PROSPECTUS 2016-17

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HS, B.Com., M.Com., BBA, BCA, PGDCA

K. C. Das Commerce College

Vision

We want to become one of the best commerce colleges of the country with the aim to impart value-creating education so as 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

From the Principal's Desk ────────────────

With a turn of the season, the colleges have started their preparations to welcome fresh potentials to their campus with the expectation to turn them into well groomed individuals. We also from a part of this group.

This message goes out to you with the knowledge that you have achieved something remarkable as a student and you are prepared to gain something new. I assure you this college will act as the facilitator to help you grow as outstanding individuals, of course with your co-operation. We are confident that you will get an excellent environment in the college to nurture your personality to its full extent. However, I would caution you to be ever careful of the path you choose for yourself.

Education, these days connot be confined to text curriculum only. In K. C. Das Commerce College, it has always been an endeavour to give students newer experiences in life. Today, the college aspires to be a centre of excellence front, co-curricular activities, outreach initiatives and civic engagements. We aim to inculcate the ideas in the students mind that "to take on tomorrow, you have to be better today."

I therefore invite you to explore the possibilities the college has to offer and hope to walk hand in hand on this remarkable journey of fulfilling your ambitions along with making this college one of the best colleges in commerce education.

With best wishes
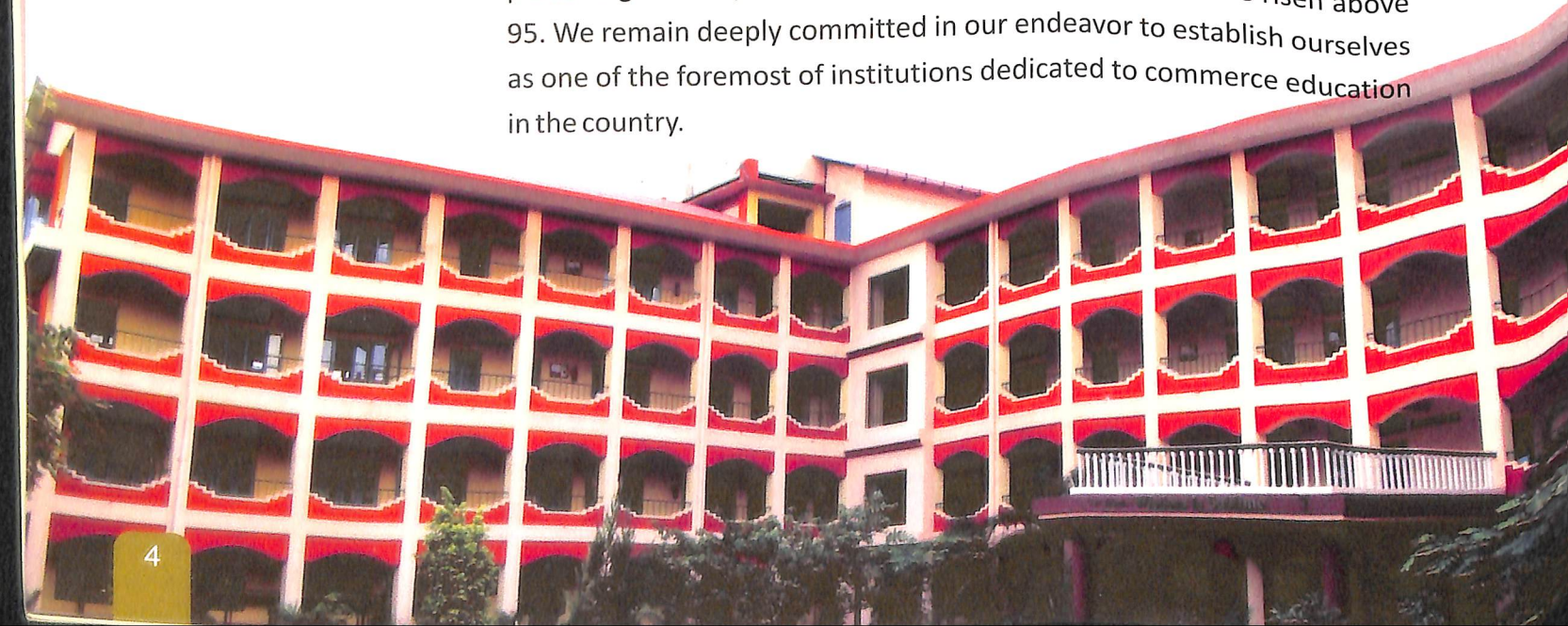
Dr. Ghanashyam Nath

Principal

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About Us

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

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.

