

GUSHKARA MAHAVIDYALAYA



[Affiliated to Burdwan University]

Estd. 9th August, 1965

P.O. GUSHKARA, DIST. BURDWAN, PIN 713128, W.B.

Website: www.guskaramahavidyalaya.org &
www.guskaramahavidyalayaonlineadmission.org
www.guskaramahavidyalayaonlinemorningadmission.org

E-mail: guskaramahavidyalaya@gmail.com

Phone: (03452) 255 105, Fax: (03452) 257 635

Online helpdesk: (03452) 257 635

VISION OF THE COLLEGE

The vision of Gushkara Mahavidyalaya is to emerge as one of the leading academic Institutions in the region where knowledge and skill complement each other and competence leads to confidence among the prime beneficiaries, that is, the students.

“তাহাকেই বলি শ্রেষ্ঠ শিক্ষা যাহা কেবলমাত্র তথ্য পরিবেশন করে না,
বিশ্বসত্তার সঙ্গে সামঞ্জস্য রেখে মানুষের জীবনকে গড়ে তোলে”
- রবীন্দ্রনাথ ঠাকুর।

General Rules and Information regarding Admission
to 1st Year courses
Session 2016-2017

Gushkara, The Place

Gushkara is a sprawling Municipal town in the northern part of Burdwan Sadar Subdivision. To the north of Gushkara lies Santiniketan where poet Rabindra Nath Tagore spent most of his creative years. The district town of Burdwan is to the south of Gushkara which is flanked on the east by Bhatar and Mangalkote and on the west by Jangalmahal. Kunur, the major tributary of the river Ajay, flows through the town. Archaeological findings have established that human habitation in the area surrounding the confluence of Ajay and Kunur dates back to at least three thousand years. Gushkara is now an important rail station in the Burdwan-Sahebganj loop line. It is situated at a distance of 128 km. from Kolkata.

Gushkara Mahavidyalaya

Thanks to the missionary zeal of the eminent academician late Rakhahari Baksi and generous support from the prominent citizens of the locality, Gushkara Mahavidyalaya was founded on the 9th of August, 1965. The college campus, covering an area of 7.7 acres was donated mostly by Gushkara P.P. Institution. It is situated close to the banks of the river Kunur.

Gushkara, Galsi, Mangalkote, Ausgram and Bhatar constitute the catchment area of the college. By virtue of road and rail communications, a large number of students from such far-flung areas as Durgapur, Katwa, Memari, Bolpur and Arambag flock to the college for pursuing their studies leading to Bachelor's degree in various disciplines.

Bringing the fruits of higher education to an agrarian belt has been a primary aim of the college since its inception. No wonder then that a sizable section of the students of the college are first generation learners belonging to Scheduled Caste, Schedules Tribe and Minority Communities.

Gushkara Mahavidyalaya is affiliated to the University of Burdwan. The Institution offers undergraduate course in Arts, Science and Commerce. At present there is provision for teaching fifteen subjects out of which thirteen are at the honours level and the rest are at the level of general course.

Teachers & Staff Code of Conduct

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(4) If an employee, being present at the place of his duties, abstains or absents himself from work without permission of the appropriate authority or refuses to work at any time during the prescribed hours of work on any day, he shall, in addition to being liable to such disciplinary action as may be taken against him for dereliction of duty, be deemed to be absent without leave for each day and shall not be entitled to draw any pay or allowances for such day.

Sec. 30 (L & NT) (1)(a) Every employee of the college shall be subject to disciplinary measures for reasons of—

- (i) violation of any term or condition of service,
- (ii) neglect of duty,
- (iii) violation of orders regarding attendance and office discipline,
- (iv) misappropriation and defalcation of funds,
- (v) insubordination or disregard or violation of the orders of the superior authority,
- (vi) conviction by a court of law for an offence involving moral turpitude,
- (vii) taking of illegal gratification,
- (viii) tampering with official records, and
- (ix) any other misconduct which, in the opinion of the Governing Body of the college, calls for disciplinary action.

(b) The Governing Body of the college shall be competent to impose such penalties upon the employee as it may deem fit in consideration of the gravity of the case mentioned in sub-paragraph (a), with any or more of the following,—

- (i) suspension,
- (ii) censure,
- (iii) withholding of increment(s) or promotion,
- (iv) recovery from pay of the whole or part of any pecuniary loss caused to the college by the employee,

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- (v) reduction to a lower stage in the time-scale of pay for a specified period with further direction whether or not the employee will earn increment(s) or pay during the period of such reduction,
- (vi) reduction to a lower time-scale of pay, grade, post or service with or without further directions regarding conditions of restoration, including protection of his seniority and pay on such restoration, to the grade, post or service from which the employee was reduced,
- (vii) premature retirement,
- (viii) removal or dismissal from service.

