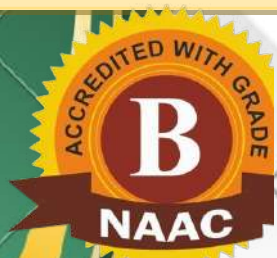


PROSPECTUS

ACADEMIC SESSION 2025-26

BODOFA U.N. BRAHMA COLLEGE DOTMA



Explore, Dream and Discover

NAAC B Grade (CGPA 2.33) Accredited Higher Education Institution



Affiliated to Bodoland University

COURSES OFFERED AS PER NEP-2020

Recognised under provision 2(f) and 12(B) of UGC ACT, 1956



ADDRESS : DOTMA ; PO - DOTMA;
DIST.- KOKRAJHAR (BTR), ASSAM; PIN-783347
WEBSITE: www.bodofaunbc.ac.in

FROM PRINCIPAL'S DESK

“Education is the manifestation of the perfection already in man” —

Swami Vivekananda.



Education is a holistic learning experience that helps a person develop all around. It energizes society and enables a person to live with respect and dignity. We spare no effort to produce bright, knowledgeable, and skilled students who will be the beacons of society.

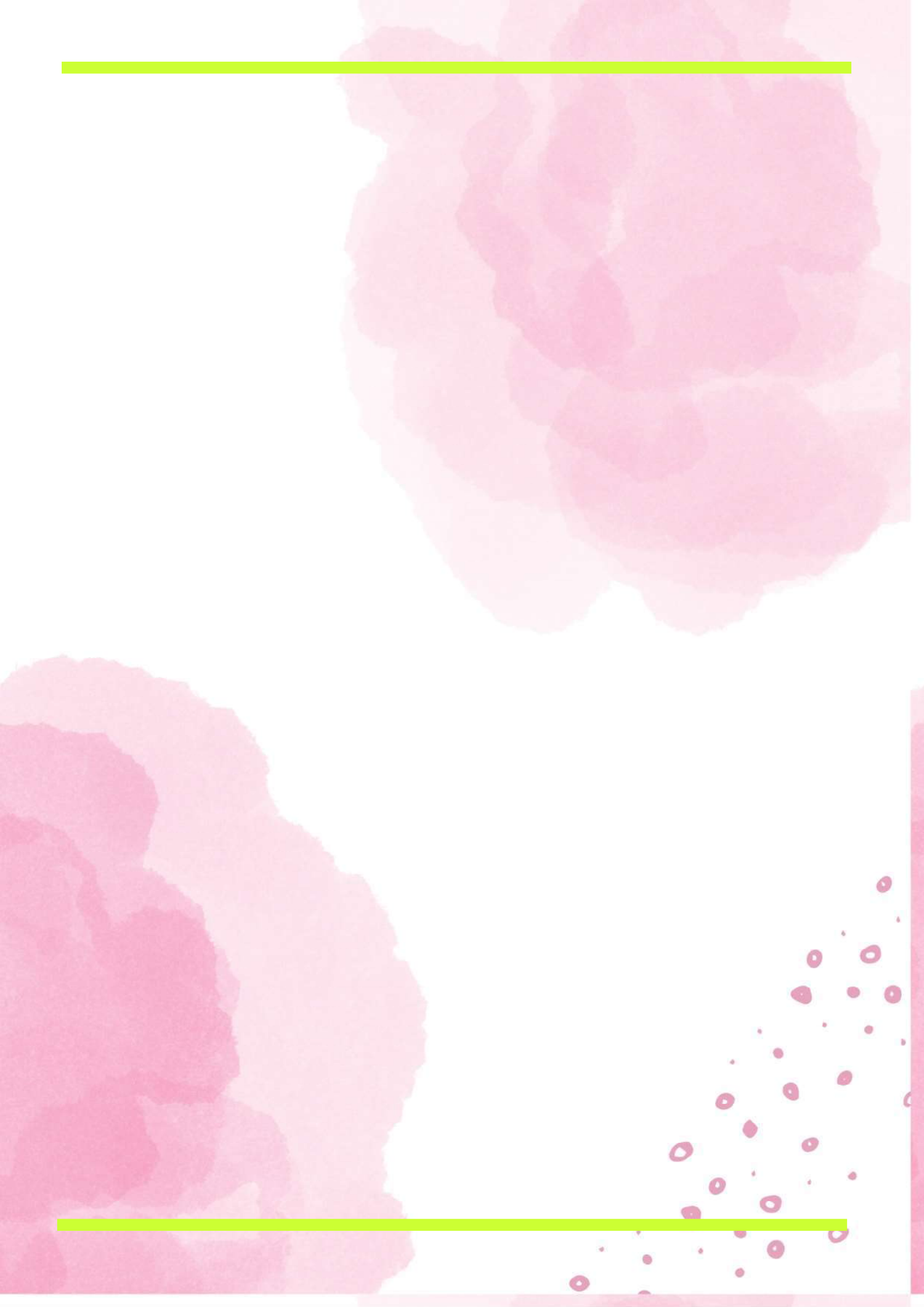
I greatly rejoiced and proudly placed on record that Bodofa U. N. Brahma College has completed 25 years of glorious existence and has unfolded into an institution with a promising future. The College was also Accredited B Grade (CGPA 2.33) in the 1st Cycle quality Assessment by the National Assessment and Accreditation Council (NAAC).

To accomplish our vision and mission, we have been undertaking several efforts to improve the academic scenario in the Bodoland Territorial Region. Education is an effective medium of social transformation. We get encouragement by looking at our students' bright and successful careers, which benefit society. We feel proud to be a part of such an institution named after the great student leader and Father of the Bodos - Bodofa Upendra Nath Brahma, who hailed from Boragari, Dotma. The College is endowed with a progressive, futuristic outlook aiming at continual growth in the quality of all academic activities and a sense of commitment to fully meet the expectations of the students, parents, and society.

At our College, we prioritize each student's individual development. We place the utmost importance on behavioural discipline, moral integrity, and cognitive growth. Our integrated services, such as the NSS Unit, Career Guidance Cell, Readers Club, and Women Empowerment Cell, are designed to foster our students' multifaceted development. Our dedicated teachers impart academic knowledge and equip students with life skills, demonstrating our commitment to their self-development and success.

We extend a warm welcome to all prospective students to our premier institution. We look forward to welcoming you and supporting your academic and personal growth at our College.

Chilarai Mushahary
Principal (in-Charge)
Bodofa U.N. Brahma College
Dotma





राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद
विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान
NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL
An Autonomous Institution of the University Grants Commission

Certificate of Accreditation

*The Executive Committee of the
National Assessment and Accreditation Council
is pleased to declare*

*Bodofa U. N. Brahma College, Dotma
Dotma, Dist. Kokrajhar, BTR, affiliated to Bodoland University,
Assam as
Accredited*

*with CGPA of 2.33 on four point scale
at B grade
valid up to September 06, 2028*

Date : September 07, 2023



Director

EC(SC)/164/1st Cycle/ASCOGN112922



राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद
विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान
NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL
An Autonomous Institution of the University Grants Commission

Quality Profile

Name of the Institution : Bodofa U.N. Brahma College, Dotma

Place : Dotma, Dist. Kokrajhar, BTR, Assam

Criteria	Weightage (W_i)	Criterion-wise Weighted Grade Point (Cr WGP)	Criterion-wise Grade Point Averages (Cr WGP/ W_i)
I. Curricular Aspects	100	200	2.00
II. Teaching-Learning and Evaluation	350	1030	2.94
III. Research, Innovations and Extension	110	105	0.95
IV. Infrastructure and Learning Resources	100	240	2.40
V. Student Support and Progression	140	220	1.57
VI. Governance, Leadership & Management	100	259	2.59
VII. Institutional Values and Best Practices	100	280	2.80
Total	$\sum_{i=1}^7 W_i = 1000$	$\sum_{i=1}^7 (CrWGP) = 2334$	

$$\text{Institutional CGPA} = \frac{\sum_{i=1}^7 (CrWGP)}{\sum_{i=1}^7 W_i} = \frac{2334}{1000} = \boxed{2.33}$$

Grade = **B**

Date : September 07, 2023

Mini
Director

- This certification is valid for a period of Five years with effect from September 07, 2023
- An institutional CGPA on four point scale in the range of 3.51 - 4.00 denotes A" grade, 3.26-3.50 denotes A' grade, 3.01-3.25 denotes A grade, 2.76-3.00 denotes B" grade, 2.51-2.75 denotes B' grade, 2.01-2.50 denotes B grade, 1.51-2.00 denotes C grade
- Scores rounded off to the nearest integer

EC(SC)/164/1" Cycle/ASCOGN112922

PROSPECTUS COMMITTEE

Edit & Compilation

Dr. Nabin Hakhrari

Coordinator, IQAC
Assistant Professor & Head
Department of Political Science

Department Profile

Dr. Shasanka Shekhar Sharma

NSS Programme Officer
Bodofa U.N. Brahma College Unit
Assistant Professor
Department of English

NEP Course Structure

Gitika Sharma

Assistant Professor & Head
Department of Education
&

Bharati Brahma

Assistant Professor
Department of Education

Academic Calendar

Dr. Kamal Kumar Brahma

Assistant Professor
Department of Political Science

Add-on & Certificate Courses

Julaishri Mushahary

Assistant Professor & Head
Department of Bodo
&

Dr. Nijra Brahma

Assistant Professor
Department of History

Publicity & Concept

Dr. Dulal Nath Saha

Assistant Professor & Head
Department of Mathematics
&

Dr. Haran Ch Ghosh

Assistant Professor
Department of Mathematics

Career Counselling & Guidance

Dersin Daimari, Librarian

Introduction

Bodofa U.N. Brahma College, having three Streams of Arts, Commerce, and Science, is a Premier institution in Dotma, which is only 1 KM away towards the extreme corner of the west near Gomabil in the district of Kokrajhar BTAD. (Assam) India. The college came into force from the year 1997. The college was named after a great man of unique character, who is called the father of the Bodos, Upendra Nath Brahma, with utmost sincerity, and a co-educational facility is provided to students in this institution of higher education. Because of the crying need for lucrative higher education to impart qualitative and meaningful education to the young boys and girls of tribal, non-tribal, as well as downtrodden people as a whole, the establishment of this college brings joy, and it will offer equal opportunity to all the sections of the students.

