর্তির নিবন্ধন ফর্ম পূরণ করার আগে কলেজের বিবরণ পত্র (Prospectus) পড়তে হবে।

২. অনলাইন আবেদন করার পূর্বে ছাত্র- ছাত্রীদের JPG ফর্ম্যাটে ২০০ কেবি মাপের M.P. Admit/Certificate, H.S. Mark sheet, Caste Certificate এর স্ক্যান কপি এবং JPG ফর্ম্যাটে ৫০ কেবি পাসপোর্ট সাইজের ছবি আপলোড করতে হবে।

৩. ছাত্র- ছাত্রীদের ফর্ম পূরণ করার সময় একটি বৈধ মোবাইল নম্বর দিতে হবে।

৪. আবেদন জমা দেওয়ার আগে ছাত্র- ছাত্রীদের জন্ম তারিখ ,মোবাইল নম্বর এবং ছবি আপলোড নিশ্চিত করতে হবে।

৫. বৈধ মোবাইল নম্বর সাবমিট করার পরে মোবাইল বা সিমকার্ড ইত্যাদি হারানো সম্পর্কিত কোন অভিযোগ কলেজ দ্বারা গ্রহণ করা হবে না।

৬. ছাত্র- ছাত্রীরা টাকা জমা দেওয়ার 24 ঘন্টার মধ্যে Provisional ভর্তির নিশ্চয়তা তারা রেজিস্টার মোবাইল নম্বরে ম্যাসেজ/SMS দ্বারা পাবে এবং তারা ওয়েবসাইটে লগইন-এর দ্বারা Payment-এর অবস্থান জানতে পারবে।

৭. ছাত্র- ছাত্রীরা 13/08/2022 তারিখের রাত 12 টা পর্যন্ত জন্ম তারিখ এবংমোবাইল নম্বর ছাড়া তাদের সমস্ত আবেদন তথ্যসংশোধন (Edit) করতে পারবে।13/08/2022 তারিখের রাত 12 টার পরকোন সংশোধন (Edit) অথবা পরিবর্তন করা যাবে না।

৮.ক্রাসে ফিজিক্যাল ভেরিফিকেশন (Physical Verification)-এর সময় ছাত্র- ছাত্রীদের ফর্মে কোন তথ্য (Information) ভুল পাওয়া গেলে তার ভর্তি বাতিল বলে গণ্য হবে।

৯. বিষয়(Subject) নির্বাচনের পূর্বে ছাত্র- ছাত্রীদের অবশ্যই কলেজের বিষয় নির্বাচনের (Subject Selection) নিয়ম অনুসরণ করতে হবে।

১০.ফিজিক্যাল ভেরিফিকেশন (Physical Verification)-এর সময় ছাত্র-ছাত্রীকে আবেদনপত্র (Application Form) ব্যাঙ্ক চালান (Online Payment) এবং অনলাইন অ্যাপলিকেশনের সমস্ত প্রাসঙ্গিক অরিজিন্যাল ডকুমেন্ট (Original Document) সঙ্গে আনতে হবে।

১১. শুধুমাত্র SDO-দ্বারা প্রদত্তআবেদনকারির নামের SC/ST/OBC-A/OBC-B সার্টিফিকেট (সরকারি নিয়ম অনুযায়ী) গ্রহণযোগ্য বলে বিবেচিত হবে।

১২. বিষয় নির্বাচনের বিধিনিষেধ অবশ্যই মানতে হবে ।

১৩. ছাত্র-ছাত্রীরা একাধিক সান্মানিক (Honours) বিষয়ে আবেদন জমা দিতে হলে তাদের পৃথক পৃথক আবেদনপত্র (Application)করতে হবে।

১৪. Programme (General) Course-এ ভর্তির জন্য আলাদা ভাবে আবেদন পত্র একই পদ্ধতিতে Submit করতে হবে।

১৫. Honours বিষয়ে আবেদন পত্র কখনোই Programme (General) Course-এর জন্য বিবেচিত হবে না।আবার একইরকম ভাবে Programme(General) Course-এর জন্য আবেদন পত্র Honours বিষয়ের জন্য বিবেচিত হবে না।

১৬. বিজ্ঞপ্তি অনুযায়ী ভর্তির তারিখ বিশেষ কারণ বশত পরিবর্তিত হতে পারে ।

১৭. যেসমস্ত ছাত্র-ছাত্রী কলেজে ভর্তি হতে চায়, তাদের নিয়মিত কলেজেরWebsit এবং মোবাইলের SMS লক্ষ্য করতে হবে ।

১৮. ছাত্র-ছাত্রীকে Physical Verification - এর দিন অবশ্যই কলেজের ক্রাসে অবশ্যই উপস্থিত থাকতে হবে ।অন্যথায় নির্দিষ্ট সময় পরে ভর্তি বাতিল বলে গণ্য হবে। এ বিষয়ে কোন প্রকার আবেদন গ্রহণ যোগ্য হবে না।

১৯. সমস্তFee Online -এ জমা দেওয়া যাবে।

২০. কোন পরিস্থিতিতেই একজন প্রার্থী কলেজের ফি বাবদ জমাকরা অর্থ ফেরত পাবে না।

২১. ভর্তির যোগ্যতা বিষয় নির্বাচনের সীমাবদ্ধতা/ নিয়ম এবং অন্যান্য সমস্ত তথ্য/ নিয়মাবলী/Fee Structure ইত্যাদি সমস্ত বিষয় কলেজের বিবরণ পত্র (Prospectus)-এ উল্লেখ করা আছে।

২২. H.S.পরীক্ষায় অনুত্তীর্ণ বিষয়কে কোন ছাত্র-ছাত্রী Honours Subject এবং General (Elective) Subject হিসাবে নিতে পারবে না।

২৩. অনার্স কোর্সের সীমিত সংখ্যক আসনের জন্য অনার্স কোর্সে ভর্তি হতে ইচ্ছুক প্রার্থীদের অনার্সের পাশাপাশি জেনারেল কোর্সের আবেদন পত্র পূরণ ও জমা করার পরামর্শ দেওয়া হচ্ছে।

২৪. কোন প্রার্থী অন্য কোন কলেজে অনার্স অথবা জেনারেল কোর্সে ভর্তি হওয়ার পর এই কলেজে ভর্তি হতে চাইলে তাকে অবশ্যই অন্য কলেজ থেকে ভর্তি বাতিল করতে হবে এবং এই মর্মে কলেজ কর্তৃপক্ষের কাছে সার্টিফিকেট জমা দিতে হবে। একই ভাবে এই কলেজে ভর্তি হওয়ার পর কোন প্রার্থী অন্য কোন কলেজে ভর্তি হতে চাইলে তাকে এই কলেজের অধ্যক্ষ মহাশয়ের কাছে লিখিত আবেদন পত্র জমা করতে হবে।

২৫. বিশ্ববিদ্যালয়ের কোন আইন লঙ্ঘন করলে অথবা কলেজ কর্তৃপক্ষ দ্বারা নির্দিষ্ট নিয়মের বিরোধিতা করলে এবং প্রার্থীর পক্ষ থেকে কোন ভুল তথ্য দেওয়া হলে যদি ভর্তির পরে তা সনাক্ত করা যায় তবে সেই প্রার্থীর ভর্তি একতরফা ভাবে বাতিল হবে।

DOCUMENTS REQUIRED FOR ADMISSION: (AT THE TIME OF PHYSICAL VERIFICATION IN THE COLLEGE)

The following documents have to be submitted by a student at the time of admission:

- 1) Qualification certificate** –Marks sheet of 10+2 examination. (Original & Self Attested)
- 2) Age proof certificate** - Admit card of Madhyamik Pariksha or equivalent document. (Original & Self Attested)
- 3) Character Certificate** -A testimonial in original from the head of institution last attended.
- 4) Caste Certificate** - Original certificate of the SC/ST/OBC/PH in the name of the applicants only to be produced (along with two copies of the caste certificate) at the time of admission in case of reserved seats.
- 5) Physically Handicapped Certificate** - Physically Handicapped certificate from the competent authority to be furnished at the time of admission.
- 6) Migration Certificate** - Migration certificate from original Board or Council to be submitted at the time of admission. (Other than West Bengal Council for Higher Secondary Education)
- 7) Affidavit by the student & affidavit by the Parents / Guardians (Forms are given in the website of the College with this prospectus)**

RULES RELATED WITH ADMISSION:

1. A student may be admitted to B.A./B.Com/B.Sc/BBA/BBM. three years degree course (Honours / Programme) after passing the Higher Secondary Examination in the general stream Conducted by the West Bengal Council of Higher Secondary Education in (10+2) Pattern after a period of 12 years study or a Examination recognized as equivalent by the University provided he/she has passed in at least four subjects excluding environmental studies with English as compulsory subject.
2. No candidate shall be allowed to take up any subject except Computer Science, Microbiology, Bio-technology and such other interdisciplinary subjects in B.A. / B.Sc. /B.Com. Course if he/she has failed to pass in the corresponding subject (s) at the Higher Secondary Examination (10 + 2) recognized as equivalent by the University.

