

A green folder icon with a white tab and a silver fastener on the left side.

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.

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Mission

We intend to make our students and teachers responsible international citizens, who will cherish a global outlook throughout their lives. We hope to instil 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.

A teal rounded rectangle containing the motto text.

Motto
Wisdom is sublime

Principal's Message



With best wishes,

Dr Hrishikesh Baruah, M.Sc., Ph.D.,
Principal
K.C. Das Commerce College

K. C. Das Commerce College is one of the premier institutions of higher learning catering to Commerce education not only in Assam but also in North East India as well. The College offers programmes like Higher Secondary, B.Com., M.Com., BBA, BCA and PGDCA. In its 35 years of existence, K. C. Das Commerce College has been able to carve out a respectable niche for itself by virtue of dedicated and relentless hard work of all the stakeholders particularly the teachers. Our students are our ambassadors who disseminate our success stories in various spheres of the society.

Education in K. C. Das Commerce College is not only restricted to classrooms and prescribed curriculum. Our endeavour is to facilitate the students with an environment that helps them to identify their latent talents. Apart from the regular co-curricular activities, outreach activities are also undertaken. In co-curricular activities, students have shown excellence not only at the regional level but also at international level too. Academically, students are exposed to different modes of learning through industrial exposures, field works, guest lectures, seminars, skill based workshops and interaction with entrepreneurs and experts from the corporate world. Today, K. C. Das Commerce College is a training partner of the Government of Assam's Skill Development Mission. Needless to say, we have a very vibrant career counselling unit to take care of the students' needs. Well! We indulge in fun and cultural activities too. Our state level invitational music competition has been a big success till date.

We aim to create and shape socially responsive individuals who would contribute towards development of the nation. Our motto is 'To strive, to seek, to learn and not to yield'. I invite all the bright minds to explore the scope that our College can offer and also pledge to work hand in hand with you all. You will be provided with the best possible learning infrastructure be it in the classroom or the laboratories or the library. As quoted by American writer Anthony J. D'Angelo, you must 'Develop a passion for learning. If you do so, you will never cease to grow'. Seeing you reach your goals is our ultimate objective.

Our dream is to develop K.C. Das Commerce College into a nationally renowned institution of knowledge and excellence in the field of commerce education. Degree level students will carry out learning under CBCS mode which will be introduced by the Gauhati University from this academic session. We are determined in our venture and welcome you to be a part of our TEAM.

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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 at Bharalumukh, Guwahati. Subsequently on 30th November, 1994, the College shifted to its permanent campus at Chatribari where it is presently situated.

The College was started with the financial assistance provided by a prominent industrialist Late Sri Ramesh Chandra Chaudhury who agreed to a request from prominent educationists and social workers like Prof. Tarini Kanta Baruah, Prof. Dhirendranath Kalita, Prof. Bhupen Deka and Mrs. Minati Chaudhury to name a few to support the Institution. 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.

Today, the College offers programmes like Higher Secondary, B.Com., M.Com., BBA, BCA and PGDCA. Presently, the College has thirteen departments and imparts learning to approximately three thousand plus students with an efficient and dedicated teaching staff. In order to provide the best to the students, our teachers are regularly engaged in academic interactions and research. Education in K. C. Das Commerce College is not only restricted to classrooms and prescribed curriculum. Our endeavour is to facilitate the students with an environment that helps them to identify their latent talents and produce an output who can carve out his / her own path in the journey of life successfully. The College is a registered training partner of the Assam Skill Development Mission of the Government of Assam and has a very vibrant career counselling unit to take care of the students' needs. It has an excellent quality assurance cell (IQAC) which was established on 16th June, 2003. On 17th October, 2006 the College was assessed by the National Assessment and Accreditation Council (NAAC) and was accredited B+ grade.

Our institution has traversed quite a long distance and amidst ups and downs, developed over the years. The performance of our students at 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 endeavour to establish ourselves as one of the foremost institutions dedicated to commerce education in the country.

We have an active and responsible alumni association in our College. The College takes pride in its alumni, many of whom are serving our nation by holding responsible position in various fields all over the country and abroad. In its 35 years of existence, K. C. Das Commerce College has been able to carve out a respectable niche for itself by virtue of dedicated and relentless hard work of all the stakeholders particularly the teachers. Today we attract students from all the states of North East India as well as other parts of the country too.

Roll of Honours

Higher Secondary

2008	Ms. Sunaina Jain	4 th position	
	Ms. Monti Agarwal	5 th position	
	Ms. Jayashree Sharma	State Highest in Banking	
2009	Ms. Venisha Jain	9 th position	
	Ms. Pooja Jain	10 th position & State Highest in Banking	
2010	Ms. Payal Chakraborty	9 th position	
	Mr. Nikunj Agarwal	State Highest in Banking	
2011	Ms. Nikita More	2 nd position	
	Mr. Ritesh Rajgariah	10 th position	
2012	Ms. Vinita Singhi	4 th position	
2013	Ms. Pratibha Kabra	3 rd position	
	Mr. Somnath Chaterjee	10 th position	
2014	Ms. Sweta Agarwal	8 th position	
	Mr. Kushal Rajgariah	10 th position	
	Ms. Reshma Jain	10 th position	
2015	Ms. Sweta Agarwal	1 st position	
	Mr. Ankit Kedia	2 nd position & state Highest in Business Studies	
	Mr. Ankit Patowari	3 rd position	
	Ms. Shreya Agarwal	6 th position	
	Mr. Abhishek Das	7 th position & State Highest in Business Studies	
	Ms. Vandana Jain	9 th position	
	Ms. Ishika Agarwal	10 th position	
	Mr. Mridul Nath	State Highest in Bengali	
	2016	Ms. Anjali Gupta	7 th position
		Ms. Garima Sharma	10 th position
Ms. Sonali Das		State Highest in Banking	

2017	Mr. Prashant Goel
	Ms. Pinkey Debnath
	Ms. Khusali Agarwal
	Mr. Pravin Nagori
	Ms. Nimisha Sharma
	Mr. Abhishek Jain
	Ms. Madhu Jain
	Ms. Natasha Jain
	Mr. Abhinav Sharma
	Ms. Kajal Jha
	Ms. Nikita Ghosh
	Ms. Pinkey Debnath

1 st position
3 rd position
5 th position
6 th position
6 th position
9 th position
9 th position
10 th position
State Highest in Banking
State Highest in Banking
State Highest in Banking
State Highest in Banking

Bachelor of Commerce

2008	Ms. Gunjan Harlalka
2012	Mr. Rajesh Thakur
	Ms. Priyanka Jain
	Ms. Upama Kalita
2013	Ms. Payal Chakraborty
	Ms. Gulshan Khatun
	Ms. Priyanka Mandal

First Class 1 st in Management
First Class 1 st in Management
First Class 5 th in Accountancy
First Class 4 th in Finance
First Class 3 rd in Management
First Class 4 th in Finance
First Class 5 th in Finance

Bachelor in Business Administration

2014	Mr. Arnab Banerjee
	Farhana Naz
2015	Farhat Parbin
	Anirban Chakraborty
2016	Puja Agarwal

First Class 1 st position
First Class 9 th position
First Class 5 th position
First Class 7 th position
First Class 1 st position

Master's of Commerce

2013	Sonali Mahanta
2016	Purnima Newar
	Kamaljit Bordoloi

First Class 10 th position
First Class 5 th position
First Class 10 th position

Admission 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 Handicapped	2%
freedom Fighters	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.

The above mentioned seats are to be filled up on the basis of merit list of students concerned in each category.

How to apply for admission?

Application for admission shall be made on-line in the college website: www.kcdccollege.ac.in by going to the "On-line Admission Form" link and making on-line payment of Rs. 300/- by clicking on the payment option. The form should be filled up and uploaded.

