



PROSPECTUS

SESSION: 2024-25

K. C. Das Commerce College

Guwahati:781008, Assam

www.kcdcollege.ac.in

A Provincialised College under the Government of Assam
UGC Recognized, AICTE Approved, Affiliated to Gauhati University,
NAAC Accredited, ISO 9001:2015

COURSES OFFERED:

H.S. (Commerce)

B.Com. with Major Subjects in

- Accountancy
- Finance
- Human Resource Management
- Marketing Management

BBA

BCA

B.Sc. (Eco. -Stats. -Maths)

B.A. (Economics Honours)

M.Com.

PGDCA

DISTANCE EDUCATION:

- IGNOU
- MOOCs (Institutional)
- Online Certificate Courses (Institutional)

Courses under the Department of Value-Added Education.

(First Semester Students to take any one of the following)

1. **Coaching Classes for preparation of CA Foundation Examination** (For students intending to pursue CA Course):
2. **Certificate Courses** (For B. Com. /B.A./B.Sc./BCA/BBA students):
 - (a) Finishing School
 - (b) Quantitative Aptitude
 - (c) E-filing of IT Returns, TDS Returns and GST Returns
 - (d) Personality Development and Hospitality Management
 - (e) NGO management
 - (f) Capital Market and Stock Broking
 - (g) Green Banking
 - (h) Service Marketing Management
 - (i) Data Handling in Business
 - (j) E-Commerce
 - (k) Computer Hardware
 - (l) C & C++ Programming
 - (m) Tally
 - (n) Acoustic Guitar under Rock School of London
 - (o) Linux Apache MySQLPHP
3. **Certificate Course** (For M.Com. students)
 - (a) Leadership

Vision

K. C. Das Commerce College was established with the vision of catering to the need of Commerce education at the tertiary level to tap the intrinsic potential of aspiring youths of the State. The College aspires to uphold the ethos of national policies of education, stay relevant across time and contribute towards nation building and development. The College seeks to make the students courageous enough to appreciate creativity, inclusiveness, innovation, integrity and quality as well as hardworking enough to acquire these traits, be skillful, employable and adapt to the contemporary challenges. The College desires to promote excellence in teaching, research, interdisciplinary education, leadership and outreach. Our cooperation of instinct and intellect founded upon human values strolls perfectly with our motto: 'To Strive, To Seek, To Learn and not To Yield.'

Mission

Since its inception, our College has been committed to foster individuals realize the ethics reflected in the College's vision. In the new millennium, missions of our College are:

- To enrich students through quality education and thereby empower them.
- To be a model learning institution with a working environment in which the quality of life, mutual support and teamwork on campus are rich and participatory.
- To make higher education accessible to the underprivileged section of the society.
- To encourage students develop and realize their innate potential in co-curricular fields through participation in cultural, extension, literary, sports activities etc.
- To emphasize on sustaining interdisciplinary research and education not only within and across academic fields, but also across institutional, national and cultural boundaries.
- To work hard and stay relevant under any education regime and achieve scholastic brilliance to meet the needs and expectations of the society.
- To sensitize students play a constructive role and contribute towards nation building with honesty, integrity, civilized discourse and good behaviour.
- To enable the guardians to assess their own children and help them to reach their full potential.
- To help teachers improve themselves through self-assessment and professional development

Goals and Objectives

- In order to realize our Vision and Mission, certain goals and objectives have been outlined:
- Encourage students carry out self-assessment and share the needs if any, with teachers and the Principal.
- Provide extra academic support to students to better their previous results.
- Provide opportunities of education, skills enhancement and employability through regular and value-added courses and tutorials.
- Enhance learning of the students through innovative educational environment.
- To enable students to develop a sense of culture, patriotism and morality through human values.
- Encourage students develop and realize their innate potential in co-curricular fields through participation in cultural, extension, literary, sports activities etc.
- To encourage and develop research culture among the faculty members.

Motto

To Strive, To Seek, To Learn and not To Yield

Let us break it down:

To Strive refers to the act of engaging with meaning or getting involved in one's life to ensure a better living.

To Seek refers to the desire to obtain or achieve something worthwhile in life. It is the act of seeking something that would enrich our lives and give us joy and satisfaction.

To Learn refers to the act of acquiring knowledge or expertise by understanding facts or ideas. Learning is a continuous process which helps to gain new experiences and handle a wide range of challenges with clarity and confidence.

And Not to Yield denotes our ability of not to give-up, but to keep going or move forward despite the challenges and adversities of life.

Words from the Principal...

Dear Prospective Students,

Education serves as a catalyst for personal growth, intellectual development, and social progress, empowering individuals to think critically, form informed opinions, and navigate life's complexities with confidence and resilience. Subsequently, the individual does not develop alone. Society, nation and at times humanity, all benefit from education. In this journey to realize your dreams, K. C. Das Commerce College would like to play a pivotal role.

K. C. Das Commerce College is one of the premier learning centers catering to tertiary education not only in Assam but also in North East India as well. At K. C. Das Commerce College, we pride ourselves on providing a vibrant and inclusive learning environment that encourages curiosity, fosters critical thinking, and promotes personal growth. Our commitment to academic excellence is matched only by our dedication to nurturing well-rounded individuals who are equipped to make meaningful contributions to society.

As you scroll through the pages, you'll discover a rich drapery of academic programmes, scope of extra-curricular activities and support services designed to empower you to achieve your full potential. Whether your passion lies in the commerce, management, sciences, arts, or professional fields, you'll find a wide array of opportunities to pursue your interests and carve out your unique path. The College offers programmes like Higher Secondary, B.Com., B.B.A., B.C.A., B.A. with Economics Major, B.Sc. (Regular) at UG level and PGDCA and M.Com. at the PG level. We have implemented the Four Year Under-Graduate Programme (FYUGP) as per UGC's Curricular Framework under Gauhati University from last year. Recently, the BBA and BCA Programmes of the College got AICTE approval too. As on today, the College attracts students from all across the North East as well as other parts of India.

The College has a Department of Value-Added Education which offers various Certificate Courses and Counseling Sessions for CA. Certificate Courses are offered online and are not restricted to students of the College itself. In fact, our self-developed online infrastructure caters to teaching, learning and evaluation as well. Institutional MOOC Courses are also available online.

In its 41 years of existence, K. C. Das Commerce College has been able to carve out a respectable forte for itself. Academic results have been very good over the years. For e.g., 90% students secured first class in B.Com., while 100% secured first class in BBA last year. Varhsa Bothra secured first rank in the State in the H.S. Final Examination 2023. The College is equally proud of students who participated in international and national level championships or events. Our students have been our ambassadors and they are disseminating our success stories in various spheres of the society, both within and across borders.

Our endeavor is to facilitate the students with an environment that enables them to identify their latent talents in both scholastic and co-scholastic domains. Academically, students are exposed to different modes of learning through industrial exposures, field works, guest lectures, seminars, skill-based workshops, webinars and interaction with entrepreneurs and experts from the corporate world. Our Career Counselling Unit thrives hard to take care of the needs of interested students. The College is a recognized Skill Hub under the **PMKVY 4.0. (Pradhan Mantri Kaushal Vikas Yojana)** The College is self-reliant in the Information Technology sector to a large extent. Our IT-R&D Cell powers IT services of many institutions. You can be a part of these ventures.

Stakeholders are working hard to fulfill the targets set in the Institutional Perspective Plan and catapult the College into a high quality multi-disciplinary institution. Recently, K. C. Das Commerce College got selected for the prestigious **PM-USHA (Pradhan Mantri Uchchatar Shiksha Abhiyan)** grants of the Government of India.

Our motto is 'To Strive, To Seek, To Learn and not To Yield'. I invite all the bright minds to explore the scope that our College can offer. **“Aano Bhadra Krtavo Yantu Vishwatah”**: **‘Let noble thoughts come from all directions.’** This profound conception from the ‘Rigveda’ illustrates the recognition of limitless learning in the Vedic Period. We desire and work hard to create a similar learning environment. Our dream is to develop K. C. Das Commerce College into a nationally renowned multidisciplinary institution of knowledge. We are determined to achieve our goals and I welcome you to be a part of our TEAM.

With best wishes,

Dr. Hrishikesh Baruah, M.Sc., Ph.D.

Principal

K. C. Das Commerce College

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The College...

Established on the 7th Day of November 1983, K. C. Das Commerce College began its humble origin as an evening College at Sonaram H.S. & Multipurpose School at Bharalumukh, Guwahati. Subsequently, on 30th November 1994, the College shifted to its permanent campus at Chatribari where it is presently situated.

The College was started with the financial assistance provided by prominent industrialist, Late Sri Ramesh Chandra Chaudhury who agreed to a request made by a few well-known educationists and social workers like Prof. Tarini Kanta Baruah, Prof. Dhirendranath Kalita, Prof. Bhupen Deka and Mrs. Minati Chaudhury to support the Institution. The College has been named in the cherished memory of his father, Late Keshab Chandra Das, an educationist of repute during the British era.

Today, the College offers programmes like Higher Secondary, B. Com., with honours in Accountancy, Finance, Human Resource Management, Marketing Management, B.A with Economics Honours, B.Sc. with Economics -Statistics - Mathematics combination, BBA, BCA, M.Com., PGDCA, IGNOU and MOOC. Apart from H.S. and B.Com., all other Courses are Self-Sustainable. The College also has a Value-Added Education Department which offers various Certificate Courses and Counselling Sessions for professional courses like CA and CS. Presently, the College has fourteen departments and imparts learning to approximately three thousand students with an efficient and dedicated teaching staff. The Research and Development Cell of K. C. Das Commerce College works on two fronts: community research and as an I.T. development hub.

Education in K. C. Das Commerce College is not simply restricted to classrooms and the prescribed curriculum. Our endeavor is to facilitate the students with an environment that helps them to identify their latent talents and develop their inherent abilities. The College has a very vibrant Career Guidance and Placement Cell with a Skill Hub to take care of the needs of the students and is associated with Assam Skill Development Mission of the Government of Assam, JACEEX (Japanese Centre of Excellence) and Institute of Company Secretaries of India (ICSI). The Internal Quality Assurance Cell (IQAC) which was established on 16th June, 2003 initiates, plans and supervises various activities which are necessary to ensure a quality culture at the institutional level. On 19th and 20th May 2023, the College was assessed by the National Assessment and Accreditation Council (NAAC).

Our institution has traversed quite a long distance amidst various ups and downs. The performance of our students at Higher Secondary and Degree Level has shown remarkable improvement. Since 2008, our students have occupied top positions every year. The pass percentage which usually stands above 90 is always above University pass percentage. We remain deeply committed in our endeavor to establish ourselves as one of the foremost institutions dedicated to commerce education in the country.

We have an active and responsible registered Alumni Association. The College takes pride in its alumni, many of whom are serving our nation by holding responsible positions in various fields all over the country and abroad.

In its 40 years of existence, K. C. Das Commerce College has been able to carve out a respectable niche for itself by virtue of the relentless hard work of all the stakeholders. Today, we attract students from not only the North East, but from other parts of India and neighboring countries as well.

ROLL OF HONOURS
K. C. DAS COMMERCE COLLEGE

YEAR	PROGRAMME	POSITION	NAME OF RANK HOLDER	NO. OF 1 st CLASS HOLDERS	PASS % OFAHSEC/ GU	PASS % OF COLLEGE
2013	HIGHER SECONDARY	3 rd	Pratibha Kabra	164	80.08	96.77
		10 th	Somnath Chatterjee			
	B.COM.	3 rd (Management)	Payal Chakraborty	72	93	98
		4 th (Finance)	Gulshan Khatun			
		5 th (Finance)	Priyanka Mandal			
	BBA	College Topper	Ranjita Sarma	03	52.84	60
	BCA	College Topper	-	02	61	100
M.COM.	10 th	Sonali Mahanta		--	96	
2014	HIGHER SECONDARY	8 th	Sweta Agarwal	185	82.72	98.37
		10 th	Kushal Rajgariah			
		10 th	Reshma Jain			
	B.COM.	College Topper	Kaushik Paul	178	76.6	97.37
	BBA	1 st	Arnab Banerjee	22	--	90
		9 th	Farhana Naag			
	BCA	College Topper	Nikita Roy, Sneha Das	02	58	100
M.COM.	College Topper	Simi Borgohain	40	--	100	

2015	HIGHER SECONDARY	1 st	Sweta Agarwal	196	81.82	97.5
		2 nd	Ankit Kedia			
		3 rd	Ankit Patowari			
		6 th	Shreya Agarwal			
		7 th	Abhishek Das			
		9 th	Vandana Jain			
		10 th	Ishika Agarwal			
	B.COM.	College Topper	Anil Kothari, Asmita Bhattacharjee, Kanchan Kumari	163	94.71	97.4
	BBA	5 th	Farhat Parbin	16	73.33	91.67
		7 th	Anirban Chakraborty			
BCA	College Topper	Mukta Bhura	07	71	100	
M.COM.	College Topper	Debaleena Paul	44	--	96	
2016	HIGHER SECONDARY	7 th	Anjali Gupta	249	86.10	98.7
		10 th	Garima Sharma			
	B.COM.	College Topper	Pratibha Kabra	168	93..28	97.30
	BBA	1 st	Puja Agarwal	11	53.07	64
	BCA	College Topper	Santosh Sharma, Mridupawan Mazumdar	08	49	100
	M.COM.	5 th	Purnima Newar	40	--	98
10 th		Kamaljit Bordoloi				