The college is located in a hygienic lawn area, providing a pleasant environment for students. It is easily accessible and has good communication facilities. The college boasts separate class buildings, an administrative building, a library building, a Girl's Hostel, a Bi-cycle stand, and a playground, all of which contribute to a conducive learning environment.

Motto

Explore, Dream and Discover

Vision

To develop socially responsible, sensitive and committed citizens capable of delivering value-added services to society.

Vision

To strive for Quality education in keeping with the College's motto: *Explore, Dream, and Discover*, and prepare young minds for imbibing Knowledge, Skills, and Sensibility.

Recognition and Management

The college has been recognised and affiliated with AHSEC and Bodoland University for HS and Degree courses, respectively. At present, the college has a permanent affiliation with Bodoland University. Further, as per UGC Regulation, it has also obtained 2(f) and 12(B) status under the UGC Act, 1956. The college was accredited with a B Grade (CGPA 2.33) by the NAAC in 2023. From 2021, the college has been provincialised by the state government under the Provincialised College Management Rule of the state. This significant development ensures a secure and promising future for the college. In addition to the Governing Body, various academic and non-academic committees have been formed, demonstrating our commitment to fulfilling the diverse needs of our students.

About Semester System

The Semester system of courses and classes for TDC of the University in which the college is tagged has been well-running since the academic session 2011-2012. The vast courses of the old pattern, like 1st year, 2nd year, and 3rd year, are now divided into two parts in each semester of the course. The examination is held twice in each class session, i.e. Sem. I & II, & III & IV, V & VI respectively. The Semester Examination is generally held in the months of Nov-Dec & May-Jun. Students' attendance to enrol as regular students to appear in the semester exam requires 80% class attendance, and any student who is short of attendance will not be allowed to fill out the exam form. The Sessional

Exam answer scripts and the marks are compulsory to send to the University for a plus point in the result. If students are short of attendance, they cannot fill out the exam form. The Sessional Exam answer scripts and the marks are compulsory to send to the University for a plus point in the result.

PREPAREDNESS OF NEP-2020

1. Multidisciplinary/Interdisciplinary

The institution offers three streams of undergraduate courses, namely B.A, B. Com & B.Sc. Being affiliated to Bodoland University it follows the curriculum designed by the parent university as per the UGC guidelines. The CBCS course introduced since 2019 provides the choice for students to select from a wide range of subjects. Along with the main course there are options of taking admission in a few Diploma and Certificate courses. Priority is being given on infrastructural and resource development to facilitate the smooth implementation of the multidisciplinary and interdisciplinary approach to education in the light of NEP 2020.

2. Academic Banks of Credits (ABC):

The institution has formed an **NEP Task Force** as per the order of Directorate of Higher Education, Assam, dated 28th April, 2022 for implementation of NEP 2020 and execute, co-ordinate and communicate to DHE in this regard. The college has been initiated measures to become **Degree Granting Multidisciplinary Institution** so that institution can register at ABC for credit deposit and transfer. The institution is preparing to collaborate with nearby colleges and has plans to enter into other professional institutions and bodies to develop academics and research.

3. Skill Development:

Skilled-based courses are already included in the CBCS curriculum of B.A, B. Com. and B.Sc. programmes in different semesters. The institution has been providing one year **Certificate course in Computer Application and Bamboo Craft**. Add On course have been introduced from the session 2023-24 on **Spoken English and Personality Development, Yogic Sciences and Fashion Designing**. The institution is getting ready to start a Knowledge Based Industry to provide **vocational courses** on Computer Hardware, Electrician courses, AC & Fridge repair and driving courses to create a group of skilled youths to address the issue of unemployment. To fulfill the mission of vocational and skill-based education of NEP-2020, the institution has set up **Incubation and Entrepreneurship Centre** under the aegis of the IQAC of the college.

4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):

In accordance with the curriculum of CBCS course, a paper of modern Indian language (MIL) is compulsory for the UG students. Indian knowledge system has been incorporated in the courses by including classical Indian literary, political, educational, economics, historical and social thoughts and philosophies to develop the feeling of national integration and identification. Students are acquainted with Indian culture and traditions by observance of significant **National and Regional days** through participation in cultural, literary and sports activities. Field trips and excursions to sites of historical and cultural significance and museums are conducted by departments. Teaching in multilingual method and use of mother language in curriculum delivery is encouraged.

5. Focus on Outcome based education (OBE):

The CBCS curriculum of the UG course under Bodoland University has well defined learning outcomes in terms of Program outcome, Program Specific Outcome and Course Outcome. The learning outcome based curriculum is aimed to develop specific knowledge, understanding, critical thinking and skills of the learners. Accordingly different methods and strategies of teaching and evaluation are used by the faculties. The institution also facilitates flexibility in choice of subjects and courses.

6. Distance education/online education:

The institution does not have its own distance mode of education but provides facility to a large number of students to avail UG and PG courses under distance education through **KKHSOU**. The institution has fully geared up to conduct online classes during the Covid pandemic situation in spite of initial limitations by using different apps like Google meet, Zoom, Teachmint and creation of WhatsApp groups for all classes. The blended mode of teaching has been functional even after the offline classes are resumed as a mode of interaction between teachers and learners.

Formation of Committee for NEP-2020 Implementation:

1. Formation of Task force for NEP Implementation in HEIs

Chilarai Mushahary	Principal & Chairman
Dr. Kamal Kumar Brahma	Coordinator
Mukut Chandra Kalita	Member
Julaishri Mushahary	Member

2. Committee for Multidisciplinary Approach:

Gitika Sharma	Coordinator
Dr. Shasanka Sekhar Sharma	Member
Dr. Njira Brahma	Member

The committees have been preparing various reports, guidelines, and recommendation etc. to become the college into Multidisciplinary Institution in the next few years.

STUDENT SUPPORT POLICY (SSP)

Approved by the Bodofa U.N. Brahma College Governing Body

1.0 CONTEXT OF SSP:

Bodofa U.N. Brahma College, Dotma believes that a comprehensive and coordinated student support services is of great importance for the all round development of the students and the creation of an academic climate that is conducive to high standards of academic achievement. Besides, the institution's student support services can foster a positive relationship between the teachers and students, and serve as an essential link between students and the society as a whole.

Keeping the above circumstances in mind, the institution has chalked out the Student Support Policy (SSP) of Bodofa U.N. Brahma College, Dotma which will serve as a document for providing support services to the students of the college. This policy reflects the obligations of the college towards the student community. It deals with the support process, mechanisms and services designed for the welfare of the students to enable their progression, better learning outcomes and ultimately enable students to reach the greater heights.

2.0 OBJECTIVES OF SSP:

The SSP of Bodofa U.N. Brahma College intends to serve the student community with the following objectives-

- (1) To provide freeship to the Meritorious students with (70% & above) institutional Scholarship.
- (2) To facilitate freeship to Sports Personnel.
- (3) To provide freeship to Meritorious students (60% & above) in Fringe Village Quota.

4. To facilitate free admission to BPL Candidates

5. To facilitate the students to avail the opportunity for scholarship from government and other agencies.
6. To initiate intensive activities for skill enhancement in students.
7. To evolve a transparent for timely redressal of student grievances.
8. To ensure students' representation and engagement in various administrative, co-curricular and extracurricular activities.
9. To encourage the participation of students in sports and cultural events/competitions.

3.0 RESPONSIBILITIES

While students' support and progression in shared responsibility of all the teachers of the college; the responsibility of implementation of the SSP will rest on the Students Support and Progression Sub-Committee of the college, subject to approval of the Governing Body (G.B.). The Committee consists of the following:

- (a) **Chairperson**—Principal
- (b) **Convener**—A Senior faculty member of the college
- (c) **Members** :
 - (i) 5-10 faculty members;
 - (ii) Office Staff –1
 - (iii) General Secretary, BUNBCSU

4.0 SCOPE OF THE POLICY

The SSP of Bodofa U.N. Brahma College, Dotma covers the following areas:

4.01 FINANCIAL ASSISTANCE AND FREESHIP

The SSP of Bodofa U.N. Brahma College, Dotma advocates financial assistance and freeship to the Meritorious students with (70% & above) Institutional Scholarship, Sports Personnel, Fringe Village Quota (60% & above) meritorious students of the college. The policy states that the Students' Aid Fund ought to be accessible and operated for providing financial assistance and freeship to the poor and needy deserving students.

4.02 CAREER COUNSELING:

The SSP of Bodofa U.N. Brahma College, Dotma makes provision for providing guidance for competitive examinations and career counseling in a structured manner. The College needs to strengthen the Career Counseling Cell addressing the diverse issues relating to equity of access and placement opportunities through availability of relevant and accessible information coupled with professional guidance to utilize the same can result in better carrier achievements and healthy progression of students. The policy believes that counseling should address both the academic and the career concerns and opportunities.

