

## WELCOME TO DON BOSCO COLLEGE

Don Bosco College, Tura, is an educational institution of the Catholic Church, belonging to the global Don Bosco Society and managed by the Salesians of Don Bosco, North East India, with headquarters in Guwahati, Assam.



Don Bosco Society is present in over 130 countries of the world, including India and its neighbourhood – Bangladesh, China, Myanmar, Nepal, Pakistan and Sri Lanka. In India the society runs 30 colleges, including Don Bosco College and Don Bosco College of Teacher Education at Tura, St. Anthony's College and

Sacred Heart Theological College in Shillong, Don Bosco Institute of Management and Don Bosco College of Engineering and Technology at Guwahati, and a university – Assam Don Bosco University – at Guwahati.

### VISION



*“Inspired by the benign and noble teachings of Lord Jesus Christ who declared, ‘I am the Way, the Truth and the Life’, and guided by the educational philosophy of St. John Bosco, Don Bosco College has the avowed vision of bringing holistic, quality higher education within the reach of all.”*

## MISSION

*“To provide an education that is participatory in nature, intellectually competent, multi-skill oriented, value based and socially committed, for the development of persons and enrichment of society.”*

## COAT OF ARMS



The Coat of Arms of the college contains the motto of the college, “Pursuit of Excellence” and three distinct components – sun, eagle and mountains. The radiant sun is the source, the giver that bestows light, energy, inspiration and divine guidance. The soaring eagle is the seeker that looks for all that is good, noble and uplifting in the world of knowledge, skills and values. The green mountains and valleys represent the process whereby the seeker ascends, descends and strives until he/she arrives at the top. True to our motto, we are passionate about excellence in every sphere of our academic, professional and social life.

## PHILOSOPHY OF THE COLLEGE

The college is named after St. John Bosco, popularly known as Don Bosco, the founder of the religious and educational society “Salesians of Don Bosco.” Don Bosco was born of a very poor family in 1815, near Turin, Italy. By dint of hard work and heroic sacrifices he became a priest in 1841. He dedicated himself to the service of poor youth, offering them food, shelter and education. He opened for them schools, technical schools, hostels and churches. He founded a society of collaborators and extended his work to all Europe and eventually to all continents. Don Bosco died on 31st January 1888 and was declared a saint on 1st April 1934.



Don Bosco based his system of education on the three pillars of “Reason, Religion and Kindness”. He looked after the youth as a caring father and dedicated himself totally to their welfare. He did not visualize education in isolation from the needs of the community. Vocational guidance, training and job placement were integral to his scheme of things.

Accordingly we at Don Bosco College believe in:

- ◆ An education that is affordable to the average categories of society;
- ◆ Creating an educative family of students, staff and management marked by transparency, mutual respect, constant interaction and caring support;
- ◆ Aiming at the integrated development of our students and empowerment of our teachers;
- ◆ Building competence and skills for employability and quality of life;
- ◆ Inculcating the spiritual and moral value systems that sustain society;
- ◆ Extension services beyond the campus and beyond self.

## **CERTIFICATIONS**

Don Bosco College is a Registered Society under the Society Registration Act of 1860 (Reg. No. SR/TDBC-232/91 of 1991). It is permanently affiliated to North Eastern Hill University (No. CDC.A.30/99-2000/284-86 dated 21.07.01) for Degree courses in Arts, Science, Commerce, Business Administration and Computer Application. It is also affiliated to Meghalaya Board of School Education for Higher Secondary courses in Arts, Science and Commerce. The college is recognized by UGC under 2(f) [No.F.8-212/2007(CPP-I) dated 14.01.2009] and 12-B. [No. F.8-212/2007(CPP-I) dated 13.05.2010].

## HISTORY OF THE COLLEGE

The college was established by the Salesians of Don Bosco in 1987 to serve the cause of higher education for the people of Garo Hills in particular and North East India in general.

It was in the month of March 1987 that a few lecturers joined Don Bosco College under the able guidance Fr. V. A. Cyriac SDB, the Founder-Principal. The students then numbered 88 boys, pursuing Pre-University Arts and Bachelor of Arts courses. The college at that time had neither a campus nor a building of its own to boast of. The classes began in the Sacred Heart Parish Hostel premises, thanks to the generosity of Rt. Rev. Dr. George Mamalassery, Bishop of Tura. The college was officially inaugurated by Shri P. A. Sangma, the then Union Minister for Labour, on 22.05.1987, and this date is observed as the College Foundation Day.