2017	HIGHER SECONDARY	1 st	Prashant Goel	255	82.72	96.49
		3 rd	Pinkey Debnath			
		5 th	Khushali Agarwal			
		6 th	Pravin Nagori			
		6 th	Nimisha Sharma			
		9 th	Abhishek Jain			
		9 th	Madhu Jain			
		10 th	Natasha Jain			
2018	B.COM.	College Topper	Navin Bothra	157	92.8	98.8
	BBA	College Topper	Neha Jain	08	59.25	34.49
	BCA		NOT APPEARED			
	M.COM.	College Topper	Papiya Sannyashi	41	--	93
	HIGHER SECONDARY	College Topper	Binit Jain	186	84.64	97.5
2018	B.COM.	College Topper	Jyoti Jain	187	91.26	94.31
	BBA	9 th	Siddharth Jain	10	68.10	86.95
	BCA	College Topper	Poonam Devi	07	67	75
	M.COM.	College Topper	Sudeshna Dey	36	--	96

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2019	HIGHER SECONDARY	2 nd	Ayushi Jain	250	86.70	99.50
		7 th	Hansika Chawla			
		8 th	Disha Jain			
		10 th	Muskaan Pachisia			
		10 th	Ishika Agarwal			
		10 th	Jagruti Sethia			
	B.COM.	College Topper	Ankita Poddar, Durga Kumari, Snigdha Taran	366	83.92	77.02
	BBA	4 th	Ashish Sankhala	04	--	44.44
	BCA	College Topper	Nikita Agarwal	14	--	93
	M.COM.	College Topper	Annie Mazumdar	31	--	97
2020	HIGHER SECONDARY	10 th	Sakshi Golchha	219	78.28	100
	B.COM.	3 rd	Pinkey Debnath	392		83
	BBA	2 nd	Begum Lutfu Shirin	19	39.08	43.1
		3 rd	Preeti Pareek			
		5 th	Kalpana Tiwari			
		7 th	Nishika Jalan			
	M.COM	4 th	Sanjay Mahato	48	--	92.9
		5 th	Manashi Choudhury			
		7 th	Dipshikh Chakraborty			
		7 th	Himani Tater			
7 th		Neha Khaduria				
8 th		Paulami Gupta				
9 th		Mamta Baruah				
9 th		Shreya Agarwal				
10 th		Priyanka Dey				
10 th		Sanjay Chakraborty				

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2021	HIGHER SECONDARY	--	No Ranks issued by AHSEC due to Covid	318	99.95	100
	B.Com.	College Toper	Ankita Kohli (CGPA-8.89)	410	50.01	86.13
	BBA	College Toper	Khushi Jain (77.16)	19	52.81	44.68
	BCA	College	Rohit Lodh (CGPA-8.80)	23	43.33	86.20
	M.COM	GU Rank 9th	Debopriya Kar	18	54.49	85.19
	GU Rank 10th	Riya Jain				
2022	HIGHER SECONDARY	State Rank 6 th	Deepak Lodha	244	87.26	97.00
		State Highest	Accountancy & Hindi			
	B.Com.	College Toper	Ayushi Jain (CGPA-8.93)	522	82.94	96.15
	BBA	GU Rank 3 rd	Nandini Saraf	40	66.39	97.95
		GU Rank 9 th	Priya Gaggar			
	BCA	College Toper	Yashna Khakholia (CGPA-8.84)	22	65.71	91.67
M.COM	College Toper	Manisha Shah (CGPA-7.55)	19	61.21	48.00	
2023	HIGHER SECONDARY	State Rank 1st	Varsha Bothra	191	79.57	95.00
		State Highest	Accountancy & BMST			

COURSES OF STUDY

Course Name	Duration	No. of Semesters
Higher Secondary under AHSEC	2 years	--
Bachelor of Commerce (B. Com.) under GU (With Major in Accountancy, Finance, Human Resource Management, Marketing Management)	3/4 years	6/8
Bachelor of Arts (B.A. Honours in Economics) under GU	3/4 years	6/8
Bachelor of Science (B. Sc. Regular) under GU	3/4 years	6/8
Master of Commerce (M. Com) under GU	2 years	4
Bachelor of Business Administration (BBA) under GU	3/4 years	6/8
Bachelor of Computer Application (BCA) under GU	3/4 years	6/8
Post-Graduate Diploma in Computer Application (PGDCA) under GU	1 year	2
M. Com. Under IGNOU	2 years	4
MBA under IGNOU	2 years	4
B. Com. Under IGNOU	3 years	6
Post-Graduate Diploma in Event Management (PGDEVM) under IGNOU	1 year	2
MOOC	--	--

- **ALL COURSES OTHER THAN HIGHER SECONDARY AND B.COM. ARE SELF-SUSTAINABLE COURSES.**
- **FEEES PAID AGAINST ADMISSION INTO SELF-SUSTAINABLE COURSES ARE NON-REFUNDABLE.**
- **THIS DOESNOT APPLY TO COURSES RUN THROUGH DISTANCE MODE.**

ELIGIBILITY CRITERIA

Higher Secondary (Two Year) Course

A student who has passed the H.S.L.C. examination of SEBA or any other equivalent examination recognized by the Assam Higher Secondary Education Council (AHSEC).

B.Com. 1st Semester

A student who has passed Pre-University / Pre-Degree / Higher Secondary Examination in Arts / Science / Commerce or any other equivalent examination.

B. A. 1st Semester with Economics Honours

A student who has passed Pre- University / Pre-Degree / Higher Secondary Examination in Arts / Science / Commerce or any other equivalent examination can apply.

B.Sc. 1st Semester with Eco-Stats-Maths combination

A student who has passed Pre- University / Pre-Degree / Higher Secondary Examination in Arts / Science / Commerce or any other equivalent examination can apply.

BBA 1st Semester

A student who has passed the Higher Secondary Examination in Arts, Science or Commerce of the Assam Higher Secondary Education Council (AHSEC) or any Board or Council recognized by Gauhati University. A student who has passed the three-year Diploma Course in Engineering recognized by Gauhati University and has obtained at least 50% marks can also apply.

BCA 1st Semester

Any student who has passed the Higher Secondary Examination in Arts, Science or Commerce can apply.

M.Com. 1st Semester

A student who has passed the B.Com. Examination of Gauhati University or any other University with Honours is eligible for admission into M.Com. 1st Semester class.

PGDCA

A student who has passed the Degree Examination from any recognized University can apply.

Distance Education**(A) For IGNOU Courses and other information, contact:**

- *Dr. Bhababhuti Sarma, Coordinator (98640 67897)*

INTAKE CAPACITY

Course Name	Total Seats
H.S. 1st Yr.	300
B. Com. 1st Sem. (With honours in Accountancy, Finance, Human Resource Management and Marketing Management.)	750
B.A. 1st Sem. (Honours in Economics)	30
B. Sc. 1st Sem. (Regular course with Eco- Stats- Maths Combination)	50
BBA 1st Sem.	60
Computer Science 1st Sem.	25
M. Com. 1st Sem.	60
PGDCA 1st Sem.	40

COURSE CONTENT

HIGHER SECONDARY (1+1)

CORE SUBJECTS

English (100 marks each in both H.S. 1st year & H.S. 2nd year)
 Modern Indian Language (Assamese / Bengali / Hindi)
 (100 marks each in both H.S. 1st year & H.S. 2nd year)

COMPULSORY ELECTIVE SUBJECTS

Business Studies (100 marks each in both H.S. 1st year & H.S. 2nd year)
 Accountancy (100 marks each in both H.S. 1st year & H.S. 2nd year)
 Economics (100 marks each in both H.S. 1st year & H.S. 2nd year)

OPTIONAL ELECTIVE SUBJECT (ANY ONE OF THE FOLLOWING)

Finance / Computer Science and Application / Business Mathematics and
 Statistics / Mathematics (100 marks each in both H.S. 1st year & H.S. 2nd year)

Four Year Under Graduate Programme (FYUGP)

BACHELOR OF COMMERCE (B.COM.)

Semester I

Core 1(4)	Business Organisation and Management
Core 2(4)	Financial Accounting
Core 3(4)	Indian Financial System
Multi Dis. 1 (3)	Business Mathematics
VAC1(3)	Environmental Studies
AEC1(4)	MIL/English (Alt.)
Sec 1 (3)	Information Technology in Business

Semester II

Core 4(4)	Corporate Accounting
Core 5(4)	Principles & Practice of Management
Core 6(4)	Principles of Marketing
Multi Dis. 2 (3)	Business Economics
Sec 2 (2)	E-Commerce
AEC-2(4)	Business Communication

Semester III (Accountancy)

Maj-1 (4)	Advanced Financial Accounting
Maj-2(4)	Entrepreneurship
Maj-3(4)	Business Laws
Multi Dis. 1 (3)	Business Statistics
INT 1 (4)	Internship
SEC-3(3)	New Venture Planning/E-Filing of Returns

Semester III (Finance)

Maj-1 (4)	Banking
Maj-2(4)	Entrepreneurship
Maj-3(4)	Business Laws
Multi Dis. 1 (3)	Business Statistics
INT 1 (4)	Internship
SEC-3(3)	New Venture Planning/E-Filing of Returns

Semester III (Human Resource Management)

Maj-1 (4)	Human Resource Management
Maj-2(4)	Entrepreneurship
Maj-3(4)	Business Laws
Multi Dis. 1 (3)	Business Statistics
INT 1 (4)	Internship
SEC-3(3)	New Venture Planning/E-Filing of Returns

Semester III (Marketing Management)

Maj-1 (4)	Advertising
Maj-2(4)	Entrepreneurship
Maj-3(4)	Business Laws
Multi Dis. 1 (3)	Business Statistics
INT 1 (4)	Internship
SEC-3(3)	New Venture Planning/E-Filing of Returns

Semester IV (Accountancy)

Maj-4 (4)	Fundamentals of Financial Management
Maj-5(4)	Cost Accounting
Maj-6(4)	Income Tax Laws and Practices
Maj-7(4)	Advanced Corporate Accounting
Min-1 (4)	Financial Market Operations
VAC-3(2)	Business Etiquette & Soft Skill

Semester IV (Finance)

Maj-4 (4)	Fundamentals of Financial Management
Maj-5(4)	Financial Market Operation
Maj-6(4)	Insurance
Maj-7(4)	Cost and Management Accounting
Min-1 (4)	Direct and Indirect Taxes
VAC-3(2)	Business Etiquette & Soft Skill

Semester IV (Human Resource Management)

Maj-4 (4)	Fundamentals of Financial Management
Maj-5(4)	Labour Laws
Maj-6(4)	Industrial Relations
Maj-7(4)	Cost and Management Accounting
Min-1 (4)	Direct and Indirect Taxes
VAC-3(2)	Business Etiquette & Soft Skill

Semester IV (Marketing Management)

Maj-4 (4)	Fundamentals of Financial Management
Maj-5(4)	Retail Management
Maj-6(4)	Customer Relationship Management
Maj-7(4)	Cost and Management Accounting
Min-1 (4)	Direct and Indirect Taxes
VAC-3(2)	Business Etiquette & Soft Skill

BACHELOR OF COMMERCE (B.COM.) (CBCS)

Semester V

COM-HC-5016	Principles of Marketing	Core Course C-11
COM-HC-5026	Fundamentals of Financial Management	Core Course C-1

DSE-1

Discipline Specific

(Any one of Group A other than the subject selected under DSE-2)

DSE-2

Discipline Specific

(Any one of Group A other than the subject selected under DSE-1)

Discipline Specific Elective (DSE)

Group A

COM-DSE-HC-5036 (A)	Management Accounting
COM-DSE-HC-5036 (B)	Advanced Financial Accounting
COM-DSE-HC-5036 (C)	Advertising
COM-DSE-HC-5036 (D)	Banking
COM-DSE-HC-5036 (E)	Computerized Accounting System
COM-DSE-HC-5036 (F)	Indian Financial System

Semester VI

COM-HC-6016	Auditing and Corporate Governance	Core Course C-13
COM-HC-6026	Indirect Tax Laws	Core Course C-14

DSE-3

Discipline Specific (DSE-3)

(Any one of Group B other than the subject selected under DSE-4)

DSE-4

Discipline Specific (DSE-4)

(Any one of Group B other than the subject selected under DSE-4)

Discipline Specific Elective (DSE)

COM-DSE-HC-6036 (A)	Fundamentals of Invest
COM-DSE-HC-6036 (B)	Consumer Affair and Customer Care
COM-DSE-HC-6036 (C)	Advanced Corporate Accounting
COM-DSE-HC-6036 (D)	International Business
COM-DSE-HC-6036 (E)	Industrial Relation and Labour Laws
COM-DSE-HC-6036 (F)	Business Research Methods and Project Work