Provided However

- a) No candidate shall be allowed to take up physics Honours / General subject if he/she has failed to pass in mathematics and chemistry alongwith physics and other subject as prescribed at the qualifying examination.
 - b) No candidate shall be allowed to take up chemistry Honours / General subject if he/she has failed to pass in mathematics and physics alongwith physics and other subject as prescribed at the qualifying examination.
 - c) A candidate shall also be allowed to take up Botany/Zoology if he/she has passed in Biology at the qualifying examination.
 - d) A candidate shall also be allowed to take up Computer Science as Honours / General subject if he/she has passed in Mathematics at the qualifying examination.
 - e) Candidates who have passed in Computer Science at the qualifying Examination but failed to pass in Mathematics at the qualifying examination shall not be allowed to take up Computer Science as Honours /General subject.
3. A candidate shall be allowed to pursue B.A./B.Sc./B.Com. in Programme course if he/she has passed the qualifying Examinations in vocational stream subject to fulfilment of other conditions.
 4. Admission to various courses in the college is made strictly on the basis of merit. Admission to courses would be subject to availability of seats.
 5. **All admissions are provisional until confirmed by the University. Admission of any candidate in contravention of the university regulations and restrictions, or in contravention of any rules framed by the college authorities even though detected afterwards, shall be summarily cancelled and the candidates will not be entitled to any refund of fees already paid to the college.**

6. The application of candidates who have passed in **2020, 2021 & 2022** will be considered only.
7. Students who have already passed in one discipline shall not be allowed to take admission and register against in any other under Graduate courses.
8. No candidate shall be allowed to change their stream after admission.
- 9.. Names of the candidates selected for admission will be notified on the college website from time to time. Claim to admission shall be forfeited if admission is not taken within fixed hour of the specified date. SMS alert will be given to all the concerned applicants.
- 10.If a candidate fails to fill up university registration form & university examination form in the scheduled time & date, the college authority will not take any responsibility for the same.
- 11.No change of subjects shall be granted after the filling in the Registration Form.
- 12.In case a student admitted in another college, he/she must get his/her release from the earlier college.
- 13.To be admitted in B.Sc (Hons.& Programme) Course, a student must have to qualify in three subjects out of Physics, Chemistry, Mathematics & Computer Science in Higher Secondary.
- 14.No change of subjects, and change from Programme to Hons. Category and vice-versa shall be granted after the filling in the Registration Forms by the candidate.
15. Students have to collect Marksheet, Registration certificate, Admit card etc. from the college office time to time as and when applicable. The college authority will not take any responsibility for the same.

RESERVATION OF SEATS:

Candidates belonging to scheduled caste and scheduled tribes, OBC-A, OBC-B and Physically handicapped category are admitted according to the merit for the seats reserved for them as per government orders issued on the subject from time to time in addition to their merit in the general category list.

REGISTRATION:

After admission every student is required to get registered with the Cooch Behar Panchanan Barma University. All admissions are provisional until the registration is approved by the university. All admissions are liable to be cancelled if the University does not approve the registration form. Notice regarding Registration will be published in the college Website & Notice Board.

EXCURSION:

As per rule of the university, Geography Department is required to take the students out on excursions related to academic projects in their respective areas. The place of excursion is decided each year by the department concerned. The expenditure involved in excursion is to be borne by the students. The faculty members accompany the students during the excursion. Participation in the geography excursion is compulsory as per the university norms.

MEDIUM OF INSTRUCTION:

The medium of instruction in the college is English and Bengali. In college examination answers must be written either in English or in Bengali.

GENERAL RULES AND DISCIPLINE:

- 1) The student must be punctual and regular in attending classes.
- 2) They should come to the college decently attired.
- 3) Student must observe the college Website and notice board everyday and comply, failing which the college authority will not be responsible for any inconvenience faced by them.
- 4) Conduct of the students should be disciplined and dignified (within and outside college premises). They are prohibited from doing anything which will amount to a breach of discipline and normal working of the college.
- 5) A student will be liable to disciplinary action for violation of any rules of discipline as provided under the rules of discipline of the Cooch Behar Panchanan Barma University.
- 6) Students shall maintain perfect silence in class rooms. They must not loiter in the corridor or in front of the classrooms.
- 7) Students shall take proper care of the college furniture and other college property.

- 8) Students must keep the college premises clean and maintain sanctity of the college.
- 9) **The name of a student will be struck off the roll if he/she does not attend the classes within ten days from the commencement of classes.**
- 10) **The students will be declared non-collegiate if they fail to attend at least 75% of the total classes in each subject and will be declared dis-collegiate if they fail to attend at least 65% of the total classes held per subject during the total academic year. In such case they will not be allowed to sit for the final Examination.**
- 11) The College does not take responsibility for letters, money orders etc. sent to the students. These should be sent to their residential addresses.
- 12) All students must have a College Identity Card which they must carry with them within the College premise and outside.
- 13) Students, by the very fact of joining the College, are obliged to follow all rules, regulations and traditions.
- 14) Students are not allowed to use the College telephone, although incoming message may be delivered to them.
- 15) In matters not mentioned above, the decision of the Principal or the College Authority shall be final and binding on the students.

অনার্স বিষয়ে ভর্তির যোগ্যতা

যে সকল প্রার্থী (ক) মোট নম্বরের ৫০% অথবা (খ) মোট নম্বরের ৫০% এবং বিষয়ে ৬০% নম্বর পেয়েছে তারাই অনার্স কোর্সে ভর্তির জন্য আবেদন করতে পারবে। SC এবং ST প্রার্থীরা (ক) এবং (খ) প্রতিটি ক্ষেত্রেই ৫% করে ছাড় পাবে।

আবেদন পদ্ধতি: আবেদনপত্র এবং বিবরণীতে উল্লিখিত নির্দেশ গুলি ভাল করে পরতে হবে এবং সতর্কতার সাথে আবেদন পত্রটি পূরণ করতে হবে। প্রার্থীদের পৃথক পৃথক শ্রেণীর জন্য পৃথক পৃথক আবেদন পত্রে আবেদন করতে হবে, নতুবা আবেদনপত্রটি বাতিল করা হবে।

(ক) বিবরণীর সঙ্গে যুক্ত আবেদন পত্রেই সব আবেদন করতে হবে।

(খ) প্রার্থীকে তার ইচ্ছানুসারে একটি অনার্স বিষয়ের জন্য একটি আবেদন পত্রেই আবেদন জানাতে হবে। (Online পদ্ধতিতে)।

(গ) প্রার্থীকে সাধারণ বিষয়ে (Programme Course) পড়ার জন্য আলাদা ভাবে (Online পদ্ধতিতে) আবেদন জানাতে হবে।

ভর্তির জন্য প্রয়োজনীয় প্রমাণপত্র :

নিম্নলিখিত প্রমাণপত্রগুলি Physical Verification-এর নির্ধারিত দিনে ছাত্র-ছাত্রীদের অবশ্যই জমা দিতে হবে।

১। যোগ্যতার শংসাপত্র : এক কপি 10+2 পরীক্ষার মার্কশীট। (Original এবং Self Attested)

২। বয়সের প্রমাণপত্র: মাধ্যমিক পরীক্ষার Admit Card অথবা সমতুল্য কোন প্রমাণপত্র। (Original এবং Self Attested)