4.03 CAPACITY BUILDING AND SKILLS ENHANCEMENT:

The college needs to take initiatives for capacity building and skill Enhancement among the students. The policy advocates that the College needs to take steps for soft skills, Language and Communication Skills, Life Skills (Yoga, Physical Fitness, Health and Hygiene), ICT/Computing Skills through the concerned committee/sub-committees.

4.04 REDRESSAL OF GRIEVANCES:

The SSP of Bodofa U.N. Brahma College, Dotma has made for a transparent mechanism for timely redressal of students' grievances including sexual harassment and ragging cases. The College needs to make arrangements for implementation of the guidelines of the statutory/regulatory bodies such as

as Directorate of Education, BTC and Director of Higher Education (DHE), Assam, Governing Body (GB); organization of awareness on the policies with Zero tolerance; mechanisms for submission of online/offline students' grievances; timely redressal of the grievances through appropriate committees etc. The Grievance Redressal Cell needs to look after all the matters relating to grievances of the students.

4.05 STUDENTS' REPRESENTATION AND ENGAGEMENT:

The institution needs to facilitate the students to represent and engage in various administrative, co-curricular and extracurricular activities in addition to representation in the Students' Union. Besides, they should have proper representation on various bodies such as IQAC, Students Grievance Redressal Cell, Discipline Committee etc. as per established processes and norms.

4.06 SPORTS AND CULTURAL EVENTS/COMPETITIONS:

The SSP of Bodofa U.N. Brahma College, Dotma makes provision for different types of sports and cultural events/competitions in which students of the institution can take part. The college needs to organize sports and cultural events/competitions as well as facilitate the students to participate in such events/competitions organized by other institutions.

4.07 MENTORING:

The SSP makes provision for mentoring of the students in both academic and non-academic areas. The college needs to organize mentoring programmes in a structured manner to utilize the resourcefulness of the faculty members in solving the problems of the students. The SSP advocates formation of small group of students per teacher and thereby organization of mentoring sessions on a particular day of the week or as and when the necessity of such sessions arise.

Sd-
Principal (in-Charge)
Bodofa U.N. Brahma College

Admission Policy

The admission Policy of the college is judiciously governed by the following principles.

1. To ensure admission of students with academic calibre.
2. To ensure admission as per the provision of the university ordinance.
3. To ensure admission with fair justice for economically weaker and distressed sections.
4. To ensure admission on the basis of merit system.

Admission Provision

Application form and the college prospectus may be handed on payment of Prescribed fee during the working hours except on Sunday and holidays.

The student who applies for Honours/Major shall have to appear the departmental test Exam. Every student should apply on the basis of his/her qualification as desired to take admission into HS/TDC course in time as and when college notification comes into effect. There is an admission expert committee.

Important Instructions

1. Candidates seeking admission into the course of **Four Year Under Graduate Programme (FYUGP). 1st Semester/H.S. 1st Yr.** must generate DHE Unique ID and submit an online form through College Admission Portal and must submit the hardcopy of application form in the college.
2. All necessary testimonials must be submitted along with application form and also one recent passport photograph of duly signed must be pasted on the form as provided the space for identification.
3. Once the candidate selected as eligible for admission into the course of FYUGP 1st Semester, H.S. 1st Year he/she may be allowed to take admission on payment of prescribed dues on the fixed dates of notice Board and at the same time the candidates shall have to produce the Original certificates, Mark-sheets, Admit cards, Registration card etc. from Matric onwards for verification of admission and subject to failure to comply with the matter of producing the same the admission will be forfeited outrightly.
4. If the students admitted he/she must collect Identity card from the office for personal acknowledgement for whole academic year.
5. Students must have possessed library card just after the admission to avail the library books from the college.

Rules

1. It is crucial for all students to acquire the necessary text and reference books outlined in the university's syllabus. This enhances their learning and contributes to their academic success and the glory of our institution.
2. The students' prime duty is to create a conducive atmosphere on campus. Students will not be allowed to breach discipline, and any misleading or distorting behaviour may lead to severe punishment; consequently, if necessary, a student may be expelled outright.
3. Students with less than 80% class attendance are not entitled to fill out the examination form.
4. All students must attend classes regularly during the academic session.

Sessional Examination and Unit Test Examination

The Sessional and Unit Test examinations are meant for **the Four Year Under Graduate Programme (FYUGP). 1st Semester** (B.A., B.Com. & B.Sc.) & H.S. (Arts, Commerce & Science). The holding of the Sessional examinations is an academic rule and has been mandatory and implemented by the University since 2011. Every student should appear in the Sessional Examination because every college must send the marks and answer scripts to the University for further evaluation and the plus point in the result. The Sessional Examination will carry 12 to 20 marks, depending on the subject. The college provides blank answer scripts to all Sessional test Examinees. The Unit Test Exam. for the H.S. 1st Yr. & 2nd Yr. in all the streams are held only for 25 marks twice a year as Unit Test-I and Unit Test-II, respectively, to improve the academic calibre. The college provides the required number of answer scripts to the students at the time of the Exam.

The Sessional/Unit Test Examination for **Four Year Undergraduate Programme (FYUGP). 1st Semester**, 2nd, 3rd, 4th, 5th, 6th, 7th, 8th Semester and H.S. 1st Yr, 2nd Yr will be conducted periodically to achieve better results. All the students of H.S. & **Four Year Undergraduate Programme (FYUGP). 1st Semester** must appear the U.T. Examinations/Sessional Examinations, and they should be followed strictly, for which records will be maintained.

SCHOLARSHIP POLICY

Approved by the Bodofa U.N. Brahma College Governing Body

Right to Education is one of the Fundamental Rights of every Indian citizen and Bodofa U.N. Brahma College, Dotma believes that financial difficulties shall not be a road block for a sincere student to continue with their education.

THE POLICY STATEMENT

In view of promoting higher education among young people from socially and financially marginalized situations. Bodofa U.N. Brahma College shall provide scholarships for the deserving students, based on their academic merits and considering primarily their financial constraints. The college shall facilitate students from reserved categories to obtain government and private scholarships.

SCOPE OF THE POLICY

It shall cover all undergraduate students of the college.

OBJECTIVES

- ⇒ To Provide guidance and assistance to students who are applying for scholarships extended by the government.
- ⇒ To bring to the notice of students the criteria and last date for applying for various scholarships provide by the state and central government and the UGC.
- ⇒ To provide financial assistance to academically deserving and needy students based on their financial constraints and verification of necessary documents.

PROCEDURE FOR SCHOLARSHIPS OFFERED BY GOVERNMENT AND NON-GOVERNMENT BODIES

The college shall communicate and assists the students to apply for the various types of scholarships available from State and Central Government, UGC, MHRD, SC/ST/OBC/Minority / Single Girl Child Scholarship, etc.

Fee payment in instalments Students who are unable to pay the total fees in one instalment avail this facility by submitting a letter to the principal, requesting for fees to be paid in instalments. They may be permitted to pay the fees in two or three instalments per year.

FEES CONCESSIONS

Deserving candidates shall be provided fee concessions at the time of admission. This is solely at the

COLLEGE LIBRARY

The college has a well-equipped library with ROPD facilities, a good collection of books and periodicals, and a reading room. Students can borrow whatever they need for an allotted period. A student may be allowed to borrow only one book at a time.

Rules

1. All the students and staff of the college are library members.
2. Students using the library shall leave at the entrance their personal belongings at the property counter.
3. Silence must obtained in and around the library.

4. No person shall write damage or mark on any book belonging to the library.
5. The reader is responsible for any damage caused to the books or other property belonging to the library and shall be required to replace them or pay the value for them. If one book of a set is damaged, the whole set shall be replaced.
6. Before leaving, the students must return all the books to the Librarian.
7. Members in the reading room shall vacate their seats 10 minutes before closing.
8. The Librarian may receive written suggestions for purchasing books and improving service.
9. All books on loan shall be returned on the due date stamped on the date slip.
10. Absence from the college will not be admitted as an excuse for the delay in returning the books.
11. Readers should see that they take their tickets when they return the books.
12. Students must return their tickets when leaving the college and should obtain a "Clearance Certificate".
13. Final-year students should return the library tickets on the dates notified by the Librarian during the academic year.

Other Services

1. The college is committed to providing a wide range of services, all designed to foster students' interests and promote their all-round development. These services are aimed at creating an academic environment that is free from anxiety and stress.
2. Students are given mentoring guides every year to minimize their academic and non-academic stress.
3. Regular update of the notice board on the College website (www.bodofaunbc.ac.in)
4. For information updates on the academic level, the college arranges parent-teacher meetings regularly.

College Magazine

To nourish and develop the literary talent of the students, the college publishes an annual college Magazine. Besides, a Wall Magazine **खबामश्री** has also been published for the last ten years. Further, various departments have been publishing departmental Magazines.

Students' Union Body

The Bodofa U.N. Brahma College Students' Union (BUNBCSU) looks after the students' interests under the guidance of the respective teacher-in-charge. The Students' Union body has a constitution framed by the college, and all the office bearers are regulated within the framework of the Constitution. It conducts Freshers' Day, College Week and other Co-curricular activities under the guidance of the concerned Assistant Professor-in-Charge.

Bodo Students' Literary Society

The Bodo Students' Literary Society was formed in 2013 to encourage Bodo students for literary contributions. It arranges the Upendra Nath Brahma Memorial Day observation, celebrated in September every year.

