



PROSPECTUS

2023-2024

BARPETA GIRLS' COLLEGE



Barpeta Girls' College:

(Accredited by NAAC B grade in 2nd cycle)

An Overview

CONTENTS

- Barpeta Girls' College: An Overview || 3
- Welcome message from Principal || 5
- Courses & Subjects Offered || 6
- Motto, Vision & Mission || 8
- GU-FYUGP: An Overview || 10
- General Information & Guidelines || 19
- Fee Structure || 23
- Infrastructure & Facilities || 26
- Student's Support Schemes || 29
- Cells & Committees || 30
- General Rules & Regulations || 32
- Faculty Members & Office Staff || 34
- Various Cells & Committees || 37
- Annexure-1 || 44

Barpeta Girls' College, the only institution of higher education for women in Barpeta district, was established on 7th September, 1978, within the vicinity of Barpeta Town popularly known as **Satra Nagari**, which is also the headquarter of Barpeta District. Since inception the college has been disseminating higher education to the girl students of Barpeta and its surrounding areas at both HS and UG level. The college at the time of its birth had strong shoulders to rest on, such as Sri Nibaran Chandra Choudhury,

noted academician and sportsperson of Barpeta as the secretary of the Governing Body and Sri Jnanaranjan Das, another noted academician and also an advocate, as its principal. Later, the college was served by several noted personalities, prominent in their own ways, as presidents of the Governing Body and Principals.

The College got govt. concurrence at the HS and the UG level in 1984 and 1994 respectively. Later, the college was brought under the deficit grants-in aid system on the 25th of March,

1998 and subsequently, under provincialised system in 2005. It obtained UGC u/s 2(f) and 12 (B) on 5th Jan.2007, three years after the first cycle of the NAAC assessment and accreditation of the college, in which the college maintained 'C' grade. The college secured Grade "B" in the second cycle of NAAC assessment and accreditation in 2016.

Barpeta Girls' College, currently an Arts stream college with its 8 (eight) departments, is currently imparting higher education in the subjects English, Assamese, Education, Economics, Political Science, Philosophy, Anthropology and Home Science, though it has its dream to expand its arena in the coming days.

The college also has the scope for imparting computer education with its well-equipped computer lab, and currently the college is making its plan in this direction. Besides these, the college offers Diploma, Degree and Masters' Degree programs through distance mode under Krishna Kanta Handiqui State Open University (KKHSOU) as one of its active study centres.

The college fraternity humbly pays their gratitude to all those who have left no stone unturned to bring this institution up to this level and hope that the people of Barpeta as well as the entire Assam will surely extend their love and cooperation in all aspects to make this institution a centre of excellence in the near future.



Being born of the dream of a few visionaries of this locality to open the door to higher education for socially and economically disadvantaged women of Barpeta and its surroundings, Barpeta Girls' College has passed a long span of 45 years since its inception in 1978, and in these years, the college has shown its inimitable strength to rise against all adversities to reach its determined goal. From the very beginning, the college has been trying its level best to impart quality education to women, and thus, to empower women in all possible ways. And the history will say that the college has been able to experience success in its long journey in spite of the difficulties on its way. The college properly apprehends the changing scenario of higher education in this country, and is trying to keep pace with time. The college got accredited by the NAAC twice, and now it is gearing up for the third cycle of assessment and accreditation by the NAAC. Barpeta Girls' College is getting itself ready to meet the changes to be brought about by the National Education Policy, 2020.

I hope Barpeta Girls' College will continue to shine bright, even brighter, opening up new vistas of success.

Dr Birinchi Kumar Das
Principal, Barpeta Girls' College

Four Year Undergraduate Programme (FYUGP)

Currently we are offering only Bachelor of Arts (B.A.) with Major and without Major options. Subject wise total seats are as follows:

Subjects	Seats in Major	Seats in Minor
Anthropology		120
Assamese	40	120
Economics	40	120
Education	40	120
English	40	120
Home Science		120
Philosophy	40	120
Political Science	40	120

Higher Secondary (Arts) Programme

A student can select any four from the following optional subjects, out of which one subject in which she secures the lowest marks will automatically be her fourth subject.

Compulsory Subjects	Optional Subjects
English MIL (Assamese)/ Alt. English	Education Political Science Adv. Assamese/Logic& Philosophy Anthropology/ Home Science Economics Any four subjects to be selected from the above.

The Maximum Number of Seats : H.S. 1st Year: 250

COURSES THROUGH DISTANCE MODE

The college offers the following UG, PG and Diploma Courses under Krishna Kant Handiqui State Open University (KKHSOU).

UG (Arts)	PG	DIPLOMA
Major course. Pass Course	Assamese English Political Science Education Economics	1. Diploma in Library and Information sci- ence (DLIS) 2. Diploma in Crea- tive Writing in Eng- lish (DCWE)



Motto

The motto signifies the aim of the college. It is a Sanskrit word, *atmanam biddhi*, well depicted in the college emblem; means illuminate your own name.

Vision

The vision of the college is to make it a centre of excellence to spread higher education to the women of rural and semi-urban populace of the region with a view to making them good, honest, responsible and worthy citizen of the country.

Mission

The mission of the college is to create an ambience in the institution in which the students can learn to face the challenges of the modern society and can attain moral and spiritual upliftment that would enable them to form a character of sublime order.

Objectivities

- To spread the light of education among the female section of the society.
- To educate drop out students seeking admission in our college.
- To educate the economically backward girls' section of the society.
- To educate those students who feel shy to study with male section.
- To create awareness among the female section of the society about their rights and duties to the society and the nation as a whole.
- To create an ideal mother to bring forth ideal citizens to the nation.
- To give knowledge of different languages so that they can communicate with the people of the other parts of the nation.
- To create ideal citizen through various co-curricular activities like NSS, Scout & Guide, Red Ribbon Club, seminar, symposia and literary activities.
- To create awareness for preservation of our rich cultural heritage.
- To inculcate moral values among the women masses keeping in view with the present social degradation

GU-FYUGP: An Overview

The Four-Year Undergraduate Programme (FYUGP) offered by Gauhati University is aligned with the National Education Policy (NEP) 2020. It is based on a new curricular framework as envisaged under the National Education Policy 2020 (NEP 2020) by the University Grants Commission (UGC) on the Choice Based Credit System (CBCS) mode.

Major Highlights of GU-FYUGP:

- Flexibility to move from one discipline of study to another
- Opportunity for learners to choose the courses of their interest in all disciplines
- Facilitating multiple entry and exit options with UG certificate/UG diploma/or degree depending upon the number of credits secured
- Flexibility for learners to move from one institution to another to enable them to have multi and / or interdisciplinary learning
- Flexibility to switch to alternative modes of learning (offline, ODL, and Online learning, and hybrid modes of learning).

Programme and Curricular Components: The FYUGP (First Year Under-

graduate Programme) consists of 8 semesters, which must be completed within a minimum of 4 academic years. Each academic year is divided into two semesters. Each semester has a credit allocation of 22. The minimum credit requirements for a 3-year programme are 132 credits, and for a 4-year programme, it is 176 credits. The minimum credit requirements for Gauhati University's FYUGP are 120 up to 3 years with the fraction of 84 in Core Courses and 36 in Common Courses. 160 in total up to 4 years.

Course-wise credit requirements

Below, we provide the minimum credit requirement for various course along with a mention of their semesters.

Core Course

The core courses constitute Majors and Minors. Usually, a student will choose one Major subject and two Minor subjects. All core courses have a credit allocation of 4. Altogether, irrespective of any Major or Minor options, a student will necessarily need to study 21 courses with total credit allocation of 84 over a 3-year programme.

Major Course: "Major" refers to the main discipline or subject of focus in which a degree is awarded. Students need to earn a prescribed number of

credits (50% of total minimum credits) through core courses in the respective discipline. The minimum credit requirements for a Major Course over a 3-year period is 60 which translates to 15 courses (papers).

Minor Course "Minor" denotes a discipline that allows students to gain a broader understanding beyond their major discipline. The minimum credit requirements for a Minor Course over a 3-year period is 12 which translates to 3 courses (papers).

So, in general the total credit requirements of 84 in core courses translates to a single Major and two Minors.

Common Course: As the name suggests, these courses will have to be studied by all students of FYUGP. Together the common courses have a credit allocation of 36 divided over five subdivisions. They are:

Valued Added Course (VAC): (2 credit each) $2+2+2=6$ (Semesters 1, 2 & 4) All students need to take three Value Added Courses (VAC) from any of the groups offered by the college during Semesters 1, 2, & 4.

In Semester 1, all students need to take Group A: Environmental Education.

Skill Enhancement Course (SEC): (3 credit each) $3+3+3=9$ (Semesters 1-3) Any One from the SEC Subject Pool to be offered by college will have to be chosen.

(Details will be given later.)

Multidisciplinary Course (Multi): (3 credit each) $3+3+3=9$ (Semesters 1-3) All students need to take three Multidisciplinary Courses during Semesters 1-3, which are Class -XII-level courses, to be chosen from any three of the groups offered by the college. In Semester 1, All students have to select any one of these two courses:

MDI-101 Media & Information-I and

MDC-101 Basic Commerce-I

Ability Enhancement Course (AEC): (2 credit each) $2+2+2+2=8$ (Semesters 1, 2 & 5, 6) All students need to take four Ability Enhancement Courses (AEC) from two groups - (1) English Communication and (2) MIL (Modern Indian Language) during Semesters 1, 2 & 5, 6.

Students with a Major / Minor in an MIL subject CANNOT choose Ability MIL of the same subject. The extent of these Ability MIL courses MUST NOT be compared to the Core MIL courses, where a student studies literature. These Ability MIL course will be of very basics of the language so that a student learns the basic knowledge about the language to enhance her ability. In Semester 1, All students have to select any one of these two courses:

1. AEC-101 Assamese-I
2. AEC-108 Alternative English-I

Internship (INT):

4 (in any Semester from 3-6) All student is to carry out an internship with

a credit allocation of 4. The internship can be carried out in any semester during Semesters 3-6. As internships are meant to be done during semester breaks, they will not interfere with other classes.

Degree Options

Degree with Major and Minors

In this case, a student studies one Major subject which consists of 15 courses and two Minors which consists of 6 courses (3 for each Minor). The student can also utilise the free credits to study another Minor as well (3 more core courses in another subject).

Degree with without Major

In this case, a student studies all the three core courses equally over a period of 3-year programme.

Degree with double Major

Provided a student has a Major Course with 60 credits, she can convert one of her Minor Courses to a Second Major only with a credit allocation of 48. In that case, she gets a degree with Double Major and Minor. In this case, a student needs to utilise all the free credits (12 in total) to study 3 more courses of one of the Minors and earn another 24 credits from MOOCs (subject to permission) on the same Minor to earn total credit of 48. In this case, the student gets a second Major in that subject (the Minor subject). It should however be noted that a second Major (or double Major) can be obtained only if the student earns the first Major.

Multiple exits and entries

Awarding UG Certificate, UG Diploma and Degrees

The progression and exits during the whole course structure is given below.