৩। চারিত্রিক শংসাপত্র : প্রতিষ্ঠানের প্রধানের স্বীকৃতিপ্রাপ্ত আসল চারিত্রিক শংসাপত্র।

৪। জাতি নির্দেশক প্রমাণপত্র: সংরক্ষিত আসনের ক্ষেত্রে SC/ST /OBC-A/OBC-B/PH আবেদনকারীদের মূল প্রমাণপত্র (দুই কপি জাতির প্রমাণপত্র সহ) ভর্তির সময় জমা দিতে হবে।

৫। শারীরিক প্রতিবন্ধকতার প্রমাণপত্র : শারীরিক প্রতিবন্ধী শ্রেণীভুক্ত প্রার্থীরা উপযুক্ত কর্তৃপক্ষের নিকটপ্রাপ্ত প্রমাণপত্র যথাযথভাবে জমা দিতে হবে।

৬। স্থানান্তরের প্রমাণপত্র: মূল বোর্ড বা কাউন্সিল থেকে প্রাপ্ত স্থানান্তরের প্রমাণপত্র ভর্তির সময় দাখিল করতে হবে।

৭। Mobile No. অবশ্যই Application Form-এ উল্লেখ করতে হবে।

ভর্তির নিয়মাবলী :

- ১) বি.এ.,বি.এস.সি.,বি.কম.,বি.বি.এ এবং বি.বি.এম. প্রথম বর্ষ (Programme এবং Honours)-এ ভর্তির ক্ষেত্রে H.S. বা সমমানের পরীক্ষায় প্রাপ্ত বিভিন্ন বিষয়ের নম্বরের ৪টি বিষয়ের সর্বচ্চ নম্বর (যার মধ্যে English এর নম্বর অবশ্যই থাকবে এবং পরিবেশবিদ্যার নম্বর থাকবে না।) বিবেচিত হবে।
- ২) কেবলমাত্র 2020, 2021 এবং 2022 সালে উত্তীর্ণ H.S. পরীক্ষার্থীদের আবেদনপত্র গ্রাহ্য করা হবে।
- ৩) যে সমস্ত স্নাতক হয়েছে, তাদের আর অন্য কোন UnderGraduate Course-এ ভর্তি এবং Registration করানোর অনুমতি দেওয়া হবে না।
- ৪) কলেজে বিভিন্ন কোর্সে একান্ত ভাবেই মেধাভিত্তিক এবং বিভিন্ন কোর্সে ভর্তির আসন সংখ্যার সুলভতার উপর নির্ভরশীল।
- ৫) বিশ্ববিদ্যালয় দ্বারা অনুমোদিত হওয়ার পূর্ব পর্যন্ত সমস্ত ভর্তিই সম্পূর্ণ অস্থায়ী। বিশ্ববিদ্যালয়ের কোন আইন লঙ্ঘন করলে, আখবা কলেজ কর্তৃপক্ষ দ্বারা নির্দিষ্ট নিয়মার বিরোধীতা করলে এমনকি এই ধরনের কোন অপরাধ যদি ভর্তির পরেও চিহ্নিত করা যায় তবে সেই প্রার্থীর ভর্তি একতরফাভাবে বাতিল করা হবে এবং কলেজে প্রদেয় অর্থ সে আর ফেরৎ পাবে না।
- ৬) পঞ্চানন বর্মা বিশ্ববিদ্যালয়ের নিয়ম অনুসারে যে সব প্রার্থীরা ইংরেজী সহ কমপক্ষে চারটি বিষয়ে পাশ করবে না তারা কোন কোর্সে ভর্তি হতে পারবে না।
- ৭) কোন ছাত্র-ছাত্রী ভর্তির পর তাদের Stream যথা কলা থেকে বানিজ্য বা বানিজ্য থেকে কলা বিভাগে যেতে পারবে না।
- ৮) নির্দিষ্ট সময়ে নির্বাচিত প্রার্থীদের নাম কলেজের Website-এ জানানো হবে।নির্দিষ্ট দিনে নির্দিষ্ট সময়ে ভর্তি না হলে পরে ভর্তির দাবি গ্রাহ্য করা হবে না।
- ৯) কোন ছাত্র-ছাত্রী যদি নির্দিষ্ট তারিখ এবং সময়ে University-র Registration Form আখবা University Examination Form Fill up না করে তার জন্য কর্তৃপক্ষ কোন ভাবেই দায়ী থাকবে না।
- ১০) B.SC (HONOURS & PROGRAMME)-এ ভর্তির জন্য Higher Secondary -তে Physics, Chemistry, Mathematics এবং Computer Science এই চারটি বিষয়ের মধ্যে যে কোন তিনটি বিষয় নিয়ে উত্তীর্ণ হতে হবে।
- ১১) SC/ST /OBC-A/OBC-B/PH আবেদনকারীদের এবং শারীরিক প্রতিবন্ধী শ্রেণীভুক্ত প্রার্থীরা তাদের যোগ্যতা অনুযায়ী তাদের জন্য সরকার দ্বারা সংরক্ষিত আসনে ভর্তি হবে।তাহাড়াও সাধারণ যোগ্যতা নির্ধারক (মেধাভিত্তিক) তালিকায় যাদের নাম থাকবে তারাও স্বাভাবিক ভাবে সেই তালিকা অনুযায়ী ভর্তির সুযোগ পাবে।
- ১২) ভর্তির পরে প্রত্যেক ছাত্র-ছাত্রীকে কোচবিহার পঞ্চানন বর্মা বিশ্ববিদ্যালয়ের নিবন্ধন ভুক্ত হতে হবে।বিশ্ববিদ্যালয়ের অনুমোদন ব্যতীত সকল ভর্তিই অস্থায়ী। যদি বিশ্ববিদ্যালয় নিবন্ধন পত্র অনুমোদননা করে তবে সকল ভর্তিই বাতিলযোগ্য বলে গন্য করা হবে।
- ১৩) বিশ্ববিদ্যালয়ের নিয়ম অনুসারে ভূগোল বিভাগের ছাত্র-ছাত্রীদের তাদের বিষয়ের সঙ্গে যুক্ত শিক্ষামূলক ভ্রমণে নিয়ে যাওয়া হবে।সংশ্লিষ্ট বিভাগই প্রতিবছর ভ্রমণের স্থান নির্বাচন করবে।ভ্রমণের যাবতীয় খরচ ছাত্র-ছাত্রীদের বহন করতে হবে।ভ্রমণ চলাকালীন সংশ্লিষ্ট বিভাগের অধ্যাপক-অধ্যাপিকাগণ ছাত্র-ছাত্রীদের সঙ্গে থাকবেন।বিশ্ববিদ্যালয়ের নিয়ম অনুসারে শিক্ষামূলক ভ্রমণে যোগদান বাধ্যতামূলক।
- ১৪) কলেজে শিক্ষাদানের মাধ্যম হল ইংরেজী এবং বাংলা।কলেজে পরীক্ষার সময় উত্তরপত্র হয় ইংরেজী নতুবা বাংলায় লিখতে হবে।

