



SOUTHFIELD COLLEGE

Formerly Loreto College | Darjeeling - 734101

Accredited by NAAC with Grade 'A'

A Women's College with Under Graduate & Post Graduate Courses

Affiliated to University of North Bengal

STUDENT DIARY **2021 - 2022**



STUDENT'S DETAILS

Name

Class

Honours/General

Roll No

Parent's Name

Contact No.

Guardian's Name

Contact No.

Permanent Address

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.



A BRIEF HISTORY

Southfield College was founded as Loreto College in Southfield, Darjeeling in August 1961 as a women's college. At the request of the 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 administration of College to the Government of West Bengal. It was thus renamed 'Southfield College'.

In keeping with its tradition, Southfield College aims to provide a holistic development of women, encouraging growth to exercise 'responsible' freedom, reverence for human personality and appreciation of true values. Thus with this view, the motto "Enlightenment, Empowerment and Emancipation through Education" has been envisaged.

The flying dove with the mountain peaks on its wings symbolizes the region (hills). It signifies emancipation and empowerment through appreciation of true values so that each student can stand as tall as the mountain peaks in their contribution to society.

The shamrock carried by the dove is a mark of gratitude to a very respected Irish nun, Rev. Mother M. Damien O'Donohoe, IBVM, former Principal of the College, whose dreams and visions shall always remain a guiding factor in the development and evolution of the College.

The brightly lit sun signifies enlightenment of both the staff and the students.

The open book signifies the academic excellence the college strives for. The holistic development, being the visions, the college aims to achieve enlightenment, empowerment and emancipation.



राष्ट्रीय गान

जन-गण-मन अधिनायक जय हे,
भारत भाग्य विधाता!
पंजाब-सिंधु-गुजरात-मराठा,
द्राविड़-उत्कल-बङ्ग
विंध्य हिमाचल यमुना गंगा,
उच्छल जलधि तरंग
तव शुभ नामे जागे,
तव शुभ आशिष मागे
गाहे तव जय गाथा।
जन-गण-मंगलदायक जय हे,
भारत भाग्य विधाता!
जय हे! जय हे! जय हे!
जय जय जय जय हे!

Prayer for India

As we gather on this morn
Celebrating freedom's dawn,
Our young hearts to God we raise,
In thanksgiving and in praise.

Chorus : God of nations hear our prayer,
 Bless this land so great so fair,
 May all strife within it cease
 Give it harmony and peace
 May its people e'er be true,
 To their country and to you.

With a lawful pride we see,
India's day of liberty,
And our hearts are bright and gay
As we welcome this great day. *(Chorus)*

As we face the future bright,
Trustfully we pray for light,
For our leaders that they may
Guide us wisely day by day. *(Chorus)*

May the people of this land
Ever firmly take their stand
On the side of truth and right
God himself e'er be their light. *(Chorus)*

May India's daughters ever be
Conscious of their dignity,
May they e'er be good and great
In the home and in the state. *(Chorus)*

Showers of Blessing

*There shall be showers of blessing
This is the promise of love
There shall be season refreshing
Sent from the saviour above (Chorus)
Showers of Blessing Showers of Blessing we need
Mercy-drops round us are falling
But for the showers we plead
There shall be showers of blessing
Send them upon us O Lord
Grant to us now a refreshing
Come and now honour Thy Word (Chorus)
There shall be shower of Blessing
Oh that today they might fall
Now as to God we're confessing
Now as on Jesus we call
Showers of Blessing.....*

कदम कदम बढ़ाये जा

कदम कदम बढ़ाये जा खुशी के गीत गाये जा
ये जिन्दगी है कौम की तू कौम पे लुटाये जा
कदम कदम बढ़ाये जा
कदम कदम बढ़ाये जा खुशी के गीत गाये जा
ये जिन्दगी है कौम की तू कौम पे लुटाये जा
कदम कदम बढ़ाये जा
तू शेर हिन्द आगे बढ़ मरने से फिर भी तू ना डर
उड़ाके दुश्मनो का सर जोशे वतन बढ़ाये जा
तू शेर हिन्द आगे बढ़ मरने से फिर भी तू ना डर
उड़ाके दुश्मनो का सर जोशे वतन बढ़ाये जा
कदम कदम बढ़ाये जा खुशी के गीत गाये जा
ये जिन्दगी है कौम की तू कौम पे लुटाये जा
कदम कदम बढ़ाये जा

ऐ मेरे वतन के लोगो

ऐ मेरे वतन के लोगो
जरा आँखो में भर लो पानी
जो शहीद हुए हैं उनकी
जरा याद करो कुरबानी
तुम भूल न जाओ उनको
इस लिये सुनो ये कहानी
जो शहीद हुए हैं उनकी
जरा याद करो कुरबानी

