



Prospectus 2023-24

Mankar College

Mankar, Purba Bardhaman, West Bengal, 713144

Affiliated to The University of Burdwan

Established 1987

Accredited by NAAC at 'B +'



PROSPECTUS

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COLLEGE MOTTO

Sa Vidya Ya Vimuktaye

(KNOWLEDGE LEADS TO EMANCIPATION)

AIMS OF THE COLLEGE

- EDUCATING THOSE WHO NEED MOST: FROM IGNORANCE TO ENLIGHTENMENT.
- FROM NEGLECT TO CARE: OPENING THE WORLD TO THE SUB-ALTERN.
- REPAYING THE DEBT TO THE SOCIETY
- GENERATING THE SPIRIT OF HARMONY: GROWING OUT OF THE SELF AND LEARNING TO BE ACCOMMODATIVE.
- GROOMING A DISCIPLINED MEMBER OF THE SOCIETY.
- STRENGTHENING THE SPIRIT OF INDEBTEDNESS TO THE INSTITUTION THAT OFFERSTHE LIGHT OF KNOWLEDGE
- LEARNING TO RESPECT THE SELF AND OTHERS.

THE BACKGROUND

Mankar College, established in 1987, celebrated its Silver Jubilee in the year 2012. Side by side serving the under-privileged students for more than thirty years, the college has been able to uphold the rich tradition of education rooted in the locality. The modern system of education began here when Pandit Iswar Chandra Vidyasagar established a normal school in the mid-19th century. In keeping with this tradition the College has established itself as a seat of learning disseminating the fruits of knowledge to a large underdeveloped rural area on the border of and including the more backward *jungle-mahal*.

The initiative for establishing a college was undertaken by the local people in the late 1960s to gain an access in the world of higher education. After years of struggle the College ultimately saw the light of the day on 26th September 1987 in a five acre plot of land donated by Smt. Renubala Devi, a resident of Mankar. The campus expanded when additional land was received as donation from Sri Bireswar Banerjee and his brothers. A large number of people of this locality and surroundings have extended their help for the growth of the college. Of late Smt. Kanaklata Banerjee and her nephew Sri Soumitra Mukherjee have donated 75 decimal of land including a house to the College. The land has been used to construct a UGC funded girls' hostel with an accommodation for 33 boarders.

In 1987 teaching -learning began with six Arts subjects, sixty-three students and six teachers in a thatched roofed mud-walled hut. Three decades later, the College today proudly offers all three streams – Arts, Commerce and Science with Honours in fourteen subjects. Almost one thousand students take admission in First Year Arts alone. Huge buildings have been constructed and is also being constructed in a spacious green campus. The infrastructure has been strengthened by the presence of capacious classrooms, well-equipped laboratories and a well-stocked library. ICT is used in an extensive manner.

The appearance of the college has undergone radical changes, but the performance of the students in the University Examinations has remained exemplary right from the beginning. The success rate over the years has remained uniformly outstanding. By virtue of its students, non-teaching members of the staff and the teachers, Mankar College is recognized as one of the premier institutions affiliated to the University of Burdwan. The ambiance here is calm and quiet, traditional yet modern, disciplined and accommodative -- ideal for the pursuit of knowledge.

This college is famous for its discipline, result, green campus ,sports, student centric learning, peace in the campus and is permanently **affiliated to The University of Burdwan**.

In 2009 National Assessment & Accreditation Council (NAAC) after a visit to assess the college accredited us in grade 'B' with a CGPA of 2.21 on 4(four) point scale. Following the second cycle of assessment in 2016 Mankar College has been awarded the grade 'B+' with a CGPA of 2.58. Appreciating the performance of the College, the Govt. of India has chosen this college through RUSA (Rashtriya Uchchatar Shiksha Abhiyan) as one of the 750 selected colleges in the country to receive assistance for infrastructure development.

LOCATION OF THE COLLEGE

Mankar is well connected by both railways and roadways. Mankar railway station is on Bardhaman-Asansol section of Eastern Railway. Mankar is two kilometers from G T Road. The college is on the Bhatkunda highway, two kilometers from Mankar Railway Station and about a kilometer from the Mankar Bus Stop. It takes less than twenty minutes to reach the college from the railway station on foot. The buses plying to and from Bhedia stop almost at the college gate itself. E-rickshaws and traditional rickshaws are also available in plenty.

MEMBERS OF THE GOVERNING BODY

1. President	Sri. Alok Nath Ghosh
2. Principal & Secretary	Prof.(Dr.) Sukanta Bhattacharyya
3. Government Nominee	Mohammad Saber
4. Government Nominee	Sri Sukanta Bandopadhyay
5. Government Nominee	Sri Siddheswar Banerjee
6. University Nominee	Prof.(Retd.)Munshi Muzibar Rahaman
7. University Nominee	Dr. Rupashree Chatterjee
8. Teachers' Representative	Dr. Kusum Rai
9. Teachers' Representative	Sri. Tarun Kumar Roy
10. Teachers' Representative	Dr. Srabanti Ghosh
11. Non-teaching Staff Representative	Sri Bishwajit Dey
12. Students' Representative

ADMISSION IN UNDER GRADUATE PROGRAMMES (2023-24)
4-YEAR B.A./B.Sc./B.Com HONOURS COURSE
or
3 YEAR B.A./B.Sc./ B.Com DEGREE COURSE

The admission process begins immediately after the publication of the results of the Higher Secondary Examinations conducted by the West Bengal Council of Higher Secondary Education. From this year the College will admit students for the Bachelor Degree courses in eight semesters and it has introduced Curriculum and Credit Framework for Undergraduate Programme (CCFUP) as per NEP, 2020. In keeping with the decision of the Govt. of West Bengal and The University of Burdwan the admission process is conducted online and with complete transparency. Students are admitted on the basis of merit lists generated out of applications received from registered applicants.

