



Prospectus

2010-2011

10

K. C. Das Commerce College
Chatribari, Guwahati, Assam

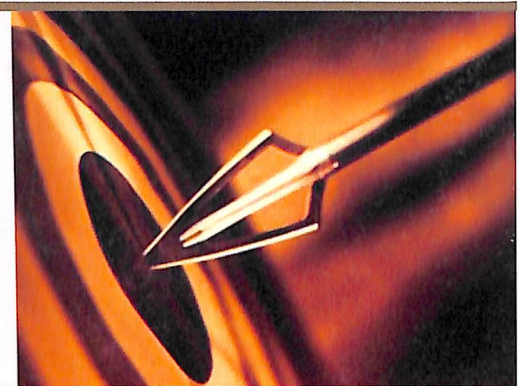


Vision

We want to become one of the best commerce colleges of the country. We will impart value-creating education to tap the innate potential of every student. Our teachers and students must shine in society as role models of honesty, integrity, civilized discourse and behaviour. We see in them persons who are unfazed in the event of prosperity or decline. The college will be a model institution of harmony, friendship and integration.

Mission

We intend to make our students and teachers responsible international citizens, who will cherish a global outlook throughout their lives. We hope to instill in them a scientific spirit of inquiry and a value system that will make them understand the power of ideas and argument and that of continuous learning.



MOTTO

Wisdom is Sublime

MESSAGE

College education is a wonderful experience. A time when you come out of the restrictions of a 9 to 3 schedule in school and join a new sort of routine where you have off periods, few classes and some degree of independence in the routine. However, it is this freedom which will also help you mature and become judicious. Of course, you can misuse this freedom as well. You can waste your newfound opportunity in trivial things or you can become responsible regarding time management. My own experience and examples from history tell us that those who have utilized their time the best way in the early stages of their life go on to become successful and happy individuals. So, I would ask you to be ever careful of the path you choose for yourself.

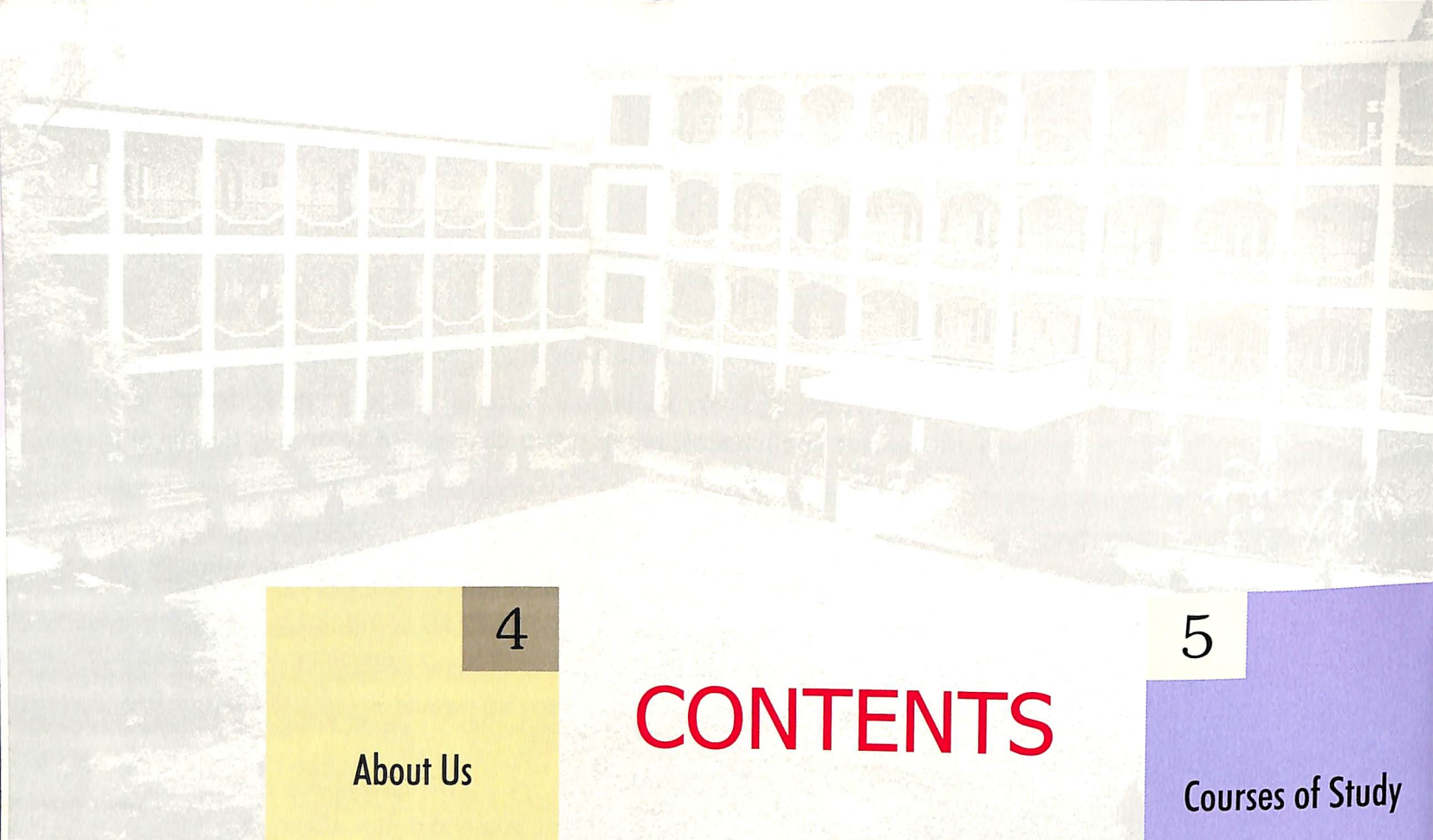
The other aspect I would wish to touch upon is the question of having a good mentor in life – one who can guide you and under whom you can feel comfortable and cheerful. In all major areas of life, a successful person always has a good and worthy mentor. The relationship, of course, is very symbiotic.

