

## COLLEGE PROFILE

South Calcutta Girls' College has a special position in Kolkata heritage. It is the first college established for women in south of Kolkata in 1932 by eminent scholars and educationists like Peary Mohan Chatterjee, after whom the college library is named. It was initially a sister organization of the Beltala Girls' School and functioned as a morning college in the school premises till mid July, 1946. The College then shifted to 72 Sarat Bose Road, Kolkata-700025, where it stands now. The College celebrated its Platinum Jubilee in 2006-07.

## MISSION OF THE COLLEGE

Our College is dedicated to the all-round development of young women, helping them to face the challenges of the modern world. Besides, encouraging educational achievements, our institution also lays emphasis on fostering self-confidence and inculcating the right values so that our students can develop into a responsible and aware citizen.

## NAAC ASSESSMENT

The College has been assessed by the National Assessment and Accreditation Council, Bangalore (NAAC) on 25<sup>th</sup> -26<sup>th</sup> March 2004 and was awarded Grade B. The report on Institutional Accreditation prepared by NAAC states that the Peer Team was "impressed by the notable progress of the College in transacting its vision and goals of advancement of frontiers of knowledge in the domain of higher learning". The report also states, "There is a fine blending of teaching, learning and evaluation in this College." In fact the Peer Team suggested that the College should strive for autonomy.

## CAMPUS LIFE

**Library:** The College has a fine library stocked with almost 20,000 book and journals and a spacious reading room. It is opened from 10.30 a.m. to 5.00 p.m. ( from Monday to Friday) and 10.30 a.m. to 1.30 p.m. on Saturdays. Besides the Central Library, there are Departmental Seminar Libraries which stock text and reference books, photocopies of important articles and model, question papers.

**Hostel:** South Calcutta Girls' College is the only College in the southern part of the city that offers hostel facility. It can at present accommodate 60 boarders. The hostel is efficiently run on a low cost basis and great attention is paid to the cleanliness of the premises, food, discipline and well being of the students.

**Sports:** The College encourages students who have excelled at the District or State level games. An annual sports is organized in the month of December.

**Social:** The College Social organized annually is a platform to showcase in-house talent. The inter college fest "Bahar" organized by the Students' Union is a vibrant cultural affair that facilitates interaction and creativity among students of different colleges.

**Office:** The College office functions from 10.30 a.m. to 5.00 p.m. from Mondays to Fridays and from 10.30 a.m. to 1.30 p.m. on Saturdays. The Teacher-in-Charge / Principal is available from 3.00 p.m. To 4.00 p.m. on week days for meeting parents.

**Laboratories:** The Geography, Bio-Science (Botany, Physiology and Zoology), Psychology, Journalism and Mass Communications Labs are well equipped and students receive individual attention.

### EDUCATIONAL TOUR

The educational tours are organized from time to time by all the departments to support classroom teaching. Excursions are compulsory for the students of Botany and Geography departments. Besides this the Lala J.R.Das Endowment Fund supports rural visit programmes once in every two years.

### NSS

A unit of National Service Scheme has been functioning in our college since 2009. It is engaged in multifarious activities such as organizing health awareness programmes and seminars, gardening and cleaning of the college campus, intensive slum visit, road safety awareness programmes, visit to Old Age Home, competitions for slum children etc. It is a matter of great pride that our NSS unit in its year of inception has been honoured with the Award for the Best Special Camp in Kolkata. The NSS unit of our college organized several regular programmes in 2013-14 as well as in 2014-15. Eminent personalities like actor Sri Debshankar Halder and Professor Miratun Nahar shared their valuable opinions and views regarding the social awareness and responsibilities of the students. Besides, the NSS unit of our college also arranged special camps during last two years, where several medical awareness programmes, psychological counselling programmes, AIDS awareness programmes, plantation programmes etc were successfully performed.

### NATIONAL SEMINARS

Two National Seminars sponsored by the UGC were held. The Department of Philosophy organized the seminar on "Philosophical Thoughts of Rabindranath Tagore" in collaboration with the Indian Academic of Philosophy on 5th and 6th January 2012. The second seminar was organized by the Department of Political Science on "Traditional and Non-traditional Security Concerns in the 21 century: A South Asian Perspective" on 6th and 7th March 2012. The Bhowanipore Education Society College collaborated with the department of Bengali to hold a multi disciplinary UGC sponsored Seminar on "Marginalized identity in the Indian Context: Discourse and Counter Discourse" on 6th March 2013. Both the seminars were graced by eminent personalities and scholars from diverse fields.