Presently, the college has thirteen departments and imparts learning to approximately twenty eight hundred students with an efficient and dedicated teaching staff. It has an excellent ambience and an efficient administration. The internal quality assurance cell (IQAC) of college was established on 16th June 2003. On October 17, 2006, the college was assessed by the National Assessment and Accreditation Council (NAAC) and was accredited B+ grade.

Our institution has traversed quite a distance and amidst ups and downs, developed over the years. The performance of our students at the Higher Secondary and Degree level has shown remarkable improvement. Since 2008, our students have occupied top positions every year. The pass percentage usually stands above 90 and on occasions have risen above 95. We remain deeply committed in our endeavor to establish ourselves as one of the foremost of institutions dedicated to commerce education in the country.

Roll of Honors

Higher Secondary

2008	Ms. Sunaina Jain	4th Position
	Ms. Monti Agarwal	5th Position
	Ms. Jayshree Sharma	State Highest in Banking
2009	Ms. Venisha Jain	9th Position
	Ms. Pooja Jain	10th Position & State Highest in Banking
2010	Ms. Payal Chakraborty	9th Position
	Mr. Nikunj Agarwal	State Highest in Banking
2011	Ms. Nikita More	2nd Position
	Mr. Ritesh Rajgariah	10th Position
2012	Ms. Vinita Singhi	4th Position
2013	Ms. Pratibha Kabra	3rd Position
	Mr. Somnath Chaterjee	10th Position
2014	Ms. Sweta Agarwal	8th Position
	Mr. Kushal Rajgariah	10th Position
	Ms. Reshma Jain	10th Position
2015	Ms. Sweta Agarwal	1st Position
	Mr. Ankit Kedia	2nd Position (State Highest Marks in Business Studies)
	Mr. Ankit Patowari	3rd Position
	Ms. Shreya Agarwal	6th Position
	Mr. Abhishek Das	7th Position (State Highest Marks in Business Studies)
	Ms. Vandana Jain	9th Position
	Ms. Ishika Agarwal	10th Position
	Mr. Mridul Nath	State Highest in Bengali

Bachelor of Commerce

2008	Ms. Gunjan Harlalka	First Class First in Management
2012	Mr. Rajesh Thakur	First Class First in Management
	Ms. Priyanka Jain	First Class Fifth in Accountancy
	Ms. Upama Kalita	First Class Fourth in Finance
2013	Ms. Payal Chakraborty	First Class Third in Management
	Ms. Gulshan Khatun	First Class Fourth in Finance
	Ms. Priyanka Mandal	First Class Fifth in Finance

Bachelor in Business Administration

2014	Mr. Arnab Banerjee	First Class First Position
2014	Farhana Naz	9th Position
2015	Farhat Parbin	First Class 5th Position
2015	Anirban Chakraborty	First Class 7th Position

Master's of Commerce

2013	Sonali Mahanta	10th Position

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Courses of Study _____

> **Higher Secondary (Commerce)**

Duration: Two Years

> **Bachelor in Commerce or B.Com. (Semester System)**

No. of Semesters: 06 (Two Semesters per year)

Duration: Three Years

> **Master in Commerce or M.Com. (Semester System)**

Nature of Course: Self-financing

No. of Semesters: 04 (Two Semesters per year)

Duration: Two Years

> **Post Graduate Diploma in Computer Application (PGDCA)**

(Semester System)

Nature of Course : Self-financing

No. of Semesters : 02

Duration : One Year

> **Bachelor in Business Administration or BBA (Semester System)**

Nature of Course: Self-financing

No. of Semesters: 06 (Two Semesters per year)

Duration: Three Years

> **Bachelor in Computer Application or BCA (Semester System)**

Nature of Course: Self-financing

No. of Semester : 06 (Two Semester per year)

Duration : Three Years

> **Bachelor in Commerce under Institute of Distance and Open Learning (IDOL), Gauhati University**

Nature of Course: Self-financing

No. of Semesters: 06 (Two Semesters per year)

Duration: Three Years

Admissions

Procedure

➤ Admission into the college is made strictly in order of merit and is governed by the college admission rules.