সাধারণ নিয়ম ও শৃঙ্খলা

- ১) ছাত্র-ছাত্রীদের ক্লাসে আসার ক্ষেত্রে সময়নিষ্ঠ ও নিয়মিত হতে হবে।
- ২) ছাত্র-ছাত্রীদের উপযুক্ত শোভন পোশাক পরে আসতে হবে।
- ৩) ছাত্র-ছাত্রীদের প্রতিদিন কলেজ নোটিশ বোর্ড লক্ষ্য করতে হবে এবং সেইমত কাজ করতে হবে, তা না করলে পরে ছাত্র-ছাত্রী যে সমস্ত অসুবিধার সম্মুখীন হবে তার জন্যে কলেজ কর্তৃপক্ষ দায়ী থাকবে না।
- ৪) ছাত্র-ছাত্রীদের ব্যবহার ভদ্র ও মার্জিত হতে হবে (কলেজ অঙ্গনের ভেতরে ও বাহিরে)।তারা কলেজের নিয়ম-শৃঙ্খলা বিরোধী সকল প্রকার কাজ থেকে বিরত থাকবে।
- ৫) পঞ্চানন বর্মা বিশ্ববিদ্যালয়ের নিয়ম অনুসারে কোন ছাত্র-ছাত্রী যদি নিয়ম-শৃঙ্খলা ভঙ্গ করে তবে তার বিরুদ্ধে যথাযত ব্যবস্থা নেওয়া হবে।
- ৬) ছাত্র-ছাত্রীদের ক্লাস ঘরের শান্ত পরিবেশ বয়স রাখতে হবে।তারা ক্লাস ঘরের সামনে বা বারান্দায় ঘোরাফেরা করতে পারবে না।
- ৭) ছাত্র-ছাত্রীদের কলেজের আসবাব পত্র ও অন্যান্য সম্পত্তির যত্ন নিতে হবে।
- ৮) ছাত্র-ছাত্রীদের কলেজ প্রাঙ্গণ পরিষ্কার ও কলেজের সার্বিক পরিচ্ছন্নতা বজায় রাখতে হবে।
- ৯) যদি কোন ছাত্র-ছাত্রী ক্লাস শুরু হওয়ার দশ দিনের মধ্যে ক্লাশে উপস্থিত না হয় তবে হাজিরা খাতা থেকে নাম বাতিল বলে গণ্য হবে।
- ১০) যে সব ছাত্র-ছাত্রী প্রতি বিষয়ে মোট ক্লাশের কমপক্ষে ৭৫% করতে পারবে না তারা Final Exam-এ বসতে পারবে না।
- ১১) কোন ছাত্র-ছাত্রীর চিঠিপত্র ও M.O.-এর দায়িত্ব কলেজ গ্রহণ করবে না।এগুলি ছাত্র-ছাত্রীদের বাড়ির ঠিকানায় পাঠাতে হবে।
- ১২) প্রত্যেক ছাত্র-ছাত্রীদের কলেজ পরিচয়পত্র থাকতে হবে, সেগুলি কলেজের ভেতরে ও বাইরে সঙ্গে রাখতে হবে।
- ১৩) কলেজে পরতে সব ছাত্র-ছাত্রীকেই কলেজের নিয়ম কানুন ও ঐতিহ্য মেনে চলতে হবে।
- ১৪) কোন ছাত্র-ছাত্রীকেই কলেজের টেলিফোন ব্যবহার করতে দেওয়া হবে না।তাদের জন্য টেলিফোনে পাঠানো খবর তাদের কাছে পৌঁছে দেওয়া হবে।
- ১৫) প্রতিটি ছাত্র-ছাত্রীকে তার Result ,Mark Sheet, Registration Certificate, Admit Card ইত্যাদি সময়মত সংগ্রহ করতে হবে।এ ব্যাপারে কলেজ কর্তৃপক্ষ কোনরূপ দায়িত্ব গ্রহণ করবে না।
- ১৬) যে সব বিষয়ে উপরে উল্লিখিত করা হল না সেগুলির ব্যাপারে কলেজ অধ্যক্ষ বা কলেজ কর্তৃপক্ষের সিদ্ধান্তই চূড়ান্ত বলে বিবেচিত হবে এবং তা ছাত্র-ছাত্রীদের উপর আরোপিত হবে।

COOCH BEHAR COLLEGE – B.B.A PROGRAMME

The main objective of the BBA Program is to prepare young students to take up challenging careers at the entry level in business and industry in the context of globalization and liberalization. The Program is also designed to equip students with multiple skills such as analytical, decision making, technical, interpersonal and technological skills.

The Bachelor's Degree Programme at Cooch Behar College is designed to develop a holistic personality in students, enabling them to succeed as professionals while at the same time finding fulfilment in their personal lives. The ultimate objective is to prepare young professionals to be responsible and responsive to the demands of society in an ever changing environment making this planet a better place to live in. The Course is affiliated by the Cooch Behar Panchanan Barma University and run by self-financing system.

COOCH BEHAR COLLEGE – B.B.M PROGRAMME



The main objective of the B.B.M (Hospitality, Aviation and Tourism) Programme is to prepare young students to take up challenging careers at the entry level in business and industry in the context of globalization and liberalization. The Programme is also designed to equip students with multiple skills such as analytical, decision making, technical, interpersonal and technological skills.

The Bachelor's Degree Programme at Cooch Behar College is designed to develop a holistic personality in students, enabling them to succeed as professionals while at the same time finding fulfilment in their personal lives. The ultimate objective is to prepare young professionals to be responsible and responsive to the demands of society in an ever changing environment making this planet a better place to live in. The Course is affiliated by the Cooch Behar Panchanan Barma University and run by self-financing system.

COOCH BEHAR COLLEGE – P.G PROGRAMME

Cooch Behar College always caters to the aspiration of the students for higher education and inspires students to explore the limitless horizon of higher education. As the number of seats for PG Courses is very limited with respect to the number of students pursuing under graduate courses in different colleges of Cooch Behar district and the surrounding districts, Cooch Behar College has introduced PG Courses in Geography and English. The two PG Departments have been running successfully and the result of the students in the examinations conducted by Cooch Behar Panchanan Barma University is really commendable and some of the students have ranked in the final outcome of the University examinations. The College intends to introduce PG Courses in some other subjects in near future and has already applied to the Higher Education Department, Govt. Of West Bengal seeking permission to introduce PG Courses in Bengali and Sanskrit.

The Department of Geography (PG)



The Department of English (PG)



M.Sc. in Geography: It is a regular course of 2 years consisting 4 semesters (6months each). The course fee for each semester is 12000/- (Rupees twelve thousand) only. Total Number of Seats is 30.

M.A. in English: It is a regular course of 2 years consisting 4 semesters (6 months each). The course fee for each semester is 8000/- (Rupees eight thousand) only. Total Number of Seats is 46.

Note: Well-equipped GIS Lab with 1:1 Computer & Trade Softwares, Government Scholarship & Students Credit Card facility are available for PG in Geography.

CERTIFICATE AND DIPLOMA COURSE IN GEOINFORMATICS

These two courses have been introduced since 2020 as UGC- NSQF Skill Courses Affiliated to CBPBU.

Certificate Course in Geoinformatics- It is 6 months course equivalent to any certificate course in Remote Sensing & Geographic Information System. This is a part-time class Programme. A student perusing any regular course shall be allowed to prosecute Certificate Course in Geoinformatics side by side. The course fee is 5000/- (Rupees five thousand) only. Total Number of Seats is 30.

Diploma Course in Geoinformatics - It is 1 year course consisting 2 semesters (6 month each) equivalent to any Diploma course in Remote Sensing & Geographic Information. The first semester of Diploma Course is synchronized with the above mentioned certificate course and the total course fee of this course is 10000/- (Rupees ten thousand) only. Total Number of Seats is 30.

Note: Well-equipped GIS Lab with 1:1 Computer & Trade Softwares, Government Scholarship, Students Credit Card and Job Opportunity by direct Campusing are available for these courses.

The Department of Geoinformatics (Certificate and Advance Diploma)



