

**ACADEMIC CALENDAR  
&  
STUDENTS' RULE BOOK  
(2018-2019)**



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



Name -----

Class -----

Roll No -----





**PART - I**  
**ACADEMIC CALENDAR**  
**(2018-2019)**

WALKER  
DENICOLA BUDAR  
95-8105

## JUNE - 2018

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

DATE & WEEK DAYS	WORKING DAYS	TEACHING DAYS	HOLIDAYS & SUNDAYS
June 1, Friday to June 2, Saturday	2	2	-
<b>June 3, Sunday</b>	-	-	<b>1</b>
June 4, Monday to June 9, Saturday	6	6	-
<b>June 10, Sunday</b>	-	-	<b>1</b>
June 11, Monday to June 15, Friday	5	5	-
<b>June 16, Saturday to June 17, Sunday (Eid-ul-fitre)</b>	-	-	<b>2</b>
June 18, Monday to June 23, Saturday	6	6	-
<b>June 24, Sunday</b>	-	-	<b>1</b>
June 25, Monday to June 30, Saturday	6	6	-
<b>TOTAL</b>	<b>25</b>	<b>25</b>	<b>5</b>

- JUNE 15, FRIDAY - HS 1<sup>st</sup> year Admission
- JUNE 19, TUESDAY - B.Com 1<sup>st</sup> Sem. Admission
- JUNE 23, SATURDAY - BBA & BCA Admission
- JUNE 25, MONDAY - COMMENCEMENT OF HS. 1ST AND B.COM. 1ST SEMESTER CLASSES.

**JULY- 2018**

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

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

- The College office and library will remain open during the said period.

## AUGUST - 2018

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

DATE & WEEK DAYS	WORKING DAYS	TEACHING DAYS	HOLIDAYS & SUNDAYS
August 1, Wednesday to August 4, Saturday	4	4	-
August 5, Sunday	-	-	1
August 6, Monday to August 11, Saturday	6	6	-
August 12, Sunday	-	-	1
August 13, Monday to August 14, Tuesday	2	2	-
August 15, Wednesday (Independence Day)	-	-	1
August 16, Thursday to August 18, Saturday	3	3	-
August 19, Sunday	-	-	1
August 20, Monday to August 21, Tuesday	2	2	-
August 22, Wednesday to August 23, Thursday (Id-Uz-Zuha)	-	-	2
August 24, Friday to August 25, Saturday	2	2	-
August 26, Sunday	-	-	1
August 27, Monday to August 30, Thursday	4	4	-
August 31, Friday (Tithi fo Sri Sri Madhabdev)	-	-	1
<b>TOTAL</b>	<b>23</b>	<b>23</b>	<b>8</b>

- AUGUST 1, WEDNESDAY - Teaching Staff Meeting at 1:00 P.M.
- AUGUST 1, WEDNESDAY - Commencement of BBA, BCA and M.Com Classes
- AUGUST 18, SATURDAY - Fresher's Day Celebration.



# SEPTEMBER - 2018

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

DATE & WEEK DAYS	WORKING DAYS	TEACHING DAYS	HOLIDAYS & SUNDAYS
September 1, Saturday	1	1	-
September 2, Sunday	-	-	1
September 3, Monday (Janmastomi)	-	-	1
September 4, Tuesday to September 8, Saturday	5	5	-
September 9, Sunday	-	-	1
September 10, Monday	1	1	-
September 11, Tuesday (Tithi of Sri Sri Sankardev.)	-	-	1
September 12, Wednesday to Sept. 15, Saturday	4	4	-
September 16, Sunday	-	-	1
September 17, Monday to Sept. 18 Tuesday	2	2	-
September 19, Wednesday (Janmostav of Sri Sri Sankardev.)	-	-	1
September 20, Thursday to Sept. 22, Saturday	3	3	-
September 23, Sunday	-	-	1
Sept. 24, Monday to Sept. 29, Saturday	6	6	-
Sept. 30, Sunday	-	-	1
<b>TOTAL</b>	<b>22</b>	<b>22</b>	<b>08</b>

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



- SEPTEMBER 8, SATURDAY - Election of Student's Union Body
- SEPTEMBER 8, SATURDAY - Last date of Submission of question papers of Sessional Exam of B.Com. I, III, V Sem
- SEPTEMBER 12, WEDNESDAY - Oath Taking of Student's Body at 2 P.M.
- SEPTEMBER 20<sup>TH</sup>, THURSDAY, 21<sup>ST</sup> FRIDAY & 22<sup>ND</sup> SATURDAY - Sessional Exam of B.Com.- I, III & V Sem. (20 Marks)
- SEPTEMBER 29, SATURDAY - IQAC/Teaching Staff Meeting.