In 1988 Don Bosco College was converted into a co-ed institution. The Science Stream was introduced at the Higher Secondary level in 1988 and at the Bachelor's level in 1993. The Department of Commerce was established in 2000 at the Higher Secondary level and at the Bachelor's level in 2002. With a view to solving the acutely felt need of preparing professionally trained personnel in the field of business administration, the College decided to offer in 2002 a course in Bachelor of Business Administration. In 2004 the Bachelor of Computer Application was introduced.

In the meantime, the College took new strides in its location. In 1993, the college was shifted from Sacred Heart Parish premises to what is now Don Bosco College Boys' Hostel. The Staff Quarters was constructed in 1994. In 2001 the college was shifted to its permanent campus. In 2005 Don Bosco College was instrumental in the establishment of Don Bosco College of Teacher Education. Margaret Bosco Girls' Hostel was established in 2010.

Today, with staff strength of about 120 teaching and support personnel, the college caters to over 2200 boys and girls from the various states of North East India. After 24 years of service to the college as Founder-Principal, Fr. V. A. Cyriac SDB has laid down office on 31.01.2011 and Fr. Alex Mathew SDB has taken over as the second Principal of the college with effect from 01.02.2011

The current year 2011-12 is the Silver Jubilee Year of the college. In the last 24 years, Don Bosco College has distinguished itself as one of the premier colleges of Meghalaya. It is the endeavour of everyone at Don Bosco College to keep the flag aloft and continue its tradition of pursuit of excellence and quality of service.

### **CAMPUS AND INFRASTRUCTURE**



Don Bosco College is located in sylvan surroundings, against the background of the imposing Tura peak and overlooking a vast expanse of hills, valleys, plains and rivers. The campus, with its breathtaking view, impressive

buildings, pleasing layout, green lawns and shady trees, creates a congenial environment for study and relaxation.

### **ACADEMIC COMPLEX**

The Academic Complex has become a prime tourist attraction of Tura. Considered by many to be one of the finest buildings in North East India, the Academic Complex is a

vast yet compact structure, housing (a) the Administrative Block (b) the Science Block (c) the Arts Block (d) the Commerce Block (e) the Library and (f) the Computer Centre.



Amphitheatre

A distinguishing feature of the campus is College Amphitheatre - a multipurpose facility comprising of a basketball stadium, canteens, internet centre and a centre for the performing arts.

## HOSTELS



Boys Hostel



Boys Hostel Annexe



Auxilium Hostel



Margaret Bosco Hostel

The College has four hostels: (a) Don Bosco College Boys' Hostel, to accommodate 120 boys in single and shared rooms; (b) Don Bosco College Boys' Hostel Annexe, to accommodate 30 boys in single rooms; (c) Auxilium Girls' Hostel, to accommodate 90 girls in shared rooms; (d) Margaret Bosco Girls' Hostel, to accommodate 30 girls in single rooms. The respective wardens are to be approached for admission.



### **STAFF QUARTERS**

The college has a set of spacious and comfortable staff quarters comprising of eight family flats.

### **LIBRARY**

The college library has a collection of 26,558 volumes and 15 journals. The reading room of 1300 sq. ft., with its atmosphere of peace and quiet, is an invitation to staff and students to enrich themselves by seeking information, knowledge and wisdom. The library offers additional services like Photostat, Internet, Question and Answer Banks.

The library remains open from 9.00 a.m. to 3.00 p.m. on all working days. Library usage is compulsory. Library footfall is regularly monitored and the individual student record of library usage will be monitored by the library staff. Library books are issued on production of identity and library cards. Before leaving the library students are advised to verify the issue and return records on their library cards. Great care should be taken not to delay the return of books beyond the due date. Fines are levied for delayed return of books. Library has awards for Best Library User



## SEMINAR HALL

The college has a state of the art Seminar Hall that can accommodate 200 participants for the various seminars conducted by the college and by outside agencies.

## SERVICES AND SUPPORT MEASURES

**(a) Computer Centre, Internet Centre and Short Term Computer Courses:** The College has a well equipped, air-conditioned computer centre with 60 computers. Apart from imparting instruction for Board and University courses the computer centre offers short term certificate courses to students of the college. Every degree student is expected to complete a short term course on MS Office and Windows. The College also has an Internet Centre with 40 terminals. The use of the internet is free for all the staff and students.

**(b) Study Circle:** The college has a Study Circle where coaching is given for competitive examinations such as I. A. S., M. C. S., MAT, etc. The coaching is organised within and outside college hours. It is open to students of other colleges as well.