FEE STRUCTURE – 2022-2023

Sl. No.	ITEM	B.A. Program me	B.A. Honours	B.Com. Program me	B.Com. Honours	B.Sc. Program me	B.Sc. Honours
1	Admission Fees (Per Annum)	50.00	75.00	60.00	85.00	85.00	110.00
2	Tution Fees (Per Month)	50.00	75.00	60.00	85.00	85.00	110.00
3	Development Fees (Per Annum)	75.00	90.00	75.00	90.00	75.00	90.00
4	Electricity Fees (Per Annum)	100.00	100.00	100.00	100.00	100.00	100.00
5	College Exam. Fees (Per Annum)	60.00	60.00	60.00	60.00	60.00	60.00
6	Library Fees (Per Annum)	35.00	50.00	35.00	50.00	35.00	50.00
7	Library Caution Fees (Per Annum)	20.00	50.00	20.00	50.00	20.00	50.00
8	Maintenance Fees (Per Month)	20.00	20.00	20.00	20.00	20.00	20.00
9	Student Aid Fund (Per Annum)	20.00	20.00	20.00	20.00	20.00	20.00
10	Student Union Fees (Per Annum)	270.00	270.00	270.00	270.00	270.00	270.00
11	Student Health Home Fees (Per Annum)	10.00	10.00	10.00	10.00	10.00	10.00
12	Identity Card Fees (Per Annum)	10.00	10.00	10.00	10.00	10.00	10.00
13	Fee Book (Per Annum)	5.00	5.00	5.00	5.00	5.00	5.00
14	Late Fees (Per Month)	5.00	5.00	5.00	5.00	5.00	5.00
15	Geography Lab. Fees (Per Month)	30.00	50.00	--	--	--	--
16	Sports Fees CBPBU (one time at the time of 1 st yr. admission)	90.00	90.00	90.00	90.00	90.00	90.00
17	Games & Sports (Per Annum)	20.00	20.00	20.00	20.00	20.00	20.00
18	Misc. Fee (Per Annum)	10.00	10.00	10.00	10.00	10.00	10.00
19	Saraswati Puja (Per Annum)	35.00	35.00	35.00	35.00	35.00	35.00
20	Science Lab. Fees (Per Month)	--	--	--	--	70.00	70.00
21	Science Lab. Development Fees (Per Annum)	--	--	--	--	200.00	200.00
22	Material Charges B.Sc. (Per Month)	--	--	--	--	60.00	60.00
23	Practical Fees B.Sc. (College) (Per Annum)	--	--	--	--	100.00	100.00
24	Geography Lab. Caution Fees (Per Annum)	75.00	75.00	--	--	--	--
25	Physical Education Course Fees (Per Month)	120.00	120.00	--	--	--	--
26	Computer Lab Fees (Per Month)	150.00	200.00	--	--	150.00	200.00
27	Online Admission Registration fees	100.00	100.00	100.00	100.00	100.00	100.00
28	Centre Fees for All Courses (Per Semester)	100.00	100.00	100.00	100.00	100.00	100.00
29	University Registration Fees (CBPBU)	400.00	400.00	400.00	400.00	400.00	400.00
30	Transfer Fees	75.00	75.00	75.00	75.00	75.00	75.00
31	Security Fee (Per Annum)	30.00	30.00	30.00	30.00	30.00	30.00
32	Documentation Fee (Per Annum)	5.00	5.00	5.00	5.00	5.00	5.00
33	Laboratory Maintenance fee (Per Month)	--	--	--	--	15.00	15.00
34	Science Lab Caution Fee (Per Annum) (one time)	--	--	--	--	300.00	300.00
35	Curricular Development (per month)	80.00	80.00	80.00	80.00	80.00	80.00
36	Contingency Fee(per Annum)	20.00	20.00	20.00	20.00	20.00	20.00
37	Internet Facility Fee (one time at the time of 1 st yr. admission)	100.00	100.00	100.00	100.00	100.00	100.00
38.		B.B.A. Course Fee : 10000.00 + 590.00 = 10590.00					
39.		B.B.M. Admission Fee: 10000.00 + 100.00 = 10100.00					

OTHER FEES (APPLICABLE FOR SPECIFIC CASES ONLY)

Sl. No	ITEM	Amount
1.	Application Form for Rly. Concession Journey (12 copies)	10.00
2.	Photo Copy Charge	3.00
3.	Diploma Fees	30.00
4.	H.S. Certificate	20.00
5.	Application Form for Re-assessment / Scrutiny	10.00
6.	Searching Documentation Fees, each document for each year	5.00
7.	Fees for Career Oriented Programme (C.O.P.) (Per Month)	
	i) Functional and Communicative English	75.00
	ii) Eco-Tourism Management	75.00
	iii) Womens Studies	75.00
	iv) Computer Application	150.00
8.	Fees for Geoinformatics Course	
	i) Geoinformatics Certificate Course	5000.00
	ii) Geoinformatics Diploma Course	10000.00

At the time of online Admission student has to pay the following amount plus the amount mentioned under N.B. below:-

B.A. Honours Course:

Any Honours except Geography Honours:	2500.00
Only Geography Honours:	4075.00

B.A. Programme Course:

Only B.A. Programme Course:	2265.00
B.A. Programme Course with Geography as a general subject:	3420.00
B.A. Programme Course with Physical Education as a general subject:	2985.00

B.Sc. Honours Course: B.Sc. Programme Course:

Any B.Sc Honours: 5415.00	B.Sc Programme Course: 4880.00
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B.Com Honours Course:

B.Com Honours: 2570.00

B.Com Programme Course:

B.Com Programme Course: 2335.00

B.B.A Course :	10590.00
B.B.M. Course:	10100.00

Fees for PG:

M.Sc. in Geography:	12000.00
M.A in English:	8000.00

In Addition, Class Tests and Departmental Seminars will be Conducted by the Respective Departments.

Merit Point (Credit) will be calculated as per the following formula:-

Admission to all Honours Courses will be based strictly on merit. Merit shall be calculated as per the following norms:

Merit: [Marks obtained in English + Marks obtained in the subject opted for Honours + best marks of other two subjects (Excluding the subject opted for Honours and English)] / 4.

If the Student does not have the specific subject opted for Honours in his/her previous Course, the procedure for Merit Calculation will be as follows,

Merit: (Marks obtained in English + Marks in three other best of Subjects) / 4.

Admission to all Programme Courses will be based strictly on merit. Merit shall be calculated as per the following norms:

Merit: (Marks obtained in English + Marks in three other best of Subjects) / 4.

"Aggregate" will be read as-

FOR HONOURS COURSE:

Marks obtained in English + Marks obtained in the Subject opted for Honours + Best Marks of other two Subjects (Excluding the Subject opted for Honours and English).

FOR THE CANDIDATE DOES NOT HAVE SPECIFIC SUBJECT OPTED FOR HONOURS:

Marks obtained in English + Best of other three subjects.

FOR PROGRAMME COURSE:

Marks obtained in English + Best of other three subjects.

In case of any H.S level course, where in each subject marks are awarded out of 200, the candidate has to mention their respective subject marks dividing by 2 i.e., if any subject a candidate's mark is 150 out of 200, he/ she has to put $150 / 2 = 75$ in respect of his individual subject mark.

COOCH BEHAR PANCHANAN BARMA UNIVERSITY
List of Holidays for the year 2022 for the Non-Governmental Affiliated Colleges**

**LIST OF HOLIDAYS FOR THE YEAR 2022 FOR ALL THE COLLEGES
AFFILIATED TO
COOCH BEHAR PANCHANAN BARMA UNIVERSITY**

Particulars	No of day(s)	Day(s) of week	Date(s)
New year's day	1	Saturday	1 st January
Birthday of Swami Vivekananda	1	Wednesday	12 th January
Birthday of Netaji	1	Sunday	23 rd January
Republic Day	1	Wednesday	26 th January
In connection with Sarswati Puja	2	Friday- Saturday	4-5 th February
Birthday of Thakur Panchanan Barma	1	Monday	14 th February
Shivratri	1	Tuesday	1 st March
Doljatra	1	Friday	18 th March
Holi (Day after Doljatra)	1	Saturday	19 th March
Birthday of shri shri Harichand Thakur	1	Sunday	10 th April
Mahabir Jayanti	1	Thursday	14 th April
Birthday of Dr. B.R. Ambedkar	1	Thursday	14 th April
Bengali new year day(nababarsha)	1	Friday	15 th April
Good Friday	1	Friday	15 th April
May Day	1	Sunday	1 st May
Id-UI-Fitar	1	Tuesday	3 rd May
Additional day for Id- UI-Fitar	1	Wednesday	4 th May
Birthday of Rabindra Nath Tagore	1	Monday	9 th May
Buddha Purnima	1	Monday	16 th May
Rathyatra	1	Friday	1 st July
Id-UI-Zoha (Bakrid)	1	Sunday	10 th July
Muharram	1	Tuesday	9 th August
Independence day	1	Monday	15 th August
Janamastami	1	Friday	19 th August
Mahalaya	1	Sunday	25 th September
Additional day for Durga puja Mahapanchami	1	Friday	30 th September
Additional day for Durga puja Mahasasthi	1	Saturday	1 st October
Birthday of Gandhiji	1	Sunday	2 nd October
Puja Holidays	8	Monday to Monday	3 rd -10 th October
Fateha-Dwaz-Daham	1	Sunday	9 th October
Kali Puja	3	Monday - Wednesday	24 th -26 th October
Bhatridwitya	1	Thursday	27 th October
Chaat Puja	2	Sunday-Monday	30 th -31 st October
Birthday of Guru Nanak	1	Tuesday	8 th November
Birthday of Birsas Munda	1	Tuesday	15 th November
Christmas Day	1	Sunday	25 th December


