



## THE COLLEGE EMBLEM

GYANA VIGYANA VIMUKTYE : *Gyana Vigyana Vimuktye* is the motto of the college. It is a Sanskrit axiom extracted from Upanishad. ‘Gyana’ means knowledge, ‘Vigyana’ is higher and purer form of knowledge and ‘Vimuktye’ is emancipation. So these three lofty words means that knowledge (Gyana) leads to awareness; higher and purer form of knowledge (Vigyana) leads to emancipation (Vimuktye) from ignorance. The sole aim of knowledge is freedom from all the causes of ignorance of pain and suffering not only of an individual, community and society but for all living creatures.

Gyana Vigyana Vimuktye the Emblem encompasses a blooming lotus and a radiant sun above it with the flaming sword on the top, placed at the background of a blue sky above and ocean below.

- The Lotus is a symbol of purity, where only wisdom is held.
- The sun signifies glory and brilliance and the sunshine is a symbol of the power of knowledge.
- The sword represents a celestial weapon that cuts confusion and illusion to invoke wisdom.
- Ocean is the symbol of institution and the blue colour of the sky symbolises a mystical borderland of wisdom, self-mastery and spiritual realization.

## PROFILE

Sikkim Government College, Yangthang, Gyalshing was established on 28th of June 2011, as an institute designed to cater to the growing needs of higher education for the students of West

Districts of Sikkim and other parts of the country in general. It is running in the Private building at Kyongsa in Gyalshing until the college is established at Yangthang, Tikjeck 5km away from the District Headquarter Gyalshing. It is a co-educational institute and is affiliated to Sikkim University. The college follows the Semester system and the medium of teaching is English. The college offers General and Honours courses in English, Economics, History, Political Science, Geography, Sociology, Physical Education, Education, Tourism, Nepali, Bhutia, Limboo, Lepcha. A total of 37 Lecturers constitute the strength of the teaching faculty.

|                      |                                |                            |
|----------------------|--------------------------------|----------------------------|
| <i>Principal</i>     | <i>Dean of Student Affairs</i> | <i>Vice – Principal</i>    |
| Dr. Rabindra Chettri | Mr. B.M. Subba                 | Mrs. Kessang Wangmo Bhutia |

#### **ADMISSION COMMITTEE 2015**

- |                             |   |                          |
|-----------------------------|---|--------------------------|
| 1. Dr. Rabindra Chettri     | - | Chairperson              |
| 2. Mr. B.M. Subba           | - | Convener                 |
| 3. Miss. Yashmin Bhandari   | - | Member (Asst. Professor) |
| 4. Mr. Sonam Rinchen Lepcha | - | Member (Asst. Professor) |
| 5. Mr. Gagan Gautam         | - | Member (Asst. Professor) |

#### **COMPUTER PERSONNEL**

- |                              |   |              |
|------------------------------|---|--------------|
| 1. Miss. Sonam Ongmu Bhutia  | - | L.D.C        |
| 2. Mr. Mohan Rai             | - | L.D.C        |
| 3. Mrs. Chandra Maya Chettri | - | Office Staff |

*Note:* Candidates seeking admission are advised to read the prospectus thoroughly and seek clarification regarding choice of subject before filling up their forms.

All admitted candidates will be strictly bound by the Rules and Regulations of the College.

SUBMISSION OF FILLED UP FORMS DOES NOT GUARANTEE ADMISSION TO THE COLLEGE. ADMISSION WILL BE STRICTLY ON MERIT.

*Decision of the Admission Committee will be final & binding.*

LAST DATE FOR SUBMISSION OF FORMS: 06/07/2015.