In KCDCC, it is our endeavour to enhance the potentialities of our students to greater heights. While the college offers a blend of academic, cultural and intellectual resources, it also provides the students a dynamic environment for the overall development of their personalities, aspirations and talents.

It is our vision to become one of the best commerce colleges in the country, a dream which can be realized with your cooperation. So, as you all step into the college, many of you for the first time, I hope we will be able to give you an environment which you can cherish for the rest of your life and leave a legacy behind for everyone who follows you into this institution.

With best wishes

Dr. Hitesh Deka
Principal



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ABOUT US

Established on the 7th day of November, 1983, K.C. Das Commerce College began its humble origin in the evening shift at Sonaram H.S. & Multipurpose School, Bharalumukh, Guwahati. Later, on 30th November, 1994, the college shifted to its permanent campus at Chatribari where it is presently located.

The college was instituted with the financial assistance provided by the erstwhile President of the Governing Body, Sri Ramesh Chandra Chaudhury. It has been named in the cherished memory of his father, late Keshab Chandra Das, an educationist of repute, who was Inspector of Schools, Assam in the 1930s.

K.C. Das Commerce College (KCDCC) imparts learning to more than twenty six hundred students with an efficient and dedicated teaching staff. On October 17, 2006, the National Assessment and Accreditation Council (NAAC) accredited the college at the B+ level (78.20%). KCDCC has developed over the years and is deeply committed in its effort to establish itself as one of the foremost of institutions dedicated to commerce education in the country.



COURSES OF STUDY

HIGHER SECONDARY (+2 STAGE IN COMMERCE)

Core subjects

- **English**
(100 marks each in both H.S. 1st year & H.S. 2nd year)
- **Modern Indian Language/ Alternative English**
(100 marks each in both H.S. 1st year & H.S. 2nd year)

Compulsory Elective Subjects

- **Business studies**
- **Accountancy**

Third Elective Subject and Fourth Elective Subject (any two of the following)

- **Economics/Banking/Computer Science and Application/ Mathematics/Commercial Arithmetic and Elements of Statistics**

List of Modern Indian Languages (MIL) (any one of the following)

- **Assamese**
- **Bengali**
- **Hindi**

B.COM. (1+1+1)

(Effective from 2008-09)

As per Gauhati University notification, 10 marks out of a total of 100 marks will be allotted for internal assessment for each paper of Major or General Course.

Out of 10 marks, 4 marks will be given for class attendance as shown below :

75% to 80%	1 mark
81% to 85%	2 marks
86% to 90%	3 marks
91% to 100%	4 marks

Remaining 6 marks will be awarded on the basis of performance in Unit Test.

GENERAL COURSE

Total no. of Papers : 15

Total marks : 1500

Part-I

No. of Papers : 05

Total Marks : 500

- 1.1 Business Communication /MIL
- 1.2 Fundamentals of Insurance or Business Mathematics
- 1.3 Financial Accounting
- 1.4 Business Organization & Entrepreneurship Development
- 1.5 Company Law

PART-II

No. of Papers : 05

Total Marks : 500

- 2.1 Environmental Studies
- 2.2 Business Economics
- 2.3 Business Statistics
- 2.4 Corporate Accounting
- 2.5 Principles of Management

PART-III

No. of Papers : 05

Total Marks : 500

- 3.1 Information Technology in Business
- 3.2 Business Environment
- 3.3 Marketing Management
- 3.4 Business Regulatory Framework
- 3.5 Financial Management

MAJOR COURSE

Total no. of Papers : 21

Total marks : 1500

PART-I

No. of Papers : 07

Total Marks : 700

- 1.1 Business Communication /MIL
- 1.2 Business Mathematics
- 1.3 Financial Accounting
- 1.4 Business Organization & Entrepreneurship Development
- 1.5 Company Law
- 1.6 Modern Banking Practice
- 1.7(A) Cost Accounting (For Accountancy Major students)
- 1.7(M) Human Resource Management (For Management Major students)
- 1.7(F) Indian Financial Service (For Finance Major students)