जब घायल हुआ हिमालय
खतरे में पड़ी आजादी
जब तक थी साँस लड़े वो
फिर अपनी लाश बिछा दी
संगीन पे घर कर माथा
सो गये अमर बलिदानी
जो शहीद हुए हैं उनकी
जरा याद करो कुरबानी
कोई सिख कोई जाट मराठा ॥2॥
कोई गोरखा कोई मदरासी ॥2॥
सरहद पर मरनेवाला ॥2॥
हर वीर था भारतवासी
जो खून गिरा पर्वत पर
वे खून था हिन्दुस्तानी
जो शहीद हुए हैं उनकी
जरा याद करो कुरबानी

जय हिन्द जय हिन्द
जय हिन्द की सेना
जय हिन्द जय हिन्द जय हिन्द...

FUNCTIONARIES

ADMINISTRATOR

Dr. Anuradha Rai – Principal

GOVERNING BODY

President- *Prof. C. B. Rai*,
(University Representative)

Secretary- *Dr. Anuradha Rai*,
Principal

Mr. Pranay Rai,
Government Nominee

Mr. Satyam Allay,
Government Nominee

Mrs. Sushma Ghose,
University Representative

Ms. Raka Shree Rai,
Teacher Representative

Dr. Dinesh Chandra Ray,
Teacher Representative

Mr. Bishal Chettri,
Teacher Representative

Dr. Dewakar Thatal,
Teacher Representative

Mr. Anand Biswakarma,
Non-Teaching Representative

Mr. Prakash Chettri,
Non-Teaching Representative

TEACHING STAFF

DEPARTMENT OF EDUCATION

Ms. Punam Pradhan, HOD
M.A. B.Ed, Asst Professor

Dr. Dipti Subba, (on lien leave)
M.A., Ph.D., Asst Professor

Dr. Srikrishna Sarkar,
M.A., Ph.D, B. Ed. Asst Professor

Ms. Pratistha Gurung,
M.A., B.Ed, Asst. Professor-(SACT-II)

DEPARTMENT OF ENGLISH

Dr. Mandika Sinha, HOD
M.A. Ph.D. M.Phil – Asst Professor

Dr. Kaustav Chakraborty,
M.A. Ph.D.- Asst Professor

Mr. Benoy Pradhan,
M.A., B.Ed- Asst Professor

Ms. Vishaka Diyali,
M.A. – Asst. Professor

Mr. Siddharth Syangden,
M.A.- Asst. Professor (SACT – II)

Mr. Binod Pradhan,
M.A., Asst. Professor (SACT- II)

Mr. Vivek Mishra,
M.A., Asst. Professor (SACT – II)

DEPARTMENT OF SOCIOLOGY

Ms. Nisha Rai, HOD
M.A.,M.Phil, Asst. Professor (SACT-II)

Ms. Archana Thapa,
M.A., Asst. Professor (SACT – II)

Mr. Brianson S Lepcha,
M.A., Asst. Professor (SACT – II)

DEPARTMENT OF NEPALI

Dr. Mahesh Pradhan, HOD
M.A.,B.Ed, M.Phil, PhD-Asst. Professor

Mr Kushal Ghimray,
M.A.- Asst Professor

Mr Niraj Rai,
M.A., M.Phil, Asst Professor

Mr Dhan Kumar Dewan,
M.A., Asst. Professor-(SACT- I)

Mr Sadeep Pradhan,
M.A., MPhil, Asst. Professor-(SACT-II)

Ms Alka Sharma,
M.A. – Asst. Professor-(SACT- II)

Ms. Sandhya Rai,
M.A., M.Phil, Asst.Professor – (SACT-II)

DEPARTMENT OF GEOGRAPHY

Ms Raka Shree Rai, HOD

M.A. ,B.Ed- Associate Professor

Mr Bishal Chettri,

M.A.- Asst Professor

Dr Sujata Baraily,

M.A.,Ph.D., B.Ed.- Asst Professor

Mr. Sunny Rawat,

M.A. Asstt Professor

DEPARTMENT OF HISTORY

Dr. Srikanta Roy Chowdhury,

HOD, M.A. PhD- Asst. Professor

Dr. Dinesh Chandra Ray,

M.A., Ph.D. – Asst Professor

Ms. Diki Ongmu Bhutia,

M.A., B.Ed- Asst Professor

Mr. Dewakar Thatal,

M.A., B.Ed, M.Phil- Asst Professor

DEPT. OF POLITICAL SCIENCE

Ms Gyanshree Pradhan, HOD

M.A.– Asst. Professor

Dr. Marsha Lama,

M.A., Ph.D.- Asst Professor

Ms Prava Lohar,

M.A.-Asst Professor

Dr. Gazala Fareedi,

M.A, Ph.D., M.Phil.- Asst. Professor

Ms Sujana Tamang,

M.A.- Asst. Professor (SACT – II)

