

ONLINE PROSPECTUS

PROSPECTUS (2021-2022)

Government of West Bengal, the Irish Branch of the Institute of the Blessed Virgin Mary, the Darjeeling Loreto Educational Society agreed to take care of its management. However, due to the lack of personnel the Loreto nuns were compelled to hand over the college to the Government of West Bengal, hence to be run as Southfield College.

VISION OF THE COLLEGE

Southfield College aims at imparting value based education to women in order to open up their minds to create space for their holistic development and to contribute to the society and country as a whole.

Mission of the college

In the light of the vision statement we endeavour to lead our students to-

Relentlessly search for academic excellence.

Enlighten to cherish the ideals of love, sincerity and service.

Empower them to face challenges as dignified, responsible and dutiful citizens.

Respect the rights of all individuals through social justice.

All students once admitted are expected to conform to the regulations of the College and thus help to establish the high standards of behavior and academic excellence.

The College reserves the right to request at any time withdrawal of a student whose continuance in college would be detrimental to the interest of the college as a whole, or whose conduct is not satisfactory to the authorities of the College.

B.A. Honours Program

Students applying for a particular Honours are to select their elective subjects from corresponding columns.

Honours	Generic Elective Course 1 (GE 1) for Hons Students (Select ANY ONE course)	Generic Elective Course 2 (GE 2) for Hons Students (Select ANY ONE course)	Ability Enhancement Compulsory Course AECC 1	Ability Enhancement Compulsory Course AECC 2 (M.I.L.) (Select ANY ONE course)
English	1. Geography 2. Hindi 3. History 4. Nepali	1. Economics 2. Education 3. Pol. Science 4. Sociology	E.N.V.S.	1. English 2. Hindi 3. Bengali 4. Nepali
Geography	1. English 2. Hindi 3. History 4. Nepali	1. Economics 2. Education 3. Pol. Science 4. Sociology	E.N.V.S.	1. English 2. Hindi 3. Bengali 4. Nepali
History	1. English 2. Hindi 3. Geography 4. Nepali	1. Economics 2. Education 3. Pol. Science 4. Sociology	E.N.V.S.	1. English 2. Hindi 3. Bengali 4. Nepali

Nepali	<ol style="list-style-type: none"> 1. English 2. Hindi 3. Geography 4. History 	<ol style="list-style-type: none"> 1. Economics 2. Education 3. Pol. Science 4. Sociology 	E.N.V.S.	<ol style="list-style-type: none"> 1. English 2. Hindi 3. Bengali 4. Nepali
Education	<ol style="list-style-type: none"> 1. English 2. Hindi 3. Geography 4. History 5. Nepali 	<ol style="list-style-type: none"> 1. Economics 2. Pol. Science 3. Sociology 	E.N.V.S.	<ol style="list-style-type: none"> 1. English 2. Hindi 3. Bengali 4. Nepali
Political Science	<ol style="list-style-type: none"> 1. English 2. Hindi 3. Geography 4. History 5. Nepali 	<ol style="list-style-type: none"> 1. Economics 2. Education 3. Sociology 	E.N.V.S.	<ol style="list-style-type: none"> 1. English 2. Hindi 3. Bengali 4. Nepali
Sociology	<ol style="list-style-type: none"> 1. English 2. Hindi 3. Geography 4. History 5. Nepali 	<ol style="list-style-type: none"> 1. Economics 2. Education 3. Pol. Science 	E.N.V.S.	<ol style="list-style-type: none"> 1. English 2. Hindi 3. Bengal 4. Nepali

Eligibility for Admission to Choice Based Credit System (CBCS)

HONOURS PROGRAM COURSE

A candidate who has obtained 55% marks in aggregate or 50% in aggregate with 60% marks in a subject in the last qualifying Examination shall be eligible to apply for Honours Program in that subject

Formula For Merit Calculation for Honours Course :

$$\frac{\text{Eng + Subject opted for Honours + Best of 2 (Excluding EVS)}}{4}$$

PROGRAM COURSE (PASS COURSE)

A candidate is eligible to apply if she has passed in at least four (04) subjects excluding English as Compulsory subject in 10+2 Examination

Formula For Merit Calculation for Pass Course:

$$\frac{\text{Eng + Best of 3 (Excluding EVS)}}{4}$$

SESSION GAP:

For admission there should not be a gap of more than 3 years between the year of Higher Secondary Examination and the year of admission to Under Graduate course of study.

NOTE: Minimum marks for eligibility of reserved candidates shall be as per State Government Rules.

