

কেশৱ চন্দ্ৰ দাস বাণিজ্য মহাবিদ্যালয়
K.C. DAS COMMERCE COLLEGE

CHATTRIBARI, P.O. : REHABARI
GUWAHATI - 781008



02

PROSPECTUS

2002-2003

1. The first part of the document discusses the importance of maintaining accurate records of all transactions. It emphasizes that every entry should be supported by a valid receipt or invoice to ensure transparency and accountability.

2. The second section outlines the various methods used for data collection and analysis. It highlights the use of both qualitative and quantitative techniques to gather comprehensive insights into the market trends and consumer behavior.

3. The third part of the report focuses on the financial performance of the organization over the past year. It provides a detailed breakdown of revenue, expenses, and profit margins, along with a comparison to industry benchmarks.

4. The final section discusses the strategic initiatives implemented during the period. It details the success of new product launches, marketing campaigns, and operational improvements, as well as the challenges faced and the steps taken to address them.

K.C. Das Commerce College, Guwahati is a renowned centre of learning in the North East. It was established on the 7th day of November, 1983. The college has been named in the cherished memory of Late Keshab Chandra Das, an educationist of repute who was Inspector of Schools, Assam. Initially the college started in the evening shift with one hundred and seven students in the premises of Sonaram H.S. and M.P. School, Bharalumukh, Guwahati. On 30th November, 1994 the college was shifted to its permanent site at Chatribari (Near the Guwahati Gosala), Guwahati-781008.

The College is under deficit-grants-in-aid system since 1998. At present it is imparting education to more than eighteen hundred students with an efficient and dedicated teaching staff. More than nine hundred students enrol annually and receive education upto degree major standard.

01. ADMISSION REQUIREMENT :

(A) For Higher Secondary (Two year) Course :

To be eligible for admission into first year class of Higher Secondary Courses of Commerce a student has to pass H.S.L.C Examination of SEBA or any other equivalent examination recognised by the Assam Higher Secondary Education Council (AHSEC).

(B) For B.Com. (Three year Degree) Course :

To be eligible for admission into first year of B.Com. a student has to pass the-

(i) Pre-University/Pre-Degree/Higher Secondary Examination in Commerce or equivalent examintaion in Commerce.

Or

(ii) P.U./P.D./H.S. Examination in Arts with Book Keeping and Accountancy (BKA) and Business Organisation and Commercial Parctice (BOCP).

Or

(iii) PU./P.D/H.S. Examination in Science and Arts provided BKA and BOCP papers are cleared in the First Year and Final Year H.S. Examination of the AHSEC before appearing the B.Com. Part-I Examination.

02. MIGRATION AND ELIGIBILITY CERTIFICATE :

Students from Boards or University other than the SEBA, AHSEC and Gauhati University shall have to produce Migration Certificate at the time of admission. They must also obtain Eligibility Certificate from the AHSEC and G.U. for admission by paying a fee of Rs. 100/- and Rs. 190/- respectively.

03. ADMISSION PROCEDURES :

Application for admission into the college should be made in the prescribed application form issued by the college office on payment of Rs. 40/-.

Admission to the H.S. Course is held after the announcement of H.S.L.C. Examination result and to the B.Com. Course after H.S. Final Examination result.

The dates of admission to various classes are notified in local newspaper and the College Notice Board.

Admission to the college is made strictly in order of merit and is governed by college admission rules. There is reservation for SC, ST, OBC/MOBC, physically handicapped students and for students having extra curricular activities as follows :

SC	—	7%
ST (Hills)	—	5%
ST (Plains)	—	10%
OBC/MOBC	—	15%
Physically Handicapped	—	2%
Extra curricular activities	—	2%

All admission made to the college are provisional and subject to the approval of the AHSEC/GU. The college is not responsible if the AHSEC/GU does not approve admission of any student on ground of lack of Migration Certificate/Eligibility Certificate or for furnishing wrong or false documents and statements. Students shall have to produce original Marksheet, Certificates etc, at the time of admission. Attested copies of the same are to be attached with the application forms.