PART-II

No. of Papers : 07

Total Marks : 700

- 2.1 Environmental Studies
- 2.2 Business Economics
- 2.3 Business Statistics
- 2.4 Corporate Accounting

- 2.5 Principles of Management
- 2.6 Financial Service and Service Marketing
- 2.7(A) Management Accounting (For Accountancy Major students)
- 2.7(M) Cost & Management Accounting (For Management Major students)
- 2.7(F) Rural and Micro Finance (For Finance Major students)

PART-III

No. of Papers : 07

Total Marks : 700

- 3.1 Information Technology in Business
- 3.2 Business Environment
- 3.3 Marketing Management
- 3.4 Business Regulatory Framework
- 3.5 Financial Management
- 3.6 Taxation and Auditing
- 3.7(A) Advanced Financial Accounting
(For Accountancy Major students)
- 3.7(M) Customer Relations and Retail Trade Management
(For Management Major students)
- 3.7(F) Financial Market Operations & Foreign Exchange
(For Finance Major students)

N.B.: Major will be awarded on the basis of marks obtained in the following 15 (fifteen) papers

- Part-I : Papers- 1.3, 1.4, 1.5, 1.6, 1.7
- Part-II : Papers- 2.3, 2.4, 2.5, 2.6, 2.7
- Part-III : Papers- 3.3, 3.4, 3.5, 3.6, 3.7

For further details, please refer to the G.U. Regulation.

BACHELOR OF COMPUTER APPLICATION (BCA)

Duration : 3 years

No. of semesters : 06

Course break-up

Maximum mark assigned for each full paper is 100.

SEMESTER I

- 1.1 Introduction to Computer Fundamentals and Programming
- 1.2 Communicative English
- 1.3 Basic Electronics and Introduction to Digital Logic
- 1.4 Mathematics-I
- 1.5 Laboratory (covering paper 1 and paper 3)
- 1.6 Bridge Course

SEMESTER II

- 2.1 Data Structure and Algorithm
- 2.2 Digital Circuit and Logic Design
- 2.3 Mathematics-II
- 2.4 Computer Based Management and Accounting
- 2.5 Laboratory
- 2.6 Environmental Studies

SEMESTER III

- 3.1 Operating System
- 3.2 Computer Organization and Architecture
- 3.3 Database Management System
- 3.4 Object Oriented Programming
- 3.5 Laboratory

SEMESTER IV

- 4.1 Microprocessor and Assembly Language Programming
- 4.2 Software Engineering

- 4.3 Computer Oriented Numerical Methods and Statistical Techniques
- 4.4 Theoretical Foundations of Computer Science
- 4.5 Laboratory

SEMESTER V

- 5.1 Management Information System
- 5.2 Compiler Design
- 5.3 Data Communication & Computer Network
- 5.4 Programming in Java
- 5.5 Laboratory

SEMESTER VI

- 6.1 Elective-I
- 6.2 Elective-II
- 6.3 Project Work

Course for Elective-I

- 1. Queuing Theory and Operation Research
- 2. Artificial Intelligence
- 3. Data Mining and Warehousing

Course for Elective-II

- 1. Web Technology
- 2. Computer Graphics

Process of Evaluation

In all papers including theory and practical, the evaluation will be 20% from continuous internal assessment and 80% from semester end examination. In order to clear a semester, a student will have to obtain minimum pass mark in internal assessment and semester end examination separately. Examination for the Bridge course will be conducted by the College and in order to clear the 1st semester a student will have to obtain minimum pass mark in this paper. However the mark obtained in this paper will not be counted in calculating his/her average semester mark.

BACHELOR OF BUSINESS ADMINISTRATION (BBA)

Duration : 3 years
No. of semesters : 06

Course break-up

Maximum mark assigned for each full paper is 100.

SEMESTER-I

- 1.1 Elective English and Business Communication
- 1.2 Business Economics
- 1.3 Business Mathematics
- 1.4 Principles of Management
- 1.5 Computer Fundamentals (MS Office)

SEMESTER-II

- 2.1 Personality and Personal Skill Development
- 2.2 Indian Economic Scenario
- 2.3 Business Statistics
- 2.4 Financial Accounting
- 2.5 Computer Application

SEMESTER-III

- 3.1 Organisation Behaviour
- 3.2 Marketing Management
- 3.3 Cost and Management Accounting
- 3.4 Production and Operational Management
- 3.5 Office Organisation and Management

SEMESTER-IV

- 4.1 Human Resource Management
- 4.2 Marketing Research
- 4.3 Financial Management
- 4.4 Management of Services
- 4.5 Business Laws

SEMESTER-V

- 5.1 Summer Project
- 5.2 Industrial Relation
- 5.3 Advertising and Sales Management
- 5.4 Working Capital Management
- 5.5 Consumer Behaviour and Retailing

SEMESTER-VI

- 6.1 Sales and Distribution Management
- 6.2 Taxation
- 6.3 Rural Marketing
- 6.4 Export Marketing
- 6.5 Entrepreneurship and Small Business Management

Process of Evaluation

In all papers including theory and practical, the evaluation will be 20 marks from continuous internal assessment and 80 marks from semester end examination. In order to clear a semester, a student will have to obtain minimum pass mark in internal assessment and semester end examination separately.