### SEMINAR/ QUIZZES/ DEBATES/ SPORTS

Classroom teaching is supplemented by online resources, seminars, quizzes and debates, where the students get the opportunity to interact among themselves and also with subject experts in their respective fields. In regular intervals, different departments organize for Guest Faculties from other Universities and Colleges to grace our institution and deliver special lectures, which broaden the horizon of the students and also their exposure to different aspects of their disciplines. In March 2015, the English Department organized a talk on "Adaptation of Shakespeare's *Macbeth* on to the cinematic screen" delivered by Dr. Suddhaseel Sen of Presidency University. As per direction of the University of Calcutta and recommendations of UGC, on October 31, 2014, the birth anniversary of Sardar Ballabhbai Patel was celebrated as 'Ekta Diwas' (the day of unity) at South Calcutta Girls' College. On September 24, 2014, the Geography Department of our college organized a seminar to commemorate the successful Indian Rocket - launch Mission in Mar's orbit. Video-show and Quiz competitions were conducted where spontaneous participation of students were remarkably noticed.

Students are also encouraged to participate in Inter College Debate and other competitions where they have consistently performed well. A debate was organized by "The Calcutta Samaritans" - a NGO working with homeless people, on November 18, 2014. The programme was really successful and nearly 15 students participated in the debate and Discussions. Our college also arranges Memorial lectures. One such Memorial Lecture (Sri Bijankrishna Mukherjee Memorial Lecture) was held on January 13, 2015. The discussion was on "Educational Rights and Facilities for Disabled". Another NGO, *Sanchan*, was invited with their representatives to bring success to the mission.

- An Extempore Competition on the Indian Parliament and Parliamentary Proceedings, sponsored by the Government of West Bengal, under the aegis of the Youth Parliament Competition Scheme (2014-15) was conducted on December 17, 2014.
- The Legal Awareness Cell conducted a Talk on Women's Rights and Redressal of Grievances on February 19, 2015, in which Legal professionals practising in Calcutta High Court, Barrister Pramit Roy and Advocate Sudip Deb were the speakers.
- On December 16, 2014, the Bengali Department of the College organized One-Day Workshop on 'Bangla Banan'. Professor Pinakesh Chandra Sarkar, as the Chief Speaker, delivered an interesting talk on this subject and brain teaser words. Smt. Sudeshna Moitra was the other speaker on the occasion.
- The College also organized 'Legal Awareness' programme on November 25, 2014 which was attended by students and teaching faculties. Smt. Soma Das, S.P., C.I.D., Bhavani Bhawan was the key 'Resource Person' who provided many illuminating facts on different safety measures and legal Acts for women and children, as guaranteed by the Constitution of India.
- On January 28, 2015, the First Year students represented the South Calcutta Girls' College in the Inter-College Sports organized by the Behala College at SAI Complex. Our girls brought two bronze medals in the flat race of 400mtrs. And 200mtrs.

### **PARENTS - TEACHERS' MEETING**

Parents-Teachers' meeting is held after every 'Term' for the Honours students specially, where the academic performance of the student is discussed.

### **COUNSELLING CELL**

A Counselling Session is held once a week, in collaboration with the Psychology Department to provide help to students in distress

### **OUT - REACH PROGRAMME**

From the academic session 2013-14, the College has initiated an out-reach programme for the neighbourhood slum dwellers, by keeping in mind to enrich their abilities in different fields and to make them earn when they learn. Financial cost to run this programme is totally sponsored by one teaching staff this year and from the next year onwards the college will expect to get co-sponsors to run this programme. A four days Workshop was held in the College premises, from 19<sup>th</sup> May 2014 to 22<sup>nd</sup> May 2014, to train ten school students, chosen from the neighbourhood shanty. The students were

trained on glass paintings by Shikha Mukherjee (Ghosh), Associate Professor in Economics. These students can now earn by selling their art works, to meet the cost of their studies. Throughout each academic year 'earn when learn' type of out-reach programme will continue with the help of the students and professors of this College. Beyond teaching profession, our Professors are jewels in many other fields. This time College will take the advantage of using their skills to enrich the lives of the persons living with difficulties.

## OTHER STUDENT SUPPORT FACILITIES

**Audio-visual Room:** The College is equipped with an audio-visual room for screening of films and Documentaries to supplement regular class room teaching

**Canteen Facility:** Canteen facility is provided for the students and staffs of the college.

**Common Room:** It is furnished with indoor games accessories like Table Tennis Board. Carom Board, Chess Board etc.

**Gymnasium:** It is well equipped and one female Gym-instructor is available there in college hours.

**Banking facilities:** A branch of HDFC Bank is located within the college premises for easy financial transactions.

**Students' Health Home:** The College is concerned about Students' Health. Every student is enrolled on payment of annual subscription of Rs.10 only. Free medical facilities are offered by the "Health Home".

**Students' Aid Fund:** The College provides half/ full free studentship to needy and meritorious students. There is also provision for book grants to such students.

**Students' Union:** Every student is a member of the Students' Union( an elected body by the students) which organizes various activities from time to time and take part in College management.

**Cheap Store:** A cheap store, where University text books, question papers, stationery and other accessories are available to meet student requirements.