➤ No application form will be accepted after the last date as notified and all incomplete application forms will stand automatically rejected.

➤ 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%
Freedom Fighter	2%
Extra Curricular Activities	2%

As per Govt. O.M. No. AHE 250/2014/1, dated 05.06.2014 a maximum 5% of the seats may be earmarked as per break up given below :

a) 2% for sports persons of sports recognized by IOA/SAI and also have represented District/State etc.

b) 1% for wards of employees of the college

c) 1% for NCC/Scouts/Guides

d) 1% for the students with achievements in cultural activities.

These above mentioned seats are to be setteled on the basis of merit list of students concerned in each category.

How to apply?

➤ Application for admission should be made in the prescribed application form issued by the college office on payment of Rs.300/-.

INTAKE CAPACITY AND ELIGIBILITY CRITERIA

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. 1ˢᵗ Semester

Total No. of Seats: 600

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

M.Com. 1ˢᵗ Semester

Total No. of Seats: 60

> ➤ A student who has passed the B.Com. Examination (three year course) of the Gauhati University with Major or any other University is eligible for admission into M.Com. 1ˢᵗ Semester class.

> ➤ M.Com. 1ˢᵗ Semester admission will take place immediately after the declaration of B.Com. Six semester result.

> ➤ Classes will start as per notification to be issued by the college authority.

Bachelor in Business Administration (BBA)

Total No. of Seats: 60

> ➤ A student who has passed the Higher Secondary Examination in Arts, Science or Commerce of the Assam Higher secondary Education Council (AHSEC) or any Board or Council recognized by Gauhati University.

> ➤ A student who has passed the three year Diploma Course in Engineering recognized by Gauhati University and having obtained at least 50% marks.

Bachelor in Computer Applicaton (BCA)

Total No. of Seats: 25

> ➤ A student who has passed the Higher Secondary Examination in Arts, Science or Commerce

Post Graduate Diploma in Computer Application (PGDCA)

Total No. of Seats: 40

> ➤ A student who has passed the Degree Examination from any recognised University.

Bachelor in Commerce (General Course) under Institute of Distance and Open Learning (IDOL), GU

B.Com. General courses The syllabus and the curriculum are similar to the regular courses of Gauhati University. Permission to hold classes is likely to be obtained in the current academic session.

For further details contact –

**Co-ordinator, IDOL Unit,
K.C. Das Commerce College**

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.300/- to AHSEC to obtain Eligibility Certificate.

> ➤ For admission to the B.Com. Course, students from other Boards outside Assam must pay a fee of Rs.7510/- to Gauhati University to obtain Eligibility Certificate.

(Fees payable for the same is subject to change from time to time.)

Fees Structure for the Session 2016- 2017

Session Fees	Amount (Rs.)
1. College Enrollment fees	1200.00
2. College Examination fees	600.00
3. Library fees	200.00
4. College Magazine fees	150.00
5. Students' Union fees	300.00
6. Students' Welfare fund	150.00
7. Electricity	600.00
8. Development fees	1500.00
9. Faculty Development fees	2000.00
10. Students' Counselling / Yoga / Meditation	100.00
11. Internet / V-SAT / Computer Maintenance	150.00
12. National Service Scheme	150.00
TOTAL	**7100.00**

Fees Payable for Admission into HS I Year

	SEBA		Other Board	
	Boys	**Girls**	**Boys**	**Girls**
I. Session fees	7100.00	7100.00	7100.00	7100.00
II. Tuition fees	600.00	--	600.00	--
III. Registration fees	75.00	75.00	75.00	75.00
IV. Identity Card	100.00	100.00	100.00	100.00
V. Eligibility Certificate	--	--	300.00	300.00
VI. Council Enrollment fees	25.00	25.00	25.00	25.00
TOTAL (Rs.)	**7900.00**	**7300.00**	**8200.00**	**7600.00**