Registrar
Registrar
 Cooch Behar Panchanan Barma University


Assistant Registrar
Assistant Registrar
 Cooch Behar Panchanan Barma University

TERRITORIAL RESTRICTED HOLIDAY

Particulars	No of day(s)	Day(s) of week	Date(s)
Rash Purnima	1	Monday	7 th November

SECTIONAL HOLIDAYS

Particulars	No of day(s)	Day(s) of week	Date(s)
Birthday of Guru Rabidas	1	Wednesday	16 th February
Sab-e-Barat (for Muslims only)	1	Saturday	19 th March
Easter Saturday (for Christians only)	1	Saturday	16 th April
Hul Diwas (for Adibasi Santhal only)	1	Thursday	30 th June
Karam Puja	1		To be notified later on

FOR ALL CBPBU AFFILIATED COLLEGES

Particulars	No of day(s)	Date(s)
Summer Recess	30	1 st to 30 th June
Puja Vacation	32	30 th September to 31 st October
Winter Recess	7	25 th December to 31 st December

**** The list is Provisional and Subject to modifications as per Govt. Order, if issued subsequently.**


Registrar
Registrar
Cooch Behar Panchanan Barma University


Assistant Registrar
Assistant Registrar
Cooch Behar Panchanan Barma University

STUDENTS' UNION:

Like all colleges, according to the Statute of the University, Cooch Behar College has a democratically elected students' union. There is constructive relation between the union and the administration. Critical inputs are welcome from the students' union. The union and the administration cooperate to ensure discipline. The students' union organises cultural Programme and competitions, apart from the annual sports. It also publishes the annual college magazine.

LIBRARY:

The college has a well equipped and fully automated library with more than 26000 text and reference books, 6 research journals and a well equipped Career Counselling Corner with books of Remedial and Entry Level Coaching Programs. The library remains open from 10.30 a.m. to 5 p.m. during week days and from 10.30 a.m. to 1.30 p.m. on Saturday. There is also a Book Bank facility for the students. The college authority has opened a reading room from the academic session (2006-07). Presently, the library is fully automated.

IMPORTANT LIBRARY RULES & REGULATIONS:

1. Books borrowed from the Lending Section of the library must be returned within Thirty days from the date of issue.
2. A reader will have to pay 10 paise per day as delaying charge after the expiry of 30 days.
3. No reader shall write or make any remark upon any book or damage it any way.
4. If case of any multinomial being detected, the last borrower will be responsible for the book and he will have to bear the current cost or to replace the book.
5. Library books & articles on loan must be returned before completion of the test exam.
6. Rs. 2/- will be charged as fine for duplicate copy of the card.
7. Cards are not transferable.
8. Student has to deposit slip for Library Books upto 1.00 p.m. and has to collect books from 2.00 p.m. to 3.00 p.m. (for 1st year - Monday & Wednesday, for 2nd year - Tuesday & Thursday, for 3rd year - Monday & Friday).
9. Books can be refunded and Library Card can be removed every day upto 1.00 p.m.

NATIONAL SERVICE SCHEME (NSS):

Two NSS Units of our college has achieved commendable success by its continuous performance. Its regular activities are tree plantation, organisation of free eye examination camp, blood donation camp, organisation of health awareness Program, science awareness Program, AIDS awareness Program etc. In special camp NSS volunteers distribute free medicines, arrange free medical checkup and also organise cultural competition and many other social activities. The NSS activities help to integrate college education with the needs of its social environment.

EXTENSION ACTIVITY :

The Institution organise different Programs under extension activity in the nearby locality for the benefit of the society.

STUDENTS' HEALTH HOME :

Facilities of students' Health Home are available to the students.

GRIEVANCE REDRESSAL CELL :

The college has a grievance redressed cell. Any grievance arising out of misunderstanding or non-cooperation from any quarter or from any other cause are redressed through this cell.

EXTENDED FACILITIES:

Besides the regular academic activities, the Institution provides certain extra facilities to its students and the society as a whole.

- 1) **Netaji Subhash Open University Study Centre to cater to the needs of the drop out students and facilitate them in getting BA/B.Com./B.Sc. degree in Bengali medium and M.A. courses in English, Bengali, History, Political Science, Public Administration, MSW, M.Com. and M.Sc. in Mathematics & different certificate & Diploma courses.**
- 2) Bachelor of Business Administration (BBA) & BBM is managed by college and affiliated by CBPBU is also running successfully at the college.
- 3) The college also provides valuable career guidance and information to its students through Career Counselling Cell.
- 4) From the academic session (2006-2007), the college has Introduced Career Oriented Programme (COP) in Communicative English, Women Studies and Eco Tourism Management & Computer Application (from 2008-09) which have good job market. The courses (Certificate for one year, Diploma for two years & Advance Diploma for three years) are open for students of Degree Courses of all the Colleges, From 1st week of July, admission will be started in these courses.
- 5) Remedial Coaching and Entry Level Coaching for entry to the different services running successfully in the college.
- 6) The College observe its Foundation Day as the Annual Day. The toppers of every Hons. subjects and General stream, the best student in any field of games & sports and co-curricular activities will be facilitated. The teaching faculty for successful completion of M.Phil / Ph-D on the particular year will also be facilitated.
- 7) **P.G in Geography (M.Sc) and English(M.A) are managed by college and affiliated toCBPBU is also running successfully at the college. The college has been also offering Certificate Course in Non- Formal Sanskrit Education (affiliated by Central Sanskrit University, New Delhi) and Certificate & Diploma Course in Geoinformatics affiliated to CBPBU.**

FUTURE PLAN:

Without compromising on its reputation as one of the foremost district colleges for imparting under graduate as well as post graduate education in commerce, humanities, science and management the college is fast gearing itself to meet the changing demands of education.

We are planning to introduce Honours Courses in Education, General Course in Zoology & Botany in addition to opening of MBA Programme and other P.G Courses.

Opening of NCC is our top most priority.

ANNEXURE I

Implementation of Semester System with CBCS in UG level at Cooch Behar Panchanan Barma University

Why CBCS?

- CBCS allows students to choose inter-disciplinary, intra-disciplinary courses, skill oriented papers and more flexibility for students.
- CBCS offers flexibility for students to study at different time and at different Institutions to complete one course. Credits earned at one Institution can be transferred to another Institution.
- CBCS makes education broad-based. One can take credits as per his/her choice. For example, Physics with Economics, Microbiology with Chemistry or Environment Science etc.
- CBCS shifts the focus of education from the teacher-centric to student centric.
- CBCS bridges the gap between professional and liberal education.
- CBCS promotes students mobility horizontal as well as vertical.
- CBCS adopts Credit and grading system of evaluation which facilitates the Universal Recognition of Degree for expanding Employment and Educational opportunities.

New Key Words

1. Credit: A unit by which the course work is measured. It is normally equivalent to one hour of teaching (Lecture of Tutorial) or two hours of practical work/ Field work per week.
2. Letter Grade: It is an index of the performance of students in a said course. Grades are allotted by letters O, A+, A, B+, B, C, P and F.
3. Grade Point: It is a numerical weight allotted to each letter grade on a 10 point scale.
4. Credit Point: It is the product of grade point and number of credits for a course.
5. Semester: It is 15-18 weeks of academic work equivalent to 90 actual teaching days. The odd semester is scheduled from July to December and even one from January to June.
6. Semester Grade Point Average (SGPA): It is a measure of performance of a student in a semester. It is ratio of total credit point 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.
7. Grade Card or Transcript or Certificate: It is a Certificate issued to all registered students after every semester displaying the course details (code, title, number of credits, grade secured) along with SGPA of that semester.
8. C.G.P.A: It is a measure of cumulative performance of students over all semesters. It is the ratio of total credit points secured by a student in various courses in all semester and the sum of total credits of all courses in all semesters. It is also expressed up to two decimal places.