04. SUBJECT OFFERED :

(A) IN TWO YEAR H.S.COURSE (SIX PAPERS OF 100 MARKS EACH)

COMPULSORY SUBJECTS :

- i. English
- ii. M.I.L. (Assamese, Bengali, Hindi)/ Alternative English.
- iii. Book-Keeping and Accountancy (BKA)
- iv. Business Organisation & Commercial Practise (BOCP)
- v. Economics (Eco.)

ADDITIONAL ELECTIVE SUBJECT (ANY ONE).

- i. Commercial Arithmetic and Elements of Statistics (CAES).

- ii. Banking (Bnk.).
- iii. Salesmanship and Advertising (S.A.).

(B) IN B.COM. PART-I GENERAL COURSE (TEN PAPERS OF 100 MARKS EACH)

GROUP A:

- i. English
- ii. M.I.L. (Assamese, Bengali, Hindi)/ Alternative English.

GROUP B:

- iii. Principles of Economics (P.E.)
- iv. Economic Development and Planning in India (EDP)

GROUP C:

- v. Accountancy-I (Acy. I)
- vi. Accountancy-II (Acy. II)

GROUP D:

- vii. Business Organisation and Management (BOM)
- viii. Corporation Finance (C.F.)

GROUP E:

- ix. Money, Banking and Trade (MBT)
- x. Law and Practice of Banking (LPB)

(C) IN B.COM. PART-I MAJOR COURSE (TEN PAPERS OF 100 MARKS EACH)

A student may opt for Major Course in any one of the following subjects consisting two papers of 100 marks each.

1. Accountancy :

- i. Financial Accounting. (Paper I)
- ii. Higher Accountancy. (Paper II).

2. Management :

- i. Principles of Organisation and Management. (Paper I)
- ii. Financial Management (Paper II)

3. Banking :

- i. Indian Financial System. (Paper I)
- ii. Law and Practice of Banking (Paper II)

Note :

- (i) A student opting for Major in Accountancy does not require to Study Group C.
- (ii) A student opting for Major in Management does not require to study Group D.
- (iii) A student opting for Major in Banking does not require to study Group E.

(D) IN B.COM PART-II GENERAL COURSE (FOUR PAPERS OF 100 MARKS EACH)

Group F :

- i. Business Mathematics and Statistic (BMST)
Or
Resource Study (R.S.)
- ii. Secretarial Practice and Company Law (SPCL).

Group G :

- iii. Commercial Law (C.L.)
- iv. Auditing (Aud.)

(E) IN B.COM. PART-II MAJOR COURSE (SIX PAPERS OF 100 MARKS EACH)

- i. Business Mathematics and Statistics (BMST)
- ii. Secretarial Practice and Company Law (SPCL)
- iii. Commercial Law (C.L.)
- iv) Auditing (Aud.)

And

Group H :

For Accountancy Major Student :

- i. Management and Cost Accounting. (Paper III)
- ii. Taxation. (Paper IV)

For Management Students :

- i. Personnel Management (Paper III)
- ii. Principles of Marketing Management. (Paper IV)

For Banking Major Students :

- i. Indian Currency and Banking System. (Paper IV)
- ii. Rural and Co-operative Banking (Paper IV)

05. SELECTION OF MAJOR SUBJECT :

A student opting for major shall be selected on the basis of merit. A deserving student will be given major subject according to his/her preference and shall not be allowed to change the subject thereafter.

Note : If a student fails to get 40% in the major papers in the Annual Examination/Unit Test of T.D.C. 1st year then his/her major will be cancelled in the T.D.C. 2nd year class.

06. REQUIREMENT OF PASS MARKS- B.COM. PART-I AND B.COM. PART-II FINAL EXAMINATIONS. (Part-I Examination)

In order to pass the B.Com Part-I Examination (General or Major Course) a candidate must obtain the minimum marks as shown below.