Fees Payable by A.H.S.E.C. and other Boards Students (within Assam) for Admission into B.Com. I Semester

	Without Major	With Major
I. Session fees	7100.00	7100.00
II. Tuition fees	720.00	840.00
III. Registration fees (including form charge)	380.00	380.00
IV. University Enrollment fees	200.00	200.00
V. Identity Card	100.00	100.00
TOTAL (Rs.)	**8500.00**	**8620.00**

Fees Payable by Other Board Students (Outside Assam) for Admission into B.Com. I Semester

	Without Major	With Major
I. Session fees	7100.00	7100.00
II. Tuition fees	720.00	840.00
III. Registration fees	380.00	380.00
IV. Eligibility Certificate	7510.00	7510.00
V. University Enrollment Fees	200.00	200.00
VI. Identity Card	100.00	100.00
TOTAL (Rs.)	**16010.00**	**16130.00**

Fees Payable for Admission into
B.Com. III & V Semesters

	Without Major	With Major
I. Session fees	7100.00	7100.00
II. Tuition fees	720.00	840.00
III. University Enrollment fees	200.00	200.00
IV. Identity Card	100.00	100.00
TOTAL (Rs.)	**8120.00**	**8240.00**

Fees Payable for Admission
into M.Com. I Semester
by Students of Gauhati University

I. Session fees	7100.00
II. P.G. Establishment fees	1000.00
III. Identity Card	200.00
IV. Enrollment fees	200.00
TOTAL (Rs.)	**8500.00**

Fees Payable for Admission into M.Com. I Semester by Students from other than Gauhati University

	From Assam	Outside Assam
I. Session fees	7100.00	7100.00
II. P.G. Establishment fees	1000.00	1000.00
III. Identity Card	200.00	200.00
IV. Enrollment fees	200.00	200.00
V. Registration fees	380.00	380.00
(including form charge)		
VI. Eligibility Certificate	–	7510.00
TOTAL (Rs.)	**8880.00**	**16390.00**

Note: For Second and subsequent Semesters, M.Com students have to pay the session fees only.

Fees Payable for Admission into BBA/BCA Annually

i. AHSEC and other Boards (within Assam)	32,100.00
ii. Outside Assam (Other Board)	39,610.00

(The course curriculum for BBA is the one prescribed by Gauhati University.)

Fees payable for admission into PGDCA (Half Yearly) Rs. 8000.00

Other Fees

➤ Casual Admission Fees for unsuccessful students is Rs. 1200/-

➤ Fees for issue of Duplicate Identity card is Rs. 100/-

Course Content

HIGHER SECONDARY (1+1)

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

- Economics

Optional elective subject (any one of the following)

- Banking/Computer Science and Application/Commercial Mathematics and Statistics/Mathematics

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

- Assamese

- Bengali

- Hindi

BACHELOR IN COMMERCE (B.Com)

SEMESTER I

General Papers

101 – Business Mathematics (BMT) / Fundamentals of Insurance (FIN)

(Business Mathematics is compulsory for Major)

Core Papers

102 – Financial Accounting – I (FAC-I)

103 – Business Organisation & Entrepreneurship Development (BED)

104 – Indian Financial System (IFS)

Specialised Papers

105 – Cost Accounting (CAC)

105 – Human Resource Management (HRM)

105 – Rural and Micro Finance (RMF)

SEMESTER II

General Papers

201 – Communicative & Functional English I(CFE) / Functional MIL I

Core Papers

202 – Financial Accounting – II (FAC-II)

203 – Principles of Management (PMG)

204 – Business Statistics (BST)

Specialised Papers

205 – Management Accounting (MAC)

205 – Human Resource Planning & Development (HPD)

205 – Micro Credit Institutions (MCI)

SEMESTER III

General Papers

301 – Environmental Studies (ENS)

