

2016

*COLLEGE
PROSPECTUS*

Tufanganj
Mahavidyalaya

Tufanganj, New Town,
Cooch Behar,
West Bengal

www.tufanganjmahavidyalaya.net



ABOUT THE COLLEGE

Tufanganj Mahavidyalaya, established in 1971, is a General Degree College, offering as it does, scopes for prosecuting higher studies with Honours in eleven subjects, i.e., Bengali, English, History, Political Science, Sanskrit, Sociology, Economics, Botany, Geography and Philosophy, and General / Pass Course in all subjects including Geography & Mathematics. Registered under (2) F & 12 (B) of the UGC Act and affiliated to the Cooch Behar Panchanan Barma University, this college was assessed and accredited "B+" Grade by the National Assessment and Accreditation Council (NAAC) in 2007, which bears testimony to its academic status in the changing scenario in the sphere of higher education. Since its inception this College promises to mete out quality education to its learners and render extension services to the people of the locality through NSS, NCC and various academic projects and activities.

The College is located at a spacious campus, surrounded and protected by a boundary wall at Tufanganj Newtown, twenty five kilometres away from Cooch Behar town. Situated in the calm, green and serene lap of nature, it offers an ideal environment for learning and developing personality as well. Presently housed in three main buildings, it offers courses in Arts, Commerce and Science, all running simultaneously at day time. The medium of teaching is Bengali/ English. The College has five staff quarters, one teachers' mess, a Girls' Hostel, presently used by Jawahar Navodaya Vidyalaya, a pond and two playgrounds fluttering over 14 acres of land.

"Charaibati" or moving forward is the motto of the college, which implies continuous effort to boost up academic improvement, infrastructural, expansion and development of soft skill of the learners of this institution. The sustainability of an academic institution, particularly in the context of globalization, squarely depends on its ability to adapt to the ongoing transformation, its preparedness to adjust itself to the shifting directions, and consistent and compatible quality of education can clinch the efficacy and prosperity of the institution.

THE VISION & MISSION

Tufanganj Mahavidyalaya aspires to be the beckon of light to the learners, especially to the laggard sections through committed instruction and through inculcating competence, confidence and capability and to promote and preserve values and culture of the local society.

And the Mission of Tufanganj Mahavidyalaya is:

To foster interactive teaching-learning ambience conducive to the quest and pursuit of higher studies

To infuse zeal, curiosity and adaptability to the contemporary challenges

To harness latent potentialities and to strive for holistic development of the young learners

To sensitize learners about gender discrimination, human rights and environmental issues

To impart moral, ethical and community oriented values and outlook

To prepare the learners for the emerging employment opportunities

To ensure optimal and effective use of available infrastructure and resources

To set benchmarks in teaching, learning and governance

THE OBJECTIVES

- To provide equitable and fair opportunity to the learners
- To cater to the special needs of SC, ST, OBC, Minority and poor learners
- To facilitate the learners to be responsible citizenry
- To promote creativity and extra-curricular potentiality among learners
- To develop and maintain peaceful, cordial relations among all stakeholders
- To encourage cleanliness, friendship and cooperative efforts and orientation
- To sustain research culture among the faculties

- To establish linkage with civil society organisations and activists
- To generate resources from external sources
- To adapt to economic and technological changes and challenges
- To promote and preserve local culture through extension activities

COURSES OFFERED

At present five undergraduate Degree Courses are offered under three streams (Arts, Science & Commerce) by the college.

Bachelor of Arts (B.A): Honours and General
Bachelor of Science (B.Sc.): Honours and General
Bachelor of Commerce (B.Com): General

According to the revised rules of the Cooch Behar Panchanan Barma University both General and Honours courses are of consecutive three-year duration. After qualifying the Part-I Examination, the students have to qualify for Part -II. Again after qualifying the Part-II Examination and 3rd year study the students will have to appear at the part -III Examination. Each student must have to take Environmental Studies in part -I, English in Part-II and Bengali in Part -III as compulsory subjects. An Honours student must opt for two elective subjects and one compulsory subject. A student of General course (Arts & Science) must have to take three elective subjects in addition to one compulsory subject, Environmental Studies (100 Marks) for Part-I & English (50 Marks) for Part -II & Bengali (50 Marks) for Part -III respectively.