B.A. IN ECONOMICS (Honours)

Four Year Under Graduate Programme (FYUGP) DEPARTMENT OF ECONOMICS

B.A/B.Sc. Honours in Economics

<i>First Year (leading to Certificate)</i>						<i>Total Credit</i>
1ST SEM	CORE A1 (4)	CORE B1 (4) & CORE C1 (4)	MULTI- DISCIPLIN ARY 1 (3)	VAC 1 (3)	AEC 1 (4)	22
	Introductory Economics (ECO 101)	Classical Algebra (MAT 101)/ Descriptive Statistics (STA 101)/ Fundamentals of Computer and Programming (Any two)	Indian Financial System	Environmen tal Studies	MIL/ENG (Alt)	
2ND SEM	CORE A2 (4)	CORE B2 (4) & CORE C2 (4)	MULTI- DISCIPLINA RY 2 (3)	VAC 2 (3)	AEC 2 (4)	22
	Basic Elements of Economics (ECO 151)	Calculus (MAT 151)/ Correlation & Regression, Probability Distributions & Statistical Inference- I (STA 151)/ Database Management System (any two)	Principle of Marketing	Trade & Commerce in India	Business Communication	
3RD SEM	Intermediate Economics Course Level:(200- 299) (ECO- 030104) (Crd-04)	Ordinary Differential Equations (MAT-HG- 3016/MAT-RC-3016) Survey Sampling &Design of Experiments- I(STA-301)	Basic Commerce -III	-	SEC(3) As per GU Prescribe list	22 credit (Includ ing Interns hip 4 credit)

4TH SEM	Core A4(16)
	1). Public Finance (ECO 040104) (Credit-04) 2). Advance Macroeconomics (ECO-040204) (Credit-04) 3). Introductory Quantitative Techniques for Economics (ECO 040304) (credit-04) 4). Advanced Microeconomics (ECO-040404) (Credit-04)

B.A. IN ECONOMICS (Major) (CBCS)

***Legends:**

- HC: Core Papers
- HE: Discipline Specific Elective Papers
- SE: Skill Enhancement Papers
- HG: Generic Elective Papers

Semester V	
ECO-HC-5016	Indian Economy-I
ECO-HC-5026	Development Economics-I
ECO-HE-5026	Money and Financial Markets
ECO-HE-5036	Public Finance
Semester VI	
ECO-HC-6016	Indian Economy-II
ECO-HC-6026	Development Economics-II
ECO-HE-6016	Environmental Economics
ECO-HE-6026	International Economics

B.Sc. (REGULAR) WITH ECO- STATS- MATHS COMBINATION

***Legends:**

- RC: Regular Core Papers
- RE: Regular Discipline Specific Elective Papers
- SE: Skill Enhancement Papers

Semester V	
STA-RE-5026	Time Series Analysis
MAT-RE-5126	Discrete Mathematics
ECO-RE-5016	Economic Development and Policy in India-I
ECO-SE-5015	Field Survey
Semester VI	
STA-RE-6016	Econometrics
MAT-RE-6116	Numerical Analysis
ECO-RE-6016	Economic Development and Policy in India-II
ECO-SE-6014	Report Writing and Presentation

MASTER OF COMMERCE (M.Com.)

SEMESTER I

Business Policy Analysis [BPA]
Financial Reporting & Analysis [FRA]
Marketing Policy Analysis [MPA]
Business Statistics [BS]
Financial Markets & Institutions [FMI]

SEMESTER II

Economic Legislations [EL]
Organizational Behavior [OB]
Operations Research & Computer in Business [ORCB]
A - Advanced Financial Management [AFM]/B -Strategic Human Resource Management [SHRM]
A-Security Analysis and Portfolio Management [SAPM]/B- Marketing Research &
Consumer Behavior [MRCB]

SEMESTER III

Research Methodology [RM]
Project Management [PM]
A-International Financial Management [IFM]/B-Industrial Relations and Labour Laws [IRLL]
A-Advanced Cost and Management Accounting [ACMA]/B-International Marketing [IM]
Dissertation - 100 marks = 6 credits (Compulsory for all)

SEMESTER IV

Strategic Management [SM]
Entrepreneurship Management [EM]
Management of Financial Services [MFS]
International Business [IB]
Strategic Service Marketing [SSM]/Micro Finance [MF]

Four Year Under-Graduate Programme (FYUGP)

BACHELOR OF BUSINESS ADMINISTRATION

Compulsory

Semester I

Core A-1	Principles of Management
Core B-1	Managerial Economics
Core C-1	Financial Accounting
AEC	Business Communication-1
VAC	Indian Constitution
Multi	Computer Application.

Semester II

Core A-2	Business Organisation and Systems
Core B-2	Business Mathematics and Statistics
Core C-2	Indian Economic Scenario
Multi	MIS and Database Management
VAC	Environmental Science
AEC-	Business Communication-2

Semester III

Major-1	Organization Behaviour
Major-2	Financial Management
Major-3	Principle of Marketing
SEC-3	Personality and Personal Skill Development
MULTI-3	Computer Application
Internship	Minor Project

Semester IV

Major-4	Human Resource Management
Major-5	Management Accounting
Major-6	Consumer Behaviour
Major-7	Operation Management and Control
MINOR-1	Business Research Methodology
VAC-3	Yoga Education

BACHELOR OF BUSINESS ADMINISTRATION (CBCS)

5TH SEMESTER		
BBA-HC-5016	Legal Aspects of Business	CORE COURSE- 12
BBA- SE-5024	Summer Project	SEC-2
BBA-HE-5036 BBA-HE-5046	A student would be free to choose any four papers from one group. In 5 th and 6 th semester they have to choose two papers in each semester from the group given below. The course offers three groups namely Finance (DSE I), Marketing (DSE II) and Human Resource (DSE III)	DSE-1 & 2
6TH SEMESTER		
BBA-HC-6016	Business Policy and Strategy	CORE COURSE-13
BBA-HC-6026	Taxation Laws	CORE COURSE- 14
BBA-HE-6036 BBA-HE-6046	A student would be free to choose any four papers from one group. In 5 th and 6 th semester they have to choose two papers in each semester from the group given below. The course offers three groups namely Finance (DSE I), Marketing (DSE II) and Human Resource (DSE III)	DSE 3 & 4

DSE I: FINANCE

- ❖ International Finance
- ❖ Investment Banking and Financial Services · Investment Analysis and Portfolio Management · Strategic Corporate Finance
- ❖ Business Analysis & Valuation

DSE II : MARKETING

- ❖ Consumer Behaviour
- ❖ Marketing of Services
- ❖ Advertising and Brand Management
- ❖ Retail Management
- ❖ Personal Selling & Sales Force

DSE III: HUMAN RESOURCE

- ❖ Human Resource Development: Systems and Strategies
- ❖ Management of Industrial Relations
- ❖ Talent and Knowledge Management
- ❖ Performance and Management
- ❖ Training and Management Development

Four Year Under Graduate Programme (FYUGP)
BACHELOR OF COMPUTER APPLICATION

Semester	Paper Name	Course Type	Credit
I	Computer Fundamentals	Compulsory	4(3+1)
	Introduction to C-Programme	Compulsory	4(3+1)
	Mathematics	Compulsory	4
II	Data Structures & Algorithms Using C	Compulsory	4(3+1)
	Digital Logic Fundamentals	Compulsory	4
	Mathematics.	Compulsory	4
III	Computer Organization and Architecture	Compulsory	4
	System Software	Compulsory	4(3+1)
	Object Oriented Programming through++	Compulsory	4(3+1)
IV	Database Management System	Compulsory	4(3+1)
	Operating System	Compulsory	4(3+1)
	Automata Theory and Languages	Compulsory	4
	Python Programming	Compulsory	4(3+1)

BACHELOR OF COMPUTER APPLICATION (BCA) (CBCS)

CBCS Course Structure for BCA Programme

Semester	Core Course (14)	(AECC) (2)	SEC (2)	Elective: (DSE) (4)	Elective: (GE) (4)
V	C11: BCA-HC-5016 Java Programming			DSE-1	
	C12: BCA-HC-5026 Operating System			DSE -2	
VI	C13: BCA-HC-6016 System Administration using Linux			DSE -3	
	C14: BCA-HC-6026 Computer Networks			DSE -4	

**Paper Code: CIT-HC-1016: Means: CIT (Subject code), HC (Course type:Honours Core), 1(Semester), 01(first paper of the semester), 6(credit).

AE Compulsory Course (AECC)

AECC 1: ENV-AE-1014/ ENV-AE-1024: Environmental

Science AECC 2: ENG-AE-2014/ ENG-AE-2024: English
Communication

Skill Enhancement Course

(SEC)SEC 1 (choose one)

- (i) SEC-1A : BCA-SE-3014: Web Technology
- (ii) SEC-1B: BCA-SE-3024: Programming with C#
- (iii) SEC-1C: BCA-SE-3034: Open-Source Software

SEC 2 (choose one)

- (i) SEC-2A: BCA-SE-4014: Animation
- (ii) SEC-2B: BCA-SE-4024: Mobile Applications
- (iii) SEC-2C: BCA-SE-4034: Advanced Web Technology

Discipline Specific Electives (DSE)

DSE-1

- (i) DSE-1: BCA-HE-5016: Project Work / Dissertation (Credit: 6)

DSE-2 (choose any one)

- (i) DSE-2A : BCA-HE-5026:Data Mining & Warehousing
- (ii) DSE-2B: BCA-HE-5036: Computer Oriented Numerical Methods and statistical Techniques
- (iii) (iii) DSE-2C: BCA-HE-5046: Programming in Python

DSE-3 (choose any one)

- (i) DSE-3A: BCA-HE-6016: Automata Theory and Languages
- (ii) DSE-3B: BCA-HE-6026: Optimization Techniques
- (iii) DSE-3C: BCA-HE-6036: Multimedia and Applications

DSE-4 (choose any one)

- (i) DSE-4A: BCA-HE-6046: Distributed System
- (ii) DSE-4B: BCA-HE-6056: Microprocessor and Assembly Language Programming
- (iii) DSE-4B: BCA-HE-6066: Artificial Intelligence

Generic Elective

(GE) GE 1

(choose any one)

- (i) GE 1A: BCA-HG-1016: Computer Based Accounting and Financial Management
- (ii) GE 1B: BCA-HG-1026: Office Automation

GE 2 (choose any one)

- (i) GE 2A: BCA-HG-2016: Basic Electronics
- (ii) GE 2B: BCA-HG-2026: Introduction to Bio-Informatics

GE 3 (choose any one)

- (i) GE 3A: BCA-HG-3016: Introduction to Indian History
- (ii) GE 3B: BCA-HG-3026: Positive Psychology

GE 4 (choose any one)

- (i) GE 4A: BCA-HG-4016: Introduction to Dramatic Arts
- (ii) GE 4B: BCA-HG-4026: Information Security and Cyber Laws

POST GRADUATE DIPLOMA IN COMPUTER APPLICATION (PGDCA)

SEMESTER I

- ICT Hardware
- Programming in C
- Overview of Operating System
- Introduction to Office Automation
- Database Management System

SEMESTER II

- Data Structure through C language
- Internet and Web Technology
- Elective (Choose any one)
 - a. GUI Application Programming
 - b. Computer Oriented Numerical Methods
 - c. Computer Graphics
 - d. Object Oriented Programming with C++.
- Project

DEPARTMENT OF VALUE-ADDED EDUCATION

K. C. Das Commerce College, Guwahati- 781008

Established in 2019, the Department of Value-Added Education of the College offers the following Value-Added Classes and Courses to students by experienced and dedicated faculties. The goal of the department is to guide students by imparting job-oriented skill enhancement courses simultaneously with regular courses.

Classes offered:

➤ **CA:** Excellent classes to students opting to pursue CA for preparation of CA Foundation Examination. Experts from ICAI, Guwahati Branch also act as faculties from time to time.

Course fees: Rs. 12,500/- each for two instalments.

Courses offered (open to all):

1. Certificate Course on E-Filing of IT, TDS & GST Returns

Objective: To provide theoretical and practical knowledge on E-filing and enhance learner's skill of IT, TDS & GST Returns.

Course Outcome: This course will help learners to enhance their skill. The learners' will be able to be self-employed after completion of the course.

Level I : Accounting for E-filing of Income Tax Returns

Level II : Accounting for E-filing of TDS Returns

Level III : Accounting for E-filing of GST Returns

Fees: Rs. 500/- (for each level)

Course duration 30 hours

Mode of teaching: Offline

Minimum Eligibility Criteria: Class XII pass or any person having knowledge in accounting

2. Certificate Course on Personality Development and Hospitality Management

Objective: Personality Development is highly valued by the employers and involves paying attention to one's appearance. It will help the students to communicate effectively and confidently. The course will govern the professionalism required in any field. The main motive will be to present a full package of knowledge and personality to conquer the career goals and the positive attitude that they will carry with them will empower in higher quality work.