(a) After 1 Year

One can exit just after one-year. In this case, the student will have to complete one extra Vocational / Skill course (Exit Course) of 4 credits and can exit the programme. The student will get a Certificate.

(b) After 2 Years

One can exit the programme after two-year course as well. In this case, the student will have to complete one extra Vocational / Skill course of 4 credits and can exit the programme. The student will get a Diploma.

(c) After 3 Years

If a student completes 3 years, s/he can exit the programme. In this case the student will get a Bachelor's Degree.

(d) After 4 Years

After completion of 4 years, the student gets either a Bachelor's Degree (Honours) or a Bachelor's Degree (Honours) with Research.

It should be noted that any certificate / diploma / degree is awarded only if the student clears (i.e. passes) all the required courses (papers) till that point of time. A student can enter the programme at a later time and can continue the programme from where she left. This process can be executed multiple times. However, the entry into the programme is subject to availability of positions at that point of time.



Semester wise Credit Distribution of 4-year UG Courses (B.A.) with one Major and two Minors

Semester	Major Subject 1 (4 credit)	Minor #1 Subject 2 (4 credit)	Minor#2 Subject 3 (4 credit)	Value Added Course (VAC) (2 credit)	Skill Enhancement Course (SEC) (3 credit)	Multi-disciplinary Course (MDC) (3 credit)	Ability Enhancement Course (AECC) (2 credit)	Internship/ Research Meth- odology (4 credit)	Total
I	Course 1 (4 credit)	Course 1 (4 credit)	Course 1 (4 credit)	Course 1 (2 credit)	Course 1 (3 credit)	Course 1 (3 credit)	Course 1 (2 credit)	-	22
II	Course 2 (4 credit)	Course 2 (4 credit)	Course 2 (4 credit)	Course 2 (2 credit)	Course 2 (3 credit)	Course 2 (3 credit)	Course 2 (2 credit)	-	22
Award of UG Certificate (after 1 year) *									
*Subject to complete one extra Vocational / Skill course (Exit Course) of 4 credits after clearing all the minimum compulsory courses at that point of time.									
III	Course 3 (4 credit)	Course 3 (4 credit)	Course 3 (4 credit)		Course 3 (3 credit)	Course 3 (3 credit)		INT (4 credit)	22
IV	Course 4,5,6 & 7 (4×4=16 credit)	*Optional Core#1 (4 credit)		Course 2 (2 credit)					22 (18 + 4*)
Award of UG Certificate (after 2 year) *									
*Subject to complete one extra Vocational / Skill course (Exit Course) of 4 credits after clearing all the minimum compulsory courses at that point of time.									
V	Course 8,9,10 & 11 (4×4=16 credit)	*Optional Core#2 (4 credit)					Course 3 (2 credit)		22 (18 + 4*)
VI	Course 12,13,14 & 15 (4×4=16 credit)	*Optional Core#3 (4 credit)					Course 4 (2 credit)		22 (18 + 4*)
Award of Bachelor of Arts (after 3 year)									
VII	Advanced Core (6 courses) & Dissertation (16 credits) Degree (Honours) with Research				OR	Advanced Core (10 courses) Degree with Major (Honours)		REM (4 credit)	44
VIII									

Semester wise Credit Distribution of 4-year UG Courses (B.A.) without Major having three Minors

Semester	Minor#1 Subject 1 (4 credit)	Minor #2 Subject 2 (4 credit)	Minor#3 Subject 3 (4 credit)	Value Added Course (VAC) (2 credit)	Skill Enhancement Course (SEC) (3 credit)	Multi- disciplinary Course (MDC) (3 credit)	Ability Enhance- ment Course (AECC) (2 credit)	Internship/ Research Method- ology (4 credit)	Total
I	Course 1 (4 credit)	Course 1 (4 credit)	Course 1 (4 credit)	Course 1 (2 credit)	Course 1 (3 credit)	Course 1 (3 credit)	Course 1 (2 credit)	-	22
II	Course 2 (4 credit)	Course 2 (4 credit)	Course 2 (4 credit)	Course 2 (2 credit)	Course 2 (3 credit)	Course 2 (3 credit)	Course 2 (2 credit)	-	22
Award of UG Certificate (after 1 year) *									
*Subject to complete one extra Vocational / Skill course (Exit Course) of 4 credits after clearing all the minimum compulsory courses at that point of time.									
III	Course 3 (4 credit)	Course 3 (4 credit)	Course 3 (4 credit)		Course 3 (3 credit)	Course 3 (3 credit)		INT (4 credit)	22
IV	Course 4 (4 credit)	Course 4 (4 credit)	Course 4 (4 credit)	Course 3 (2 credit)	*Optional Core 1 & 2 (4 credit)				22
Award of UG Certificate (after 2 year) *									
*Subject to complete one extra Vocational / Skill course (Exit Course) of 4 credits after clearing all the minimum compulsory courses at that point of time.									
V	Course 5 (4 credit)	Course 5 (4 credit)	Course 5 (4 credit)		*Optional Core 3 & 4 (4 credit)		Course 3 (2 credit)		22
VI	Course 6 (4 credit)	Course 6 (4 credit)	Course 6 (4 credit)		*Optional Core 5 & 6 (4 credit)		Course 4 (2 credit)		22
Award of Bachelor of Arts (after 3 year)									
VII	Advanced Core (6 courses) & Dissertation (16 credits) Degree (Honours) with Research				OR	Advanced Core (10 courses) Degree with Major (Honours)		REM (4 credit)	44
VIII									

Examination & Grading

Examination

The examination modalities of GU-FYUGP will be as per GU's Examination Ordinance.

Grading

After successful completion of the programme, a student will be awarded grade. In GU- FYUGP, there will not be any percentage of marks, but all students will provide SGPA (Semester Grade Point Average) and CGPA (Cumulative Grade Point Average) as per UGC's Curricular Framework.

Letter Grade	Comment	Grade Point
O	Outstanding	10
A+	Excellent	9
A	Very Good	8
B+	Good	7
B	Above Average	6
C	Average	5
P	Pass	4
F	Fail	0
Ab	Absent	0

$$\text{Semester Grade Point Average (SGPA) } SGPA (S_i) = \frac{\sum C_i \times G_i}{\sum C_i}$$

$$\text{Cumulative Grade Point Average (CGPA) } CGPA = \frac{\sum C_i \times S_i}{\sum C_i}$$

C_i = Credit point of the i^{th} paper

G_i = Grade point scored on the i^{th} paper



General Information & Guidelines

Requirements and Procedure for Admission

Admission procedure for H. S. Course

Application for admission to the H. S. Course to be submitted online following the notification issued by the principal.

- Prospectus for admission can be downloaded from the college website <http://www.barpetagirlscollege.in/>.
- First, the candidates have to visit <https://dheonlineadmission.amtron.in/sp/> and create DHE UNIQUE ID.

- Then, the candidates will have to visit <https://darpan.ahseconline.in/> and apply for admission in Higher Secondary Course in Arts under Assam Higher Education Council and select Barpeta Girls' College as one of your preferred College.
- Besides online application to DARPAN admission portal, all applicants must apply through the College online admission portal <http://www.barpetagirlscollege.in/online/>
- While applying in Barpeta Girls' College admission portal the students have to upload the following documents and information.
 - DHE Unique ID.
 - Recent Passport size photograph.
 - Income certificate of Parents/Guardian (for those candidates who are applying for free admission)
 - Copies of Marksheet/Certificates of last qualifying examination. Caste Certificate, if applicable.

The intending candidates are required to submit the completed application forms along with relevant documents within the fixed dates. The applications will be processed and finalized by the 'Admission Committee' constituted by the principal, and the list of selected candidates will be displayed in the office. The selected candidates will have to take admission within the fixed dates failing which shall lead to the cancellation of her candidature.

Admission procedure for FYUGP

Application for admission to the Four-Year Undergraduate Programme (FYUGP) Course to be submitted online following the notification issued by the principal.

1. Admission will be conducted as per NEP-2020 for FYUGP under Gauhati University.
2. First, the candidates will have to register themselves with the Academic Bank of Credit (ABC) by visiting the website <https://www.abc.gov.in/> and selecting Gauhati University.
3. Then they have to visit <https://dheonlineadmission.amtron.in/sp/> and create DHE UNIQUE ID.
4. The next step is to visit <https://assamadmission.samarth.ac.in/> and apply for admission in FYUGP under Gauhati University and select Barpeta Girls' College as one of your preferred College.
5. Then the students have to visit the Barpeta Girls' College admission portal <https://www.barpetagirlscollege.in/online/> and choose new registration.
6. Then the students have to apply for the FYUGP programme and apply for

admissions into Barpeta Girls’ College.

7. While applying in Barpeta Girls’ College admission portal the students have to upload the following documents and information.

- Registration Number of Academic Bank of Credit (ABC).
- DHE Unique ID.
- The registration form of SAMARTH E Gov suite.
- Recent Passport size photograph.
- Income certificate of Parents/Guardian (for those candidates who are applying for free admission)
- Copies of Marksheet/Certificates of last qualifying examination.
- Caste Certificate, if applicable.

In case of the courses in the distance mode under Krishna Kanta Handiqui State Open University, the admission procedure will be according to the notification of the University.

COLLEGE WORKING HOURS

Office: 9:00 AM – 5:00 PM (Monday to Saturday)

CLASS HOURS

Higher Secondary: 9:15 AM – 4:15 PM

Under Graduate: 9:15 AM – 4:15 PM

Uniform Dress Code:

It is mandatory for all the students to maintain the uniform dress code at any time while staying inside the college premises. No student without donning the uniform prescribed by the college will be allowed to attend classes, examinations and any other activities inside the college campus including works in the college office. At the time of representing the college outside, the students have to wear the college uniform.

Identity Card

Each regular student of the college will be issued an identity card duly signed by the principal. At the time of staying inside the college campus, it is mandatory for all the students to keep the identity card hanging from the neck so that it can be easily visible to anybody.

