



# BELTOLA COLLEGE

## PROSPECTUS

2017-2018



### **BELTOLA COLLEGE**

(Under 2(f) & 12(B) of UGC Act, 1956)

Permanently Affiliated College under Gauhati University

Bongaon, P.O.- Beltola, Guwahati- 781028, Dist.- Kamrup Metro, Assam, India

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# GLIMPSES OF COLLEGE ACTIVITIES



Picnic to Pobitora



Seminar organised by Alumni



Freshmen Social



Cleanliness Drive



Seminar on Human Rights



A talk in the Department of Assamese



Seminar organised by Entrepreneurship cell and Department of Economics



Plantation Programme

## A BRIEF HISTORY CUM PROFILE OF THE COLLEGE

Beltola College is one of the unique institutions of Higher Education in Guwahati City established on 18<sup>th</sup> November 1983. Initially the college was started at Ganesh Mandir Vidyalaya, Khanapara temporarily as a Night College. But at the initiative of some benevolent person of great Beltola area, the college was shifted to Bongaon, Beltola because the Government of Assam has allotted a plot of land (4 Bighas, 2 Katha) to the college authority.

Later on, the generous public encourage to start the day section in the college. Beltola College is provided a tribal belt certificate by the Govt. of Assam as most of the inhabitants of this locality are tribal population. Moreover, the college has taken a border area certificate as it comes under State Government's Jurisdiction. Again, the untiring and dedicated efforts of public, well-wishers, principal, teaching and non-teaching staffs have greatly contributed to its allround success in becoming one of the better higher educational institutions under Gauhati University.

The college offers B.A. Degree course under Gauhati University. Apart from this, from the session 2012-13, KKHSOU has tied with Beltolla College as a recognised study centre and college presently offers the following courses under KKHSOU.

- a) Bachelor Preparatory Programme (BPP)** : No formal qualification is required, only the candidate should complete 18 years of age. It's as golden opportunity for those who cannot complete their studies up to Higher Secondary Level due to various reasons. After completion of BPP, students can directly take up Degree Course under KKHSOU.

- b) Bachelor in Arts (B.A.) and (B.Com.)** : For further details please contact co-ordinator Dibyajyoti Deka from the Department of Hindi.

The college also offers B.A. Degree Course (IDOL) under university. This course is introduced in the session 2012-13 keeping in view that it will be benefitted to those who are engaged in other works for their livelihood can pursue B.A. Degree. Moreover, the college offers an important vocational course i.e. translation course from Hindi to English and from English to Hindi. This course is run by Sabda Bharati in collaboration with Department of Hindi, Beltola College.

Besides these, the eight Departments of the college offer certificate course. The Eight Departments are – Assamese, Economics, Education, English, Hindi, History, Philosophy and Political Science. The willing students may be admitted through registration after meeting the faculty members of the respective departments.



## THE VISION, MISSION AND MOTTO OF THE COLLEGE.

- OUR VISION** : The create quality Human Resource through Higher Education for strengthening the spirit of building a prosperous and progressive Nation.
- OUR MISSION** : The encourage the youth with proper Attitude, Values and Analytical power for building the best of the Nation.
- MOTTO** : **“Tamaso Maa Jyotirgamaya”**. The meaning of the MOTTO is attaining enlightenment through knowledge.

## GENERAL INFORMATIONS OF THE COLLEGE

- 1. Class attendance :** The student must attend 75% of the total classes, otherwise they will be treated as dis-collegiate and will not be able to appear in the final examination of the university.

After admitting in the college, each student is placed under the personal supervisor and guidance of Head of the Department for each subject who maintains a detailed record of the students' progress in students and also keep on eye on their general conduct inside the class room.

### 2. College Examination and project works:

- a. Sessional Examination is held before every semester.
- b. Class test in every month for the students having major only.
- c. Seminar, Assignment, project works etc.

- 3. Identity Card :** An identity card is issued to every student and it is to be kept by him/her during college hours. The students will not allow to enter the college campus without having the identity card.