Course Outcome: Mentoring students to improve their innate skills which will empower them to succeed in a diverse, multicultural and competitive job environment. By mastering the skills of personal grooming, interpersonal effectiveness and business etiquette, individuals will be able to achieve professional success and growth.

Mode of Teaching: Both offline and online mode. ICT classes will be conducted as per requirement.

Level I: Personal Grooming, Interpersonal Effectiveness and Communication

Level II: Business Etiquette, Information Technology Language

Fees: Rs. 500/- for each level

Mode of teaching: Both online & offline

Course duration: 30 hours

Minimum eligibility: Class 12 Pass from any discipline (Arts , Science or Commerce)

3. Certificate Course on NGO Management

Objective: To give insight towards development of proper understanding about the concept of NGO Management and also to highlight promotional mechanism to deal with the upcoming opportunities in the field of NGO Sector.

Course Outcome: Learners will get the employment opportunities in all National and International NGOs as well as they will be able to form and operate an NGO in a professional way .

Level I : Concept, Functions and Establishment of NGO, overview of Societies Registrations Act, India's Companies Act

Level II : Documentation – Legal & Others, preparation of Organisational Profile and Project

Level III : Different schemes of State Level, National Level and International Level Funding Agency, preparation of Details Project Report

Fees: Rs. 500/- for each level

Mode of teaching: Both online & offline

Course Duration: 30 hours

Minimum Eligibility Criteria: Class XII pass and having knowledge in Management

4. Certificate Course on Capital Market & Stock Broking

Objective: The objective of the course is to give knowledge on capital market and stock broking in details so that the learners can consider stock broking as a career option.

Course Outcome: The learners will be able to equip themselves with detail knowledge about capital market, its structure and even choosing Stock Broking as a career. This will allow the learners to take stock broking as a profession, understand basic broking mechanisms, its legal framework, thus helping the learners to know much about the Capital market and its functionaries in the country.

Level I : Basics of Capital Market and its Functionaries

Level II :Basics of Stock Broking & its Regulation in India

Level III : Stock Broking Operations and Challenges

Fees: Rs.500/- (for each level)

Mode of Teaching: Both online & offline

Course Duration: 30 hours

Minimum Eligibility Criteria: Class XII pass or any person having knowledge in management.

5. Certificate Course on Green Banking

Objective: The objective of the course is to give a new concept of green banking so that the learners can acquire skill and knowledge to grasp any opportunity of employment in the financial sector.

Course Outcome: Candidates undertaking the certificate course will enhance their skill and knowledge about the modern banking practices available in the current world especially in India. This course will help candidates to know about green banking, its opportunities, disadvantages and even its regulations. This course will also help candidates to avail any job opportunity relating to finance and banking in nature.

Level I : Introduction to Green Banking

Level II : Green Management of Credit

Level III : Green Fund Transfer

Level IV : Modern Regulation of Banking-

Fees: Rs.500/- (for each level)

Mode of Teaching: Online

Course duration: 30 hours

Minimum Eligibility Criteria: Class XII pass or any person having knowledge in finance

6. Certificate Course on Service Marketing Management

Objective: To provide insight into the concept of service marketing as different from traditional product marketing. This course will introduce the learners to the distinctive characteristics of service and how participants affect both customer's behavior and marketing strategy.

Course Outcome: The course will help learners to understand service marketing from various perspectives and will also be helpful if participants wish to establish a new service business or manage the existing business more efficiently and effectively.

Level 1- Service Marketing Fundamentals

Level 2 - Selling the Invisible

Level 3- Integrating People, Technology and Strategy

Fees Rs 500/- for each level

Course Duration: 30 hours

Mode of teaching: Both online & offline

Minimum Eligibility Criteria: Class XII pass and having knowledge in Management.

7. Certificate Course on Data Handling in Business

Objective: This course is aimed to impart knowledge about storing data, concepts of database, retrieval of data, and manipulation of data.

Course Outcome: Through the study of data handling, the learner can develop the skill to collect, organise, display, analyse and interpret information.

Course Code: VAE_IT01

Duration: 3 Months (1+1+1)

Course Level I : Basic (10 Hours)

Course Level II : Core (10 Hours)

Course Level III: Expert (10 Hours)

Fees: ₹500/- (For each level)

8. Certificate Course on E-Commerce

Objective: This course will inspire students with online business ideas and motivate them to apply what they learned in the real life.

Course Outcome: Successful completion of this course should lead to the learning outcomes of students- Knowledge and understanding, Intellectual Skills, Subject Specific Skills, Transferable Skills.

Level I : Basic

Level II : Core

Level III : Expert

Fees: Rs.500/- (for each level)

Course duration: 30 hours

Mode of teaching- Both Online and Offline

Minimum Eligibility Criteria: Class XII pass or any person having knowledge in management & computer

9. Certificate Course on Computer Hardware

Objective: The objective of this course is to provide the students much needed knowledge of computer hardware and networking, enabling them to identify and rectify the onboard computer hardware, software and computer network related problems.

Course Outcome: On successful completion of this course a student shall be able to: Understand basic concept & structure of Computer Hardware & Networking Components, Identify the existing configuration of the computers & peripherals, re-install OS & various shipboard applications, Perform routine maintenance, upgrades of virus definitions, set schedules etc., Manage data backup & restore operations.

Level I : Basic

Level II : Core

Level III : Expert

Fees: Rs.500/- (for each level)

Course duration: 30 hours

Mode of teaching- Both Online and Offline

Minimum Eligibility Criteria: Class XII pass or any person having knowledge in computer

10. Certificate Course on C & C++ Programming

Objective: This course is designed to provide complete knowledge of C/C++ programming language. Students will be able to develop logic which will help them to create programs, applications in C/C++. Also by learning the basic programming constructs they can easily switch over to any programming language in future.

Course Outcome: On completion of Certificate course in C and C++, students can also go for advanced level course and get expertise in this language. After the completion of this program, students can get different jobs of diverse profiles such as Software Developer, Software Analyst, Programmer, Engineer etc.

Level I : Basic

Level II : Core

Level III : Expert

Fees: Rs.500/- (for each level)

Course duration: 30 hours

Mode of teaching- Both Online and Offline

Minimum Eligibility Criteria: Class XII pass **or** anyone having knowledge in computer.

11.Certificate Course on Tally

Objective: This course is designed to impart knowledge regarding concepts of Financial Accounting. Tally is an accounting package which is used for learning to maintain accounts. As this course is useful for Commerce students to get placements in different offices as well as companies in Accounts departments.

Course Outcome: After successfully qualifying the examination, students will be awarded certificate to work with well-known accounting software. Students do possess required skill and can also be employed as Tally software.

Level I : Basic

Level II : Core

Level III : Expert

Fees: Rs.500/- (for each level)

Course duration: 30 hours

Mode of teaching- Both Online and Offline

Minimum Eligibility Criteria: Class XII pass **or** anyone having knowledge in computer

12.Certificate Course on Acoustic Guitar under Rock School London

Total Level – 05 (under RSL syllabus)

Each level -10 classes (1hr class)

Offline classes in classrooms.

Fees: Rs.500/- (for each level)

Course duration: 30 hours

Mode of teaching- Both Online and Offline

Minimum Eligibility Criteria: Class XII pass **or** any person having knowledge in computer

13.Advanced Certificate Course on Information Technology

Level I. Certificate Course on System Administration Using Linux

Course Code: ITSTCC01

Objective: The course is designed to help the students to understand the Linux Environment and its practices.

Course Outcome: After successful completion of the course a student will be thorough with Linux systems and expertise in Linux Operating System.

Fees: Rs.500/- (for each level)

Course duration: 30 hours

Mode of teaching- Both Online and Offline

Minimum Eligibility Criteria: 10+2 with basic Computer Knowledge. & Pre-requisites, if any

Level II: Certificate Course on Linux Apache MySQL PHP (LAMP)
Course Code: ITSTCC02

Objectives: The course is designed to help the students to understand LAMP.

Course Outcome: After successful completion of the course a student will be able to create a web application, handle database using open-source software's such as Linux, Apache web server and PHP.

Fees: Rs.500/- (for each level)

Course duration: 30 hours

Mode of teaching- Both Online and Offline

Minimum Eligibility Criteria: Preferably completed STCC01, Basic Computer Fundamentals, 10+2 & Pre-requisites, if any with basic knowledge of programming

Level III: Certificate Course on Machine Learning with SciKit Learn

Course Code: ITSTCC03

Objective: The course is designed to help the students to learn machine learning.

Course Outcome: After successful completion of the course a student will be able to develop applications using machine learning.

Fees: Rs.500/- (for each level)

Course duration: 30 hours

Mode of teaching- Both Online and Offline

Minimum Eligibility Criteria: Basic Object-oriented programming, working with IDE.

14. Certificate Course on Leadership Development (For students of M.Com.)

Objective-The objective of this course is to give insight towards different dimension of leadership. It helps in developing strategic thinking and producing innovative ideas. It facilitates the students with skill enhancement through communication. The course helps in achieving goals by implementing the plans.

Course Outcome- The paper highlights the workings of employees at work places. It elaborates about the human behaviour at work. Also, the course presents the various ways of resolving matters which can disrupt the working of the 31 organizations. It also includes creativity and creative problem solving which are absolutely essential to become a successful leader.

Mode of Teaching- Both online and offline mode. ICT classes will be conducted as per requirement.

Course duration- 30 hours

Minimum eligibility- Graduation.

Course Fee- Rs 1000/-

15. Certificate Course on Quantitative Aptitude

About the Course:

An aptitude is a component of competence to do a certain kind of work at a certain level. Quantitative Aptitude assesses a student's arithmetic precision, conceptual mathematical ability and rational thinking applicability.

Course Objective:

The sole objective of imparting this course is to develop students' mathematical skills and analytical ability which helps them to demonstrate various principles involved in solving mathematical problems and thereby reducing the time taken for performing job functions.

Course Outcomes:

After completing this course, students will be able to develop

1. Thinking ability:

Thinking abilities include conceptualising estimating, assessing memory retention and thought structure. Critical thinking abilities enable us to comprehend and evaluate a situation based on all relevant facts and information.

Problem Solving:

Problem solving abilities enable us to handle problem swiftly and efficiently. Individuals with these abilities are more self-reliant, which is one of the essential characteristics that companies look for in job applicants.

Quick Decision Making:

Our capacity to make decisions defines our life. Quantitative Aptitude helps us to make quick decision because of the time constraint and objectivity of solutions. Making sound decision quickly is an essential talent in any organization.

Attention to Detail:

Attention to detail is the capacity to effectively and precisely organise our cognitive talents to focus on a given activity or set of tasks. It entails analysing things with a special eye, reducing distractions and understanding how to concentrate on what is crucial and vital.

Course Duration:

The course will be in 3 levels of 30 (Thirty) hours duration. The course will be taught in hybrid mode.

Course Curriculum

Level 1		
Unit I	Number System	2 Periods
Unit II	Simplifications	2 Periods
Unit III	LCM & HCF	2 Periods
Unit IV	Average	2 Periods
Unit V	Percentage	2 Periods

Level 2		
Unit I	Set Theory	1 Periods
Unit II	Surds & Indices	2 Periods
Unit III	Logarithm	2 Periods
Unit IV	Linear & Quadratic Equations	2 Periods
Unit V	Permutation & Combination	3 Periods

Level 3		
Unit I	Ratio, Proportion & Mixture	2 Periods
Unit II	Time & Work	1 Period
Unit III	Profit, Loss & Discount	2 Periods
Unit IV	Mensuration	3 Periods
Unit V	Probability	2 Periods

16. Certificate Course on Finishing School

Finishing schools are outstanding schools that focus on developing the character of an individual and teaching them important ethical and moral values. They have specially designed programs to identify the potential and personality type of an individual. Finishing schools polishes the personality of an Individual so that they can stand out from the crowd.

Objective: To see the students step into the future with confidence having required skills and tools to make difference not only in professional and personal life, but also in the society. Our goal is to provide the students the opportunity to reach this potential.

Course Outcome: The students will be able to communicate effectively, take initiative and demonstrate a positive personality so that they can adhere to challenging work environment. The course will help to bridge the gap between the skill requirements of the employer or industry and the competency of the students.

Course Structure: The course will be of 30 hours duration and will be conducted in hybrid mode. The course will be divided into two level with 3 (three) modules in each level.

LEVEL I:

MODULE 1: Soft Skills

MODULE 2: Health and Hygiene

MODULE 3: Social Finesse

LEVEL II:

MODULE 4: Diet & Nutrition

MODULE 5: Verbal Non-Verbal Communication

MODULE 6: Event Management

Fees: Rs. 500/- (Rupees Five Hundred) for each level

Minimum Eligibility Criteria: Class XII pass in any stream

**For more details with regard to Value Added Courses, one may contact :
Dr. Bipul Ch. Kalita (98640 43490) or visit www.kcdcollege.ac.in**

Massive Open Online Course (MOOC)

E-learning is rapidly gaining importance and momentum with the advent of technology. With the Government's 'Digital India' initiative aiming to digitize India, the college has designed and developed the institutional MOOC platform in website and it was launched on 7th November, 2022.