Admission Fees

The fees to be paid at the time of admission will be as per the latest notification of the Government of Assam. Hence a tentative fee structure is given below:

For Higher Secondary Course

H.S. 1ST Year			Free Admission		
Sl. No.	Particulars	Amount	Sl. No.	Particulars	Amount
1	Admission Fee	400	1	Admission Fee	
2	Contingency Fee	300	2	Contingency Fee	
3	Tuition Fee		3	Tuition Fee	
4	Registration Fee		4	Registration Fee	
5	Electricity Fee	500	5	Electricity Fee	
6	Identity Card Fee	50	6	Identity Card Fee	50
7	Establishment Fee	700	7	Establishment Fee	
8	Enrollment Fee	50	8	Enrollment Fee	
9	ICT Fee	100	9	ICT Fee	
10	Co Curricular Activities	100	10	Co Curricular Activities	
11	Library Fee	300	11	Library Fee	
12	College Development Fee	500	12	College Development Fee	
13	College Exam Fee	120	13	College Exam Fee	
14	NSS Fee	20	14	NSS Fee	
15	Student Aid Fund	50	15	Student Aid Fund	
16	Laboratory Fee	100	16	Laboratory Fee	
17	Festival Fee	100	17	Festival Fee	100
18	Student Union Fee	150	18	Student Union Fee	150
19	Game Fee	100	19	Game Fee	100
20	Magazine Fee	150	20	Magazine Fee	150
		3790			550

For Under Graduate Course FYUGP

BA 1st Sem (Honours)			BA 1st Sem (Regular)			Free Admission		
Sl. No.	Particulars	Amount	Sl. No.	Particulars	Amount	Sl. No.	Particulars	Amount
1	Admission Fee	400	1	Admission Fee	400	1	Admission Fee	
2	Contingency Fee	300	2	Contingency Fee	300	2	Contingency Fee	
3	Tuition Fee	840	3	Tuition Fee	720	3	Tuition Fee	
4	Registration Fee	680	4	Registration Fee	680	4	Registration Fee	
5	Electricity Fee	500	5	Electricity Fee	500	5	Electricity Fee	
6	Identity Card Fee	50	6	Identity Card Fee	50	6	Identity Card Fee	50
7	Establishment Fee	700	7	Establishment Fee	700	7	Establishment Fee	
8	Enrollment Fee	220	8	Enrollment Fee	220	8	Enrollment Fee	
9	ICT Fee	100	9	ICT Fee	100	9	ICT Fee	
10	Co Curricular Activities	100	10	Co Curricular Activities	100	10	Co Curricular Activities	
11	Library Fee	300	11	Library Fee	300	11	Library Fee	
12	College Development Fee	600	12	College Development Fee	600	12	College Development Fee	
13	College Exam Fee	300	13	College Exam Fee	300	13	College Exam Fee	
14	NSS Fee	20	14	NSS Fee	20	14	NSS Fee	
15	Student Aid Fund	50	15	Student Aid Fund	50	15	Student Aid Fund	
16	Laboratory Fee	100	16	Laboratory Fee	100	16	Laboratory Fee	
17	Festival Fee	100	17	Festival Fee	100	17	Festival Fee	100
18	Student Union Fee	150	18	Student Union Fee	150	18	Student Union Fee	150
19	Game Fee	100	19	Game Fee	100	19	Game Fee	100
20	Magazine Fee	150	20	Magazine Fee	150	20	Magazine Fee	150
		5760			5640			550

Some Important Information:

Classes will be held from 9.15 A.M. to 4.15 P.M.

Teaching Hours, Practical Sessions and other assignments: As per the guidelines of the AHSEC/ Gauhati University.

Eligibility criteria:

For admission, the candidates must pass the following examinations --

- For H.S.: HSLC or equivalent examination.
- For B.A.: HS or equivalent examination passed with a cut off mark of 45% for Honours course.

Reservation of seats:

Seats are reserved subject to the availability of application in the following order as per Govt. norms.

Category	Percentage of Seats Reserved
OBC	15%
SC	7%
ST (Plain)	10%
ST (Hills)	5%
EWS	10%
PWD	3%

A few seats are to be reserved for the candidates who have outstanding performance in sports/cultural activities at national, state or varsity level.

Registration and Migration:

Registration under AHSEC for HS course and under GU for UC course is compulsory for all the students.

Students from Board or University other than SEBA, AHSEC and GU shall have to submit migration certificate at the time of admission.

Attendance:

Attendance is compulsory in all classes. Students shall have to attend at least 75% of the classes held in each of the subjects of study to become eligible to sit for the final examination. Otherwise, she will be disqualified for the same or the authority may take any other action against such student.

Cancellation of Seat:

A student failing to attend classes for 15 days at a stretch without valid reason shall forfeit her seat.

Infrastructure and Facilities

1. LIBRARY:

The central library of the college is named as **Nibaran Chandra Choudhury Memorial Central Library**. The Central library is partially computerized. It has a collection of more than 15000 (fifteen thousand) books including text books, reference books and other collections. Moreover, the central library subscribes several national and state level monthly, fortnightly, quarterly journals and magazines in both vernacular and English languages to the taste of both the teachers and the students. In addition to these, the library has encyclopaedias of several subjects.

Library hours:

The library remains open from 9:30 AM to 5:00 PM on all working days.

2. CLASS ROOMS:

Utmost care has been taken to establish a conducive study atmosphere with well-appointed, pristine, and well-ventilated classrooms. Moreover, a number of classrooms are Wi-Fi enabled and well equipped with LCD power point projectors. The college has future plans to introduce smart classrooms.

3. GIRLS' COMMON ROOM:

A dedicated common room exclusively for female students has been established, offering a space for relaxation and recreation during free periods. It is equipped with essential amenities including drinking water, restroom facilities, and recreational games such as Carom and Ludo.

4. LABS:

The college boasts well-equipped laboratories in departments such as Anthropology, Home Science, and Education. Additionally, there is a dedicated computer lab equipped with over 24 computers and high-speed internet connectivity. Furthermore, the college campus is equipped with Wi-Fi services, ensuring seamless connectivity for all.

5. COMPUTER EDUCATION:

The centre for computer education of the college was established in the year 2003 with a view to impart basic knowledge in computer application. The main objective of the centre is to acquaint the students with basic knowledge of computer so that they can be fit for computer related works. Interested students can access free education on the computer basics in the computer centre of the college. The college is planning to open various computer related courses in the coming days.

6. Hostel:

To provide the residential facilities to the needy and meritorious students coming from remote and distant areas, the college has a Girls' Hostel with two separate buildings within the campus to accommodate around 100 students with suitable amenities. All the boarders have to follow the hostel instructions and the guidance of the Warden of the hostel.

7. SEMINAR CUM CONFERENCE ROOM:

The college has a modern and spacious

Seminar cum Conference Room with multimedia facility for all functions. Sound proofing, installation of ceiling fan, LCD Power point projector etc. facilities are available in the conference Room.

8. COLLEGE CANTEEN:

The College has one well equipped canteen for students, teachers, and other employees where healthy and non-spicy food is provided. It is a pleasant hangout for interaction among all the members of the college.

9. INDUCTION PROGRAMME OF NEW STUDENTS

At the start of the academic session, an induction program is conducted for undergraduate freshmen, aimed at familiarizing them with various aspects of the college. This comprehensive program covers essential elements such as college layout, rules and regulations, plans and programs, as well as co-curricular activities. Lecturers and administrative authorities provide an orientation to the students' union, guiding them on carrying out their responsibilities in a disciplined manner.

Furthermore, newcomers to the college library receive a similar orientation session, specifically focused on library rules, book circulation procedures, available resources, and services. This ensures that they are well-acquainted with the library facilities and can make the most of its offerings.

10. COLLEGE MAGAZINE

Most of the departments publish wall magazines to offer opportunities for

the development of the creative talent of the students. A college magazine is also released annually edited by the college magazine secretary and guided by the members of the magazine committee. This magazine basically emphasizes on literary flair & designing graphics of students in Assamese and English languages

11. SPORTS FACILITY:

The college features both an indoor stadium and a playground, offering a range of sports facilities including badminton and volleyball. Students have access to these facilities to actively engage in sports and recreational activities.

12. ELECTRICITY AND POWER BACKUP

The electricity connection is available at the college campus. For the non-disruption of 24 hours electricity supply at campus, the college has also installed two digital generators.

13. WATER SUPPLY & DRINKING WATER

A continuous supply of safe drinking water is ensured within the college premises through the installation of appropriate Mineral RO Water Purifiers and Aqua guards. These facilities are strategically placed in key areas such as the Girls' Common Room, Office, and Hostel, guaranteeing round-the-clock access to clean and purified drinking water.

14. VIRTUAL COMMUNICATION (VC)

Barpeta Girls' College gives preference to virtual communication than conven-

tional modes. Any kind of communication with the students has been made through SMS, WhatsApp and Facebook, teachers and nonteaching staffs are communicated either through SMS or WhatsApp or through e-mail. For this purpose, a database has been prepared and maintained.

15. ONLINE ADMISSION

Similar to previous academic years, Barpeta Girls' College continues to implement a completely automated online admission process this year as well. Prospective applicants can visit the college website at <http://www.barpetagirlscollege.in/> and carefully review the prospectus. Subsequently, they can accurately fill out the online admission form with the required data and information, and upload the necessary documents in either PDF or JPEG format. The specific admission dates will be communicated and posted on the college website for applicants to stay informed.

16. COUNSELING TO THE SLOW LEARNERS

Continuous and comprehensive evaluation is an integral part of the semester system. Although the teachers of this institute dedicatedly take utmost care for the students but yet the institute has identified some cases of slow learning.

17. MENTORING PROCESS

The College has started a process of Mentoring for students. Students of each semester are divided into groups and assigned to a particular teacher who acts as a Mentor for the students.

STUDENT SUPPORT SERVICES

The students represent the invaluable assets of every educational institution. Barpeta Girls' College consistently strives for the holistic development of its students. To achieve this goal, the college, as a whole, along with various cells and committees, organizes a diverse range of programs, events, and sessions. Additionally, the college currently extends support to students through various means, prioritizing their welfare and growth.

STUDENTS' UNION:

Barpeta Girls' College Students' union is the only students' body in the College. Every bona fide student of the college is a member the body. It has its own constitution. Executive committee of the union body is constituted through the general election among the students of the college, held as per the Supreme Court guidelines framed on the basis of the Lyngdoh Commission recommendations.

STUDENTS' WELFARE FUND

The college has established a Students' Welfare Fund to offer financial assistance to students in need, in specific cases. A dedicated committee thoroughly examines each application, ensuring its authenticity, and makes appropriate arrangements for disbursing a certain amount based on the availability of funds. The selection criteria prioritize economically disadvantaged yet academically exceptional students.

SCHOLARSHIPS

A significant number of scholarships are granted by the government to students belonging to various categories such as OBC/MOBC/ST/SC/, as well as minority communities. In addition, meritorious students are eligible for National merit and State merit scholarships. The college assists students with the necessary application procedures for these scholarships. Furthermore, the college itself recognizes and awards meritorious students who achieve top positions in the H.S. and Degree Examinations. Additionally, the UGC bestows the Ishan Uday Scholarship upon deserving students.

Merit Award:

To recognize academic achievements and to encourage academic interest among the students, the college gives awards to students who secure highest marks in the HS final and the BA final examinations. The award is given on the concluding day of the Annual college week.



Cells & Committees

INTERNAL QUALITY ASSURANCE CELL (IQAC)

As mentioned by the UGC in its XII plan guidelines, maintaining the momentum of quality consciousness is crucial in colleges. IQAC, in fact, is conceived as a mechanism to build and ensure a culture of quality at the institutional level. The IQAC is meant for planning, guiding, and monitoring Quality Assurance (QA) and Quality Enhancement (QE) activities of the colleges. The college has also established an Internal Quality Assurance Cell and Dr. Akbar Ali Ahmed is the coordinator of this cell.

Rashtriya Uchchatar Shiksha Abhiyan (RUSA)

Rashtriya Uchchatar Shiksha Abhiyan (RUSA) is a centrally sponsored scheme initiated in 2013. Its primary objective is to provide strategic funding to eligible state higher educational institutions. Barpeta Girls' College was among the colleges selected by the State Government in the second phase to

receive financial assistance for infrastructure renovation and up-gradation. The college has established a dedicated RUSA unit, with Dr. Abhijeet Borah serving as the current Institutional Coordinator for RUSA.