Girls' Hostel (Birgshree Sikhwa Women Hostel)

The College has a Girls' Hostel with a capacity of 108 boarders. The College provides hostel facilities for the outstation students. Hostel seats are allotted at the time of admission based on merit and necessity. Application for hostel admission must be submitted to the authority using the prescribed

form. The Bodofa U.N. Brahma College, Dotma Hostel rules govern the admission procedure and hostel stay. The hostel remains closed during the long vacations. Admission to the hostel is only for one academic session. Unauthorized visitors are not allowed in the hostel.

National Services Scheme (NSS)



The National Service Scheme (NSS) Launched on 24th September, 1969 (Birth Centenary Year of Mahatma Gandhi) is a community service programme with the objective of building social consciousness and civic responsibility in students. It also utilize their knowledge in finding practical solution to individual and community problems. NSS provides an opportunity to student volunteers to venture out of their comfort zones and make a difference to society. The National Policy on Education 1986, with modification undertaken in 1992 envisages that opportunities will be provided for the youth to involve themselves in national and social development through educational institutions and outside agencies. Students will be required to participate in one or the other existing schemes, namely, the Na-

tional Service Scheme, National Cadet Corps. The National Service Volunteer Scheme will also be strengthened. “Academic credit for extension work could be considered and in certain areas directly related to extension activities like social work and rural development” (National Policy on Education – Recommendation para 8.22).

“We strongly reiterate para 8.22 of NPE. Adequate facilities should be provided to ensure that all students participate in one or the other existing schemes, particularly National Service Scheme (NSS) and National Cadet Corps (NCC)” Para 13.4 Central Advisory Board of Education Committee on Policy – January, 1992.

Inspired by this philosophy and the motto of NSS “NOT ME, BUT YOU” the curriculum of the NSS chapter of Bodofa U. N. Brahma College, Dotma was started on 1st April, 2016 and since then it has been performing various regular activities involving the NSS Volunteers of the college. Dr. Shasanka Shekhar Sharma is serving as the Programme Officer since its inception in this premier institution till date. The NSS Unit of Bodofa U. N. Brahma College, Dotma comprises of a gamut of events and activities undertaken by volunteers who have channelized their creativity and spirit of volunteerism to bring about meaningful change.

Organisation

Most government and government aided colleges have volunteer NSS units private institutions are encouraged to have NSS volunteers also. A unit typically comprises 100 students. They are managed internally by a responsible Programme Officer from the college, who reports to the regional NSS co-ordinator. Most institutions do not have a separate uniform for NSS volunteers, but Bodofa U.N. Brahma College provides separate NSS Uniforms to the student volunteers, which have to be used during any NSS activities in or outside of the college.

Annual NSS Camps

Camps are held annually, funded by the government of India and are usually located in a rural village or a city suburb. Volunteers may be involved in such activities as:

1. Cleaning

2. Afforestation
3. Stage shows or a procession creating awareness of such issues as social problems, education and cleanliness.
4. Awareness Rallies.
5. Inviting doctors for health camps.

There are no predefined or preassigned tasks; it is left up to the volunteers to provide service in any way that is feasible. Camps typically last between a week and 10 days.

Other Programs

In some institutions, volunteers are involved in regular blood donations and traffic control (regulating queues in temples and preventing stampedes at functions). National conferences are held regularly to conduct whitepaper and project presentations. NSS resembles the Bharat Scouts and Guides, National Cadet Corps (NCC), and other programmes developed for national welfare. The college's NSS unit has adopted the village of Gomabill and will continue different NSS activities to build the village.

Upendra Nath Brahma Memorial

The College holds an Inter-College youth festival every year in commemoration of Bodofa Upendra Nath Brahma. On this occasion, participants from all colleges in the locality are invited to compete in Essay writing, Extempore speech, Dancing, Singing, Drama, One-Act play, Seminar, Recitation, Debate, Quiz, etc. Prizes are awarded to the winner only. The prize comprises a Certificate, Medals, Trophy, Books, etc.

College Uniform

The college authority has made the college uniform compulsory to maintain uniformity among the students. Every student must wear the college uniform: Dokona, Saree, Sadwr, Blouse, Pants, and Shirt, respectively. The students who are found without uniforms a fine of Rs. 500/- (Rupees Five Hundred) only each day will be charged from them for violation of the rule.

Colour of College Uniform

Boys' Uniform (Common to all Boys)	1. Pant 2. Shirt	1. Black 2. White and Small black lined
Girls' Uniform		
Bodo	1. Bodo Traditional Dokhna 2. Sadwr 3. Blouse	1. Yellow (Gwmw Buri) 2. Light Red with small embroidery and aronai in edge 3. Same as sadwr
Rabha	1. Rabha Traditional Dokhna 2. Sadwr 3. Blouse	1. Yellow 2. Brown-dark-reddish 3. Brown-dark-reddish
Nepali	1. Nepali Traditional Saree 2. Blouse	1. Light white 2. Brown-dark-reddish
Santhali	1. Santhali Tradional Saree 2. Blouse	1. Light white 2. Brown-dark-reddish
Other	1. Saree/Mekhela & Sador 2. Blouse	1. Light white 2. Brown-dark-reddish

CODE OF CONDUCT INFORMATION AND GUIDELINES FOR STUDENTS

SECTION A: CODE OF CONDUCT

- All bonafide students are expected to be conversant with the code and guidelines as stipulated below and any amendments that might be incorporated from time to time as per requirement and necessity
- Every student shall be familiar with the Academic Calendar of the college (uploaded on the college website)
- Every student shall behave towards every individual inside the campus in a way that is expected from an excellent educated citizen
- Students shall spend every working day inside the college campus in a meaningful way
- Class Representatives from every academic course batch shall be members of Departmental Advisory Committees in every academic department, who shall communicate to the higher authorities the opinion/ suggestions of his/her batch mates
- The institution believes in and follows a decentralized and participatory mode of governance. Student representatives are nominated as members in the following 17 in-house committees of the college: *Academic Committee, Anti-Ragging Central Committee, Campus Beautification Committee, Canteen Monitoring Committee, Extension Education Advisory Committee, Health Care Promotion and Maintenance Committee, Hostel Advisory Committee, Information and Career Guidance Cell (ICGC), Internal Quality Assurance Cell (IQAC), Internal Complaints Committee (ICC), Library Advisory Committee, NCC Advisory Committee, NSS Advisory Committee, Sports and Games Promotion Committee, Students' Counseling Centre, Students' Discipline Maintenance Committee and Students' Grievance Redressal Cell.*

1. CONDUCT WITHIN THE GENERAL COLLEGE CAMPUS AREA:

- Students should come to the college preferably by mass transport systems; any other vehicle brought to the college must be parked in a disciplined way in the designated parking lot outside the main gate of the campus
- Wearing of proper college uniform and display of valid identity cards is mandatory to enter the college premises during working days/ hours.

College Uniform: The design and style of the uniform must be formal (as prescribed in college Prospectus).

Students' Identity Card: Every student is issued an identity card at the time of admission. The card, which is non-transferable, contains information about the holder, viz. name, session, class, roll number, subject combination, etc. It also contains a passport sized photograph of the student, duly endorsed by the Principal. It is mandatory for every student to carry the identity card with him/ her so that it can be produced whenever necessary.

- Loitering aimlessly inside the campus area is not encouraged. Time intervals obtained between normal scheduled classes should be spent in a productive manner towards engagement in extra-curricular activities/ sports activities/ library visits/ attending any ensuing programs inside the campus or peer discussions amongst fellow students. Moving outside the college campus on flimsy grounds is not encouraged.
- Students should not create ruckus inside the canteen area and should not engage in gossip, thereby occupying the limited eating spaces
- Students are expected to participate actively in all sorts of departmental as well as institutional level activities/ events that shall be held from time to time
- **RAGGING** of newly admitted students is **STRICTLY PROHIBITED** and shall be dealt with a firm hand, under the existing penal provisions. **If any incident of ragging comes to the notice of the college authority, the student (s) involved in ragging shall be given liberty to put forward his/ her explanation, which if not found satisfactory, the authority would expel him/ her from the college.**
- The entire college campus has been declared as a **VIOLENCE INTOLERANCE ZONE**. No student shall be in possession of any offensive item, viz. sharp weapons, arms, ammunition, etc. during their presence inside the campus. Offensive behavior (including eve-teasing), violent behavior, skirmishes, protests, clashes, damage to institutional property and indulging in other unruly acts inside the campus shall be deemed to be acts of insubordination and shall be dealt with in a firm manner. Exemplary punishment will be awarded to students found to be involved in violent acts or incidents which may range from debarring from attending classes, filling up of examination forms and in extreme cases may lead to rustication.
- The entire college campus has been declared a **NO TOBACCO ZONE**. No student shall be in possession of any intoxicating substances (drugs, alcohol, etc), tobacco products, chewing gums, etc. during their presence inside the campus. Incidents pertaining to consumption of tobacco, spitting of tobacco products thereby causing staining of walls, floors, etc., shall be dealt with firmly by the college authority. Any student detected/ identified to be spitting tobacco products at any place thereby causing stains shall be bound to clean all by themselves.
- The entire college campus has been declared a **NO PLASTIC ZONE**. Use of plastic items below the standard accepted norms is strictly prohibited.
- Waste products must be disposed off in the designated dust-bins only
- All educational field trips/ excursions/ study tours shall be undertaken with prior permission of the Principal. All such activities shall be coordinated through a Teacher-in-Charge who shall obtain from each student an undertaking in a standard format before the start of the activity.
- Organization of political meetings inside the campus is strictly prohibited
- Students should not crowd inside the office premises so as to cause hampering in the normal discharge of duties by the office staff. For fees payment and submission of admission/ examination forms, students must queue in an orderly manner in the designated space
- All students are expected to participate in different Feedback Surveys that might be conducted from time to time and forward their valuable suggestions/ opinions, that will be used for betterment of services and conditions
- Use of cell phones is **NOT** permitted within the classrooms and laboratories. Cell phones must be kept in the **SILENT MODE** under all circumstances within the college campus.