Institutional MOOC available in college website:

- 1. Certificate Course on Basics of Banking and Awareness**
- 2. Certificate Course on Machine Learning with SciKit Learn**

The registration fee of the course is **Rs.100** and after completion of the course the students will get a certificate.

Audio Lab:

The Audio Lab of K. C Das Commerce College was established in 2023. The objective of the Audio Lab is to produce Audio Lessons for students so that they can have easy access to online classes. The Audio Lab till now, has produced number of Case Studies and Educational Videos for the students.

DEPARTMENTS AND FACULTY MEMBERS

 **Principal: Dr Hrishikesh Baruah, M.Sc., Ph.D.**

 Vice-Principal: Dr. Bhababhuti Sharma, M.Com., Ph.D.

The untiring efforts of a group of eminent educationists and well-wishers gave birth to K. C. Das Commerce College on the 7th day of November 1983. After a few years of its inception, Departmentation was made with related subjects as per the guidelines of G.U & Directorate of Higher Education, Assam.

DEPARTMENT OF ACCOUNTANCY

Accounting being the language of business transaction, the main objective of the Department of Accountancy is to impart learning about the systematic record keeping of all business transactions. It teaches both at the Higher Secondary and UG level. The department organizes seminars and workshops on academics in collaboration with reputed institutions for the benefit of the students. Field Study is conducted every year for B.Com. Final Semester students having Major in Accountancy.

Presently, the following faculty members are serving in the department-

- Dr. Bijoy Kalita- M.Com., Ph.D. Associate Professor & HOD
- Dr. Bipul Ch. Kalita- M.Com., M.Phil., Ph.D., Associate Professor
- Dr. Safiqul Haque- M.Com., Ph.D., Assistant Professor
- Mr. Manoj Kedia- M.Com., Assistant Professor
- Mr. Bikash Kr. Jain- M.Com., B.Ed., Assistant Professor
- Mr. Dhruvajyoti Sarma- M.Com., Assistant Professor
- Mrs. Rimjim Borah--M.Com., B.Ed., Assistant Professor
- Mr. Dipjoy Langthasa M.Com, PGDCA , Assistant Professor

DEPARTMENT OF MANAGEMENT

The primary objective of the Department of Management is to impart quality education in the field of Management as per the syllabus of A.H.S.E.C. and G.U. in Higher Secondary and Degree level respectively. The faculty of the department believes that quality education can be imparted only when practical knowledge and experiences are incorporated in the teaching method. Thus, every year, the department organises Field Trips for its Major students. Apart from field survey, the department also organizes guest lectures, mock interviews, debates etc. Research guidance leading to Ph.D. is also offered by faculty member of the Department.

Presently, the following faculty members are serving in the department.

- Dr. Bhababhuti Sarma, M.Com., Ph.D., Associate Professor & HOD

- Dr. Malamoni Dutta, M.Com., M.Phil., PGDPM, Ph.D., Assistant Professor
- Dr. Kukil Borah, M.Com., M.Phil., Ph.D., Assistant Professor Associate
- Dr. Chaitali Das, M.Com., LL.B., C.S. (Inter), M.Phil., Ph.D., Assistant Professor
- Mr. Souvick Baruah, M.Com., PGDBM. Assistant Professor
- Ms. Indrani Bhagowati, M.Com., DAHTM, Assistant Professor
- Dr. Bonosree Bhuyan M. Com, Ph.D., Assistant Professor

DEPARTMENT OF FINANCE

At the time of inception, the Department of Finance was known as the Department of Commerce (Banking). However, in the year 2003, it was renamed as the Department of Finance. The Department thrives to develop a broad understanding of financial concepts and tools through knowledge of financial theories within the primary areas of finance. It teaches UG and HS level programs aligned with the faculty's interdisciplinary knowledge and expertise. It also holds the credit of guiding the students to attain State Highest Marks in Banking in HS Final Examinations several times. The department aspires to provide quality education along with proper guidance to the budding students of today.

Presently, following faculty members are serving in the department:

- Dr. Murali Krishna Sarma, M.Com., Ph.D., Assistant Professor & HOD.
- Dr. Runumoni Lahkar Das, M.Com., M.Phil., B.Ed., LL.B., Ph.D., Associate Professor.
- Ms Pallavi Kakati, M.Com., M.Phil., Assistant Professor.
- Dr. Dhani Kanta Kalita, M.Com., M.Phil., Ph.D., Assistant Professor.
- Dr. Satyajit Sarmah, M.Com., M.Phil., Ph.D., Assistant Professor.
- Dr. Rohit Bhattacharjee, M.Com., M.Phil., Ph.D., Assistant Professor.
- Mr. Dipankar Hazarika, M.Com., Assistant Professor.

DEPARTMENT OF ECONOMICS

Economics as a discipline of social science has a practical approach to enrich economic values among the students in their daily as well as in their professional life. The Department of Economics aims to acquaint the students with the contemporary economic problems and enable them to appreciate and participate in the efforts being made to tackle them. The students of the department have consistently shown good results. From the academic session 2020-2021, the department obtained the permission from Gauhati University to start B.A. (Hons.) course in Economics and B.Sc. (Regular) course with Economics-Mathematics-Statistics combination.

Presently, the following faculty members are serving in the department:

- Dr. Upasana Chakravarty, M.A., M.Phil., Ph.D., Associate Professor & HOD
- Dr. Ananta Pegu, M.A., Ph.D., L.L.B, Associate Professor
- Mr. Sumit Ghosh

DEPARTMENT OF MATHEMATICS AND STATISTICS

The Department of Mathematics and Statistics encourages logical reasoning and mental rigor. The subjects taught in the H.S level are Business Mathematics and Statistics (BMS) and Mathematics. In the undergraduate level, both Business Mathematics and Business Statistics are taught. From the academic session 2020-2021, the department got the permission from Gauhati University to start B.Sc. (Regular) course with the subject combination Mathematics-Statistics-Economics.

Presently, the following faculty members are serving in the department:

- Ms. Jayashree Pathak, M.Sc., B.Ed., Assistant Professor and HOD(i/c)
- Mr. Santanu Kumar Borah, M.Sc., PGDCA, Assistant Professor
- Dr. Chandana Goswami, M.Sc., M.Phil., Ph.D., Assistant Professor
- **Vacant (Sanctioned post)**

DEPARTMENT OF ENGLISH

The Department of English imparts learning both at the Higher Secondary and Under Graduate level. It aims:

- To enrich the reading, writing, listening and comprehending skills of the students.
- To create awareness in the young minds about the importance of the English language as the language of universal communication.
- To help the students communicate effectively in English which in turn would give them the confidence to face the competitive world.
- To impart the correct practices of the strategies of effective business writing.

Presently, the following faculty members are serving in the department:

- Dr. Prarthana Barua, M.A., Ph.D., Associate Professor & HOD
- Ms. Anjita Bora, M.A., M.Phil., PGCTE., Assistant Professor
- Ms. Archana Bora, M.A., M.Phil., Assistant Professor
- Mr. Sankarjyoti Chaudhury, M.A., Assistant Professor

DEPARTMENT OF ASSAMESE

The main objective of the Department is to impart quality education related to the Assamese Language and Commerce Education in Higher Secondary and Degree courses respectively.

Presently, the following faculty members are serving in the department:

- Dr. Swapna Smriti Mahanta, M.A., Ph.D., Associate Professor & HOD
- Mr. Debasish Buragohain, M.A., Assistant Professor

DEPARTMENT OF BENGALI

The primary objective of the department is to impart quality education relating to Bengali literature and language from Higher Secondary to Under Graduate level, as per the syllabus of AHSEC and Gauhati University respectively.

Presently, the following faculty members are serving in the department:

- Dr. Shrabani Bhadra, M.A., B.Ed., M.Phil., Ph.D., Associate Professor & H.O.D
- Mrs. Kalpana Dutta Dhar, M.A. (Double), Assistant Professor

DEPARTMENT OF HINDI

The main objective of the Department is to impart quality education relating to Hindi studies from Higher Secondary to the Under Graduate level.

Presently, the following faculty members are serving in the department:

- Mrs. Purnima Singh, M.A., B.Ed., Assistant Professor
- Ms. Chinmoyi Das, M.A. Assistant Professor

DEPARTMENT OF INFORMATION TECHNOLOGY

The Department of Information Technology was established in the year 2005. The department conducts both theory as well as practical classes for B. Com. as well as Higher Secondary students.

Presently, the following faculty members are serving in the department:

- Mr. Jitumoni Borah, MCA., M.A. (Eco.), M.Phil. Assistant Professor & HOD
- Mr. Hirajyoti Sarma, M.Sc. (IT), Assistant Professor
- Mr. Apurba Haloi, M.Sc. (IT), PGDCA (Double), Assistant Professor

DEPARTMENT OF M.COM.

The Department of M.Com. came into existence in the year 2011. It teaches higher-level concepts in the domain of Commerce by providing two broad areas of specialization viz Accounting & Finance and Management & Marketing. The department aims at motivating the students to pursue various higher studies options like M.Phil, Ph.D, MBA etc. The Department has a record of holding positions and an overall pass percentage of 96-97 % in the M. Com. Final Examinations.

Presently, the following faculty members are serving in the department

- Dr. Bhababhuti Sarma, M.Com., Ph.D., Associate Professor & Co-ordinator
- Dr. Chandra Prabha Bohra, M.Com. (Gold Medal), Ph.D MBA, Asstt. Professor & HoD
- Dr. Jayanta Kr. Das, M.Sc. (Double), PGDCA, Ph.D. Assistant Professor
- Mr. Kuldip Sarma, M.Com., Assistant Professor
- Ms. Priyanka Mittal, M.Com., Assistant Professor
- Mr. Hrishikesh Pathak, M.Com. Assistant Professor

DEPARTMENT OF BACHELOR OF BUSINESS ADMINISTRATION (BBA)

The Department of Bachelor of Business Administration was established in 2008. It aims to provide knowledge and requisite skills in different areas of Management like Human Resource, Finance, Operations and Marketing in order to give a holistic understanding of the business system. Summer Internship Programmes are organised every year for BBA 5th Semester students.

Extra-curricular activities like Field Trips are also organised for the BBA 2nd Semester students to impart practical knowhow.

Presently, the following faculty members are serving in the department:

- Dr. Bijoy Kalita, M.Com., Ph.D., Associate Professor, Co-Ordinator
- Ms. Rashmi Tiwari, M. Com., MBA (Finance), Assistant Professor, HoD
- Ms. Marami Moni Choudhury, MBA (HRM & MRKT), Assistant Professor
- Ms. Sudipta Karmakar, M.A., (English) Assistant Professor
- Mr. Himanku Sarma, MBA, M.Com., Assistant Professor
- Mr. Bhargav Talukdar, M.Com., Assistant Professor
- Mr. Pallab Kumar Das, M. Com, B.Ed. Assistant Professor

DEPARTMENT OF COMPUTER SCIENCE

Computer education has been an integral part of K. C. Das Commerce College since 2008. The Department of Computer Science

- provides a strong foundation in fundamentals of computers.
- makes the students understand, analyse and develop computer programs in areas related to algorithm, web design and networking for efficient design of computer-based system.
- brings clarity on both conceptual and application-oriented skills in Commerce, Finance and Accounting and IT Applications in Business context.

The department is well-equipped with 40 numbers of computers (including 10 n-computing devices) and is also provided with internet connectivity.

Courses of BCA and PGDCA are offered under this Department.