N.S.S UNIT:

The NSS unit of the college was brought into existence in the year 2004, and in the succeeding years the unit has been strengthened and made more active with more and more involvement of students. The unit participates in national and state level events, besides organizing various programmes of its own. In 2011, the NSS unit of the college was able to earn accolades in national level youth festival held in Punjab. The unit undertakes various programmes like cleanliness drive, celebration of World Environment Day, World Yoga Day, free health camps, beautification program in both the campus and the neighbouring areas. Interested students may contact Saptam Hazarika, Programme Officer, NSS.

Alumni Association

The Alumni Association keeps contact with past students to build up a network among present and past students. The Association works with an aim to contribute to the development of the college and also to provide a platform for interacting with the past and present students.

A student passing B.A. examination has to register her name in the association and thus becomes a life member of the association.

ANTI RAGGING COMMITTEE & SQUAD

The college maintains a zero-tolerance policy towards ragging on its campus. In order to ensure a ragging-free environment, an Anti-Ragging Committee & Squad (ARCS) has been established by the college.

INTERNAL COMPLAINT COMMITTEE (ICC):

The institution adheres to the UGC directive of deterring Sexual Harassment and for this purpose there is an Internal Complaint Committee (ICC) in the college to prevent discrimination and Sexual Harassment against girls by promoting gender amity among students and employees. Dr. Anamika Medhi is the presiding officer of the committee.

GRIEVANCE REDRESSAL CELL:

In order to address and resolve student grievances related to the regularity of classes, library facilities, internet access, hostel accommodations, canteen services, and other relevant matters, the college has established a Grievance Redressal Cell. This cell is responsible for attentively addressing and finding solutions to any concerns raised by students.

General Rules and Regulation

1. Every student and all intra- institutional bodies of the college shall abide by the general rules and guidance framed by the college authority from time to time.
2. No student shall be admitted to any course of studies if she is found to have indulged in any activity which is considered detrimental to academic interest of the college.
3. A student shall be subject to disciplinary action if she is found disobedient and indecent in her behaviour with the teachers and the college authority.
4. A student who is found to have violated college rules shall be liable to expulsion.
5. Only the recognised body shall have the privilege to use the college premises after obtaining formal permission from the principal.
6. No notice or leaflet can be circulated anywhere in the college premises without prior permission from the principal.
7. Admission fees and all other fees are to be paid for the whole year at the time of admission.
8. Each academic session will run as per academic calendar embodied here.
9. Wearing of College uniform is compulsory during college hours on all working days including college festivals organised in the college.
10. To keep the college campus, clean every student shall maintain hygienic environment.

Library rules:

1. 03 (Three) books can be borrowed at a time by a student (Honours & regular)
2. Only text books are issued.
3. Reference books are not issued.
4. Books are issued from 11:00 to 3:00 PM depending on their availability.
5. The borrower must return the books within 15 days. Otherwise Rs. 5/- will be levied for each day for the next 15 days and Rs. 2/- for each day thereafter against each book.
6. The borrowers must return all the borrowed books before declaration of the result of their test examination or as indicated by the librarian.
7. The borrowers must satisfy themselves about the physical conditions of the books before borrowing.
8. Books lost, defaced or torn in any way shall have to be replaced by the borrower. If failed, twice the market value of the same has to be paid by the borrower.

Hostel Rules

1. Only bona-fide students will be allowed to stay in the hostel.
2. The student willing to get accommodated in the hostel has to pay the hostel admission fees at the time of hostel admission, if selected, without which she will not get admitted to the hostel.
3. Admission shall be granted for one year only. An existing boarder must renew her admission annually paying required fees without which she will forfeit her seat in the hostel.
4. Period for which hostel admission is given to a student: -
5. For HS Class -- June to May
6. For UG Class -- August to July
7. Students for admission to hostel will be selected on the basis of merit and distance from residence.
8. Only a female family member of a boarder will be allowed to stay as guest with the boarder for 24 hours only, that too, only in case of urgent need, and the same will be recorded by the hostel monitor.
9. No boarder will be allowed to go out of the campus without permission of the hostel warden.
10. On written request of the parents/local guardian of a boarder, the hostel warden may allow her to go home after properly recording her departure.
11. A hostel boarder must keep her room and its surrounding neat and clean. She should handle the hostel property carefully and in case of any damage, she will have to pay the compensation against such damage as fixed by the authority.
12. Gossiping, loud voice/music etc. and other activities that disturb the academic environment in the hostel are strictly prohibited during study hours as fixed by the hostel management committee.
13. Visitors will be allowed to meet a boarder only on Sundays subject to the permission of the warden.
14. All internal 'Disciplinary and Management' rule will be framed by Hostel management committee. Every boarder must abide by these rules. Violation of such rules by a boarder will lead to disciplinary action as deemed by the authority to be fit and appropriate.
15. If a boarder wants to leave the hostel one for all she must inform the warden 15 days ahead of the day of leaving the hostel.
16. Every boarder is bound to follow any decision taken by the college authority in the interest of the hostel community or for the sake of maintaining good academic environment of the college.
17. New rules and regulations may be enacted as and when necessary.

Faculty Members & Office Staff

* **Dr Birinchi Kumar Das, MA, Ph. D.**
Principal

* **Abdul Jabbar Ali Ahmed, MA, B. Ed.**
Vice-Principal

Department of English		
Sahjahan Ali Ahmed	MA; B. Ed.	Assistant Professor
Dr. Akbar Ali Ahmed	M.A., Ph. D.	Associate Professor (HOD)
Zahidul Islam Khan	MA; B. Ed; PGDTE	Associate Professor
Department of Assamese		
Dr. Deepa Patgiri Das	M.A., Ph. D.	Associate Professor (HOD)
Dr. Anjalee Nath	M.A., Ph. D.	Associate Professor
Dr. Banjit Tahbilder	M.A., M. Phil, Ph. D.	Assistant Professor
Dr. Abhijeet Borah	M.A., Ph. D.	Assistant Professor
Department of Economics		
Abdul Jabbar Ali Ahmed	M. A., B.Ed.	Associate Professor
Hiranmoyee Pathak	M.A., M Phil. B. Ed., B. Music.	Associate Professor (HOD)
Harendra Kumar Kalita	M.A.	Assistant Professor
Department of Political Science		
Dr. Ikbali Hussain Khan	M.A., Ph. D.	Associate Professor (HOD)
Saptam Hazarika	M.A.	Associate Professor
Dr. Anamika Medhi	M.A., Ph. D.	Associate Professor
Department of Education		
Dr. Jaynal Abdin	M.A., Ph. D.	Associate Professor (HOD)
Abu Bakkar Siddique	M.A	Assistant Professor
Pallavi Hazarika	M.A., B.Ed.	Assistant Professor
Department of Philosophy		
Dr. Dhaneswar Pathak	M.A., Ph. D.	Assistant Professor (HOD)
Rita Mani Bayan	M.A., M. Phil.	Assistant Professor
Nilakshi Talukdar	M.A.	Assistant Professor
Department of Anthropology		
Archan Das	M.A.	Assistant Professor (HOD)
Dr. Kamali Deori	M.A, Ph. D.	Assistant Professor
Department of Home Science		
Dr. Reema Bora	M.A., Ph. D.	Assistant Professor (HOD)

Office Staff

Library Staff:

Sri Rajesh Kr. Das, M. Lib

(Librarian)

Sri Harekrishna Das

(Library Assist)

Sri Dulu Das Talukder

(Library Bearer)

Administrative Staff:

Sri Dilip Kr. Pathak (UDA)

Sri Ripujit Das, M. A. (UDA)

Sri Harish Mazumder, B.A. (LDA)

Rijuban Basumatary, M.A.(LDA)

Dipshikha Das, B. Sc. (LDA)

Hostel:

Dr. Reema Bora (Warden)

Smt. Anima Deka (Cook)

Smt. Rumi Das (Cook)

Sri Badal Das (Bearer)

Laxmi Basfor (Sweeper)

Grade IV Staff:

Sri Dhiraj Das

Sri Jyotish Talukdar

Sri Narayan Das

(Bearer- Education Deptt)

Mrs Beauty Das

Sri Pranab Ojah (Night
Chawkidar)

Laxmi Basfor (Sweeper)



Various Committees & Cells

Governing Body

President:	Shri Barindra Bhuyan
Secretary	Dr. Birinchi Kumar Das
G.U. Nominees:	1. Dr. Kiran Chandra Bayan 2. Mrs. Binaya Bala Dakuwa
Guardian Members:	1. Shri Joygopal Das 2. Shri Bhogneswar Das
Teacher Representatives:	1. Dr. Akbar Ali Ahmed 2. Dr. Dhaneswar Pathak
Librarian:	Shri Rajesh Kumar Das
Non-Teaching Representative:	Shri Ripujit Das

Internal Quality Assurance Cell (IQAC)

Chairperson :	Dr. Birinchi Kumar Das, Principal
Co-ordinator :	Dr. Akbar Ali Ahmed
Members	
	(a) Dr. Ikbali Hussain Khan
(i) From the Teaching Staff :	(b) Mr. Shah Jahan Ali Ahmed
	(c) Mrs. Hironmoyee Pathak
	(d) Dr. Abhijeet Borah
(ii) From the Governing Body :	Dr. Satyendra Nath Sarma
(iii) From Senior Administrative Officers:	(a) Mr. Saptam Hazarika (Programme Officer, NSS)
	(b) Mr. Rajesh Kumar Das (Library In-charge)
(iv) Nominee from the local society :	Dr. Pratap Chandra Das, Principal, Barpeta Law College, Barpeta.
(v) Nominee from students :	Miss Hitangshi Bayan
(vi) Nominee from alumni :	Shri Pallabi Ojah
(vii) Nominee from industrialists:	Shri Debadib Das

Internal Complaints Committee

1. Presiding Officer	Dr. Anamika Medhi
2. Members from the faculty	(i) Dr. Anjali Nath
	(ii) Abu Bakkar Siddique
3. Members from the non-teaching staff	(i) Rajesh Kumar Das
	(ii) Ripujit Das
4. Members from the students	(i) Hitangshi Bayan
	(ii) Firdouswara Ahmed
5. Member nominated from outside Associations	Mrs. Binayabala Dakuwa

Grievance Redressal Committee

Chairperson:	Dr. Birinchi Kumar Das, Principal
Members:	1. Abdul Jabbar Ali Ahmed 2. Dr. Deepa Patgiri Das 3. Dr. Dhaneswar Pathak
Special Invitee from student	Taslima Khatun

Anti Ragging Committee

Chairperson:	Dr. Birinchi Kumar Das, Principal
Members	
From Teaching Staff:	Dr. Banjit Tahbilder
	Shri Saptam Hazarika
	Shri Rita Mani Bayan
From Parents:	Shri Joy Krishna Das
From Non-Teaching Staff:	Shri Dilip Kumar Pathak
	Shri Harish Mazumdar
From Students:	Surakshita Das, B.A. 3rd Semester
	Shabnam Khanam, B.A. 1st Semester
From Civil Administration:	Mayurakshi Dutta, Election Officer, Barpeta
From Police Administration:	Officer-in-charge, Barpeta Police Station
From Local Media:	Kamlesh Baishya
	Juthika Das
From NGO:	Mrinal P. Jyoti