Key Points:

1. Admission in the 1st semester of 4 year/3-year undergraduate (UG) Hons./Degree programmes (under CCFUP as per NEP 2020) for the academic session 2023-24 will be online in standalone mode and strictly on the basis of merit, that is, performance at 10+2/Equivalent level public examination(s) as determined by The University of Burdwan (Notification no. R-C/UG-Perm/Adm/2 and HED Notification no. 354-Edn(CS)/10M95/14).
2. Candidates who have passed 10+2/Equivalent level examination from any recognized Council/Board/University (vide list of recognized Board/Council/University) in the year 2020/2021/2022/2023 can apply for admission in UG SEMESTER 1.
3. A student has to register himself or herself to apply for admission. **There is no registration fee.** A registered student seeking admission can apply for 8 subjects in both 3 years and 4 years programme through a single application.
4. One Applicant can apply in 8 subjects through one application including 3 years Degree Programme and 4 Years Honours Programme.
5. Reservation rules are as per G.O. and extant rules of Govt. of W.B.
6. Reservation for Sports quota as per university guideline (Part B: Clause 8 of B.U. Notification no. R-C/UG-Perm/Adm/2 dated 16/06/23). Outstanding Sports person with International/National/State/District level participation certificate in sports can apply for admission to 3 Yrs. Degree Course, if they have passed 10+2 level in aggregate. Category wise Admission in Sports quota will be on the basis merit of applicants.
7. Merit lists for the **all courses** are prepared on the basis of grade point (GP) which is calculated as: **GP = Aggregate of Best four in HS or equivalent examination + marks obtained in HS in the subject in which admission is sought.**
8. In case of tie (equal Merit Point), the tie will be broken by taking into account the marks of 1st/2nd/3rd/4th best scored subject of the candidate at 10+2/equivalent level (as per clause 12 of Part A and 14 of Part B of Notification no. R-C/UG-Perm/Adm/2 dated 16/06/23).

9. An applicant should regularly visit our college website for latest information regarding admission. Our websites: <https://mankarcollege.ac.in/>
10. There are two types course 3 Years Degree Programme and 4 years Honours Programme from this year according to NEP 2020 and as directed by the University of Burdwan. For both the programmes the students have to opt one subject as major course.
11. After being selected in any merit list, students seeking admission in both 3 and 4 year Programme will first choose their Minor subject (for 1st . 2nd & 5th Semesters) and Multi- disciplinary Subject (For 1st, 2nd & 3rd Semesters). The Major, minor and Multi- disciplinary Subject chosen by a student should be completely different from each other. In addition to this two more courses should be opted by a student at the time of admission from the portal viz. Ability Enhancement Course (AEC) and Value Added Course (VAC). For more details see the prospectus.
12. **For admission**
 - Computer Science Programme (for 3 and 4 years)** students will have to take Mathematics as allied Minor subject (for 1st, 2nd & 5th semesters) and Chemistry as Multi-disciplinary subject.
 - Nutrition Programme (for 3 and 4 years) students** will have to take Chemistry as allied Minor subject (for 1st, 2nd & 5th semesters) and Computer Science as Multi-disciplinary subject.
 - Mathematics Programme (for 3 and 4 years) students** will have to take Computer Science as allied Minor subject (for 1st, 2nd & 5th semesters) and Chemistry as Multi-disciplinary subject.
 - Physics Programme (for 3 years) students** will have to take Chemistry as allied Minor subject (for 1st, 2nd & 5th semesters) and Computer Science as Multi-disciplinary subject.
 - Geography Programme (for 3 and 4 years)** students will have to take Computer Science as Multi-disciplinary subject.
 - Histroy Programme (for 3 and 4 years)** students will have to take Geography as Multi-disciplinary subject.
 - Economics Programme (for 3 years) students** will have to take Political Science as Minor subject and Commerce and Management as Multi-disciplinary subject.
13. After the choice of subjects is made, payment for final admission should be done as per the selected combination.
14. After successful payment of admission fee a student should save the document and take a print of her/his “**Provisional Admission Receipt**”, containing student details, subject details and fees details with candidate’s signature and photo. **This is important** since the verification will be made on the basis of this document. Students will have to submit this receipt during verification process.

15. While transferring from one subject to another if the required fee is same in both cases, the students will pay only Rs. 20/- as **course transfer fees**. In addition to Rs. 20/- as course transfer fees, a student seeking transfer will have to pay the necessary additional amount for 2nd time of admission in the new subject if the new admission fee is greater than the already paid fee. Refund will be available, if admission fee for 2nd time is less than the already paid fee. “Refund Challan (transfer)” will be generated by the system for students seeking refund of adjusted fees. However, they will have to pay the mandatory course transfer fee of Rs. 20/- which will be deducted from the refund amount.

16. **Cancellation of admission** will be permitted online, but must be cancelled online before the publication of the last merit list of eligible applicants. In that case total refund will be made. It should be noted that the cancellation will be made by sending OTP to the registered mobile number of the candidate. “Refund Challan(Cancellation)” will be generated by the system for students seeking refund after cancelling their admission. After cancelling the admission a student has to produce this challan to the college physically(no online refund) to claim the refund amount after publication of such notice in our website.

Note: Prayer for refund of submitted fees on cancellation of admission will be entertained till before the expiry of last date admission in respective cycle of admission.

17. After submission of admission fees, candidates will have to appear for verification on the scheduled date notified by the college in the college website. Students must visit the College Website regularly for getting necessary information regarding admission. During verification process, candidates will have to produce **the original**. For a reserved category seat, a candidate must have her/his own caste certificate/PH certificate. In the absence of original caste certificate/PH certificate, admission will be cancelled.

Any discrepancy in the documents will cause the candidature being summarily cancelled.

18. During **verification** a student will have to produce the **original copy** of the following documents:

- a. Admission Receipt
- b. Money Receipt
- c. Admit Card of 10th Standard (Madhyamik) Examination
- d. Mark Sheet of 12th standard (HS) Examination
- e. School Leaving Certificate
- f. Caste or PH Certificate or EWS Certificate (if applicable)

19. For verification a student will arrange the documents in the sequence shown below:

Admission receipt → Money receipt → 10th Standard (Madhyamik) Admit Card → 12th Standard (HS) Marksheet → School Leaving Certificate → Caste or PH Certificate or EWS Certificate (if applicable).

20. Admission of a student can be cancelled for three reasons:

- If a student seeks admission for a reserved seat but does not have original caste certificate.
- If a student enters incorrect marks during form fill up and GP is calculated according to this incorrect entry--her/his admission will be cancelled.
- If after paying admission fees a student does not come to college for classes for one month from the commencement of classes her/his admission will be cancelled.