Presently, the following faculty members are serving in the department:

- Dr. Bijoy Kalita Ph.D., Associate Professor, Coordinator

- Mr. Tabiruddin Ahmed, M.Sc. (Computer Sc.) Assistant Professor, HoD
- Mr. Tony Bayan, M.Sc. (IT) Assistant Professor
- Ms. Jurimoni Kalita, M.Sc. (Computer Sc.) Assistant Professor
- Ms. Sudipta Karmakar, M.A. (English) Assistant Professor
- Ms. Jyotiskha Biswasi, MCA, Assistant Professor
- Mr. Somnath Chatterjee, MCA, Assistant Professor

LIBRARY STAFF

- Dr. Shrabani Bhadra, M.A., B.Ed., M.Phil., Ph.D., Associate Professor & H.O.D (Librarian i/c)
- Mr. Sudipta Kalita (Assistant Librarian)
- Mr. Bedanga Ranjan Borah (Assistant Librarian)
- Mr. Rajesh Rajbangshi, Grade IV

NON-TEACHING STAFF

- Mr. Paresh Kalita, B.A., Senior Assistant
- Ms. Saraju Kakati, B.A., Junior Assistant
- Ms. Rina Das, Junior Assistant
- Mr. Ratul Medhi, Library Bearer
- Ms. Barnali Choudhury, B.A., Junior Assistant
- Mr. Phul Kr. Tamang, B.Com., Accounts Assistant
- Mr. Khirod Das, BCA, Junior Assistant
- Mr. Hemanta Ch. Deka, Grade IV
- Mr. Hemen Deka, Grade IV
- Ms. Momi Devi, Grade IV
- Mr. Hemen Barman, Grade IV
- Mr. Girish Deka, Grade IV
- Mr. Siba Charan Das, Grade IV
- Mr. Dipak Rajbongshi, Grade IV
- Mr. Ratul Deka, Grade IV
- Mr. Manindra Deka, Grade IV
- Mr. Tilok Borah, Grade IV
- Mr. Sunil Sarma, Grade IV
- Mr. Krishna Rao (Cleaner)
- Ms. Dharmeswari Deka (Cleaner)
- Mr. Syed Ali (Cleaner)
- Mr. Binod Rai (Gardener)
- Mr. Sailen Tiwari, Plumber
- Mr. Prabhat Mitra, Electrician

ADMISSION PROCEDURE

- Admission into the College is made strictly in order of merit and is governed by the College admission rules.
- The College follows the Reservation Policy of the Government of Assam.
- The segregation of seats as per quota are:

SC	7%
ST (Hills)	5%
ST (Plains)	10%
OBC / MOBC	15%
Differently Abled	2%
EWS	10%

As per Govt. of Assam O.M. No. AHE 250/2014/1, dated 05.06.2014, a maximum 5% of the seats may be earmarked as per break up given below:

- (a) 2% for sports persons of sports recognized by IOA/SAI and also have represented District/State etc.
- (b) 1% for wards of employees of the College
- (c) 1% for NCC/NSS/Scouts & Guides
- (d) 1% for students with achievement in cultural activities.

The above-mentioned seats are to be filled up on the basis of the merit list of students concerned in each category.

ADMISSION GUIDELINES

- ❖ Applicants willing to take admission into the First Semester of B.Com. and Self-sustainable Courses like BA (Economics Honours), B.Sc. (Regular course with Eco-Stats-Maths combination), BBA and BCA must register their names in the ASSAM STATE HIGHER EDUCATION ADMISSION PORTAL (Samarth eGov). The link for the same is www.assamadmission.samarth.ac.in.
- ❖ Thereafter, candidates must also register their names in the Online Admission Portal of the College at www.kedcollege.ac.in.
- ❖ For programmes like M.Com. and PGDCA., candidates must register their names in the Online Admission Portal of the College at www.kedcollege.ac.in.
- ❖ No printed form shall be provided in the College. The instructions for registering and filling-up of the form will be available in the portal. The date of issue of forms will be notified in the website.
- ❖ Step by step guidelines for doing various activities on the Online Portal shall be available in the College Portal during the form fill-up / admission process. Applicants are advised to read the guidelines thoroughly before starting their online activities on the portal. Any issue arising out of non-adherence to those guidelines shall be the sole responsibility of the applicant only.
- ❖ Applicants are advised to use their own mobile number and email-id for registration and applying online. All further communications shall be made on this mobile number

and email-id only.

- ❖ Preferred web browser is the updated version of Chrome.
- ❖ Applicants are to keep ready for upload the following documents for applying online:
 - One passport size photograph in .jpg/.jpeg format of maximum size 200 KB.
 - Qualifying Marksheet and relevant certificates or documents in .jpg/.jpeg format of maximum 500 KB each.
- ❖ **After successful submission of forms online, the students are required to take a printout of the completed form along with the uploaded documents and compulsorily submit the hardcopy in the College Office before the last date. Under unavoidable circumstances, the form may be sent by Registered Post at K. C. Das Commerce College, Chatribari, Guwahati-781008.**
- ❖ **Applications without submission of hard copies will be treated as incomplete and will stand cancelled.**
- ❖ Applications for which final submission have been made shall be verified along with the submitted documents by the College and provisionally considered for admission. **Applicants are warned against providing any false information in their application form.**
- ❖ **Admission of students who have submitted false information in their online application process shall be summarily cancelled and they shall forfeit their admission fees.**
- ❖ **Provisional Merit list for admission into Self-sustainable courses shall be published on the College Website along with the dates of admission.**
- ❖ Applicants are advised to apply well in advance before the last date of submission of online forms to avoid last minute issues. Students facing any difficulty should contact the College Office early to sort out any difficulties.
- ❖ **Since all payments related to admission are to be made online through the Online Admission Portal, applicants are to ensure before-hand that their online modes of payment (Debit Card/ Credit Card/ Net Banking) are active and working and they have sufficient balance in their accounts for doing so. The College will not be responsible if applicants are unable to make their payments online due to any reasons.**

ONLINE FORM FILL-UP PROCESS:

- **Applicants have to first register themselves on the College portal. One Contact Number and one Email can be used only once.**
- **Set your own password**
- **An OTP will be sent to your given contact no. Enter that OTP to verify and complete your registration.**

- **After successful registration, you can login to Applicants' Portal with Contact No. and given password and fill-up the application form.**
- **List of selected students will be notified through an SMS in their registered mobile no. and will also be displayed in the College website.**
- **Applicants who have been shortlisted for admission on a particular date shall compulsorily have to take admission on the specified date, failing which his / her seat will be given to the next deserving candidate on the subsequent date. No claim of any sort will be entertained by the College authority if applicants fail to take admission on the stipulated date due to any reason.**
- **Applicants who have been left out after seats have been filled up shall have no claim whatsoever regarding admission. The decision of the College shall be final and binding in all respects.**

ADMISSION INTO HIGHER SECONDARY FIRST YEAR

- **Interested students are asked to log in to Darpan Portal and get them registered before the last date.**
- **The Merit List of the short-listed candidates will be informed through the College website.**
- **Admission will take place in Offline Mode.**
- **The date and time of admission will be notified in the College website.**

FEES STRUCTURE FOR THE SESSION 2024-25

(FEES PAYABLE AT THE TIME OF ADMISSION MAY VARY
SUBJECT TO THE ISSUE OF GOVT. NOTIFICATION)

SESSION FEES**H. S. 1st Year**

S.No.	Head	Fees Head	Fees
1	Assam Higher Secondary Council fee	Registration fee	150
		Enrolment fee	50
2	Establishment	Renovation & repairing of old buildings	100
		Desk Bench and College Furniture	100
		Computer Purchase and Annual Maintenance	80
		Toilet repairing & Cleaning	50
		Boys & Girls Common Room	50
		CCTV & Security	100
		Campus beautification, Gardening	50
3	Electricity	Internal Road and disaster fund	100
		Power	300
4	Library	Generator, Fuel, Fan-Bulb purchase & repairing	200
		New Book Purchase	200
5	Contingency	Library & Lib. Software updating	100
		Stationery, TA to Council	400
6	Development	Academic Seminar	100
		Sost & Hard Skill Development	50
		Sports facility & Training	50
		Cultural facility and workshop	50
7	Continuous Evaluation	Examination fees	200
8	Students related fee	NCC/NSS/Scout/Red Cross	50
		I Cards	50
		Magazine	100
		Union Fees	50
		Games & Sports Competition	50
		Festival	50
		Culture & Drama and Music	100
		Debate	100
		Youth Festival	100
		GMC Tax	200
Grand Total			3,330

Fees payable for admission into H.S. 1st Year

Head of Fees		SEBA		Other Board	
		Boys	Girls	Boys	Girls
1.	Session Fees	3330.00	3330.00	3330.00	3330.00
2.	Eligibility Certificate Fees	0	0	300.00	300.00
Total (in Rs.)		3330.00	3330.00	3630.00	3630.00

Fees payable for admission into H.S. 2nd Year

Head of Fees		Boys	Girls
1.	Session Fees	3130.00	3130.00
Total (in Rs.)		3130.00	3130.00

B.COM. 1st SEMESTER

Admission Fees

S.No.	Head	Fees Head	Fees
1	University Fee	Affiliation & Inspection fee	200
		Registration fee	430
		Enrolment fee	250
2	Establishment	Renovation & Repairing old buildings	100
		Desk Bench and College Furniture	100
		Computer Purchase and Annual Maintenance	80
		Toilet repairing & Cleaning	50
		Boys & Girls Common Room	50
		CCTV & Security	100
		Campus beautification, Gardening	50
		Internal Road and disaster fund	100
3	Laboratory	Equipments, Chemicals etc.	900
4	Electricity	Power	300
		Generator, Fuel, Fan-Bulb purchase & repairing	200
5	Library	New Book Purchase	200
		Library & Lib. Software updating	100
6	Contingency	Stationery, TA, to University	400
7	Development	Academic Seminar	100
		Quality (NAAC)	100
		Faculty	100
		Guest Lecturer	50
		Sost & Hard Skill Development	50
		Sports facility & Training	50
		Cultural facility and workshop	50
8	Continuous Evaluation	Examination fees	200
9	Students related fee	NCC/NSS/Scout/Red Cross	50
		I Cards	50
		Magazine	100
		Union Fees	50
		Games & Sports Competition	50
		Festival	50
		Culture & Drama and Music	100
		Debate	100
		Youth Festival	100
		GMC Tax	200
		Grand Total	

Fees payable by AHSEC and Other Board Students (within Assam) for admission into B.Com. 1st Semester

Head of Fees		Honours Course
1.	Admission Fees	5160.00
Total (in Rs.)		5160.00

Fees payable by Other State Board Students (outside Assam) for admission into B.Com. 1st Semester

Head of Fees		Honours Course
1.	Admission Fees	5160.00
2.	Eligibility Certificate Fees	1820.00
Total (in Rs.)		6980.00

Note:

- For Admission into the B.Com. Course, students from other Boards outside Assam must pay a fee of Rs. 1820/- to Gauhati University to obtain Eligibility Certificate which may be subject to change from time to time.
- Major students of 6th Semester will have to pay an additional amount of Rs. 200.00/- for Project Work as and when notified by the College.

Fees payable for admission into B.Com. III & V Semesters

Head of Fees		Honours Course
1.	Admission Fees	4730.00
Total (in Rs.)		4730.00

B.A. 1ST SEMESTER WITH ECONOMICS HONOURS
(Self-sustainable Course)
Session Fees

Sl. No.	Head of Fees	Amount (in Rs.)
		Major
1.	Admission Fees	400.00
2.	Establishment Fees	1500.00
3.	Laboratory Fees	300.00
4.	Electricity Fees	600.00
5.	Contingency Fees	400.00
6.	Enrolment Fees	200.00
7.	Identity Card Fees	50.00
8.	Development Fees	1000.00
9.	Library Fees	200.00
10.	Internal Exam Fees	200.00
11.	NCC/NSS/Scouts & Guides Fees	30.00
12.	Magazine Fees	150.00
13.	Students' Union Fees	300.00
14.	Games and Sports Fees	100.00
15.	Festival Fees	100.00
16.	Co-curricular Fees	100.00
17.	Cultural/Music Fees	50.00
18.	Debating/Literature Fees	50.00
19.	Student Welfare Fund	50.00
20.	ICT Fee	100.00
21.	Youth Festival	100.00
22.	Maintenance of Security Service	200.00
23.	GMC Tax	200.00
Total (in Rs.)		6380.00

Note:

- For Admission into the B.A. (Economics Honours) Course, students from Other Boards outside Assam must pay a fee of Rs. 1820/- to Gauhati University to obtain Eligibility Certificate which may be subject to change from time to time.
- Renewal Admission fees of Rs. 500/- is to be paid at the time of 2nd, 4th and 6th Semester admission respectively.

**Fees payable for admission into B.A. 1st Semester
(Economics Honours)**

Head of Fees		Within Assam	Other Board (Outside Assam)
1.	Admission Fees	6380.00	6380.00
2.	Registration Fees	430.00	430.00
3.	Enrolment Fees	250.00	250.00
4.	Eligibility Certificate Fees	-	1820.00
Total (in Rs.)		7060.00	8880.00

**Fees payable for admission into B. A. III & V Semester
(Economics Honours)**

Head of Fees		Hons. Course
1.	Admission Fees	6380.00
2.	Enrolment Fees	250.00
Total (in Rs.)		6630.00

B.Sc. 1ST SEMESTER (REGULAR COURSE)**(Self-Sustainable Course)****Session Fees**

Sl. No.	Head of Fees	Amount (in Rs.)
		Regular
1.	Admission Fees	400.00
2.	Establishment Fees	1500.00
3.	Laboratory Fees	300.00
4.	Electricity Fees	600.00
5.	Contingency Fees	400.00
6.	Council Enrolment Fees	200.00
7.	Identity Card Fees	50.00
8.	Development Fees	1000.00
9.	Library Fees	200.00
10.	Internal Exam Fees	200.00
11.	NCC/NSS/Scouts & Guides Fees	30.00
12.	Magazine Fees	150.00
13.	Students' Union Fees	300.00
14.	Games and Sports Fees	100.00
15.	Festival Fees	100.00
16.	Co-curricular Fees	100.00
17.	Cultural/Music Fees	50.00
18.	Debating/Literature Fees	50.00
19.	Student Welfare Fund	50.00
20.	ICT Fee	100.00
21.	Youth Festival	100.00
22.	Maintenance of Security Service	200.00
23.	GMC Tax	200.00
Total (in Rs.)		6380.00

Note:

- For Admission into the B.Sc. (Regular Course), students from Other Boards outside Assam must pay online a fee of Rs. 1820/- to Gauhati University to obtain Eligibility Certificate which may be subject to change from time to time.
- Renewal Admission fees of Rs. 500/- is to be paid at the time of 2nd, 4th and 6th Semester admission respectively.