OVERVIEW	
WHAT IS IN THE NEW SYSTEM	WHAT WAS IN EARLIER SYSTEM
Two Types of Degree Courses: Honours and Programme Course	Two Types of Degree Courses: Honours and Pass / General Course
3 years UG course consists of 6 semesters	3 years UG course had PART-I, PART-II, PART-III
Semester End Examinations	Yearly Examinations
Grade Card will be issued at the end of each semester which will contain Grades instead of marks.	Mark sheet at the end of each PART examination
Weightage on regular performance in the classes	-----
Scope for studying non-departmental courses	-----
Ability Enhancement Courses (SEC & AECC) to enhance skills required for Job after graduation.	Compulsory Environment Studies and Languages
Courses to enhance language skills (LCC) for the students of Programme Courses	-----
Students of Programme Course will be eligible for Master Degree Courses.	Pass Course students were not eligible for Master Degree Courses in most of the Universities.

Route Map and Challenges

- Type of Degrees Offered
- Type of Courses
- Course Structures
- CBPBU : Credit, Contact hours, Marks
- CBCS: Choices in UG at CBPBU
- Examination
- Grades
- Contents of Grade Card (SGPA, CGPA, Percentage)

Type of Programmes

- B.A Programme
- B.A Honours
- B.Sc Programme
- B.Sc Honours
- B.Com Programme
- B.Com Honours
- B.B.A
- B.B.M

UGC PROPOSED SCHEME FOR CHOICE BASED CREDIT SYSTEM IN B.Sc./B.A./B.Com.Honours

	CORE COURSE (14)	Ability Enhancement Compulsory Course (AECC) (2)	Skill Enhancement Course (SEC) (2)	Elective: Discipline Specific DSE (4)	Elective: Generic (GE) (4)
I	C1	Environmental Science			GE-1
	C2				
II	C3	(English/ Hindi/MIL Communication)			GE-2
	C4				
III	C5		SEC-1		GE-3
	C6				
	C7				
IV	C8		SEC-2		GE-4
	C9				
	C10				
V	C11			DSE -1	
	C12			DSE - 2	
VI	C13			DSE – 3	
	C14			DSE - 4	

UGC PROPOSED SCHEME FOR CHOICE BASED CREDIT SYSTEM IN B. Sc. PROGRAM

Semester	CORE COURSE (12)	Ability Enhancement Compulsory Course (AECC) (2)	Skill Enhancement Course (SEC) (4)	Discipline Specific Elective DSE (6)
I	DSC-1 A	(English/Hindi/MIL Communication)		
	DSC-2 A			
	DSC-3 A			
II	DSC-1 B	(Environmental Science)		
	DSC-2 B			
	DSC-3 B			
III	DSC-1 C		SEC-1	
	DSC-2 C			
	DSC-3 C			
IV	DSC-1 D		SEC-2	
	DSC-2 D			
	DSC-3 D			
V			SEC-3	DSE-1 A
				DSE-2 A
				DSE-3 A
VI			SEC-4	DSE-1 B
				DSE-2 B
				DSE-3 B

PROPOSED SCHEME FOR CHOICE BASED CREDIT SYSTEM IN B.A./ B.Com. PROGRAM

	CORE COURSE (12)	Ability Enhancement Compulsory Course (AECC) (2)	Skill Enhancement Course (SEC) (4)	Elective: Discipline Specific DSE (4)	Elective: Generic (GE) (2)
I	LCC - MIL-1	(English/Hindi/MIL Communication)			
	DSC-1 A				
	DSC-2 A				
II	LCC - English-1	(Environmental Science)			
	DSC-1 B				
	DSC-2 B				
III	LCC - MIL-2		SEC-1		
	DSC-1 C				
	DSC-2 C				
IV	LCC - English-2		SEC-2		
	DSC-1 D				
	DSC-2 D				
V			SEC-3	DSE-1 A	GE-1
				DSE-2 A	
VI			SEC-4	DSE-1 B	GE-2
				DSE-2 B	

Distribution of courses in BA/B.Sc. /B.Com (Hons./Program)

Course Components	B.Sc.		B.A		B.Com	
	Honours Course	Program Course	Honours Course	Program Course	Honours Course	Program Course
Core Course	14	12	14	8	14	8
Language Core Courses (LCC)	-	-	-	4	-	4
Discipline Specific Elective (DSE) Course	4	6	4	4	4	4
Generic Elective (GE) Course	4	-	4	2	4	2
Ability Enhancement Compulsory Courses (AECC) [Elective]	2	2	2	2	2	2
Skill Enhancement Courses (SEC)	2	4	2	4	2	4

The Regulations relating to Choice Based Credit System (CBCS) for Under Graduate Courses of Studies Examinations (B.A, B.Sc, B.Com, B.B.A and B.B.M):

1. Automatic progression from the Semester-V to Semester-VI shall only be considered if the student has cleared all of his/her papers of Semester-I.
2. Admission in every Semester is mandatory.
3. A student shall avail three consecutive chances for passing a particular paper/semester.
4. In order to complete the course a student will have to utilize all the allowed chances within five years of five consecutive academic sessions from the date of first admission. A student who fails to clear all the papers/semesters within the allowed chances, will not to be permitted to pursue the course and will be declared to have failed.

Subject (s) combinations for B.Sc. Honours of Generic Electives from the academic Session 2020-2021.

Honours	Generic			
	GE I Semester-I	GE II Semester-II	GE III Semester-III	GE IV Semester-IV
Botany	Chemistry	Chemistry	Zoology or Physiology	Zoology or Physiology
Physiology	Chemistry	Chemistry	Zoology or Botany	Zoology or Botany
Zoology	Chemistry	Chemistry	Botany or Physiology	Botany or Physiology
Chemistry	Mathematics	Mathematics	Physics or Computer Science	Physics or Computer Science
Mathematics	Physics	Physics	Chemistry or Computer Science	Chemistry or Computer Science
Physics	Mathematics	Mathematics	Chemistry or Computer Science	Chemistry or Computer Science
Computer Science	Mathematics	Mathematics	Physics or Chemistry	Physics or Chemistry

Subject combinations for B.Sc (Honours.) Course of Generic Elective (GE) will be as follows:-

1. **Chemistry (Hons.)**:- (i) Mathematics (Compulsory paper) (ii) Physics or Computer Science.
2. **Mathematics (Hons.)**:- (i) Physics (ii) Chemistry or Computer Science.
3. **Physics (Hons.)**:- (i) Mathematics (ii) Chemistry or Computer Science.
4. **Computer Science (Hons.)**:- (i) Mathematics (ii) Physics or Chemistry.

Rules regarding Mathematics Honours:

Second Semester:

B.Sc.(Honours) in Mathematics:

- i) Core-3: Real Analysis
- ii) Core-4: Differential Equations (with practical)

B.Sc.(Honours) other than Mathematics:

- i) GE-2: Differential Equations

B.Sc. (Programme Course) with Mathematics:

- i) DSC-1B: Differential Equations

Fourth Semester:

B.Sc.(Honours) in Mathematics:

- i) Core-8: Multivariate Calculus and Vector Analysis
- ii) Core-9: Complex Analysis (with practical)
- iii) Core-10: Ring Theory, Linear Algebra and Metric Spaces
- iv) SEC-2 (For Honours): Graph Theory

B.Sc.(Honours) other than Mathematics:

- i) GE-4: Differential Equations

B.Sc. (Programme Course) with Mathematics:

- i) DSC-1D: Algebra
- ii) SEC-2 (For Programme Course): Vector Calculus

Sixth Semester:

B.Sc.(Honours) in Mathematics:

- i) Core-13: Dynamics of A Particle
- ii) Core-14: Numerical Methods (with practical)
- iii) DSE-3: Number Theory
- iv) DSE-4: Boolean Algebra and Discrete Mathematics

B.Sc. (Programme Course) with Mathematics:

- i) DSE-1B: Numerical Methods
- ii) SEC-4 (For Programme Course): Graph Theory

Rules regarding B.A Course

A. To be implemented for the students registered from session 2017-18 onwards:

1. ENGLISH

- B.A 1st Sem-LCC1-Bengali1/Hindi1/alcc1(Separate)
- B.A 2nd Sem-LCC2-Same syllabus for all (Basics of English1)
- B.A 3rd Sem-LCC3-Bengali2/Hindi/ALCC2
- B.A 4th Sem-LCC4-Same syllabus for all (Basics of English 2)

2. ECONOMICS

- Students opting for Economics Hons. shall be given a choice to choose Mathematics as GE in 3rd and 4t Semester.