**Travel Concession:** Travel concessions are available to students for travel by air, train or bus within India.

**Grievance Redressal Cell:** Monitored by senior members of the academic staff, the cell deals with problems faced by students. Students are free to write about their grievances without revealing their identity.

**Alumnae Association:** The Alumnae Association of South Calcutta Girls' College named PRAYAS has taken keen interest in the welfare of the College and its development. It ensures a steady interaction between bonafide and ex- students.

**Netaji Subhas Open University:** We have a study centre of Netaji Subhas Open University. The NSOU conducts open and distance learning programmes for those who are unable to attend regular classes.

The Study Centre offers the following courses:-

**1. BDP (Bachelor's Degree Programme) in**

- a) Bengali, English, History (all the courses at the Honours level)
- b) B.COM( Bachelor of Commerce): Integrated Course.

**2. BLIS ( Bachelor of Library Science)**

**3. P.G. Courses:-**

Arts - Bengali, English, History, Library Science, Public Administration.

Science - Mathematics, Geography

Commerce.

4. PGDJMC - Post Graduate Diploma in Public Relations and Advertising.

5. PGDPR & AD - Post Graduate Diploma in Public Relations and Advertising.

**STUDENTS ARE TO NOTE THAT: RAGGING IS TOTALLY BANNED. RAGGING MEANS THE FOLLOWING: ANY CONDUCT, WRITTEN OR SPOKEN, OR ANY ACT IN THE NATURE OF TEASING, TREATING OR HANDLING WITH RUDENESS ANY OTHER STUDENT; ROWDY OR INDISCIPLINED ACTIVITY CAUSING ANNOYANCE, HARDSHIP, PSYCHOLOGICAL HARM OR FEAR IN A FRESHER; ASKING STUDENTS TO DO ANY ACT WHICH WILL CAUSE OR GENERATE A SENSE OF SHAME OR EMBARRASSMENT OR HAVE ADVERSE PHYSICAL OR PSYCHOLOGICAL EFFECT. ANYONE FOUND GUILTY OF RAGGING AND / OR ABETTING RAGGING IS LIABLE TO BE PUNISHED. THE ANTI RAGGING COMMITTEE WILL DETERMINE THE NATURE OF GRAVITY OF THE OFFENCE. POSSIBLE PUNISHMENTS CAN RANGE FROM SUSPENSION FROM CLASSES TO RUSTICATION.**

**PRIZES**

The ANNUAL PRIZE DISTRIBUTION CEREMONY is held in the month of September. The following prizes and some institutional prizes are awarded to the students for their achievements in the University examinations.

Ranu Banerjee Memorial Prize  
Mukti Biswas Memorial Prize  
Sova Rani Kanjilal Memorial Prize  
Kana Bhattarjee Memorial Prize  
Bani Mitra Memorial Prize  
Shefali Basu Memorial Prize

Sarajubala Memorial Prize  
Mukti Biswas Endowment Prize  
D.P. Banerjee Memorial Prize  
Reba Das Memorial Prize.  
Chuni Chowdhury Memorial Prize  
Pralay Sen Memorial Prize

**MEMORIAL LECTURES**

Mridula Nag  
Memorial Lecture

Bijan Krishna Mukherjee  
Memorial Lecture

## GOVERNING BODY OF THE COLLEGE

Sri Subrata Mukherjee	President, Honourable Minister, Govt. of West Bengal
Prof. Madhumita Chakraborti	Teacher-in-Charge and Secretary
Dr. Ujjal Roy	Nominee, University of Calcutta
Prof Sucharita Banerjee	Nominee, University of Calcutta
Smt. Tanima Chatterjee	Nominee, Government of West Bengal
Dr. Shib Ranjan Chattopadhyay	Nominee, Government of West Bengal
Smt. Anita Basu	Councilor, Kolkata Municipal Corporation
Prof. Shikha Mukherjee(Ghosh)	Representative, Teachers' Council
Prof. Chandana Chatterjee	Representative, Teachers' Council
Prof. Nayana Sharma Mukherjee	Representative, Teachers' Council
Sri Biswanath Pakira	Representative, Non Teaching Staff
Ms. Nazneen Sultana	Representative, Students' Union

**Teacher-in-Charge and Secretary : Prof. Madhumita Chakraborti**  
**Bursar : Dr. Runa Biswas**

## TEACHING FACULTY

### Department of Bengali

Smt.Madhumita Chakraborti, M.A.	Associate Prof. in Bengali
Dr.Ruchira Sengupta, M.A., Ph.D.	Associate Prof. in Bengali
Dr.Mouri Majumder, M.A., B.Ed., Ph.D.	Assistant Prof. in Bengali
Md. Sarwar Shaheen Mollah, M.A.	Guest Lecturer