## OCTOBER - 2018

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

DATE & WEEK DAYS	WORKING DAYS	TEACHING DAYS	HOLIDAYS & SUNDAYS
October 1, Monday	1	1	-
October 2, Tuesday (Birthday of Mahatma Gandhi)	-	-	1
October 3, Wednesday to October 6, Saturday	4	4	-
October 7, Sunday	-	-	1
October 8, Monday to October 13, Saturday	6	6	-
October 14, Sunday	-	-	1
October 15, Monday to October 24, Wednesday (Durga Puja, Kati Bihu, Lakshmi Puja)	-	-	10
October 25, Thursday to October 27, Saturday	3	3	-
October 28, Sunday	-	-	1
October 29, Monday to October 31, Wednesday	3	3	-
<b>TOTAL</b>	<b>17</b>	<b>17</b>	<b>14</b>

- **OCTOBER 6, SATURDAY** - Submission of Answer Scripts of B.Com. Sem. Sessional Exam of I, III and V Semester
- **OCTOBER 10, WEDNESDAY** - Submission of Question Paper of Test Exam of HS 1st & 2nd Year
- **OCTOBER 22, MONDAY TO NOVEMBER 2, FRIDAY** - Test Exam of HS 1st Year and HS 2nd Year
- **OCTOBER 31, WEDNESDAY** - IQAC/Teaching Staff Meeting.

## NOVEMBER - 2018

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

DATE & WEEK DAYS	WORKING DAYS	TEACHING DAYS	HOLIDAYS & SUNDAYS
November 1, Thursday to November 3, Saturday	3	3	-
November 4, Sunday	-	-	1
November 5, Monday	1	1	-
November 6, Tuesday to November 7, Wednesday (Kali Puja & Diwali)	-	-	2
November 8, Thursday to November 10, Saturday	3	3	-
November 11, Sunday	-	-	1
November 12, Monday	1	1	-
November 13, Tuesday (Chhath Puja)	-	-	1
November 14, Wednesday to November 17, Saturday	4	4	-
November 18, Sunday	-	-	1
November 19, Monday to Nov. 22, Thursday	4	4	-
November 23, (Guru Nanak's Birthday)	-	-	1
November 24, Saturday (Lachit Divas)	-	-	1
November 25, Sunday	-	-	1
November 26, Monday to November 30, Friday	5	5	-
<b>TOTAL</b>	<b>21</b>	<b>21</b>	<b>9</b>



- **NOVEMBER 6, TUESDAY** - Inter College Music Competition
- **NOVEMBER 7, WEDNESDAY** - College Foundation Day Celebration.
- **NOVEMBER 24, SATURDAY** - Submission of Ans. Scripts of HS 1<sup>st</sup> & 2<sup>nd</sup> Year.
- **NOVEMBER 30, FRIDAY** - IQAC/Teaching Staff Meeting.

## DECEMBER - 2018

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

DATE & WEEK DAYS	WORKING DAYS	TEACHING DAYS	HOLIDAYS & SUNDAYS
December 1, Saturday	1	1	-
December 2, Sunday (Asom Divas) Sukafa Divas	-	-	1
December 3, Monday to December 8, Saturday	6	6	-
December 9, Sunday	-	-	1
December 10, Monday to December 15, Saturday	6	6	-
December 16, Sunday	-	-	1
December 17, Monday to Dec. 22, Saturday	6	6	-
December 23, Sunday	-	-	1
December 24, Monday	1	1	-
December 25, Tuesday (Christmas Day)	-	-	1
December 26, Wednesday to December 29, Saturday	4	4	-
December 30, Sunday	-	-	1
December 31, Monday	1	1	-
<b>TOTAL</b>	<b>25</b>	<b>25</b>	<b>6</b>

- DECEMBER 29, SATURDAY - IQAC/Teaching Staff Meeting.



## JANUARY - 2019

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

DATE & WEEK DAYS	WORKING DAYS	TEACHING DAYS	HOLIDAYS & SUNDAYS
January 1, Tuesday to January 12, Saturday (Winter Break)	-	-	12
January 13, Sunday	-	-	1
January 14, Monday & Jan 15, Tuesday (Magh Bihu)	-	-	2
January 16, Wednesday to January 19, Saturday	4	4	-
January 20, Sunday	-	-	1
January 21, Monday to January 25, Friday	5	5	-
January 26, Saturday (Republic day)	-	-	1
January 27, Sunday	-	-	1
January 28, Monday to January 31, Thursday	4	4	-
<b>TOTAL</b>	<b>13</b>	<b>13</b>	<b>18</b>

- JANUARY 28, MONDAY TO FEBRUARY, 2 SATURDAY - Youth Festival

Note : Winter break may change subject to G.U. notification.

## FEBRUARY - 2019

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

DATE & WEEK DAYS	WORKING DAYS	TEACHING DAYS	HOLIDAYS & SUNDAYS
February 1, Friday to February 2, Saturday	2	2	-
<b>February 3, Sunday</b>	-	-	<b>1</b>
February 4, Monday to February 9, Saturday	6	6	-
<b>February 10, Sunday (Saraswati Puja)</b>	-	-	<b>1</b>
February 11, Monday to February 16, Saturday	6	6	-
<b>February 17, Sunday</b>	-	-	<b>1</b>
February 18, Monday to February 23, Saturday	1	1	-
<b>February 24, Sunday</b>	-	-	<b>1</b>
February 25, Monday to February 28, Thursday	4	4	-
<b>TOTAL</b>	<b>24</b>	<b>24</b>	<b>4</b>

- **FEBRUARY 25, MONDAY** - Last date of Question Paper Submission of Sessional Exam - B.Com II, IV & VI Semester (20 marks).