### 4. College Uniform:

- a. Boys- For boys' black formal pant & sky blue shirt with Stripes.
- b. Girls- For Girls white salwar (patiwala) and sky blue kamiz with stripes along with white dupatta.

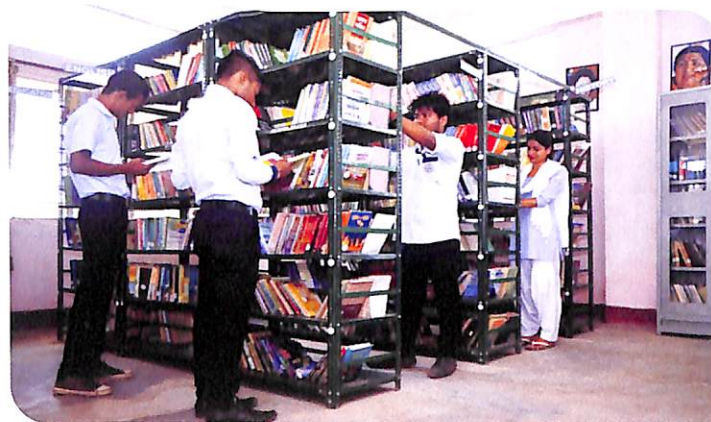
\* *During winter, black sweater for both boys and girls.*



- 5. Meditation programme :** The meditation programme are conducted by pioneer Human Development Organisation, Swami Vivekananda Kendra, Kanyakumari, Guwahati Branch and many other organisations from time to time for the welfare of the students'.

- 6. Games and sports, literary and cultural activities:** Competitions and debates are organised from time to time for the benefit of the students of the college. These are organised by Beltola College Students' Union with the guidance of teaching staffs. Competitions to various extra – curricular streams are held during the annual college week festival. Good performers can represent the college in the G.U. youth festival and other inter college programmes.

- 7. Library :** The college <sup>has</sup> have well organised library facilities with sufficient numbers of books, journal, reading room and internet service etc.



The college library has joined N-List (National library and Information Services Infrastructure for Scholarly Content) programme initiative by MHRD and INFLIBNET for accessing more than 2100 electronic journal (51000 electronic books) Wireless Internet Accessibility has been provided in the college campus. Internet is now provided to all the students and faculties. The college library have installed SOUL 2.0 (Library Management Software) The free Wi-Fi facility is also provided to the students and the faculties.

8. **Canteen** : Canteen for students, teachers and non-teaching staff is available in the college and remains open during working hours. There is a canteen committee too who inspects the canteen from time to time in order to know whether they provide hygienic food or not.
9. **Scholarship** : The students having belonged to SC/ST/OBC/MOBC are awarded scholarship as per Govt. of Assam rules. It also includes merit scholarship.
10. **Students' Union** : There is a Students Union (BCSU). The members of the union are elected through the election. But a student who does not have 75% of attendance in the class on the date of submission of nomination papers for the post of office bearer of BCSU, will not be eligible for contesting the election.
11. **The college Management Garima** : The college Magazine 'Garima' is published annually. It gives an opportunity to the students for self-expression in different fields. Moreover, 'Garima' is run by an editorial board consisting of members of the teaching staffs and the students.
12. **Wall Magazine** : As the eight departments of the college takes the initiative to expose the creativity of the students in the literary field. It is also published annually.
13. **Departmental Seminar cum Project** : The various departments of the college held seminar, lecture, project, field work according to the programme fixed by the concerns.

Again, the seminars from the Central Govt. the State Govt. U.G.C. (G.D.A.) and the various institution of Assam are held in our college campus. The seminar will really helped the students as well as the Assistant professors of our college to expose their talents and to gather knowledge from the speech or the opinions of the Resource persons.

#### 14. **General Rules for maintaining discipline :**

- a. The students are expected to show proper respect to their teachers, be polite with one another and show courtesy to the employees of the college.
- b. In order to maintain academic atmosphere in the college, students should not make noise while moving in the campus, sitting in the library and the common rooms. Movements from one class to another should be orderly. In off periods, students may go to the library or common room.
- c. Pasting and circulating of undesirable notice and pamphlets by students anywhere in the college premises shall require the approval of the principal.
- d. Unauthorised persons are not allowed to move inside the college campus.
- e. The students are expected to maintain cleanliness inside the college campus.
- f. Students are not allowed to enter college without college uniforms.