2. CONDUCT WITHIN THE INDIVIDUAL DEPARTMENTS AND CLASSROOMS:

- Students are expected to actively participate in various departmental programs and activities that might be organized by the respective departments from time to time, viz. Freshmen Socials, Farewell Functions, Talks, Alumni Meets, Student Seminars, Cleanliness activities, Outreach activities, Sports activities, Cultural activities, Literary activities and other such activities and programmes that might be organized by different wings/ cells/ departments within the campus from time to time
- Students are expected to actively contribute towards their respective Departmental Wall Magazines/ Departmental News Letters (if any)/ the annual College Magazine.
- Students shall attend their classes at the designated time as specified in their respective daily class routines
- 75% attendance in each subject is mandatory for every student for appearing in the Term-end University/ Council examinations
- Appearance in Class Tests, Sessional Examinations and other co-curricular activities is mandatory, as notified and held from time to time
- Classes if not held at the proper designated time must be immediately brought to the notice of the Head of the Department/ Principal
- Class Representatives shall actively participate in the Departmental Advisory Committee meetings and bring to the notice of all concerned various ideas/ academic grievances of his/her fellow batch mates
- All matters of low-class attendance and other acts of indiscipline shall be discussed in the Departmental Advisory Committee meetings, for appropriate remediation
- Every student shall be a member of the Departmental WhatsApp Group, where academic and other important information shall be uploaded from time to time by departmental administrators/ authorities
- Students are expected to browse through the departmental Notice Boards and the WhatsApp Groups on a regular basis for necessary updates by departmental administrators/ authorities

3. CONDUCT INSIDE THE DEPARTMENTAL LABORATORIES:

- Students must adopt statutory precautions inside the laboratories so as to minimize damage to equipments, apparatus, instruments, specimens, models, containers containing hazardous chemicals, etc and to reduce other health hazards to self and others
- Students must strictly follow all instructions and guidelines prescribed by the teachers in charge of the practical classes and laboratory bearers

4. CONDUCT INSIDE THE COLLEGE LIBRARY:

- All library visitors shall hand over their personal books, bags, sticks, umbrellas, parcels, attaches, portfolios, etc. to the library staff at the Property Counter, located at the main entrance; students and staff shall display their valid Library Card.
- Water bottles and other eatables are not allowed inside the reading room
- Valuable materials like currency, ornaments, mobile phones, electronic gadgets, etc. shall be separated before depositing the bags etc. at the Property Counter; if not separated, the Library Authority will not be held responsible for any subsequent loss of these items; the Property Counter is available to the *bonafide* members of the library and only during their stay within the library premises

library premises

- Wearing proper college uniform and possession of College Identity Card is mandatory to enter the library premises
- Complete silence must be maintained inside the library premises; mobile phones, and other audio and video devices should be kept in silent mode inside the library premises
- Class note books and other copy books may be allowed to be taken inside the library, subject to proper checking at the entry points; however, personal books are not allowed to be taken inside
- Books after use should be kept on the reading table; library staff on duty shall arrange these books properly in the respective shelves, stacks or almirahs
- Borrowers and readers are expected to check defects in any books (if any), before being issued in their name; if any such defects are noticed, it should be immediately brought to the notice of the staff on duty. The borrower shall be held responsible for any damage is detected at the time of return and shall be required to compensate for the defect noticed.
- Dog earring the pages, marking or writing, tearing of pages, etc., of books issued, is considered as injuries to the books, which is viewed as a serious offence
- Any individual walking out of the library with any book or other resource/ material, or if found to be involved in mutilating/ tampering with any book or other resource/ material, will face disciplinary action
- Violation of these rules may lead to withdrawal of library privileges from any user

5. CONDUCT INSIDE THE EXAMINATION HALLS:

- All examinees are expected to maintain decorum inside the examination halls and strictly follow all disciplinary instructions as printed in cover page of the University/ Council answer scripts and other oral/ printed instructions communicated/ provided by the invigilator (s)
- Examinees should NOT bring any book/ loose paper/ mobile phones/ headphones/ electronic calculators and other electronic devices inside the examination hall, except the ADMIT CARD, REGISTRATION CERTIFICATE and required stationery materials and hard boards
- Examinees are required to bring their own pens/ pencils/ erasers and other stationery materials as per requirement and should not create commotion inside the examination halls by way of borrowing from the fellow examinees seated near them or inside the hall Examinees may preferably bring their own water bottles, or it will be provided by the room bearers, upon request made to the invigilators
- Any deed that demands the attention of the invigilators must be brought to attention of the concerned invigilator (s) by raising the hand
- All examinees must speak in a soft tone while conversing with the invigilator (s) regarding their need or clarification
- Questions papers should NOT be taken out of the examination halls while going to the washrooms
- There should not be any unreasonable delay in coming back from the washrooms after attending nature's call
- Scribbling is NOT permitted on the question papers/ hard boards/ admit cards/ registration certificates/ pencil and geometry boxes or any part of the body like palms etc

certificates/ pencil and geometry boxes or any part of the body like palms etc

- Scribbling of notes/ answers on the desks/ benches/ walls of the examination halls is strictly prohibited
- Examinees must hand over the answer-scripts to the invigilators on duty at the end of their examination and on no account should leave it on their allotted desks

6. CONDUCT WITHIN THE GIRLS' HOSTEL CAMPUS:

- **RAGGING is STRICTLY PROHIBITED. Reported cases of ragging incidents shall be dealt with a strong hand as per prescribed law**
- Boarders must positively enter the hostel premises on or before 6.00 p.m. during the period April to October and 5.00 p.m. during the period November to March
- Boarders must be available/ present for evening assembly sharp at 6.00 p.m. (during April to October) and at 5.00 p.m. (during November to March)
- Every boarder must STRICTLY maintain the entry and exit register
- Visiting hours for guests is between 3.00 p.m. to 5.00 p.m.
- Compulsory study hour period for all boarders is 6.30 p.m. to 9.00 p.m.
- Meal timings must be STRICTLY maintained. If any boarder misses the meals during the scheduled timings, it will not be provided later
- Overnight stay outside the hostel is not permissible otherwise than on specific/ emergency circumstances and with prior permission of the Hostel Superintendent
- Any male person, even belonging to the family members of the boarders, is not permitted to enter the hostel premises
- Mess dues should be paid within 1st week of every calendar month. In case of late payment, an amount of Rs. 30.00 shall be charged for the first 15 days and thereafter Rs. 50.00 for every 15 days
- Mess dues for every month shall have to be paid as per rates fixed by the Hostel Superintendent. Boarders not staying in the hostel continuously for 15 days or less shall have to pay full mess dues. Boarders not staying in the hostel continuously for 16 days or more shall have to pay one-fourth of the mess dues.
- Annual admission to the hostel is compulsory
- Fans and lights are to be switched off and water taps turned off when not in use
- Strict decorum must be ensured in the dining halls and other common areas
- Use of electrical appliances such as room heaters, immersion rods, iron, stove etc is STRICTLY PROHIBITED in the rooms. Any of these forbidden items if found, will be confiscated and appropriate fine realized from the users.
- Use of intoxicating substances like narcotic drugs, alcohol, cigarettes, pan masala, etc by the boarders is STRICTLY PROHIBITED
- Clean and decent dresses must be worn within the hostel complex. Short/ vulgar dresses are NOT allowed outside the rooms.
- Cleanliness in the hostel premises is mandatory. Boarders shall keep their rooms neat and tidy and also dispose of garbage in a proper manner.

- Responsibility of keeping care of personal belongings lies with the individual boarders. Valuable items must be kept under proper lock and key. Hostel authorities shall not be responsible for any loss or damage of personal belongings.
- Hostel Superintendent is authorized to check the belongings of any boarder without prior information, for ensuring the safety, security and overall well-being of the inmates
- Hostel properties subject to damage will have to be appropriately replaced at the earliest by the boarder causing the damage; otherwise, the damage amount will be realized from the caution deposit
- Violation of any of the stipulated rules and guidelines shall be treated as acts of misconduct and appropriate action shall be taken
- All forms of misconduct, misbehavior, disobedience, insubordination and violence shall invite appropriate disciplinary action which may amount to expulsion from the hostel or from even the institution
- The Hostel Superintendent may be approached anytime by any boarder for any sort of problem or guidance

7. CONDUCT OUTSIDE THE COLLEGE CAMPUS:

- Students are expected to actively participate in various activities and programs that might be organized by the respective departments or by other wings/ cells/ departments outside the college campus
- Students must practice acts of self-discipline and restraint in all public places so as not to tarnish the name of their *alma mater*

SECTION B: INFORMATION AND GUIDELINES

1. ANTI-RAGGING CENTRAL COMMITTEE:

- All ragging incidents must be reported to any member of the Committee, either in person or over mobile phone (List displayed in the College Campus and website) and through email communication with the Convener.
- Contact Info: **Dr. Shasanka Shekhar Sharma (Coordinator)**
Assistant Professor, Department of English
Phone: 8638302785, 9577387185

2. STUDENTS' GRIEVANCE REDRESSAL CELL:

- All grievances of the students must be lodged with the incharge of the Cell, either in offline (in writing) or online mode (at www.bodofaunbc.ac.in). For offline mode, applications in plain paper must be deposited in the drop-box.
- Contact Info: **Julaishri Mushahary**
Assistant Professor and Head, Department of Bodo
Phone: 9954845431

3. INFORMATION AND CAREER GUIDANCE CELL (ICGC):

- The ICGC was set up in 2001 for creating awareness amongst students regarding various higher education and career options and to provide information thereof. The ICGC organizes various career-oriented programs from time to time, in collaboration with different external agencies/

external agencies/ organizations.