No printed Form shall be provided in the college. Candidates facing any difficulties in applying may contact the college office during working hours in phone nos.: 8474802823/9435707157.

Merit / Waiting list(s) will be uploaded in the College Website prior to date of the admission.

Payment of admission fee on the date of admission will be in CASH mode only.

Cancellation of seat:

If any student of 1st Semester of B.Com, BBA, BCA, M.Com and 1st Year students of H.S remains absent in classes for 10 days at a stretch after commencement of classes, his/her seat will be liable to be forfeited and the vacant seat will be filled up from merit list (waiting) as per notification(s) published in the College Website www.kcdccollege.ac.in. The date of such admission(s) will be notified in the college website only.

Selection Procedure of Students under EC Quota:

Original certificate and documents of the students who apply for admission into 1st Semester of B.Com, BBA, BCA, M.Com /1st Year HS under EC quota will be verified prior to notification of Merit List in the website of the college. Therefore students will be required to appear before the Interview Board of the Admission Committee along with their original certificate and documents as and when they will be called for [see Advertisement of 2019-2020 session].

COURSES OF STUDY

Course Name	Duration	No. of Semesters
Higher Secondary (1 + 1)	Two Years	-
Bachelor of Commerce or B. Com.	Three Years	06
Master of Commerce or M. Com.	Two Years	04
Bachelor of Business Administration or BBA	Three Years	06
Bachelor of Computer Application or BCA	Three Years	06
Post Graduate Diploma in Computer Application (PGDCA)	One Year	02

Intake Capacity and Eligibility Criteria Higher Secondary (Two Year) Course

Total No. of Seats : 300

Students who have passed the H.S.L.C. examination of SEBA or any other equivalent examination recognized by the Assam Higher Secondary Education Council (AHSEC) can apply.

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 can apply.

Self –Financing Courses: 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 or any other University with Major 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 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 is eligible to apply.

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

Bachelor in Computer Application (BCA)

Total No. of Seats : 25

A student who has passed the Higher Secondary Examination in Arts, Science or Commerce can apply

Post Graduate Diploma in Computer Application (PGDCA)

Total No. of Seats : 40

A student who has passed the Degree Examination from any recognized University can apply.

Institute of Distance and Open Learning (IDOL). G.U.

K.C. Das Commerce College has a study centre of IDOL in its campus to provide the interested students with following courses.

1. Bachelor in Commerce (General Course) or B.Com (Semester System)
2. Master in Commerce or M.Com. (Semester System)
3. Bachelor in **Computer Application (BCA)**

For further details contact—

1. Dr. Safiqul Haque Co-ordinator, IDOL Unit, Mobile No : 9864102580
2. Ms. Pallavi Kakoti Assistant Co-ordinator, IDOL Unit, Mobile No : 9854858494

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.

Fees Structure

FOR THE SESSION 2019-2020 Session Fees

Sl. No.	Head of Fees	Amount (Rs)
1.	College Enrollment Fees	1500.00
2.	College Examination Fees	800.00
3.	Library Fees	200.00
4.	College Magazine Fees	150.00
5.	Students' Union Fees	600.00
6.	Students' Welfare Fund	150.00
7.	Electricity	700.00
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	8000.00

Note: Students under Free Admission Scheme will be required to pay Rs.-350/- for College Week, Games & Sports and Magazine in the second and third year respectively.

Fees Payable for Admission into HS 1st Year

		S.E.B.A.		Other Board	
		Boys	Girls	Boys	Girls
i.	Session Fees	8000.00	8000.00	8000.00	8000.00
ii.	Tuition Fees	600.00	-	600.00	-
iii.	Registration Fees	150.00	150.00	150.00	150.00
iv.	Identity Card	100.00	100.00	100.00	100.00
v.	Eligibility Certificate	-	-	300.00	300.00
vi.	Council Enrollment Fees	50.00	50.00	50.00	50.00
	Total (Rs.)	8900.00	8300.00	9200.00	8600.00

Fees Payable for Admission into H.S. 2nd Year

		Boys	Girls
i.	Session Fees	8000.00	8000.00
ii.	Tuition Fees	600.00	-
iii.	Form, Prospectus, Academic Calendar, Rule Book etc.	300.00	300.00
	Total (Rs.)	8900.00	8300.00

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

		Without Major/Hons.	With Major/Hons.
1.	Session Fees	8,000.00	8,000.00
2.	Tuition Fees	720.00	840.00
3.	Identity Card	100.00	100.00
	Total	8820.00	8940.00

Note: Registration fees Rs. 430.00 and University Enrolment Fees Rs. 250.00 to be paid online by the Students after admission

Fees Payable by other State Board Students for Admission into B.Com I Semester

		Without Major	With Major
1.	Session fees	8,000.00	8,000.00
2.	Tuition Fees	720.00	840.00
3.	Eligibility Certificate	1820.00	1820.00
4.	Identity Card	100.00	100.00
	Total	10640.00	10760.00

- Note:
1. Registration fees Rs. 430.00 and University Enrolment Fees Rs. 250.00 to be paid online by the Students after admission
 2. For admission into the B.Com course, students from others boards outside Assam must pay a fee of Rs. 1820/- to Gauhati University to obtain eligibility certificate.
Fees payable for the eligibility certificate is subject to change from time to time.
 3. Renewal admission fees of Rs. 500/- will have to be paid in the 2nd, 4th and 6th Semester admission. Major students of 6th semester will have to pay an additional amount of Rs.200/- for Project Report Evaluation and Viva at the time of renewal admission.

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

		Without Major	With Major
1.	Session Fees	8,000.00	8,000.00
2.	Tuition Fees	720.00	840.00
3.	University Enrollment Fees	250.00	250.00
4.	Form, Prospectus, Academic Calendar, Rule Book, etc.	300.00	300.00
	Total	9270.00	9390.00

Fees Payable for Admission into M.Com I semester (For the Students who have passed B.Com under Gauhati University)

1.	Session fees	8000.00
2.	P.G. Establishment Fees	1800.00
3.	Identity Card	100.00
	Total I (Rs.)	9900.00

Note: University Enrollment Fees Rs. 250.00 to be paid online by the Students after admission

Fees Payable for Admission into M.Com I Semester (For the students who have passed B.Com. from other than Gauhati University)

		From Assam	Outside Assam
i.	Session Fees	8000.00	8000.00
ii.	P.G. Establishment Fees	1800.00	1800.00
iii.	Identity Card	100.00	100.00
vi.	Eligibility Certificate	1210.00	1820.00
Total (Rs.)		11,110.00	11,720.00

Note: 1. Registration fees Rs. 430.00 and University Enrollment Fees Rs. 250.00 to be paid online by the Students after admission

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

Fees payable for admission into BBA/BCA Annually

		From Assam	Outside Assam
i.	Session Fees	8000.00	8000.00
ii.	Establishment Fees	24160.00	24160.00
iii.	Identity Card	100.00	100.00
iv.	Eligibility Fees	-	9080.00
Total (Rs.)		32,260.00	41,340.00

Note: 1. Registration fees Rs. 430.00 and University Enrollment Fees Rs. 250.00 to be paid online by the Students after admission

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

Fees Payable for Admission into P.G.D.C.A. (Half Yearly) Rs. 8000.00

Other fees

Casual Admission Fees for unsuccessful students is Rs. 1200.00/-
Fees for issue of Duplicate identity Card is Rs. 150.00/-

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
List of Modern Indian Languages or MIL (Assamese/ Bengali/Hindi)
(100 marks each in both H.S. 1st year & H.S. 2nd year)

Compulsory Elective Subjects

- Business studies
(100 marks each in both H.S. 1st year & H.S. 2nd year)
- Accountancy
(100 marks each in both H.S. 1st year & H.S. 2nd year)

Optional elective subject (any two of the following)

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

(100 marks each in both H.S. 1st year & H.S. 2nd year)

BACHELOR OF COMMERCE (B.COM)

A Summary of the GU UG-CBCS

18 May, 2019

What is UG-CBCS?

