

**ACADEMIC CALENDAR
&
STUDENTS' RULE BOOK
(2018-2019)**



**K.C. Das Commerce College
Chatribari, Guwahati- 781008**

PART - I
ACADEMIC CALENDAR
(2018-2019)

JUNE - 2018

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

DATE & WEEK DAYS	WORKING DAYS	TEACHING DAYS	HOLIDAYS & SUNDAYS
June 1, Friday to June 2, Saturday	2	2	-
June 3, Sunday	-	-	1
June 4, Monday to June 9, Saturday	6	6	-
June 10, Sunday	-	-	1
June 11, Monday to June 15, Friday	5	5	-
June 16, Saturday to June 17, Sunday (Eid-ul-fitre)	-	-	2
June 18, Monday to June 23, Saturday	6	6	-
June 24, Sunday	-	-	1
June 25, Monday to June 30, Saturday	6	6	-
TOTAL	25	25	5

- JUNE 15, FRIDAY - HS 1st year Admission
- JUNE 19, TUESDAY - B.Com 1st Sem. Admission
- JUNE 23, SATURDAY - BBA & BCA Admission
- JUNE 25, MONDAY - COMMENCEMENT OF HS. 1ST AND B.COM. 1ST SEMESTER CLASSES.

JULY- 2018

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

DATE & WEEK DAYS	WORKING DAYS	TEACHING DAYS	HOLIDAYS & SUNDAYS
July 1, Sunday to July 31, Tuesday (Summer Break)	-	-	31

- The College office and library will remain open during the said period.

AUGUST - 2018

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	20	22	23	24	25
26	27	28	29	30	31	

DATE & WEEK DAYS	WORKING DAYS	TEACHING DAYS	HOLIDAYS & SUNDAYS
August 1, Wednesday to August 4, Saturday	4	4	-
August 5, Sunday	-	-	1
August 6, Monday to August 11, Saturday	6	6	-
August 12, Sunday	-	-	1
August 13, Monday to August 14, Tuesday	2	2	-
August 15, Wednesday (Independence Day)	-	-	1
August 16, Thursday to August 18, Saturday	3	3	-
August 19, Sunday	-	-	1
August 20, Monday to August 21, Tuesday	2	2	-
August 22, Wednesday to August 23, Thursday (Id-Uz-Zuha)	-	-	2
August 24, Friday to August 25, Saturday	2	2	-
August 26, Sunday	-	-	1
August 27, Monday to August 30, Thursday	4	4	-
August 31, Friday (Tithi fo Sri Sri Madhabdev)	-	-	1
TOTAL	23	23	8

- **AUGUST 1, WEDNESDAY** - Teaching Staff Meeting at 1:00 P.M.
- **AUGUST 1, WEDNESDAY** - Commencement of BBA, BCA and M.Com Classes
- **AUGUST 18, SATURDAY** - Fresher's Day Celebration.

SEPTEMBER - 2018

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

DATE & WEEK DAYS	WORKING DAYS	TEACHING DAYS	HOLIDAYS & SUNDAYS
September 1, Saturday	1	1	-
September 2, Sunday	-	-	1
September 3, Monday (Janmastomi)	-	-	1
September 4, Tuesday to September 8, Saturday	5	5	-
September 9, Sunday	-	-	1
September 10, Monday	1	1	-
September 11, Tuesday (Tithi of Sri Sri Sankardev.)	-	-	1
September 12, Wednesday to Sept. 15, Saturday	4	4	-
September 16, Sunday	-	-	1
September 17, Monday to Sept. 18 Tuesday	2	2	-
September 19, Wednesday (Janmostav of Sri Sri Sankardev.)	-	-	1
September 20, Thursday to Sept. 22, Saturday	3	3	-
September 23, Sunday	-	-	1
Sept. 24, Monday to Sept. 29, Saturday	6	6	-
Sept. 30, Sunday	-	-	1
TOTAL	22	22	08

- **SEPTEMBER 5, WEDNESDAY-** Teacher's Day
Award Giving Function - KCDCC National Teacher Award & KCDCC National Achiever Award

- **SEPTEMBER 8, SATURDAY** - Election of Student's Union Body
- **SEPTEMBER 8, SATURDAY** - Last date of Submission of question papers of Sessional Exam of B.Com. I, III, V Sem
- **SEPTEMBER 12, WEDNESDAY** - Oath Taking of Student's Body at 2 P.M.
- **SEPTEMBER 20TH, THURSDAY, 21ST FRIDAY & 22ND SATURDAY** - Sessional Exam of B.Com.- I, III & V Sem. (20 Marks)
- **SEPTEMBER 29, SATURDAY** - IQAC/Teaching Staff Meeting.