Anti Ragging Squad

Convenor:	Dr. Anjalee Nath
Members:	1. Shri Hiranmayee Pathak
	2. Dr. Anamika Medhi
	3. Dr. Dhaneswar Pathak
	4. Shri Rajesh Kumar Das

Career Counselling and Placement Cell

Convenor:	Dr. Abhijeet Bora
Members:	1. Mr. Saptam Hazarika 2. Mr. Zahidul Islam Khan 3. Mr. Rajesh Kumar Das

Health Counselling Cell

Members:	Mrs. Hiranmoyee Pathak
	1. Dr. Ikbāl Hussain Khan 2. Dr. Dhaneswar Pathak 3. Dr. Kamali Deuri 4. Mr. Ripujit Das

Red Ribbon Club

Convenor:	Dr. Banjit Tahbildar
Members:	1. Mr. Harendra Kumar Kalita 2. Dr. Anamika Medhi 3. Mrs. Archana Das 4. Mr. Harish Mazumdar

Internal Discipline Maintenance Committee

Convenor	Mr. Saptam Hazarika
Members	1. Mr. Abdul Jabbar Ali Ahmed 2. Dr. Joynal Abedin 3. Dr. Anjali Nath 4. Dr. Banjit Tahbilder 5. Dr. Akbar Ali Ahmed

National Service Scheme (NSS)

Programme Officer	Shri Saptam Hazarika
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Hostel Management Committee

Convenor	Mr. Shahjahan Ali Ahmed
Members	1. Dr. Ikbāl Hussain Khan 2. Dr. Anamika Medhi 3. Mrs. Hironmoyee Pathak 4. Dr. Abhijeet Borah 5. Mr. Ripujit Das

Publication Cell

Chairperson	Dr. Birinchi Kumar Das
Convenors	1. Dr. Abhijit Bora 2. Pallavi Hazarika
Members	1. Dr. Akbar Ali Ahmed 2. Dr. Banjit Tahbildar 3. Rita Mani Bayan

Admission Committee

Convenor:	Shahjahan Ali Ahmed
Members:	1. Abu Bakkar Siddique 2. Hiranmoyee Pathak 3. Rita Mani Bayan

Prospectus Committee

Convenor:	Harendra Kumar Kalita
Members:	1. Rajesh Kumar Das 2. Dr. Abhijeet Borah 3. Pallavi Hazarika

Routine Committee

Convenor:	Dr. Dhaneswar Pathak
Members:	1. Saptam Hazarika 2. Dr. Banjit Tahbilder 3. Dr. Akbar Ali Ahmed

Academic Committee

Convenor:	Abdul Jabbar Ali Ahmed
Members	1. Dr. Akbar Ali Ahmed
	2. Dr. Ikbali Hussain Khan
	3. Dr. Banjit Tahbiller
	4. Dr. Dhaneswar Pathak
	5. Dr. Jaynal Abdin

Construction Committee

Chairperson:	Shri Barindra Bhuyan
Secretary :	Dr. Birinchi Kumar Das
Members :	Shri Kulendra Das, Retired Engineer
	Shri Satyaranjan Das, Retired Engineer
	Asstt. Executive Engineer, P.W.D. (Building), Barpeta Division
	Shahjahan Ali Ahmed, Teacher Representative
	Dr. Banjit Tahbiller, Teacher Representative
	Shri Rajesh Kumar Das, Librarian

Purchase Committee

President	Shri Barindra Bhuyan
Secretary	Dr. Birinchi Kumar Das
Teacher Representative	Dr. Dhaneswar Pathak
Teacher Representative	Dr. Akbar Ali Ahmed
Teacher Member	Shri Saptam Hazarika
Librarian Member	Shri Rajesh Kumar Das
Non-Teaching Member	Shri Ripujit Das
Non-Teaching Member	Shri Jyotish Talukdar

Digital Learning Cell

Nodal Officer	Dr. Abhijit Bora
Members	Dr. Anamika Medhi
	Zahidul Islam Khan

Rover and Ranger Unit

In charge	Mrs. Rita Mani Bayan
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Samarth Portal Cell

Sl. No.	Samarth Role	College Representative
1.	Nodal Officer	Dr. Dhaneswar Pathak
2.	HR Modules(Employee, leave, CAS, TOT, Knowledge, Recruitment)	Dr. Abhijeet Borah
3.	Accounts & Finance (Budget & Accounts, Payroll Management, RPMS, Fee Management, Bill Tracking, Endowment Portal)	Zahidul Islam Khan
4.	Governance (RTI, Legal Case, Affiliation Management, ITSD, Grievance Management)	Rajesh Kumar Das
5.	Academics & SLC Modules (Admission, Programme Management, Research Management, Evaluation & Grading, Student Feedback, Training & Placement, Alumni Portal, Hostel)	Pallavi Hazarika
6.	College Facility (Transport & Fleet, Security, Sports, Essential Services)	Rita Mani Bayan
7.	Estate Management (Residence Allocation, Health Management)	Saptam Hazarika
8.	Administration (Inventory, File Management, Core Communication)	Hiranmayee Pathak
9.	Data Management (Central Data Unit, Content Federation, Minutes Resolution, Uni Web Portal, Uni Ranking System)	Dr. Anamika Medhi

ANNEXURE-1

UNIVERSITY GRANTS COMMISSION
UGC REGULATIONS ON CURBING THE MENACE OF RAGGING IN
HIGHER EDUCATIONAL INSTITUTIONS, 2009.

(under Section 26 (1)(g) of the University Grants Commission Act, 1956)

New Delhi-110002, the 17th June 2009

F.1-16/2007(CPP-II)

PREAMBLE.

In view of the directions of the Hon'ble Supreme Court in the matter of "University of Kerala v/s. Council, Principals, Colleges and others" in SLP no. 24295 of 2006 dated 16.05.2007 and that dated 8.05.2009 in Civil Appeal number 887 of 2009, and in consideration of the determination of the Central Government and the University Grants Commission to prohibit, prevent and eliminate the scourge of ragging including any conduct by any student or students whether by words spoken or written or by an act which has the effect of teasing, treating or handling with rudeness a fresher or any other student, or indulging in rowdy or indisciplined activities by any student or students which causes or is likely to cause annoyance, hardship or psychological harm or to raise fear or apprehension thereof in any fresher or any other student or asking any student to do any act which such student will not in the ordinary course do and which has the effect of causing or generating a sense of shame, or torment or embarrassment so as to adversely affect the physique or psyche of such fresher or any other student, with or without an intent to derive a sadistic pleasure or showing off power, authority or superiority by a student over any fresher or any other student, in all higher education institutions in the country, and thereby, to provide for the healthy development, physically and psychologically, of all students, the University Grants Commission, in consultation with the Councils, brings forth this Regulation.

In exercise of the powers conferred by Clause (g) of sub-section (1) of Section 26 of the University Grants Commission Act, 1956, the University Grants Commission hereby makes the following Regulations, namely;

1. Title, commencement and applicability.-

- 1.1 These regulations shall be called the "UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009".
- 1.2 They shall come into force from the date of their publication in the Official Gazette.
- 1.3 They shall apply to all the institutions coming within the definition of an University under sub-section (f) of section (2) of the University Grants Commission Act, 1956, and to all institutions deemed to be a university under Section 3 of the University Grants Commission Act, 1956, to all other higher educational institutions, or elements of such universities or institutions, including its departments, constituent units and all the premises, whether being academic, residential, playgrounds, canteen, or other such premises of such universities, deemed universities and higher educational institutions, whether located within the campus or outside, and to all means of transportation of students, whether public or private, accessed by students for the pursuit of studies in such universities, deemed universities and higher educational institutions.

2. Objectives.-

To prohibit any conduct by any student or students whether by words spoken or written or by an act which has the effect of teasing, treating or handling with rudeness a fresher or any other student, or indulging in rowdy or indisciplined activities by any student or students which causes or is likely to cause annoyance, hardship or psychological harm or to raise fear or apprehension thereof in any fresher or any other student or asking any student to do any act which such student will not in the ordinary course do and which has the effect of causing or generating a sense of shame, or torment or embarrassment so as to adversely affect the physique or psyche of such fresher or any other student, with or without an intent to derive a sadistic pleasure or showing off power, authority or superiority by a student over any fresher or any other student; and thereby, to eliminate ragging in all its forms from universities, deemed universities and other higher educational institutions in the country by prohibiting it

under these Regulations, preventing its occurrence and punishing those who indulge in ragging as provided for in these Regulations and the appropriate law in force.

3. What constitutes Ragging.- Ragging constitutes one or more of any of the following acts:

- a. any conduct by any student or students whether by words spoken or written or by an act which has the effect of teasing, treating or handling with rudeness a fresher or any other student;
- b. indulging in rowdy or indisciplined activities by any student or students which causes or is likely to cause annoyance, hardship, physical or psychological harm or to raise fear or apprehension thereof in any fresher or any other student;
- c. asking any student to do any act which such student will not in the ordinary course do and which has the effect of causing or generating a sense of shame, or torment or embarrassment so as to adversely affect the physique or psyche of such fresher or any other student;
- d. any act by a senior student that prevents, disrupts or disturbs the regular academic activity of any other student or a fresher;
- e. exploiting the services of a fresher or any other student for completing the academic tasks assigned to an individual or a group of students.
- f. any act of financial extortion or forceful expenditure burden put on a fresher or any other student by students;
- g. any act of physical abuse including all variants of it: sexual abuse, homosexual assaults, stripping, forcing obscene and lewd acts, gestures, causing bodily harm or any other danger to health or person;
- h. any act or abuse by spoken words, emails, post, public insults which would also include deriving perverted pleasure, vicarious or sadistic thrill from actively or passively participating in the discomfiture to fresher or any other student;
- i. any act that affects the mental health and self-confidence of a fresher or any other student

with or without an intent to derive a sadistic pleasure or showing off power, authority or superiority by a student over any fresher or any other student.