**(c) Counselling Centre:** The College has a fully equipped counselling centre. The services of a professional counsellor are available daily for personal, group and career counselling. Students are encouraged to frequently interact with the counselor for their personality development and career advancement.

**(d) Internal Quality Cell (IQC):** At Don Bosco College we constantly strive to improve the quality of our services. The cooperation of all the stake holders – staff, students, management, alumni and parents – is absolutely necessary to achieve this end. The Internal Quality Cell of the college strives to raise the standards of the institution to higher and higher levels to enhance and sustain quality, through monitoring of services and redressal of grievances. Students and staff are encouraged to make use of the Suggestion Box and to cooperate in various feed back exercises.

**(e) Canteen:** The College has two canteens where staff and students can relax and feast on Indian, Chinese, Continental and local dishes.

**(f) Stationery and Cafeteria:** The College has a stationery shop for the convenience of staff and students. Photostat facilities are available at the shop. A cafeteria attached to the stationery shop provides refreshments throughout the day.

**(g) Sports:** The College encourages participation in sports and games, particularly in Basketball, Volleyball, Football, Cricket and indoor games. The college teams take part in the various sports events organised by the university, state and local bodies.

**(h) NSS and NCC:** The College offers NCC to boys and girls in the army wing and NSS. The NCC and NSS play an important role in making the students disciplined and patriotic. They develop in them qualities of patriotism, service and effective leadership.

**(i) Freeships and stipends:** The College promotes academic excellence by offering freeship to meritorious students. Meritorious students can apply for freeship at the time of admission and it can be renewed for the subsequent years depending on the performance of the student in the Promotion/Final examination. The college also facilitates fee stipend, house rent allowance and travel allowance for students. Conditions apply.

**(j) Remedial Teaching:** Education is meant not only to nurture the excellence already present in a gifted person but also to uplift the not-so-gifted, so as to improve academic skills, linguistic proficiency and qualitative techniques. The college arranges financial assistance for conducting free coaching classes outside the regular timetable for weaker students.

**(k) Bus Service:** The College runs a bus service for the benefit of students. Students are not permitted to discontinue the bus service mid-year unless a substitute is arranged. Bus identity cards issued to students will show the student's Seat/Stand No. and pickup point. Seats will be allotted on 'First Come First Served' basis.

**(l) House System:** The whole college is divided into eight Houses. Most of the co-curricular and sports activities of the college, especially during the College Week, will be routed through the Houses. The House System aims at group work, leadership development, integration, healthy competition and genuine fun.

**(m) Students' Welfare Association:** The College has a Students' Welfare Association (SWA) for addressing students' issues and for building up a team of leaders. Class representatives, who are elected by the respective classes, elect the office bearers of the Association. The Association works in close collaboration with teachers and management. SWA is not affiliated to any organizations outside the college and do not take up issues not connected with the college.

**(n) Community Services:** Apart from community services conducted by the NSS unit, the students of the college undertake extension activities including adoption of a neighbourhood village, teaching in a neighbourhood school for poor children, cleanliness drive in the college and neighbourhood, collection and distribution of clothes for the needy and tree plantation within and outside the campus.

**(o) Red Ribbon Club:** Under the aegis of Meghalaya Aids Control Society the college has launched the Red Ribbon Club which aims at creating awareness among the youth

of the importance of having the right knowledge about HIV/AIDS and its treatment and prevention.

**(p) Student Development Services:** To develop the overall personality of the students the following courses are embedded in the curriculum of the college: (i) Leadership Development; (ii) Value Education; (iii) Social Responsibility and Civic Values; (iv) Etiquette and Manners. Groups of students are sent for further training programmes to Don Bosco Institute, Guwahati.

## **ADMISSION PROCESS**

### **ISSUE OF APPLICATION FORMS**

Application forms for admission to Higher Secondary Arts, Science and Commerce are issued after the declaration of CL. X results of the Meghalaya Board of School Education. Application forms for admission to Degree Arts, Science, Commerce, Business Administration and Computer Application are issued after the declaration of CL. XII results of the Meghalaya Board of School Education. The forms are available at the college office on payment of Rs. 150/- The forms can also be downloaded from the college website [www.donboscocollege.ac.in](http://www.donboscocollege.ac.in) and sent, duly filled, to the college office by the due date with a Demand Draft for Rs. 150/- in favour of Don Bosco College Tura

### **MORNING SHIFT**

Candidates wishing to apply for Morning Shift may do so for (a) Higher Secondary Arts and (b) Degree Arts.