MANKAR COLLEGE

Subject Combination (For both 3 and 4 years)

<u>MAJOR SUBJECT</u>	<u>MINOR SUBJECT</u>	<u>Multidisciplinary Subject</u>
COMPUTER SCIENCE	MATH	CHEM
FOOD & NUTRITION	CHEM	COMP
MATHEMATICS	COMP	CHEM
PHYSICS	CHEM	COMP
BENGALI	ENGL, HIND, SANS, SANT	COMP
ENGLISH	BENG, HIND, SANS, SANT	COMP
GEOGRAPHY	POLS, HIST, ECON	ENVS
HINDI	BENG, ENGL, SANS, SANT	PHED
HISTORY	POLS, ECON, PHIL, ENGL	ENVS
PHILOSOPHY	HIST, POLS, ECON, SANS	PHED
POLITICAL SCIENCE	HIST, ECON, GEOG, PHIL	ENVS
SANSKRIT	BENG, ENGL, HIND, SANT	NUTH
SANTALI	BENG, ENGL, HIND, SANS	PHED
ECONOMICS	POLS	COMM
PHYSICAL EDUCATION	POLS, HIST, SANT, HIND, ECON	NUTH
ACCOUNTING AND MANAGEMENT	ECON	Within Discipline

COURSES OFFERED

As per the norms of **Curriculum and Credit Framework for Undergraduate Programme (CCFUP)** the three year degree course is divided into six semesters(three years). An Honours student will study two extra semesters and their course will be of four years duration.

4 year UG Hons courses	3 year degree courses
Bengali	Bengali
English	Economics
Geography	English
Hindi	Geography
History	Hindi
Philosophy	History
Physical education & Sports	Philosophy
Pol Sc	Physical education & Sports
Sanskrit	Pol Sc
Santali	Sanskrit
Computer Science	Santali
Mathematics	Computer Science
Nutrition	Mathematics
Accounting and Management	Nutrition
	Physics
	Accounting and Management

Subject wise & category wise intake capacity for 4yrs UG Honours Programme of Mankar College (for the academic session 2023-24 under NEP-2020)

Major Subject Name		Social Category						Revised Total Seat Count (after considering round offs)
		45%	10%	22%	6%	10%	7%	
		UR	Gen-EWS	SC	ST	OBCA	OBCB	
4- Year B.A. Honours (Day)	Bengali	40	9	20	5	9	6	89
	English	40	9	20	5	9	6	89
	Geography	22	5	11	3	5	3	49
	Hindi	27	6	13	4	6	4	60
	History	18	4	9	2	4	3	40
	Philosophy	22	5	11	3	5	3	49
	Physical education & Sports	7	2	3	1	2	2	17
	Pol Sc	18	4	9	2	4	3	40
	Sanskrit	22	5	11	3	5	3	49
	Santali	14	3	7	2	3	2	31
4- Year B.Sc. Honours	Computer Science	27	6	13	4	6	4	60
	Mathematics	18	4	9	2	4	3	40
	Nutrition	14	3	7	2	3	2	31
4- Year B.Com. Honours In Accounting & Management		31	7	15	4	7	5	69
Reservation of Seats for the PWD Candidates will not be less than 5% of the intake (Category wise)								

Subject wise & category wise intake capacity for 3yrs degree Programme of Mankar College (for the academic session 2023-24 under NEP-2020)

Major Subject Name		Social Category						Revised Total Seat Count (after considering round offs)
		45%	10%	22%	6%	10%	7%	
		UR	Gen-EWS	SC	ST	OBCA	OBCB	
3- Year B.A. Degree Programme (Day)	Bengali	79	17	38	10	18	12	174
	Economics	19	4	10	2	4	3	42
	English	19	4	10	2	4	3	42
	Geography	19	4	10	2	4	3	42
	Hindi	19	4	10	2	4	3	42
	History	45	10	22	6	10	7	100
	Philosophy	39	9	19	5	8	6	86
	Physical education & Sports	39	9	19	5	8	6	69
	Pol Sc	39	9	19	5	8	6	86
	Sanskrit	39	9	19	5	8	6	86
	Santali	19	4	10	2	4	3	42
								811
3- Year B.Sc. Degree Programme	Computer Science	5	1	3	1	1	1	12
	Mathematics	5	1	3	1	1	1	12
	Nutrition	5	1	3	1	1	1	12
	Physics	6	1	3	1	1	1	13
								49
3- Year B.Com. Degree Programme In Accounting & Management		54	12	26	7	12	8	119

Session 2023-24

FEEES TO BE SUBMITTED AT THE TIME OF ADMISSION

Fees	4 yrs BA Honours (Day)			4 yrs BSc Honours (Day)			4 yrs Accountancy Honours
	Bengali / English / Sanskrit / History	Hindi (Major) . Philosophy (Major) and Santali Major with Phy. Education / Pol Sc (major)with Geo minor subject	Physical Education & Sports / Geography	Computer Science	Mathematics	Nutrition	
Admission fees	100	100	100	100	100	100	100
Tuition fees	225	255	330	330	330	330	255
Development fees	200	200	200	200	200	200	200
B.U Enrolment fees	100	100	100	100	100	100	100
Identity Card	20	20	20	20	20	20	20
B.U Registration fees	130	130	130	130	130	130	130
Library fees	60	60	60	60	60	60	60
Laboratory fees	0	150	1000	1200	800	1000 (Sem)	300
Laboratory Caution Deposit	0	100	200	1500	1000	1500	0
Library Caution Deposit	400	400	400	500	500	500	400
Electric Charges	130	130	130	130	130	130	130
Generator Charges	100	100	100	100	100	100	100
Common Room Charges	60	60	60	60	60	60	60
Magazine fees	30	30	30	30	30	30	30
College Welfare	200	200	200	200	200	200	200
College Internal Assessment Fees	100	100	100	100	100	100	100
Students' Aid fund	10	10	10	10	10	10	10
Students' Health Home	5	5	5	5	5	5	5
B.U Sports fees	70	70	70	70	70	70	70
Academic Diary	15	15	15	15	15	15	15
Excursion Fees(One time)	100	100	100	100	100	100	100
Annual Social Fees	150	150	150	150	150	150	150
Fresher's Welcome Fees	15	15	15	15	15	15	15
Saraswati Puja Fees	20	20	20	20	20	20	20
TOTAL	2240	2520	3545	5145	4245	4945	2570