Explanation I

The termination of employment shall not, in the following cases, be treated as removal or dismissal from service of—

- (a) a person appointed on probation during or at the end period of probation in accordance with the terms of appointment, or
- (b) a temporary employee on the expiry of the period of his appointment, or
- (c) a person engaged on contract in accordance with the terms of his contract.

Explanation II

Premature retirement means that the Appointing Authority may get the employee retired compulsorily as a measure of punishment before he has attained the age of sixty years.

Explanation III

Stoppage of any increment of an employee next above the efficiency bar in the time-scale of his pay on the ground of his unfitness to cross the bar shall not amount to withholding of increments or promotion within the meaning of this Statute.

(2)(a) In all cases of imposition of penalties the grounds on which it is proposed shall be reduced in the form of definite charge or charges and communicated to the employee.

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- (v) reduction to a lower stage in the time-scale of pay for a specified period with further direction whether or not the employee will earn increment(s) or pay during the period of such reduction,
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- (i) violation of any term or condition of service,
- (ii) neglect of duty,
- (iii) violation of orders regarding attendance and office discipline,
- (iv) misappropriation and defalcation of funds,
- (v) insubordination or disregard or violation of the orders of the superior authority,
- (vi) conviction by a court of law for an offence involving moral turpitude,
- (vii) taking of illegal gratification,
- (viii) tampering with official records, and
- (ix) any other misconduct which, in the opinion of the Governing Body of the college, calls for disciplinary action.

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COURSE OF STUDIES

The courses of studies and combination of subjects offered by different shifts are listed below.

B.A. HONOURS - DAY SECTION (Three Years Degree Course)

Compulsory subjects are English (50) and Bengali (50) in Part - I.

Elective Subjects of Honours Subjects (Any two)

Honours Subjects	Elective Subjects
Bengali	Philosophy, Political Science, History, Sanskrit
English	Philosophy, Political Science, History, Sanskrit

History	Political Science, Philosophy or Economics, Sanskrit
Philosophy	Political Science, History, Bengali, Sanskrit
Political Science	History, Philosophy or Economics, English
Sanskrit	Political Science, History, Philosophy, Bengali
Geography	Political Science, History, Philosophy or Economics, Sanskrit

B.A. GENERAL - DAY SECTION
(Three Years Degree Course)

Compulsory subjects are English (50) and Bengali (50) in Part – I.

Applicants have to select any three subjects from either Group-A or Group-B

GROUP	SUBJECTS
‘A’	History or Mathematics, Economics or Philosophy, English or Sanskrit, Bengali or Political Science
‘B’	History or Mathematics, Political Science, English, Philosophy * Geography, ** Physical Education

* Permission to choose Geography (General) is provided on the basis of marks obtained in H.S. or equivalent exam.

** Candidates willing to choose Physical Education must take physical fitness test. The test will be notified in due course of time after admission.

B.Sc. HONOURS - DAY SECTION
(Three Years Degree Course)

Compulsory subjects are English (50) and Bengali (50) in Part – I.

Elective Subjects of Honours Subject

Honours Subjects	Elective Subjects
Physics	Chemistry and Mathematics
Chemistry	Physics and Mathematics
Mathematics	Physics and Chemistry
Botany	Chemistry and Zoology
Zoology	Chemistry and Botany

B.Sc. General – DAY SECTION

(Three Years Degree Course)

Compulsory subjects are English (50) and Bengali (50) in Part – I. Applicants have to select either Group –A or Group -B

General Subjects

GROUP	SUBJECTS
'A'	Physics, Chemistry and Mathematics
'B'	Chemistry, Botany and Zoology

B.Com. Honours – DAY SECTION

(Three Years Degree Course)

Compulsory subjects are English (50) and Bengali (50) in Part – I.

Hons. Subject in Part - I	
1	Financial Accounting
2	Business Mathematics and Statistics

General Subject in Part - I	
1	Economics Principles and Indian Economics Problems
2	Management Theory

B.Com. General – DAY SECTION

(Three Years Degree Course)

Compulsory subjects are English (50) and Bengali (50) in Part – I.

Subjects in Part - I

Group - I	
1	Economic Principles and Indian Economic Problems.
2	Management Theory.
3	Financial Accounting.

B.A. GENERAL – MORNING SHIFT

(Three Years Degree Course)

Compulsory subjects are English (50) and Bengali (50) in Part – I. Applicants have to select any three subjects from the following.