302 - Communicative & Functional English II (CFE)/ Functional MIL II

Core Papers

303 – Corporate Accounting (CRA)

304 – Direct Taxes (DIT)

305 – Corporate Law (CRL)

Specialised Papers

306 – Advanced Corporate Accounting (ACA)

306 – Industrial Relations & Labour Laws (IRL)

306 – Financial Institutions & Markets (FIM)

SEMESTER IV

General Paper

401 – Business Economics (BEC)

Core Papers

402 – Auditing & Assurance (ADA)

403 – Indirect Taxes (IDT)

404 – Financial Services (FIS)

Specialised Papers

405 – Advanced Financial Accounting (AFA)

405 – Cost & Management Accounting (CMA)

405 – International Banking (ILB)

SEMESTER V

General Paper

501 – Business Environment (BEN)

Core Papers

502 – Marketing Management (MMN)

503 – Financial Management (FMN)

504 – Regulatory Framework of Business - I (RFB-I)

Specialised Papers

505 – Financial Statement Analysis (FSA)

505 – Customer Relations & Retail Trade Management (CRM)

505 – International Trade (ILT)

SEMESTER VI

General Paper

601 – Information Technology in Business (ITB)

Core Papers

602 – Marketing of Service (MOS)

603 – Modern Banking Practices (MBP)

604 – Regulatory Framework of Business - II (RFB-II)

Specialised Paper

605 – Project Report (Common for all Major Students)

(Topics – Commerce, Economics, Business, Industry or Service Sector.)

MASTER IN COMMERCE (M.Com.)

SEMESTER I

Common to all

1.1   Business Policy Analysis (BPA)

1.2   Financial Reporting & Analysis (FRA)

1.3   Marketing Policy Analysis (MPA)

1.4   Business Statistics (BST)

1.5   Financial Markets & Institutions (FMI)

SEMESTER II

Common to all

2.6   Economic Legislations (EL)

2.7   Organisational Behaviour (OB)

2.8   Operations Research & Computer in Business (ORCB)

2.9 A: Advanced Financial Management (AFM)

OR

2.9 B: Strategic Human Resource Management (SHRM)

2.10 A Security Analysis and Portfolio Management (SAPM)

OR

2.10 B Marketing Research & Consumer Behaviour (MRCB)

SEMESTER III

Common to all

3.11   Research Methodology (RM)

3.12   Project Management (PM)

3.13A: International Financial Management (IFM)

OR

3.13B: Industrial Relations and Labour Laws (IRLL)

3.14A: Advanced Cost and Management Accounting (ACMA)

OR

3.14B: International Marketing (IM)

Dissertation - 100 marks = 6 credits

(Compulsory for all)

SEMESTER IV

4.16   Strategic Management (SM)

4.17   Entrepreneurship Management (EM)

4.18   Tax Planning (TP)

4.19   Management of Financial Services (MFS)

4.20   Strategic Service Marketing (SSM)

4.21   Micro Finance (MF)

4.22   International Business (IB)

Students may opt for any five papers

BACHELOR IN BUSINESS ADMINISTRATION (BBA)

SEMESTER I

1. Effective English and Business Communication

2. Business Economics

3. Business Mathematics

4. Principles of Management

5. Computer Fundamentals

SEMESTER II

1. Personality and Personal Skill Development

2. Indian Economics Scenario

3. Business Statistics

4. Financial Accounting

5. Computer Applications

SEMESTER III

1. Organizational Behaviour

2. Marketing Management

3. Cost and Management Accounting

4. Production and Operations Management

5. Office Organization and management

SEMESTER IV

1. Human Resource Management

2. Marketing Research

3. Financial Management

4. Management of Services

5. Business Laws

SEMESTER V

1. Summer Project

2. Industrial Relations

3. Advertising and Sales Promotion

4. Working Capital Management

5. Consumer Behaviour and Retailing

SEMESTER VI

1. Sales and Distribution Management

2. Taxation Laws

3. Rural Marketing

4. Export Marketing

5. Entrepreneurship and Small Business Management

BACHELOR IN COMPUTER APPLICATION (BCA)