IGNOU Courses

A partner institute of IGNOU under the Convergence Scheme, the college offers various professional courses like-

- Bachelor of Social Work
- Certificate in Business Skill
- Post Graduate Diploma in Environment and Sustainable Development
- Diploma in Creative writing in English
- Diploma in Youth in Development Work
- Certificate in Disaster Management
- Certificate in Rural Development
- Certificate in Consumer Protection

ADMISSIONS

- Admission to the college is made strictly in order of merit and is governed by the college admission rules.
- The college follows the reservation policy of the Government and the segregation of seats as per quota are :

◆	SC	7%
◆	ST (Hills)	5%
◆	ST (Plains)	10%
◆	OBC/MOBC	15%
◆	Physically disabled	2%
◆	Extra Curricular Activities	2%
◆	Freedom Fighter	2%

How to apply

- Application for admission should be made in the prescribed application form issued by the college office on payment of Rs. 150/- (inclusive of fees for Academic Calendar & Rule Book).

Eligibility

Higher Secondary (Two Year) Course

Total No. of Seats : 300

- A student who has passed the H.S.L.C. examination of SEBA or any other equivalent examination recognized by the Assam Higher Secondary Education Council (AHSEC).

B.Com. (1+1+1) Course

Total No. of Seats : 450

- A student who has passed Pre- University/Pre-Degree/Higher Secondary Examination in Arts/Science/Commerce or any other equivalent examination.

Bachelor of Computer Application (BCA)

Total No. of Seats : 25

- A student who has passed Higher Secondary with Mathematics as one of the subjects.
- Students other than the Science stream have to take up a Bridge Course in addition to the prescribed course in the 1st semester.

Bachelor of Business Administration (BBA)

Total No. of Seats : 40

- A student who has passed the Higher Secondary Examination (10+2) in Arts, Science or Commerce of the Assam Higher Secondary Education Council (AHSEC) or any Board or Council recognized by G.U.
- A student who has passed the 3 years Diploma Course in Engineering recognized by Gauhati University with at least 50% marks.

B.Com. (1+1+1) Self-financing Course

Total No. of Seats : 150

- A student who has passed Pre- University/Pre-Degree/Higher Secondary Examination in Arts/Science/Commerce or any other equivalent examination.

Admission dates to various classes will be notified in the local newspapers and in the college notice board.

Migration And Eligibility Certificate

Students from Boards or Universities other than SEBA, AHSEC and G.U. have to produce a **Migration Certificate** at the time of admission and also obtain an **Eligibility Certificate** from the AHSEC and G.U.

- For admission to the H.S. course, other Board students must pay a fee of Rs. 100/- to AHSEC to obtain Eligibility Certificate.
- For admission to the B.Com. Course, students from other Boards within Assam (other than AHSEC) must pay a fee of Rs. 810/- and students from other Boards outside Assam must pay a fee of Rs.1,110/- to Gauhati University to obtain Eligibility Certificate.
- For admission to the BBA and BCA Course, students from other Boards within Assam (other than AHSEC) must pay a fee of Rs. 810/- and students from other Boards outside Assam must pay a fee of Rs.5,110/- to Gauhati University to obtain Eligibility Certificate.

FEES STRUCTURE FOR THE SESSION 2010- 2011

Session Fees	Amount (Rs.)
1. College Enrollment fees	500.00
2. College examination fees	100.00
3. Library fees	200.00
4. College Magazine fees	100.00
5. Students' Union fees	200.00
6. Students' welfare fund	100.00
7. Electricity	500.00
8. Development fees	999.00
9. Faculty Development fees	999.00
10. Students' Counseling /Yoga / Meditation	100.00
11. Internet /V-SAT / Computer Maintenance	100.00
TOTAL	3898.00

FEES PAYABLE FOR ADMISSION INTO H.S. 1ST YEAR

	SEBA students		Other Board students	
	Boys	Girls	Boys	Girls
I. Session fees	3898.00	3898.00	3898.00	3898.00
II. Tuition fees	600.00	-	600.00	-
III. Registration fees	25.00	25.00	25.00	25.00
IV. Identity Card	100.00	100.00	100.00	100.00
V. Eligibility Certificate	-	-	100.00	100.00
VI. Council Enrollment fees	15.00	15.00	15.00	15.00
VII. KCDCC Educational & Cultural Trust	200.00	200.00	200.00	200.00
VIII. Publication / Extension Education	100.00	100.00	100.00	100.00
TOTAL (Rs.):	4938.00	4338.00	5038.00	4438.00

FEES PAYABLE FOR ADMISSION INTO H.S. 2ND YEAR

	Boys	Girls
I. Session fees	3898.00	3898.00
II. Tuition fees	600.00	-
III. KCDCC Educational & Cultural Trust	200.00	200.00
IV.I Publication / Extension Education	100.00	100.00
TOTAL (Rs.):	4798.00	4198.00

FEES PAYABLE FOR ADMISSION INTO B.Com. 1ST YEAR (A.H.S.E.C.)