1. Group A :	1. English	30 out of 100 marks.
	2. MIL	30 out of 100 marks.
2. Group B :	3. Subject	30 out of 100 marks.
	4. Subject	30 out of 100 marks.
3. Group C :	5. Subject	30 out of 100 marks.
	6. Subject	30 out of 100 marks.
4. Group D :	7. Subject	30 out of 100 marks.
	8. Subject	30 out of 100 marks.
5. Group E :	9. Subject	30 out of 100 marks.
	10. Subject	30 out of 100 marks.

In order to pass in group B.C.D.E. a candidate must obtain at least 33% marks in aggregate of these groups. Thus the minimum total marks required to be obtained in order to pass the examination is 324.

(Part-II Examination)

In order to pass the B.Com Part-II examination, a candidate must obtain the minimum marks as shown below.

A) FOR GENERAL COURSE:

Group F : 1. Subject 30 out of 100 marks.
2. Subject 30 out of 100 marks.

Group G : 3. Subject 30 out of 100 marks.
4. Subject 30 out of 100 marks.

Total 132 out of 400 marks.
(33%) in aggregate.

B) FOR MAJOR COURSE:

Group F : 1. Subject 30 out of 100 marks.
2. Subject 30 out of 100 marks.

Group G : 3. Subject 30 out of 100 marks.
4. Subject 30 out of 100 marks.

Group H : 5. Subject 30 out of 100 marks.
6. Subject 30 out of 100 marks.

Total 198 marks out of 600
marks (33%) in aggregate.

07. CLASSIFICATION OF RESULTS :

A) A candidate who passes both the part-I and part-II B.Com. Examinations shall be deemed to have passed the B.Com. Examination as a whole and shall be eligible for the degree of Bachelor of Commerce (B.Com.)

B) In the case of candidates of General Course, the total marks counted will be 1,400 (1000 + 400) marks and the result will be declared as follows :

- | | |
|---------------------------------|--------------|
| i) Those securing 840 and above | I Division |
| ii) Those securing 560-839 | II Division |
| iii) Those securing 456-559 | Simple Pass. |

C) In the case of candidates having Major, the total marks counted will be 1200 marks (600 marks of C,D,E, groups of Part-I examination + 600 marks of Part-II examination and the result will be declared as follows :

- | | |
|--------------------------------|--------------|
| i) Those securing 720 or above | I Class. |
| ii) Those securing 480-719 | II Class. |
| ii) Those securing 396-479 | Simple Pass. |

08. RULES FOR REPETITION OF PAPER OF PART-I EXAMINATION.

(Only for students having Major) :

Successful students of B.Com. (TDC) Part-I Examination with Major Course subject, may be allowed to repeat any one of the papers of Group-C,D,E, of Part-I Course in order to improve their performance in the Major Subject in the next Part-I examination. Such a candidate shall be eligible to sit simultaneously for the repeat paper along with the Part-II examination. In the interest of the students the better of the two marks secured in the paper concerned shall be considered for declaration of their B.Com(TDC) Part-I result.

Such candidates shall be required to fill in prescribed forms and pay the prescribed fees.

Any candidate having arrear in any subject (s) shall not be eligible for repeating any paper for the purpose of improvement of result.

09. ACADEMIC SESSION :

The Academic Session starts in June and ends in May next year.

10. COLLEGE HOUR :

The college hour is from 10 A.M. to 4 P.M.

11. COLLEGE UNIFORM :

From session 2000-2001 the college has introduced compulsory uniform for the students as follows :

For boys – White shirt and dark navy blue long pants.
Maroon sweater/Blazer (in winter).

For girls – White Mekhla-Chaddar or Saree with dark navy blue border and dark navy Blue blouse/White

Salwar or Churidar, white dupatta and kameez with small dark navy blue and white checks. Maroon sweater (in winter).

- Note :- (i) T-Shirts and Jackets will not be allowed.
- (ii) Students must be in their uniform during—
- Freshers social of the college.
 - Foundation Day of the college.
 - Open session and meeting of the College Week' function of the college.
- (iii) In the rest of the days of the 'College Week' function students may wear dresses other than the college uniform.
- (iv) Other dresses will also be allowed during the Summer and Puja vacations.