SEMESTER I

1.1. Computer Fundamental & ICT Hardware

1.2. Communicative English.

1.3. Introduction to C Programming

1.4. Mathematics – I

1.5. Laboratory (1.1, 1.3)

SEMESTER II

2.1. Data Structure and Algorithm

2.2. Computer Based Accounting and Financial Management.

2.3. Digital Logic Fundamentals

2.4. Mathematics - II

2.5. Laboratory (2.1, 2.2)

2.6. Environmental Studies

SEMESTER III

3.1. Software Engineering

3.2. Computer Organization and Architecture.

3.3. Database Management System.

3.4. Object Oriented Programming in C++

3.5. Laboratory (3.4, 3.3)

SEMESTER IV

4.1. Operating Systems

4.2. Web Technology

4.3. Java Programming

4.4. Minor Project

4.5. Laboratory (4.1, 4.2, 4.3)

SEMESTER V

5.1. System Administration using Linux

5.2. Computer Networks

5.3. Open Source Software

5.4. Elective

5.5. Laboratory (5.1, 5.3)

ELECTIVE 5.4

(A) Microprocessor and Assembly Language Programming

(B) Automate Theory and Language

(C) Computer Oriented Numerical Methods and Statistical Techniques

(D) Animation

SEMESTER VI

6.1. Elective – 6.1

6.2. Elective – 6.2

6.3. Project Work

ELECTIVE 6.1

A. Programming in C#

B. Data Mining & Warehousing

C. Optimization Techniques

D. Object Oriented Analysis and Design

ELECTIVE 6.2

A. Mobile Application

B. Cyber Law

C. Distributed Systems

POST GRADUATE DIPLOMA IN COMPUTER APPLICATION (PGDCA)

SEMESTER I

1.1   ICT Hardware

1.2   Programming in C

1.3   Overview of Operating System

1.4   Introduction to Office Automation

1.5   Database Management System

SEMESTER II

2.1   Data Structure through C language

2.2   Internet and Web Technology

2.3   Elective Papers (any one)

a.   GUI Application Programming

b.   Computer Oriented Numerial Methods

c.   Computer Graphics

d.   Object Oriented Programming with C++

2.4   Project

Infrastructure

Library

The college library is spacious with a reading room which has a seating capacity for about 150 readers. It has a collection of over twenty 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 SOUL 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 9.00 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 has 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

The college has an educational area comprising of twenty-five classrooms which are generally equipped with microphone facility, smart boards, ceiling-mounted LCD projectors, roll-down screens and green boards.

Scholarships, Awards and Incentives

SCHOLARSHIPS

- ➤ National Scholarship (All India basis)
- ➤ State Merit Scholarship
- ➤ SC/ST Scholarship
- ➤ OBC/MOBC/Ex-Tea Garden Labour Scholarship
- ➤ Minority 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. On application to the Principal, an amount not exceeding the annual tuition fees is granted to the needy students, whose father's / guardian's annual income does not exceed

Rs. 3600/- (Rupees three thousand and six hundred only). 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.

POOR STUDENTS' AID FUND

A Poor Students' Aid Fund has been created to render financial assistance to those who are not monetarily sound. The fund is made out of the contributions of the faculty members, the office staff and other well wishers of the college. Only those students with genuine documents can avail aid from the same.

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.

Day Care Centre

The Day Care Centre of the college renders free service for the children of Teaching and Non teaching staff of the college between 10A.M. to 4 P.M.

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.

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.
- National Service Scheme
- K.C.D.C.C. Women's Cell.
- Red Ribbon Club, Assam Aids Control Society.
- 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.
- Publication of Newsletter by Dept. of BBA and BCA.
- Wall magazine by Dept. of M.Com.
- All Assam Inter-College and Inter-University Music Competition, an annual activity.
- College Foundation Day Lecture, an annual event.
- Information and Career Guidance.

The K.C. Das Commerce College Womens' Cell, established on 19th November, 2005 was formally inaugurated on 7th February, 2006. The Cell usually consists of the female members from the Teaching and Non-teaching staff and the student fraternity of the college. A fee of Rs. 50/- is to be paid by every girl student at the time of admission. The amount thus collected will be deposited in a bank account.