## DOCUMENTS TO BE ATTACHED

**Mandatory:** *The attested copies of the following documents are to be submitted along with the application forms:*

- 1) All mark-sheets obtained from CL. X onwards.
- 2) Admit card obtained at CL. X, showing age.
- 3) Character certificate from institution last attended.
- 4) ST/SC/BC/OBC caste certificate, if applicable.
- 5) Recommendation of Parish Priest in original (*for Catholic students only*)

**Optional:** *Attested copies of the following certificates may be submitted to support your claim of proficiency in the following fields:*

- a) Sports
- b) Debate/Quiz/Essay
- c) Dramatics/Music
- d) NCC/NSS
- e) Scouts/Guides

## SUBMISSION OF FORMS

Forms are to be submitted on or before the notified date. Incomplete forms will be rejected. Ensure your acknowledgement card is endorsed by the college office, certifying to your having submitted the form.

## INTERVIEW

The schedules of interview will be displayed on the notice-board and college website. The originals of all documents are to be produced for verification at the time of interview. Ensure your interview card is endorsed by the Interview Board, certifying to your having appeared at the interview.

## **ADMISSION**

- a) Admission is granted on the basis of performance at qualifying examination and interview.
- b) Admitted candidates will have their form numbers displayed on the notice board and website.
- c) Fees must be paid within the due date, failing which the admission will stand cancelled.
- d) Admitted candidates should submit 3 passport size colour photographs to the college office.
- e) Admitted candidates should submit a copy of their Blood Group Certificate to the college office.
- f) Classes will commence on the notified date.

## **IDENTITY CARD**

Identity cards will be issued to each student. Identity cards are to be worn daily to the college and produced for every type of transaction in the college.

## **ATTENDANCE**

Seventy-five percent (75%) attendance is compulsory. Attendance will be taken for each lecture. Attendance of students will be monitored on a regular basis and attendance statements will be displayed on the notice board every fortnight. Students should enter their attendance percentage in the Handbook and get it countersigned by their mentor. Students having less than 75% attendance may be asked to appear before the Principal / Vice-Principal / Attendance Committee. Students with low attendance percentage risk being denied grace marks at the Promotion /Selection test.

## **LEAVE**

Students should submit leave applications, on prescribed form, whenever absent. Any student who is absent for over a month, without written permission, will be issued a show cause notice after which his/her name will be cancelled from the college.

While medical certificates may explain your absence, they are not a substitute for attendance. Those absenting themselves at Selection/Promotion tests risk failure.

## **ASSIGNMENTS**

Regular assignments in each subject will have to be done by the students under the guidance of the concerned departmental staff. Assignments will carry a percentage of marks for the Selection Test.

## **EXAMINATIONS**

The college conducts regular Semester, Promotion and Selection tests. Attendance in these tests is compulsory. The performance of a student in the Semester tests is taken into consideration at the time of passing or failing him/her at the Promotion/Selection test. A failed student shall not be re-admitted to the class. Departments will conduct class tests whenever necessary, with information to the Principal.

## **MENTORING**

Students will be assigned lecturers who will act as mentors. Mentors will guide their students by monitoring, performance assessment and motivation.

## NON-SERIOUS STUDENTS

Students who are not serious about studies and are not prepared to give their best by way of attendance, study and discipline should not seek admission to this college. They face the risk of failing and losing years.

## DRESS CODE

Students are to come to college neatly and decently dressed.

**Boys:** Boys are to wear full length trousers/jeans and full/half sleeved shirts. Jerseys/T-Shirts with collar and without graffiti may also be worn. Caps, track suits, ear-rings and long hair are not allowed.

**Girls:** Girls are to wear trousers/jeans/skirts and full/half sleeved shirts/blouses. They may also wear Jerseys/T-Shirts with collar and without graffiti. Local dresses like *dakmanda* / *salwar-kameez* can also be worn. Sleeveless, short or see-through tops are not allowed.

## ATTENTION PARENTS

Parents are requested to keep track of the performance of the students in attendance, tests and discipline either by telephoning the Principal/Vice Principal or by viewing the college website. Parents whose mobile phone numbers are stored in the data bank of the college will be sent SMS messages on general information, notices, student attendance, test result, fee payment, etc. of their wards. Parents may also log on to college website [www.donboscollege.ac.in](http://www.donboscollege.ac.in) for information on their wards' status of attendance, examination performance and fee payment status.