- Contact Info: **Dr. Nijra Brahma (Coordinator)**
Assistant Professor, Department of History
Phone: 9365383738

4. NATIONAL SERVICE SCHEME:

- The NSS is a Central Sector Scheme of Govt. of India, under Ministry of Youth Affairs & Sports. It provides opportunity to students to take part in various government led community service, activities and programs (more details at www.nss.gov.in). The NSS Unit of the college as introduced in 2016 with financial aid from Govt. of India.
- Contact Info: **Dr. Shasanka Shekhar Sharma (Programme Officer)**
Assistant Professor, Department of English
Phone: 8638302785, 9577387185

5. BODOFA U.N. BRAHMA COLLEGE STUDENTS' UNION (BUNBCSU):

- The BUNBCSU is the general body of the college, membership of which is compulsory for every student admitted in the college. There is an Executive Committee of BUNBCSU encompassing different office bearers. There are Teacher-in-Charges for every office bearer. The Executive Committee members of BUNBCSU are elected annually by voting through secret ballot and held during October-November every year. The BUNBCSU organizes various sports, cultural, literary and social activities amongst students both within and outside the institutional campus. Apart from the Executive Committee, there are also 5 Departmental Representatives, 1 from each department. Although these members are not members of the Executive Committee, they may be invited to the Executive Committee meetings to raise their grievances.
- Contact Info: **Dr. Arun Nath**
Assistant Professor & Head, Department of English
Phone: 9613513806

6. BODOFA U.N. BRAHMA COLLEGE GUARDIANS' FORUM(BUNBCGF):

- The BUNBCGF came into being under active initiation of the Internal Quality Assurance Cell (IQAC) of the college. The BUNBCGF Core Committee comprises of one guardian representative from every academic department. The BUNBCGF takes active role in various academic and administrative matters of the college and also organizes different programmes from time to time with the active involvement of its members
- Contact Info: **Dr. Kamal Kumar Brahma**
Assistant Professor, Department of Political Science
Phone: 7002344991

7. BODOFA U.N. BRAHMA COLLEGE ALUMNI ASSOCIATION(BUNBCAA):

- Apart from departmental level alumni associations, a centralized body of alumni members also exists in the college. All students who have undergone any academic programme in the college can become a *bonafide* member of MACAA upon payment of a nominal membership fees. The MACAA organizes different programmes from time to time with the active involvement of its members
- Contact Info: **Dr. Dhanan Brahma (Coordinator)**
Phone: 8876248793

SUBJECTS AVAILABLE FOR H.S. COURSE

Arts

1. Assamese/Bodo/ Alt. English (MIL) (Choose any one)
2. English (Compulsory)
3. Political Science (Elective)
4. Education (Elective)
5. Advance Bodo (Elective)
6. Economics (Elective)*
7. History (Elective)*
8. Mathematics (Elective)
10. Advance Bodo (Elective)**
11. Advance Assamese (Elective)**
12. Logic & Philosophy (Elective)**

Commerce

1. Assamese/Bodo/ Alt. English (MIL)
2. English (Compulsory)
3. Accountancy (Elective)
4. Business Studies (Elective)
5. Business Mathematics (Elective)
6. Economics (Elective)
7. Finance (Elective)
8. Insurance (Elective)
9. Salesmanship-Advertising (Elective)

Science

1. Assamese/Bodo/ Alt. English (MIL)
2. English (Compulsory)
3. Biology (Elective)/Computer Science (Elective) (**Any one**)
4. Chemistry (Elective)
5. Mathematics (Elective)
6. Physics (Elective)

* Students are permitted to choose any one elective as subject combination among Economics & History.

** Students are permitted to choose any one elective among Advance Bodo, Advance Assamese and Logic & Philosophy.

SUBJECTS AVAILABLE FOR FOUR YEAR UNDERGRADUATE PROGRAMME

- | | |
|---|-------------------------------------|
| 1. Assamese/Bodo/ Alt. English (MIL) | 11. Economics (Major/Minor) |
| 2. English (Compulsory/Major/Minor) | 12. Education (Major/Minor) |
| 3. Accountancy (Major/Minor) | 13. History (Major/Minor) |
| 4. Bodo (Major/Minor) | 14. Mathematics (Major/Minor) |
| 5. Assamese (Major/Minor) | 15. Philosophy (Major/Minor) |
| 6. Botany (Major/Minor) | 16. Physics (Major/Minor) |
| 7. Bio-technology (Major/Minor) | 17. Political Science (Major/Minor) |
| 8. Commerce (Major/Minor) | 18. Zoology (Major/Minor) |
| 9. Chemistry (Major/Minor) | |
| 10. Computer Science/Computer Application (Major/Minor) | |

INTAKE CAPACITY FOR FOUR YEAR UNDERGRADUATE PROGRAMME

Department	Major	Minor	Total	Department	Major	Minor	Total
ASM-1002	50	50	100	MAT-2003	30	30	60
BOD-1004	100	100	200	PHY-2009	30	30	60
ECO-1005	100	100	200	ZOO-2010	30	30	60
EDN-1006	100	100	200	BIT-2005	30	30	60
ENG-1007	50	50	100	ACCO	30	30	60
HIS-1011	50	50	100	FIN	30	30	60
PHL-1013	100	100	200	MTM	30	30	60
PSC-1014	100	100	200	HRM	30	30	60
BOT-2006	30	30	60				
CHM-2007	30	30	60				
CST-2008	30	30	60				

ADD-ON/CERTIFICATE COURSES

- ⇒ Diploma Course on Tailoring & Fashion Designing (A Self-Financed) Course offered by Bodofa U.N. Brahma College, Dotma in Association with Women Cell, Bodofa U.N. Brahma College, Dotma
- ⇒ Self-financed 1 (one) year Vocational Diploma Course in Bamboo Material Culture & Innovative Programme on Preserving our Cultural Heritage through Story Telling (Department of History English, Bodofa U.N. Brahma College, Dotma).
- ⇒ Our computer courses, offered under the esteemed Rajeev Gandhi Computer Saksharta Mission in association with the Department of Computer Science, Bodofa U.N. Brahma College, Dotma, are all registered under the C.R. Act of the Ministry of Human Resource Development and Department of Secondary Higher Education, Government of India, ensuring their credibility and recognition.
 - ◇ Year Diploma in Office Automation & Publishing
 - ◇ Six months Diploma in Computer Application
 - ◇ 1 Year Advance Diploma in Computer Application
 - ◇ 1 Year Post Graduate Diploma in Computer Application.
 - ◇ 1 Year Diploma in Yoga Teacher Trainer
 - ◇ Six months Diploma in Beautician
 - ◇ Three months Certificate Course in Mobile Maintenance
 - ◇ Diploma in Anganwadi Supervisor

For more information contact
Course Coordinator
Rajeev Gandhi Computer Saksharta Mission
Bodofa U.N. Brahma College
Dotma
Contact No. 9706143720

- ⇒ Certificate Course on Research Methodology (Add-on) by the Department of Education, Bodofa U.N. Brahma College, Dotma.
- ⇒ Spoken English Course (Add-on) by the Department of Assamese, Bodo & English, Bodofa U.N. Brahma College, Dotma.
- ⇒ Gender Sensitisation (Add-on) by the Department of Political Science, Bodofa U.N. Brahma College, Dotma

BRAJENDRA KUMAR BRAHMA (BKB) CENTRAL LIBRARY

The Brajendra Kumar Brahma Central Library is automated with KOHA library management software and is integrated with RFID technology. The library is well equipped with an attendance recorder, an Online Public Access Catalogue (OPAC), an RFID Self Service Kiosk for issuing and returning books and an anti-theft security gate. The library has an *uninterruptible power supply (UPS)*, which runs 24X7. The library has a reading room, a reference section, and the textbooks available for the courses.

The library has a collection of more than 10000 print books, four newspapers, magazines and journals. The library subscribes to the N-List from INFLIBNET for e-resources of e-books, journals, etc.