12. CLASS ATTENDANCE :

A student is expected to attend atleast 65% of the total lectures delivered.

- Students of T.D.C. and H.S. classes attending less than 65% but more than 50% of the classes shall be treated as "Non-Collegiate" and will be liable to pay fine of Rs. 65.00 (Sixty five only) & Rs 30/- (Thirty only) respectively.
- Students attending less than 50% but more that 25% of the classes will be considered and allowed to appear in the examination provided he/she pays a fine of Rs. 1000/-(One thousand).
- Students attending less that 25% of the total classes will be declared as "Discollegiate" and will not be allowed to appear in the Annual/Final Examinations.

13. RULES REGARDING COLLEGE INTERNAL EXAM.

a) Unit Tests :

The college conducts an 'Unit Test Examination' instead of preparatory or test or annual examination. There will be two unit test examinations for H.S. 1st year, H.S.2nd

year, TDC 2nd year and TDC 3rd year. The students of TDC 1st year will have to sit for the 3rd unit test examination.

b) Major Subjects :

Students who takes major in TDC are entitled to go for field work. 20% of the marks will be allotted for field work.

IMPORTANT NOTE

- No student will be promoted to the next higher class or allowed to appear in the final examination if he/she is unable to secure 30% marks in aggregate in the Unit Tests of the College.
- No student will be promoted to the next higher class on medical ground.
- H.S. first Year Examination is conducted by Assam Higher Secondary Education Council.

14. SCHOLARSHIPS :

1. National Scholarship (All India basis)
2. State Merit Scholarship.
3. Schedule Cast/Schedule Tribe Scholarship.
4. OBC/MOBC/Ex-Tea Garden Labour Scholarship.

The above scholarship are granted by the Government for which application forms of eligible students are forwarded to the respective authorities for consideration. After the sanction of scholarship, money will be deposited into individual account.

15. COLLEGE LIBRARY :

The college library is small in size but it has a good collection of selected books and journals. There is also a reading room in the library.

16. COLLEGE MAGAZINE :

The "K.C. Das Commerce College Magazine" is published annually. The magazine gives an opportunity to the

students to express their creativity in different fields. The magazine is run by an "Editorial Board" formed by the Principal.

17. STUDENTS' WELFARE FUND :

On application to the Principal an amount not exceeding the annual tuition fees, is granted to the needy students, whose father's/ guardian's annual income does not exceed Rs. 3600/- p.a. (Rupees three thousand and Six hundred only) .

18. STUDENT'S TRAVEL CONCESSION :

Students are entitled to Students Travel Concession on their way home from the institution and back during the vacation only. Air concession is also allowed.

19. IDENTITY CARD :

An identity card is issued to every student to be possessed by them during the college hours.

20. PROCEDURE OF FORMATION OF STUDENTS' UNION :

The returning officer of the Election Committee will invite application from the interested student for the post of Students' Union for the session. There will be a "Selection Committee" which will conduct an interview to select the members of the Students' Union.

Note : A student will be eligible to apply for any post of the Students' Union provided he/she have at least 25% class attendance of the total lectures delivered on the date of notification.

21. CASUAL ADMISSION :

Admission for casual students will start from 1st of Oct 2002 to 10th of Oct 2002.

22. INSTRUCTION REGARDING COLLEGE RULES AND DISCIPLINE :

- i. Great emphasis is laid on discipline and character building and students are expected to maintain a higher standard of discipline in and outside the college campus. They are subject to the rules and regulations of the college.
- ii. The students admitted to the college must abide by all rules and regulations as prescribed by the college authorities. Violation of rules, unsatisfactory progress, irregular attendance, showing discourtesy to the teachers and staff members in any form, adoption of unfair means during examination etc. are some of the offences which may make students liable for disciplinary action like termination of scholarship, forced transfer and even expulsion from the college.
- iii. Smoking & Chewing Pan-Masala etc. in the college campus will be treated as one of the major indisciplines of the students.

All powers for maintaining discipline are vested with the Principal and his decision shall be final in all such matters.