## GENERAL NORMS

- ✓ Identity Cards should be brought daily to college and worn round the neck
- ✓ Dress and appearance of students must be in good taste.
- ✓ Mobile phones are not to be used within the academic building.
- ✓ Smoking, alcoholic drinks and drugs are forbidden within and outside the campus.
- ✓ Fines, as per notified schedule, may be levied for violation of rules on dress and behaviour.
- ✓ Those wishing to take Transfer Certificate during the year must clear dues up to the end of the academic year.
- ✓ Fees once paid are not refundable.
- ✓ All terms and conditions set forth in the prospectus, including fees, are liable to change from year to year.

## HIGHER SECONDARY COURSES

The college is affiliated to the Meghalaya Board of School Education for Higher Secondary Courses in Arts, Science and Commerce streams. The duration of the courses is two years (CL. XI & CL. XII). The college conducts Promotion Examination at the end of the first year and the Board conducts the Final Examination at the end of the second year.

### Higher Secondary Science

GROUP	COMPULSORY	ELECTIVE	ADDITIONAL
HS1-1	English Environmental Education Alt. English/MIL	Mathematics, Physics, Chemistry	<i>Biology</i>
HS1-2	English Environmental Education Alt. English/MIL	Mathematics, Physics, Chemistry	<i>Computer Application</i>
HS1-3	English Environmental Education Alt. English/MIL	Physics, Chemistry, Biology	<i>Mathematics</i>
<b>Note :-</b>	a) To be eligible for Science a student must obtain 50% in Mathematics and 50% in Science at CL. X level. b) MIL = Assamese, Bengali, Garo, Hindi, Khasi		

### Higher Secondary Commerce

COMPULSORY		ADDITIONAL
1. English 2. Alt. English/MIL 3. Economics 4. Accountancy 5. Business Studies 6. Environmental Education		<b>Any one of the following:</b>  <i>i) Entrepreneurship</i> <i>ii) Computer Application</i> <i>iii) Mathematics</i>
GROUP	SUBJECTS	
HC1-1	Compulsory + Entrepreneurship	
HC1-2	Compulsory + Computer Applications	
HC1-3	Compulsory + Mathematics	
<b>Note :-</b>	MIL = Assamese, Bengali, Garo, Hindi, Khasi	

### Higher Secondary Arts (Day Shift)

GROUP	COMPULSORY	ELECTIVE	ADDITIONAL
HA1-1	English Alt. English/MIL	Economics, History, Philosophy, Political Science	<i>Any one of the four electives you have chosen</i>
HA1-2	English Alt. English/MIL	Economics, Education, Elective Garo, Political Science	
HA1-3	English Alt. English/MIL	Economics, Education, History, Political Science	
HA1-4	English Alt. English/MIL	Economics, Education, Philosophy, Political Science	
HA1-5	English Alt. English/MIL	Education, Elective Garo, History, Political Science	
HA1-6	English Alt. English/MIL	Education, History, Philosophy, Political Science	
HA1-7	English Alt. English/MIL	Economics, Elective Garo, History, Political Science	
HA1-8	English Alt. English/MIL	Education, Elective Garo, Philosophy, Political Science	
HA1-9	English Alt. English/MIL	Economics, Elective Garo, Philosophy, Political Science	
HA1-10	English Alt. English/MIL	Economics, Education, Elective Garo, Philosophy	
HA1-11	English Alt. English/MIL	Economics, Education, Elective Garo, History	
HA1-12	English Alt. English/MIL	Economics, Education, Political Science	<i>Computer Application</i>
HA1-13	English Alt. English/MIL	Economics, Philosophy, Political Science	<i>Computer Application</i>
<b>Note:-</b>	a) Environmental Education is compulsory for all the students. b) MIL = Assamese, Bengali, Garo, Hindi, Khasi		

### Higher Secondary Arts (Morning Shift)

GROUP	COMPULSORY	ELECTIVE	ADDITIONAL
HA1-1	English Alt. English/MIL	Economics Education Political Science Garo	<i>Any one of the four electives you have chosen</i>
HA1-2	English Alt. English/MIL	Economics Education Political Science History	
HA1-3	English Alt. English/MIL	Economics Education Political Science Philosophy	
<b>Note:-</b>	a) Environmental Education is compulsory for all the students. b) MIL = Assamese, Bengali, Garo, Hindi		

## GRADUATE COURSES

The college is affiliated to the North Easter Hill University for the Degree Courses in Arts, Science and Commerce.