DEPARTMENT OF ECONOMICS

Dr. Gobinda Sarma,

M.A., Ph.D. – Asst. Professor

Mr. Prashanta Gurung,

M.A. – Asst. Professor (SACT – II)

DEPARTMENT OF HINDI

Dr. Ratna Kumari Mishra, HOD

M.A, Ph. D– Associate Professor

ENVIRONMENTAL SCIENCE DEPARTMENT

Dr. Anuradha Rai, (Principal)

Ms. Priyanka Mukhia,

M.A. B Ed. -Asst. Professor (SACT – II)

LIBRARY

Librarian - To be filled by CSC

Ms Anudha Lepcha,

MLIS (Part Time Librarian)

Ms Nilima Thapa,

Part Time Library Assistant

Sri. Prakash Chettri, Library Peon

Smt. Ambika Sharma, (Part Time)

OFFICE STAFF

Head Clerk - Vacant

Accountant - Vacant

Lower Division Clerk - Vacant

Ms. Evana Tamang,

M.A. B.Ed., M.LIS – Cashier

Mr. Anand Biswakarm,

B.A. – Typist

Mr. Manish Ranjan Srivastaw,

B.Com.– (Part Time)

Mr. Nibed Pradhan,

M.A (Part Time)

Mr. Niraj Rai, (Part Time)

GROUP D STAFF

Sri. Ganesh Thami- Mali

Sri. Suren Digali- Guard

TEMPORARY

Sri. Ramesh Rajak

Sri. Pradip Gurung

Smt. Anita Balmiki

Sri. Sandip Chettri

COMMITTEES

INTERNAL QUALITY ASSURANCE CELL

Dr. Anuradha Rai - Principal

Dr. Mahesh Pradhan,
(IQAC Co-ordinator)

Dr. Ratna Kumari Mishra

Dr. Sujata Baraily

Dr. Sukanta Roy Chowdhury

Dr. Mandika Sinha

Dr. Gobinda Sarma

Dr. Gazala Fareedi

Mr. Anand Biswakarma

Mr. C. B. Rai (President of GB)

Dr. Ringe Edan Wangdi (Alumni)

Ms Mendarwa Pakhrin (Employer)

Mr. Mukund Rai (Industry)

Mr. Nirnay John Chettri
(NGO MARG)

Mr. Rahul Amulya Pradhan
(NGO MBKS)

Head Councillor

TEACHER'S COUNCIL

Dr. Mandika Sinha - Secretary

Dr. Gobinda Sarma - Treasurer

EXAMINATION COMMITTEE

Ms. Punam Pradhan

Ms. Prava Lohar

Sri. Prakash Chettri

ADMISSION COMMITTEE

Dr. Anuradha Rai- Principal

All Heads of the Departments

Secretary, Teachers' Council

Ms. Evana Tamang

Mr. Manish Ranjan Srivastav

LIBRARY COMMITTEE

Ms. Anudha Lepcha, (Co-ordinator)

Dr. Ratna Kumari Mishra

Ms Gyanshree Pradhan

Dr. Kaustav Chakraborty

Dr. Sukanta Roy Chowdhury

Dr. Mahesh Pradhan

Mr. Bishal Chettri

Ms Nisha Rai

Ms. Nilima Thapa

DRESS AND DISCIPLINE COMMITTEE

Ms. Diki Omgmui Bhutia,
(Co-ordinator)

Ms. Prava Lohar

Ms. Punam Pradhan

SPORTS COMMITTEE

Mr. Kushal Ghimray
(Co-ordinator)

Dr. Dinesh Chandra Ray

Dr. Sri Krishna Sarkar

Mr. Sunny Rawat

Ms. Nisha Rai

Ms. Priyanka Mukhia

Mr. Prashanta Gwung

Head Councillor

RESEARCH CELL

Dr. Dinesh Chandra Ray

(Co-ordinator)

Dr. Sujata Barailly

Dr. Srikanta Roy Chowdhury

Dr. Mahesh Pradhan

Mr. Dewakar Thatal

Mr. Kushal Ghimray

Ms. Prava Lohar

Dr. Mandika Sinha

Dr. Sri Krishna Sarkar

Mr. Sunny Rawat

Mr. Niraj Rai

SEMINAR COMMITTEE

Dr. Kaustav Chakraborty

(Co-ordinator)