### INTIMATIONS REGARDING ADMISSION

- The academic session commences from the month of August. Admission to the B.A. 1st semester course is held after the announcement of H.S. Examination Result. Application should be made in the prescribed form available with the college prospectus on payment of the stipulated fee during office hours.
- The date of admission of B.A. 1st Semester will be notified in the local press after declaration of the H.S. Results.
- Admission is strictly on the basis of merit and according the college Admission rules.

- There is a provision for reservation of seats for students belonging to SC/ST/OBC/MOBC.
- There is also provision of admission for outstanding sportsmen and artists.
- The whole admission procedure will be done digitally.
- For Free Admission, the students must submit income certificate issued by the circle officer.
- The students have to produce original Marks-Sheets, and certificates of the previous qualifying examination at the time of admission.
- The students who passed the qualifying examination earlier than the current year must have to attach the 'Gap Certificate' along with the Application Form. The gap should not exceed more than three years. Moreover, the 'Gap Certificate' must be issued by the gazetted officers, Govt. Doctors and the village old man.
- The students must download the Bhim Application or have to bring A.T.M. Card in order to do 'SWIPE' for admission purpose..

## VARIOUS WINGS OF THE COLLEGE

1. **Internal Quality Assurance Cell (IQAC) :** As a pre accreditation quality assurance measures prescribed by the NAAC. The Beltola College established Internal Quality Assurance Cell (IQAC) on 7th April 2015. Though it has quite recent history, it has become an integral part of the college and it tries to fulfil the utmost required things which are essential in the assurance of quality. Though shortage of different amenities, this cell emphasises on accreditation of NAAC for the betterment of the whole institution, especially for the students. From this year onwards, this cell is emphasizing on introducing feedback system in our college. It has taken the responsibility to improve the institution through different cells. The IQAC of Beltola College is determined to change the institution to the level of excellence. It has aspirations to do different things and to facilitate students. Initially, this cell was coordinated by Eli Kumari Das, an assistant professor from the Department of Economics and later on owing to some reason, she gave resignation from the post on 08-09-2015. Then the responsibility of coordinating the cell is handed over to Lina Deka, an assistant professor from the Department of Political Science on 08-09-2015. This cell is emphasizing on the improvement of teachers, learning and research environment of the institute.
2. **AISHE CELL :** According to the instructions of Ministry of Human Resource Development (MHRD) and DHE of the Government, Beltola College founded All India Survey of Higher Education cell in 2011.
3. **Entrepreneurship Cell :** This cell is responsible for promoting entrepreneurship among the students. It was established on 17/10/2015 in Beltola College. The functions of the cell is to organised different workshop and seminar.
4. **Anti-Ragging Cell:** The Anti-ragging cell is formed in the Beltola college to see the matter of ragging or any kind of related acts of indiscipline. If any student indulging in any act of ragging will be dealt as per rule. The Honorable Supreme Court has directed that ragging be banned from all educational institutions. Ragging has been made cognizable offence for which he or she may face a punishment of rigorous imprisonment for 3 years jail or a fine of Rs. 2500/-
5. **Anti-Sexual Harassment cell :** The college has established a Anti-Sexual Harassment cell to provide a disciplined, healthy and congenial atmosphere to all the students and employees.
6. **Academic Development Cell :** This cell is responsible for Academic development of Beltola College. This cell has taken various measures for enhancing Academic achievements of the students, conducting meeting relating to examination, facilitating tutorials for academically disadvantage students, facilitating bright students of the college, faculty empowerment strategy, financial management and resource mobilization, looking after AQAR, building strategy development and deployment. It was established on 20-3-2015.