23. COLLEGE FEES :

(A) Session Fees :	Amonut (Rs.)
(i) Admission fees	50.00
(ii) College examination fees	100.00
(iii) Library fees	100.00
(iv) College Magazine fees	50.00
(v) Students' Union fees	80.00
(vi) Students' Welfare fund	10.00
(vii) Festival fees	10.00
(viii) Light and Fan	50.00
(ix) Development fees	250.00
(x) College Buliding fees	250.00
(xi) Faculty Development fees	200.00
(xii) Academic Activities	25.00
(xiii) Publication	25.00
(xiv) Enrolment fees	<u>10.00</u>

Total :- Rs. 1210.00

(B) FEES TO BE PAID AT THE TIME OF ADMISSION:

	<u>H.S.1st yr.</u>	<u>B.Com.1st yr.</u>
i. Session Fees	1210	1210
ii. Tuition Fees	288	360
iii. Reg. Fees	25	75
iv. Identity Cards	15	15
Total-	Rs. 1538	Rs. 1660

	<u>H.S. 2nd yr.</u>	<u>B.Com. 2nd yr. & 3rd yr.</u>
i. Session Fees	1210	1210
ii. Tuition Fees	288	360
Total-	Rs. 1498	Rs. 1570

(C) OTHERS:

i. Transfer Certificate	Rs. 500.00
ii. Duplicate Identity Card	Rs. 100.00
iii. Duplicate Library Card	Rs. 100.00
iv. Late fine	Rs. 100.00

Note :- Late fine of Rs. 100/- will be charged if a student fails to fill up the forms and take admission in H.S.2nd year, T.D.C. 2nd and T.D.C.3rd year on due date.

FACULTY MEMBERS AND STAFF**Principal : Mr. Hitesh Deka, M.A.****FACULTY MEMBERS****● Department of Accountancy :**

- i) Dr Prabhat Ch. Kakati, M.Com, Ph.D. (Head of the Deptt.)
- ii) Mr. Bijoy Kalita, M.Com.
- iii) Mr. Bipul Kalita, M.Com.
- iv) Mr. Safiqul Haque, M.Com.

● Department of Management :

- i) Mr. Bhababhuti Sarma, M.Com. (Head of the Deptt.)
- ii) Ms. Ashima Sarma Bora, M.Com.
- iii) Ms. Malamoni Dutta, M.Com.
- iv) Mr. Kukil Bora, M.Com.

● Department of Banking :

- i) Mr. Naba Kumar Goswami, M.Com.(Head of the Deptt.)
- ii) Mr. Prasanta Kumar Sarma, M.Com,
- iii) Mr. Murali Krishna Sarma, M.Com.
- iv) Ms. Runumoni Lahkar, M.Com., B.Ed.

● Department of Economics :

- i) Dr. Swabera Islam, M.A., Ph.D. (Head of the Deptt.)
- ii) Ms. Jayshree Dam Paul Choudhury, M.A. LL.B.
(On leave)
- iii) Ms. Upasana Chakraborty, M.A.
- iv) Mr. Partho Sakti Patwari, M.A. (On lien)

● Department of Mathematics and Statistics :

- i) Ms. Runjun Phookun, M.Sc.(Head of the Deptt.)
- ii) Ms. Jayashree Pathak, M.Sc., B.Ed.

● Department of English :

- i) Ms. Prarthana Barua, M.A., (Head of the Deptt.)
- ii) Ms. Anjita Bora, M.A.
- iii) Ms. Archana Bora, M.A.

● Department of Assamese :

- i) Mr. Dipak Barman, M.A., (Head of the Deptt.)
- ii) Ms. Swapna Smriti Mahanta, M.A.

● Department of Hindi :

- i) Dr. Radhey Shyam Tiwari, M.A., Ph.D. (Head of the Deptt.)
- ii) Ms. Purnima Singh, M.A.

● Department of Bengali :

- i) Ms. Shrabani Bhadra, M.A. B.Ed.

