

Annual Quality Assurance Report (AQAR)

2011-12



Submitted to NAAC on 31.10.2017

Internal Quality Assurance Cell (IQAC)
D.H.S.K. COMMERCE COLLEGE
K.C. Gogoi Path
Dibrugarh, Assam

The Annual Quality Assurance Report (AQAR)

of DHSK Commerce College, for 2011-12

Part – A

1. Details of the Institution:

1.1.	Name of the Institution	D.H.S.K. COMMERCE COLLEGE
1.2.	Address Line 1	K.C. GOGOI PATH
	Address Line 2	DIBRUGARH
	City/Town	DIBRUGARH
	State	ASSAM
	Pin Code	786001
	Institution e-mail address	dhscomcol@gmail.com
	Contact Nos.	0373-2321653
	Name of the Head of the Institution:	Dr. Khanindra Misra Bhagawati
	Mobile:	9435908628
	Name of the IQAC Co-ordinator:	Dr. Tanka Prasad Upadhyaya
	Mobile:	9435391205
	IQAC e-mail address:	iqacdhscomcol@gmail.com
1.3.	NAAC Track ID (For ex. MHCogn 18879)	
	OR	
	NAAC Executive Committee No. & Date:	EC/32/066 Dated: May 03, 2004
1.4.	Website address:	www.dhscommercecollege.edu.in
	Web-link of the AQAR:	www.dhscommercecollege.edu.in/aqar.aspx

1.5. Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B		2004	2009
2	2 nd Cycle				
3	3 rd Cycle				
4	4 th Cycle				

1.6. Date of Establishment of IQAC: DD/MM/YYYY

1.7. AQAR for the year

1.8. Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC:

1.9. Institutional Status:

University ☐ State ☐ Central ☐ Deemed ☐ Private ☐

Affiliated College Yes ☒ No ☐

Constituent College Yes ☐ No ☒

Autonomous college of UGC Yes ☐ No ☒

Regulatory Agency approved Institution Yes ☐ No ☒

Type of Institution Co-education ☒ Men ☐ Women ☐

Urban ☒ Rural ☐ Tribal ☐

Financial Status Grant-in-aid ☒ UGC 2(f) ☒ UGC 12B ☒

Grant-in-aid + Self Financing ☐ Totally Self-financing ☐

1.10. Type of Faculty/Programme

Arts ☐ Science ☐ Commerce ☒ Law ☐

PEI (Phys Edu) ☐ TEI (Edu) ☐ Engineering ☐ Health Science ☐

Management ☐ Others (Specify)

1.11. Name of the Affiliating University (for the Colleges)

1.12. Special status conferred by Central/State Government- UGC/CSIR/DST/DBT/ICMR etc.

Autonomy by State/Central Govt./ University

University with Potential for Excellence

DST Star Scheme

UGC-Special Assistance Programme

UGC-Innovative PG programmes

UGC-COP Programmes

UGC-CPE

UGC-CE

DST-FIST

Any other (Specify)

2. IQAC Composition and Activities:

2.1. No. of Teachers:	2
2.2. No. of Administrative/Technical staff:	-
2.3. No. of students:	-
2.4. No. of Management representative:	-
2.5. No. of Alumni:	-
2.6. No. of any other stakeholder and community representatives:	-
2.7. No. of Employers/ Industrialists:	-
2.8. No. of other External Experts:	-
2.9. Total No. of members:	-
2.10. No. of IQAC meetings held:	-

2.11. No. of meetings with various stakeholders:	No.	-	Faculty	-
	Non- Teaching Staff	Students	Alumni	Others
			1	-

2.12. Has IQAC received any funding from UGC during the year? Yes ☐ No ☒

If yes, mention the amount

-

2.13. Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos.	-	International	-	National	-	State	-	Institution Level	-
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(ii) Themes

Nil

2.14. Significant Activities and contributions made by IQAC:

The IQAC motivates to ensure quality enhancement in teaching-learning and research.

2.15. Plan of Action by IQAC/Outcome:

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year.