### Bachelor of Arts (B. A.) – Day Shift

The duration of the Bachelor of Arts course is three years. The university conducts annual examinations. Only the student who passes in all the papers or has only one back-paper will be promoted to the succeeding year. Student may opt for any of the following combinations:

Group	Compulsory	Electives	Honours
BA1-1	English, Alt. Eng/MIL	Economics, History, Political Science	<i>Any one of the Electives you have opted for except Bengali</i>
BA1-2	English, Alt. Eng/MIL	Economics, Garo/Bengali, Political Science	
BA1-3	English, Alt. Eng/MIL	Economics, Education, Political Science	
BA1-4	English, Alt. Eng/MIL	Economics, Philosophy, Political Science	
BA1-5	English, Alt. Eng/MIL	Education, Garo/Bengali, Political Science	
BA1-6	English, Alt. Eng/MIL	Economics, Education, Garo/Bengali	
BA1-7	English, Alt. Eng/MIL	Economics, Education, Philosophy	
BA1-8	English, Alt. Eng/MIL	Garo/Bengali, History, Political Science	
BA1-9	English, Alt. Eng/MIL	Education, Philosophy, Political Science	
BA1-10	English, Alt. Eng/MIL	Education, History, Political Science	
BA1-11	English, Alt. Eng/MIL	Education, Garo/Bengali, History	
BA1-12	English, Alt. Eng/MIL	Education, History, Philosophy	
BA1-13	English, Alt. Eng/MIL	Garo/Bengali, History, Philosophy	
BA1-14	English, Alt. Eng/MIL	Economics, Garo/Bengali, History	
BA1-15	English, Alt. Eng/MIL	Economics, Education, History	
BA1-16	Elective English	Economics, History, Political Science	English Honours
BA1-17	Elective English	Economics, Education, Political Science	English Honours
BA1-18	Elective English	Education, Philosophy, Political Science	English Honours
BA1-19	Elective English	Education, History, Political Science	English Honours
BA1-20	English, Alt. Eng/MIL	History, Philosophy, Political Science	Any one as Hons

<b>Note:-</b>	<p>a) Eligibility: To be eligible for Honours, a student should obtain 45% in aggregate and at least 45% in the subject concerned at Higher Secondary. For English Honours and for subjects not offered at Higher Secondary, the student must obtain 50% marks in aggregate.</p> <p>b) MIL=Garó, Bengali, Hindi, Khasi. Alt. Eng/MIL-I is offered in the second year for Pass and Honours courses and Alt. Eng/MIL-II in the third year for Pass course.</p>
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### **Bachelor of Arts (B. A.) – Morning Shift**

The duration of the Bachelor of Arts course is three years. The university conducts annual examinations. Only the student who passes in all the papers or has only one back-paper will be promoted to the succeeding year. Students may opt for any of the following combinations:

Group	Compulsory	Electives
BA1-1	English, Alt. Eng/MIL	Economics, Education, Political Science
BA1-2	English, Alt. Eng/MIL	Economics, Education, History
BA1-3	English, Alt. Eng/MIL	Economics, Education, Garó
BA1-4	English, Alt. Eng/MIL	Economics, Education, Philosophy
BA1-5	English, Alt. Eng/MIL	Economics, Political Science, Garó
BA1-6	English, Alt. Eng/MIL	Economics, Political Science, History
BA1-7	English, Alt. Eng/MIL	Economics, Political Science, Philosophy
<b>Note:-</b>	<p>a) Eligibility: To be eligible for Honours, a student should obtain 45% in aggregate and at least 45% in the subject concerned at Higher Secondary. For English Honours and for subjects not offered at Higher Secondary, the student must obtain 50% marks in aggregate.</p> <p>b) MIL = Garó, Bengali, Hindi, Khasi. Alt. Eng/MIL-I is offered in the second year</p> <p>c) Those who like to take Honours should attend Honours classes in the Day Shift</p>	

### **Bachelor of Science (B. Sc.)**

The duration of the Bachelor of Science course is three years. The university conducts annual examinations. Only the student who passes in all the papers or has only one back-paper will be promoted to the succeeding year. Students may opt for any of the following combinations.