### Department of Botany

Sri. Ahinsuk Barua, M.Sc., B.Ed., M.A.(Education)	Assistant Prof. in Botany
Sri.Mrinal Kanti Bhunia, M.Sc., B.Ed.	GLI, Selection Grade
Dr.Salma Ghosh, M.Sc., Ph.D.	Contractual Whole Time Teacher
Dr.Malabika Roy, M.Sc., Ph.D.	Contractual Whole Time Teacher
Smt. Rupa Mitra, M.Sc., B.Ed.	Part Time Teacher
Smt. Poushali Das, M.Sc.	Guest Lecturer

### Department of Economics

Smt. Shikha Mukherjee(Ghosh), M.A.	Associate Prof. in Economics
Dr. Tanim Niyogi Sinha Roy, M.Sc., M.Phil.,Ph.D.	Associate Prof. in Economics
Smt. Sanchita Dey, M.A.	Guest Lecturer

### Department of Education

Dr. Runa Biswas, M.A., B.Ed., M.Phil.,Ph.D.	Associate Prof. in Education
Smt. Kuntala Chakraborty, M.A. B.Ed.	Part Time Teacher
Smt. Ranu Roy, M.A.	Guest Lecturer
Smt. Soumi Chatterjee, M.A.	Guest Lecturer
Smt. Tania Talukdar, M.A.	Guest Lecturer

### Department of English

Dr. Jayita Sengupta, M.A., M.Phil.,Ph.D.	Associate Prof. in English (on lien)
Smt. Ipshita Sengupta, M.A. M.Phil.	Assistant Prof. in English
Sri.Sayan Aich Bhowmik, M.A.	Contractual Whole Time Teacher
Smt. Debalina Hazra, M.A.	Guest Lecturer
Smt. Somrita Misra, M.A.	Guest Lecturer

### Department of Environmental Studies

Sri. Mrinal Kanti Bhunia, M.Sc., B.Ed.	GLI, Selection Grade
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### Department of Geography

Smt. Sanjukta Chatterjee, M.Sc. B.Ed.	Associate Prof. in Geography
Smt. Chandana Chatterjee, M.Sc., B.Ed.	Associate Prof. in Geography
Smt. Susmita Mondal, M.Sc., B.Ed.	Assistant Prof. in Geography
Smt. Bichitra Mitra, M.Sc.	Part Time Teacher
Sri. Sumit Kumar Mukherjee, M.Sc., B.Ed.	Guest Lecturer
Smt. Susmita Dutta, M.Sc.	Guest Lecturer

### Department of History

Smt. Nayna Sharma Mukherjee, M.A., M.Phil.	Associate Prof. in History
Sri. Ghanteswar Halder, M.A.B.Ed.	Assistant Prof. in History
Dr. Bhawna Rai, M.A., Ph.D.	Assistant Prof. in History
Smt. Sujata Chakraborty, M.A.,B.Ed.	Part Time Teacher

### Department of Mathematics

Sri Tapas Halder, M.Sc.	Guest Lecturer
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### Department of Journalism and Mass Communication

Dr. Tanuja Basu Roy, M.A., Ph.D.	Assistant Prof. in Journalism & Mass Communication
Sri. Uday Banerjee, M.A.	Guest Lecturer (Ex Senior Journalist of a reputed Bengali Newspaper)
Smt. Tina Bose, M.A.	Contractual Whole Time Teacher
Smt. Amrita Deb, M.A.	Part-time Teacher
Smt. Swati Bose, B.A., PGDJMC, ADCA, 'O' Level	Computer Lab Assistant

### Department of Philosophy

Dr. Nilina Ghosh, M.A., M.Phil., Ph.D.	Associate Prof. in Philosophy
Dr. Syeda Firdowsi Khatun, M.A., Ph.D.	Associate Prof. in Philosophy
Dr. Patrelekha Mitra, M.A., Ph.D.	Associate Prof. in Philosophy
Dr. Rehana Khatun, M.A., B.Ed., M.Phil., Ph.D.	Associate Prof. in Philosophy

### Department of Physiology

Dr. Banibrata Das, M.Sc., B.Ed., Ph.D.	Assistant Prof. in Physiology
Dr. Anasuya Roy, M.Sc., Ph.D.	Guest Lecturer
Smt. Arpita Ghosh, M.Sc.	Guest Lecturer

### Department of Political Science

Sri. Prabir Kumar Chakraborty, M.A., LL.B.	Associate Prof. in Political Science
Smt. Satabdi Das, M.A.	Assistant Prof. In Political Science
Dr. Mohor Chakraborty, M.A., M.Phil., Ph.D.	Assistant Prof. In Political Science
Smt. Lakshmi Sarkar, M.A., LL.B.	Part Time Teacher

### Department of Psychology

Smt. Debanjali Pal Chowdhury, M.A.	Contractual Whole Time Teacher
Smt. Debangana Chakraborty, M.A.	Part Time teacher
Smt. Vidisha Roy, M.A.	Guest Lecturer