**PROGRAMME OFFERED IN FOUR YEAR UNDERGRADUATE PROGRAMME
(NEP-2020)**

University-Code	Faculty-Code	Programme-Code	Discipline-Code	Discipline-Name
UNSTKJ 200901	BUF-010	BA-010	ASM-1002	Assamese
UNSTKJ 200901	BUF-010	BA-010	BOD-1004	Bodo
UNSTKJ 200901	BUF-010	BA-010	ECO-1005	Economics
UNSTKJ 200901	BUF-010	BA-010	EDN-1006	Education
UNSTKJ 200901	BUF-010	BA-010	ENG-1007	English
UNSTKJ 200901	BUF-010	BA-010	HIS-1011	History
UNSTKJ 200901	BUF-010	BA-010	PHL-1013	Philosophy
UNSTKJ 200901	BUF-010	BA-010	PSC-1014	Political Science
UNSTKJ 200901	BUF-030	BCOM-030	COM-3001	Commerce
UNSTKJ 200901	BUF-020	BSC-020	CAV-2001	Computer Application (Vocational)
UNSTKJ 200901	BUF-020	BSC-020	MAT-2003	Mathematics
UNSTKJ 200901	BUF-020	BSC-020	BIT-2005	Biotechnology
UNSTKJ 200901	BUF-020	BSC-020	BOT-2006	Botany
UNSTKJ 200901	BUF-020	BSC-020	CHM-2007	Chemistry
UNSTKJ 200901	BUF-020	BSC-020	CST-2008	Computer Science
UNSTKJ 200901	BUF-020	BSC-020	PHY-2009	Physics
UNSTKJ 200901	BUF-020	BSC-020	ZOO-2010	Zoology

COURSE STRUCTURE FYUGP 1ST SEMESTER (NEP-2020)

(For Major Course)

Sl. No.	Paper Type	No. of Paper	No. of Credit	Marks		
				Theory	Internal	Total
1.	Major	1	4	70	30	100
2.	Minor	1	4	70	30	100
3.	Value Added Course (VAC)	1	4	70	30	100
4.	Ability Enhancement Course (AEC)	1	2	50	-	50
5.	Skill Enhancement Course (SEC)	1	3	50	-	50
6.	Interdisciplinary (IDC)	1	3	50	-	50
Total		6	20			450

* Distribution of Internal marks -

Sessional Examination = 10
Home Assignment = 15
Attendance = 05

Total = 30

* IDC paper will be done through SWAYAM MOOC portal.

* AEC includes Assamese, Bodo and English Language (Choose any one).

* Students those who have selected Bodo and Assamese as major subject they cannot select the same subject as AEC. But there is no such restriction in case of English Major.

COURSE STRUCTURE FYUGP 1ST SEMESTER (NEP-2020)

(For 2-Minor Course)

Sl. No.	Paper Type	No. of Paper	No. of Credit	Marks		
				Theory	Internal	Total
1.	Minor (A)	1	4	70	30	100
2.	Minor (B)	1	4	70	30	100
3.	Value Added Course (VAC)	1	4	70	30	100
4.	Ability Enhancement Course (AEC)	1	2	50	-	50
5.	Skill Enhancement Course (SEC)	1	3	50	-	50
6.	Interdisciplinary (IDC)	1	3	50	-	50
Total		6	20			450

* Students are permitted to choose only one Language subject as minor.

Super 30

The Career and Counselling Cell of Bodofa U. N. Brahma College is thrilled to introduce the 'Super 30' scheme. This initiative is designed to offer free coaching for all Competitive examinations, including UPSC and APSC civil services, to our college students. By participating in this scheme, you can access high-quality coaching without any financial burden, paving the way for your success in these prestigious exams.

The main objective of "Super 30" is to track the talented students from the college and hone their skills by providing a conducive environment. Talent shows no boundaries. It is everywhere. All one needs is to spot and nurture talent to let it blossom. Super 30 has just begun, and the response has been encouraging. The talented students have been given quality teaching in an open atmosphere to perform to the best of their potential. Financial constraints of their families should not handicap the students. If they have it in them, Super 30 is there to guide them where they belong but may not reach for want of resources. Super 30's mission is to help more and more students from the college to achieve civil services and other jobs.



LIST OF FACULTY

DEPARTMENT OF BODO



Fwishali Narzary, M.A.,
B.Ed. NET.
Assistant Professor & Head



Julaishri Mushahary, M.A.,
NET.
Assistant Professor



Mahima Basumatary, M.A.,
B.Ed., NET.
Assistant Professor



Dr. Dhanan Brahma, M.A.,
Ph.D., NET., SET.
Assistant Professor



Kanak Ch. Basumatary, M.A.
Assistant Professor

DEPARTMENT OF ASSAMESE



Mukut Ch. Kalita, M.A.,
B.Ed. SET, NET
Assistant Professor &
Head



Sikha Deka
M.A., M.Phil.
Assistant Professor



Biki Narzary, M.A.,
Assistant Professor



Sneha Sarkar, M.A.,
Assistant Professor

DEPARTMENT OF ENGLISH



Dr. Arun Nath, M.A., M.Phil., Ph.D.
Assistant Professor



Yanki Narzary, M.A., M.Phil.
Assistant Professor & Head



Dr. Shasanka Shekhar Sharma
M.A., LL.B., M.Phil., Ph.D.
Assistant Professor



Bishnu Priya Nath Narzary, M.A.
Assistant Professor



Dengkhwi Rani Brahma, M.A.
Assistant Professor

DEPARTMENT OF ECONOMICS



Dr. Dina Gogoi
M.A., M.Phil., Ph.D. (SET)
Assistant Professor & Head



Baidem Rani Basumatary,
M.A. SLET, B.Ed.
Assistant Professor

Panchabati Brahma,
M.A.
Assistant Professor

DEPARTMENT OF EDUCATION



Gitika Sharma, M.A., B.Ed.,
SET
Assistant Professor & Head



Bharati Brahma, M.A.,
M.Phil., SET
Assistant Professor



Mahina Narzary, M.A., NET
Assistant Professor

DEPARTMENT OF HISTORY



Babita Kumar, M.A., SET.
Assistant Professor



Dr. Nijra Brahma, M.A., NET.,
M.Phil., Ph.D.
Assistant Professor & Head



Thulunga Boro, M.A.
Assistant Professor

DEPARTMENT OF MATHEMATICS



Dr. Dulal Nath Saha,
M.Sc., M.Phil., Ph.D.
Assistant Professor & Head



Dr. Haran Ch. Ghosh,
M.Sc., M.Phil., Ph.D.
Assistant Professor



Panjikha Bargayary, M.Sc.
Assistant Professor



Mary Basumatary, M.Sc.
Assistant Professor



Subungsha Daimary, M.Sc.
Assistant Professor

DEPARTMENT OF PHILOSOPHY



Monica Moshahary
M.A. SET
Assistant Professor & Head



Manika Basumatary
M.A. M.Phil.
Assistant Professor



Lwithwma Swargiari
M.A. M.Ed. NET
Assistant Professor

Alphana Mushahary
M.A.
Assistant Professor

DEPARTMENT OF POLITICAL SCIENCE



Dr. Nabin Hakhrari
M.A., NET, Ph.D.
Assistant Professor & Head



Santoshi Pandey
M.A., M.Phil.
Assistant Professor



Dr. Kamal Kumar Brahma
M.A., B.Ed. SET, Ph.D.
Assistant Professor

DEPARTMENT OF POLITICAL SCIENCE



Ashis Mushahary, M.A.
Assistant Professor

DEPARTMENT OF ENVIRONMENTAL STUDIES



Rupali Narzary, M.Sc.
Assistant Professor

DEPARTMENT OF ACCOUNTANCY



Dwithun Basumatary, M.Com.
Assistant Professor



Arjun Brahma, M.Com.
Assistant Professor

Bwhwiti Basumatary, M.Com.
Assistant Professor

DEPARTMENT OF BUSINESS MANAGEMENT



Danchwrang Brahma, MBA
Diploma in Aviation, Hospitality and
Travel Management
Assistant Professor & Head



Dr Krishna Kumar Thakur, MBA, NET,
Ph.D., Diploma in Digital Marketing,
Inbound/Outbound Sales, Career Skill, Con-
tent Marketing
Assistant Professor

DEPARTMENT OF FINANCE



Nijwm Narzary, M.Com.
NET, D.Ei.Ed.
Assistant Professor & Head



Beauty Brahma
M.Com. B.Ed.
Assistant Professor

Mamata Narzary
M.Com.
Assistant Professor

DEPARTMENT OF BOTANY



Bidinta Brahma, M.Sc.
Assistant Professor



Ringkhang Brahma, M.Sc.
Assistant Professor

DEPARTMENT OF CHEMISTRY



Satyajit Barman, M.Sc, SET
Assistant Professor



Dr. Grace Basumatary,
M.Sc, NET, Ph.D.
Assistant Professor



Bigrai Borgoyari, M.Sc,
Assistant Professor

DEPARTMENT OF COMPUTER SCIENCE



Alongbar Daimary, MCA
Assistant Professor



Laxmi Narzary, MCA
Assistant Professor

DEPARTMENT OF PHYSICS



Pomi Basumatary, M.Sc.
Assistant Professor



Santanu Sen, M.Sc., SET
Assistant Professor



Sultana Rijwana Haque, M.Sc.
Assistant Professor

DEPARTMENT OF BIO-TECHNOLOGY



Ayetree Rai Basumatary, M.Sc.
Assistant Professor



Chandashree Barman, M.Sc.
Assistant Professor



Vivek Barman, M.Sc.
Assistant Professor

DEPARTMENT OF ZOOLOGY



Banashree Roy, M.Sc.
Assistant Professor



Dahal Narzary, M.Sc.
Assistant Professor

Pungkha Basumatary, M.Sc.
Assistant Professor

NON-TEACHING STAFF

PROSPECTUS 2025-26



Bharat Basumatary, BA.
Senior Assistant



Rajesh Kr. Brahma, B.Com.
Senior Assistant



Rangina Basumatary, B.A.
Junior Assistant



Moni Islary, B.A.
Junior Assistant



Ranjana Barman, B.A.
Junior Assistant



Rwisumai Khaklary,
B.A., Junior Assistant



Pungkharaj Basumatary
Junior Assistant



Manjit Mushahary
Gr - IV



Dadura Brahma
Gr - IV



Derhasat Narzary
Gr - IV



Ananta Basumatary
Gr - IV



Bhum Swrang Brahma
Gr - IV



Adhiraj Brahma
Gr-IV



Lina Basumatary
Gr-IV



Derhasat Brahma
Gr-IV

LABORATORY STAFF



Mithun Narzary
Gr - IV (Lab.Botany)



Kabilal Narzary
Gr - IV (Lab.Zoology)



Debojit Machahary
Gr - IV (Lab.Physics)



Sebastian Narzary
Gr - IV (Lab.Biotech.)