The undergraduate degree (UG) programme in the Choice Based Credit System (CBCS) will have courses spread across six-semesters of any undergraduate degree course. Two consecutive (one odd and one even) semesters will make up an academic year. An UG course shall be of Six Semesters covering three Calendar Years (Academic Sessions – June to May). The duration of the Odd Semesters (First, Third, and Fifth) shall be June - November, and that of Even Semesters (Second, Fourth and Sixth) shall be December - May.

How does it work?

The courses in GU UG-CBCS are categorised primarily into three types of courses - Core, Elective, and Ability / Skill Enhancement courses. All the core and elective courses will comprise of six (6) credits and the skill courses are of four (4) credits.

Core Course

As the name suggests, a core course is a necessary course that a student MUST take in order to complete the degree. The number of core courses for Honours and Regular degrees are different.

Elective Course

An elective course is the one for which a student has some kind of freedom to choose from a pool of courses. There are two kinds of elective courses - Generic and Discipline Specific. The generic elective courses are those, which can be chosen by a student belonging to any stream, while the discipline specific elective courses are particular to only the discipline concerned. However, a student pursuing an honours degree course can choose a generic elective from any other discipline except from the honours course itself.

Ability / Skill Enhancement Course

An Ability or Skill Enhancement course is aimed at providing the student with skill and ability. These courses have four (4) credits each in contrast to the core or elective courses. The ability enhancement courses **MUST** be opted by a student and the student can choose papers from a pool of skill enhancement courses.

Dissertation / Project

A student can opt (subject to conditions) a dissertation or a project work in lieu of a 6-credit discipline specific elective course in the sixth semester.

The Notion of Credit

A student needs to earn a required number of credits in order to successfully complete a degree. The credit is closely related to the number of stipulated classes a student has to complete. The following table indicates the number of credit a student can earn for each type of indicated classes.

Class	Duration	Credit
1 Theory Class	1 Hour	1
1 Tutorial Class	1 Hour	1
1 Practical Class	2 Hour	1

Gauhati University

Papers and Credits

The following table gives you an idea about the number of papers one **MUST** take in a certain degree course and the total credit it contains.

Degree	Minimum Paper Requirements	Minimum Credits
Undergrad Degree with Honours (All Disciplines)	<ul style="list-style-type: none"> □ 14 Core □ 2 Ability Enhancement □ 2 Skill Enhancement □ 4 Discipline Specific Elective □ 4 Generic Elective 	148
Undergrad Regular Degree (Science)	<ul style="list-style-type: none"> □ 12 Core □ 2 Ability Enhancement □ 2 Skill Enhancement □ 6 Discipline Specific Elective 	124

Undergrad Regular Degree (Humanities / Social Sci / Commerce)	<input type="checkbox"/> 10 Core <input type="checkbox"/> 2 Ability Enhancement <input type="checkbox"/> 2 Skill Enhancement	124
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Paper Code Structure[†]

The code structure of a paper is given below:

AAA TT XYXC

AAA	: Subject	: 3-letter subject code (see the suggested table below)
TP	: Type of Course	: HC (Honours Core) RC (Regular Core) HG (Generic Elective for Honours) RG (Generic Elective for Regular) HE (Discipline Specific Elective for Honours) RE (Discipline Specific Elective for Regular) SE (Skill Enhancement)
X	: Semester	: Numerical digit for Semester. One of 1, 2, 3, 4, 5, or 6
YY	: Serial No of Paper	: Two-digit numerical number (within the semester)
C	: Credits	: Either 6 or 4.
ENG-AE-1014		: AECC - English Communication Paper
ASM-AE-1014		: AECC - Assamese / MIL Communication Paper
ENV-AE-2014		: AECC - Environmental Science Paper
ENG-CC-X016		: English Compulsory Paper (X = 1 or 2 depending on semester)
ALT-CC-X016		: Alternative English Compulsory (X = 3 or 4 depending on semester)
ASM-CC-X016		: Assamese / MIL Compulsory (X = 3 or 4 depending on semester)

**†Subject to changes and modifications as per CC-CBCS recommendations
Structure of a Course (Programme Template)**

The following tables give you the detailed papers and credits that a student need to take for a certain degree.

Abbreviations

AEC	: Ability Enhancement Paper
SEC	: Skill Enhancement Paper
DSE	: Discipline Specific Paper
GEN	: Generic Elective Paper
XXX	: Subject 1 (Core / Primary for Honours / Regular)
YYY	: Subject 2
ZZZ	: Subject 3

*Gauhati University***BA / B.Com Honours Programme**

Seminar	Type	Core	AEC	SEC	DSE	GEN
	Credits	14 × 6 = 84	2 × 4 = 8	2 × 4 = 8	4 × 6 = 24	4 × 6 = 24
I	XXX-HC-1016	XXX-HC-1026	ENG-AE-1014/ASM-AE-1014			GEN-HG-1016
	XXX-HC-1026					
II	XXX-HC-1016	XXX-HC-1026	ENV-AE-2014			GEN-HG-2016
	XXX-HC-1026					
III	XXX-HC-3016	XXX-HC-3026		SEC-SE-3XX4		GEN-HG-3016
	XXX-HC-3026					
	XXX-HC-3036					
IV	XXX-HC-4016	XXX-HC-4026		SEC-SE-4XX4		GEN-HG-4016
	XXX-HC-4026					
	XXX-HC-4036					
V	XXX-HC-5016	XXX-HC-5026			DSE-HE-5XX6	
	XXX-HC-5026				DSE-HE-5YY6	
VI	XXX-HC-6016	XXX-HC-6026			DSE-HE-6XX6	
	XXX-HC-6026				DSE-HE-6YY6	

BA / B.Com Regular Programme

Semester	Type	Core	AECC	SEC	DSE	GEN
	Credits	12 × 6 = 72	2 × 4 = 8	4 × 4 = 16	4 × 6 = 24	2 × 6 = 12
I	ENG-CC-1016	ENG-AE-1014 / ASM-AE-1014				
	YYY-RC-1016					
	ZZZ-RC-1016					
II	ENG-CC-2016			ENV-AE-2014		
	YYY-RC-2016					
	ZZZ-RC-2016					
III	ASM / ALT-CC-3016			SEC-SE-2XX4		
	YYY-RC-3016					
	ZZZ-RC-3016					
IV	ASM / ALT-CC-4016			SEC-SE-4XX4		
	YYY-RC-4016					
	ZZZ-RC-4016					
V				SEC-SE-5XX4	YYY-RE-5XX6	GEN-RG-5XX6
					ZZZ-RE-5XX6	
VI				SEC-SE-6XX4	YYY-RE-6XX6	GEN-RG-6XX6
					ZZZ-RE-6XX6	

Course Availability[⌘]

A college may publish a table like the one shown below, indicating the subjects available in the college for students to choose from.

The following table is ONLY indicative. The colleges MUST decide what subjects might be available with them, which can be fixed in consultation with the syllabus of a course and the respective CCS.

Programmes Disciplines	Honours	Regular
Economics	✓	✓
Philosophy		✓
Education	✓	

In a similar fashion, the college may like to publish a table indicating the subjects available in the Generic Elective pool.