### Department of Sanskrit

Dr. Sakti Roy Chowdhury, M.A., M.Phil., Ph.D.	Associate Prof. in Sanskrit
Smt. Sanghamitra Biswas, M.A., M.Phil.	Associate Prof. in Sanskrit (on FDP)
Smt. Priyanka Dalal, M.A., M.Mhil.	Contractual Whole Time Teacher

**Department of Sociology**

Sri Pratap Kumar Gharai, M.A., M.Phil.	Guest Lecturer
Smt. Ipshita Chakraborty, M.A., M.Phil.	Guest Lecturer
Smt. Swati Sengupta, M.A.	Guest Lecturer
Smt. Pradipta Saha, M.A.	Guest Lecturer
Smt. Debarati Chakrabarty, M.A.	Guest Lecturer

**Department of Zoology**

Smt. Madhumita Roy, M.Sc.	Assistant Prof. in Zoology (on lien)
Dr. Rajasree Chakraborty, M.Sc., M.Phil., Ph.D.	Contractual Whole time Teacher
Dr. Sudipta Ghosal, M.Sc., Ph.D.	Part Time Teacher
Smt. Sudeshna Chakraborty, M.Sc., M.Phil.	Guest Lecturer
Smt. Shinjini Nag, M.Sc., B.Ed.	Guest Lecturer
One post to be filled up	

**COLLEGE OFFICE STAFF**

SI.#	Post	Name	Qualification/s
1	Head Clerk	Sri Pabitra Kumar Dey	B.Com.
2	Accountant	Sri Pravat Kumar Dey	Madhyamik
3	Cashier	Sri Biswanath Pakira	M.Com.
4	Bearer	Sri Ganesh Chandra Singha	VIIIth Standard
5	Typist	Rita Sen Chowdhury	M.A.
6	Clerk	Bablu Malakar	B.A.
7	Clerk	Abhishek Mazumder	B.A.
8	Clerk (Casual)	Raghunath Pal	B.Com.
9	Guard	Sri Babulal Yadav	Xth Standard
10	Guard	Sri Manoj Kumar Singh	Madhyamik
11	Guard	Sri Prafulla Das	VIIIth Standard
12	Bearer (Casual)	Smt. Rama Patitundi	B.A., B.Ed.
13	Bearer (Casual)	Mallika Sarkhel	H.S.
14	Sweeper (Casual)	Gayatri Hela	

**COLLEGE LIBRARY STAFF**

SI.#	Post	Name	Qualification
1	Librarian (Sr. Scale)	Smt. Anuja Basu	M.Sc., M.LIS.
2	Library Clerk	Sri Souvik Mukherjee	M.A.
3	Library Bearer	Sri Santanu Mukherjee	H.S.

**COLLEGE LABORATORY STAFF**

SI.#	Designation	Name	Qualification
1	Skilled Lab Attendant	Sri Nakul Ch. Sarkar	B.A.
2	Lab Attendant (Botany Dept.)	Sri Mithun Bandopadhyay	H.S.
3	Lab Attendant (Zoology Dept.)	Sri Abhishek Halder	B.Sc.
4	Lab Attendant (Geography Dept.)	Sri Rabindranath Mondal	H.S.
5	Lab Attendant (Psychology Dept.)	Imran Hasan Mollah	B.A.
6	Lab Attendant (Physiology Dept.)	Sri. Asim Kisku	H.S.

**COLLEGE GYMNASIUM STAFF**

SI.#	Designation	Name	Qualification
1	Gym Trainer	Rama Halder	B.Sc.B.P.Ed.

**COURSE OF STUDY**

The College is affiliated to the University of Calcutta and offers B.A. And B.Sc. three year Honours and General courses. Examination pattern and marks distribution in the 1+1+1 system for B.A./B.Sc. (Honours/General) courses of studies effective for academic session 2014-15 :

**OUTLINE OF B.A./B.Sc. COURSE****Marks distribution under (1+1+1) Examination System****Honours Course****Part I (to be held in June at the end of 1st year)**

(a) Two Honours Papers of 100 marks each	2X100	= 200
(b) Two Elective Subjects (of 100 marks each)	2X100	= 200
(c) Compulsory English		= 50
(d) Modern Indian Language (MIL - Bengali/ Alternative English)		= 50

**Part II (to be held in May at the end of second year)**

(a) Two Honours Papers (of 100 marks each)	2X100	= 200
(b) Two Elective Subjects (with two papers of 100 marks in each)	2X2X100	= 400