4. Definitions.-

- 1) In these regulations unless the context otherwise requires,-
 - a) "Act" means, the University Grants Commission Act, 1956 (3 of 1956);
 - b) "Academic year" means the period from the commencement of admission of students in any course of study in the institution up to the completion of academic requirements for that particular year.
 - c) "Anti-Ragging Helpline" means the Helpline established under clause (a) of Regulation 8.1 of these Regulations.
 - d) "Commission" means the University Grants Commission;
 - e) "Council" means a body so constituted by an Act of Parliament or an Act of any State Legislature for setting, or co-ordinating or maintaining standards in the relevant areas of higher education, such as the All India Council for Technical Education (AICTE), the Bar Council of India (BCI), the Dental Council of India (DCI), the Distance Education Council (DEC), the Indian Council of Agricultural Research (ICAR), the Indian Nursing Council (INC), the Medical Council of India (MCI), the National Council for Teacher Education (NCTE), the Pharmacy Council of India (PCI), etc. and the State Higher Education Councils.
 - f) "District Level Anti-Ragging Committee" means the Committee, headed by the District Magistrate, constituted by the State Government, for the control and elimination of ragging in institutions within the jurisdiction of the district.
 - g) "Head of the institution" means the Vice-Chancellor in case of a university or a deemed to be university, the Principal or the Director or such other designation as the executive head of the institution or the college is referred.
 - h) "Fresher" means a student who has been admitted to an institution and who is undergoing his/her first year of study in such institution.
 - i) "Institution" means a higher educational institution including, but not limited to an university, a deemed to be university, a college, an institute, an institution of national importance set up by an Act of Parliament or a constituent unit of such institution, imparting higher education beyond 12 years of schooling leading to, but not necessarily culminating in, a degree (graduate, postgraduate and/or higher level) and/or to a university diploma.

j) "NAAC" means the National Academic and Accreditation Council established by the Commission under section 12(ccc) of the Act;

k) "State Level Monitoring Cell" means the body constituted by the State Government for the control and elimination of ragging in institutions within the jurisdiction of the State, established under a State Law or on the advice of the Central Government, as the case may be.

(2) Words and expressions used and not defined herein but defined in the Act or in the General Clauses Act, 1897, shall have the meanings respectively assigned to them in the Act or in the General Clauses Act, 1897, as the case may be.

5. Measures for prohibition of ragging at the institution level:-

a) No institution or any part of it thereof, including its elements, including, but not limited to, the departments, constituent units, colleges, centres of studies and all its premises, whether academic, residential, playgrounds, or canteen, whether located within the campus or outside, and in all means of transportation of students, whether public or private, accessed by students for the pursuit of studies in such institutions, shall permit or condone any reported incident of ragging in any form; and all institutions shall take all necessary and required measures, including but not limited to the provisions of these Regulations, to achieve the objective of eliminating ragging, within the institution or outside,

b) All institutions shall take action in accordance with these Regulations against those found guilty of ragging and/or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.

6 Measures for prevention of ragging at the institution level.-

6.1 An institution shall take the following steps in regard to admission or registration of students; namely,

a) Every public declaration of intent by any institution, in any electronic, audio-visual or print or any other media, for admission of students to any course of study shall expressly provide that ragging is totally prohibited in the institution,

and anyone found guilty of ragging and/or abetting ragging, whether actively or passively, or being a part of a conspiracy to promote ragging, is liable to be punished in accordance with these Regulations as well as under the provisions of any penal law for the time being in force.

b) The brochure of admission/instruction booklet or the prospectus, whether in print or electronic format, shall prominently print these Regulations in full.

Provided that the institution shall also draw attention to any law concerning ragging and its consequences, as may be applicable to the institution publishing such brochure of admission/instruction booklet or the prospectus.

Provided further that the telephone numbers of the Anti-Ragging Helpline and all the important functionaries in the institution, including but not limited to the Head of the institution, faculty members, members of the Anti-Ragging Committees and Anti-Ragging Squads, District and Sub-Divisional authorities, Wardens of hostels, and other functionaries or authorities where relevant, shall be published in the brochure of admission/instruction booklet or the prospectus.

c) Where an institution is affiliated to a University and publishes a brochure of admission/instruction booklet or a prospectus, the affiliating university shall ensure that the affiliated institution shall comply with the provisions of clause (a) and clause (b) of Regulation 6.1 of these Regulations.

d) The application form for admission, enrolment or registration shall contain an affidavit, mandatorily in English and in Hindi and/or in one of the regional languages known to the applicant, as provided in the English language in Annexure I to these Regulations, to be filled up and signed by the applicant to the effect that he/she has read and understood the provisions of these Regulations as well as the provisions of any other law for the time being in force, and is aware of the prohibition of ragging and the punishments prescribed, both under penal laws as well as under these Regulations and also affirm to the effect that he/she has not been expelled and/or debarred by any institution and further aver that he/she would not indulge, actively or passively, in the act or abet the act of ragging and if found guilty of ragging and/or abetting ragging, is liable to be proceeded against under these Regulations or under any penal law or any

other law for the time being in force and such action would include but is not limited to debarment or expulsion of such student.

- e) The application form for admission, enrolment or registration shall contain an affidavit, mandatorily in English and in Hindi and/or in one of the regional languages known to the parents/guardians of the applicant, as provided in the English language in Annexure I to these Regulations, to be filled up and signed by the parents/guardians of the applicant to the effect that he/she has read and understood the provisions of these Regulations as well as the provisions of any other law for the time being in force, and is aware of the prohibition of ragging and the punishments prescribed, both under penal laws as well as under these Regulations and also affirm to the effect that his/her ward has not been expelled and/or debarred by any institution and further aver that his/her ward would not indulge, actively or passively, in the act or abet the act of ragging and if found guilty of ragging and/or abetting ragging, his/her ward is liable to be proceeded against under these Regulations or under any penal law or any other law for the time being in force and such action would include but is not limited to debarment or expulsion of his/her ward.
- f) The application for admission shall be accompanied by a document in the form of, or annexed to, the School Leaving Certificate/Transfer Certificate/Migration Certificate/Character Certificate reporting on the inter-personal/social behavioural pattern of the applicant, to be issued by the school or institution last attended by the applicant, so that the institution can thereafter keep watch on the applicant, if admitted, whose behaviour has been commented in such document.
- g) A student seeking admission to a hostel forming part of the institution, or seeking to reside in any temporary premises not forming part of the institution, including a private commercially managed lodge or hostel, shall have to submit additional affidavits countersigned by his/her parents/guardians in the form prescribed in Annexure I and Annexure II to these Regulations respectively along with his/her application.
- h) Before the commencement of the academic session in any institution, the Head of the Institution shall convene and address a meeting of various functionaries/agencies, such as Hostel Wardens, representatives of students,

- parents/ guardians, faculty, district administration including the police, to discuss the measures to be taken to prevent ragging in the institution and steps to be taken to identify those indulging in or abetting ragging and punish them.
- i) The institution shall, to make the community at large and the students in particular aware of the dehumanizing effect of ragging, and the approach of the institution towards those indulging in ragging, prominently display posters depicting the provisions of penal law applicable to incidents of ragging, and the provisions of these Regulations and also any other law for the time being in force, and the punishments thereof, shall be prominently displayed on Notice Boards of all departments, hostels and other buildings as well as at places, where students normally gather and at places, known to be vulnerable to occurrences of ragging incidents.
 - j) The institution shall request the media to give adequate publicity to the law prohibiting ragging and the negative aspects of ragging and the institution's resolve to ban ragging and punish those found guilty without fear or favour.
 - k) The institution shall identify, properly illuminate and keep a close watch on all locations known to be vulnerable to occurrences of ragging incidents.
 - l) The institution shall tighten security in its premises, especially at vulnerable places and intense policing by Anti-Ragging Squad, referred to in these Regulations and volunteers, if any, shall be resorted to at such points at odd hours during the first few months of the academic session.
 - m) The institution shall utilize the vacation period before the start of the new academic year to launch a publicity campaign against ragging through posters, leaflets and such other means, as may be desirable or required, to promote the objectives of these Regulations.
 - n) The faculties/departments/units of the institution shall have induction arrangements, including those which anticipate, identify and plan to meet any special needs of any specific section of students, in place well in advance of the beginning of the academic year with an aim to promote the objectives of this Regulation.
 - o) Every institution shall engage or seek the assistance of professional counsellors before the commencement of the academic session, to be available

when required by the institution, for the purposes of offering counselling to freshers and to other students after the commencement of the academic year.

- p) The head of the institution shall provide information to the local police and local authorities, the details of every privately commercially managed hostels or lodges used for residential purposes by students enrolled in the institution and the head of the institution shall also ensure that the Anti-Ragging Squad shall ensure vigil in such locations to prevent the occurrence of ragging therein.

6.2 An institution shall, on admission or enrolment or registration of students, take the following steps, namely;

- a) Every fresh student admitted to the institution shall be given a printed leaflet detailing to whom he/she has to turn to for help and guidance for various purposes including addresses and telephone numbers, so as to enable the student to contact the concerned person at any time, if and when required, of the Anti-Ragging Helpline referred to in these Regulations, Wardens, Head of the institution, all members of the anti-ragging squads and committees, relevant district and police authorities;
- b) The institution, through the leaflet specified in clause (a) of Regulation 6.2 of these Regulations shall explain to the freshers, the arrangements made for their induction and orientation which promote efficient and effective means of integrating them fully as students with those already admitted to the institution in earlier years.
- c) The leaflet specified in clause (a) of Regulation 6.2 of these Regulations shall inform the freshers about their rights as bona fide students of the institution and clearly instructing them that they should desist from doing anything, with or against their will, even if ordered to by the seniors students, and that any attempt of ragging shall be promptly reported to the Anti-ragging Squad or to the Warden or to the Head of the institution, as the case may be.
- d) The leaflet specified in clause (a) of Regulation 6.2 of these Regulations shall contain a calendar of events and activities laid down by the institution to facilitate and complement familiarization of freshers with the academic environment of the institution.

- e) The institution shall, on the arrival of senior students after the first week or after the second week, as the case may be, schedule orientation programmes as follows, namely; (i) joint sensitization programme and counselling of both freshers and senior students by a professional counsellor, referred to in clause (o) of Regulation 6.1 of these Regulations; (ii) joint orientation programme of freshers and seniors to be addressed by the Head of the institution and the anti-ragging committee; (iii) organization on a large scale of cultural, sports and other activities to provide a platform for the freshers and seniors to interact in the presence of faculty members; (iv) in the hostel, the warden should address all students; and may request two junior colleagues from the college faculty to assist the warden by becoming resident tutors for a temporary duration; (v) as far as possible faculty members should dine with the hostel residents in their respective hostels to instil a feeling of confidence among the freshers.
- f) The institution shall set up appropriate committees, including the course-in-charge, student advisor, Wardens and some senior students as its members, to actively monitor, promote and regulate healthy interaction between the freshers, junior students and senior students.
- g) Freshers or any other student(s), whether being victims, or witnesses, in any incident of ragging, shall be encouraged to report such occurrence, and the identity of such informants shall be protected and shall not be subject to any adverse consequence only for the reason for having reported such incidents.
- h) Each batch of freshers, on arrival at the institution, shall be divided into small groups and each such group shall be assigned to a member of the faculty, who shall interact individually with each member of the group every day for ascertaining the problems or difficulties, if any, faced by the fresher in the institution and shall extend necessary help to the fresher in overcoming the same.
- i) It shall be the responsibility of the member of the faculty assigned to the group of freshers, to coordinate with the Wardens of the hostels and to make surprise visits to the rooms in such hostels, where a member or members of the group are lodged; and such member of faculty shall maintain a diary of his/her interaction with the freshers under his/her charge.

