

ACADEMIC CALENDAR & STUDENTS' RULE BOOK (2017 - 2018)



K.C. Das Commerce College
Chatribari, Guwahati -781008

Name

Class

Roll No

PART - I
ACADEMIC CALENDAR
(2017 - 2018)

ACADEMIE GALLICA

1871

JUNE - 2017

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

DATE & WEEK DAYS	WORKING DAYS	TEACHING DAYS	HOLIDAYS & SUNDAYS
June 1, Thursday to June 3, Saturday	3	3	-
June 4, Sunday	-	-	1
June 5 Mon to June 10, Saturday	6	6	-
June 11 Sunday	-	-	1
June 12 Mon to June 17, Saturday	6	6	-
June 18, Sunday	-	-	1
June 19 Mon to June 24, Saturday	6	6	-
June 25, Sunday	-	-	1
June 26 Mon to June 27, Tuesday (Id-UI-Fitre)	-	-	2
June 28 Wed to June 30, Friday	3	3	-
TOTAL	24	24	6

- JUNE 15, TUESDAY - HS 1st year Admission
- JUNE 17, SATURDAY - B.Com 1st Sem. Admission
- JUNE 23, FRIDAY - BBA & BCA Admission

JULY - 2017

S	M	T	W	T	F	S
30	31					1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29

DATE & WEEK DAYS	WORKING DAYS	TEACHING DAYS	HOLIDAYS & SUNDAYS
July 1, Saturday to July 31 Monday (Summer Break)	-	-	31

- JULY 25, TUESDAY – M.Com Admission
- The College office and library will remain open during the said period.

AUGUST - 2017

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

DATE & WEEK DAYS	WORKING DAYS	TEACHING DAYS	HOLIDAYS & SUNDAYS
August 1, Tuesday to August 5, Saturday	5	5	-
August 6, Sunday	-	-	1
August 7, Monday to August 12, Saturday	6	6	-
August 13, Sunday	-	-	1
August 14, Monday	1	1	-
August 15, Tuesday (Independence Day)	-	-	1
August 16, Wednesday to August 19, Saturday	4	4	-
August 20, Sunday	-	-	1
August 21, Monday to August 22, Tuesday	2	2	-
August 23, Wednesday (Tithi of Srimanta Sankardev)	-	-	1
August 24, Thursday to August 26, Saturday	3	3	-
August 27, Sunday	-	-	1
August 28, Monday to August 31, Thursday	4	4	-
TOTAL	25	25	6

- AUGUST 1, TUESDAY - Teaching Staff Meeting at 1:00 P.M.
- AUGUST 1, TUESDAY - Commencement of M.Com Classes
- AUGUST 19, SATURDAY - Fresher's Day Celebration.

SEPTEMBER - 2017

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

DATE & WEEK DAYS	WORKING DAYS	TEACHING DAYS	HOLIDAYS & SUNDAYS
September 1, Friday to September 2, Saturday	2	2	-
September 3, Sunday	-	-	1
September 4, Monday to September 9, Saturday	6	6	-
September 10, Sunday (Tithi of Sri Sri Madhab Dev)	-	-	1
September 11, Monday to September 12 Tuesday	2	2	-
September 13, Wednesday (Janmastomi)	-	-	1
September 14, Thursday to September 16, Saturday	3	3	-
September 17, Sunday	-	-	1
September 18, Monday to September 23, Saturday	6	6	-
September 24, Sunday	-	-	1
September 25, Mon & Sept 26, Tues (Id-ul-zuha), September 26, Tues to Sept 30, Sat (Durga Puja), September 30, Sat (Janmotsav) of Srimanta Sankardev)	-	-	6
TOTAL	19	19	11

- **SEPTEMBER 5, TUESDAY** - Teacher's Day
Award Giving Function - KCDCC National Teacher Award & KCDCC National Achiever Award.

- SEPTEMBER 9, SATURDAY
 - SEPTEMBER 9, SATURDAY
 - SEPTEMBER 12, TUESDAY
 - SEPTEMBER 20TH, THURSDAY,
21ST FRIDAY & 22ND SATURDAY
 - SEPTEMBER 30, SATURDAY
- Election of Student's Union Body
 - Last date of submission of question papers of sessional Exam of B.Com. I, III, V Sem
 - Oath Taking of Student's Body at 2 P.M.
 - Sessional Exam of B.Com.- I, III V Sem.
 - IQAC / Teaching Staff Meeting.