BACHELOR OF COMMERCE (B.Com) (Old Syllabus)

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 OF 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 [BS]
- 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]
 - 3.13 A: International Financial Management [IFM]
 - OR
 - 3.13 B: Industrial Relations and Labour Laws [IRLL]
 - 3.14 A: Advanced Cost and Management Accounting [ACMA]
 - 3.14 B: 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]
- 4.21 Micro Finance * [MF]
- 4.22 International Business [IB]

* Students may opt for any five papers

BACHELOR OF 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 OF 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 Numerical Methods
 - c. Computer Graphics
 - d. Object Oriented Programming with C++
- 2.4 Project

DEPARTMENTS AND FACULTY MEMBERS

Principal -Dr Hrishikesh Baruah, M.Sc., Ph.D.,
Vice-Principal Dr. Runjun Phookun, M.Sc., Ph.D.

DEPARTMENT OF ACCOUNTANCY

The Department of Accountancy was established in the year 1983. Shri Bhadreswar Mali , Lecturer of Pragjyotish College served the department as a part time lecturer at the initial stage of the department. Later on, Mr. O.P. Somani, now Tax Consultant, was appointed as a whole time lecturer in the department. Mr. Surajit Mitra, an advocate served the department when OP Somani left the department in the year 1989 and he continued till 1996. Dr. Prabhat Ch. Kakati was appointed as a whole time lecturer in the year 1989 and he served till 2018. There were only two whole time lecturers in the department till July 1994.

The department imparts HS course and both Major and General courses at the degree level. It has a departmental library with more than 200 text books and reference books. Field Study is conducted every year for Major students of B.Com classes. The department organizes seminars and workshops on academic activities in collaboration with the reputed institutions for the benefit of the students. Presently following faculty members are serving in the department-

- Dr. Bijoy Kalita- M.Com., Ph.D. Associate Professor & HOD
 - Dr. Bipul Ch. Kalita- M.Com., M.Phil., Ph.D. Assistant Professor
 - Dr. Safiqul Haque- M.Com., Ph.D. Assistant Professor
 - Mr. Manoj Kedia- M.Com., Assistant Professor
 - Mr. Bikash Jain- M.Com., Assistant Professor
 - Mr. Dhruvajyoti Sarma- M.Com., Assistant Professor
 - Mrs. Rimjim Bora--M.Com., Assistant Professor
 - Ms. Sharmistha Bhattacharyya- M.Com., PGDCA. Assistant Professor
 - Mr. Amit Das- Assistant Professor M.Com., PGDCA, Assistant Professor
- (One sanctioned post vacant)

DEPARTMENT OF MANAGEMENT

The untiring efforts of a group of eminent educationists and well wishers gave birth to K.C.Das Commerce College on 7th November 1983 with one hundred and seven students at Sonaram H.S & Multipurpose School, Bharalumukh, Guwahati. After few years of its inception, Departmentation was made with related subjects as per the guidelines of G.U & Directorate of Higher Education, Assam.

The primary objective of the department is to impart quality education in the field of Management as per the syllabus of A.H.S.E.C. and G.U. in Higher secondary and the Degree level respectively.

The faculty of the department believe that quality education can be imparted only when practical knowledge and experiences are incorporated in teaching method. Therefore, every year the department conducts a field study with its major students. The process started from the session 2001-02. Apart from field survey the department has also been organizing guest lectures, mock interview, debate etc. from time to time as a part of imparting quality education. Presently following faculty members are serving in the department.

Dr. Ashima Sharma Borah, M.Com., Ph.D. Associate Professor & HOD

Dr. Bhababhuti Sarma, M.Com., Ph.D., Associate Professor

Dr. Malamoni Dutta, M.Com., M.Phil., PGDPM, Ph.D. Assistant Professor

Dr. Kukil Borah, M.Com., M.Phil., Ph.D. Assistant Professor

Ms. Chaitali Das, M.Com., LL.B., C.S. (Inter), M.Phil. Assistant Professor

Mr. Souvick Baruah, M.Com., PGDBM. Assistant Professor

Mr. Hariyoti Kalita, M.Com. Assistant Professor

Ms. Indrani Bhagowati, M.Com. Assistant Professor

DEPARTMENT OF FINANCE

The Department of Commerce was established at the time the college was established on 7th November, 1983. It was then named as Department of Commerce (Banking) in the year 1996. From the year 2003, it was renamed as the Department of Finance. Since then, the Department was being headed by Dr. Naba Kr. Goswami till 31st March, 2019.

The Department of Finance teaches undergraduate and HS level programs aligned with the faculty's interdisciplinary knowledge and expertise. The Department of Finance also holds the credit of guiding the students to attain State Highest Marks in Banking in HS Final Examinations, five (5) times till date. The department aspires to provide quality education along with proper guidance to the budding students of today. Presently following faculty members are serving in the department.

Dr. Murali Krishna Sarma, M.Com., Ph.D., Assistant Professor & HOD.

Dr. Runumoni Lahkar Das, M.Com., M.Phil., B.Ed., LL.B., Ph.D., Assistant Professor.

Ms Pallavi Kakati, M.Com., M.Phil., Assistant Professor.

Dr. Dhani Kanta Kalita, M.Com., M.Phil., Ph.D., Assistant Professor.

Dr. Satyajit Sarmah, M.Com., M.Phil., Ph.D., Assistant Professor.

Dr. Rohit Bhattacharjee, M.Com., M.Phil., Ph.D., Assistant Professor.

(One sanctioned post vacant)

DEPARTMENT OF ECONOMICS

The department of Economics originally was a single-man department as student strength was negligible in 1983. The founder teacher of the department was Dr. Swabera Islam who

continued to hold the post of head of department till 2012. Late Jitu Medhi joined the department subsequently and upon his resignation in mid 1989 Dr. Jayoshree Dam Paul Choudhury joined as faculty member in Sept, 1989; later on Dr. Upasana Chakravarty and Dr. Delwar Haque joined the department in 1997 & 2005 respectively. After retirement of Dr. Swabera Islam in 2012, Dr. Ananta Pegu joined as Assistant Professor in 2016 and Ms. Rupali Talukdar (Gold Medalist) upon resignation of Dr. Deluwar Haque joined as faculty member of the department in September, 2018.

The department has consistently shown good result over the years especially in H.S. from 2014 onwards. For degree students also there is positive outcome and it is expected that in near future there will be an overall improvement as faculty members are committed to give best service towards growth of the department. Presently following faculty members are serving in the department.

Dr. Jayoshree Dam Paul Choudhury, M.A., Ph.D, LL.B Associate Professor & HOD.
 Dr. Upasana Chakravarty, M.A., M.Phil , Ph.D. Assistant Professor.
 Dr. Ananta Pegu , , M.A., Ph.D., LL.B, Assistant Professor.
 Ms. Rupali Talukdar , MA, Assistant Professor.

DEPARTMENT OF MATHEMATICS AND STATISTICS

The Department of Mathematics and Statistics started with the inception of K.C.Das Commerce College on 7th November 1983 at Sonaram H.S. and Multipurpose School, Bharalumukh. At the initial stage the department had 107 students. In the year 1988, Ms. Runjun Phookun joined as a faculty member of the department. At present we have four faculty members. The present strength of the department in H.S. level is 130 and in the degree level is 600 and above. The subjects taught in the H.S. level is Commercial Mathematics and Statistics and Mathematics. In the degree level the subjects taught are Business Mathematics and Statistics. Presently following faculty members are serving in the department.

Dr. Runjun Phookun, M.Sc., Ph.D., Associate Professor & HOD
 Ms. Jayashree Pathak, M.Sc., B.Ed., Assistant Professor.
 Mr. Santanu Kumar Borah, M.Sc., PGDCA, Assistant Professor.
 Dr. Chandana Goswami, M.Sc., Ph.D., Assistant Professor.