Plan of Action	Achievements
Digitalization	✓ Installation of projectors ✓ Purchase of computers and equipments
Gymnasium	✓ Purchase of sports and fitness equipments

Part – B

Criterion – I

1. Curricular Aspects

1.1. Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	No. of value added /Career Oriented programmes
PhD	-	-	-	-
PG	-	-	-	-
UG	1	-	-	-
PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	-
Diploma	-	-	-	-
Certificate	1	-	1	-
Others	1	-	1	-
Total	3	-	2	-
Interdisciplinary	-	-	-	-
Innovative	-	-	-	-

1.2. (i) Flexibility of the Curriculum: CBCS/ Core/ Elective option/ Open options

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	1
Trimester	-
Annual	1

1.3. Feedback from stakeholders*(On all aspects):

Alumni ☐ Parents ☐ Employers ☐ Students ☒

Mode of feedback: Online ☐ Manual ☒ Co-operating schools ☐
(for PEI)

**Please provide an analysis of the feedback in the Annexure. (Annexure I)*

1.4. Whether there is any revision / update of regulation or syllabi, if yes, mention their salient aspects.

The Project Work subject of B.Com 6th semester has been revised by allotting 80 marks for the Project Report preparation and 20 marks for Internal Assessment.

1.5. Any new Department/Centre introduced during the year. If yes, give details.

Introduction of Semester System as per the guidelines of Dibrugarh University

Criterion – II

2. Teaching, Learning and Evaluation

2.1. Total No. of permanent faculty:

Total	Asst. Professors	Associate Professors	Professors	Others
25	12	13	-	-

2.2. No. of permanent faculty with Ph.D.

6

2.3. No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
3	-	-	-	-	-	-	-	3	-

2.4. No. of Guest and Visiting faculty and Temporary faculty:

-

-

-

2.5. Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended Seminars/ Workshops	-	22	8
Presented papers	2	21	-
Resource Persons	-	2	2

2.6. Innovative processes adopted by the institution in Teaching and Learning:

Modern teaching aids i.e. projectors have been used in the class rooms

2.7. Total No. of actual teaching days during this academic year

181

2.8. Examination / Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy and online Multiple Choice Questions):

- Display of sessional examinations marks in the notice board.
- Answer scripts of sessional examinations are shown to the students.
- Sessional examination answer scripts, marks and other records have been maintained by respective departments.

2.9. No. of faculty members involved in curriculum restructuring / Revision/ Syllabus development as member of Board of Study/ Faculty/Curriculum Development workshop:

1

1

1

2.10. Average percentage of attendance of students:

81%

2.11. Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division(%)				
		Distinction %	I %	II %	III %	Pass %
B.Com. Final Examination	191	1.57	17.28	47.12	12.57	78.54

2.12. How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes:

- Initiative in monitoring of regular holding of classes.
- Assessment of student's attendance.
- Encouraging teachers to use modern teaching aids.
- Arrangement of project work classes for sixth semester speciality students

2.13. Initiatives undertaken towards faculty development:

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	4
UGC – Faculty Improvement Programme	1
HRD programmes	1
Orientation programmes	-
Faculty exchange programme	-
Staff training conducted by the university	1
Staff training conducted by other institutions	-
Summer / Winter schools, Workshops, etc.	5
Others(1 week workshop)	1

2.14. Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	15	1	1	-
Technical Staff	-	-	-	-

Criterion – III

3. Research, Consultancy and Extension

3.1. Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution:

The IQAC encourages faculty members to undertake research works and publications

3.2. Details regarding major projects:

	Completed	Ongoing	Sanctioned	Submitted
Number	-	-	-	-
Outlay in Rs. Lakhs	-	-	-	-

3.3. Details regarding minor projects:

	Completed	Ongoing	Sanctioned	Submitted
Number	-	-	2	-
Outlay in Rs.	-	-	2,50,000.00	-

3.4. Details on research publications

	International	National	Others
Peer Review Journals	6	2	-
Non-Peer Review Journals	-	-	-
e-Journals	2	-	-
Conference proceedings	-	1	-

3.5. Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

3.6. Research funds sanctioned and received from various funding agencies, industry and other organizations:

Nature of the Project	Duration Year	Name of the funding Agency	Total grant Sanctioned(Rs)	Received (Rs)
Major projects	-	-	-	-
Minor Projects	2011-13	UGC	2,50,000.00	1,85,000.00
Interdisciplinary Projects	-	-	-	-
Industry sponsored	-	-	-	-
Projects sponsored by the University/ College	-	-	-	-
Students research projects (other than compulsory by the University)	-	-	-	-
Any other(Specify)	-	-	-	-
Total	-	-	2,50,000.00	1,85,000.00

3.7. No. of books published:

i) With ISBN No. Chapters in Edited Books

ii) Without ISBN No.