Dr. Sujata Barailly

Dr. Srikanta Roy Chowdhury

Dr. Dinesh Chandra Ray

Dr. Marsha Lama

Mr. Dewakar Thatal

Ms. Punam Pradhan

Mr. Benoy Pradhan

Mr. Sunny Rawat

Ms. Vishaka Diyali

Ms. Sandhya Rai

COMMUNITY ENGAGEMENT CELL

Ms. Rakashree Rai (Co-ordinator)

Mrs. Gyanashree Pradhan

Mr. Bishal Chettri

Ms. Punam Pradhan

Ms. Prava Lohar

Mr. Niraj Rai

Mr. Sadeep Pradhan

Mr. Binod Pradhan

Mr. Siddharth Syangden

Ms. Archana Thapa

Ms. Srijana Tamang

FINANCE COMMITTEE

Dr. Gobinda Sarma

(Co-ordinator)

Dr. Ratna Kumari Mishra

(IQAC Co-ordinator)

Dr. Mandika Sinha (TCS)

Ms. Gyanashree Pradhan

Dr. Mahesh Pradhan

Ms. Punam Pradhan

Mr. Dhan Kumar Dewan

Mr. Anand Biswakarma

Ms. Evana Tamang

MAGAZINE COMMITTEE

Mr. Sadeep Pradhan (Co-ordinator)

Dr. Ratna Kumari Mishra

Dr. Mandika Sinha

Mr. Benoy Pradhan

Mr. Binod Pradhan

Ms. Alka Sharma

Student Representative

PUBLICITY COMMITTEE

Mr. Sadeep Pradhan (Co-ordinator)

Dr. Mahesh Pradhan

Mr. Benoy Pradhan

Mr. D. K. Dewan

Ms. Alka Sharma

HOSTEL

Dr. Ratna Kumari Mishra -Warden

Ms Indu Subba - Matron

Ms Manta Gurung - Cook

NSS PROGRAMME OFFICERS

Ms. Punam Pradhan- Unit I

Mr. Sunny Rawat- Unit II

INTERNAL COMPLAINT COMMITTEE

Dr. Sujata Baraily (Co-ordinator)

Dr. Kaustav Chakraborty

Dr. Marsha Lama

Ms. Pratistha Gurung

Student Councillors

CULTURAL COMMITTEE

Mr. Dewakar Thatal (Co-ordinator)

Mr. Bishal Chettri

Ms. Diki O Bhutia

Mr. Kushal Ghimray

Dr. Mandika Sinha

Mr. Benoy Pradhan

Dr. Sukrishna Sarkar

Mr. Sunny Rawat

Mr. Sadeep K Pradhan

Ms. Archana Thapa

Ms. Priyanka Mukhia

Ms. Srijana Tamang

Mr. Brianson Lepcha

Ms. Alka Sharma

Ms. Sandhya Rai

Students Representatives

ROUTINE COMMITTEE

Principal

Ms. Rakashree Rai

TCS

All HOD's

WOMEN'S SEXUAL HARASSMENT CELL / INTERNAL COMPLAINTS COMMITTEE

Dr. Anuradha Rai (Principal)

Ms. Rakashree Rai (Presiding officer)

Ms. Gyanshree Pradhan

Mr. D. K. Dewan

NGO

QUALITY ADVISORY COMMITTEE

Head of the Departments

NATURE CLUB

Mr. Bishal Chettri (Co-ordinator)

Ms. Gyanshree Pradhan

Mr. D. K. Dewan

Ms. Priyanka Mukhia

Mr. Brianson Lepcha

CANTEEN COMMITTEE

Mr. Bishal Chettri (Co-ordinator)

Ms. Archana Thapa

Ms. Sandhya Rai

NCC

4 Bengal Bn NCC

Ms. Diki Ongmu Bhutia, C.T.O.

5 Bengal Bn NCC

Mrs. Gyanshree Pradhan, C.T.O

CLUBS

Current Affairs Club

Debate Club

Dynamic club

History Club

Literary Club

CAREER ORIENTED PROGRAMMES (C.O.P.)

Communicative English

Mr. Benoy Pradhan (Co-ordinator)

Eco-Tourism

Dr. Sujata Barailly (Co-ordinator)

Mass Communication

Ms. Mandika Sinha (Co-ordinator)

Women's Studies

Ms. Punam Pradhan (Co-ordinator)

Human Rights & Value Education

Dr. Marsha Lama (Co-ordinator)

Music

Mr. Dewaker Thatal (Co-ordinator)

Remedial Teaching

Mr. Bishal Chettri (Co-ordinator)

Entry into Service

Ms. Gyanshree Pradhan
(Co-ordinator)

ICT & SOCIAL MEDIA

Kushal Ghimray (Convenor)