Thomas Narzary
Gr - IV (Lab.Computer)



Rananjay Brahma
Gr - IV (Lab.Chemistry)

LIBRARY STAFF



Phony Basumatary, MLISc.
Assistant Librarian



Dersin Daimari, MLISc., NET
Librarian



Danswring Brahma, B.A.
Library Assistant

ADMISSION FEES STRUCTURE 2023-24 (Modified on 8-9-2021)

BODOFA U.N. BRAHMA COLLEGE, DOTMA

(As per the direction of the DHE, Assam vide Letter No.PC/HE/Plan-24/2012/186 dated 4th June, 2019 & PC/HE/Misc./42/2020/51 dated 6th September, 2021 the fees structure for admission into H.S. 1st year & FYUP 1st Year (Arts, Commerce & Science) have been reviewed as below)

Sl. No.	Head	HS 1st Year (Arts/ Commerce)		HS 1st Year (Science)		FYUP 1st Year (Arts/ Commerce)		FYUP 1st Year (Science)	
		Boys	Girls	Boys	Girls	Honours	Regular	Honours	Regular
1	Admission	400	400	400	400	400	400	400	400
2	Tution	600	0	720	0	840	720	1020	840
3	Development	650	650	650	650	650	650	650	650
4	Establishment	700	700	700	700	700	700	700	700
5	Maintenance	300	300	300	300	300	300	300	300
6	Building	180	180	180	180	200	200	200	200
7	Council/University Fee	280	280	280	280	0	0	0	0
8	Affiliation	0	0	0	0	380	380	380	380
9	NSS	40	40	40	40	50	50	50	50
10	NAAC	100	100	100	100	100	100	100	100
11	Laboratory	0	0	400	400	500	400	1300	700
12	Festival	50	50	50	50	50	50	50	50
13	Environmental Studies	50	50	50	50	50	50	50	50
14	Seminar/Project	0	0	0	0	100	100	100	100
15	Library	150	150	150	150	150	150	150	150
16	College Examination	80	80	80	80	80	80	80	80
17	Electricity	360	360	360	360	360	360	360	360
18	ID Card	70	70	70	70	70	70	70	70
19	Games and Sports	100	100	100	100	100	100	100	100
20	Students' Union	100	100	100	100	100	100	100	100
21	College Magazine	100	100	100	100	100	100	100	100
22	Common Room	20	20	20	20	20	20	20	20
23	Students' Aid Fund	10	10	10	10	10	10	10	10
24	Online Service Charge	30	30	30	30	30	30	30	30
	Total	4370	3770	4890	4170	5340	5120	6320	5540

Fee Waiver beneficiary Students will pay the following fees only

1	Games and Sports	100	100	100	100	100	100	100	100
2	Students' Union	100	100	100	100	100	100	100	100
3	College Magazine	100	100	100	100	100	100	100	100
4	Common Room	20	20	20	20	20	20	20	20
5	Students' Aid Fund	10	10	10	10	10	10	10	10
	Total	330	330	330	330	330	330	330	330

N.B.

- (i) Students have to submit Income Certificate from the competent authority to claim Fee Waiver Scheme
- (ii) All students seeking admission into HS & FYUP shall submit DHE Unique ID mandatorily
- (ii) Department concern may collect field study fees (if any)

(Chilarai Mushahary)
Principal i/c
Bodofa U.N, Brahma College, Dotma



কৃষ্ণকান্ত সন্দিকৈ ৰাজ্যিক মুক্ত বিশ্ববিদ্যালয়
KRISHNA KANTA HANDIQUI STATE OPEN UNIVERSITY

Dr Dibyajyoti Mahanta

Dean, Study Centre
Tel : +91-9435160980 (M)

Office : NH 37, Resham Nagar, Khanapara
Guwahati-781022, Assam, India
Email: dean_studycentre@kkhsou.in

Ref.: KKHSOU/D.STD.CENTRE/NOTIFICATION/45/2020/PT/18

19.12.2022

NOTIFICATION

This is for general information of all concerned that in compliance with the philosophy of NEP-2020 and in reference to UGC letter no. D.O.No.1-6/2007 (CPP-II) (New) dated 13.04.2022, a learner who intends to do an additional degree with the existing one (e.g. a B.Com learner can opt for BA etc.) or a learner who desires to have an additional qualification/knowledge can do course based registration in courses like Indian Knowledge System, Organic Framing, Poultry Farming etc. in this University from July,2023.

The issue of allowing the learners to pursue two academic programmes simultaneously was examined by UGC keeping in view the provisions envisaged in the NEP-2020 which emphasises the need to facilitate multiple pathways to learning involving both formal and non-formal education modes.

Intending learners may contact their nearest Study Centres or KKHSOU Head Quarters at Resham Nahar, Khanapara, Guwahati-22 for further clarification.

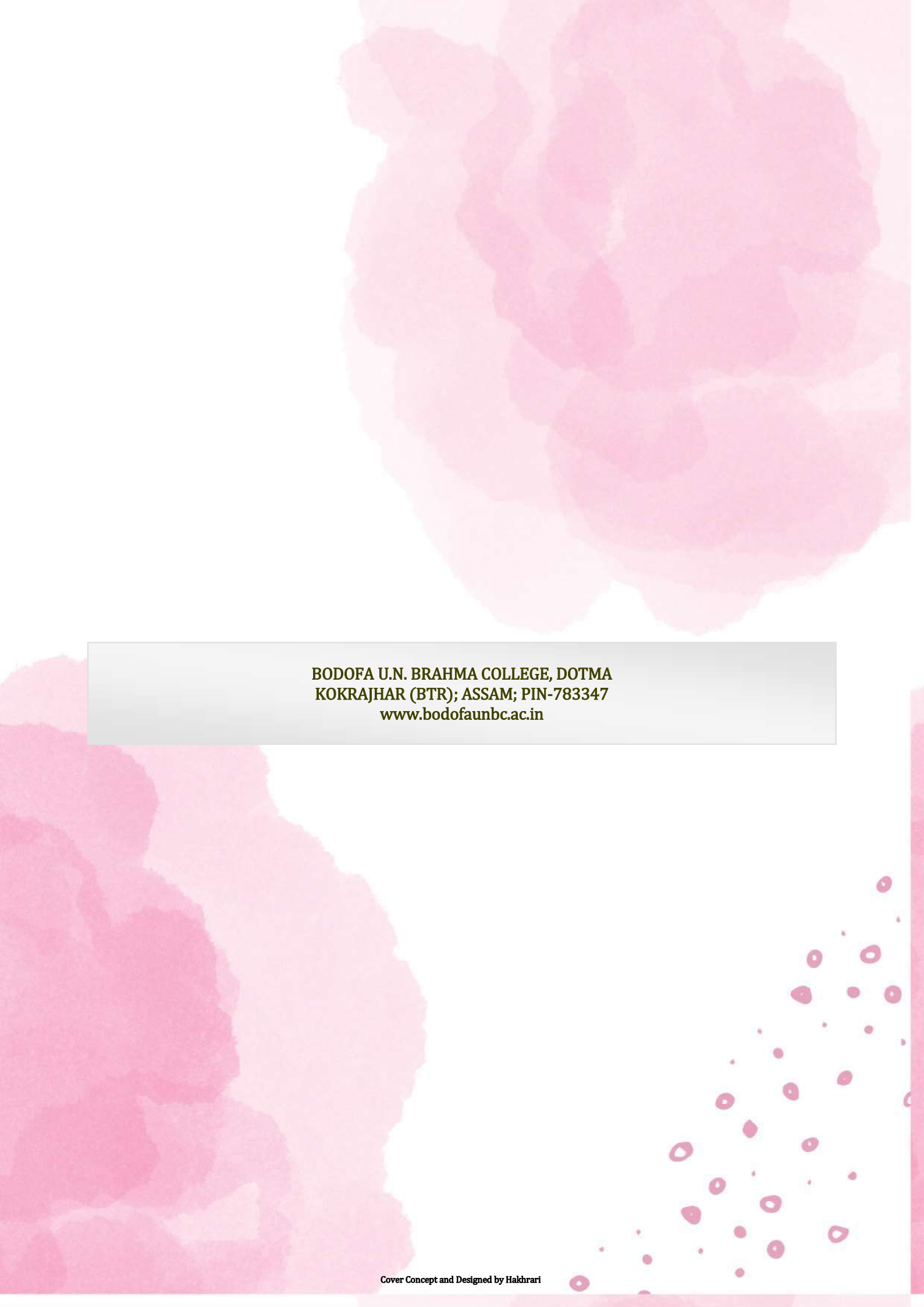
This is issued with the approval of the Vice-Chancellor.

Dean (Study Centre)

Memo No.: KKHSOU/D.STD.CENTRE/NOTIFICATION/45/2020/PT/18-A dated 16.12.2022

Copy to:

1. The Secretary to the Vice-Chancellor, KKHSOU
2. The Centres in-Charge of all KKHSOU Study Centre – With a request to circulate the notification among their learners
3. System Analyst – With a request to circulate the notification among the learners of the University and also upload the same in University website



**BODOFA U.N. BRAHMA COLLEGE, DOTMA
KOKRAJHAR (BTR); ASSAM; PIN-783347
www.bodofaunbc.ac.in**