HONOURS & GENERAL COURSES:

B.A. Honours: available Course and their Intake Capacity:

Course	No of Seats
Bengali	120
English	88

History	120
Political- Science	120
Economics	40
Sociology	120
Sanskrit	53
Philosophy	48
Geography	40

B.A General Course: available Elective Subjects

Elective Bengali
 Elective English
 Sanskrit
 Sociology
 Philosophy
 Political Science
 Economics
 Geography (32 Seats)
 Education

B.Sc Honours Course

Course	No of Seat
Botany	20
Zoology	32
Chemistry	

B.Sc. General

Course	No of Seat
B.Sc (Bio Science) [Botany, Zoology, Chemistry]	70
B.Sc (Pure Science) [Physics, Chemistry, Math]	30

Students from Science Stream [maximum 50 for Bio science]

Students from vocational stream [Maximum 20 for Bio science]

B.Com General Course (In addition to compulsory subjects each student will have to take the following groups)

Part - I	Part -II
Business communication	Secretarial Practice
Money & Financial System - I	Money & Financial System - II
Economic Principles	Economics

NB.

Reservation for OBC (A) 10%, OBC (B) 7%, PH 3% (Each Category)

Important Note:

A candidate must submit the following documents and produce those in Original during the time of Verification:

- a. Self - attested copy of H.S Mark sheet
- b. Self - attested copy of M.P Mark sheet
- c. Self - attested copy of Caste Certificate/ PH Certificate (as applicable)
- d. Self - attested copy of School leaving Certificate
- e. Migration Certificate (If applicable)
- f. College Copy of Money Receipt of Online Registration.
- g. College Copy of Money Receipt of Final Admission.
- h. Hard-copy of Admission form with recent passport size photo.

ADMISSION ELIGIBILITY

1. For Honours Course:

a) Those candidates who would obtain either (i) 55% marks in the aggregate or (ii) 50% in the aggregate with 60% marks in the subject in the qualifying examinations shall be eligible to apply for admission to Honours Courses in the subjects concerned as per NBU norms. Admission to a course shall be subject to availability of seats and based on merit.

Provided that "For admission to the Courses of B.A. (Hons.), B.Sc. (Hons.) B.Com. (Hons) SC or ST candidate getting admission have in the previous examinations

qualifying marks which are not lower by more than 25% from the marks obtained, by the last candidate of the general category. The candidates included in the general merit list will not be counted towards these reserved quotas.”

b) In the matter of eligibility to apply for admission to Honours Courses 54.5% marks or above shall be treated as 55% marks, 49.5% or above shall be treated as 50% and 59.5% marks or above shall be treated as 60%.

2. For General Course:

H.S. (Class XII) passed or Equivalent Examinations.

3. For B.Sc. (General) Courses:

Passed H.S. or equivalent examinations with pass marks in Biology and Chemistry. Twenty two percent (22%), six percent (6%) and three percent (3%) of seats shall be kept reserved for the S.C, S.T. & P.H. (above 40% disabilities) candidates respectively. In addition to this, 2% of seats shall also be kept reserved for the candidates from outside India and West Bengal respectively as per NBU rules.

ADMISSION PROCESS

The admission process is entirely based on merit --the score/rank to be determined by the results of the qualifying examination as per the guidelines of the affiliating university.

The Merit List will be published in the college website (www.tufanganjmahavidyalaya.net) as per predetermined dates.

The candidates will be intimated through SMS to the mobile no as given in the Admission Form.

The eligible and willing candidates will have to pay the requisite fee to the authorised bank and will have to produce the receipt during form verification

ACADEMIC REGULATIONS

University Registration:

A student is required to submit Registration Forms as prescribed by the Cooch Behar Panchanan Barma University (to be obtained from the college office) within 15th September 2016 from the date of admission, failing which his/her admission shall be treated as cancelled.

Attendance:

Daily attendance in the class is obligatory. No student will be allowed to sit for the University Examination unless he/she attends 75% of classes as per CBPBU Circular.