Sunny Rawat

Visakha Digali

Binod Pradhan

Brianon Lepcha

Prashanta Gwung

MUSKĀN

A SOUTHFIELD COLLEGE WELFARE SOCIETY (SCWS)

Dr. Anuradha Rai - President

Dr. Mahesh Pradhan - Vice
President

Dr. Gobinda Sarma - General Secretary

Ms. Gyanshree Pradhan - Jt. Secretary

Mr. Sunny Rawat - Treasurer

Mr. Sadeep Pradhan - Member

Ms. Diki Bhutia - Member

TCS - Member

IQAC Co-ordinator - Member

MEMBERS OF PROJECT MONITORING UNIT (PMU) of RUSA

Dr. Anuradha Rai,

Principal, Southfield College, Darjeeling

Dr. Sukanta Roy Chowdhury,

M.A., Ph.D., - Asst. Professor, HOD,
History, Southfield College, Co-ordinator

Prof. C.B. Rai,

President - Governing Body, Southfield
College,

Mrs. Sushma Ghosh,

University Nominee of Governing Body
Southfield College.

Dr. Ratna Kumari Mishra,

Co-ordinator IQAC, Southfield College

Ms. Rakashree Rai, Associate Professor

Geography Dept., Southfield College

Mr. Bishal Chettri,

Assistant Professor, Dept. Geography
Southfield College

Mr. Prashant Rai,

Engineer Darjeeling Municipality .

Head Councillor

(Students Representatives)

SOUTHFIELD COLLEGE CO-OPERATIVE SOCIETY

Mr. Benoy Pradhan, Chairman

Ms. Diki Ongmu Bhutia,
Vice-Chairman

Mr. Bishal Chettri, Secretary

Mr. Dewaker Thatal, Director

Ms. Prawa Lohar, Director

Ms. Marsha Lama, Director

HEAD COUNCILLOR- *Sunaina Rai* (Hist)

COUNCILLORS

5th Semester		
<i>Ritu Rai</i> (Edu)	<i>Neha Loksom</i> (Eng)	<i>Jigmi Bhutia</i> (Geo)
<i>Puja Sangray</i> (Hist)	<i>Sheetal Gurung</i> (Pol Sc)	<i>Swita Tamang</i> (Soc)
<i>Sukit Lepcha</i> (Nep)	<i>Pragati Chettri</i> (Gen)	
3rd Semester		
<i>Khushee Rai</i> (Edu)	<i>Ahona Mukhopadhyay</i> (Eng)	<i>Pandimit Lepcha</i> (Geo)
<i>Sanyivani Gurung</i> (Hist)	<i>Mailin Dolkar Lepcha</i> (Pol Sc)	
<i>Answarya Rai</i> (Soc)	<i>Sushma Tamang</i> (Nep)	<i>Karina Gurung</i> (Gen)

SECRETARIES

5th Semester (Secretary)		
<i>Premkit Lepcha</i> (Edu)	<i>Shirsha Chakraborty</i> (Eng)	<i>Pratibha Rai</i> (Geo)
<i>Melina Ghatani</i> (Hist)	<i>Pranisha Gurung</i> (Pol Sc)	<i>Sapna Tamang</i> (Soc)
<i>Pabina Limbu</i> (Nep)	<i>Selina Gurung</i> (Gen)	
3rd Semester (Asstt. Secretary)		
<i>Tsha Chettri</i> (Edu)	<i>Shreya Kharel</i> (Eng)	<i>Bimla Pradhan</i> (Geo)
<i>Diksha Karki</i> (Hist)	<i>Tenzing Choden Tamang</i> (Pol Sc)	
<i>Mahima Rasaily</i> (Soc)	<i>Subekcha Gurung</i> (Nep)	<i>Yanjee Tamang</i> (Gen)

CLASS REPRESENTATIVES (1st Semester)

<i>Sapna Pradhan</i> (Edu)	<i>Shakshi Rai</i> (Eng)	<i>Grace Chettri</i> (Geo)
<i>Nandita Pradhan</i> (Hist)	<i>Sital Pradhan</i> (Pol Sc)	<i>Reeya Rana</i> (Soc)
<i>Alisha Subba</i> (Nep)	<i>Divya Rai</i> (Gen)	

Rotaract Club:

Diksha Karki (President) *Diksha Tamang* (Secretary)