	Without major	With major
I. Session fees	3898.00	3898.00
II Tuition fees	720.00	840.00
III Registration fees (including form charge)	210.00	210.00
IV. University Enrollment Fees	100.00	100.00
V. Identity Card	100.00	100.00
VI. KCDCC Educational & Cultural Trust	200.00	200.00
VII Publication / Extension Education	100.00	100.00
TOTAL (Rs.):	5328.00	5448.00

FEES PAYABLE FOR ADMISSION INTO B.Com. 1ST YEAR (OTHER BOARD)

From Assam

	Without major	With major
I. Session fees	3898.00	3898.00
II. Tuition fees	720.00	840.00
III. Registration fees	210.00	210.00
IV. Eligibility Certificate	810.00	810.00
V. University Enrollment Fees	100.00	100.00
VI. Identity Card	100.00	100.00
VII. KCDCC Educational & Cultural Trust	200.00	200.00
VIII. Publication / Extension Education	100.00	100.00
TOTAL (Rs.):	6138.00	6258.00

Outside Assam

	Without major	With major
I. Session fees	3898.00	3898.00
II. Tuition fees	720.00	840.00
III. Registration fees	210.00	210.00
IV. Eligibility Certificate	1110.00	1110.00
V. University Enrollment Fees	100.00	100.00
VI. Identity Card	100.00	100.00
VII. KCDCC Educational & Cultural Trust	200.00	200.00
VIII. Publication / Extension Education	100.00	100.00
TOTAL (Rs.):	6438.00	6558.00

FEES PAYABLE FOR ADMISSION INTO B.Com. 2nd YEAR

	Without major	With major
I. Session fees	3898.00	3898.00
II. Tuition fees	720.00	840.00
III. University Enrollment Fees	100.00	100.00
IV. KCDCC Educational & Cultural Trust	200.00	200.00
V. Publication / Extension Education	100.00	100.00
TOTAL (Rs.):	5018.00	5138.00

FEES PAYABLE FOR ADMISSION INTO B.Com. 3rd YEAR

	Without major	With major
I. Session fees	3898.00	3898.00
II. Tuition fees	720.00	840.00
III. University Enrollment Fees	100.00	100.00
IV. KCDCC Educational & Cultural Trust	200.00	200.00
V. Publication / Extension Education	100.00	100.00
TOTAL (Rs.):	5018.00	5138.00

Fees payable for admission into

B.Com. I Year (Self - financing) Rs. 50,000.00

Note

- The course curriculum to be followed is the one prescribed by the Gauhati University.
- Admission Fees to be paid in B.Com. II Yr and B.Com. III Yr will be same as the mainstream B.Com. II Yr. and B.Com. III Yr. Course.
- Payment should be made in Demand Draft/Banker's Cheque in favour of **Principal, K.C. Das Commerce College**, drawable at Guwahati.

Fees payable for admission into

BBA and BCA (Annually)

- For AHSEC students Rs. 30,000.00
- For Other Board students within Assam Rs. 32,000.00
- For Other Board students outside Assam Rs. 35,000.00

Others

- Transfer Certificate 500.00
- Duplicate Identity Card 100.00
- Duplicate Library Card 100.00
- Late fine 500.00

Uniform Fees

- **H.S. I Year** (2 pairs for both boys & girls)

Dress material –	Rs. 375 X 2 =	Rs. 750.00
Cardigan	-	Rs. 350.00
Total	-	Rs. 1,100.00
- **B.Com I Year** (2 pairs for both boys & girls)

Dress material –	Rs. 375 X 2 =	Rs. 750.00
Cardigan	-	Rs. 350.00
Total	-	Rs. 1,100.00
- **HS II Year, B.Com II Year & B.Com III Year**
 (Single pair for both boys & girls)

Dress material –	Rs. 375.00
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 (Purchase of cardigan is optional for HS II Year, B.Com II Year & B.Com III Year students)

➤ **B.Com. I Year (Self-financing)**

(2 pairs for both boys & girls)

Dress material –	Rs. 375 X 2 =	Rs. 750.00
Cardigan	-	Rs. 350.00
Total	-	Rs. 1,100.00

➤ **BBA Ist Semester & BCA Ist Semester**

(2 pairs for both boys & girls)