SUBJECTS
Political Science or Sanskrit, Philosophy, History, Bengali or English

MERIT LIST

To get admitted to Arts, Science and Commerce Honours courses candidates must obtain at least 45% marks in H.S. or an equivalent examination. The candidate must also obtain at least 45% marks in the subject he/she chooses as honours subject.

For the candidates who passed H.S. or an equivalent examination with one language, percentage will be calculated from the aggregate of marks obtained in that language and three elective subjects (best three). For Geography and all Science subjects it is compulsory to study that subject at H.S. level. Candidates seeking admission for Geography Hons. should have 45% marks in Geography/Mathematics in 10+2 level. Candidates willing to choose Physics & Chemistry as honours subject must get at least 40% marks in Mathematics also. With regard to Arts and Commerce, in case the subject chosen as honours subject has not been studied at H.S. level, marks obtained in the best scoring subject among the two languages studied at H.S. will be taken into consideration.

Formula for calculating merit for B.A./B.Sc./B.Com. General Course (Day Section)

Candidates having average 30% in the aggregate of marks which has been obtained in two language subjects and the three best scoring subjects out of four elective subjects studied at H.S. or equiv. level will be considered as eligible. Let us assume percentage of marks in the two subjects in the language section is C & percentage of marks for the three best scoring elective subjects are X, Y & Z respectively. In this case average percentage is $E = [C + (x + y + z)]/5$.

Vocational course students must obtain at least 65% marks at H.S. level.

Formula for calculating merit for B.A. General Course (Morning Shift)

All those who have passed H.S or equivalent examination (including vocational stream) are eligible to apply online for B.A. 1st year General (Morning shift) course.

Vocational candidates

Vocational students who have passed H.S or equivalent examination with 65% are eligible to apply online for B.A. 1st year General (Day Section) course. All students who have passed H.S. or equivalent examination in Vocational course are eligible to apply for B.A. 1st year General course Morning Shift.

Formula for calculating Merit for Honours

Percentage of marks obtained in the best scoring subject among the two subjects in the language section of H.S. or an equivalent examination and the average percentage of aggregate of marks obtained in the three best scoring subjects among the four elective subjects and marks obtained in the subject chosen as honours subject will be taken into account. Let us assume that percentage of marks obtained in the best scoring language subject is C and percentage of marks in the best scoring three elective subjects are X, Y & Z respectively. Average of percentage will be $E = [C + (X+Y+Z)]/4$. Merit point of the candidate will be E + H. Here H stands for marks obtained in the subject chosen as honours subject. In case the subject chosen as honours subject was not studied at H.S. or equivalent exam., then marks obtained in the best scoring subject among the language subjects of H.S. or equivalent examination will be taken into account. In case of Geography Hons. if the subject was not in the combination of the candidate at HS or equivalent level marks of mathematics will be added in place of the subject marks. For the candidates who passed an H. S. or equivalent examination with one language only, percentage will be calculated from marks obtained in that language and the aggregate of marks in the best three elective subjects.

IMPORTANT RULES & INFORMATION

1. Candidates who passed H.S. or equivalent examination in 2013, 2014, 2015 & 2016 can apply online for admission to Part – I.
2. To avail reservation, SC, ST, OBC-A, OBC-B, PwD Certificate provided by Government approved competent authority must be submitted.
3. After admission through online system and payment of fee through bank, a copy of online application form must be submitted to college alongwith self attested copies of relevant documents such as Application, Admit Cards of

class 10 and class 12 examinations, Marksheet of H. S., School Leaving Certificate (Original), SC/ST/OBC-A/OBC-B/PwD Certificate (if applicable), challans for bank payment of Registration fee and Admission fee (College copy in original), two copies passport size colour photograph.

4. A Student can change general subjects within a month after the beginning of classes, if necessary. No change can be acceptable afterwards.
5. Registration will be cancelled if the student fails to have 75% attendance with a month after the day on which honours classes begin.
6. After admission to Part-I students must fill in Registration-cum-Enrolment form provided by the University and submit it at the office of the college. This will be done in accordance with advertisement provided by the college.
7. Even if a student fails to clear Part-I final examination, he/she must get admitted to Part-II next year and to Part-III subsequently.
8. From the last year of enrolment a student must clear the entire examination (Part-I, Part-II & Part-III) within a maximum of 7 times but one cannot take the examination for one part more than three times. This is as per present B.U. Regulation.
9. As per BU Rules & Regulations a student can sit for Part – III final examination only if he/she clears Part-I and Part-II final examination.
10. If a student opts for a repeat examination in Part – I or Part – II (University exam.) he/she will not be able to take Part-III final examination in the same year.