FOR DETAILS CONTACT – 97341 5246 / 03595 250050

**TEACHING FACULTY**

*Department of Economics*

1. Mrs. Kesang Wangmo Bhutia

2. Mr. Kul Bdr. Chettri

3. Mr. Shankar P. Nepal

***Department of English***

1. Mrs. Swarnim Subba
2. Dr. Rashmi Bala Gurung
3. Mr. Tulsi Ram Dhimal

***Department of Education***

1. Ms. Arpana Silwal
2. Mr. Bikash Chettri
3. Mr. Kishore Kr. Rai

***Department of Political Science***

1. Ms. Tseten Uden Bhutia
2. Mr. Dhan Raj Rai
3. Mr. Surendra Rai

***Department of Physical Education***

1. Ms. Manju Tamang
2. Mr. Enosh Tamang
3. Mr. Binod Chettri

***Department of Sociology***

1. Ms. Yashmin Bhandari
2. Mrs. Sedem Bhutia
3. Ms. Rajani Sharma

***Department of History***

1. Mrs. Renuka Khatiwada
2. Mrs. Tshering Yangchen Bhutia
3. Ms. Mayalmit Lepcha

***Department of Geography***

1. Mrs. Sandhya Devi Thapa
2. Mr. Gagan Gautam
3. Mr. Karma Loday Tamang

***Department of Nepali***

1. Mr. Durga Pd. Sharma
2. Mr. Narayan Sharma
3. Mr. Bibek Chettri

***Department of Tourism***

1. Mr. Amit Rai
2. Mr. Sangam Rai

***Department of Lepcha***

1. Mr. Sonam Rinchen Lepcha
2. Mr. Kachyo Lepcha

***Department of Bhutia***

1. Mr. Tshering Thendup Bhutia
2. Mr. Thupten Palzang Bhutia

***Department of Limboo***

1. Mr. B.M. Subba
2. Mr. B.B. Subba

***Department of Environmental Science***

1. Ms. Lakhi Doma Sherpa

***Department of Eastern Himalayas***

1. Mr. Danda Ram Regmi

### **ADMINISTRATION & OFFICE STAFF**

|                           |   |                |
|---------------------------|---|----------------|
| 1. Mr. Damber Poudyal     | - | A.O. cum DDO   |
| 2. Mrs. Basanti Bhujel    | - | Librarian      |
| 3. Mr. Padam Bdr. Rai     | - | Accounts Clerk |
| 4. Ms. Sonam Ongmu Bhutia | - | L.D.C          |
| 5. Mrs. Aila Rai          | - | L.D.C          |
| 6. Mrs. Sukanta Gurung    | - | L.D.C          |
| 7. Mr. Mohan Rai          | - | L.D.C          |
| 8. Mr. Aita Raj Subba     | - | Driver         |
| 9. Mr. Sancha Man Subba   | - | Driver         |
| 10. Mr. Milan Gurung      | - | Peon           |
| 11. Mr. Lok Nath Sharma   | - | Peon           |

|                              |   |                  |
|------------------------------|---|------------------|
| 12. Ms. Bishnu Maya Gurung   | - | Peon             |
| 13. Mrs. Chandra Maya Gurung | - | Peon             |
| 14. Mrs. Laxmi Gurung        | - | Peon             |
| 15. Mr. Kewal Man Gurung     | - | Chowkidar        |
| 16. Mrs. Puspa Devi Sharma   | - | Safai Karmachari |
| 17. Mrs. Santa Kala Sharma   | - | Safai Karmachari |

## **COURSES OFFERED**

The College offers B.A. & B.T.S. Honours Courses in the following subjects:

English, Economics, History, Political Science, Geography, Sociology, Physical Education, Education, Tourism, Nepali, Bhutia, Limboo and Lepcha.

## **ADMISSION ELIGIBILITY**

Applicants must have successfully cleared class XII final Examination of SSC/ISC/CBSE or an examination equivalent to (10+2) pattern from recognized Board. Admission will be strictly on merit basis and mere submission of the forms does not ensure admission. For admission, a student must have a minimum of 50% marks in aggregate. Honours Subject will be confirmed after the completion of the Third Semester. Average of the marks scored in the three Semesters, Class XII Board Examination and Entrance Test shall be conducted to decide the honours subject.

## **ADMISSION PROCEDURE**

### **PROSPECTUS AND APPLICATION FORM**

Students can collect prospectus along with Application form for admission from the college office on payment of Rs 300/- by cash. The application form duly filled in should be submitted to the Admission Committee on or before the last date displayed in the college notice board and as notified in the prospectus. Applicants must enclose testimonials mentioned in the application form and produce the originals whenever required. Incomplete application forms will not be entertained.

## **THE SEMESTER SYSTEM AND ITS IMPORTANCE**

Semester system provides an opportunity to students for continuous learning and assessment which lead to better understanding of the subject. It helps to improve the learning processes so that students get maximum benefit in terms of acquisition of relevant knowledge, skills and attitudes. It trains the students to excel and build up confidence. It also increases institutional attachment. There will be a continuous engagement between students and teachers which will result in more focused class interaction. This will inculcate regular study habits among students. Conducting examination twice a year will mean that student's progress is more regularly evaluated. This would enable a more in-depth study and understanding of their concerned subjects.