Faculty Members and Staff _____

Principal : Dr. Ghanashyam Nath, M.Com., LLB.

Vice Principal : Dr. Radhey Shyam Tiwari, M.A.

Department of Accountancy

- Dr. Bijoy Kalita (HOD), M.Com.
- Dr. Prabhat Ch. Kakati, M.Com.
- Dr. Bipul Ch. Kalita, M.Com., M.Phil.
- Md. Safiqul Haque, M.Com.
- Mr. Manoj Kr. Kedia, M.Com.
- Mr. Bikash Kr. Jain, M.Com., B.Ed.
- Mr. Dhrubajyoti Sarma, M.Com.
- Ms. Rimjim Bora, M.Com., PGDB, PGDCA

Department of Management

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

Department of Finance

- Dr. Naba Kr. Goswami (HOD), M.Com.
- Dr. Runumoni Lahkar Das, M.Com., M.Phil., B.Ed., LL.B.
- Dr. Murali Krishna Sarma, M.Com.

- Ms. Pallavi Kakati, M.Com., M.Phil.

- Dr. Dhani Kanta Kalita, M.Com., M.Phil.

- Dr. Satyajit Sarmah, M.Com., M.Phil.

- Mr. Rohit Bhattacharjee, M.Com., M.Phil.

- Ms. Rituparna Baruah, M. Com

Department of Economics

- Dr. Jayoshree Dam Paul Choudhury (HOD), M.A., LL.B.

- Dr. Upasana Chakravarty, M.A., M.Phil.

- Dr. Ananta Pegu

- Md. Deluwar Hoque, M.A.

Department of Mathematics and Statistics

- Dr. Runjun Phookun (HOD), M.Sc.

- Ms. Jayashree Pathak, M.Sc., B.Ed.

- Mr. Santanu Kr. Borah, M.Sc., PGDCA.

- Dr. Chandana Goswami, M.Sc., M.Phil

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. Sankarjyoti Chaudhury, M.A.

Department of Assamese

- Dr. Dipak Barman (HOD), M.A.

- Dr. Swapna Smriti Mahanta, M.A.

Department of Hindi

- Dr. Radhey Shyam Tiwari (HOD), M.A. (Vice Principal)

- Ms. Purnima Singh, M.A., B.Ed.

Department of Bengali

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

Department of Information Technology

- Mr. Jitumoni Borah (HOD), MCA., M.A. (Eco.), M.Phil.
- Mr. Hirajyoti Sarma, M.Sc. (IT)
- Mr. Apurba Haloi, M.Sc. (IT), PGDCA (Double)

Department of BBA

- Dr. Bijoy Kalita (Co-ordinator)
- Mr. Jayanta Kr. Das, M.Sc. (Double), PGDCA
- Ms. Rashmi Tiwari, MBA (Finance)
- Ms. Kannaki Choudhury, MBA (Finance & MRKT)
- Ms. Marami Moni Choudhury, MBA (HRM & MRKT)

Department of BCA

- Dr. Bijoy Kalita (Co-ordinator)
- Mr. Tabiruddin Ahmed, M.Sc. (Computer Sc.)
- Ms. Jurimoni Kalita, M.Sc. (Computer Sc.)
- Mr. Tony Bayan, M.Sc. (IT)
- Ms. Sudipta Karmakar, M.A., (English)

Department of M.Com.

- Dr. Runjun Phookun (Co-ordinator)
- Ms. Chandra Prabha Bohra, M.Com. (Gold Medalist), PGDBFM
- Ms. Saptadweepa Shandilya, M. Com.
- Ms. Kabita Kalita, M.Com
- Mr. Partha Pratim Bora, M.Com

Library Staff

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

  (Librarian)

- Ms. Jyotikona Choudhury, M.L.I.Sc, M.Phil.

  (Assistant Librarian)

- Mr. Navajyoti Kalita, B.A.