7. **Career Guidance Cell** : This cell was established on 17-05-2015. The objectives of this cell are to address the diverse social economic challenges and geographical background of heterogeneous population and provide institutional support and placement accessibility. The functions of this cell are organizing and keeping records of indoor and outdoor game, arranging Spoken English Classes and availing knowledge about different career, taken classes for personality development, organizing and encouraging co curricular activities, arranging training programme for computer literacy for the students and staff of the college, collecting feedback system and take necessary steps.
8. **Disaster Management Cell** : The objectives of this cell are to promote culture of prevention and preparedness for disaster. The different activities of this cell are to reduce or avoid morbidity, mortality, economic and physical damages from a hazard. It also tries to reduce personal suffering and emotional stress of the sufferer from the hazard. This cell aims to make speed recovery for the victims by proper recovery programmes and assistance in order to protect victims through provision of shelter and protective services. It also aims to provide relief through rescuing and relocating people, providing them with food, water and emergency medical treatment.
9. **E-waste Management Cell** : In the era of global warming and environmental degradation, waste management and disposal of waste in proper manner is essential. The different functions of this cell is to maintain records of E-waste of the college, properly Disposing E-Waste.
10. **Community Development Cell** : For the social responsibility of this institution, the community development cell involve in adoption of village and take measures for the development of such village, adoption of school, take measures for the development of such school, organizing different awareness camp such as awareness about land erosion, health, literacy etc. Besides these, it also organises community development programme. It was established on 17.05.2015.
11. **Teaching Learning improvement cell** : This cell was established on 17.10.2015. For the betterment of academic aspects, the activities which are taken by this cell are – curricular planning and implementation, looking after academic flexibility relating to timing, space etc. Moreover, it also takes measures for curriculum enrichment, promoting healthy relationship between the teachers and the students. And finally it takes measures for the psychological development of the students.
12. **Research consultancy and Extension** : For enhancing quality in higher education, the functions which are taken by this cell are – promotion of research, resource mobilization for research, keeping records of research publications. To provide consultancy relating research, the step of collaboration may seek if required. It was established on 17.10.2015.
13. **Meditation cell** : For moral development and motivational purpose, different functions and programmes are conducted by this cell for the students. It tries to enhance concentration and to inculcate moral and spiritual values of the students.
14. **Infrastructure Development Cell**: The objectives of infrastructure development cell is to keep records of all the extension, taking measures for all round infrastructure development, monitoring the maintenance of all the facilities existing in the library facilities and taking measures for all round infrastructure development. It was established on 17.10.2015.
15. **RTI Cell** : The college has a RTI cell which provides all the information's as per the RTI-Act.
16. **Grievance Redressal Cell** : The college has conducted a grievance Redressal Cell to solve the various problems faced by the students, teachers and the non-teaching staff.
17. **Women Cell** : The women cell 'Rengoni Beltola' is an integral part of Beltola College. Being a strong part of Beltola college, this cell has performed various activities in the college campus and near by area. The various activities which are performed by this cell are – health camp, Swachh Bharat Abhijan, International

Women Day, Workshop on Making Pickles, Jam, Jelly, published an annual journal entitled as 'Swetabhujja' and adopting several welfare programme for the development of the society.

- 18. Environmental Awareness Cell :** It is one of the active cell in Beltola College working for Environment upliftment. This cell tries to

thrive for creating awareness among the students and communities, so that we can live in a better world. Various plantation programme and world environment day is observed every year by this cell.

- 19. NSS Unit :** The NSS Unit is introduced in 2016.





## PRINCIPAL AND TEACHING STAFF OF THE COLLEGE

### PRINCIPAL

Dr. Ajit Borkotoky MSc (Double)

#### DEPARTMENT OF ASSAMESE

Mrigendra Nath Sarmah, M.A. (Double) M. Phil  
Bharati Devi, MA, B.Ed. (H.o.D.)  
Dr. Bhaskar Patgiri, M.A., Ph.D  
Mitali Lahkar, M.A., M. Phil (Part-time)

#### DEPARTMENT OF ECONOMICS

Eli Kumari Das, M.A., B.Ed., M. Phil  
Sadhana Kalita, M.A., L.L.B. (H.o.D.)  
Himangshu Das, M.A.  
Labanita Deka, M.A. (Part-time)