DEPARTMENT OF ENGLISH

The Department of English, K.C. Das Commerce College was established in 1983 with 107 students. The Department strives for enrichment of the language and providing depth aesthetic knowledge and to appreciate the language in its ingenuity to the students. At present the students' strength in H.S. Level is 300 and under graduate level 600. Presently following faculty members are serving in the department.

Dr. Prarthana Barua, M.A., Ph.D., Associate Professor & HOD.
 Ms. Anjita Bora, M.A., M.Phil., PGCTE., Assistant Professor.
 Ms. Archana Bora, M.A., M.Phil., Assistant Professor.
 Mr. Sankariyoti Chaudhury, M.A., Assistant Professor.

DEPARTMENT OF ASSAMESE

The Department of Assamese has been started from the very beginning of the college, on the 30th Nov. 1983. The Department of Assamese initially was served by Dr. Minati Sarma who provided valuable service during the starting period of the Department. After her period, Sri Gadadhar Sarma was appointed as a part time lecturer in the Department. Other members

of the Department who served in the past were Ms. Mamani Devi, Ms. Rima Mazindar Baruah and Ms. Anjana Chowdhury. The main objectives of the Department is to improve quality education related to the Assamese Language and Commerce Education from higher secondary to degree courses respectively. Presently following faculty members are serving in the department.

Dr. Dipak Barman M.A., Ph.D., Associate Professor & HOD
Dr. Swapna Smriti Mahanta. M.A., Ph.D., Assistant Professor

DEPARTMENT OF BENGALI

The Department of Bengali was started with the foundation of K.C. Das Commerce College in the year 1983. The primary objective of the department is to impart quality education relating to Bengali literature and language from Higher Secondary to Under Graduate level, according to the syllabus of AHSEC and Gauhati University respectively. In the Department of Bengali, many teachers offered their invaluable services on part time basis from time to time. For different personal reasons they did not continue their services in the Department. The Department of Bengali gratefully acknowledges their services. They are Dr. Anuradha Chakraborty, Mrs. Shibani Dey, Mrs. Debjani Taron, Ms. Parvati Mazumder, Ms. Pamee Das Gupta and Ms. Anamika Das. Presently following faculty members are serving in the department.

Dr. Shrabani Bhadra, M.A. , B.Ed. , M.Phil., Ph.D. Associate Professor & H.O.D
Mrs. Kalpana Dutta Dhar, M.A. (Double), Assistant Professor

DEPARTMENT OF HINDI

The Department of Hindi started along with the foundation of K.C. Das Commerce College in the year 1983. The Department of Hindi owes the source to Dr. Radhey Shayam Tiwari for his invaluable service during the starting period of the Department. The Department felt the need of one more teacher. Therefore, Dr. Mani Deepa Barua was appointed in the Department but after few months she had to leave for Hindi Shichan Prashichian Mahavidyala, North Guwahati. After then, Smt. Purnima Singh has been appointed. Therefore, Department of Hindi gratefully acknowledges the service of the members concerned with the Department at present and past. The main objectives of the Department is to impart quality education relating to Hindi studies from Higher Secondary to Under Graduate respectively. Presently following faculty members are serving in the department

Mrs. Purnima Singh M.A. B.Ed, Assistant Professor
(One sanctioned post vacant)

DEPARTMENT OF INFORMATION TECHNOLOGY

The Department of Information Technology of K. C Das commerce College was opened in the year 2005. The department has three number of faculty members who conduct both theory as well as practical classes of B.Com under Gauhati University and also the classes of Computer Science and Application of Higher Secondary under Assam Higher Secondary Education Council (AHSEC). The Department is well equipped with latest hardware and software lab (air conditioned). It has 40 latest desktop PCs, all are connected through LAN and WiFi. Presently following faculty members are serving in the department

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

DEPARTMENT OF M.COM.

M.Com (Master of Commerce) is a post-graduation course of 2 years duration having 4 semesters. K. C Das commerce College has started this course in the year 2011. The course teaches the students about the higher level concepts in the domain of Commerce by providing two broad areas of specialization viz Accounting & Finance and Management & Marketing. The course opens a number of higher studies options. Some of those options include M.Phil in Commerce, Ph.D. The Department has a record of holding positions and an overall pass percentage of 96-97 % in the M.Com Examinations. Presently following faculty members are serving in the department

Dr. Ashima Sharma Borah, M.Com., Ph.D. Associate Professor , Co-ordinator
 Dr. Chandra Prabha Bohra M.Com. , Ph. D (Gold Medallist), PGDBFM , Assistant Professor
 Ms. Gargi Sarmah , M.Com. , M. Phil, Assistant Professor
 Mr. Kuldip Sarmah , M.Com. , Assistant Professor
 Mr. Deepjyoti Das ,M.Com. , Assistant Professor

DEPARTMENT OF BACHELOR OF BUSINESS ADMINISTRATION (BBA)

Department of Bachelor of Business Administration (BBA) was established in 2008. From then this department is functioning smoothly by providing the students with good knowledge and ideas about business administration. The students in this department are very much enthusiastic about the subject related to the curriculum. The output can be seen with the results of the students, who have passed with flying colours. Many students have secured good percentages and also have achieved top ranks in Gauhati University. Earlier the number of students in the class was very less but from 2016 the capacity has been increased to 60. This department has a record of students coming from various states of India. Like Manipur, Nagaland, Mizoram, Arunachal Pradesh, Tripura, Rajasthan, Kolkata, etc. many students are highly dedicated to the studies, debates, quiz and games and sports competitions. Various projects based on business studies (summer project) have been going on. Field visits are done for the students to acquire good knowledge on the real world of business which helped them to win various medals and achieve laurels in the society. Presently following faculty members are serving in the department

Dr. Bijoy Kalita, M.Com., Ph.D. Associate Professor ,Co-ordinator
 Mr. Jayanta Kr. Das M.Sc. (Double), PGDCA , Assistant Professor
 Ms. Rashmi Tiwari, M. Com , MBA (Finance), Assistant Professor
 Ms. Marami Moni Choudhury, MBA (HRM & MRKT), Assistant Professor
 Ms. Jayshree Talukdar , M.Com. , Assistant Professor
 Ms . Binti Nath , MBA (HR &MRKT), Assistant Professor

DEPARTMENT OF BACHELOR OF COMPUTER APPLICATION (BCA)

The department of BCA has been an integral part of K.C.Das Commerce College since 2008. For about a decade now, it has been playing a pivotal role in contributing to the academic, technical and cultural life of the entire NE region of the country. The department is running efficiently with about 120 students at present which has increased with time owing to the extraordinary performances of the department. The pass percentage, usually, stands above 80 and on occasion have risen to 90. The department has a well equipped lab comprising of 50 numbers of computers with proper internet connectivity. In 2018, the highest

CGPA secured by the final semester student is 9.4. Presently following faculty members are serving in the department

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

Library Staff

Dr. Prasanta Kr. Deka, B.Sc., M.L.I.Sc., Librarian
 Mr. Sankar Sarkar (Library Assistant)
 Mr. Rajesh Rajbanshi, Grade IV

Non-Teaching Staff

Mr. Paresch Kalita, B.A., Senior 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. Phul Kr. Tamang, B.Com., Accounts Assistant
 Mr. Himadri Kiran Das , M. Com, Junior Asst.
 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. Tilok Borah, Grade IV
 Mr. Sunil Sarma, Grade IV
 Mr. Raja Basfore (Cleaner)
 Mr. Govinda Basfore (Cleaner)
 Mr. Krishna Ray (Cleaner)
 Ms. Dharmeswari Deka (Cleaner)
 Mr. Syed Ali (Gardener)
 Mr. Mir Hussain (Electrician)
 Mr. Safiqul Islam (Plumber)

Infrastructure

Library

Introduction

A library is the heart of an educational institution and the library of K.C.Das Commerce College is no less. It is the hub of academic activities of the college--- a trinity of the library staff, reading materials and the readers

K. C. Das Commerce College Library is one of the best college libraries in Assam in providing efficient service to the readers. The college library is spacious with a reading room which has a seat capacity for about 150 readers. The Library has a collection of over Twenty Five 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 SOUL 2.0 Library Management Software, besides bar-coding and Internet facility.