<b>Part III (to be held in April at the end of third year)</b>		
(a) Four Honours Papers (of 100 marks each)	4X100	= 400
(b) Environmental Studies (from 2012 for the first time)		= 100
<b>TOTAL MARKS</b>		<b>= 1600</b>
<b>General Course</b>		
<b>Part I (to be held in June at the end of 1st year)</b>		
(a) Elective Subjects (three in number of 100 marks each)	3X100	= 300
(b) Compulsory English		= 50
(c) Modern Indian Language (MIL - Bengali/ Alternative English)		= 50
<b>Part II (to be held in May at the end of second year)</b>		
(b) Three Elective Subjects (with two papers of 100 marks in each)	3X2X100	= 600
<b>Part III (to be held in April at the end of third year)</b>		
(a) Elective Subjects (three with one paper of 100 marks each)	3X100	= 300
(b) Environmental Studies (from 2012 for the first time)		= 100
<b>TOTAL MARKS</b>		<b>= 1400</b>

### ADMISSION CRITERIA FOR B.A./B.Sc. (HONOURS) COURSES

Admission will be conducted as per new rules and regulations of 2014 of the University of Calcutta and admission criteria will also be as per University criteria.

DIRECTION OF THE UNIVERSITY OF CALCUTTA FOR ADMISSION IN ANY SUBJECT WITH HONOURS :

#### For "General Caste" Candidates

At least 50% marks in aggregate in H.S. or equivalent examination with at least 45% marks in the related subject/ subject opted for Honours course.

OR

At least 55% marks in the related subject/ subject opted for Honours course

#### For "SC/ST" Candidates

40% marks in aggregate or 40% marks in subject or related subject in H.S. or equivalent examination along with SC or ST certificate in the name of the candidate is required. OBC candidates are required to fulfill University criteria as is fixed for them.

<b>Honours Subjects</b>	<b>Any two of the General subjects to be taken with the Honours subject.</b>
<b>Bengali</b>	<b>Education, Sanskrit, Journalism &amp; Mass Com. / Philosophy</b>
<b>Botany</b>	<b>Physiology, Zoology</b>
<b>Economics</b>	<b>Mathematics (Compulsory)*, Political Science / Education</b>
<b>Education</b>	<b>Sociology, Philosophy / Psychology</b>
<b>English</b>	<b>History, Sociology, Journalism &amp; Mass Com. / Psychology</b>
<b>Geography</b>	<b>Economics, Political Science, Sociology</b>
<b>History</b>	<b>Journalism &amp; Mass Com., Political Science, Sociology</b>
<b>Journalism &amp; Mass Communication</b>	<b>Bengali / English, Political Science / Economics</b>
<b>Philosophy</b>	<b>Bengali, Education, Sanskrit / Sociology</b>
<b>Political Science</b>	<b>Journalism &amp; Mass Com., Sociology, Economics / History</b>
<b>Sanskrit</b>	<b>History, Philosophy, Bengali</b>
<b>Sociology</b>	<b>History, Political Science, English</b>
<b>Zoology</b>	<b>Botany, Physiology</b>

\* *Mathematics is a compulsory subject to be taken up with Economics Honours course.*

Special intimation for Geography (General/Honours) and Bio Science (General/Honours) students:

Students opting for Geography (General/Honours), Botany (General/Honours) and Zoology (General/Honours) have to give a written undertaking to the Principal, stating that they are prepared to participate in field excursion anywhere in India, supported by a fitness certificate from a medical practitioner. Attendance in field trips is compulsory as a partial of fulfilment of the syllabi of the University of Calcutta.

### B.A./B.Sc. GENERAL COURSES

<b>Duration</b>	3 years
<b>Compulsory Subjects</b>	English and Modern Indian Language (i.e., Bengali/Alternative English)
<b>Elective Subjects (any three)</b>	Bengali, English, Geography, Education, Political Science, Philosophy, History, Sanskrit, Economics, Journalism & Mass Communication, Botany, Zoology, Physiology, Mathematics, Psychology, Sociology.
<b>Available Combinations of Elective Subjects</b>	<ol style="list-style-type: none"> <li>1. History, Political Science, Education</li> <li>2. History, Political Science, Journalism &amp; Mass Communication</li> <li>3. Philosophy, Education, Bengali/English, Sanskrit</li> <li>4. Philosophy, Education, History</li> <li>5. Psychology, Bengali/English, Sanskrit/Sociology</li> <li>6. Sociology, Psychology, Political Science</li> <li>7. Economics, Geography, Sociology</li> <li>8. Economics, Geography, Political Science</li> <li>9. Geography, Sociology, Political Science</li> <li>10. Economics, Journalism &amp; Mass Communication, Political Science</li> <li>11. Botany, Zoology, Physiology</li> </ol>

• *Every applicant will have to pass in English having full marks not less than 100.*