Fees payable for admission into B.Sc. 1st Semester (Regular)

Head of Fees		Within Assam	Other Board (Outside Assam)
1.	Admission Fees	6380.00	6380.00
2.	Registration Fees	430.00	430.00
3.	Enrolment Fees	250.00	250.00
4.	Eligibility Certificate Fees	-	1820.00
Total (in Rs.)		7060.00	8880.00

Fees payable for admission into B. Sc. III & V Semester(Regular)

Head of Fees		Regular Course
1.	Admission Fees	6380.00
2.	Enrolment Fees	250.00
Total (in Rs.)		6630.00

**Fees payable for admission into M. Com. 1st Semester by GU students
(Self-sustainable Course)**

Head of Fees		Fees to be paid
1.	Session Fees	8000.00
2.	P.G. Establishment Fees	4400.00
3.	Identity Card	100.00
4.	Registration Fees	430.00
5.	Enrolment Fees	250.00
Total (in Rs.)		13,180.00

Fees Payable for admission into M. Com. 1st Semester by Non-GU students

Head of Fees		From Assam	Outside Assam
1.	Session Fees	8000.00	8000.00
2.	P.G. Establishment Fees	4400.00	4400.00
3.	Identity Card	100.00	100.00
4.	Eligibility Certificate	1210.00	1820.00
5.	Registration Fees	430.00	430.00
6.	Enrolment Fees	250.00	250.00
Total (in Rs.)		14,390.00	15,000.00

Fees payable for admission into M. Com. 3rd Semester

Head of Fees		
1.	Session Fees	8000.00
2.	P.G. Establishment Fees	4400.00
3.	Enrolment Fees	250.00
Total (in Rs.)		12650.00

Note:

- For 2nd and 4th Semester respectively, M. Com. Students have to pay the Session Fees only.

Fees payable for admission into BBA/Computer Science annually
(Self-sustainable Course)

Head of Fees		Within Assam	Outside Assam
1.	Session Fees	8000.00	8000.00
2.	Establishment Fees	24160.00	24160.00
3.	Identity Card	100.00	100.00
4.	Registration Fees	430.00	430.00
5.	Enrolment Fees	250.00	250.00
6.	Eligibility Certificate Fees	-	9080.00
Total (in Rs.)		32940.00	42020.00

Note:

- Students from outside Assam has to pay an amount of Rs. 9080/- as Eligibility Certificate Fees to the Gauhati University which may vary subject to the issuance of GU notification.
- Registration Fees Rs. 430/- and University Enrolment Fees Rs. 250/- is to be paid by students irrespective of their Boards. However, this may vary subject to the issuance of GU notification.
- The course curriculum for BBA & BCA is the one prescribed by Gauhati University.

PROSPECTUS 2024-25

Fees payable for admission into BBA/Computer Science III & V Semester

Head of Fees		Course fees
1.	Session Fees	8000.00
2.	Establishment Fees	24160.00
3.	Identity Card	100.00
4.	Enrolment Fees	250.00
5.	Eligibility Certificate Fees	-
Total (in Rs.)		32510.00

Fees payable for admission into PGDCA (Half-Yearly)

Head of Fees		
1.	Admission Fees (Half Yearly)	5900.00
Total (in Rs.)		5900.00

(Students taking admission in PGDCA will enjoy the benefit of One Online Certificate Course free of cost run by K. C. Das Commerce College.)

Other Fees

- Fees for issue of Duplicate Identity Card is Rs. 100/-

CAMPUS LIFE

STUDENTS' UNION

The Students' Union acts as an umbrella body for all the clubs and committees on campus and ensures their smooth functioning at each juncture. Apart from being the link between the students and the management, the Students' Union is responsible for the brand enhancement of the campus and constantly strives towards making the experience of the students on campus comfortable and enriching. The Students' Union provides powerful leadership and learning opportunities. It serves as the voice for an entire student body and actively works with teachers and advisors to promote a better learning environment.

STUDENTS' GRIEVANCE AND REDRESSAL CELL

The function of the Students' Grievance and Redressal Cell is to look into the complaints lodged by any student of the College and judge its merit. Anyone with a genuine grievance may approach the cell in person or in consultation with the office bearers of the Students' Union. In case the person is unwilling to appear in self, grievances may be dropped in writing at the link given in the website. Grievances may also be sent through e-mail to the member/Officer in-Charge of Students' Grievance Cell.

This cell functions with the objective of:

- Ensuring a democratic environment in the campus
- Solving the various personal and educational related grievances of the teacher-trainee
- Acquainting all teachers and students about their rights and duties
- Making the institute student friendly

Please further details, visit www.kcdcollege.ac.in

ANTI-RAGGING CELL

The College has a vigilant cell against instances of ragging. The cell takes measures to repeatedly remind students of the consequences of ragging and ensures that parents and new students are made aware of their rights. The Anti-Ragging Cell has been constituted to prevent ragging and to take anti-ragging measures as per the guidelines issued by the Supreme Court of India and UGC.

Please further details visit www.kcdcollege.ac.in

CAREER GUIDANCE AND PLACEMENT CELL

The Career Guidance and Placement Cell (CGPC) of the College functions with the objective of guiding and assisting the students to achieve their career goals. It provides awareness on higher studies, self-employment and job opportunities. The Cell takes adequate steps in identifying the current demands of the industry and prepares students towards this need. Adequate emphasis is given to soft skill development complementing the regular academic

performance. The Career Guidance and Placement Cell of our College play a vital role in shaping the careers of our students. Our College attracts some of the best names in the industry who is aware of the quality of human resource that we create.

A fulltime Placement Officer is assisted by the team and student coordinators work in tandem with the faculties to help our students develop their productivity and employability.

Functions of the Career Guidance and Placement Cell

- Sustained training for placements and competitive examinations
- Knowledge building sessions
- Training in basic communication skills
- Training in group discussions and interview skills
- Aptitude Test training
- Career Guidance sessions with industry experts informing students about various choices regarding their careers.
- Campus recruitment by leading companies offering challenging job profiles.

MENTORING PROGRAMME

The mentor-mentee relationship can be an invaluable one for the parties, the mentor as well as the mentee. The mentor's role is to teach, guide and help to shape the professional growth and learning of the mentee and to serve as a positive role model. The mentee's role is to seek guidance and constructive feedback on his/ her academic pursuits and professional development and career goals. However, to make the relationship grow, each party needs to understand the role they play.

The goal of K. C. Das Commerce College in this regard is to create a vibrant teaching-learning and self-exploring environment where the students can understand and access their own potential.

The newly admitted students are grouped and allotted respective mentors for their entire stint in the College. The details of allotment are available in the website of the College.

RESEARCH AND DEVELOPMENT CELL

Promotion of research and research-based activities amongst the faculty is a key strategy of the College. The Community Research and Development Cell of the College has been set up with an objective to assist Communities and Societies at large with regard to various socio-economic aspects. For reports of works done, one may visit: www.kcdcollege.ac.in.

I.T. Research and Development Cell creates and maintains institutional web interfaces. Digital Library and Learning Management Software (LMS) are two of the most important works done so far. Digital marketing has been done as part of extension services. Some institutions have shown faith and already bought our software products. For reports of works done, one may visit: www.kcdcollege.ac.in.

ABOUT IT R&D CELL

Computer Science is the main stem of the IT R&D Cell of K. C. Das Commerce College.

- The IT R&D Cell is supporting 11 reputed colleges of Assam w.r.t to installation and maintaining Digital Library.
- The IT R&D Cell has developed its own Learning Management System (LMS) for the stake holders of K.C. Das Commerce College.
- The IT R&D Cell has developed the College Website and has been maintaining the same as well as the MOOC's Platform, Value Added Education Portal and KCDCC Audio Book.
- The IT R&D Cell has been developing a portal and Mobile Application for IIE Assam for Van Dhan Vikas Kendra's.
- The Department of Computer Science with IT R&D Cell has developed a MOOC Course on Machine Learning using SciKit Learn.

START - UP AND INNOVATION CELL

Innovations have a strong linkage to the world of start-up. The foremost purpose of the Cell is to encourage, inspire and nurture young students through a supportive environment that helps them to establish their business ideas and develop their concepts into market ready products.

It also aims to:

- Conduct various innovation and entrepreneurship related activities, identify and reward innovations and share success stories.
- Organize periodic workshops/ seminars/ interactions with entrepreneurs, investors, professionals and create a mentor pool for student innovators.

SKILL HUB UNDER THE PMKVY 4.0

Our Career Counselling Unit thrives hard to take care of the needs of interested students. Recently, the College has been allotted a Skill Hub under the PMKVY 4.0 by the Government of Assam.

Stakeholders are working hard to fulfill the targets set in the Institutional Perspective Plan. The College is all prepared to develop into a high quality multi-disciplinary institution.

COLLEGE EVENTS

The College is additionally involved in the following allied activities:

- Blood Donation Camps & Yoga classes.
- All Assam Inter-College and Inter-University Music Competition, an annual event.
- Ramesh Ch. Chaudhury Memorial All Assam Inter College Debate Competition, an annual event.
- College Foundation Day Lecture, an annual event.
- Freshmen Social and College Week held annually.
- Inter College Bishnu Rabha Geet Competition
- Inter College Kabadi Competition Season-2
- Online All Assam Article Writing Competition.
- Inter College Idea Innovation Competition 2.0
- Inter College Coding Competition .

CO-CURRICULAR ACTIVITIES, CELLS AND CLUBS

The College has the following clubs / cells for conducting different activities in various fields and students may contact the concerned Professor –in- charge of the club for taking membership.

Name of the Club / Cell	Professor-in-Charge
➤ Music and Culture Club	Dr. Chaitali Das (Dept. of Management)
➤ Sports Club	Dr. Rohit Bhattacharjee (Dept. of Finance)
➤ Debate, Quiz & Symposium Club	Mr. Sankar Jyoti Choudhury (Dept. of English)
➤ Literary Club	Dr. Swapna S. Mahanta (Dept. of Assamese)
➤ Athletic Club	Dr. Satyajit Sarmah (Dept. of Finance)
➤ Red Ribbon Club	Ms. Jayashree Pathak (Dept. of Maths & Stats)
➤ NSS Wing	Dr. Rohit Bhattacharjee (Dept. of Finance)
➤ NCC Wing	Dr. Ananta Pegu (Dept. of Economics)
➤ Scouts and Guide	Dr. Safiqul Haque (Dept. of Accountancy)

INFRASTRUCTURE AND FACILITIES

LIBRARY

A library is the heart of an educational institution and the library of K. C. Das Commerce College is no exception. It is the hub of academic activities of the College: a trinity of the library staff, reading materials and the readers.

Our Library is one of the best College libraries in Assam in providing efficient service to the readers with a total number of 27,358 books along with other facilities. It is spacious with a reading room which has a seat capacity for about 100 readers. The Library has a collection of over twenty seven thousand books in different subjects. Latest publications are continuously added to the existing collection to equip students with a wide range of academic material. The College Library provides user services through automated environment; it is equipped with latest SOUL 3.0 Library Management Software, besides circulation facility using bar-coding and Internet facility.

The Library has access to E-Resources through the - National Library and Information Services Infrastructure for Scholarly Content (N-List) and National Digital Library of India (NDLI). It also subscribes various journals of national repute and a number of prominent national and regional dailies. The Library - Book Bank facility caters to the needs of the economically underprivileged students of the society.

The Library is expanding its access to electronic and digital resources through Digital Library (DL) cum Institutional Repositories (IR) and Library Website. It also offers the - BEST READER AWARD to the student who makes the best use of the library with an aim to inculcate the reading habit among the students.

The various services offered by the library includes Circulation, Reading Room service, Current Awareness Service, Reprographic service, WebOPAC, Newspapers Indexing, Book Bank services for the economically backward students, Internet service, E- Resource service, Institutional Repository, Social media inputs, Library Orientation and Library Internship.

DIGITAL CLASS ROOMS

The College has Digital Class Room facility for conducting different academic activities. Classrooms are equipped with digital teaching aids including PCs, overhead projector and audio system.

COMMERCE LAB

Commerce Lab of K. C. Das Commerce College was inaugurated on 29th October 2018 by Prof. Prasantha Athma, Head and Dean, Department of Commerce, Osmania University, Hyderabad.

Keeping pace with industrial growth and need, it has become a necessity for a commerce student to gain practical exposure of the processes, procedures and practices followed in the business world along with theoretical insights.