Test Exam:

Students of B.A. /B.com/B.Sc., 1st, 2nd, 3rd Yr. classes will have to sit for Test Exams. Class Test: For continuous evaluation of the students class tests are held. Before filling up forms for University Examinations, students will have to appear and qualify the class test/ Annual Examination.

Identity Card:

Every student of the college will be given an Identity Card at the cost of Rs.10.00 Duplicate Identity Card can be obtained, if the original is lost, at the cost of Rs. 10.00 only.

Subject Change:

No change of subject will be allowed after filling in Registration Forms.

Stream Change:

No change of stream will be allowed after admission.

OBEDIENCE TO COLLEGE RULES & DISCIPLINE

The students must observe and follow the rules, regulations and traditional virtues of the college. Any violation of college rules may lead to expulsion from the college and any misdemeanour on the part of a student may lead to the disciplinary action to be taken by the college authority. The college authority may also call on his/her guardian.

- i) All students must conduct in befitting manner both within and outside the college campus. They are answerable to the Principal for their behaviour in general and within the college campus in particular.
- ii) All students must possess and carry their college Identity Cards with them all the time inside the college campus. They may be asked to produce the same at any time.

Code of Conduct for the students (as approved by the Governing Body)

- a) Every student must bring with him/her Identity card.
- b) Students' Organizations should use specific boards for affixing posters.
- c) Defacement of the college building by any type of writing is prohibited.
- d) No outsider can enter the college premises without the permission of the Principal. He or she may enter the college with due permission for purely academic and official purpose for 30 minutes only.
- e) No students' Organization can organize any procession during the hours of Examination and Admission. Allegation, if any, may be submitted in writing to the Principal.
- f) Every student Organization must obtain prior permission from the Principal for submission of deputation.

g) Any violation of the above code of conduct may lead to punishment to be decided by the Governing Body of the College.

Declaration

Each student must have to declare the following statement in the Admission Form.

"I do hereby declare that the particulars given in this form are true. I have carefully read the instructions mentioned in the prospectus and undertake to obey those. I'm not a registered student of any University other than Cooch Behar Panchanan Barma University. I swear to abide by the rules & regulations of the college mentioned in the college Prospectus. I know the menace of ragging and I shall not get myself involved in any act of ragging inside the college premises. I shall remain bound to bear any kind of penal measure inflicted by the authority of the College, if any violation of College Rules & Regulations and Ragging activities is committed by me".

INTERNAL EVALUATION SYSTEM

1. Students from all disciplines with Honours be assessed for eligibility to appear at the University Examinations based on TWO ASSIGNMENTS covering the syllabus (to be submitted before the Puja Vacation and in January respectively) where they will be required to do some meticulous study on certain topics assigned by the teachers. The teachers should also guide them by stating the methods of fulfilling the assignment by referring to books & journals etc. for the same. (Total Marks $40 \times 2=80$). There will also be an Annual Test Examination of 100 marks (50+50) in late January for the Honours students.

2. Every Honours student (Part-I and Part-II) from all disciplines should also write and present a SEMINAR PAPER with the concerned teachers within a stipulated time period, the topic and thrust-areas of which will be decided by the teachers and communicated to them prior to the Puja Vacation. The students should submit their Full Papers after Puja Vacation with the concerned teacher (Total Marks 20).

3. The Honours students of Part-III will have to submit TWO ASSIGNMENTS and ONE SEMINAR PAPER as mentioned above. For them, the distribution of marks will be as follows: Assignments- $90 \times 2 = 180$, Seminar Paper = 20. There will also be an Annual Test Examination of 200 marks (50×4) in late January for the 3rd year Honours students.

4. As for the Pass-Course students of Part I and II, the eligibility to appear at the University Examinations will depend on TWO ASSIGNMENTS covering the syllabus (to be submitted before the Puja Vacation and in January respectively) (Total Marks $75 \times 2 = 150$)

5. The Pass-Course students will also require appearing at an MCQ (Multiple Choice Questions) EXAMINATION (50 Marks) based on the total syllabus, the questionnaires which will be prepared by the teachers and the students will be examined on a normal class day in the middle of January.