## DISTRIBUTION OF SEATS FOR HONOURS COURSES

Stream	Honours Subjects	Candidate Capacity (General)	Candidate Capacity (SC)	Candidate Capacity (ST)	Candidate Capacity OBC- A	Candidate Capacity OBC-B	PH	Quotas	Candidate Capacity
<b>B.A. (Hons)</b>	Bengali	44	13	04	02	01			64
	English	29	09	02	01	01			42
	Education	26	08	02	01	01			38
	History	44	13	04	02	01			64
	Journalism & Mass Communication	26	08	02	01	01			38
	Philosophy	44	13	04	02	01			64
	Political Science	44	13	04	02	01			64
	Sanskrit	26	08	02	01	01			38
	Sociology	18	05	01	01	01			26
	<b>B.Sc. (Hons.)</b>	Botany	18	05	01	01	01		
Economics		8	03	01	01	01			14
Geography		26	08	02	01	01			38
Zoology		18	05	01	01	01			26

## SCHEDULE OF FEES

Tuition Fees as well as incidental charges must be paid in advance twice in a year. Fees must be deposited at HDFC Bank, South Calcutta Girls' College extension counter, Kolkata - 700 025 on weekdays between 10 am and 5 pm. A student has to clear all dues to college before she is allowed to appear at any examination.

				(Rupees)	
1.	Cost of Admission Fee			150/-	
2.	Admission Fee			400/- per annum	
3.	Session Charge			800/- per annum	
4.	Registration Fee			100/- per annum	
5.	Migration Fee			100/- per annum	
6.	Examination Fee			400/- per annum	
7.	Development and Building Fee			700/- per annum	
8.	Library Fee	General		125/- per annum	
		Honours		200/- per annum	
9.	Maintenance Fee			500/- per annum	
10.	Electric Charges			500/- per annum	
11.	Laboratory Practical Fees	General		500/- per annum	
		Geography	Honours (1st & 2nd year)	1500/- per annum	
			Illrd year course	2100/- per annum	
		Botany	General		1000/- per annum
			Honours		2100/- per annum
		Physiology	General		1100/- per annum
		Zoology	General		1000/- per annum
			Honours		2100/- per annum
		Psychology	General		800/- per annum
			Education	Illrd year Honours	
	Journalism & Mass Communication	General		1200/- per annum	
		Honours		1800/- per annum	
		Illyear General		500/- per annum	
12.	Laboratory Caution Fee	General		200/- per subject/p.a.	
		Honours		300/- per subject/p.a.	

				(Rupees)
13.	Tuition Fee (General)		B.A.	50/- per month
			B.Sc.	85/- per month
14.	Tuition Fee (Honours)		B.A.	75/- per month
			B.Sc.	110/- per month
15.	Seminar/Workshop			100/- per annum
16.	Identity Card Fee			20/- per card
17.	Transfer Fee			100/-
18.	Calcutta University Sports Fee			60/- per annum
19.	Sports and Gymnasium Fee			200/- per annum
20.	Student Activities			100/- per annum
21.	NAAC Fee			300/- per annum

N.B. Processing Fee for issue of Character Certificate Rs.10/-, Calcutta University Degree Certificate Rs.30/- (after one year). FEES ONCE PAID WILL NOT BE REFUNDED

### HOSTEL CHARGES (60 SEATS)

		(Rupees)
Cost of Admission Form		50/-
Admission Fee		1500/- (at a time)
Session Charge		500/- per annum
Establishment Charge and Seat Rent		3000/- per annum
Caution Money (Refundable)		500/- per annum
Electricity Charges		2000/- per annum
Maintenance Fee		1500/- per annum
Food Charge		2500/- per month (11 months to be paid either at a time or in two instalments)
Development Fee		1200/- per annum

*N.B. There is no food charge for the month of October.*

Hostel Charges are payable at the time of admission. Only food charges may be paid in two instalments of Rs.13,750/- each. First instalment to be paid at the time of admission and the second instalment within the month of January every year. Once admitted, only the caution money will be refunded.

## PROCEDURE OF ADMISSION TO DEGREE COURSE

### Distribution of forms :

Forms are distributed immediately after the publication of results of Higher Secondary or equivalent examinations. **Forms will be provided strictly as per University of Calcutta rules.**

### DOCUMENTS REQUIRED

- For obtaining admission form :  
Original Mark-Sheet of the last public examination (returnable)
- To be attached with the completed forms :
  - a) One attested photocopy of the Mark-Sheet of the last public examination.
  - b) One attested photocopy of the Admit Card (of Madhyamik) or any document testifying date of birth.
  - c) One copy of recent stamp-size passport photograph.
  - d) Attested copy of SC/ST certificate of the student.
- Documents required during admission :
  - a) Original Mark-Sheet (returnable).
  - b) Original document testifying date of birth (returnable).
  - c) Original Migration Certificate in case of migrating students only (non-returnable).
- One Stamp-size Photograph for Identity Card.  
SC/ST certificate of the student for verification (returnable).