TUITION AND OTHER FEE PAYMENT

Students can deposit fee every working day except Tuesday at Day Section and Morning Shift. Monthly fee must be deposited every month.

ATTENDANCE

After getting admission, every student must ensure 75% attendance in the class as per Burdwan University rules. Otherwise they will be debarred from appearing at the University Examination. It is also compulsory to sit for all the examinations conducted by the college. Candidates failing to obtain the qualifying marks by the college will be debarred from taking University Exam.

LIBRARY & BOOK BANK

The college libraries (Day section & Morning shift) are well equipped to cater to the needs of the students. At the libraries students can access various journals. The process of computerization is going on. There are also two reading rooms. Five Science departments separately run departmental seminar libraries for honours

students. Students are not allowed to retain the books for than 2 weeks. A fine will be imposed if the books are not returned within 28 days. There is also the provision for book bank facility for the needy and meritorious students. Students are also allowed to avail overnight issue of books. All students are required to return the books before the form fillup of final examination.

FREESHIP AND SCHOLARSHIP

Limited number of free studentships are available for meritorious and poor students with regular attendance. Students belonging to SC/ST/PwD/Minority Community and Girls are entitled to get Govt. scholarship. Meritorious students can also enjoy National Loan Scholarship. Students of this institution are free to apply for various scholarships offered by private trust/foundations. There is also provision of student's Aid Fund facility in the college.

STUDENTS' UNION

Every student of the college is a member of the Students' Union. He is entitled to cast vote or contest in the election of the council provided that he has cleared his prescribed college dues and no disciplinary action has been initiated against him. He shall pay the Union fees and Session fees as prescribed. The Principal is the President of the Union. The General Secretary of the Union, selected by the elected class representatives is a member of the Governing Body. The formation and constitution of the Students' Union is governed by the Regulations and Rules of the University. As per Regulation 4 (Students' Union) of Burdwan University the aims and objects of the Union shall be –

- (a) to bring unity among the students.
- (b) to promote academic, scientific, cultural and social interest and outlook among the students.
- (c) to promote discipline, sense of responsibility, integrity and brotherhood among the students.
- (d) to safe-guard the rights of the students.
- (e) to aid, help and facilitate the study of needy and poor students, particularly coming from the backward classes of the society.
- (f) to provide scope to develop the tenacity and ability of the students.
- (g) to foster healthy and cordial relation with the teachers and the non-teaching members of the staff of the college and
- (h) to safe-guard the democratic rights and encourage participation in fighting against obscurantism, secessionism, communalism, obscenity and to work for the cause of social justice.

Sub-Committees for conducting student related activities of the college

- Cultural - Dr. Maitrayi Ray Sar, Prof. Mita Roy, Sri Amitava Baksi, Sri Partha Sarathi Ghosh, Sri Bodhisattwa Mondal, Sri Debasish Mondal, Kumari Jhumpa Foujdar.
- Sports - Dr. Manisha Mondal, Prof. Sumantra Chanda, Sri Harisadhan Mallick, Sri Sanjoy Pal, Sri Ananda Routh and Sri Sumit Mondal.
- Common Room (Male)- Prof. Ranjan Paul, Sri Ripon Khan.
- Common Room (Female)- Prof. Mita Roy, Kumari Babita Harijan.
- Magazine - Prof. Mita Roy, Sri Abhisek Ghosh and Sri Souvik Saha.

NSS AND NCC ACTIVITY

National Service Scheme is basically an education extension programme. It is associated with various types of social work like a forestation, removal of garbage, adult and continuing education, organization of blood donation camp, development and maintenance of medicinal plant etc. The college has two units of NSS. All students are encouraged to associate themselves with NSS activities of the college. The college tries to impart value education through NSS and NCC activities. Regular seminars and camps are organized.

The college boasts of having two NCC units, one for boys and the other for girls. The NCC cadets observe all important event like college Foundation Day, Independence Day, Republic Day, Netaji's Birthday etc. in the college. The cadets of this Mahavidyalaya regularly get chance to participate in the Republic Day Parade in Delhi. All students are free to join the NCC unit of the college.

HOSTEL FACILITY

The college has two hostels, one Vivekananda Chhatrabas for SC/ST boys and the other Nibedita Chhatrinibas for girl students. Each hostel can accommodate 60 students. Students who need hostel accommodation will be required to apply for the same. Grant of admission to a course would not ensure allotment of hostel accommodation. Subject to availability, it is offered on the basis of necessity. If vacancy lies, unreserved category students are also allowed to stay in the Vivekananda Chhatrabas. Honours students will be given preference for hostel accommodation.