OCTOBER - 2017

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

DATE & WEEK DAYS	WORKING DAYS	TEACHING DAYS	HOLIDAYS & SUNDAYS
October 1, Sunday, October 2, to October 5, (Durga Puja & Lakshmi Puja), October 2, (Birth Day of Mahatma Gandhi)	-	-	5
October 6, Friday to October 7, Saturday	2	2	-
October 8, Sunday	-	-	1
October 9, Monday to October 14, Saturday	6	6	-
October 15, Sunday	-	-	1
October 16, Monday & October 17 Tuesday	2	2	-
October 18, Wednesday to October 20, Friday (Kati Bihu, Kali Puja & Diwali)	-	-	3
October 21, Saturday	1	1	-
October 22, Sunday	-	-	1
October 23, Monday to October 28, Saturday	6	6	-
October 29, Sunday	-	-	1
October 30, Monday & October 31, Tuesday	2	2	-
TOTAL	19	19	12

- **OCTOBER 7, SATURDAY** – **Submission of Answer Scripts of B.Com. 1st Sessional Exam of I, III and V Semester**
- **OCTOBER 10, TUESDAY** – **Submission of Question Paper of Test Exam of HS 1st & 2nd Year**
- **OCTOBER 23, MONDAY TO NOVEMBER 3, FRIDAY** – **Test Exam of HS 1st Year and HS 2nd Year**
- **OCTOBER 31, TUESDAY** – **IQAC / Teaching Staff Meeting.**

NOVEMBER - 2017

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

DATE & WEEK DAYS	WORKING DAYS	TEACHING DAYS	HOLIDAYS & SUNDAYS
November 1, Wednesday to November 3, Friday	3	3	-
November 4, Saturday (Guru Nanak's Birthday)	-	-	1
November 5, Sunday	-	-	1
November 6, Monday to November 11, Saturday	6	6	-
November 12, Sunday	-	-	1
November 13, Monday to November 18, Saturday	6	6	-
November 19, Sunday	-	-	1
November 20, Monday to November 23, Thursday	4	4	-
November 24, Friday (Lachit Divas)	-	-	1
November 25, Saturday	1	1	-
November 26, Sunday	-	-	1
November 27, Monday to November 30, Thursday	4	4	-
TOTAL	24	24	1

- **NOVEMBER 6, MONDAY** – **Inter College Music Competition**
- **NOVEMBER 7, TUESDAY** – **College Foundation Day Celebration.**
- **NOVEMBER 25, SATURDAY** – **Submission of Ans. Scripts of HS 1st & 2nd Year.**
- **NOVEMBER 30, THURSDAY** – **IQAC / Teaching Staff Meeting.**

DECEMBER - 2017

S	M	T	W	T	F	S
31					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

DATE & WEEK DAYS	WORKING DAYS	TEACHING DAYS	HOLIDAYS & SUNDAYS
December 1, Friday	1	1	-
December 2, Saturday (Asom Divas) Sukafa Divas	-	-	1
December 3, Sunday	-	-	1
December 4, Monday to December 9, Saturday	6	6	-
December 10, Sunday	-	-	1
December 11, Monday to December 16, Saturday	6	6	-
December 17, Sunday	-	-	1
December 18, Monday to December 23, Saturday	6	6	-
December 24, Sunday	-	-	1
Monday 25 (Christmas Day)	-	-	1
December 26, Tuesday to December 30 Saturday	5	5	-
December 31, Sunday	-	-	1
TOTAL	24	24	1

- DECEMBER 30, SATURDAY - IQAC / Teaching Staff Meeting.

JANUARY - 2018

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

DATE & WEEK DAYS	WORKING DAYS	TEACHING DAYS	HOLIDAYS & SUNDAYS
January 1, Monday to January 12, Friday (Winter Break)	-	-	12
January 13, Saturday	1	1	-
January 14, Sunday & Jan 15 Monday (Magh Bihu)	-	-	2
January 16, Tuesday to January 20, Saturday	5	5	-
January 21, Sunday	-	-	1
January 22, Monday (Saraswati Puja)	-	-	1
January 23, Tuesday to January, 25 Thursday	3	3	-
January, 26, Friday (Republic Day)	-	-	1
January 27, Saturday	1	1	-
January, 28 Sunday	-	-	1
January 29 Monday to January 31, Wednesday	3	3	-
TOTAL	13	13	18

- JANUARY 29, MONDAY TO FEBRUARY, 3 SATURDAY – Youth Festival

FEBRUARY - 2018

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28			

DATE & WEEK DAYS	WORKING DAYS	TEACHING DAYS	HOLIDAYS & SUNDAYS
February 1, Thursday to February 3, Saturday	3	3	-
February 4, Sunday	-	-	1
February 5, Monday to February, 10 Saturday	6	6	-
February 11, Sunday	-	-	1
February 12, Monday	1	1	-
February 13, Tuesday (Shivaratri)	-	-	1
February 14, Wednesday to February, 17 Saturday	4	4	-
February 18, Sunday	-	-	1
February 19, Monday to February, 24 Saturday	6	6	-
February 25, Sunday	-	-	1
February 26, Monday to February, 28 Wednesday	3	3	-
TOTAL	23	23	5

- **FEBRUARY 5, MONDAY** – Last date of Question Paper Submission – 1st Sessional Exam - B.Com II, IV, & VI Semester
- **MID WEEK OF FEBRUARY** – 1st Sessional Exam - B.Com II, IV & VI Semester (20 marks.)