B. To be implemented from session 2018-19:

1. EDUCATION

- Marks distribution of the SEC project work both Hons. and Programme course shall be 30 marks for theory and 10 marks for project work.

2. POLITICAL SCIENCE

- For SEC theory will be of 30 marks and project will be of 10 marks for Hons.

Combination of Subjects:

- **Discipline-I will be the Programme Course.**

For Arts: Students have to select any 2-discipline courses (DSC) from 3 following groups for Programme:

DSC-I(Group-I)	DSC-II(Group-II)	DSC-III(Group-III)
Bengali	History	Political Science
English	Philosophy	Geography
Sanskrit	Education	Physical Education
	Economics	

For Science: Students have to select any 3-discipline courses (DSC) from 3 following groups taking 1 from each group:

- **Discipline-I will be the Programme Course.**

DSC-I(Group-I)	DSC-II(Group-II)	DSC-III(Group-III)
Chemistry	Mathematics	Physics
Computer Science		

Generic Elective Groups (Honours Courses)

- A student will have to select 2 Generic subjects from following 2 groups. Each subject will comprise of 2 papers.

For Semester: I & II	For Semester: III & IV
Bengali	History
English	Economics
Sanskrit	Political Science
Philosophy	Education
	Geography

Generic Elective Groups (Programme Courses)

- A student will have to select 1 Generic subject from the following. The subject will comprise of 2 paper (Paper 1 for 5th semester and paper 2 for 6th semester)

For Semester: V and VI
Bengali, History, English, Economics Sanskrit, Political Science, Philosophy Education, Geography

- For regular Programme in Commerce, combination of subjects is fixed both in Honours and Programme.
- ENVS and MIL/English will be distributed as under:
Semester-I (Honours) – ENVS
Semester-I (Programme) – MILL/English

Semester-II (Honours) –
MILL/English Semester-II
(Programme) – ENVS
- AECC – ENVS question paper will be in MCQ pattern and computerized OMR sheet will be provided.

Selection of Generic subjects by the students depends on the guided by the college authority (both for Honours & Programme).

Examination

- **Examination Pattern**
- **Question Pattern (CC,DSC,LCC, DSE, GE, SEC)**
- **Duration of Examinations**
- **Evaluation**
 - **Term End (Written)**
 - **Practical**
 - **MIL, AECC, SEC**

Examination: Pattern

**Term end examination:
Written**

Non-practical courses: 50 marks (40 for Theory+10 Internal)

Practical Courses (4+2): 35 marks(25 Theory+10 Internal) 15 marks for Practical Exam =Total 50 marks

Internal Assessment of 10 marks be assessed through class test or in other usual modes, out of which 4 shall be on attendance.

Question Pattern and Marks Distribution for the CBCS will be as followed:

For Arts Subjects (Hons. & Program):

15 Marks – 1 Question = 15

10 Marks – 1 Question = 10

5 Marks – 1 Question = 5

1 Mark – 10 Questions = 10

Total 40

Internal = 10 (Attendance 4 + Continuing Evaluation 6)

Grades

Letter Grade	Description	Grade Point	Percentage of Marks
O	Out Standing	10	90-100
A+	Excellent	9	80-89
A	Very Good	8	70-79
B+	Good	7	60-69
B	Above Average	6	55-59
C	Average	5	50-54
P	Pass	4	40-49
F	Fail	0	<40
Ab	Absent	Ab	

Examination: Pattern

For Science Subjects (Hons. & Program):

10 Marks – 1 Question = 10

5 Marks – 1 Question = 5

1 Mark – 10 Question = 10

25

Practical = 15

Internal = 10 (Attendance 4 + Continuing Evaluation 6)

Distribution of Examination Hours:

2 Hours for 40 Marks

1.30 Hours for 25 Marks

2 Hours for 15 Marks (For Practical Examinations)

ANNEXURE III

AFFIDAVIT BY THE STUDENT

I, _____ (full name of student with admission/registration/ enrollment number)S/O. or D/O. Mr./Mrs/Ms.having been admitted to _____ (name of Institution) have received a copy of the UGC Regulations on curbing the menace of Ragging in Higher Educational Institutions. 2009, carefully read and fully understood the provisions contained in the said Regulations

- 2. I have, in particular, perused clause 3 of the Regulations and am aware as to what constitutes ragging.
- 3. I have also, in particular, perused clause 7 and clause 9.1 of the Regulations and am fully aware of the panel and administrative action that is liable to be taken against me in case I am found guilty of or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.
- 4. I hereby solemnly aver and undertake that
 - a) I will not indulge in any behavior or act that may be constituted as ragging under cause 3 of the Regulations.
 - b) I will not participate in or abet or propagate through any act of commission or omission that may be constituted as ragging under clause 3 of Regulations.
- 5. I hereby affirm that, if found guilty of ragging, I am liable for punishment according to clause 9.1 of the Regulations, without prejudice to any other criminal action that may be taken against me under any penal Law or any Law for the time being in force.
- 6. I hereby declare that I have not been expelled or debarred from admission in any institution in Country on account of being found guilty of abetting or being part of conspiracy to promote, ragging; and further affirm that, in case the declaration is found to be untrue, I am aware that my admission is liable to be cancelled.

Declared this _____ day of _____ month of _____ year

Signature of deponent

Name:

VERIFICATION

Verified that the contents of this affidavit is true to the best of my knowledge and no part of the affidavit is false and nothing has been concealed or misstated therein.

Verified at _____ (Place) on this the _____ (Day) of _____ (Month) _____ (Year)

Signature of deponent

Solemnly affirmed and signed in my presence on this _____ (Day) of _____ (Month) _____ (Year) after reading the contents of this affidavit.

Oath Commissioner / Notary / Executive Magistrate

ANNEXURE IV

AFFIDAVIT BY THE PARENTS / GUARDIAN

1 I Mr., Mrs./Ms... _____ (full name of parent/guardian) Father Mother/Guardian of _____ (fullname of student with admission/registration /enrollment number)having been admitted to _____ (name of Institution)have received a copy of the UGC Regulations on curbing the menace of Ragging in Higher Educational Institutions. 2009, carefully read and fully understood the provisions contained in the said Regulations

- 2. I have, in particular, perused clause 3 of the Regulations and am aware as to what constitutes ragging.
- 3. I have also, in particular, perused clause 7 and clause 9.1 of the Regulations and am fully aware of the panel and administrative action that is liable to be taken against my ward in case her/she is found guilty of or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.
- 4. I hereby solemnly aver and undertake that
 - c) My ward will not indulge in any behavior or act that may be constituted as ragging under cause 3 of the Regulations
 - d) My ward will not participate in or abet or propagate through any act of commission or omission that may be constituted as ragging under clause 3 of Regulations.
- 5. I hereby affirm that, if found guilty of ragging, my ward is liable for punishment according to clause 9.1 of the Regulations, without prejudice to any other criminal action that may be taken against my ward under any penal Law or any Law for the time being in force.
- 6. I hereby declare that my ward has not been expelled or debarred from admission in any institution in Country on account of being found guilty of abetting or being part of conspiracy to promote, ragging; and further affirm that, in case the declaration is found to be untrue, the admission of my ward is liable to be canceled.

7.

Declared this _____ day of _____ month of _____ year

Signature of deponent

Name:

VERIFICATION

Verified that the contents of this affidavit is true to the best of my knowledge and no part of the affidavit is false and nothing has been concealed or misstated therein.

Verified at _____ (Place) on this the _____ (Day) of _____ (Month) _____ (Year)

Signature of deponent

Solemnly affirmed and signed in my presence on this _____ (Day) of _____ (Month) _____ (Year) after reading the contents of this affidavit.

Oath Commissioner / Notary / Executive Magistrate

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