Session 2023-24

FEES TO BE SUBMITTED AT THE TIME OF ADMISSION

Fees	3yrs BA Degree Programme (day)			3 yrs BSc Degree Programme (day)				3 yrs Accountancy Programme (day)
	Bengali / English / Sanskrit / History / Economics	Hindi (Major) , Philosophy (Major) and Santali Major with Phy. Education / Pol Sc (major)with Geo minor subject	Physical Education & Sports / Geography	Computer Science	Mathematics	Nutrition	Physics	
Admission fees	100	100	100	100	100	100	100	100
Tuition fees	150	150	255	255	255	255	255	180
Development fees	200	200	200	200	200	200	200	200
B.U Enrolment fees	100	100	100	100	100	100	100	100
Identity Card	20	20	20	20	20	20	20	20
B.U Registration fees	130	130	130	130	130	130	130	130
Library fees	60	60	60	60	60	60	60	60
Laboratory fees	0	150	1000	1200	800	1000 (Sem)	1200	300
Laboratory Caution Deposit	0	100	200	1500	1000	1500	1500	0
Library Caution Deposit	400	400	400	500	500	500	500	400
Electric Charges	130	130	130	130	130	130	130	130
Generator Charges	100	100	100	100	100	100	100	100
Common Room Charges	60	60	60	60	60	60	60	60
Magazine fees	30	30	30	30	30	30	30	30
College Welfare	200	200	200	200	200	200	200	200
College Internal Assessment Fees	100	100	100	100	100	100	100	100
Students'Aid fund	10	10	10	10	10	10	10	10
Students' Health Home	5	5	5	5	5	5	5	5
B.U Sports fees	70	70	70	70	70	70	70	70
Academic Diary	15	15	15	15	15	15	15	15
Excursion Fees(One time)	100	100	100	100	100	100	100	100
Annual Social Fees	150	150	150	150	150	150	150	150
Fresher's Welcome Fees	15	15	15	15	15	15	15	15
Saraswati Puja Fees	20	20	20	20	20	20	20	20
TOTAL	2165	2415	3470	5070	4170	4870	5070	2495

Guideline of Curriculum and Credit Framework for Undergraduate Programme (CCFUP) as per NEP, 2020

Undergraduate Degree Programmes will be of either 3 or 4-year duration, with multiple entry and exit points and re-entry options, with appropriate certifications such as:

- a UG Certificate after completing 1 year (2 Semesters) of study in the chosen fields of study,
- a UG Diploma after 2 years (4 Semesters) of study,
- a Bachelor's Degree after a 3-year (6 Semesters) programme of study,
- a Bachelor's Degree (Honours) after a 4-year (8 Semesters) programme of study. If the students complete a rigorous research project/ dissertation in their major area(s) of study in the 4th year of a bachelor's degree then (Honours with Research).
- A semester comprises **90 working days** and an academic year is divided into two semesters.
- A summer term is for **eight weeks during summer vacation**. Internship/ apprenticeship/ work-based vocational education and training can be carried out during the summer term, especially by students who wish to exit after two semesters or four semesters of study. Regular courses may also be offered during the summer on a fast-track mode to enable students to do additional courses or complete backlogs in coursework. The HEIs can decide on the courses to be offered in the summer term depending on the availability of faculty and the number of students.
- Honours students not undertaking research will do 3 courses for 12 credits in lieu of a research project / Dissertation.

Broad Category of Courses

- Major / DS Course (Core)
- Minor Course
- Multidisciplinary Course
- Ability Enhancement Course (AEC)
- Skill Enhancement Course (SEC)
- Value Added Course (VAC)
- Internship
- Research Project / Dissertation

Courses from Other Disciplines (Multi/ Interdisciplinary) (9 credits): It has the following groups.

Natural and Physical Sciences:

Mathematics, Statistics, Computer Sc. and Computer Applications:

Languages, Humanities and Social Sciences :

Library, Information, and Media Sciences:

Commerce and Management:

Ability Enhancement Courses (AEC) 08 credits :

- Modern Indian Language (MIL)
- English language focused on language and communication skills.

Skills Enhancement Courses (SEC):

These courses are aimed at imparting practical skills, hands-on training, soft skills etc., to enhance the employability of students. The institution may design courses as per the students' needs and available institutional resources.

Common Value Added (CVA)

Common to All UG Students (6-8 credits)

- Understanding India
- Environmental Science / Education
- Health & Wellness, Yoga Education, Sports and fitness

Summer Internship /Apprenticeship (2 - 4 credits): Community engagement and service, Field-based learning/Minor Project.

All students will also undergo internships / Apprenticeships in a firm, industry, or organization or Training in labs with faculty and researchers in their own or other HEIs/research institutions during the summer term.

Students will be provided with opportunities for internships with local industry, business organizations, health and allied areas, local governments (such as panchayats, municipalities), Parliament or elected representatives, media organizations, artists, crafts persons, and a wide variety of organizations so that students may actively engage with the practical side of their learning and, as a by-product, further improve their employability. Students who wish to exit after the first two semesters will undergo a 4-credit work based learning/internship during the summer term in order to get a UG Certificate.

Community engagement and service: The curricular component of 'community engagement and service' seeks to expose students to the socio-economic issues in society so that the theoretical learning can be supplemented by actual life experiences to generate solutions to real-life problems. This can be part of summer term activity or part of a major or minor course depending upon the major discipline

Field-based learning/minor project: The field-based learning/minor project will attempt to provide opportunities for students to understand the different socioeconomic contexts. It will aim at giving students exposure to development-related issues in rural and urban settings. It will provide opportunities for students to observe situations in rural and urban contexts, and to observe and study actual field situations regarding issues related to socio-economic development. Students will be given opportunities to gain a first-hand understanding of the policies, regulations, organizational structures, processes, and programmes that guide the development process. They would have the opportunity to gain an understanding of the complex socio-economic problems in the community, and innovative practices required to generate solutions to the identified problems. This may be a summer term project or part of a major or minor course depending on the subject of study.

Research Project / Dissertation

Students choosing a 4-Year Bachelor's degree (Honours with Research) are required to take up research projects under the guidance of a faculty member. The students are expected to complete the Research Project in the eighth semester. The research outcomes of their project work may be published in peer-reviewed journals or may be presented in conferences /seminars or may be patented.

Other Activities:

This component will include participation in activities related to National Service Scheme (NSS), National Cadet Corps (NCC), Adult Education/Literacy Initiatives, Mentoring School Students, and Other similar activities.

Abbreviation used : AEC = Ability Enhancement Course

SEC = Skill Enhancement Courses

VAC = Value Added Course

MIL= Modern Indian Language

The undergraduate programme seeks to equip students with the capacities in fields across arts, humanities, languages, natural sciences, and social sciences; an ethic of social engagement; soft skills such as complex problem solving, critical thinking, creative thinking, and communication skills, along with rigorous specialization in a chosen disciplinary or interdisciplinary major and minor(s).