3.8. No. of University Departments receiving funds from:

UGC-SAP

UGC-SAP

DST-FIST

DPE

DBT Scheme/funds

3.9. For Colleges:

Autonomy

CPE

DBT Star Scheme

INSPIRE

CE

Any Other (specify)

3.10. Revenue generated through consultancy:

3.11. No. of conferences organized by the institution:

Level	International	National	State	University	College
Number	-	-	-	-	-
Sponsoring agencies	-	-	-	-	-

3.12. No. of faculty served as experts, chairpersons or resource persons:

3.13. No. of collaborations:

International

National

Any other

3.14. No. of linkages created during this year:

3.15. Total budget for research for current year in lakhs :

From Funding agency

From Management of University/College

Total

3.16. No. of patents received this year:

Type of Patent		Number
National	Applied	-
	Granted	-
International	Applied	-
	Granted	-
Commercialised	Applied	-
	Granted	-

3.17. No. of research awards / recognitions received by faculty and research fellows of the Institute in the year:

Total	International	National	State	University	Dist	College
-	-	-	-	-	-	-

3.18. No. of faculty from the Institution who are Ph. D. Guides and students registered under them:

3.19. No. of Ph.D. awarded by faculty from the Institution:

3.20. No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones):
 JRF SRF Project Fellows Any other

3.21. No. of students Participated in NSS events:
 University level State level
 National level International level

3.22. No. of students participated in NCC events:
 University level State level
 National level International level

3.23. No. of Awards won in NSS:
 University level State level
 National level International level

3.24. No. of Awards won in NCC:
 University level State level
 National level International level

3.25. No. of Extension activities organized:
 University forum College forum
 NCC NSS Any other

3.26. Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility:

- NCC wing of the college organised camps
- Students Freshmen Social was organised
- Environmental study tour was organised

Criterion – IV

4. Infrastructure and Learning Resources

4.1. Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	0.81 acres	Nil	Public & Private	0.81 acres
Class rooms	14	Nil	Nil	14
Laboratories	Nil	Nil	Nil	Nil
Seminar Halls	1	Nil	Nil	1
No. of important equipments purchased ($\geq$ 1-0 lakh) during the current year.	Nil	1	UGC	1
Value of the equipment purchased during the year (Rs.)	5,08,500.00	Nil	UGC	5,08,500.00
Others	Nil	Nil	Nil	Nil

4.2. Computerization of administration and library:

Library software SOUL 1 deactivated & SOUL 2.0 installed on behalf. Data transfer from SOUL 1 to SOUL 2.0 was being done through Data Entry Process.

4.3. Library services:

	Existing		Newly added		Total	
	No.	Value (Rs)	No.	Value(Rs)	No.	Value(Rs)
Text Books	18646	2855823.50	437	171498.00	19083	3027321.50
Reference Books	7531	1513067.50	190	89635.00	7721	1602702.50
e-Books	-	-	-	-	-	-
Journals	29	4125.00	32	2515.00	61	6640.00
e-Journals	-	-	-	-	-	-
Digital Database	-	-	-	-	-	-
CD & Video	-	-	-	-	-	-
Others (Newspaper & Magazine)	-	-	-	7870.00	-	-

4.4. Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centre's	Office	Depart -ments	Others
Existing	Nil	Nil	Nil	Nil	1	2	Nil	Nil
Added	13	Nil	Nil	Nil	Nil	Nil	Nil	2
Total	13	Nil	Nil	Nil	1	2	Nil	2

- 4.5. Computer, Internet access, training to teachers and students and any other programme for technology up-gradation (Networking, e-Governance etc.):

The college provides facilities for learning computer basics, internet browsing etc to teachers, office staff and students.