The library has access to e-resources through the "National Library and Information Services Infrastructure for Scholarly Content" (N-List). The Library also subscribes various journals of national repute and a number of prominent national and regional dailies. The Library "Book Bank" facility caters to the needs of the economically underprivileged students of the society.

The library is expanding its access to electronic and digital resources through Digital Library (DL) and Institutional Repositories (IR). The Library offers "BEST READERS AWARD" to the student who makes the best use of the library to increase the reading habit among the students.

Important Links

- ◆ [National Digital Library of India \(NDLI\)](#)
- ◆ [INFLIBNET Centre](#)
- ◆ [N-LIST](#)
- ◆ [ShodhGanga \(INFLIBNET\)](#)
- ◆ [Open Access Theses and Dissertations](#)
- ◆ [Directory of Open Access Journals \(DOJ\)](#)

The library building has two floors, the ground floor consisting of the Stack room, Circulation Desk, Reference reading table, OPAC (On Line Public Access Catalogue), Property shelf, Librarian's Room and Internet section. The first floor of the library is occupied by the reading room with a seating capacity of 115 nos, where current journals, bound volumes of periodicals and magazines are available.

Library services:

Sl. No.	Service
1.	Circulations
2.	Reading Room Service
3.	Periodical Service
4.	Reprographics Service
5.	OPAC Service
6.	Newspaper Indexing
7.	Book Bank Service

8.	E-mail Service
9.	Internet Service
10.	E-Resource Service
11.	Reference & Information Service
12.	Current Awareness Service (CAS)
13.	Institutional Repository (IR)
14.	Social Media (Whatsapp & Facebook)

Information and Career Guidance Cell

The Information and Career Guidance Cell of the college started functioning from 16th of August, 2002. The objectives of the Cell are the following

Formerly known as Information and Career Guidance Cell established on 16th August, 2002, "Career Guidance & placement Cell" is fully functioning with its own office from June 2018. The objectives of cell are as follows-

1. To provide guidance and assistance for the students to achieve their career goals.
2. To create awareness among the students on higher studies, self employment and best possible job opportunities.
3. To take adequate and necessary steps in identifying the current demand of the industry and other aspects and prepare the students towards these needs.
4. To initiate soft skill development and personality development among the students.
5. To equip the students with various tips and strategies for various competitive examination.
6. To conduct student development programme in collaboration with Government and non-government organization to prepare the students to fulfill the requirements of industry and business.

Activities of career guidance & placement cell in the session 2018-19

1. Workshop on "GST- Women Empowerment through Skill Building" from 1st July to 5th July, 2018.
2. Seminar on Job opportunities in Financial Market in collaboration with NSE & SEBI on 6th August 2018.
3. Student development program 2018 on Personal interview & College to corporate on 25th August, 2018.
4. Seminar on Career in Digital Marketing in collaboration with Digiperform on 13th October, 2018.
5. 140 hours full time certificate course on GST- Accounts Assistant.
6. Workshop on Entrepreneurship and Startup in collaboration with Master School of Management (MSM), Meerut on 10th October, 2018.
7. Conducted another 11 numbers of Workshop & Seminar on Career related issues.

College App:

There is a College App 'kcdcclive.in' which can be downloaded from the Google playstore. It is mandatory for all students to download the same. The College App is used to cater to the teaching-learning need of the students as well as information sharing. The App has other channels of expression too.

Digital Class Room:

The College has Digital Class Room facility for conducting different academic activities. Classrooms are equipped with digital teaching aids including PCs overhead projector and audio system.

Commerce Lab:

Commerce lab of K.C. Das Commerce College was inaugurated on 29th October 2018 by Prof. Prasantha Athma, Head and Dean, Deptt of Commerce, Osmania University, Hyderabad.

Keeping pace with industrial growth and need, it has become a necessity for a commerce student to gain practical exposure of process, procedure and practices followed in the business world along with theoretical insights. The significance of commerce lab can be attributed as follows:

- ◆ To provide practical exposure of the process, procedure and practices followed by the organization in conducting commercial practices/business and expose the students to all forms/formats and formalities.
- ◆ To provide practical orientation to students while teaching the subjects according to the syllabus by linking it with the lab practical.
- ◆ To improve reasoning and analytical abilities of the students.
- ◆ To create more interest among the students in the subject.
- ◆ To make the students aware of availability and applicability of commerce lab documents/items for their day to day routine purpose.
- ◆ To equip the students with practical knowledge and develop entrepreneurial abilities to start own business or to get better employment in the competitive job market.
- ◆ To prepare the students to fulfill the requirements of industry and business.

Conference Hall:

The college conference hall bears high-tech equipments like overhead projector and high quality audio system.

Gymnasium : The college has a Gymnasium Hall for the benefit of the students

Internet Facility : Students and staff can avail high speed Internet Facilities in the college campus.

Reading Room : The college library has a reading room annexed to it where students can spend quality time in the company of books, journals and magazines.

Book Bank : The Book Bank lends text books for the full academic year to the needy and deserving students. The Book Bank facility will be made available to students of each batch on economic criteria.

Software ERP : The college has a software based ERP system using which applicants and students can apply online and pay fees in cashless mode from the comfort of their homes.

Health Centre : The Health Centre of the College renders free medical service through a medical practitioner to the staff & students of the College.

Awards and Scholarships

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. 5,000/- (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.
- ◆ Basanta Kr. Das and Basanti Devi Award : A cash award of Rs. 10,000/- (Rupees Ten Thousand only) funded by Basanta Kumar Das & Basanti Devi Charitable Trust is given as scholarship to
 - (a) Two students from H.S. 1st year (one boy, one girl student) and
 - (b) Two students from B.Com. 1st year (one boy, one girl student).
 The modality of selection shall be —
 - (i) The most meritorious from among the financially weak background.
 - (ii) Single parent will be an added criteria for selection.

◆ The award will continue for two years in H.S. and three years in B.Com. subject to the awardees maintaining meritorious results, the benchmark for which shall be mutually finalized. The award may be discontinued to particular awardees on disciplinary ground.

Scholarships

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

Students' Welfare Fund and Fee Concession

The Students' Welfare Fund renders financial assistance to needy students to suffice their academic needs. Maximum assistance that may be provided will not exceed the annual tuition fees. His / her prayer seeking assistance to the Principal will be verified by a Committee of teachers. The decision of the Committee will be final in this regard. 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.

Clubs and Wings for different activities

The College has following different clubs for conducting different activities in various fields and students may contact the concerned Professor –in- charge of the club for taking membership.

Name of the Club	Professor-in-charge
➤ Music and Culture Club	Dr. Kukil Borah
➤ Sports Club	Dr, Rohit Bhattacharjee
➤ Debate , Quiz & Symposium Club	Mr. Sankar Jyoti Choudhury
➤ Literary Club	Dr. Swapna Smriti Mahanta
➤ Athletic Club	Dr. Satyajit Sarma
➤ Red Ribbon Club	Ms. Jayashree Pathak
➤ NSS Wing	Dr, Rohit Bhattacharjee
➤ NCC Wing	Dr. Dipak Barman
➤ Scouts and Guide	Dr. Safiqul Haque

Other Facilities

Day Care Centre: The Day Care Centre of the College renders free service to Teaching and Non teaching staff of the college between 10 A.M. to 4 P.M. as and when necessary.