B.A. Program Course (General)

Students applying for B.A. Program Course are to select **ONE EACH** from each corresponding column:

Discipline Specific Courses (DSC) and Generic Elective (GE) Course Subject: Select any Three Course Subject (taking any one Course subject each from any two group as DSC and any one Course subject from remaining one group as GE of the 3 groups below i.e Group A, Group B, Group C).

Group A	Group B	Group C	Ability Enhancement Compulsory Course AECC 1	Ability Enhancement Compulsory Course AECC 2	Language Core Course LCC 1
<ol style="list-style-type: none"> 1. English 2. Hindi 3. Nepali 	<ol style="list-style-type: none"> 1. Economics 2. Education 3. History 	<ol style="list-style-type: none"> 1. Geography 2. Pol. Science 3. Sociology 	E.N.V.S.	<ol style="list-style-type: none"> 1. English 2. Nepali 3. Hindi 4. Bengali 	<ol style="list-style-type: none"> 1. Nepali 2. Hindi

Note 1: A student can fill 3 forms. A candidate who fulfills eligibility criteria for general program (General Course) can fill only one form.

Note 2: For AECC 2 – A student can opt for English only if Major Indian Languages listed above were not studied in Class X & XII standards.

Note 3: Wrong entry of marks will lead to cancellation of application.

Facilities:

Free Remedial Teaching and Entry Into Services Coaching aimed at preparing students for various competitive examinations . The scheme is sponsored by the UGC.

Fitness and Aerobics: The College has a gymnasium with fitness gadgets.

Yoga and Meditation: Yoga and Meditation for overall well being and better concentration are carried out on specific days of a week.

Ethics class: To impart good values to students for holistic development, Ethics class are conducted once a week.

College Hostel: College Hostel is available in the College.

ADMISSION PROCEDURE

Admission forms must be filled ON-LINE.

Visit website: southfieldcollege.com for details.

Documents required for the Registration

Printed Online form should be brought during the Admission.

The original mark sheet of the last examination passed along with 3 Xerox copy (Not- attested).

Original Character Certificate + 1 Xerox copy.

Original Migration Certificated in case of students migrating from another University/Board.

Original copy of Transfer Certificate from the last school attended.

Date of Birth Certificate (ICSE or Madhyamik Admit Card) + 1 Xerox copy.

SC/ST/OBC Certificate (non-creamy layer)/ PH Certificate + 1 Xerox copy.

Admission will be confirmed only after submission of requisite fees.

Admission will be strictly on Merit Basis.

Reservation of seats for SC/ST/OBC/PWD will be according to Govt. Regulation.

2 seats are reserved under supernumerary quota for students from Jammu & Kashmir.

Academic Session

Academic session shall be of three years duration consisting of six semesters.

The academic session normally starts in June every year.

Examination and Evaluation:

A candidate shall be eligible for appearing at any of the Semesters of Under-Graduate Examinations if she has Minimum 75% attendance of lectures delivered in all courses and has appeared in all internal assessments.

The evaluation of the students shall be a continuous process and shall be based on their performances in internal and End-Semester Examination.

A student will have, at the most, five academic years or ten semesters to complete the course.

If a student newly admitted to the first semester remains absent from attending classes for more than the first 15 days continuously without intimation, her admission will stand cancelled.

NOTE TO PARENTS / GUARDIANS

Attendance: Compulsory attendance on the first and last day of every session, including holidays is required. Parents and guardians are requested to cooperate with the college in enforcing regulations regarding the time limits for vacations and holidays. A list of holidays will be supplied at the commencement of each Year.

Discipline: The College expects each student to be both punctual and regular. In case of absence due to medical reasons, students must bring in a letter of excuse signed by a Parent/Guardian to be countersigned by the Principal before re-joining Class. A Medical certificate is required in the event of long illness or more than five days of absence to be sought from the Parents of the Student concerned.

A Student may be asked to leave the College in case of serious breach of discipline.

Code of Conduct at Examination: At the start of the College Internal Examination and University Examinations, the parent/student is expected to comply with the following declaration :

DECLARATION

“I hereby declare I fully understand that if I resort to unfair means, or attempt to do so in any examination whether internal or University, I will be expelled from the College and no appeal from me to the College authorities will be entertained.”

Transfer:

Every student admitted to the College is duty bound to inform College authorities before the withdrawal from College. Students applying for a Transfer Certificate must submit to the Principal a written application signed by their parents along with the required fee.

Transfer Fee Rs. 100/-

Fee Book Rs. 50/-