Semesters 1 & 2: The students will undergo courses in **4 broad disciplines** [Major stream, Minor stream, 2 broad disciplines (multidisciplinary category)] to have basic knowledge not only in major areas but also in two other disciplines broadly grouped under Natural and Physical Sciences, Mathematics, Statistics and Computer Applications, Library, Information and Media Sciences, Commerce and Management, and Social Sciences. With exposure to basic courses in four disciplines, a student can decide to continue the chosen major or change the major and minor areas of interest at the end of the second semester. Additionally, these students will also take up courses of their interest from Ability Enhancement (language), Skill Enhancement, and Value-Added categories.

Semesters 3 & 4: Students will choose courses of their interest in major and minor to build a career of their interest. They also pursue courses to strengthen their language skills and other skill-augmenting courses and vocational training.

Semesters 5 & 6: Students will undergo higher level courses and related courses during the 5th and 6th semesters in order to gain in-depth knowledge in the major and also in the related disciplines through the minor stream. Students will also gain work-related skills through courses in vocational education. The programme structure will enable the students to gain sufficient knowledge and skills to meet the industry/society requirements.

Semesters 7 & 8: During the 4th and final year, students will undertake advanced level courses in both major and minor streams to get a UG Degree (Honours). Students choose a research component with courses relating to research methodology, advanced courses in theory and applied areas, and seminar presentations. Students may be permitted to carry out a research project or dissertation in another department of the same institution or another institution provided the required facilities are available.

Curriculum and Credit Framework for Undergraduate Programme (CCFUP) structure as per NEP, 2020

Semester	Course Type	Name of the Course	Credit	Full Marks	
					Internal Assessment
I	Major/DS Course (Core)	Major Course-1	4	75	15
	Minor Course	From other allied discipline	4	75	15
	Multi/Interdisciplinary	From other discipline	3	50	10
	Ability Enhancement Course (AEC) [L ₁ -1 MIL]	Arabic/ Bengali/ Hindi/ Sanskrit/ Santali/ Urdu or Equvlnt. Course from SWAYAM or UGC recognized others	2	50	10
	Skill Enhancement Course (SEC)	Major Course Skill-1	3	50	10
	Common Value Added (CVA) Course	Environmental Science/ Education	4	100	20
	Total		20	400	

Semester	Course Type	Name of the Course	Credit	Full Marks	Internal Assessment
II	Major/DS Course (Core)	Major Course-2	4	75	15
	Minor Course	From other allied discipline	4	75	15
	Multi/Interdisciplinary	From other discipline	3	50	10
	Ability Enhancement Course (AEC)[L ₂ -1]	English or EquvInt. Course from SWAYAM or UGC recognized others	2	50	10
	Skill Enhancement Course (SEC)	Major Course skill-2	3	50	10
	Common Value Added (CVA) Course	Understanding India/ Sports and fitness etc	4	100	20
	Total		20	400	

Students exiting the programme after securing 40 credits will be awarded UG Certificate in the relevant Discipline /Subject provided they secure 4 credits in work based vocational courses offered during summer term or internship / Apprenticeship in addition to 6 credits from skill-based courses earned during first and second semester.

Semester	Course Type	Name of the Course	Credit	Full Marks	Internal Assessment
III	Major/DS Course (Core)	Major Course-3	5	75	15
	Major/DS Course (Core)	Major Course-4	5	75	15
	Minor Course	Intermediate Level Course (Voc. Edn. & Trng.)	4	75	15
	Multi/Interdisciplinary	From other discipline	3	50	10
	Ability Enhancement Course (AEC) [L ₁ -2 MIL]	Arabic/ Bengali/ Hindi/ Sanskrit/ Santali/ Urdu] or Equvlnt. Course from SWAYAM or UGC recognized others	2	50	10
	Skill Enhancement Course (SEC)	Major Course skill-3	3	50	10
	Total		22	375	

Semester	Course Type	Name of the Course	Credit	Full Marks	Internal Assessment
IV	Major/DS Course (Core)	Major Course-5	5	75	15
	Major/DS Course (Core)	Major Course-6	5	75	15
	Major/DS Course (Core)	Major Course-7	5	75	15
	Minor Course	Intermediate Level Course (Voc. Edn. & Trng.)	4	75	15
	Ability Enhancement Course (AEC)[L ₂ -2]	English or Equvlt. Course from SWAYAM or UGC recognized others	2	50	10
	Total		21	350	

Students exiting programme after securing 83 credits will be awarded UG Diploma in the relevant Discipline /Subject provided they secure additional 4 credit in skill based vocational courses offered during first year or second year summer term.

Semester	Course Type	Name of the Course	Credit	Full Marks	Internal Assessment
V	Major/DS Course (Core)	Major Course-8	5	75	15
	Major/DS Course (Core)	Major Course-9	5	75	15
	Major/DS Course (Core)	Major Course-10	5	75	15
	Minor Course	From other allied discipline	4	75	15
	Internship (for all students)		2	50	Project - 30 Viva - 20
	Total		21	350	

Semester	Course Type	Name of the Course	Credit	Full Marks	Internal Assessment
VI	Major/DS Course (Core)	Major Course-11	4	75	15
	Major/DS Course (Core)	Major Course-12	4	75	15
	Major/DS Course (Core)	Major Course-13	4	75	15
	Major/DS Course (Core)	Major Course-14	4	75	15
	Minor Course	Intermediate Level Course (Voc. Edn. & Trng.)	4	75	15
	Total		20	375	

Students who want to undertake 3-year UG programme will be awarded UG Degree in the relevant Discipline /Subject upon securing 124 credits.

Semester	Course Type	Name of the Course	Credit	Full Marks	Internal Assessment
VII	Major/DS Course (Core)	Major Course-15	6	75	15
	Major/DS Course (Core)	Major Course-16	6	75	15
	Major/DS Course (Core)	Major Course-17	6	75	15
	Major/DS Course (Core)	Major Course-18	6	75	15
	Minor Course	From other discipline of choice	4	75	15
	Total		28	375	

Semester	Course Type	Name of the Course	Credit	Full Marks	Internal Assessment
VIII For UG Hons. With Research Project/ Dissertation	Major/DS Course (Core)	Major Course-19	6	75	15
	Minor Course	From other discipline of choice	4	75	15
	Research Project	Research Project/ Dissertation	12	225	Seminar Presentation, Preparation & Submission of Research Project/ Dissertation - 135 + Viva - 90
VIII For UG Hons. without Research Project/ Dissertation	Major/DS Course (Core)	Major Course-19	6	75	15
	Major/DS Course (Core)	Major Course-20	4	75	15
	Major/DS Course (Core)	Major Course-21	4	75	15
	Major/DS Course (Core)	Major Course-22	4	75	15
	Minor Course	From other discipline of choice	4	75	15
	Total		22	375	
	Total Credit/ Marks		174	3000	

Students will be awarded UG Degree (Honours/ Honours with Research) in the relevant Discipline /Subject provided they secure 174 credits.