OCTOBER - 2018

S	M	T	W	T	F	S
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7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

DATE & WEEK DAYS	WORKING DAYS	TEACHING DAYS	HOLIDAYS & SUNDAYS
October 1, Monday	1	1	-
October 2, Tuesday (Birthday of Mahatma Gandhi)	-	-	1
October 3, Wednesday to October 6, Saturday	4	4	-
October 7, Sunday	-	-	1
October 8, Monday to October 13, Saturday	6	6	-
October 14, Sunday	-	-	1
October 15, Monday to October 24, Wednesday (Durga Puja, Kati Bihu, Lakshmi Puja)	-	-	10
October 25, Thursday to October 27, Saturday	3	3	-
October 28, Sunday	-	-	1
October 29, Monday to October 31, Wednesday	3	3	-
TOTAL	17	17	14

NOVEMBER - 2018

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

DATE & WEEK DAYS	WORKING DAYS	TEACHING DAYS	HOLIDAYS & SUNDAYS
November 1, Thursday to November 3, Saturday	3	3	-
November 4, Sunday	-	-	1
November 5, Monday	1	1	-
November 6, Tuesday to November 7, Wednesday (Kali Puja & Diwali)	-	-	2
November 8, Thursday to November 10, Saturday	3	3	-
November 11, Sunday	-	-	1
November 12, Monday	1	1	-
November 13, Tuesday (Chhath Puja)	-	-	1
November 14, Wednesday to November 17, Saturday	4	4	-
November 18, Sunday	-	-	1
November 19, Monday to Nov. 22, Thursday	4	4	-
November 23, (Guru Nanak's Birthday)	-	-	1
November 24, Saturday (Lachit Divas)	-	-	1
November 25, Sunday	-	-	1
November 26, Monday to November 30, Friday	5	5	-
TOTAL	21	21	9

- **NOVEMBER 6, TUESDAY** - **Inter College Music Competition**
- **NOVEMBER 7, WEDNESDAY** - **College Foundation Day Celebration.**
- **NOVEMBER 24, SATURDAY** - **Submission of Ans. Scripts of HS 1st & 2nd Year.**
- **NOVEMBER 30, FRIDAY** - **IQAC/Teaching Staff Meeting.**

DECEMBER - 2018

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

DATE & WEEK DAYS	WORKING DAYS	TEACHING DAYS	HOLIDAYS & SUNDAYS
December 1, Saturday	1	1	-
December 2, Sunday (Asom Divas) Sukafa Divas	-	-	1
December 3, Monday to December 8, Saturday	6	6	-
December 9, Sunday	-	-	1
December 10, Monday to Decmber 15, Saturday	6	6	-
December 16, Sunday	-	-	1
December 17, Monday to Dec. 22, Saturday	6	6	-
December 23, Sunday	-	-	1
December 24, Monday	1	1	-
December 25, Tuesday (Christmas Day)	-	-	1
December 26, Wednesday to December 29, Saturday	4	4	-
December 30, Sunday	-	-	1
December 31, Monday	1	1	-
TOTAL	25	25	6

- DECEMBER 29, SATURDAY - IQAC/Teaching Staff Meeting.

JANUARY - 2019

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

DATE & WEEK DAYS	WORKING DAYS	TEACHING DAYS	HOLIDAYS & SUNDAYS
January 1, Tuesday to January 12, Saturday (Winter Break)	-	-	12
January 13, Sunday	-	-	1
January 14, Monday & Jan 15, Tuesday (Magh Bihu)	-	-	2
January 16, Wednesday to January 19, Saturday	4	4	-
January 20, Sunday	-	-	1
January 21, Monday to January 25, Friday	5	5	-
January 26, Saturday (Republic day)	-	-	1
January 27, Sunday	-	-	1
January 28, Monday to January 31, Thursday	4	4	-
TOTAL	13	13	18

- JANUARY 28, MONDAY TO FEBRUARY, 2 SATURDAY - Youth Festival

Note : Winter break may change subject to G.U. notification.

FEBRUARY - 2019

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28		

DATE & WEEK DAYS	WORKING DAYS	TEACHING DAYS	HOLIDAYS & SUNDAYS
February 1, Friday to February 2, Saturday	2	2	-
February 3, Sunday	-	-	1
February 4, Monday to February 9, Saturday	6	6	-
February 10, Sunday (Saraswati Puja)	-	-	1
February 11, Monday to February 16, Saturday	6	6	-
February 17, Sunday	-	-	1
February 18, Monday to February 23, Saturday	1	1	-
February 24, Sunday	-	-	1
February 25, Monday to February 28, Thursday	4	4	-
TOTAL	24	24	4

- **FEBRUARY 25, MONDAY** - Last date of Question Paper Submission of Sessional Exam - B.Com II, IV & VI Semester (20 marks).