#### DEPARTMENT OF EDUCATION

Jashmin Bahar, M.A., B.Ed., M. Phil  
Mofida Begum, M.A., B.Ed., (H.o.D)  
Dhrijumoni Das, M.A., B.Ed.  
Md. Ayejuddin, M.A. (Part-time)

#### DEPARTMENT OF ENGLISH

Pankaj Kr. Kalita, M.A.  
Kamaruj Jaman, M.A.  
Priyanka Basumatary, M.A. B.Ed, M. Phil (H.o.D)  
Dharanidhar Singh. M. A. (Part-time)

#### DEPARTMENT OF HINDI

Dibyajyoti Deka, M.A., M.Phil  
Ramesh Kr. Rai, M.A. (H.o.D.)  
Kakumoni Bharadaj M.A. (Part-time)

#### DEPARTMENT OF HISTORY

Himadree Kr. Sarma, M.A. M. Phil  
Rashmirekha Hazarika, M.A., (H.o.D)  
Liky Deka M.A. (Part-Time)

#### DEPARTMENT OF PHILOSOPHY

Bornali Mohan, M.A.  
Rumi Barman, M.A., M. Phil. (H.o.D.)  
Nashmin Ara Begum, M.A. (Part-time)

#### DEPARTMENT OF POLITICAL SCIENCE

Lina Deka, M.A., B.Ed  
Arup Kalita, M. A., M. Phil., B. Ed. (H.o.D.)  
Kabita Das, M. A. (Part-Time)

#### DEPARTMENT OF ENVIRONMENTAL STUDIES

Dr. Angkita Sarma, MSc., Ph.D. (Part-time)

## NON- TEACHING STAFF OF THE COLLEGE

### OFFICE STAFF

Munindra Kalita (U.D.A.)  
Sailen Medhi (L.D.A.)  
Sampurna Sharma (L.D.A.)  
Amar Das (L.D.A.)  
Nayanmoni Choudhury (L.D.A.)  
Anil Baishya (Grade iv)  
Pradip Deka (Grade iv)  
Narayan Pator (Grade iv)  
Meera Sarkar Murmu (Grade iv)

### LIBRARY STAFF

Palashi Devi, MLISc (Librarian)  
Anjana Pathak (Library Asstt.)  
Saihidul Islam (Library Bearer)

# Academic Calendar of Beltola College

Months	Sunday	Holiday/Date	Classes Days	Working Days	Other Important Days
July, 2017	Summer Vacation		No	No	No
August, 2017	6 <sup>th</sup> , 13 <sup>th</sup> , 20 <sup>th</sup> , 27 <sup>th</sup>	15 <sup>th</sup> August, 23 <sup>rd</sup> Tithi of Srimanta Sankardev, 26 <sup>th</sup> August, Freshmen Social	24 Days	24 Days	
September, 2017	3 <sup>rd</sup> , 10 <sup>th</sup> , 17 <sup>th</sup> , 24 <sup>th</sup>	13 <sup>th</sup> Janmastami, 25 <sup>th</sup> & 26 <sup>th</sup> ID-UZZUHA, 26-30 <sup>th</sup> Durga Puja	18 Days	20 Days	5 <sup>th</sup> Sep. Teachers Day, 9 <sup>th</sup> Sep. College Election, 19 <sup>th</sup> – 23 <sup>rd</sup> Sessional Examination
October, 2017	1 <sup>st</sup> , 8 <sup>th</sup> , 15 <sup>th</sup> , 22 <sup>nd</sup> , 29 <sup>th</sup>	1 <sup>st</sup> -5 <sup>th</sup> Durga Puja, 18 <sup>th</sup> Kati Bihu, 19 <sup>th</sup> & 20 <sup>th</sup> Kali Puja and Dewali	18 Days	18 Days	23 <sup>rd</sup> -37 <sup>th</sup> Oct. Departmental Seminar, 28 <sup>th</sup> Oct. Environmental Study Field Trip, 30 & 31 <sup>st</sup> Oct. Educational Field Trip
November, 2017	5 <sup>th</sup> , 12 <sup>th</sup> , 19 <sup>th</sup> , 26 <sup>th</sup>	4 <sup>th</sup> Gurunanak Birth Day. 24 <sup>th</sup> Lachit Divas,	10 Days	24 Days	11 <sup>th</sup> Nov. National Education Day, 14 <sup>th</sup> Nov. Childrens Day, 18 <sup>th</sup> Nov. Foundation Day, 17 <sup>th</sup> -20 <sup>th</sup> Semester Break
December, 2017	3 <sup>rd</sup> , 10 <sup>th</sup> , 17 <sup>th</sup> , 24 <sup>th</sup> , 31 <sup>st</sup>	2 <sup>nd</sup> Asom Divas, 25 <sup>th</sup> Christmas Day, Winter Break	Nil	17 <sup>th</sup> Days	1 <sup>st</sup> -23 <sup>rd</sup> Dec. Final Exam, 10 <sup>th</sup> Human Rights Day, 24 <sup>th</sup> Onwards Winter Break