### EXAMINATION

#### ELIGIBILITY FOR APPEARING IN THE EXAMINATION OF CALCUTTA UNIVERSITY :

Application forms for Final Examination of Calcutta University will be forwarded only on fulfilling the following conditions :

- a) Satisfactory performance in College Tests.
- b) Required percentage of attendance in the Theoretical/Practical Classes (where applicable) in each of the subjects in which she intends to appear
- c) Appearing in the College Examination is mandatory for every student, failing which she may not be promoted to the higher class or she may be disallowed from appearing in the University Examination. Medical Certificate showing the cause of absence will not be sufficient for promoting any student or allowing her for the University Examination. The decision of Teachers' Council in matters of promotion is final.

The students are advised to fulfill the above conditions to make themselves eligible to appear at the examination, failing which their applications will not be forwarded to the Calcutta University. A candidate for whom the Migration is required must submit the Migration Certificate in original within one month of admission to this College. Otherwise her Registration form cannot be forwarded to Calcutta University, in which case the College will not be responsible if the University refuses to issue Admit Card to her for the Final Examination. Attendance in field work for Geography Honours/General, Zoology Honours/General, Botany Honours/General and Physiology General is compulsory. Students have to secure a Clearance Certificate from Geography/Botany/Zoology and Physiology Departments on satisfactory completion of field report.

### GENERAL INFORMATION

**College Timing:** Classes are held from 10.30 am to 5 pm, Monday to Saturday.

#### Discipline :

Admission of the student implies an undertaking on the part of the student and their guardians to respect the rules and discipline of the College. Courteous behaviour is what we expect from all and render to all. The College reserves the right to issue Transfer Certificates in case of breach of discipline.

#### Rules :

- i) The students must be punctual and regular in attending classes.
- ii) Students must consult the College Notice Board everyday and comply, failing which the College will not be responsible for any inconvenience faced by them.
- iii) Students must wear the Identity Card issued by the College everyday on the college premises.
- iv) Attendance in regular classes and tutorials is compulsory for the students.
- v) Disciplinary action will be taken against any student using unfair means during examination.
- vi) Students must attend all extra-curricular activities organized by the Institution.
- vii) Monthly tuition fees must be paid within the current month. Delay in payment of tuition fees will lead to a fine of Rs.5/- per month.
- viii) *Students must take their mark-sheets, registration certificates and admit cards within one month of the issue of notice by the office, failing which the college will not be responsible for the above-mentioned documents.*

### ATTENDANCE

Without prior information if any student remains absent for 30 consecutive days then her admission will be treated as CANCELLED.

Minimum Percentage of attendance required by a Student in the Degree Course is 75% of the lectures delivered including tutorials and practical classes in accordance with the regulations of the Calcutta University.

A student attending less than 75% but more than 60% of the lectures delivered will be declared as a NON-COLLEGIATE Student as per Calcutta University regulations. A student attending less than 60% of the lectures delivered in any subject will be declared DISCOLLEGIATE and will not be allowed to sit for final examination conducted by the Calcutta University.

Regular scrutiny of students' attendance will be held and names of students having poor percentage will be displayed on the notice board in the months of November and February. Overall performance and attendance of students will be discussed with parents twice a year (November and February).

Should a student be absent for more than three consecutive days, she must submit a leave application from her guardian to the concerned Head of the Department. In case of prolonged medical leave, a medical certificate from a registered practitioner must be produced.

### RULES OF THE LIBRARY

- On payment of the Library Deposit and on production of Identity Card, each student will be provided with a Borrower's Card/Cards (against which books will be issued). *Library Cards are non-transferable.*
- Loss of this Card must be reported immediately to the Librarian and a fresh card will be issued on payment of Rs.5/-.
- Honours students may borrow 4 books at a time and General course students may borrow 2 books only. Books must be returned within 15 days from the date of issue.
- If the books are returned after the due date, borrowing facility will be temporarily withdrawn and a fine will be charged.
- Any book lost, damaged or defaced must be replaced by the borrower. Till the damage is made good, the borrower will have no right to use the Library.
- Students must renew their library cards after they are promoted to second year and take fresh admission in the third year.
- Students seeking transfer and students appearing in Part I, Part II and Part III Examination must obtain a Clearance Certificate from the Librarian before a Certificate or Admit Card is issued.
- **Each student must attend the library and either read or do other library-works on their subjects as per College Routine.**

#### Withdrawal

Caution money (Laboratory/Hostel) will be refunded after the completion of the Degree Course within one year from the date of publication of the results. Failure to claim the caution money deposits within the stipulated period will lead to forfeiture of the said deposit.

#### Fee Book

A fee book is given to each student at the time of admission. A student should enter all the particulars in the fee book against respective columns at the time of depositing the fee. COUNTER FOIL should be preserved carefully and be produced by the student in case of any enquiry or refund of Caution Money in respect of Laboratory/Hostel deposit. Claim for refund will not be entertained without the Counter Foil.

#### Identity Card

Identity Card will be issued to the student by the office after admission. Loss of this Card should be immediately reported to the office. A fine of Rs.20/- will be charged for issuing a new Identity Card.