- 4.6. Amount spent on maintenance in Rupees:

i) ICT	13,96,500.00
ii) Campus Infrastructure and facilities	21,15,410.00
iii) Equipments	2,95,418.00
iv) Others	2,25,162.00
Total :	40,32,490.00

Criterion – V

5. Student Support and Progression

- 5.1. Contribution of IQAC in enhancing awareness about Student Support Services

The college prospectus provides detailed information about the student support services. The college administration, Information & Career Guidance Cell, NCC, NSS also take care of Student Support Services .The faculty and staff also provide information about various services available in the college.

- 5.2. Efforts made by the institution for tracking the progression

Student's progression is tracked through various parameters such as class attendance, internal assessment marks, presentations in seminars and viva-voce etc.

- 5.3. (a) Total Number of students

UG	PG	Ph. D.	Others
667	-	-	-

- (b) No. of students outside the state

5

- (c) No. of international students

-

Men

No.	%
416	62.37

Women

No.	%
251	37.63

	General	SC	ST	OBC	Physically Challenged	Total
Last Year(2010-11)	346	52	49	198	-	645
This Year(2011-12)	333	62	63	209	-	667

Demand ratio

1:6

Dropout %

0%

5.4. Details of student support mechanism for coaching for competitive examinations (If any):

Nil

Number of students beneficiaries NA

5.5. Number of students qualified in these examinations:

NET -

SET/SLET -

GATE -

CAT -

IAS/IPS etc -

State PSC -

UPSC -

Others -

5.6. Details of student counselling and career guidance:

- The ICGC of the college organized an awareness programme in collaboration with IIPM, New Delhi for the TDC students.
- Detailed information about various subject combinations available in the college is mentioned in the prospectus.
- The college organises orientation classes for 1st year students for counselling.
- Employment related information is provided by the Library through print media such as employment news, daily Assamese and English newspapers.

Number of students benefitted All students

5.7. Details of campus placement:

On campus		Off Campus	
Number of organizations visited	Number of students participated	Number of organizations visited	Number of students participated
-	-	-	-

5.8. Details of gender sensitization programmes:

The Women Cell of the college organized a felicitation programme for Hastikanya Parboti Baruah.

5.9. Students Activities:

5.9.1. Number of students participated in Sports, Games and other events:

State/ University level -

National level -

International level -

No. of students participated in cultural events:

State/ University level -

National level -

International level -

5.9.2. Number of medals /awards won by students in Sports, Games and other events:

Sports: State/ University level National level International level

Cultural: State/ University level National level International level

5.10. Scholarships and Financial Support:

Heads	Number of students	Amount(Rs.)
Financial support from institution	-	-
Financial support from government	32	63,520.00
Financial support from other sources	-	-
Number of students who received International/ National recognitions	-	-

5.11. Student organized / initiatives:

Fairs: State/University level National level International level

Exhibition: State/University Level National level International level

5.12. No. of social initiatives undertaken by the students:

Nil

5.13. Major grievances of students (if any) redressed:

Nil

Criterion – VI

6. Governance, Leadership and Management

6.1. State the Vision and Mission of the institution:

Vision:

- Making commerce education accessible to all sections of the society.
- Teach, guide and motivate the students by providing quality education.
- Inculcate the spirit of co-operation and healthy competition amongst the students.
- Mould the students towards creativity and excellence with dedication, devotion and discipline.
- Ensure physical, mental and moral growth and development of the students.
- Assist in character building by cultivating human and ethical values in the students.
- Synthesise the traditional and modern teaching tools for capacity building through all round development of the students.
- Facilitate, encourage and spread education for women empowerment.

Mission:

- “The mission of the D.H.S.K. Commerce College is to promote learning by both students and faculty to achieve excellence in education”

6.2. Does the Institution has a management Information System: No

6.3. Quality improvement strategies adopted by the institution for each of the following:

6.3.1. Curriculum Development:

The College is affiliated to Dibrugarh University. Therefore curriculum is developed by the University. Some teachers of the college are engaged by the University in the Curriculum Design and Development.

6.3.2. Teaching and Learning:

The College provides quality education in various speciality courses in Commerce. The University prepares academic calendar at the beginning of each academic year and accordingly various departments of the College prepares teaching plans. The College conducts in-semester examinations, viva-voce, project works, etc. for the continuous evaluation of the students. Students are encouraged to participate in workshops, seminar, quiz competition and group discussion in order to improve their performances in internal assessment.