- j) Freshers shall be lodged, as far as may be, in a separate hostel block, and where such facilities are not available, the institution shall ensure that access of seniors to accommodation allotted to freshers is strictly monitored by wardens, security guards and other staff of the institution.
- k) A round the clock vigil against ragging in the hostel premises, in order to prevent ragging in the hostels after the classes are over, shall be ensured by the institution.
- l) It shall be the responsibility of the parents/guardians of freshers to promptly bring any instance of ragging to the notice of the Head of the Institution.
- m) Every student studying in the institution and his/her parents/guardians shall provide the specific affidavits required under clauses (d), (e) and (g) of Regulation 6.1 of these Regulations at the time of admission or registration, as the case may be, during each academic year.
- n) Every institution shall obtain the affidavit from every student as referred to above in clause (m) of Regulation 6.2 and maintain a proper record of the same and to ensure its safe upkeep thereof, including maintaining the copies of the affidavit in an electronic form, to be accessed easily when required either by the Commission or any of the Councils or by the institution or by the affiliating University or by any other person or organisation authorised to do so.
- o) Every student at the time of his/her registration shall inform the institution about his/her place of residence while pursuing the course of study, and in case the student has not decided his/her place of residence or intends to change the same, the details of his place of residence shall be provided immediately on deciding the same; and specifically in regard to a private commercially managed lodge or hostel where he/she has taken up residence.
- p) The Head of the institution shall, on the basis of the information provided by the student under clause (c) of Regulation 6.2, apportion sectors to be assigned to members of the faculty, so that such member of faculty can maintain vigil and report any incident of ragging outside the campus or en route while commuting to the institution using any means of transportation of students, whether public or private.

- q) The Head of the institution shall, at the end of each academic year, send a letter to the parents/guardians of the students who are completing their first year in the institution, informing them about these Regulations and any law for the time being in force prohibiting ragging and the punishments thereof as well as punishments prescribed under the penal laws, and appealing to them to impress upon their wards to desist from indulging in ragging on their return to the institution at the beginning of the academic session next.

6.3 Every institution shall constitute the following bodies; namely,

- a) Every institution shall constitute a Committee to be known as the Anti-Ragging Committee to be nominated and headed by the Head of the institution, and consisting of representatives of civil and police administration, local media, Non Government Organizations involved in youth activities, representatives of faculty members, representatives of parents, representatives of students belonging to the freshers' category as well as senior students, non-teaching staff; and shall have a diverse mix of membership in terms of levels as well as gender.
- b) It shall be the duty of the Anti-Ragging Committee to ensure compliance with the provisions of these Regulations as well as the provisions of any law for the time being in force concerning ragging; and also to monitor and oversee the performance of the Anti-Ragging Squad in prevention of ragging in the institution.
- c) Every institution shall also constitute a smaller body to be known as the Anti-Ragging Squad to be nominated by the Head of the Institution with such representation as may be considered necessary for maintaining vigil, oversight and patrolling functions and shall remain mobile, alert and active at all times.
Provided that the Anti-Ragging Squad shall have representation of various members of the campus community and shall have no outside representation.
- d) It shall be the duty of the Anti-Ragging Squad to be called upon to make surprise raids on hostels, and other places vulnerable to incidents of, and having the potential of, ragging and shall be empowered to inspect such places.
- e) It shall also be the duty of the Anti-Ragging Squad to conduct an on-the-spot enquiry into any incident of ragging referred to it by the Head of the institution

or any member of the faculty or any member of the staff or any student or any parent or guardian or any employee of a service provider or by any other person, as the case may be; and the enquiry report along with recommendations shall be submitted to the Anti-Ragging Committee for action under clause (a) of Regulation 9.1.

Provided that the Anti-Ragging Squad shall conduct such enquiry observing a fair and transparent procedure and the principles of natural justice and after giving adequate opportunity to the student or students accused of ragging and other witnesses to place before it the facts, documents and views concerning the incident of ragging, and considering such other relevant information as may be required.

- f) Every institution shall, at the end of each academic year, in order to promote the objectives of these Regulations, constitute a Mentoring Cell consisting of students volunteering to be Mentors for freshers, in the succeeding academic year; and there shall be as many levels or tiers of Mentors as the number of batches in the institution, at the rate of one Mentor for six freshers and one Mentor of a higher level for six Mentors of the lower level.
- g) Every University shall constitute a body to be known as Monitoring Cell on Ragging, which shall coordinate with the affiliated colleges and institutions under the domain of the University to achieve the objectives of these Regulations; and the Monitoring Cell shall call for reports from the Heads of Institutions in regard to the activities of the Anti-Ragging Committees, Anti - Ragging Squads, and the Mentoring Cells at the Institutions, and it shall also keep itself abreast of the decisions of the District level Anti-Ragging Committee headed by the District Magistrate.
- h) The Monitoring Cell shall also review the efforts made by institutions to publicize anti-ragging measures, soliciting of affidavits from parents/guardians and from students, each academic year, to abstain from ragging activities or willingness to be penalized for violations; and shall function as the prime mover for initiating action, on the part of the appropriate authorities of the university for amending the Statutes or Ordinances or Bye-laws to facilitate the implementation of anti-ragging measures at the level of the institution.

6.4 Every institution shall take the following other measures, namely;

- a) Each hostel or a place where groups of students reside, forming part of the institution, shall have a full-time Warden, to be appointed by the institution as per the eligibility criteria laid down for the post reflecting both the command and control aspects of maintaining discipline and preventing incidents of ragging within the hostel, as well as the softer skills of counselling and communicating with the youth outside the class-room situation; and who shall reside within the hostel, or at the very least, in the close vicinity thereof.
- b) The Warden shall be accessible at all hours and be available on telephone and other modes of communication, and for the purpose the Warden shall be provided with a mobile phone by the institution, the number of which shall be publicised among all students residing in the hostel.
- c) The institution shall review and suitably enhance the powers of Wardens; and the security personnel posted in hostels shall be under the direct control of the Warden and their performance shall be assessed by them.
- d) The professional counsellors referred to under clause (o) of Regulation 6.1 of these Regulations shall, at the time of admission, counsel freshers and/or any other student(s) desiring counselling, in order to prepare them for the life ahead, particularly in regard to the life in hostels and to the extent possible, also involve parents and teachers in the counselling sessions.
- e) The institution shall undertake measures for extensive publicity against ragging by means of audio-visual aids, counselling sessions, workshops, painting and design competitions among students and such other measures, as it may deem fit.
- f) In order to enable a student or any person to communicate with the Anti-Ragging Helpline, every institution shall permit unrestricted access to mobile phones and public phones in hostels and campuses, other than in class-rooms, seminar halls, library, and in such other places that the institution may deem it necessary to restrict the use of phones.
- g) The faculty of the institution and its non-teaching staff, which includes but is not limited to the administrative staff, contract employees, security guards

and employees of service providers providing services within the institution, shall be sensitized towards the ills of ragging, its prevention and the consequences thereof.

h) The institution shall obtain an undertaking from every employee of the institution including all teaching and non-teaching members of staff, contract labour employed in the premises either for running canteen or as watch and ward staff or for cleaning or maintenance of the buildings/lawns and employees of service providers providing services within the institution, that he/she would report promptly any case of ragging which comes to his/her notice.

i) The institution shall make a provision in the service rules of its employees for issuing certificates of appreciation to such members of the staff who report incidents of ragging, which will form part of their service record.

j) The institution shall give necessary instructions to the employees of the canteens and messing, whether that of the institution or that of a service provider providing this service, or their employers, as the case may be, to keep a strict vigil in the area of their work and to report the incidents of ragging to the Head of the institution or members of the Anti-Ragging Squad or members of the Anti-Ragging Committee or the Wardens, as may be required.

k) All Universities awarding a degree in education at any level, shall be required to ensure that institutions imparting instruction in such courses or conducting training programme for teachers include inputs relating to anti-ragging and the appreciation of the relevant human rights, as well as inputs on topics regarding sensitization against corporal punishments and checking of bullying amongst students, so that every teacher is equipped to handle at least the rudiments of the counselling approach.

l) Discreet random surveys shall be conducted amongst the freshers every fortnight during the first three months of the academic year to verify and cross-check whether the institution is indeed free of ragging or not and for the purpose the institution may design its own methodology of conducting such surveys.

m) The institution shall cause to have an entry, apart from those relating to general conduct and behaviour, made in the Migration/Transfer Certificate issued to the student while leaving the institution, as to whether the student has been

punished for committing or abetting an act of ragging, as also whether the student has displayed persistent violent or aggressive behaviour or any inclination to harm others, during his course of study in the institution.

n) Notwithstanding anything contained in these Regulations with regard to obligations and responsibilities pertaining to the authorities or members of bodies prescribed above, it shall be the general collective responsibility of all levels and sections of authorities or functionaries including members of the faculty and employees of the institution, whether regular or temporary, and employees of service providers providing service within the institution, to prevent or to act promptly against the occurrence of ragging or any incident of ragging which comes to their notice.

o) The Heads of institutions affiliated to a University or a constituent of the University, as the case may be, shall, during the first three months of an academic year, submit a weekly report on the status of compliance with Anti-Ragging measures under these Regulations, and a monthly report on such status thereafter, to the Vice-Chancellor of the University to which the institution is affiliated to or recognized by.

p) The Vice-Chancellor of each University, shall submit fortnightly reports of the University, including those of the Monitoring Cell on Ragging in case of an affiliating university, to the State Level Monitoring Cell.

7. Action to be taken by the Head of the institution.— On receipt of the recommendation of the Anti Ragging Squad or on receipt of any information concerning any reported incident of ragging, the Head of institution shall immediately determine if a case under the penal laws is made out and if so, either on his own or through a member of the Anti-Ragging Committee authorised by him in this behalf, proceed to file a First Information Report (FIR), within twenty four hours of receipt of such information or recommendation, with the police and local authorities, under the appropriate penal provisions relating to one or more of the following, namely;

- i. Abetment to ragging;
- ii. Criminal conspiracy to rag;
- iii. Unlawful assembly and rioting while ragging;

- iv. Public nuisance created during ragging;
- v. Violation of decency and morals through ragging;
- vi. Injury to body, causing hurt or grievous hurt;
- vii. Wrongful restraint;
- viii. Wrongful confinement;
- ix. Use of criminal force;
- x. Assault as well as sexual offences or unnatural offences;
- xi. Extortion;
- xii. Criminal trespass;
- xiii. Offences against property;
- xiv. Criminal intimidation;
- xv. Attempts to commit any or all of the above mentioned offences against the victim(s);
- xvi. Threat to commit any or all of the above mentioned offences against the victim(s);
- xvii. Physical or psychological humiliation;
- xviii. All other offences following from the definition of "Ragging".

Provided that the Head of the institution shall forthwith report the occurrence of the incident of ragging to the District Level Anti-Ragging Committee and the Nodal officer of the affiliating University, if the Institution is an affiliated institution.

Provided further that the institution shall also continue with its own enquiry initiated under clause 9 of these Regulations and other measures without waiting for action on the part of the police/local authorities and such remedial action shall be initiated and completed immediately and in no case later than a period of seven days of the reported occurrence of the incident of ragging.