❖ **College Level Add on courses:**

The students can take advantage of these courses and well equip themselves for the future life

- ☐ Certificate course in Karate for Girls.
- ☐ Certificate course in Yoga (Skill India Initiative, Govt. of India)
- ☐ Certificate programme in art & craft– under NSS in collaboration with PIDILITE
- ☐ Certificate course in Webpage Designing – under the Department of Computer Science
- ☐ Certificate course in Human Rights in India– under the Department of Political Science.
- ☐ Certificate course in Photography – under the Department of Physics and College Library.
- ☐ Certificate course in Spoken English— under the Department of English.

- ☐ Certificate course in Introduction to Fundamentals of GIS and Remote Sensing–under the Department of Geography.

- ☐ **Certificate course in computerized Accounting and taxation:** under the Department of Commerce
- ☐ Certificate course on Bengali Recitation: under the Department of Bengali

OTHER COURSES OFFERED

- ☐ **Post Graduate Section**
Regular Post Graduate course (M.A) in **Bengali** as a constituent course of the University of Burdwan.

- ☐ **Courses offered by Netaji Subhas Open University (NSOU):**

B.A. (Honours.)	: English, Bengali, History With other combination subjects.
M. A.	: English, Bengali, History, Political Science,
MSW	
M. Sc.	: Mathematics.
M. Com.	: Accountancy.
U.G. (Diploma)	: Bachelor in Library Science.

Information about admission to all Under Graduate courses of NSOU is to be collected from NSOU office. Admissions to all P.G. Courses take place once every year - in June.

OTHER FACILITIES AVAILABLE

GIRLS' HOSTEL:: Mankar College has a fully furnished hostel for the girl students constructed with financial help from the UGC, the hostel has a capacity to accommodate 33 students.

FREE STUDENTSHIP:: The College awarded free studentship and half-free studentship to deserving students for many years. But, as from 2012-13 the College has to submit to the State Government 50% of the tuition fee received, the scope for awarding these has been greatly reduced. However, the College has appealed to the UGC for grants to offer stipends to deserving SC/ST/OBC A&B (non-creamy layer)/minority students.

STUDENTS' WELFARE FUND:: A few financially insolvent students, who are unable to pay the tuition fees and other dues, are helped from this fund. Income certificate of the guardian has to be submitted while applying for the aid. Sincerity and regularity of the student concerned are taken into account for deciding the beneficiaries.

ACADEMIC DIARY:: The academic diary informs the student about the academic activities of the college throughout the year.

RAILWAY CONCESSION:: The regular students of the college are issued Railway Concession for travelling from the residence to the college and back.

CYCLE STAND:: The college has stands for the bi-cycles and motor-bikes of the students. The students do not have to pay any fee to use the stands.

COLLEGE MAGAZINE:: The students of different departments bring out Wall Magazines which are periodically re-furnished. The college also publishes an Annual Magazine, guided by the teachers, enriched with the creative efforts of the students.

STUDENTS' COUNCIL :: As per the statute of the Burdwan University, the Students' Union is formed every year by the elected representatives of all the different classes. The Students' Union has traditionally played a very constructive role and looked after the welfare of the students. It safeguards the interest of both the students and the institution. **But as per the instruction of the West Bengal State Govt. there is no Students' Council at present.**

LIBRARY:: The spacious and fully computerized College Library has more than 16,000 books. Every student is encouraged to use the library for both text and reference books. The reading room widens the scope of the students for utilizing the library in a more profitable way. Every student must take good care of the books in the interest of all other students. Adequate compensation has to be made for spoiling or mutilating the library books.

INFLIBNET:: The college is registered under the N-LIST Programme and has access to more than 2100 e-journals (including current issues with 5-10 years back files) and more than 55,100 e-books. The resources are accessible from <http://nlist.inflibnet.ac.in> as soon as a user from the college logs in.

NCC:: The College has a very active unit of 10th Bn. Bengal NCC with individual boys' and girls' wings. Any student having a sound health and the spirit to serve the nation may join the NCC and gain valuable training. A graduate NCC cadet has great job opportunities.

NSS :: The College has two units of NSS. Its motto ‘not me but you’ teaches a student to be a broad-minded and responsible member of the society. The NSS carries out different programmes of social significance all through the year.

All students of general courses are expected to join either NCC or NSS.

PHOTO-COPYING FACILITY :: The college has its own photocopying facility. The students can make photocopies of their documents in the college itself at a minimum cost.

POWER BACK-UP:: The college has one 40 KV and one 5 KV Diesel Generator Sets (silent mode) installed to provide 24 hours uninterrupted power supply.

INTERNET FACILITIES::The UGC Network Resource Centre of the college offers Broadband internet facilities to the students and the teachers. Broadband connections are also available to different departments, staffroom and library. Wi-Fi facility is also available.

OFFICE: The college office is computerized. The staff is cooperative and is capable of discharging huge workload efficiently and quickly.

SPORTS AND GAMES:: There are adequate facilities for out-door and in-door games. Students from the College have regularly participated in a variety of sports and games competitions at the University and District level and have won many prizes.

PRIZE FOR MERITORIOUS STUDENTS :: Kamala Kanta – Manorama Prizes (funded by a lover of education) are given away every year to the best performers in the 3 Year Degree Final Honours and General Examinations of each of Arts, Commerce and Science streams on the day of the Annual Cultural Function.

RURAL MUSEUM : The college has a rural museum that exhibits the best of the essence of Bengal’s social and cultural life . This museum holds a lot of importance in the present time due to rapid desertion of the rural Bengal. The old customs and traditions, which were widespread till the last few years, are now taking a backseat with the involvement of technological advancement . Hence It is one of the must visit places for any UG student of Bengal. This museum certainly exhibits the best of the essence of Bengali culture. If truth be told, Mankar College is the only college in the state to have such a museum.