PAWAN CHAMLING AWARDEES

2008 - <i>Ms. Karma Y Bhutia</i> (Pol Sc)	2015 - <i>Ms. Anupa Toppo</i> (Education)
2009 -	<i>Ms. Panamit Lepcha</i> (History)
2010 - <i>Ms. Munu Rai</i> (Geography)	2016 - <i>Ms. Pabitra Shawma</i> (History)
2011 - <i>Ms. Supriya Rai</i> (Geography)	<i>Ms. Jyoti Thapa</i> (English)
2012 - <i>Ms. Shibani Gurung</i> (General)	2017 - <i>Ms. Gayatri Thapa</i> (Nepali)
2013 - <i>Ms. Joshila Lepcha</i> (Nepali)	2018 - <i>Ms. Fatima Reyaz</i> (Geography)
2014 - <i>Ms. Mary Bal</i> (Pol Sc)	2019 - <i>Shrawani Gurung</i> (Sociology)

COURSE COMBINATION / BASKET

(The following Discipline specific Course subject and Generic Elective Course Subject combination are to be strictly followed)

B. A. HONOURS PROGRAM COURSE

(SELECT ANY ONE COURSE)

Bengali	Economics	Philosophy
English	Education	Political Science
Geography	Mass Communication	Psychology
Hindi	Nepali Sanskrit	Sociology
History	Urdu	

Two Generic Elective Courses (GE) to be selected as any ONE from each basket below for BA Honours Program and SEC course will be same as DSC course.

Bengali	Nepali	Mass Communication
English	Psychology	Philosophy
Geography	Sanskrit	Physical Education
Hindi	Urdu	Political Science
History	Economics	Sociology
Modern Tibetan	Education	

B. A. PROGRAM COURSE

(Discipline Specific Course (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 and SEC course subject will be same as DSC course subject):

Group A	Group B	Group C
Bengali	Economics	Geography
English	Education	Physical Education
Hindi	History	Political Science
Modern - Tibetan	Mass Communication	Psychology
Nepali	Philosophy	Sociology
Sanskrit	Sericulture	
Urdu		

RULES & REGULATIONS

- All students must conduct themselves in a becoming manner both in and outside College.
- The college expects students to be both punctual and regular. In case of absence due to medical reasons, students are to bring a letter of excuse signed by a Parent/Guardian to be countersigned by the Principal before rejoining class. A Medical Certificate is required in the event of long illness or more than five days of absence.
- A student may be asked to leave the College in case of serious breach of discipline.
- Students are expected to be decently dressed.
- Students are required to take an active part in all college co-curricular activities.
- Mobile phones should not be used within class hours and within class premises.

Responsibilities of Parents/Guardians

- Parents/Guardians are requested to co-operate with the college authority in enforcing rules and regulations of the College.
 - Parents/Guardians are to ensure that their ward strictly adhere to the dates regarding commencement of Classes after holidays.
 - If required, Parents/Guardians are to meet the College authorities regarding any problems or issues.
 - Parents/Guardians are to ensure that their wards pursue their studies at home.
 - If students are required to go out of station for study tours, field trips etc. Parents/Guardians are to furnish written permission.
 - Parents/Guardians are to inform the College, in writing, if their wards cannot attend regular classes.
-

ACADEMIC REGULATIONS

- As per NBU regulations students are required to attend 75% of the lectures and tutorials in each subject before appearing for University examinations.
- Students are also required to pass the College periodical examinations as a condition for being presented for the University examination.
- Compulsory attendance on the first and last day of every session, including holidays is necessary.
- At the start of the College/University examination, parent/students are expected to comply with the following declaration.

"I hereby declare that I fully understand that if I resort to unfair means or attempt to do so in any examination I will be expelled from the College. No appeal from me will be entertained. Furthermore, if I do not appear for an internal examination, I will not be selected to appear for the University examination. The decision of the authority is final and binding."

LIBRARY REGULATIONS

- Students are not allowed to bring their bags, files and personal books inside the Library.
- Books are issued from 9 a.m. to 3 p.m. from Monday to Friday.
- Books lost, defaced or damaged in any way shall have to be replaced -by the person who last borrowed it.
- A fine of Rs. 5/- per day will be charged to the defaulters.
- Books are not to be taken out of the library without issuing.
- The Library remains open from 9.30 a.m. to 2.00 p.m. (Monday to Friday) during winter holidays.

Silence is to be maintained in and around the library at all times.