## MARCH - 2019

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

DATE & WEEK DAYS	WORKING DAYS	TEACHING DAYS	HOLIDAYS & SUNDAYS
March 1, Friday & March 2, Saturday	2	2	-
March 3, Sunday	-	-	1
March 4, Monday (Sivaratri)	-	-	1
March 5, Tuesday to March 9, Saturday	5	5	-
March 10, Sunday	-	-	1
March 11, Monday to March 16, Saturday	6	6	-
March 17, Sunday	-	-	1
March 18, Monday to March 20, Wednesday	3	3	-
March 21, Thursday to March 22, Friday (Dol Jatra)	-	-	2
March 23, Saturday	1	1	-
March 24, Sunday	-	-	1
March 25, Monday to March 30, Saturday	6	6	-
March 31, Sunday	-	-	1
<b>TOTAL</b>	<b>23</b>	<b>23</b>	<b>8</b>

- MARCH 5, TUESDAY TO MARCH 7, THURSDAY : Sessional Exam of B. Com. II, IV and VI Semester (20 Marks)
- MARCH 18, MONDAY : Last date of submission of Answer Scripts and Marksheet for Sessional Exam - B.Com II, IV & VI Semester.
- MARCH 30, SATURDAY : IQAC/Teaching Staff Meeting.



## APRIL - 2019

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

DATE & WEEK DAYS	WORKING DAYS	TEACHING DAYS	HOLIDAYS & SUNDAYS
April 1, Monday to April 6, Saturday	6	6	-
April 7, Sunday	-	-	1
April 8, Monday to April 13, Saturday	6	6	-
April 14, Sunday to April 16, Tuesday (Bohag Bihu)	-	-	3
April 17, Wednesday to April 18, Thursday	2	2	-
April 19, Friday (Good Friday)	-	-	1
April 20, Saturday	1	1	-
April 21, Sunday	-	-	1
April 22, Monday to April 27, Saturday	6	6	-
April 28, Sunday	-	-	1
April 29, Monday to April 30, Tuesday	2	2	-
<b>TOTAL</b>	<b>23</b>	<b>23</b>	<b>7</b>

- APRIL 30, TUESDAY - IQAC/Teaching Staff Meeting.

## MAY - 2019

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

DATE & WEEK DAYS	WORKING DAYS	TEACHING DAYS	HOLIDAYS & SUNDAYS
May 1, Wednesday (May Day)	-	-	1
May 2, Thursday to May 4, Saturday	3	3	-
May 5, Sunday	-	-	1
May 6, Monday to May 11, Saturday	6	6	-
May 12, Sunday	-	-	1
May 13, Monday to May 17, Friday	5	5	-
May 18, Saturday (Buddha Purnima)	-	-	1
May 19, Sunday	-	-	1
May 20, Monday to May 25, Saturday	6	6	-
May 26, Sunday	-	-	1
May 27, Monday to May 31, Friday	5	5	-
<b>TOTAL</b>	<b>25</b>	<b>25</b>	<b>6</b>

- MARCH 6, MONDAY - IQAC / Teaching Staff Meeting.

NOTE • All examination dates are subject to change as per notification by the college Authority/ AHSEC/Gauhati University.

- Date pertaining to the various activities / occasions are also subject to change as per notification by the college authority.





STANDARDS AND REGULATIONS OF CEM

STUDENTS' RULE BOOK

**PART - II**  
**STUDENTS' RULE BOOK**



# RULES AND REGULATIONS OF THE COLLEGE

## CLASS ATTENDANCE OF STUDENTS

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

## COLLEGE RULES AND DISCIPLINE

- Students are expected to maintain a high standard of discipline both within and outside the college premises.
- College uniform is compulsory for students during teaching and Examinations days and on all important occasions like Freshers' Day, Youth Festival, Foundation Day etc.
- Jackets, Jeans or T-shirts are not a part of the dress code.
- Students must carry their Identity Card to the college regularly.
- Use of mobile phones inside the college campus is strictly prohibited.
- Students must take proper care of the college property. Strict action will be taken against those caught damaging the same.
- Smoking and chewing of paan masala is not allowed inside the college campus. Students caught spitting in the classrooms, toilet or staircases will be severely punished. A mass penalty of Rs. 500/- will also be imposed for such acts of gross indiscipline.

## INTERNAL EXAMINATION

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

**DRESS CODE**  
**HS, B.COM., BBA & BCA Students -**

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

**M. COM. Students -**

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

**IMPORTANT**

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







## **K.C. Das Commerce College**

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