MARCH-2018

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

DATE & WEEK DAYS	WORKING DAYS	TEACHING DAYS	HOLIDAYS & SUNDAYS
March 1, Thursday & March 2, Friday (Dol Jatra)	-	-	2
March 3, Saturday	1	1	-
March 4, Sunday	-	-	1
March 5, Monday to March 10, Saturday	6	6	-
March 11, Sunday	-	-	1
March 12, Monday to March 17, Saturday	6	6	-
March 18, Sunday	-	-	1
March 19, Monday to March 24, Saturday	6	6	-
March 25, Sunday	-	-	1
March 26, Monday to March 29, Thursday	4	4	-
March 30, Friday (Good Friday)	-	-	1
March 31, Saturday	1	1	-
TOTAL	24	24	7

- MARCH 6, TUESDAY : Last date of submission of Answer Scripts and Marksheet for 1st Sessional Exam - B.Com. II, IV & VI Semester.
- MARCH 31, SATURDAY : IQAC / Teaching Staff Meeting.

APRIL-2018

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

DATE & WEEK DAYS	WORKING DAYS	TEACHING DAYS	HOLIDAYS & SUNDAYS
April 1, Sunday	-	-	1
April 2, Monday to April 7, Saturday	6	6	-
April 8, Sunday	-	-	1
April 9, Monday to April 12, Thursday	4	4	-
April 13, Friday & April 14, Saturday (Bohag Bihu)	-	-	2
April 15, Sunday	-	-	1
April 16, Monday to April 21, Saturday	6	6	-
April 22, Sunday	-	-	1
April 23, Monday to April 28, Saturday	6	6	-
April 29, Sunday	-	-	1
April 30, Monday	1	1	-
TOTAL	23	23	7

- APRIL 30, MONDAY – IQAC / Teaching Staff Meeting

MAY-2018

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

DATE & WEEK DAYS	WORKING DAYS	TEACHING DAYS	HOLIDAYS & SUNDAYS
May 1, Tuesday (May Day)	-	-	1
May 2, Wednesday to May 5, Saturday	4	4	-
May 6, Sunday	-	-	1
May 7, Monday to May 12, Saturday	6	6	-
May 13, Sunday	-	-	1
May 14, Monday to May 19, Saturday	6	6	-
May 20, Sunday	-	-	1
May 21, Monday to May 26, Saturday	6	6	-
May 27, Sunday	-	-	1
May 28, Monday	1	1	-
May 29, Tuesday (Budha Purnima)	-	-	1
May 30, Wednesday to May 31, Thursday	2	2	-
TOTAL	25	25	6

- MAY 31, THURSDAY – IQAC / Teaching Staff Meeting

NOTE • All examination dates are subject to change as per notification by the college Authority/AHSEC/ Gauhati University.
 • Date pertaining to the various activities / occasions are also subject to change as per notification by the college authority.



PART - II
STUDENTS' RULE BOOK

STANDARD RULE BOOK

RULES AND REGULATIONS OF THE COLLEGE

CLASS ATTENDANCE OF STUDENTS

- It is obligatory on part of every student to attend a minimum of 75% of the total classes held in each subject in an academic session.
- Class attendance of the students will be checked from time to time. Any student who fails to obtain the minimum of 75% attendance will be declared discollegiate and shall have to forfeit his or her seat.

COLLEGE RULES AND DISCIPLINE

- Students are expected to maintain a high standard of discipline both within and outside the college premises.
- College uniform is compulsory for students during teaching and Examinations days and on all important occasions like Freshers' Day, Youth Festival, Foundation Day etc.
- Jackets, Jeans or T-shirts are not a part of the dress code.
- Students must carry their Identity Card to the college regularly.
- Use of mobile phones inside the college campus is strictly prohibited.
- Students must take proper care of the college property. Strict action will be taken against those caught damaging 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.

INTERNAL EXAMINATION

- There will be compulsory Tests / Sessional Examination for all classes.
- Students are required to secure at least 30% aggregate marks in the Unit Test/Sessional Examination in order to qualify for the Final Examination. Admit cards will not be issued to those who fail to obtain the desired percentage of marks.

DRESS CODE

HS, B.COM., BBA & BCA Students–

- White shirt and navy blue long trousers for boys.
- White salwar, navy blue and white checked kameez and dupatta for girls.
- Maroon coloured blazer or cardigan during winter for both boys and girls.

M.COM. Students–

- Grey trousers, blue and white striped shirt and grey blazer during winter for boys.
- Blue and white striped kurta with white salwar and white dupatta and grey blazer during winter for girls.

IMPORTANT

Parents / Guardians are requested to direct their wards to strictly abide by the rules and regulations of the college.