6.3.3. Examination and Evaluation:

University Examinations (End Semester Examinations) are conducted as per rules and guidelines provided by the Dibrugarh University (the affiliating university). The evaluation is carried out by teachers as per direction of the University. The college is identified by the University as one of the Examination Evaluation Zones and as such teachers are engaged in the Evaluation process. Two In-Semester Sessional examinations are conducted by the College. Internal assessment marks are awarded to the students based on their performance in their sessional examinations, group discussion, seminar, class attendance and viva voce.

6.3.4. Research and Development:

The college encourages the faculty for research and development works with financial assistance from various funding and sponsoring agencies engaged for the purpose of higher education and research. The college also encourages the faculty to organise seminars / workshops, talks sponsored by UGC, NGOs, SEBI, etc.

6.3.5. Library, ICT and physical infrastructure / instrumentation:

Library: The college library has more than 26000 books and journals and is equipped with internet facility including ICT-OPAC

Physical infrastructure: The College was established long back with a three storied academic cum administrative buildings. Subsequently some additions to the infrastructure have been made in order to facilitate teaching and learning in a more efficient manner for meeting the ever growing demands and expectation of the students. The college has started both horizontal and vertical expansion of the existing building with the financial aid received from the Govt. of Assam.

6.3.6. Human Resource Management:

The college grants leaves to the faculty members for participation in the refresher/ orientation programs, workshops, seminars etc for improving their knowledge base and professional skills.

6.3.7. Faculty and Staff recruitment:

For the purpose of recruitment, a selection committee is formed as per the guidelines of UGC and state govt. which selects suitable candidate and the proposal is placed in the Governing Body. After the approval of the Governing Body the proposal is sent to the Director of Higher Education for appointment

6.3.8. Industry Interaction / Collaboration:

The college doesn't have any collaboration with industry

6.3.9 Admission of Students:

Students are admitted on merit basis and also reservation policy of the Govt. of Assam is followed. Admission process is carried out by an admission committee . The college displays the names of selected candidates with marks in the college notice board as well as college website.

6.4. Welfare schemes for

Teaching and Non teaching staff	✓ Group Insurance Scheme ✓ D.K.C.C.E.W. Society fund for providing financial assistance to its members at a low rate of interest, ✓ One time financial help for retired persons.
Students	✓ Low College fee as well as fee concession to needy and meritorious students ✓ Scholarship from Central and State Govt., Private Institutions ✓ Availability of RO Water.

6.5. Total corpus fund generated

Nil

6.6. Whether annual financial audit has been done

Yes ☒

No ☐

6.7. Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Agency
Academic	No		No	
Administrative	No		No	

6.8. Does the University / Autonomous College declares results within 30 days?

For UG Programmes

Yes ☐

No ☒

For PG Programmes

Yes ☐

No ☒

6.9. What efforts are made by the University/ Autonomous College for Examination Reforms?

Not applicable for colleges

- 6.10. What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

The college is empowered to assess the students internally and allot IA marks on the basis of their performances in in-semester examinations, viva-voce, group discussion, extracurricular activities, attendance etc which consists of 20% marks.

- 6.11. Activities and support from the Alumni Association:

The Alumni Association organizes regular meetings where discussions take place for improvements in academics, infrastructure, administration etc

- 6.12. Activities and support from the Parent – Teacher Association:

There is no Parent-Teacher association in the college but parents are invited by the administration when necessity arises. There is a provision of guardian representatives in the Governing Body of the college.

- 6.13. Development programmes for support staff:

-

- 6.14. Initiatives taken by the institution to make the campus eco-friendly:

Conservation of energy by minimizing use of electrical equipments. Students are discouraged to bring vehicles to the college.

Criterion – VII

7. Innovations and Best Practice

- 7.1. Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

- The college organises environmental study tour for the students
- Introduction of daylight projector in the classroom
- Installation of sports equipments
- Construction of temporary departmental room for teachers

- 7.2. Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year :

- ✓ Installation of projectors in classrooms
- ✓ Purchase of computers and equipments
- ✓ Purchase of sports equipments
- ✓ Renovation of college office
- ✓ Publication of various papers for research journals by faculties
- ✓ Purchase of books and journals
- ✓ Purchase of generator and photocopy machine
- ✓ Recruitment of faculty and non teaching staff on college pay to fill up various vacant positions

7.3. Give two Best Practices of the institution (*please* see the format in the NAAC Self-study Manuals):

- Students are encouraged to participate in community activities such as blood donation camps, cleanliness and environmental protection.
- The college has a transparent set of procedures to conduct internal and final examinations.