NON-TEACHING STAFF :

● Library Staff :

- i) Mr. Prasanta Kumar Deka, B.Sc. (Bot.) M.L.I.Sc. (Librarian).
- ii) Mr. Ratul Medhi, Library bearer.

● Office Staff :

- i) Mr. Prafulla Barman, U.D.A.
- ii) Syd. Afjal Hussain, L.D.A.
- iii) Mr. Paresh Kalita, L.D.A.
- iv) Ms. Saraju Kakati, L.D.A. Cum Typist

● Grade IV Staff :

- i) Mr. Madan Ch. Sarma.
- ii) Mr. Hemanta Ch. Deka.
- iii) Mr. Hemen Deka.

DIFFERENT COMMITTEES : SESSION 2002-2003 :

A) Admission Committee :

The "Admission Committee" is delegated to handle the matter of admission of students into the H.S. 1st and B.Com. 1st year classes for the session 2002-2003. The Committee members are—

CONVENOR : ● Dr. Radhey Shyam Tiwari.
Head of the Deptt. of Hindi.

MEMBERS : ● Ms. Runumoni Lahkar;
Lecturer, Deptt. of Banking.
● Mr. Partho Sakti Patwari,
Lecturer Deptt. of Economics.

B) Examination Committee :

The College Examination Committee is responsible for conducting all examinations including Unit/Annual/Test and Final Examinations for the Session 2002-2003. The Examination Committee is formed with the following members. :

- Dr. R.S. Tiwari
Head of the Deptt. Hindi.
- Mr. Bijoy Kalita,
Lecturer Deptt. of Accountancy.

Assistant Officer-
in-Charge

C) Academic Council :

The College has an Academic Council to look after the academic matters of the college. The Academic Council of the College prepares an Academic Calendar of the College and bears the responsibility of implementing the same. The Council is formed and headed by the Principal as Chairman and with all Head of the Deptt., one of whom as convenor. The Council is formed with the following members for the session 2002-2003.

- CONVENOR :**
- Mr. N.K. Goswami,
Head of Deptt. Banking
- MEMBERS :**
- Dr. Prabhat Ch. Kakati
Head of the Deptt. of Accountancy
 - Shri Bhababhuti Sarma,
Head of the Deptt. of Management
 - Dr. Swabera Islam
Head of the Deptt. of Economics
 - Dr. R.S. Tiwary
Head of the Deptt. of Hindi
 - Shri Dipak Barman
Head of the Deptt. of Assamese
 - Ms. Runjun Phookun
*Head of the Deptt. of Business
Mathematics and Statistics.*
 - Ms. Prarthana Barua
Head of the Deptt. of English.
 - Ms. Shrabani Bhadra
Deptt. of Bengali.

D) Library Committee :

The "Library Committee" is formed to look after the matters relating to maintenance of the Library. The Committee is also responsible for planning and budgeting for purchase of new books and journals. The Committee has been formed for the session 2002-2003 as-

- CONVENOR :**
- Mr. Prasanta Kr. Deka,
Librarian
- MEMBERS :**
- Ms. Archana Bora
Lecturer, Deptt. of English.
 - Ms. Upasana Chakraborty
Lecturer, Deptt. of Economics

E. Election Committee :

There is an Election Committee to conduct the election of the K.C. Das Commerce College Students' Union with the following members :

CONVENOR/RETURNING OFFICER :

- Mr. Bipul Kalita.
Lecturer, Deptt. of Accountancy.

MEMBERS :

- Dr. R.S. Tiwari.
Head of the Deptt. of Hindi.
- Ms. Malamoni Dutta.
Lecturer, Deptt. of Management.

F. Drafting Committee for Prospectus, Academic Calender And Class Routine :

CONVENOR :

- Ms. Prarthana Barua
Head of the Deptt of English.

MEMBERS :

- Mr. Dipak Barman
Head of the Deptt. of Assamese.
- Mr. Prasanta Sarmah
Deptt. of Banking.

G. Information & Career Guidance Cell :

CONVENOR :

- Ms. Ashima Sarma Bora
Lecturer. Deptt. of Management.