SEMINARS:: National, international and students seminars are arranged regularly to help the students become conscious of the cultural, social, medical, career related and other issues to make them grow into good members of the society. National and International Webinars are organized regularly during the lockdown period.

ANTI RAGGING COMMITTEE:: This committee prohibits any conduct by any student or students whether by words spoken or written or by an act or indulging in rowdy or in disciplined activities which has the effect of teasing, treating or handling with rudeness a fresher or any other student, or students. Strict disciplinary, and if needed, penal actions are taken in such cases.

COMMITTEE FOR THE PREVENTION OF SEXUAL HARASSMENTS::As per the directives of the Supreme Court of India, this committee deals with any act of sexual harassments very strictly to maintain a healthy academic atmosphere.

MEMBERS OF THE TEACHING STAFF

Prof.(Dr.) Sukanta Bhattacharyya

Principal

FACULTY OF ARTS

Department of English

- | | |
|---------------------------|----------------------------|
| 1. Sri Pallab Das | Assistant Professor & Head |
| 2. Sri Abhishek Samanta | Assistant Professor |
| 3. Sri Sabyasachi Roy | SACT (Category-II) |
| 4. Sri Anirban Chatterjee | SACT (Category-I) |
| 5. Sri Pinaki Mandal | SACT (Category-II) |
| 6. Smt. Kakali Ghosh | SACT (Category-II) |

Department of Bengali(UG & PG)

- | | |
|-----------------------------|----------------------------|
| 1. Dr. Arijit Bhattacharyya | Assistant Professor & Head |
| 2. Dr Arindam Adhikary | Assistant Professor |
| 3. Dr Prabir Kumar Pal | Assistant Professor |
| 4. Sri Kajal Roy | SACT (Category-II) |
| 5. Sk. Meher Abdullah | SACT (Category-II) |
| 6. Smt Banashree Datta | SACT (Category-II) |
| 7. Sri Pratim Dutta | SACT (Category-I) |

Department of Economics

- | | |
|--------------------------|----------------------------|
| 1. Dr. Amit Mandal | Assistant Professor & Head |
| 1. Smt. Rina Singh | SACT (Category-II) |
| 2. Sri. Priyotosh Sarkar | SACT (Category-II) |
| 3. Smt. Sanjukta De | SACT (Category-I) |

Department of Philosophy

- | | |
|----------------------------|----------------------------|
| 1. Sri Shukdeb Mondal | Assistant Professor & Head |
| 2. Smt. Chandana Mukherjee | SACT (Category-II) |
| 3. Sri Mrinmoy Nandi | SACT (Category-I) |
| 4. Sri Surajit Ghosh | SACT (Category-I) |
| 5. Sri Debabrata Biswas | SACT (Category-II) |
| 6. Smt. Jinnatara Khatun | SACT (Category-I) |
| 7. Sri Sukanta Mondal | SACT (Category-I) |

Department of History

- | | |
|-----------------------------|----------------------------|
| 1. Sri Subrata Mandal | Assistant Professor & Head |
| 2. Dr. Mimasha Pandit | Assistant Professor |
| 3. Sri. Somnath Nayak | SACT (Category-II) |
| 4. Smt. Rupali Mondal | SACT (Category-II) |
| 5. Smt. Sutapa Pabi | SACT (Category-II) |
| 6. Sri Jagannath Chatterjee | SACT (Category-I) |

Department of Political Science

- | | |
|------------------------------|----------------------------|
| 1. Sri Nihar Ranjan Rakshit | Associate Professor & Head |
| 2. Sri. Bijay Mondal | Assistant Professor |
| 3. Smt. Keya Chatterjee | SACT (Category-II) |
| 4. Smt. Manasi Pandit | SACT (Category-I) |
| 5. Smt. Piyanki Bose (Datta) | SACT (Category-II) |
| 6. Sri Subhasis Kar | SACT (Category-I) |

Department of Geography

- | | |
|-------------------------|----------------------------|
| 1. Dr. Srabanti Ghosh | Assistant Professor & Head |
| 2. Dr. Abhik Dasgupta | Assistant Professor |
| 3. Sri Sandipan Ganguly | Assistant Professor |
| 4. Smt. Rangana Roy | SACT (Category-II) |
| 5. Smt. Nisha Dey | SACT (Category-I) |

Department of Hindi

- | | |
|------------------------------|----------------------------|
| 1. Dr. Kusum Rai | Associate Professor & Head |
| 2. Sri Makeswar Rajak | Assistant Professor |
| 3. Dr. Sanjogita Verma | SACT (Category-I) |
| 4. Sri Baiju Kumar Nonia | SACT (Category-II) |
| 5. Sri Dharmendra Kumar Pasi | SACT (Category-I) |
| 6. Dr. Punam Sharma | SACT (Category-I) |
| 7. Smt. Puja Gupta | SACT (Category-II) |

Department of Sanskrit

- | | |
|------------------------------|----------------------------|
| 1. Dr. Mamani Mandal | Assistant Professor & Head |
| 2. Sri Dibya Kanti Sen Hazra | SACT (Category-I) |
| 3. Sri Sudip Mukherjee | SACT (Category-I) |
| 4. Smt. Indrani Sinha | SACT (Category-I) |
| 5. Smt. Ishita Hazra | SACT (Category-I) |
| 6. Sri Kundan Roy | SACT (Category-I) |
| 7. Smt. Tripti Paramanik | SACT (Category-I) |

Department of Santali

- | | |
|-----------------------------|----------------------------|
| 1. Sri. Dhirendranath Murmu | Assistant Professor & Head |
| 2. Sri Nalin Mandi | SACT (Category-I) |
| 3. Sri Srimanta Mandal | SACT (Category-I) |
| 4. Sri Mongal Murmu | SACT (Category-I) |

Department of Physical Education

- | | |
|----------------------|--------------------|
| 1. Sri Arnab Ghosh | SACT (Category-II) |
| 2. Sri Arabinda Maji | SACT (Category-II) |

FACULTY OF COMMERCE**Department of Commerce**

- | | |
|---------------------------------|----------------------------|
| 1. Sri Tarun Kumar Roy | Associate Professor & Head |
| 2. Sri Ranjit Kumar Ghosh | Assistant Professor |
| 3. Sri Sujit Banerjee | SACT (Category-I) |
| 4. Sri Tapas Kumar Gangopadhyay | SACT (Category-II) |
| 5. Sri Uttam Kumar Das | SACT (Category-II) |
| 6. Smt. Poly Chatterjee | SACT (Category-II) |