7.4. Contribution to environmental awareness / protection:

- Students are encouraged to use public transport system
- The NSS wing of the college helps to maintain the campus clean

7.5. Whether environmental audit was conducted?

Yes ☐

No ☒

7.6. Any other relevant information the institution wishes to add. (for example SWOT Analysis):

-

8. Plans of institution for next year (2012-13):

- Purchase of computers for the departments and installation of Wi-Fi system
- Improvement of class room facilities
- Provision of gymnasium for the students, teachers and office staffs
- Publication of the 1st issue of a peer reviewed research journal “Utkarsh”
- Publication of “Voices and Vignettes”
- Publication of the UGC National seminar proceedings entitled “Micro Finance and Inclusive Growth - Dynamics and Challenges”
- Purchase of text and reference books for the College library
- Recruitment of faculty and non teaching staff on college pay to fill up various vacant positions
- Organising financial awareness programmes under SEBI



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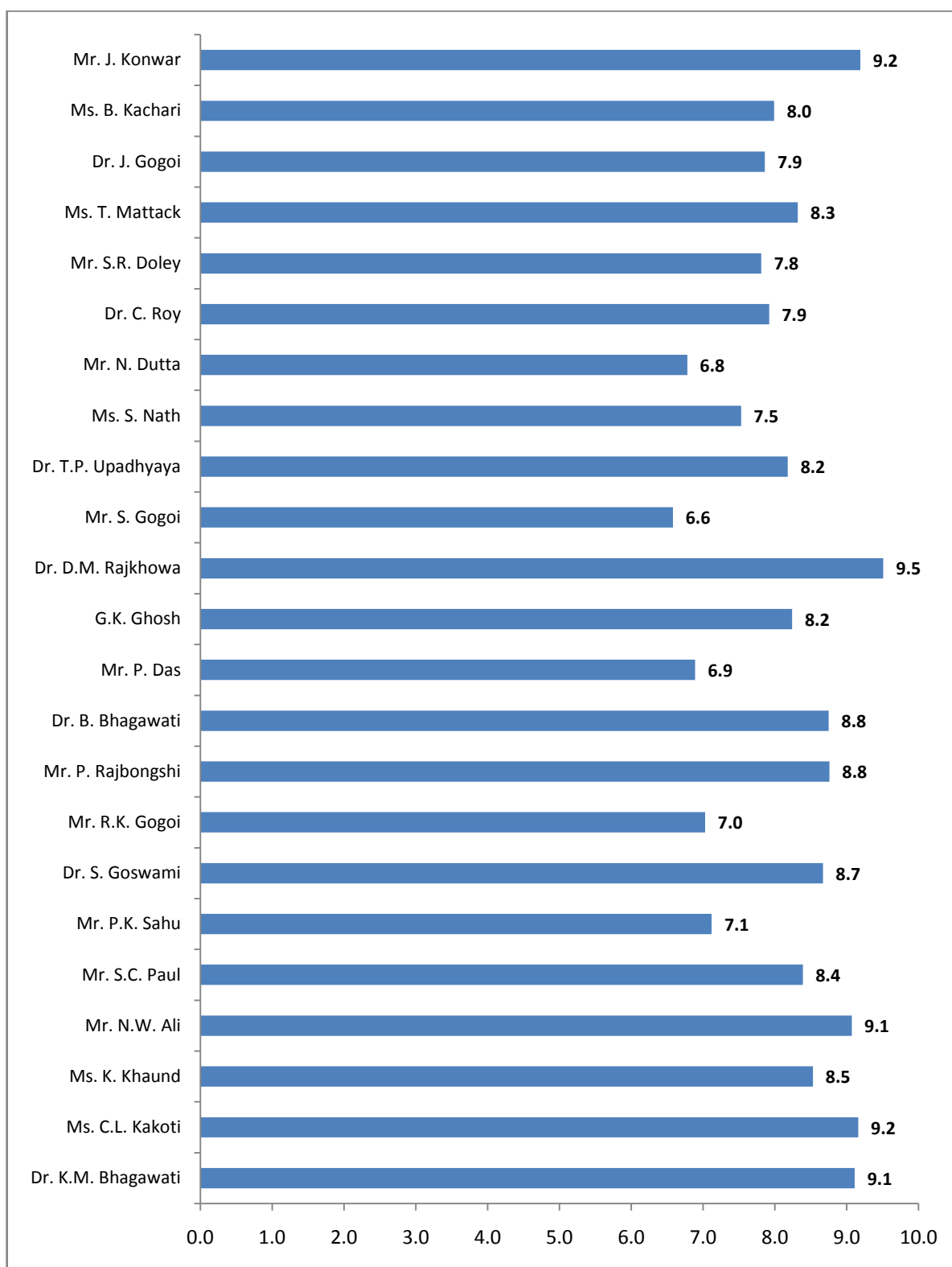
Dr. Khanindra Misra Bhagawati
Principal cum Chairman, IQAC
D.H.S.K Commerce College
Dibrugarh, Assam