# GLIMPSES OF COLLEGE ACTIVITIES

H.S.S.L.C					
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17. Name of the Last Institution : \_\_\_\_\_
18. H.S. Registration No. : \_\_\_\_\_ of \_\_\_\_\_
19. Extra-curricular activity : \_\_\_\_\_

The statement and information made above are true to the best of my knowledge and believe if any misrepresentation of above data is detected, then the college authority will terminate me at any moment. I shall forfeit my claim to a seat in the college.

If admitted, I shall abide by the rules or order of the authority also, I undertake that as a student I shall not resort to any act of indiscipline or indulge in any misconduct undermining the academic or administrative interest of the college.

Signature of the Guardian's \_\_\_\_\_  
 Date : \_\_\_\_\_  
 Signature of the applicant \_\_\_\_\_  
 Date : \_\_\_\_\_

- N.B. 1. The documents required for admission Procedure-- (only Xerox copy)
2. Original Documents are also required for the verification.
- i) H.S.L.C. Admit Card
  - ii) H.S.L.C. Pass Mark Sheet
  - iii) H.S.L.C. Pass Certificate
  - iv) H.S. Admit Card (2 copies)
  - v) H.S. Pass Mark Sheet (2 copies)
  - vi) H.S. Pass Certificate (2 copies)
  - vii) H.S. Registration Certificate (2 copies)

CHECKED & VERIFIED



Food Processing

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e Library

ti Puja

Misrati Center

# Academic Calendar of Beltola College

Months	Sund:
July, 2017	Summ Vacati
August, 2017	6 <sup>th</sup> , 1 20 <sup>th</sup> , 2
September, 2017	3 <sup>rd</sup> , 10 17 <sup>th</sup> , 2
October, 2017	1 <sup>st</sup> , 8 <sup>th</sup> 15 <sup>th</sup> 22 <sup>nd</sup> 29 <sup>th</sup>
November, 2017	5 <sup>th</sup> , 12 19 <sup>th</sup> , 26
December, 2017	3 <sup>rd</sup> , 10 17 <sup>th</sup> , 24 31 <sup>st</sup>

(ix) Migration Certificate (for Migrated candidates)

(x) Passport size photographs (3 copies)

(xi) Gap Certificate (if required)

(xii) Extra Curricular Activities Certificate

(xiii) Income Certificate for BPL Students (Original)

(xiv) Specially Able Person Certificate.

Principal  
Beltola College

Date..... Guwahati-28

13. General English
14. MIL (Assamese/ Alternative English/ Hindi)
15. Pass Course: (i) Economics (ii) Political Science (iii) Education (iv) History (v) Philosophy  
(vi) Elective Assamese (vii) Elective English (viii) Elective Hindi
16. Educational Qualification :

Qualification	Board/ Council/ University	Roll & No.	Year	Division	Percentage of Marks
H.S.L.C.					

# GLIMPSES OF COLLEGE ACTIVITIES



Cultural Rally



Street Play



Field Trip to Bordowa



Students in the Library



International Yoga Day Celebration



Saraswati Puja



Plantation



Workshop on Food Processing