FACULTY OF SCIENCE

Department of Computer Science

- | | |
|-----------------------------|----------------------------|
| 1. Dr. Amitava Bondopadhyay | Assistant Professor & Head |
| 2. Sri Kunal Kumar Mandal | Assistant Professor |
| 3. Smt. Monalisa Sardar | Assistant Professor |
| 4. Sri Bappaditya Modak | SACT (Category-II) |
| 5. Sk. Anamul Hoda | SACT (Category-II) |
| 6. Smt. Puja Bhakta | SACT (Category-I) |
| 7. Sri Prasun Pal | SACT (Category-I) |
| 8. Sri Anurag Mukherjee | SACT (Category-II) |

Department of Mathematics

- | | |
|--------------------------|----------------------------|
| 1. Dr. Sujata Mondal | Assistant Professor & Head |
| 2. Dr. Suman Rakshit | Assistant Professor |
| 3. Sri Sukhendu Roy | SACT (Category-II) |
| 4. Sri Prasanta Mondal | SACT (Category-I) |
| 5. Sri Subhendu Karmakar | SACT (Category-I) |

Department of Physics

- | | |
|-------------------------|----------------------------|
| 1. Sri Arunmay Baidya | Assistant Professor & Head |
| 2. Sri Sudhan Choudhury | SACT (Category-II) |

Department of Environmental Studies

- | | |
|----------------------|--------------------|
| 1. Sri Arghya Mandal | SACT (Category-I) |
| 2. Sri Atanu Patra | SACT (Category-II) |

Department of Nutrition

- | | |
|---------------------------|--------------------|
| 1. Smt. Senjuti Saha | SACT (Category-I) |
| 2. Smt. Pritha Chatterjee | SACT (Category-II) |
| 3. Smt. Munnema Shabnom | SACT (Category-I) |

Department of Chemistry

- | | |
|-------------------------|--------------------|
| 1. Smt. Debashree Ghosh | SACT (Category-II) |
|-------------------------|--------------------|

The senior-most teacher in the department remains, on behalf of the Principal, in charge of the affairs of the department which does not have a Full time Teacher.

LIBRARY STAFF

- | | |
|-----------------------|--------------------------------------|
| 1. Dr. Amit Kumar Das | College Librarian |
| 2. Sri Bishwajit Dey | Library Clerk & Cashier addl. charge |

OFFICE STAFF

- | | |
|----------------------------|---------------------------------------|
| 1. Sri Bikas De | Accountant |
| 2. Sri Biplab Kumar Roy | Electrician-cum-Caretaker |
| 3. Kh Md Hedyatullah | Clerk (LD) |
| 4. Sri Rabindranath Roy | Lab Attendant (Geography) |
| 5. Sri Partha Sarathi Roy | Lab Attendant (Geography) |
| 6. Sri Kousik Chakraborty | Lab Attendant (Physics) |
| 7. Smt. Aparna Sarkar | Lady Attendant |
| 8. Sri Sibu Hansda | Night Guard |
| 9. Sri Jamir Lohar | Guard |
| 10. Sri Abhinandan Roy | Lab Attendant (Physical Education) |
| 11. Sri Bapi Tudu | Lab Attendant (Computer Science) |
| 12. Sri Dulal Hazra | Part Time Sweeper |
| 13. Smt. Saraswati Soren | Part-Time Karmobandhu |
| 14. Sri. Tamal Mazumdar | Part time NCC Clerk (Casual) |
| 15. Sri. Dibyendu Patar | Lab Attendant ,Chemistry Lab (Casual) |
| 16. Sri. Raju Ghosh | Security Guard (Casual) |
| 17. Sri. Tapas Chakraborty | Security Guard (Casual) |

AT A GLANCE

ESSENTIAL FEATURES ::

- ☐ Regular attendance of the students.
- ☐ Strict discipline within the Campus.
- ☐ Highly qualified and dedicated faculties
- ☐ Excellent teaching and learning process.
- ☐ Two internal exams per paper per semester.
- ☐ Extremely cordial relation between staff and students.
- ☐ Excellent academic environment.
- ☐ Large, beautiful, clean and green Campus.

INFRASTRUCTURE ::

- ☐ CCTV surveillance of the campus for security.
- ☐ Well-equipped Laboratories with LCD projectors and Smart Boards.
- ☐ Spacious and airy Classrooms with glass boards -- the larger rooms equipped with Public Address System.
- ☐ Smart Class Rooms
- ☐ Photo-copying facility.
- ☐ LCD Projection facility.
- ☐ INFLIB NET connection, Computerized Library with Reading Room for students.
- ☐ Large and fully equipped auditorium
- ☐ Gym for Physical Education.
- ☐ Separate Boys' Common Room and Girls' Common Room
- ☐ Purified drinking water facility
- ☐ 24 hour Power back up through one 40kv & one 5kv silent Diesel Generator Sets
- ☐ Network Resource Centre with 10 computers having 24 hour Broadband connection.
- ☐ Girls' Hostel
- ☐ A huge multi-storied building (Annex building) houses specious Office, Library, multi-gym at present and is going to house Science block on 3rd and 4th floor in near future

CHECKLIST FOR EVERY STUDENT:

- ❖ **Show the Student's Identity Card at the gate to enter the college campus.**
- ❖ **Bring the Academic Diary every day and get it signed by the Principal at the end of every month. Get it countersigned by your guardian.**
- ❖ **Come prepared for the classes. You are here to study.**
- ❖ **Attend classes, otherwise you will not be allowed to appear in the examinations. Watch your percentage of attendance carefully. Medical certificates will not help.**
- ❖ **Do not make any noise in the corridors. You will disturb the ongoing classes.**
- ❖ **Read the notices carefully every day.**
- ❖ **Do not bring or entertain outsiders in the College campus.**
- ❖ **Do not come to the College dressed as if for a picnic or a party. Maintain the academic culture of the College.**
- ❖ **Keep the College clean. It is yours.**
- ❖ **Switch off fans and lights when you leave the class room. You do it at home.**
- ❖ **Switch off mobile phones before you enter the class rooms. Mobile phones playing songs inside the class rooms or in the corridors will be confiscated.**
- ❖ **Do not smoke. Do not chew gutkha/pan parag etc. – you will be turned out.**
- ❖ **Remember only your performance will make your guardians happy**