6. All marks (of the two assignments and the MCQ Examination combined) of the Pass- Course students will be published in the first week of February.

7. As for the Pass-Course students of Part-III, eligibility to appear at the University Examinations will depend on TWO ASSIGNMENTS covering the syllabus (to be submitted before the Puja Vacation and in January respectively) where they will be required to do some research like works on certain topics assigned by the teacher. The teacher should also guide them by stating the methods of fulfilling the assignment by mentioning reference books etc. for the same. (Total Marks $40 \times 2 = 80$).

8. The Pass-Course students of Part-III will also require appearing at an MCQ EXAMINATION (20 Marks) based on the total syllabus, the questionnaires of which will

be prepared by the teachers and the students will be examined on a normal class day in the middle of January.

9. All marks (of the two assignments and the MCQ Examination combined) of the 3rd year Pass-Course students will be published in the first week of February.

10. The qualifying marks required to appear at the University Examinations will be fixed at 40 percent of the total marks, and this will be applicable to all Honours and Pass-Course students.

Annual Test Examination:

The schedule will be notified by the college authority from time to time.

University Examination:

As per schedule to be published by the Cooch Behar Panchanan Barma University and North Bengal University.

FACILITIES AVAILABLE

1. Library:

The College Library is abundantly rich with quality books and reputed journals. Regular subscription of journals covers the streams of Science, Arts, Commerce, Social Science and Rural Development. Students are provided with facilities for reading and using computers, free Internet connection etc. The College has a museum of its own, enriched with anthropological and ethnical specimens, historical documents and folklore of the district. The Library serves the need of the teachers, students and staff of the college as well as the research scholars of the locality. Computerised accession system and Internet facilities for students are also available.

2. Laboratory:

There are four well equipped laboratories for the Departments of Botany, Zoology, Chemistry & Geography where practical classes are conducted as well as research works on various projects are carried out.

3. Play Ground:

The College has two splendid playgrounds. Students play football, cricket regularly there. Moreover, they are also used by other institutions for the purpose of games, sports and cultural functions.

4. Scholarships:

The college has four Endowment Funds three of which are donated by the retired Professor in Sanskrit, Dr. Nibha Sen and one by Silver Jubilee Celebration Committee, the interest of which is used to award four scholarship to promote academic excellence among the students of the College, namely:

- a) Jadunath Sen Scholarship - For B.A. Part - III (Hons.) Regular Male Topper.
- b) Sunitibala Sen Scholarship - For B.A. Part - III (Hons.) Regular Female Topper.
- c) Maya Bhowmick Scholarship - For B.A. Part - III (Gen) Male and Female (Separately) Topper (The candidate will have to obtain at least 50% marks at the B.A. Part - III (Gen.) Exam.
- d) Silver Jubilee Memorial Scholarship - For B.Com / B.Sc. Part - II (Gen) Topper (Among the Male & Female Regular Candidates).

5. Students' Welfare / Aid funds:

In addition to full / half free studentship, there are students' Aid Fund to help the poor and meritorious students and students' Welfare Fund to help the diseased students (for their treatment).

6. Students' Common Rooms:

The College has separate common rooms for Boys and Girls which remain open during college hours. There are arrangements for indoor games e.g. Carom, Chess etc.

7. Students' Union:

All students of the college are members of the college Students' Union whose office bearers are elected by the students every year to conduct different extra-curricular activities & programmes to develop their soft skill.

8. College Canteen:

There is a canteen for college students, which remain open during college hours.

COMMITTEES / CELLS

There is an Admission Committee duly constituted by the Governing Body of the College comprising Principal, teachers, non-teaching staff and General Secretary of the Students' Union.

Admission to the College is strictly maintained on the basis of merit and the existing rules and regulations framed by the affiliating University and the Admission Vommittee of the College as well.

OTHERS

There are different committees /cells constituted by the Governing Body for smooth functioning of various activities of the college such as Development & Maintenance Committee, Building Committee, U.G.C. Committee, Gardening & Beautification Committee and Grievance Redressed Cell, Finance Committee & Internal Quality Assurance Cell (IQAC) etc. for helping the college management.