Travel Concession: Students can avail travel concession for their journey homewards and back to the institution only during vacations by railways.

Canteen: The college canteen provides refreshments for the staff and students. There is also a bakery to cater to the needs of the College family.

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

The college is additionally involved in the following allied activities :

- ◆ Blood Donation Camps & Yoga classes.
- ◆ Wall Magazine by all Departments
- ◆ All Assam Inter-College and Inter-University Music Competition, an annual activity.
- ◆ College Foundation Day Lecture, an annual event.

Women's Cell

The K.C. Das Commerce College Women's Cell, established on 19th November, 2005 was formally inaugurated by Prof. Archana Sharma, Director, Womens' Studies Research Centre, Gauhati University on 7th February, 2006. The Cell usually consists of the female members

from the Teaching and Non-Teaching staff and the students' fraternity of the College. Apart from celebrating Women's Day, the Cell is involved in sensitising girl students on sanitation and hygiene related aspects, conducting tests and quizzes etc.

IQAC:

In pursuance of the National Action Plan of the National Assessment and Accreditation Council (NAAC), Bangalore, for performance evaluation, assessment and accreditation and quality up gradation of institutions of higher education, the NAAC proposes that every accredited institution needs to establish an IQAC as a post-accreditation quality sustenance measure.

Objective

The primary aim of the IQAC is to develop a system for conscious, consistent and catalytic action to improve the academic and administrative performance of the institution.

Functions

Some of the functions of the IQAC are:-

- i. Development and application of quality benchmarks/parameters for the various academic and administrative activities of the institutions.
- ii. Dissemination of information on the various quality parameters of higher education.
- iii. Organisation of workshop, seminars on quality related themes promotion of quality circles.
- iv. Documentation of the various programmes/activities leading to quality improvement.
- v. Acting as a nodal agency of the institution for quality related activities.
- vi. Preparation of the AQAR to be submitted to NAAC based on quality paramaters.

The IQAC of K C Das Commerce College was established on 16th June, 2003 to upgrade and maintain the overall quality of the college.

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 except for academic purposes..
- ◆ 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 must attend 75% of total lectures delivered failing which they will not be allowed to fill up the forms and appear in the final examination.

Rules regarding College Internal Examination :

- ◆ There will be one compulsory Test Examination for H.S. and Sessional Examination for all other courses at the Degree and PG level.
- ◆ Students are required to secure at least 30% aggregate marks in the Test Examination/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 :

Courses	Boys	Girls
HS, B.Com., BBA, BCA and PGDCA	White shirt, navy blue trousers Maroon coloured blazer or sweater during winter	White salwar, blue and white check kameez and white dupatta Maroon coloured blazer or cardigan during winter
M.Com.	Grey trousers, blue and white striped shirt and grey blazer during winter	Blue and white striped kurta, white salwar and dupatta and grey blazer during winter (kameez worn by the girls should be knee length)

Jackets, Jeans or T-shirts are not a part of the dress code.

Students must be in their uniform during Fresher's Social, Open Sessions and during College Week meetings and Examinations.

Note: College Logo for the uniform will be supplied by the College at a price of Rs. 60/-for 3 logos.

Important:

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

GOVERNMENT OF ASSAM
HIGHER EDUCATION DEPARTMENT

ASSAM SECRETARIAT(C) DISPUR, GUWAHATI-6
No. AHE489/2013/Pt./174 Dated Dispur, the 23rd May, 2017

OFFICE MEMORANDUM

Sub: Scheme for Waiver of Admission Fee for Students taking Admission in H.S. First Year, Degree First Year and M.A./M.Sc./M.Com. Previous/ 1st Semester Year 2017-18.

Hon'ble Finance Minister, Assam while presenting the Annual Budget for the Financial Year 2017-18 in the august Assam Assembly announced (at para 108.2) that we have already implemented the decision to waive fees including admission and tuition fees for the 1st Year College Students belonging to economically backward families whose parent's annual income is less than Rs. 1.00 Lakh. The Government reimbursed such fees to the tune of Rs. 43 Crores to the Colleges during the year 2016-17 benefitting 1,38,085 College students. This shall encourage more students to pursue higher studies in the future and reduce dropout rates after higher secondary. This year, this scheme will be extended for the poor students taking admission in the previous year of M.A., M.Sc., M.Com. He proposed to allocate Rs. 50 Crores in the budget to continue this important initiative.

1. Aim : The aim of the scheme is to provide access to the poor students of the State and to help them achieve the benefits of Higher Education.
2. Scope and Applicability : The Scheme will be applicable to the students seeking admission into 1st Year H.S./ B.A./ B.Sc./ B.Com. and Previous Year/1st Semester of M.A./ M.Sc./ M.Com. students taking admission in any self-financing course are not eligible under this scheme. In case of H.S. and B.A./ B.Sc./ B.Com. course, those students whose fees were waived last year will also be eligible to avail the scheme for the second year admission. For M.A./ M.Sc./ M.Com. the benefit of the scheme is applicable for Previous Year/1st Semester admission only (for the current academic year) and the scheme will not cover those who are being admitted into second year M.A./M.Sc./ M.Com. this session.
3. Institutes incorporated under the scheme :
 - i. All Provincialized and Govt. Colleges
 - ii. Gauhati University, Guwahati
 - iii. Dibrugarh University, Dibrugarh
 - iv. Bodoland University, Kokrajhar
 - v. Cotton State University, Guwahati
 - vi. Kumar Bhaskar Varma Sanskrit & Ancient Studies University, Nalbari.
 - vii. Women's University, Jorhat.

This scheme will not cover Private Colleges, Private Universities and Central Universities situated in Assam. The Scheme will be applicable to students pursuing higher education in Colleges and Universities of Assam in the categories stated above.

4. Applicability

Category of students eligible under the Scheme.

1. Students whose parental annual income is less than Rs. 1.00 Lakh from all sources will be eligible to avail this scheme.
 2. If either of the parent (mother or father) of the student is working in the State Govt. / Central Govt./ Semi Govt. / State or Central Govt. Undertakings, such students shall not be eligible under this scheme.
5. Proof of Income / Documents required :
- i) An Income Certificate from the Local Revenue Circle Officer/Mauzadar.
 - ii) A declaration from the students that neither of the parent (father or mother) of the student is an employee of State/Central Govt. Department or its undertaking. Such from shall be devised by the concerned Registrars/Principals. If such a declaration is found to be false, the admission shall be cancelled and fee shall be realized from such students.
6. Powers of Admission Committee:
- The Admission Committees of the concerned College and Universities shall have the power to enquire into the income of the family in case of doubt in regard to students and if the committee is of the view that the income of the parent exceeds Rs. 1.00 Lakh, the committee may recommend cancellation of admission not with standing documents submitted by the student. Such enquiry may commence suo motto by the institute or on a complaint received against any student availing benefit under this scheme. The category of institutes coming under the purview of the Scheme shall constitute such committees comprising of senior teachers.
7. Fee to be waived under the scheme during 1 Year and 2 Year Admission.

Year	Category of Admission	Nature of Fees to be Waived
1 st Year / New Admission	Higher Secondary 1 st year B.A./ B.Sc. / B. Com. 1 st year Session Starting from 1 st July 2017	All Fees that a college or University from students in Normal course rate not to exceed than the fee realized last year, 2016-17 session.
2 nd Year	For those admitted with no fee during the Session 2016-17	Colleges will realize only on Magazine fees. Games & Sports fees and College week fees. All other fee will be exempted in the Second year.
M.A./ M.Sc./ M. Com.	1 st year admission in the Session 2017-18	All fee realized by Universities against admission in the 1 st (Previous/ Semester) year during admission. For students studying in 3 Semester, (second year) this scheme will not be applicable.