Dress material –	Rs. 375 X 2 =	Rs. 750.00
Blazer	-	Rs. 1,500.00
Total	-	Rs. 2,250.00

➤ **BBA IInd Semester & BCA IInd Semester**

(Single pair for both boys & girls)

Dress material –		Rs. 375.00
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Total Fees (Admission+Uniform) payable by students-

H.S. I Year

Total fees payable by **SEBA** students at the time of admission-

- **Boys - Rs. 6038.00**
- **Girls - Rs. 5438.00**

Total fees payable by **Other Board** students at the time of admission-

- **Boys - Rs. 6138.00**
- **Girls - Rs. 5538.00**

H.S. II Year

Total fees payable by **HS II year** students at the time of admission-

- **Boys - Rs. 5173.00**
- **Girls - Rs. 4573.00**

B.Com. I Year

Total fees payable by **B.Com I Year (AHSEC)** students at the time of admission-

- **Students (with major) - Rs. 6548.00**
- **Students (without major) - Rs. 6428.00**

Total fees payable by **B.Com I Year (Other Board from Assam)** students at the time of admission-

- **Students (with major) - Rs. 7358.00**
- **Students (without major) - Rs. 7238.00**

Total fees payable by **B.Com I Year (Other Board outside Assam)** students at the time of admission-

- **Students (with major) - Rs. 7658.00**
- **Students (without major) - Rs. 7538.00**

B.Com. II Year

Total fees payable by **B.Com II Year** students at the time of admission-

- **Students (with major) - Rs. 5513.00**
- **Students (without major) - Rs. 5393.00**

B.Com. III Year

Total fees payable by **B.Com III Year** students at the time of admission-

- **Students (with major) - Rs. 5513.00**
- **Students (without major) - Rs. 5393.00**

B.Com. I Year (Self-financing)

Total fees payable by **B.Com I Year (self-financing)** students at the time of admission is **Rs. 51,100.00**

BBA Ist Semester & BCA Ist Semester

Total fees payable by **BBA Ist sem. & BCA Ist sem.** students at the time of admission-

- **AHSEC students - Rs. 32,250.00**
- **Other Board students within Assam - Rs. 34,250.00**
- **Other Board students outside Assam - Rs. 37,250.00**

Library

The college library is spacious with seating capacity for about 150 readers. It has a collection of over fourteen thousand books in different subjects. Latest publications are continuously added to the existing collection to equip students with a wide range of academic material. The college library provides user services through computers; it is equipped with the latest SOUI 2.0 software, besides barcoding and internet facility.

The library has access to e-resources through the “National Library and Information Services Infrastructure for Scholarly Content” funded by the Ministry of human resource Development. It also subscribes various journals of national repute and a number of prominent national and regional dailies. Current magazines and periodicals are also a part of its subscription.

The Library Book Bank facility caters to the needs of the economically under privileged students of the society.

The library opens for six hours from 10.00 a.m. to 4.00 p.m. every day.

Computer Centre

The College has a well-equipped Computer Centre. It has 26 computers with updated software and hardware. The centre is available for the students for accessing internet, practice and preparation of projects. The centre is equipped with uninterrupted power backup and fully air-conditioned laboratories.

Conference-cum-Seminar Room

A conference-cum-seminar room fully air-conditioned with LCD projection facilities is an addition to the existing infrastructure.

Classrooms

In general, the classrooms are equipped with microphone facility. The classrooms for professional courses have been upgraded with ceiling-mounted LCD projectors, roll-down screens, white boards and podium for the faculty.

SCHOLARSHIP, AWARDS AND INCENTIVES

SCHOLARSHIPS

- National Scholarship (All India basis)
- State Merit Scholarship
- SC/ST Scholarship
- OBC/MOBC/Ex-Tea Garden Labour Scholarship

These scholarships are awarded by the Government on receipt of completed application submitted through the college. Certificates of caste and of parent's income duly attested by a competent authority must accompany the application form.

AWARDS

Dr. Prafulla Chaudhury Award

A cash award of Rs. 5,000/- (Rupees Five Thousand only) funded by Dr. Prafulla Chaudhury, son of Late Keshab Chandra Das is awarded to the Best Graduate of the college.

Sarat Chandra Das Award

A cash award of Rs.5000/- (Rupees Five Thousand only) funded by the family of Late Sarat Chandra Das, son of Late K.C.Das is given to the Best Higher Secondary Scholar of the college.

N.B. A minimum of 60% marks has to be obtained in order to qualify for these awards.

STUDENTS WELFARE FUND AND FEE CONCESSION

The Students Welfare Fund renders financial assistance to needy students towards their tuition fees. This facility can be obtained on application to the Head of the Institution accompanied by the admission receipt. The college also gives financial aid to students affected by natural calamities like earthquake, flood etc. Monetary support is also extended to students participating in various competitions at the State, National or International level.

FACILITIES OFFERED

College Uniform

The college provides dress material for college uniform at the time of admission. Blazer/Cardigan will be given before the start of winter.