Group	Course	Compulsory	Electives
BS1-1	<i>Mathematics Honours</i>	English	Mathematics, Physics, Chemistry
BS1-2	<i>Physics Honours</i>	English	Physics, Mathematics, Chemistry
BS1-3	<i>Chemistry Honours</i>	English	Chemistry, Mathematics, Physics,
BS1-4	<i>Botany Honours</i>	English	Botany, Chemistry, Zoology
BS1-5	<i>Zoology Honours</i>	English	Zoology, Chemistry, Botany
BS1-6	<i>B. Sc. Pass</i>	English	Mathematics, Physics, Chemistry
BS1-7	<i>B. Sc. Pass</i>	English	Chemistry, Botany, Zoology
<b>Note:-</b>	<p>a) Eligibility: A student must obtain a minimum 2nd Division (45%).</p> <p>b) To take Honours, the student must obtain a 2<sup>nd</sup> Division and at least 45% in the subject concerned at Higher Secondary.</p>		

### **Bachelor of Commerce (B. Com.)**

The duration of the Bachelor of Commerce course is three years. The university conducts annual examinations. Only the student who passes in all the papers or has only one back-paper will be promoted to the succeeding year.

YEAR	SUBJECTS
I	1. English 2. Business Economics 3. Principles and Practice of Management 4. Financial Accounting ( <i>Pass &amp; Honours</i> ) Entrepreneurship Development ( <i>Honours</i> )
II	1. English-Communication Skill 2. MIL/Alt. English ( <i>Pass course</i> ) 3. Fundamental Mathematics/Information Technology in Business 4. Business Statistics 5. Indian Financial System ( <i>Pass &amp; Honours</i> ) <b>Honours</b> 6. a) Corporate Accounting b) Financial Management Or 7. a) Marketing Management b) Financial Management Or 8. a) Marketing Management b) Sales & Advertisement Management Or 9. a) Fundamentals of Banking & Insurance. b) Financial Management
III	1. Environment Studies 2. Business Laws 3. Auditing and Taxation 4. Business Environment 5. Cost Accounting & Management ( <i>Pass &amp; Honours</i> ) <b>Honours:</b> 6. a) Financial Services b) Direct Tax Laws & Planning Or 7. a) Human Resource Management b) Small Enterprise Management Or 8. a) Rural & Agricultural Marketing b) Service Marketing Or 9. a) Bank Management b) Insurance Management
GROUP	COURSE
BC1-1	Honours
BC1-1	Pass
<b>Note:-</b>	a) Eligibility: A student must obtain a minimum 2nd Division (45%). b) To take Honours, one must obtain a 2 <sup>nd</sup> Division at Higher Secondary. c) MIL = Garo, Bengali, Hindi, Khasi

## PROFESSIONAL COURSES

### Bachelor of Business Administration (B. B. A.)

The duration of the Bachelor of Business Administration is three years. The course prepares professionally trained personnel in the field of Business Administration. It will also prepare a student to approach with greater confidence

the MBA courses offered by premier institutions in the country and abroad. The university conducts annual examinations. Only the student who passes in all the papers or has only one back-paper will be promoted to the succeeding year.

YEAR	SUBJECT
I	1. Business Management & Organizational Behaviour 2. Business Environment 3. Financial Accounting 4. Principles of Economics 5. Quantitative Analysis 6. Principles of Marketing ( <i>Honours</i> )
II	1. English for Business Purpose (Eng-II of Commerce) 2. Management and Information System 3. Cost and Management Accounting 4. Business Law 5. Production and Operation Management 6. Human Resource Management ( <i>Honours</i> ) 7. Financial Management ( <i>Honours</i> )
III	1. Environmental Studies 2. Entrepreneurship <b>Honours:</b> 3. Strategic Management ( <i>Honours</i> ) <b>4. A - Finance Group</b> a) Risk Management & Insurance b) Financial Services & Derivatives c) Project Planning & Control d) Project Work Or <b>4. B - Human Resource Group</b> a) Industrial Relation & Labour Laws b) Compensation Management c) Human Resource Management d) Project Work Or <b>4. C - Marketing Group</b> a) Consumer Behaviour & Marketing Research b) Sales & Advertising Management c) Service Marketing d) Project Work
GROUP	COURSE
BB1-1	BBA Honours
Note:-	a) Eligibility: Minimum 2 <sup>nd</sup> Division, with 50% aggregate at Higher Secondary. b) MIL = Garo, Bengali, Hindi, Khasi.

### Bachelor of Computer Application (B. C. A.)

In today's world of information technology, economic liberalisation and globalisation, the need for computer professionals is immense. Computer education will be of immense help in employment generation. The B. C. A. course will prepare professionally trained personnel in the field of Computer Application and prepare students to approach with greater confidence the MCA courses offered by premier institutions in the country and abroad.