JULY 2021		AUGUST 2021	
1	Catch the Rain Campaign/ Beginning of Ethics Class on Professional Ethics/ Human Values and Ecological Care	1	College Foundation Day
2		2	Talk on Safety of Women
3		3	
4		4	Departmental Seminar: Education
5	Movie Club: Eng Hons. Third Year	5	Book Review: English
6		6	
7		7	
8		8	
9		9	Muharram
10	Bakr Id	10	
11		11	Raksha Bandhan
12	Librarians' Day Celebration	12	Departmental Seminar: English
13	Bhanu Jayanti	13	
14	Movie Review: Sociology	14	
15		15	Independence Day
16		16	
17	IQAC Online Workshop: Discover the Pearl Within	17	
18	Movie Club: Eng. Hons. Third Year Rotaract Club Programme	18	
19		19	Janmastami
20	Virtual National Seminar	20	Nepali Bhasa Manyata Diwas
21		21	
22		22	
23		23	
24		24	
25		25	Invited Lecture: Nepali
26	Movie Review: Sociology	26	
27	Sahid Diwas	27	
28	Spitting Free India Movement	28	
29		29	
30	Internal Exams.	30	Internal Exams.
31		31	Ganesh Chaturthi

SEPTEMBER 2021		OCTOBER 2021	
1	Job Oriented Training in collaboration with RICE	1	Student Induction
2	IQAC Virtual Conference on IPR	2	
3	IQAC Virtual Conference on Gender	3	
4	IQAC Virtual Conference on Environment 4 Bengal Bn FIT India Freedom RUN	4	
5	IQAC Virtual Conference on Mental Health 5 Bengal Bn NCC CAMP	5	Puja Holiday Begins
6	5 Bengal Bn NCC CAMP	6	
7	5 Bengal Bn NCC CAMP	7	
8	5 Bengal Bn NCC CAMP	8	
9	5 Bengal Bn NCC CAMP	9	
10	5 Bengal Bn NCC CAMP	10	
11	Campus Cleaning by NSS	11	
12	5 Bengal Bn NCC CAMP	12	
13	5 Bengal Bn NCC CAMP	13	
14	5 Bengal Bn NCC CAMP	14	
15	5 Bengal Bn NCC CAMP	15	
16	Hindi Diwas Financial Literacy Webinar: Eng. Dept.	16	
17	Creative Writing Swachhata Hi Sewa	17	
18	Swachhata Hi Sewa	18	Departmental Seminars
19	103 Birth Anniversary of Sri Indra Sundas (Zoom Meet): Nepali Department	19	Movie Club
20		20	
21	Students' engagement with Aaj Ka Wakya as a part of Ek Bharat Srestha Bharat	21	
22		22	
23		23	
24	NSS Campus Cleaning Drive Two Day International Webinar on Youth Skills & Employability in postPandemic Scenario	24	Diwali
25		25	
26		26	
27	Historical Movie: History Dept.	27	
28		28	Elocution
29	Internal Assessment	29	Internal Assessment
30		30	Cleanliness Drive by NCC
		31	

NOVEMBER 2021		DECEMBER 2021	
1	Cleanliness Drive by NSS	1	World AIDS Day (Seminar by NSS)
2	Group Discussion Swarthak Bharat Samruddha Bharat as a part of Vigilance Awareness Week	2	
3		3	
4	Skill Development Programme	4	NSS Special Camp
5	Awareness Programme on Gender	5	NSS Special Camp
6	Invited Lecture	6	NSS Special Camp
7		7	Field Survey: Geography Dept NSS Special Camp
8	Guru Nanak Jayanti	8	Departmental Seminar NSS Special Camp
9		9	NSS Special Camp
10		10	Invited Lecture NSS Special Camp
11	Communal Harmony Week	11	Internal Exams
12		12	
13		13	
14	Children's Day	14	
15		15	
16	Outreach Programme	16	Cleanliness Drive at Chowrasta & Chawkbazar
17		17	IQAC Programme
18	Movie Screening	18	Soft Skill Training
19		19	
20		20	Grievance Cell Meeting
21		21	Anti-Harassment Cell Meeting
22	Student's Seminar	22	Meeting of All the Other Committees
23		23	IQAC Meeting with all the Stakeholders
24	Red Ribbon Programme by NSS	24	Winter Vacation Begins
25		25	
26	Samvidhan Diwas	26	
27	Seminar on Women's Right	27	
28	NCC Day	28	
29		29	
30	Internal Exams	30	
		31	

JANUARY 2022		FEBRUARY 2022	
1	New Year	1	4 BN NCC Camp
2		2	4 BN NCC Camp Sonam Loshar
3		3	4 BN NCC Camp
4		4	4 BN NCC Camp
5		5	4 BN NCC Camp Saraswati Puja
6		6	4 BN NCC Camp
7		7	4 BN NCC Camp
8		8	4 BN NCC Camp
9		9	4 BN NCC Camp
10		10	4 BN NCC Camp
11		11	Talk on Outcome Based Education
12	Swami Vivekananda's Birthday Youth Day	12	
13		13	
14		14	
15		15	Faculty & Student Exchange: Nepali Dept.
16		16	
17		17	Class Seminar: Sociology
18	Observation of Road Safety Month Begins	18	
19		19	Shivaji Jayanti
20		20	
21		21	Matribhasha Diwas
22		22	
23	Netaji's Birthday	23	Lecture on Floriculture : Kalimpong Horticulture Society
24		24	
25		25	
26	Republic Day	26	Internal Exams
27	Internal Exams	27	
28	Talk on Cyber Security Awareness	28	
29			
30			
31			