MEMBERS :

- Ms. Anjita Bora
Lecturer. Deptt. of English
- Mr. Kukil Bora
Lecturer. Deptt. of Management.

H. Grievance Redressal Cell :

- CONVENOR :
- Ms. Jayashree Dam Pal Choudhury.,
Lecturer, Deptt. of Economics
(Mr. Partha Sakti Patwari)
Lecturer, Deptt. of Economics
- MEMBERS :
- Mr. Murali Krishna Sarmah.,
Lecturer, Deptt. of Banking.
 - Mrs. Swapna Smiriti Mahanta.
Lecturer, Deptt of Assamese,

I) Awareness Cell for Health & Hygiene :

- CONVENOR :
- Mr. Safiqul Haque
Lecturer, Deptt. of Accountancy.
- MEMBERS :
- Ms. Jayashree Pathak
Lecturer, Deptt. of BMST
 - Ms. Purnima Singh.
Lecturer, Deptt. of Hindi.

J) Action Plan Committee :

- CONVENOR :
- Ms. Runjun Phookun
*Head of the Deptt. of Business
Mathematics & Statistics*
- MEMBERS :
- Ms. Ashima Sarma Bora
Lecturer, Deptt. of Management.
 - Sri Bijoy Kalita
Lecturer, Deptt. of Accountancy.

PRESENT GOVERNING BODY OF THE COLLEGE

PRESIDENT: Mr. Ramesh Chandra Chaudhury.

SECRETARY: Mr. Hitesh Deka, Principal;
K.C. Das. Commerce College.

MEMBERS:

- Mr. Jatin Chandra Nath
- Mrs. Senehi Begum
- Mr. Dwipen Bania
- Mrs. Minati Chaudhury

G.U. Representative :

- Dr. Srinath Barua
- Dr. Haren Chaudhury

Teachers' Representative :

- Dr. Swabera Islam.
(Head of Deptt. of Economics)
- Mr. Dipak Barman
(Head of Deptt. of Assamese)

Non-Teaching Representative :

- Mr. Prasanta K. Deka (Librarian)

INFORMATION TO REMEMBER

College Address :

K.C. Das Commerce College
Chatribari (Near Guwahati Goshala)
P.O. Rehabari, Guwahati - 781008
Kamrup, Assam.

Phone No :

College Office : (0361) 525114

Visiting Hours of Principal :

Visitor : 11-30 am to 12-30 pm.

Student : 01-30 pm to 03-00 pm.

IMPORTANT INFORMATION FOR STUDENTS AND GUARDIANS :

- No student will be promoted to the next higher class or allowed to appear in the final examination if he/she is unable to secure 30% marks in aggregate in the Unit Tests of the College.
- Students attending less than 50% but more than 25% of the classes will be considered and allowed to appear in the examination provided he/she pays a fine of Rs. 1000/- (One thousand).
- Students attending less than 25% of the total classes will be declared as "Discollegiate" and will not be allowed to appear in the Annual/Final Examinations.
- College Uniform is strictly compulsory.

ADMISSION NOTICE

A. Date of Admission :

- H.S. 1st year : 18-07-2002
H.S. 2nd year : After the announcement of the
H.S. 1st year Result.
T.D.C. 1st year : 16-07-2002.
T.D.C. 2nd year : From 26-06-02 to 03-07-02
T.D.C. 3rd year : 26-06-02 to 10-07-02

B. Commencement of Classes :

- H.S. 1st year : 22nd July /02
H.S. 2nd year : 22nd July /02
T.D.C. 1st year : 22nd July /02
T.D.C. 2nd year : 1st of July /02
T.D.C. 3rd year : 1st of July /02

কেশর চন্দ্র দাস বাগিচা

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AWARDS

Dr. Prafulla Chaudhury Award

Dr. Prafulla Chaudhury award will be presented to the best Graduate of the K.C.Das Commerce College.

Sarat Chandra Das Award

Sarat Chandra Das award will be presented to the best Higher Secondary Scholar of the K.C.Das Commerce College.

N. B. : A minimum of 60% marks has to be secured to qualify for the above mentioned awards.