8. Duties and Responsibilities of Students availing the Scheme :

Students seeking admission into 1st year will plant a sapling at his/her college or at his/her home and shall give photograph of the same to the college. The students has to nurse the sapling and while seeking admission into second year shall give photograph of the same tree that was planted during previous year. A scrutiny committee shall be constituted comprising teachers from Biology background who shall examine the photographs and will assess the genuineness of the photographs and growth of the plant. If the College does not have science stream, teachers from nearby colleges will be deputed for such purpose by the Director of Higher Education. Only on receipt of recommendation from the committee, the student can avail 2nd year fee waiver. This will be effective from the session 2018 (applicable to those who benefited under the scheme during 2017 session) students availing the second year fee waiver benefit during the current year will also plant a tree and will nourish it and submit photograph of the same while availing fee waiver benefit subsequently.

9. Responsibility of College and Universities:

All colleges and Universities will be required to upload the names of students admitted availing fee waiver benefit. This should be done from the Academic Year 2016-17 (Last Year)

10. Marking at the reverse of Mark Sheet of candidate given free admission :

The colleges giving free admission under this scheme shall give one endorsement at the reverse of relevant mark sheet of the student so that the student does not seek free admission in multiple colleges.

The colleges and Universities will devise Rubber Seal and use the seal at the reverse of mark sheets of the beneficiary students.

The colleges and Universities after the admissions are over will submit the demand towards the amount of fee waived to the poor students to the Director of Higher Education in such format as may be prescribed within 45 days.

The Director shall submit proposal for sanction to the Govt. on the basis of the proposal submitted by the College and Universities after due verification within 30 days.

The Colleges and Universities will send the requirement for reimbursement of fund in prescribed proforma together with names of students availing the benefit under the scheme within 45 days of admissions so that the Director can move Govt. for release of fund to institutes.

Sd/-

(Ajay Tewari, IAS)

Principal Secretary to the Govt. of Assam
Higher Education Department.

ACHIEVEMENTS OF OUR STUDENTS

(List of only 1st position holders)

Music and Culture

Sl. No.	Participant's Name	Position	Event	Venue
1	Ranjan Das	1 st	Dance Battle (crew v/s crew)	Jorhat Engineering College
		1 st	Dance Battle (1 v/s 1)	Shraddhanjali Kanan
		1 st	Dance Battle (1 v/s 1)	Smoke the Beats, Chandmari
2	Gayatri Prajapati	1 st	Alcheringa (Dancing DUO)	IIT, Guwahati
		1 st	All Assam Dancing Championship	District Library, Guwahati
3	Chandra Sikdar	1 st	Zonal Youth Fest (Classical Vocal)	Suren Das College, Hajo
		1 st	Zonal Youth Fest (Light Classical)	
4	Dipshikha Kalita	1 st	Zonal Youth Fest (Group Song)	
5	Bitupon Medhi	1 st	Zonal Youth Fest (Group Song)	
6	Achyut Nath	1 st	Zonal Youth Fest (Group Song)	
7	Baishali Basak	1 st	Zonal Youth Fest (Group Song)	
8	Biman Medhi	1 st	Zonal Youth Fest (Group Song)	
9	Khanindra Deka	1 st	Zonal Youth Fest (Group Song)	

Debate and Symposium

Sl.No	Participants Name	Event Name	Institution/ Organiser	Date	Position
1	Malay Das Aditya Gupta	SAVISKARA 2019 Quiz	Girijananda Chowdhury Institute of Management and Technology	5 th March, 2019	Winner

2	Malay Das Suraj Jyoti Chang kakoti	SBI Numero Quiz Competition 2019	State Bank of India	8 th March,2019	Winner
3	Malay Das Aditya Gupta	MANIFEST KOMMERCIO 5.0 Business Quiz Competition	Dept. of Commerce , Gauhati University	30 th March,2019	Winner

Athletic and Gymnasium

Sl.No	Participants Name	Event Name	Institution/ Organiser	Date	Position/ Prize
1	Dipshikha Kalita	Athletics (Triple Jump)	Reliance Foundation Youth Sports	October, 2018	Winner
2	Dipshikha Kalita	Athletics (Long Jump)	Gauhati University Inter College Athletic Me	April 2019	2 rd Prize
3	Gautom Barman	Athletics (Long Jump)	Gauhati University Inter College Athletic Meet	April 2019	3 rd Prize
4	Smrity Jaiswal	Athletics (Discus Throw)			

Cricket

Sl.No	Participants Name	Event Name	Institution/ Organiser	Date	Position/ Prize
1	College Cricket Team	Red Bull Regional Cricket Tournament	Red Bull Group	2019	Winner
2	College Cricket Team	North East Graduate Congress, 2019	USTM (University of Science and Technology, Meghalaya	2019	Runners up
3	College Cricket Team	Red Bull National Cricket Tournament held at Kolkata	Red Bull Group	2019	Participant





**ROLL OF HONOURS
POSITION HOLDERS OF K.C. DAS COMMERCE COLLEGE
IN H.S. FINAL EXAMINATION 2019**



AYUSHI JAIN 2nd Position



HANSIKA CHAWLA 7th Position



DISHA JAIN 8th Position



MUSKAAN PACHISIA 10th Position



ISHIKA AGARWAL 10th Position



JAGRUTI SETHIA 10th Position





K.C. DAS COMMERCE COLLEGE

CHATRIBARI, GUWAHATI: 781008, ASSAM

ADMISSION NOTICE

SESSION: 2019-2020

Online applications are invited from eligible candidates for admission into the following programmes:

Courses offered	Last date of submission of online form (till midnight)	Date of admission (From 10.00 AM)	Date of commencement of classes
● H.S. 1 st Year	05.06.2019	13.06.2019	21.06.2019
● B.Com. 1 st Semester	08.06.2019	18.06.2019	01.08.2019
● BBA 1 st Semester (Self-financing Course)	15.06.2019	20.06.2019	01.08.2019
● BCA 1 st Semester (Self-financing Course)	15.06.2019	20.06.2019	01.08.2019
● M.Com./PGDCA 1 st Semester (Self-financing Course)	Admission notice will be given after declaration of BA/B.Sc./B.Com. Final Examination result.		
● IDOL Study Centre (For B.Com, BCA & M.Com. programmes)	For details contact: Mobile No.: 98641-02580		
● Skill enhancement Courses ▶ GST-Accounts Assistant under ASDM, Govt. of Assam ▶ Accounts Executive	<p><i>For details contact:</i> Career Guidance and Placement Cell K.C. Das Commerce College Mobile No.: 96781-11099 e-mail : anna.pegu@gmail.com</p>		

Terms and conditions:

- ◆ Applications for admission shall be made online in the college website www.kcdcollege.ac.in by clicking on the "Online Admission Form" link and making online payment of Rs. 300/- by clicking on the payment option provided.
- ◆ Online admission forms shall be made available from 26.05.2019 (10 AM onwards). No printed forms will be available in the College Office. Candidates facing any difficulty may drop one email at admkcddc201920@gmail.com
- ◆ Time of admission: 10.00 A.M. onwards.
- ◆ Admissions will be strictly on the basis of merit and as per Govt. Reservation Rules.

Admission in Extra Curricular Quota:

Applicants seeking admission under Sports / Cultural / NCC / Scouts and Guides / Wards of Employees shall have to submit a separate application in plain paper along with printout of online filled up form and relevant certificates of proficiency. Such applications through speed post (AD) or by hand should reach the College Office latest by 08.06.2019 for H.S. 1st Year and 12.06.2019 for B.Com. 1st Semester (up to 4.00 P.M.). No applications shall be entertained after this date.

Sd/-
 Dr. Hrishikesh Baruah
 Principal
 K.C. Das Commerce College