PHYSICAL EDUCATION

At Gushkara Mahavidyalaya Physical Education is taught as a subject. Physical Education department organizes coaching camps from time to time. The college has two well protected play grounds in the college.

MULTI-GYM

The college has a well organized Multi-Gym. Students can avail this facility at minimum cost.

COMPUTER EDUCATION

There is a separate computer laboratory for the students.

CANTEEN

A clean canteen is situated within the college campus.

GRIEVANCE REDRESSAL & ANTI RAGGING CELL

Students can submit their complaints or opinions regarding any college-related issue at the Grievance Redressal Cell. The college has an Anti-Ragging and a Sexual Harassment Prevention Cell also.

CODE OF CONDUCT FOR THE STUDENTS

- i) Students are expected to be well-behaved and amenable to discipline and not to do anything that interferes with the progress of students or with the harmonious and quiet atmosphere of the College.
- ii) Students are expected to treat members of the staff and their fellow students with courtesy both in and outside the College.
- iii) When assembled, every class must consider itself responsible for the conduct of its members.
- iv) Students must not enter or leave the class without the permission of the teacher.
- v) Students are not to enter the Principal's room without his permission. Not more than one student is to enter at a time.
- vi) Students must not create any disturbance in the classes, Principal's office, examination hall or during College and G.B. Meetings and functions in any way. Loitering in the corridors is strictly prohibited. 21

- vii) Noisy and disorderly conduct in the College premises, impersonation at roll call, using unfair means at Examinations, defiance of Authority and of Teachers, damaging and defacing of College property are serious offences and will be severely dealt with.
- viii) Students must obey the directives of the Principal issued from time to time according to the exigencies of circumstances.
- ix) Students must not do anything that constitutes a breach of discipline under the University regulations.
- x) The Principal holds the authority to strike off the roll of a student or expel a boarder from the hostel as and when he deems it fit and proper.
- xi) Students are not allowed to approach, either individually or in a group, any member of the high Government Officials or Governing Body except with the prior permission of the Principal in writing, they are also not permitted to submit any petition or representation to the G.B, or any member thereof, or high Govt. Official except through the Principal.
- xii) The College has set a Grievance Redressal Cell. Students can seek Proper Redressal for their genuine grievances under the guideline.

**The students can contact the following teachers and non-teaching staff
in matters related with:**

Day Section –

- | | | |
|--------------------|---|---|
| 1. Examination - | : | Prof. Monimala Mondal, Dr. Papita Dutta, Sri Kousik Sarkar, Sri Uday Choudhuri |
| 2. Identity Card - | : | Sri Sarat Kumar Sing, Sri Kanak Chongder |
| 3. Tuition fees - | : | Sri Subrata Majhi, Sri Dipankar Mondal |
| 4. Admission - | : | Dr. Bhola Nath Sarkar, Prof. Kartick Ch. Saha, Sri Brojendra Nath Adhikari, Sri Basudeb Mukherjee & Sri Kousik Sarkar |
| 5. Stipend - | : | Dr. Bhola Nath Sarkar, Prof. Saroj Kr. Sarkar, Sri Kanak Chongder |
| 6. Library | : | Smt. Dipanwita Roy (Librarian) & Sri Krishna Pada Roy (Librarian) |
| 7. Games & Sports | : | Dr. Manisha Mondal (Dept. of Physical Education) |
| 8. NSS | : | Sri Nilotpal Ghosh & Sri Animesh Pal |
| 9. NCC | : | Captain Sisir Kumar Ghosh |
| 10. Multigym | : | Dr. Manisha Mondal, Sri Partha Sarathi Ghosh |

Morning Shift –

Teacher-in-charge – Prof. Ranjan Paul

- | | | |
|--|---|--|
| 1. Tuition fees - | : | Sri Amitava Chakrabarti |
| 2. Exam., Identity Card Stipend & Admission: | : | Sri Pratap Kumar Dutta |
| 3. Library | : | Sri Amitava Malik, Smt. Sutapa Mondal. |

**INTAKE CAPACITY
(2016 - 2017)**

Bengali Hons.	73	Physics Hons.	33
English Hons.	73	Chemistry Hons.	31
History Hons.	73	Mathematics Hons.	37
Political Science Hons.	59	Botany Hons.	27
Philosophy Hons.	73	Zoology Hons.	27
Sanskrit Hons.	73	Accountancy Hons.	73
Geography Hons.	31		

B.A. General (Day)	665	B.A. General (Morning)	833
B.Sc. General (Day)	251	B.Com. General (Day)	344