MARCH 2022			APRIL 2022	
1	Maha Shivaratri		1	
2			2	
3	Tibetan Loshar		3	
4	Regional Seminar on Social Media Detoxification		4	
5			5	
6			6	
7			7	
8	Women's Day Celebration by NSS		8	
9			9	
10			10	Ramnavami
11			11	
12			12	
13			13	
14			14	Mahavir Jayanti Ambedkar Jayanti
15			15	Good Friday
16			16	
17			17	
18	Holi		18	Easter
19			19	Departmental Seminars
20			20	Departmental Seminars
21			21	Departmental Seminars
22	Jal Shakti Abhiyan by NSS		22	Departmental Seminars
23	Job Oriented Training in collaboration with RICE		23	
24			24	
25			25	
26			26	
27			27	
28			28	
29	Internal Exams		29	Internal Exams
30			30	
31	Blood Donation Camp by NSS			

MAY 2022			JUNE 2022	
1	May Day		1	
2			2	
3	Eid ul Fitr		3	
4	Talk on Blended Mode of Teaching-Learning		4	
5			5	World Environment Day Project on Medicinal Plants
6			6	
7			7	
8			8	Inter-Departmental Debate
9	Rabindra Jayanti		9	
10			10	
11			11	
12	Internal Exams		12	
13			13	
14			14	
15			15	
16	Buddha Jayanti		16	
17			17	
18			18	
19			19	
20			20	
21			21	International Yoga Day
22			22	
23			23	
24			24	
25			25	
26			26	
27			27	
28			28	
29			29	
30	No Tobacco Day		30	
31				

ROUTINE 2021-2022 FOR

MONDAY	9.00 - 10.00	10.15 - 11.15	11.15 - 12.15
SEM V	DSE 1 (H)	ALL HONS	ALL HONS
SEM III	DSC A	GE A/B	DSC C
SEM I	ALL HONS	DSC A	DSCB
TUESDAY			
SEM V	GE(P)	ALL HONS	ETHICS
SEM III	ALL HONS	SEC(Nep P)	ALL HONS
SEM I	GE A/B	DSC A	AECC I
WEDNESDAY			
SEM V	ALL HONS	DSE2(H)	ALL HONS
SEM III		GE A/B	LCC1 Paper 2
SEM I	ALL HONS	LCC1 PAPER 1	DSC A
THURSDAY			
SEM V	ALL HONS/GE(P)	SEC2(P)	DSE1(P)
SEM III	ALL HONS	ETHICS	ALL HONS/SEC (Nep P)
SEM I	ALL HONS	GE A/B	ETHICS
FRIDAY			
SEM V	ALL HONS/GE(P)	DSE2(H)	SEC2(P)
SEM III	GE A/B	LCC1 Paper 2	ALL HONS
SEM I		ALL HONS	GE A/B
SATURDAY			
SEM V	SEC2(P)	ALL HONS	ALL HONS
SEM III	ALL HONS	DSC B	DSC C
SEM I	DSC A	GE A/B	ALL HONS

(H)-Honours, (P)-Program,, AECC1-EVS LCC-Language Core Course

1ST, 3RD AND 5TH SEMESTER

LUNCH BREAK

1.00 - 2.00	2.00 - 3.00	3.00 - 4.00
HONS/GE(P)	DSE2(P)	DSC1(P)
DSC B	ALL HONS	ALL HONS
ALL HONS	GE A/B	
SEC2 (P)	DSE 1(H)	
DSC C	DSCB	SEC
ALL HONS	ALL HONS	
ALL HONS	SEC2(P)	CLUBS
DSC A	ALL HONS	CLUBS
DSC B/ALL HONS	DSC B	CLUBS
ALL HONS	ALLHONS / DSE2(P)	
ALL HONS	GE A/B	SEC
AECC I	AECC I	DSC B
ALL HONS	ALL HONS	
ALL HONS	DSC A	
DSC A	AECC I	DSC B
ALL HONS/DSE1(P)		
ALL HONS	ALL HONS	
LCC1 PAPER1		

LEAVE RECORD

Any leave requires the signature of Principal / Teacher-in-charge.

Name : _____ *Class :* _____ *Roll No. :* _____

Date	Reason and Duration of leave	Sign of Parent/ Guardian	Sign of The Principal



LEAVE RECORD

Any leave requires the signature of Principal / Teacher-in-charge.

Name : _____ Class : _____ Roll No : _____

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