MARCH - 2019

S	M	T	W	T	F	S
31					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

DATE & WEEK DAYS	WORKING DAYS	TEACHING DAYS	HOLIDAYS & SUNDAYS
March 1, Friday & March 2, Saturday	2	2	-
March 3, Sunday	-	-	1
March 4, Monday (Sivaratri)	-	-	1
March 5, Tuesday to March 9, Saturday	5	5	-
March 10, Sunday	-	-	1
March 11, Monday to March 16, Saturday	6	6	-
March 17, Sunday	-	-	1
March 18, Monday to March 20, Wednesday	3	3	-
March 21, Thursday to March 22, Friday (Dol Jatra)	-	-	2
March 23, Saturday	1	1	-
March 24, Sunday	-	-	1
March 25, Monday to March 30, Saturday	6	6	-
March 31, Sunday	-	-	1
TOTAL	23	23	8

- MARCH 5, TUESDAY TO MARCH 7, THURSDAY : Sessional Exam of B. Com. II, IV and VI Semester (20 Marks)
- MARCH 18, MONDAY : Last date of submission of Answer Scripts and Marksheet for Sessional Exam - B.Com II, IV & VI Semester.
- MARCH 30, SATURDAY : IQAC/Teaching Staff Meeting.

APRIL - 2019

S	M	T	W	T	F	S
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7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

DATE & WEEK DAYS	WORKING DAYS	TEACHING DAYS	HOLIDAYS & SUNDAYS
April 1, Monday to April 6, Saturday	6	6	-
April 7, Sunday	-	-	1
April 8, Monday to April 13, Saturday	6	6	-
April 14, Sunday to April 16, Tuesday (Bohag Bihu)	-	-	3
April 17, Wednesday to April 18, Thursday	2	2	-
April 19, Friday (Good Friday)	-	-	1
April 20, Saturday	1	1	-
April 21, Sunday	-	-	1
April 22, Monday to April 27, Saturday	6	6	-
April 28, Sunday	-	-	1
April 29, Monday to April 30, Tuesday	2	2	-
TOTAL	23	23	7

- APRIL 30, TUESDAY - IQAC/Teaching Staff Meeting.

MAY - 2019

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

DATE & WEEK DAYS	WORKING DAYS	TEACHING DAYS	HOLIDAYS & SUNDAYS
May 1, Wednesday (May Day)	-	-	1
May 2, Thursday to May 4, Saturday	3	3	-
May 5, Sunday	-	-	1
May 6, Monday to May 11, Saturday	6	6	-
May 12, Sunday	-	-	1
May 13, Monday to May 17, Friday	5	5	-
May 18, Saturday (Buddha Purnima)	-	-	1
May 19, Sunday	-	-	1
May 20, Monday to May 25, Saturday	6	6	-
May 26, Sunday	-	-	1
May 27, Monday to May 31, Friday	5	5	-
TOTAL	25	25	6

- **MARCH 6, MONDAY** - IQAC / Teaching Staff Meeting.

NOTE • All examination dates are subject to change as per notification by the college Authority/ AHSEC/Gauhati University.

- Date pertaining to the various activities / occasions are also subject to change as per notification by the college authority.

PART - II
STUDENTS' RULE BOOK

RULES AND REGULATIONS OF THE COLLEGE

CLASS ATTENDANCE OF STUDENTS

- It is obligatory on part of every student to attend a minimum of 75% of the total classes held in each subject in an academic session.
- Class attendance of the students will be checked from time to time. Any student who fails to obtain the minimum of 75% attendance will be declared discollegiate and shall have to forfeit his or her seat.

COLLEGE RULES AND DISCIPLINE

- Students are expected to maintain a high standard of discipline both within and outside the college premises.
- College uniform is compulsory for students during teaching and Examinations days and on all important occasions like Freshers' Day, Youth Festival, Foundation Day etc.
- Jackets, Jeans or T-shirts are not a part of the dress code.
- Students must carry their Identity Card to the college regularly.
- Use of mobile phones inside the college campus is strictly prohibited.
- Students must take proper care of the college property. Strict action will be taken against those caught damaging the same.
- Smoking and chewing of paan masala is not allowed inside the college campus. Students caught spitting in the classrooms, toilet or staircases will be severely punished. A mass penalty of Rs. 500/- will also be imposed for such acts of gross indiscipline.

INTERNAL EXAMINATION

- There will be compulsory Tests / Sessional Examination for all classes.
- Students are required to secure at least 30% aggregate marks in the Unit Test/ Sessional Examination in order to qualify for the Final Examination. Admit cards will not be issued to those who fail to obtain the desired percentage of marks.

DRESS CODE

HS, B.COM., BBA & BCA Students -

- White shirt and navy blue long trousers for boys.
- White salwar, navy blue and white checked kameez and dupatta for girls.
- Maroon coloured blazer or cardigan during winter for both boys and girls.

M. COM. Students -

- Grey trousers, blue and white striped shirt and grey blazer during winter for boys.
- Blue and white striped kurta with white salwar and white dupatta and grey blazer during winter for girls.

IMPORTANT

Parents / Guardians are requested to direct their wards to strictly abide by the rules and regulations of the college.



K.C. Das Commerce College

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