Annexure - I

Students' Feedback on Teachers

Average Rating given by Student on Teachers Attributes

For the session 2009 - 2012



Annexure – II
Academic Calendar for 2011-12

D.H.S.K. COMMERCE COLLEGE



Annexure II

**ACADEMIC CALENDAR FOR THE GENERAL DEGREE COLLEGES IN
THE SEMESTER SYSTEM**

(Revised notification approved by the Hon'ble Vice-Chancellor, D.U. under report to the Under
Graduate Board and Academic Council, D.U. vide Memo No. DU/DR-A/8-1/11/108 dated
05.05.2011)

DATE(S)	EVENT(S)
May 10, 2011	Commencement of B.A./B.Sc./B.Com. Part II/ Part III Classes
May 16- June 30, 2011	1. Admission Notice and Completion of the Admission Process for the BA/B.Sc./B.Com 1 st Semester Classes 2. Completion of admission process of the BA/ B.Sc./ B.Com. Part II/ Part III Classes
June 1- June 30, 2011	Vacation
July 1, 2011	1. Commencement of B.A./B.Sc./B.Com. 1 st Semester Classes 2. Re- Commencement of B.A./B.Sc./B.Com. Part II/ Part III Classes 3. Notification of Class Routine 4. Notification of Course Plan & Departmental Class Routine in the Departmental Notice Boards by the Departments
July 4-7, 2011 (any one day)	(1) Interaction with the 1 st Semester Students by the Principal and teachers of the College (2) Freshers' Social
August 12, 2011	Last date for submission of Filled-in Registration Forms of the B.A./ B.Sc./ B.Com. 1 st Semester Students to the University by the Colleges
August 16-24, 2011	1 st Sessional Examination (particularly for the B.A./ B.Sc./ B.Com. 1 st Semester classes) to be conducted by the teaching departments
August 25-27, 2011	Students' Union Election (any one day)
August 25-31, 2011	Students' Counselling & Mid Semester Feedback Assessment for the B.A./ B.Sc./ B.Com. 1 st Semester classes (any one day)
September 19-24, 2011	(1) Notification of 1 st Sessional Examination's marks in the Departmental Notice Board (2) Internal Assessment through Seminar/ Group Discussion etc.
September 20-30, 2011	2 nd Sessional Examination (particularly for the B.A./ B.Sc./ B.Com. 1 st Semester classes) to be conducted by the teaching departments
September 30, 2011	Last date for submission of Assignments (if any)
October 15, 2011	Last date for Form fill-up of the B.A./ B.Sc./ B.Com. End Semester Examinations (1 st Semester)
October 24-30, 2011	Notification of 2 nd Sessional Examination marks in the Departmental Notice Board
October 21, 2011	Last date for submission of filled in Examination Forms of the B.A./ B.Sc./ B.Com. End Semester Examinations (1 st Semester) by the colleges at the University
October 31, 2011	Completion of Odd Semester Classes
Nov 10- 30, 2011	End Semester Examinations (1 st Semester) of the BA/ B.Sc./ B.Com Programmes
November 10, 2011	Last date for Submission of Internal Assessment records (marks) by the Colleges to the University
Nov 15 –Dec 15, 2011	Evaluation of End Semester Answer Scripts at the Zones
December 1- 10, 2011	College Week (For Seven days)
December 1-31, 2011	Semester End Vacation
December 28, 2011	Last date for Submission of Evaluated Scripts of the End Semester Examinations (1 st Semester) of the BA/ B.Sc./ B.Com Programmes with relevant documents by the Zonal Officers to the University
January 1, 2012	Programme for welcoming New Year 2012
January 2, 2012	(1) Commencement of the Even Semester Classes (2) Notification of Class Routine for the Even Semesters (3) Notification of Course Plan of the Even Semesters in the Departmental Notice Board (4) Re-commencement of the B.A./ B.Sc./ B.Com. Part II/ Part III Classes
January 31, 2012	Declaration of the B.A./ B.Sc./ B.Com. 1 st Semester Examination Results