Health Centre

The Health Centre of the college renders free medical service with the help of a medical practitioner every Wednesday between 10.00 A.M to 1.00 P.M.

Payphone

A one-rupee payphone facility is available in the college.

Travel Concession

Students can avail travel concession for their journey homewards and back to the institution only during vacations. Air travel concession is also allowed.

Canteen

The college canteen provides refreshments for the staff and students.

Gymnasium and Recreational Hall

The college has a Gymnasium & Recreational Hall, which is kept open for the students during college hours.

Parking

There is an enclosure for parking vehicles separately for both the college staff and students in the area earmarked for the purpose in the campus itself.

Drinking water

Purified drinking water is available for all in the college campus.

Book Store

There is a bookstore within the campus where the students can purchase text and other reference books. Best selling books are also available here.

Photocopier Point

The photocopier point in the library provides photocopy facility to the faculty as well as students.

ALLIED ACTIVITIES

- National Cadet Corps and Assam State Bharat Scouts
- Publication of *Genesis*, an annual research journal
- Publication of *Drasta*, an annual literary journal
- Publication of *K-Cian*, a bi-annual Campus Bulletin
- Blood Donation Camps & Yoga classes
- Publication of College Magazine
- All Assam Inter-College Music Competition, an annual activity
- College Foundation Day Lecture, an annual event
- Information and Career Guidance
- Campus recruitment



FACULTY MEMBERS AND STAFF

Principal : Dr. Hitesh Deka, M.A., Ph.D.

Vice Principal : Dr. Swabera Islam, M.A., Ph.D.

Department of Accountancy

- Dr. Prabhat Ch. Kakati (HOD), M.Com., Ph.D.
- Mr. Bijoy Kalita, M.Com.
- Dr. Bipul Ch. Kalita, M.Com., M.Phil., Ph.D.
- Md. Safiqul Haque, M.Com.
- Mr. Manoj Kr. Kedia, M.Com.

Department of Management

- Dr. Bhababhuti Sarma (HOD), M.Com., Ph.D.
- Dr. Ashima Sharma Borah, M.Com., Ph.D.
- Ms. Malamoni Dutta, M.Com., M.Phil., PGDPM
- Mr. Kukil Borah, M.Com.
- Ms. Chaitali Das, M.Com., LL.B., C.S. (Inter), M.Phil.

Department of Finance

- Mr. Naba Kr. Goswami (HOD), M.Com.
- Mr. Murali Krishna Sarma, M.Com.
- Ms. Runumoni Lahkar Das, M.Com., M.Phil., B.Ed., LL.B.
- Ms. Pallavi Kakati, M.Com., M.Phil.
- Mr. Dhani Kanta Kalita, M.Com., M.Phil.
- Mr. Satyajit Sarmah, M.Com., M.Phil.

Department of Economics

- Dr. Swabera Islam (HOD), M.A., Ph.D.
- Dr. Jayoshree Dam Paul Choudhury, M.A., LL.B., Ph.D.
- Ms. Upasana Chakravarty, M.A., M.Phil.

Department of Mathematics and Statistics

- Ms. Runjun Phookun (HOD), M.Sc.
- Ms. Jayashree Pathak, M.Sc., B.Ed.
- Mr. Santanu Bora, M.Sc.

Department of English

- Ms. Prarthana Barua (HOD), M.A.
- Ms. Anjita Bora, M.A., M.Phil., PGCTE.
- Ms. Archana Bora, M.A., M.Phil.
- Mr. Samar Bhattacharyya, M.A., M.Phil.

Department of Assamese

- Dr. Dipak Barman (HOD), M.A., Ph.D.
- Dr. Swapna Smriti Mahanta, M.A., Ph.D.

Department of Hindi

- Dr. Radhey Shyam Tiwari (HOD), M.A., Ph.D.
- Ms. Purnima Singh, M.A., B.Ed.

Department of Bengali

- Ms. Shrabani Bhadra (HOD), M.A., B.Ed.
- Ms. Kalpana Dutta Dhar, M.A. (Double)

Department of Information Technology

- Mr. Jitumoni Borah, MCA., M.A. (Eco.)
- Mr. Apurba Haloi, B.Sc., DOEACC-A Level

Department of BBA and BCA

- Mr. Sandeepan Borthakur, MBA
- Mr. Satyajit Sarma, M.Sc. (Computer Science)
- Mr. Bapan Kalita, M.Sc. (Double)
- Ms. Chandrima Goswami, M.A.
- Ms. Rita Chakraborty, M.Sc. (IT)

Librarian

- Mr. Prasanta Kr. Deka, B.Sc., M.L.I.Sc.