The duration of the Bachelor of Computer Application is three years. The university conducts annual examinations. Only the student who passes in all the papers or has only one back-paper will be promoted to the succeeding year.

Year	Subject
I	1. Mathematics – I 2. Basic Electronics 3. Statistical Technique 4. Digital Computer Fundamentals ( <i>Hons</i> ) 5. Programming in C, Introduction to C++, and Object Oriented Programming ( <i>Hons</i> )
II	1. English (Same as B. Com – Business Communication Skills) 2. Computer Oriented Numerical Methods 3. Operating System and Introduction to Unix ( <i>Hons</i> ) 4. Discrete Mathematical Structure & Coordinate Geometry 5. Database Management System ( <i>Hons</i> ) 6. Data Structure ( <i>Hons</i> ) 7. Computer System Architecture
III	1. Environmental Studies 2. Software Engineering 3. Computer Networks ( <i>Honours</i> ) 4. Financial Accounting and Business Software 5. a) JAVA Programming ( <i>Honours</i> ) Or b) V B.net Programming ( <i>Honours</i> ) 6. Project Work ( <i>Honours</i> )
GROUP	COURSE
CA1-1	BCA Honours
Note:-	Eligibility: A student must obtain a minimum 2 <sup>nd</sup> Division, with 50% aggregate, with Mathematics as a subject at Higher Secondary.

### FEES

#### ADMISSION & SESSION FEES TO BE PAID AT ADMISSION TIME – DAY SHIFT

S.N.	Head	HSSLC (Rs.)	DEGREE (Rs.)
1	<b>Admission Fee</b>	250	255
2	<b>Session Fee</b>		
	a) Nehu Enrolment	-	25
	b) NEHU/Mbose Registration	160	100
	c) Examinations	300	300
	d) Library	350	350
	e) Co-curricular Activities	300	300
	f) Internet Charges	200	200
	g) Identity Card	100	100
	h) Development Fund	1100	1100
	i) Socials	100	100
	j) Magazine	300	300
	k) Maintenance	900	900
l) Silver Jubilee Fee	100	100	
	<b>Total of Admission &amp; Session Fees</b>	<b>4160</b>	<b>4130</b>

**MONTHLY TUITION & LABORATORY FEES – DAY SHIFT**

S.N.	Course	Tuition Fees	Lab Fees	Computer Fees	Consumables	Total
1	HSSLC Arts	290				<b>290</b>
2	HSSLC Com	340				<b>340</b>
3	HSSLC Sc 3PR	390	100		50	<b>540</b>
4	HSSLC Sc 2PR + CAP	390	100	200	50	<b>740</b>
5	HSSLC Arts (CAP)	290		200		<b>490</b>
6	HSSLC Com (CAP)	340		200		<b>540</b>
7	BA Pass	290				<b>290</b>
8	B Com Pass	290				<b>290</b>
9	BSc. Pass 2 PR	290	80		80	<b>470</b>
10	BSc. Pass 3 PR	290	100		80	<b>480</b>
11	BA Honours	310				<b>310</b>
12	B Com Honours	310				<b>310</b>
13	BSc. Honours 2 PR	310	110		110	<b>530</b>
14	BSc. Honours 3 PR	310	110		110	<b>530</b>
15	BSc. Hons 4 PR	310	110		110	<b>530</b>
16	B.B.A. Hons	1100				<b>1100</b>
17	B.C.A. Hons	1100				<b>1100</b>

N.B. Monthly fees are for 12 months (April to March). They are to be paid by the 10<sup>th</sup> of each month, failing which a fine of Rs. 10/- will be charged for each month of delay.

**ADMISSION & SESSION FEES TO BE PAID AT ADMISSION TIME – MORNING SHIFT**

S.N.	Head	HSSLC (Rs.)	DEGREE (Rs.)
1	Admission Fee	150	150
2	Session Fee	1800	1800
	<b>Total of Admission &amp; Session Fees</b>	<b>1950</b>	<b>1950</b>

**MONTHLY TUITION FEES – MORNING SHIFT**

S.N.	Course	Tuition Fees
1	HSSLC Arts	190
2	BA Pass	200
3	BA Honours	210

N.B. Monthly fees are for 12 months (April to March). They are to be paid by the 10<sup>th</sup> of each month, failing which a fine of Rs. 10/- will be charged for each month of delay.