IMPORTANT ACTIVITIES

1. National Service Scheme (NSS):

Students after getting admission may be the volunteers of NSS. The NSS unit of the College has earned reputation especially from NBU for its various activities in remote areas through welfare services and cultural awareness programmes. The service of the volunteers not only helps and enhances the progress of the society and environment but also develops their personality.

2. National Cadet Corps (NCC):

The College has two separate wings of NCC, for both boys and girls. A number of cadets of this institution have won distinction and special honour at the state and national level which have more often than not, helped them in getting jobs.

3. Research / Seminar:

In addition to normal educational and cultural activities the college encourages a number of research and seminar programmes sponsored by the UGC and other Govt. agencies. The institution has penchant for promoting excellence not only among the students but also among those who teach them.

4. Games & Sports:

The tradition of the college in the fields of games and sports is laudable. The students participate in various Tournaments & Athletic Meet organized by University and State Level competitions and have won medals & Championships. In 2011 the college won Inter- College Cricket Championship organized by NBU. In 2012, the College won the Runners-up Trophy in inter-College Cricket Tournament and got entitled to take part in CAB organized Cricket Tournament. In 2013 the college cricket team again participated in CAB Cricket Tournament.

RAGGING

Ragging in any form is totally prohibited in Tufanganj Mahavidyalya.

'Vishwa Jagriti Mission' :- "Any disorderly conduct whether by words spoken or written or by an act which has the effect of teasing, treating or handling with rudeness any other student, indulging in rowdy or indiscipline activities which cause or is likely to cause annoyance, hardship or psychological harm or to raise fear or apprehension thereof in fresher or junior student or asking the students to do any act or perform something which such student will not in the ordinary course and which has the effect of causing or generating a sense of shame or embarrassment so as to affect the physique of a fresher or a junior student".

PUNISHMENT FOR RAGGING:

A) As per Orders of Hon'ble Supreme Court of India:

"henceforth in every prospectus relating to admission of the students in any educational institution, it shall be clearly stated that if any incident of ragging comes to the notice of the authority, the concerned student shall be given liberty to explain and if his explanation is not satisfactory, the authority would expel him/her from the institution."

B) ***PUNISHMENT*** (as recommended by the UGC & the Court of Law):

1. Cancellation of admission.
2. Suspension from attending classes.
3. Withholding /withdrawing scholarship / fellowship and other benefits.
4. Debarring from appearing at any Test / Examination or other evaluation process.
5. Withholding results.
6. Debarring from representing the institution in any national or international meet, tournament, youth festival etc.
7. Suspension or expulsion from the hostel.
8. Rustication from the institution for periods varying from 1 or more semesters.

9. Expulsion from the institution and consequent debarring from admission to any other institution.
10. Fine up to Rs.25000.00/-
11. Rigorous imprisonment up to three years (only by the court of Law)

UGC-Sponsored Schemes for Students

a) Coaching Class for Entry in Services:

As approved by the University Grants' Commission the College has been conducting coaching class for entry in Services for SC/ST/OBC (Non creamy layer) Minorities and other students of General Category to facilitate their preparation for appearing at different competitive Exams & facing Interviews/Personality Tests as well.

b) Remedial Coaching:

Special classes for the students belonging to SC/ST/OBC (Non-Creamy layer) Minorities and other general students are conducted with a view to improving their level of comprehension of basic subjects and providing a stronger foundation for further academic works.

c) Career and Counselling Cell:

The Career and Counselling Cell has been introduced to help the students to establish linkages with the world of jobs in private & Govt. Sectors and locate career opportunities vis-a-vis the competitive academic works.

d) Conveyance and Special stipend:

The College also offers Conveyance and Special Stipend to the eligible students, as and when available from the concerned authority.

For further information/quarries

i) Contact:

The Principal
Tufanganj, New Town,
Cooch Behar,
West Bengal, PIN-- 736160
Phone; **03582-244263**

ii) Or visit college website

www.tufanganjmahavidyalaya.net