8. Duties and Responsibilities of the Commission and the Councils.-

8.1 The Commission shall, with regard to providing facilitating communication of information regarding incidents of ragging in any institution, take the following steps, namely;

- a) The Commission shall establish, fund and operate, a toll-free Anti-Ragging Helpline, operational round the clock, which could be accessed by students in distress owing to ragging related incidents.
- b) Any distress message received at the Anti-Ragging Helpline shall be simultaneously relayed to the Head of the Institution, the Warden of the Hostels, the Nodal Officer of the affiliating University, if the incident reported has taken place in an institution affiliated to a University, the concerned District authorities and if so required, the District Magistrate, and the Superintendent of Police, and shall also be web enabled so as to be in the public domain simultaneously for the media and citizens to access it.
- c) The Head of the institution shall be obliged to act immediately in response to the information received from the Anti-Ragging Helpline as at sub-clause (b) of this clause.
- d) The telephone numbers of the Anti-Ragging Helpline and all the important functionaries in every institution, Heads of institutions, faculty members, members of the anti-ragging committees and anti ragging squads, district and sub-divisional authorities and state authorities, Wardens of hostels, and other functionaries or authorities where relevant, shall be widely disseminated for access or to seek help in emergencies.
- e) The Commission shall maintain an appropriate data base to be created out of affidavits, affirmed by each student and his/her parents/guardians and stored electronically by the institution, either on its or through an agency to be designated by it; and such database shall also function as a record of ragging complaints received, and the status of the action taken thereon.
- f) The Commission shall make available the database to a non-governmental agency to be nominated by the Central Government, to build confidence in the public and also to provide information of non compliance with these Regulations to the Councils and to such bodies as may be authorised by the Commission or by the Central Government.

8.2 The Commission shall take the following regulatory steps, namely;

- a) The Commission shall make it mandatory for the institutions to incorporate in their prospectus, the directions of the Central Government or the State Level Monitoring Committee with regard to prohibition and consequences of ragging, and that non-compliance with these Regulations and directions so provided, shall be considered as lowering of academic standards by the institution, therefore making it liable for appropriate action.
- b) The Commission shall verify that the institutions strictly comply with the requirement of getting the affidavits from the students and their parents/guardians as envisaged under these Regulations.
- c) The Commission shall include a specific condition in the Utilization Certificate, in respect of any financial assistance or grants-in-aid to any institution under any of the general or special schemes of the Commission, that the institution has complied with the anti-ragging measures.
- d) Any incident of ragging in an institution shall adversely affect its accreditation, ranking or grading by NAAC or by any other authorised accreditation agencies while assessing the institution for accreditation, ranking or grading purposes.
- e) The Commission may accord priority in financial grants-in-aid to those institutions, otherwise eligible to receive grants under section 12B of the Act, which report a blemishless record in terms of there being no reported incident of ragging.
- f) The Commission shall constitute an Inter-Council Committee, consisting of representatives of the various Councils, the Non-Governmental agency responsible for monitoring the database maintained by the Commission under clause (g) of Regulation 8.1 and such other bodies in higher education, to coordinate and monitor the anti-ragging measures in institutions across the country and to make recommendations from time to time; and shall meet at least once in six months each year.
- g) The Commission shall institute an Anti-Ragging Cell within the Commission as an institutional mechanism to provide secretarial support for collection of information and monitoring, and to coordinate with the State Level Monitoring Cell and University level Committees for effective implementation of anti-ragging measures, and the Cell shall also coordinate with the Non-Governmental agency

responsible for monitoring the database maintained by the Commission appointed under clause (g) of Regulation 8.1.

9. Administrative action in the event of ragging.-

9.1 The institution shall punish a student found guilty of ragging after following the procedure and in the manner prescribed hereinafter:

- a) The Anti-Ragging Committee of the institution shall take an appropriate decision, in regard to punishment or otherwise, depending on the facts of each incident of ragging and nature and gravity of the incident of ragging established in the recommendations of the Anti-Ragging Squad.
- b) The Anti-Ragging Committee may, depending on the nature and gravity of the guilt established by the Anti-Ragging Squad, award, to those found guilty, one or more of the following punishments, namely;
 - i. Suspension from attending classes and academic privileges.
 - ii. Withholding/ withdrawing scholarship/ fellowship and other benefits.
 - iii. Debarring from appearing in any test/ examination or other evaluation process.
 - iv. Withholding results.
 - v. Debarring from representing the institution in any regional, national or international meet, tournament, youth festival, etc.
 - vi. Suspension/ expulsion from the hostel.
 - vii. Cancellation of admission.
 - viii. Rustication from the institution for period ranging from one to four semesters.
 - ix. Expulsion from the institution and consequent debarring from admission to any other institution for a specified period.

Provided that where the persons committing or abetting the act of ragging are not identified, the institution shall resort to collective punishment.
- c) An appeal against the order of punishment by the Anti-Ragging Committee shall lie,
 - i. in case of an order of an institution, affiliated to or constituent part, of a University, to the Vice-Chancellor of the University;

- ii. In case of an order of a University, to its Chancellor.
- iii. In case of an Institution of national importance created by an Act of Parliament, to the Chairman or Chancellor of the Institution, as the case may be.

9.2 Where an institution, being constituent of, affiliated to or recognized by a University, fails to comply with any of the provisions of these Regulations or fails to curb ragging effectively, such University may take any one or more of the following actions, namely;

- i. Withdrawal of affiliation/recognition or other privileges conferred.
- ii. Prohibiting such institution from presenting any student or students then undergoing any programme of study therein for the award of any degree/diploma of the University.

Provided that where an institution is prohibited from presenting its student or students, the Commission shall make suitable arrangements for the other students so as to ensure that such students are able to pursue their academic studies.

- iii. Withholding grants allocated to it by the university, if any
- iv. Withholding any grants channelised through the university to the institution.
- v. Any other appropriate penalty within the powers of the university.

9.3 Where in the opinion of the appointing authority, a lapse is attributable to any member of the faculty or staff of the Institution, in the matter of reporting or taking prompt action to prevent an incident of ragging or who display an apathetic or insensitive attitude towards complaints of ragging, or who fail to take timely steps, whether required under these Regulations or otherwise, to prevent an incident or incidents of ragging, then such authority shall initiate departmental disciplinary action, in accordance with the prescribed procedure of the institution, against such member of the faculty or staff.

Provided that where such lapse is attributable to the Head of the institution, the authority designated to appoint such Head shall take such departmental disciplinary

action; and such action shall be without prejudice to any action that may be taken under the penal laws for abetment of ragging for failure to take timely steps in the prevention of ragging or punishing any student found guilty of ragging.

9.4 The Commission shall, in respect of any institution that fails to take adequate steps to prevent ragging or fails to act in accordance with these Regulations or fails to punish perpetrators or incidents of ragging suitably, take one or more of the following measures, namely;

- i. Withdrawal of declaration of fitness to receive grants under section 12B of the Act.
- ii. Withholding any grant allocated.
- iii. Declaring the institution ineligible for consideration for any assistance under any of the general or special assistance programmes of the Commission.
- iv. Informing the general public, including potential candidates for admission, through a notice displayed prominently in the newspapers or other suitable media and posted on the website of the Commission, declaring that the institution does not possess the minimum academic standards.
- v. Taking such other action within its powers as it may deem fit and impose such other penalties as may be provided in the Act for such duration of time as the institution complies with the provisions of these Regulations.

Provided that the action taken under this clause by the Commission against any institution shall be shared with all Councils.


(Dr. R.K. Chauhan)
Secretary

ANNEXURE I AFFIDAVIT BY THE STUDENT

I, _____ (full name of student with admission/registration/enrolment number) s/o d/o Mr./Mrs./Ms. _____, having been admitted to _____ (name of the institution), have received a copy of the UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009, (hereinafter called the "Regulations") carefully read and fully understood the provisions contained in the said Regulations.

2) I have, in particular, perused clause 3 of the Regulations and am aware as to what constitutes ragging.

3) I have also, in particular, perused clause 7 and clause 9.1 of the Regulations and am fully aware of the penal and administrative action that is liable to be taken against me in case I am found guilty of or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.

4) I hereby solemnly aver and undertake that

a) I will not indulge in any behaviour or act that may be constituted as ragging under clause 3 of the Regulations.

b) I will not participate in or abet or propagate through any act of commission or omission that may be constituted as ragging under clause 3 of the Regulations.

5) I hereby affirm that, if found guilty of ragging, I am liable for punishment according to clause 9.1 of the Regulations, without prejudice to any other criminal action that may be taken against me under any penal law or any law for the time being in force.

6) I hereby declare that I have not been expelled or debarred from admission in any institution in the country on account of being found guilty of, abetting or being part of a conspiracy to promote, ragging; and further affirm that, in case the declaration is found to be untrue, I am aware that my admission is liable to be cancelled.

Declared this ____ day of _____ month of _____ year.

Signature of deponent
Name:

VERIFICATION

Verified that the contents of this affidavit are true to the best of my knowledge and no part of the affidavit is false and nothing has been concealed or misstated therein.

Verified at (place) on this the (day) of (month), (year).

Signature of deponent

Solemnly affirmed and signed in my presence on this the (day) of (month), (year) after reading the contents of this affidavit.

OATH COMMISSIONER

ANNEXURE II AFFIDAVIT BY PARENT/GUARDIAN

I, Mr./Mrs./Ms. _____ (full name of parent/guardian) father/mother/guardian of _____ (full name of student with admission/registration/enrolment number), having been admitted to _____ (name of the institution), have received a copy of the UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009, (hereinafter called the "Regulations"), carefully read and fully understood the provisions contained in the said Regulations.

2) I have, in particular, perused clause 3 of the Regulations and am aware as to what constitutes ragging.

3) I have also, in particular, perused clause 7 and clause 9.1 of the Regulations and am fully aware of the penal and administrative action that is liable to be taken against my ward in case he/she is found guilty of or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.

4) I hereby solemnly aver and undertake that

a) My ward will not indulge in any behaviour or act that may be constituted as ragging under clause 3 of the Regulations.

b) My ward will not participate in or abet or propagate through any act of commission or omission that may be constituted as ragging under clause 3 of the Regulations.

5) I hereby affirm that, if found guilty of ragging, my ward is liable for punishment according to clause 9.1 of the Regulations, without prejudice to any other criminal action that may be taken against my ward under any penal law or any law for the time being in force.

6) I hereby declare that my ward has not been expelled or debarred from admission in any institution in the country on account of being found guilty of, abetting or being part of a conspiracy to promote, ragging; and further affirm that, in case the declaration is found to be untrue, the admission of my ward is liable to be cancelled.

Declared this ____ day of _____ month of _____ year.

Signature of deponent
Name:
Address:
Telephone/ Mobile No.:

VERIFICATION

Verified that the contents of this affidavit are true to the best of my knowledge and no part of the affidavit is false and nothing has been concealed or misstated therein.
Verified at (place) on this the (day) of (month), (year).

Signature of deponent

Solemnly affirmed and signed in my presence on this the (day) of (month), (year) after reading the contents of this affidavit.

OATH COMMISSIONER

प्रबंधक, भारत सरकार मुद्रणालय, फरीदाबाद द्वारा मुद्रित
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