AUDIO LAB

The Audio Lab of K.C Das Commerce College was started in 2023. The objective of Audio Lab is to produce quality audio tracks of lessons, case studies and Educational Videos to help the students have easy access to learning. Through the case studies an assessment is done about their understanding of the particular concept. The Audio-Video TLM assignment videos made by the students are assessed in the Audio Lab.

The Audiolab has the following equipments-

1. Computer with intel core i5 processor
2. Focusrite Scarlett Sound card
3. 1 Mic
4. 1 Studio focusrite Flat Headphones
5. 1 Mic Stand
6. 1 Amplifier
7. 1 Acoustic Guitar

The Recording is done using the DAW “NUENDO” by Steinberg. The software helps to Record and Mix Audio tracks.

Future Plans-

1. We will encourage students to start their own podcast.
2. We will be making more educational videos on Indian Management System.
3. New Case studies on various topics will be developed for the benefit of the students

THE COLLEGE APP

The College App enables the students to procure information related to their curriculum, examination, assignments etc. and about the latest news and events too.

K C Das Commerce College Application is a native android application built exclusively for android platform using Android Studio. The App is solely based on Faculty-Student Model. It focuses on circulation of resource materials, assignments and notices. It follows a very simple and effective design to allow users to interact with the system even to a layman.

***** It is mandatory for the students to install the App and keep it handy. For assistance contact: Mr. Tony Bayan (Dept. of Computer Science)/ Mr. Apurba Haloi (Dept. of IT)***

OTHER FACILITIES:

The other facilities available for the students include

- E-Resource Centre
- Internet Facility
- Wi-Fi Facility
- Learning Management Software
- Reading Room within the Library
- Book Bank for the economically backward students
- Software ERP
- Digital Conference Hall
- Gymnasium
- Day Care Centre
- Canteen facility
- Safe drinking water
- Photocopier Point
- Publication Cell
- Departmental Store (upcoming project)

AWARDS AND SCHOLARSHIPS

Awards

- **Dr. Prafulla Chaudhury Award:** A cash award of Rs. 5,000/- (Rupees Five Thousand only) funded by Dr. Prafulla Chaudhury, son of Late Keshab Chandra Das is awarded to the Best Graduate of the College.
- **Sarat Chandra Das Award:** A cash award of Rs. 5,000/- (Rupees Five Thousand only) funded by the family of Late Sarat Chandra Das, son of Late K.C. Das is given to the Best Higher Secondary Scholar of the College.
- **Basanta Kr. Das and Basanti Devi Award:** A cash award of Rs. 10,000/- (Rupees Ten Thousand only) funded by Basanta Kumar Das & Basanti Devi Charitable Trust is given as scholarship to
 - (a) Two students from H.S. 1st year (one boy, one girl student) and
 - (b) Two students from B.Com. 1st year (one boy, one girl student).

The modality of selection shall be —

- I. The most meritorious from among the financially weak background.
- II. Single parent will be an added criterion for selection.

The award will continue for two years in H.S. and three years in B.Com. subject to the awardees maintaining meritorious results, the benchmark for which shall be mutually finalized. The award may be discontinued to a particular awardee on disciplinary ground.

- Award for Highest Marks in all courses

Scholarships

- National Scholarship (All India basis)
- State Merit Scholarship
- SC/ST Scholarship
- OBC/MOBC/Ex-Tea Garden Labour Scholarship
- Minority Scholarship

CODE OF CONDUCT

College Rules and Discipline:

- Students are expected to maintain a high standard of discipline, both within and outside the College premises.
- Use of mobile phones inside the College campus is strictly prohibited.
- Every student must bring his/her Identity Card to the College.
- 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 are 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.

Class Attendance:

- Students must attend minimum 75% of total lectures delivered failing which they will not be allowed to fill up the forms and appear in the final examination.

Rules regarding College Internal Examination:

- There will be one compulsory Test Examination for H.S. and Sessional Examination for B.Com. classes.
- Students are required to secure at least 30% aggregate marks in the Test Examination/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

Programme	Boys	Girls	Third Gender
HS, B.Com., BA & B.Sc.	Navy blue trousers, white shirt and maroon coloured sweater in winter.	White salwar, blue and white checked kurta, white dupatta and maroon coloured sweater in winter.	Navy blue trousers, white shirt and maroon coloured sweater in winter.
BBA & BCA	Grey trousers, white shirt, grey tie and grey coloured blazer in winter.	Grey trousers, white shirt, grey tie and grey coloured blazer in winter.	Grey trousers, white shirt, grey tie and grey coloured blazer in winter.
M.Com.	Grey trousers, blue and white striped shirt and grey coloured blazer in winter.	White salwar, blue and white striped kurta, white dupatta and grey blazer in winter.	Grey trousers, blue and white striped shirt and grey coloured blazer in winter.
PGDCA	Navy blue trousers, white shirt and maroon coloured sweater in winter.	White salwar, blue and white checked kurta, white dupatta and maroon coloured sweater in winter.	Navy blue trousers, white shirt and maroon coloured sweater in winter.

- Boys are not allowed to wear jackets, jeans and T-shirts.
- Girls are not allowed to wear leggings. The length of the kurta must compulsorily be of knee length.
- Students must be in their uniform during Examinations, Freshmen Social, Open Sessions, College Week and other important events of the college.

Important:

Parents/Guardians are requested to direct their wards to strictly abide by the Code of Conduct of the College.

K. C. Das Commerce College

Chatribari. P.O. –Rehabari

Guwahati -781008, Assam

Phone -0361-2733691

Website- www.kdccollege.ac.in

E-mail.- kdccollege@gmail.com

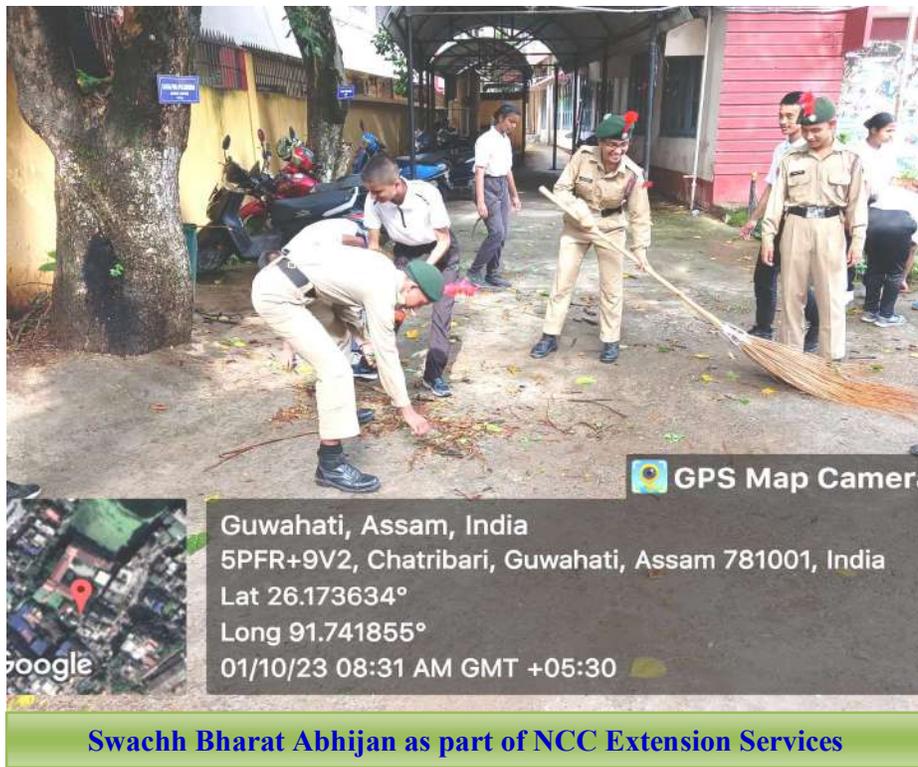
PRESENT GOVERNING BODY OF THE COLLEGE

Sl. No.	Name	Designation
01.	Prof. Amlandeep Das	President
02.	Dr. Hrishikesh Baruah	Principal & Secretary
03.	Sri. Siddhartha Bhattacharya	Special Invitee & Local MLA
04.	Prof. Nissar Ahmed Barua	Member (G.U. Nominee)
05	Prof. Madhurjya Prasad Bezbaruah	Member (G.U. Nominee)
06.	Mr. Ruben Ramesh Chaudhury	Donor Member
07.	Dr. Bhababhuti Sarma	Member & Vice Principal
08.	Dr. Bipul Kalita	Member (Teachers' Representative)
09.	Dr. Kukil Borah	Member (Teachers' Representative)
10	Sri Amrit Chandra Das	Guardian Member
11	Sri Phani Kumar Sarma	Guardian Member
12	Mr. Rekha Konwar	Guardian Member
13.	Mr. Paresh Kalita	Member (Non-Teaching Representative)

SNAPSHOTS



SARASWATI IDOL IN THE COLLEGE CAMPUS





Intra-College Competition on the occasion of World AIDS Day



Students' participation on the occasion of World AIDS Day-2023



Disaster Awareness Training Programme



Training on the use of Fire Extinguisher





Awareness Programme on Company Secretary Course



**Open MIC event organized by Irshad in collaboration with
K. C. Das Commerce College Literary Forum**



Common Cancer Screening Camp among Women under ISHA Project of Dr. B. Barooah Cancer Institute



PPT Presentation on Entrepreneurship by B.Com. 3rd Semester Students



Chatra Divas celebrated in the fond memory of Bodofa Upendra Nath Brahma



9th Prasannamalla Bujar Baruah Memorial Lecture organised by K. C. Das Commerce College Literary Forum



Signing of MOA between SITA and K. C. Das Commerce College



Trishna Deka of B.Com. 4th Semester secured Double Gold At Kata And Kumite Event at Khelo India Women's Kickboxing League 2024 held at Dibrugarh, Assam



Siddhant Das secured 1st position in Assam Sanskritik Mahasangram in Rabindra Sangeet LAC level organised by Dept. of Cultural Affairs, Govt of Assam



Deepjyoti Deka of B.Com. 1st Semester secured two Gold Medals in All Assam Seishinkai Shito-Ryu Karate Championship 2023 in Kata and Kumite



Inter-College Kabaddi Competition



**Celebration of International Mother Language Day organized by
K. C. Das Commerce College Literary Forum**



Inauguration of Books Written by Faculties under NEP-2020



3rd Ramesh Chandra Chaudhury Memorial Inter-College Debate Competition

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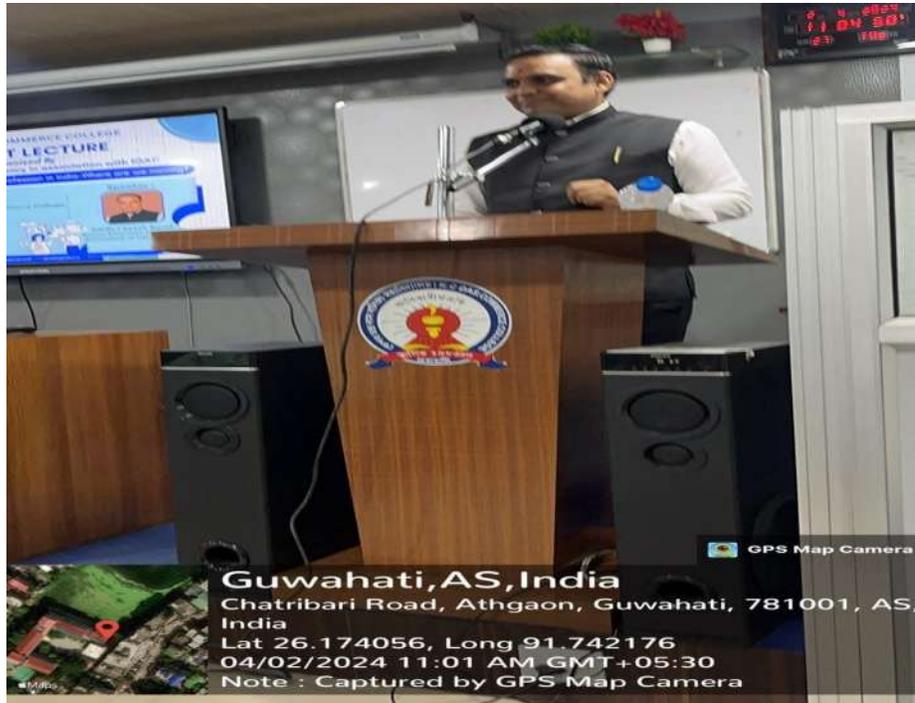


Republic Day Celebration



Industry Academia Meet organized by the Department of BBA





Guest Lecture on “Future of Accounting Profession in India-Where are we moving?” organized by the Department of Accountancy



One day workshop on 'The Flower of Services: Blooming everywhere and Shining All' organised by the Department of Management, in association with IQAC



One day Awareness Program (EAP) sponsored by Office of the Development Commissioner (MSME), Government of India and implemented by Indian Institute of Entrepreneurship (IIE), Guwahati



Celebration of Freshmen Social by the Dept. of M. Com.



A Disaster Awareness Training programme conducted by Civil Defence, Kamrup Metro District on how to respond to disaster situations