Non-Teaching Staff

- Mr. Prafulla Ch. Barman (UDA)
- Syed. Afzal Hussain (LDA)
- Mr. Paresh Kalita, B.A. (LDA)
- Ms. Saraju Kakati, B.A. (LDA)
- Ms. Rina Das (LDA)
- Mr. Diganta Ranjan Patgiri, M.Sc., MCSD (LDA)
- Mr. Ratul Medhi (LDA)
- Ms. Barnali Choudhury (LDA)
- Ms. Jyotikona Choudhury, M.L.I.Sc (Assistant Librarian)
- Mr. Madan Ch. Sarma, **Grade IV**
- Mr. Hemanta Ch. Deka, **Grade IV**
- Mr. Hemen Deka, **Grade IV**
- Mr. Hemen Barman, **Grade IV**
- Mr. Girish Deka, **Grade IV**
- Mr. Siba Charan Das, **Grade IV**
- Mr. Ranjit Rai, **Grade IV**

ROLL OF HONORS

Higher Secondary

2008	Ms. Sunaina Jain	4 th Position
2008	Ms. Monti Agarwal	5 th Position
2008	Ms. Jayshree Sharma	State Highest in Banking
2009	Ms. Venisha Jain	9 th Position
2009	Ms. Pooja Jain	10 th Position & State Highest in Banking

Bachelor of Commerce

2008	Ms. Gunjan Harlalka	First Class First in Management
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MILESTONES

2008

Two awards, namely the **K.C. Das Commerce College National Teacher Award** and **K.C. Das Commerce College National Achiever Award** was instituted by the K.C. Das Commerce College Cultural and Educational Trust. Both the awards carry a cash prize of Rs. 1 (one) Lac, a citation and a memento.

2009

Unveiling of **Assam : Land and People**, an encyclopedic representation of the various facets of Assamese life.

2009

Opening of **Antariksh**, the Campus Book Store. The first of its kind in the North-east, the store consists of the best of books written by the best of authors around the world

2009

First K.C. Das Commerce College Documentary Film Festival in association with the Indian Documentary Producers' Association.

CODE OF CONDUCT

General Norms

- Students are expected to maintain a high standard of discipline both within and outside the college premises.
- Use of mobile phones inside the college campus is strictly prohibited.
- Students are required to safeguard the property of the college. A mass penalty of Rs. 500/- will be imposed for destroying the same.
- Smoking and chewing of paan masala is not allowed inside the college campus. Students caught spitting in the classrooms, toilet or staircases will be severely punished. A mass penalty of Rs. 500/- will also be imposed for such acts of gross indiscipline.

Class Attendance

- Students must attend at least 75% of lectures total delivered.
- Students having less than 75% attendance will be declared "Discollegiate" and will be debarred from appearing in the Final examination.

Internal Examination

- There will be two compulsory Unit tests for all classes.
- Students are required to secure at least 30% aggregate marks in the Test Examination in order to appear in the Final Examination. Admit cards will not be issued to those who fail to obtain the desired percentage of marks.
- Report Cards will be issued after every internal examination. It will also indicate the total number of classes attended by the students.

Dress Code

- White shirt and navy blue long trousers for boys.
- White salwar, navy blue and white checked kameez and white dupatta or white mekhela chaddar or saree with navy blue border and navy blue blouse for girls.
- Maroon coloured blazer or cardigan during winter for both boys and girls.
- Jackets, Jeans or T-shirts are not a part of the dress code.
- Students must be in their uniform during Freshers' Social, Open Sessions and during College Week meetings and Examinations.



ADMISSION SCHEDULE : 2010-2011

For H.S.II Year, B.Com. II year and B.Com. III year

- ❑ Issue of Application Forms : 1st April 2010
- ❑ Date of Admission
 - H.S.II Year : 12th April 2010
 - B.Com. II Year : 19th April 2010
 - B.Com. III Year : 10th April 2010
- ❑ Routine : 10th April 2010
- ❑ Date of commencement of classes : 3rd May 2010

For General Course (H.S.I Yr & B.Com.I Yr) & Self-financing Course (B.Com.I Yr, BBA I Sem. & BCA I Sem.)

- ❑ Issue of Application Forms : 28th May-9th June 2010
- ❑ Submission of Application Forms (Last Date) : 9th June 2010
- ❑ Date of Admission

General Course

- H.S.1st Year : 15th June 2010
- B.Com.1st Year : 16th June 2010

Self-financing Course

- B.Com. I Yr : 21st June 2010
- BBA 1st Sem. : 22nd June 2010
- BCA 1st Sem. : 22nd June 2010
- ❑ Time of Admission : 10.30 A.M.
- ❑ Routine : 26th July 2010
- ❑ Date of commencement of classes : 2nd August 2010

Note :

Attendance in the classroom and college internal and test examinations are not mandatory for the readmitted students. However, students interested in attending regular classes and expressing willingness to appear in the internal and test examinations must seek formal permission through an application addressed to the Head of the Institution.



2nd K. C. Das Commerce College National Teacher Award
conferred on
Professor Emeritus, Dr. Bhumidhar Choudhury on 5th September 2009.



K. C. Das Commerce College

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