  (Library Assistant)

Non-Teaching Staff

- Syed. Afzal Hussain, Senior Assistant

- Mr. Paresh Kalita, B.A., Junior Assistant

- Ms. Saraju Kakati, B.A., Junior Assistant

- Ms. Rina Das, Junior Assistant

- Mr. Ratul Medhi, Library Bearer

- Ms. Barnali Choudhury, B.A., Junior Assistant

- Mr. Dipjyoti Kalita, Junior Asst.

- Mr. Phul Kr. Tamang, B.Com., Accounts Assistant

- Mr. Hemanta Ch. Deka, Grade IV

- Mr. Hemen Deka, Grade IV

- Ms. Momi Devi, Grade IV

- Mr. Hemen Barman, Grade IV

- Mr. Girish Deka, Grade IV

- Mr. Siba Charan Das, Grade IV

- Mr. Dipak Rajbanshi, Grade IV

- Mr. Ratul Deka, Grade IV

- Mr. Manindra Deka, Grade IV

- ➢ Mr. Rajesh Rajbanshi, Grade IV

- ➢ Mr. Tilok Borah, Grade IV

- ➢ Mr. Sunil Sarma, Grade IV

- ➢ Mr. Santosh Gowala (Cleaner)

- ➢ Mr. Govinda Basfore (Cleaner)

- ➢ Mr. Sujit Basfore (Cleaner)

- ➢ Ms. Dharmeswari Deka (Cleaner)

- ➢ Mr. Binod Rai (Gardener)

- ➢ Mr. Mir Hussain (Electrician)

- ➢ Mr. Safiqul Islam (Plumber)

Code of Conduct

College Rules and Discipline

- ➢ 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.
- ➢ Every student must bring his/her Identity Card to the college.
- ➢ 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.

Class Attendance

- ➢ Students are expected to attend at least 75% of total lecture delivered.

➢ Class attendance of the students will be checked from time to time and those having less than 75% attendance have to vacate their seats.

Rules regarding College Internal Examination

➢ There will be two compulsory Unit 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

● **For HS, B.Com., BBA, BCA and PGDCA**

➢ White shirt, navy blue trousers for boys.

➢ White salwar, navy blue and white check kameez and white dupatta 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.

● **For M.Com. Students –**

➢ Grey trousers, blue and white striped shirt and grey blazer during winter for boys.

➢ Blue and white striped kurta, white salwar and dupatta and grey blazer during winter for girls

IMPORTANT

Parents/Guardians are requested to direct their wards to strictly abide by the Code of Conduct of the college.

Admission Schedule for the Session 2016-2017

Issue of Admission form : 30th May 2016

Class	Last date of Issue and submission of form	Date of Admission	Date of commencement of classes
H S 1st Year	13.06.2016	20.06.2016	01.08.2016
B. Com. 1st Sem	14.06.2016	24.06.2016	01.08.2016
BBA 1st Sem	21.06.2016	27.06.2016	01.08.2016
BCA 1st Sem	27.06.2016	30.06.2016	01.08.2016

Admissions to M.Com. 1st Sem. and PGDCA 1st Sem. will take place after declaration of Degree Final Examination results.

- Time of Admission   : 10.30 A.M.
- Routine   : 25th July 2016

Date of commencement of classes   : 1st August 2016

K.C. Das Commerce College National Teacher and National Achiever Award, 2015 were given to **Dr. Dhirendra Nath Borthakur,** Eminent Agro - Scientist of International repute and former Vice - Chancellor, Assam Agricultural University and **Dr. Nirmal Kumar Chaudhury,** eminent academic and former Vice-Chancellor, Gauhati University respectively.

Sweta Agarwal, 1st Position

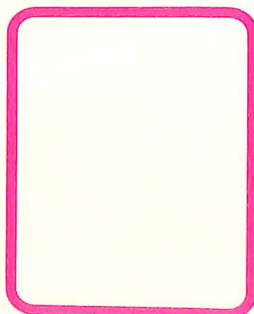**Rank Holders
H.S. Examination, 2015**

Ankit Kedia, 2nd Position

Ankit Patowari, 3rd Position

Shreya Agarwal, 6th Position

Abhishek Das, 7th Position

Vandana Jain, 9th Position

Ishika Agarwala, 10th Position

K. C. Das Commerce College

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