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February 6-15, 2012	1 st Sessional Examination (particularly for the B.A./ B.Sc./ B.Com. 2 nd Semester classes) to be conducted by the teaching departments
February 15-21, 2012	Students' Counselling & Mid Semester Feedback Assessment for the B.A./ B.Sc./ B.Com. 2 nd Semester classes (any one day)
March 5-10, 2012	Notification of 1 st Sessional Examination's marks in the Departmental Notice Board
March 19-24, 2012	Internal Assessment(for 2 nd Semester BA/ B.Sc./ B.Com Programmes) through Seminar/ Group Discussion
April 2-12, 2012	2 nd Sessional Examination (particularly for the B.A./ B.Sc./ B.Com. 2 nd Semester classes) to be conducted by the teaching departments
April 12, 2012	1. Last date for submission of Assignment (if any) 2. Last date for Form fill-up of the B.A./ B.Sc./ B.Com. End Semester Examinations (2 nd Semester)
April 25, 2012	Last date for submission of filled in Examination Forms of the B.A./ B.Sc./ B.Com. End Semester Examinations (2 nd Semester) by the colleges at the University
May 2-5, 2012	Notification of 2 nd Sessional Examination Marks of the 2 nd Semester BA/ B.Sc./ B.Com Programmes in the Departmental Notice Boards
May 5, 2012	Completion of 2 nd Semester Classes of the BA/ B.Sc./ B.Com Programmes
May 14- May 31, 2012	End Semester (2 nd Semester) Examinations of the BA/ B.Sc./ B.Com Programmes
May 14, 2011	Last date for Submission of Internal Assessment records (marks) of the B.A./ B.Sc./ B.Com. 2 nd Semester Examinations by the Colleges to the University
May 21- June 10, 2012	Evaluation of Answer Scripts of the B.A./ B.Sc./ B.Com. End Semester Examinations (2 nd Semester) at the Zones
June 1-30, 2012	Semester End Vacation
June 20, 2012	Last date for Submission of Evaluated Scripts of the End Semester (2 nd Semester) Examinations of the BA/ B.Sc./ B.Com Programmes with relevant documents by the Zonal Officers to the University
July 20, 2012	Declaration of the 2 nd Semester Examination Results

(Sri B.C. Borah)
Deputy Registrar (Academic)
Dibrugarh University

Copy to:

1. The Vice-Chancellor, Dibrugarh University.
2. The Registrar, Dibrugarh University.
3. The Controller of Examinations, Dibrugarh University.
4. The Director, , College Development Council, Dibrugarh University
5. The Director, Directorate of Distance Education Dibrugarh University.
6. The Director, Directorate of Higher Education, Assam, Guwahati.
7. The Deputy Controllers of Examinations (A, B &C), Dibrugarh University.
8. The Heads of the Teaching Departments/ Directors of the Centre for Studies, D.U.
9. The Principals of all affiliated/ permitted colleges under Dibrugarh University conducting the B.A./ B.Sc./ B.Com Programmes.
10. The Senior Technical Officer, Internet, Dibrugarh University.
11. The System Administrator (Examination), Dibrugarh University.
12. All Administrative Branches of Dibrugarh University.
13. File.

(Sri B.C. Borah)
Deputy Registrar (Academic)
Dibrugarh University