### **ACADEMIC PERIOD/SCHEDULE**

(Ref: University Academic Calendar 2015)

Under Sikkim University, the college will have summer and winter breaks for the student and faculty members which will be as follows:

| <i>Semester</i> | <i>Period</i>  | <i>No. of teaching Days</i> | <i>Exams</i> | <i>Results</i> |
|-----------------|----------------|-----------------------------|--------------|----------------|
| Monsoon         | 10 Jul -10 Dec | 153(approx.)                | 15-30 Nov.   | 30 Dec         |
| Spring          | 4 Feb- 05 June | 125(approx.)                | 05-20 June   | 30 June        |

*Note: In case, if the re-opening day of any semester falls on Sunday or any other State Govt. or National Holidays the college shall re-open on the immediate next working day.*

### **EVALUATION PATTERN**

In the semester system, a student will be continuously evaluated through Sessional Test, Term-Paper/Field Study and End-Semester Examination. The students would be evaluated internally throughout. The following table highlights a detailed evaluation mechanism for a particular paper.



| <b>Pattern of evaluation</b>                             | <b>Weightage (%)</b> |
|--|----------------------|
| Sessional Test I   | 25                   |
| Term-Paper/Field work Presentation/<br>Sessional Test II | 25                   |
| End–Semester Examination                                 | 50                   |
| <b>Total</b>   | <b>100</b>           |

**Note:** It is compulsory for a student to attend at least 75% of the class lectures in each paper under all the opted subjects failing which you will not be allowed to sit for the End Term Examination in the respective paper.

### **GRADING SYSTEM**

Sikkim University has introduced and implemented the grading system of evaluation at examination of all the students. Following this, students are given grades in lieu of percentage and division which will enhance the transparent nature of the examination.

The evaluation pattern for the grading system is as follows:-

| Marks in Percentage | Grade | Grade Point |
|---------------------|-------|-------------|
| >95                 | O     | 10          |
| 85 but 95           | A+    | 9           |
| 75 but 85           | A     | 8           |
| 65 but 75           | A-    | 7           |
| 55 but 65           | B+    | 6           |
| 45 but 55           | B     | 5           |
| 35 but 45           | B-    | 4           |
| 25 but 35           | C+    | 3           |
| 15 but 25           | C     | 2           |
| <15                 | C-    | 1           |

### **PROMOTION CRITERIA**

A Student must maintain a minimum Grade Point 4.0 or Grade B as mandatory criteria in Sessional Test I and Sessional Test II for appearing in End Semester Examination and also a

minimum Grade Point 4.0 or Grade B in the End Term Examination for promotion to immediate next Semester.

### **REGULATIONS ON CONDUCT OF EXAMINATION AS PER THE UNIVERSITY**

- a) A student seeking permission to sit for the End-Term Examination must have paid the examination fees and attended at least 75% of the classes in a paper. However, the Dean of a School or Principal of College, on satisfying himself about the genuineness of the case, may condone shortage of attendance by 5% if duly recommended by the concerned HOD/IC of the department. A student who is still short of attendance will repeat the entire examination in the next relevant semester.
- b) There shall be a continuous evaluation of the progress of students throughout a semester in a manner approved by the Academic Council and an End-Term Examination at the end of each semester.
- c) A student may be allowed to repeat one or all papers in relevant semesters under the following circumstances:
  - i. If he fails in one or more papers,
  - ii. If he is disqualified to appear in the end-term examination for two or less than two papers due to shortage of attendance and
  - iii. If he seeks to improve his performance, provided that repeat examination of a particular paper is allowed only once and the result of such examination is not considered for any medal/prize/ranking etc.
- d) Students seeking to repeat a paper or more shall seek permission of the COE through the HOD/IC of the department or principal of a college at least one month before the date of examination and, if permitted, shall pay the fees prescribed by the university from time to time at least one week before the date of examination.
- e) The End-Semester theory examination will be of 2 hrs. duration. For practical papers, however, standard norms in respective disciplines may be followed.

- f) The examination routine for the End Semester will be prepared by the office of the COE.
- g) The Controller of Examination shall notify the End-Semester Examination routine at least one week before the actual date of the examination.

### THE SCHEME OF SUBJECT COMBINATION

#### 1. Compulsory Subject:

##### Course

|             |                       |                 |
|-------------|-----------------------|-----------------|
| B.A./B.T.S. | Compulsory English    | Fourth Semester |
| B.A.        | Environmental science | Fifth Semester  |
| B.T.S.      | Eastern Himalayas     | Fifth Semester  |
| B.A.        | Eastern Himalayas     | Sixth Semester  |
| B.T.S.      | Environmental Science | Sixth Semester  |

#### 2. Optional Subjects:

Students may pick any three subjects, taking only one from each Group.

| Sl. No. | Group A             | Group B | Group C | Group D |
|---------|---------------------|---------|---------|---------|
| 1       | Eng/Nep/Bhu/Lep/Lim | Geog    | Edu     | Pol.Sc  |
| 2       | Eng/Nep/Bhu/Lep/Lim | Geog    | Edu     | Soc     |
| 3       | Eng/Nep/Bhu/Lep/Lim | Geog    | Eco     | Pol.Sc  |
| 4       | Eng/Nep/Bhu/Lep/Lim | Geog    | Eco     | Soc     |
| 5       | Eng/Nep/Bhu/Lep/Lim | His     | Edu     | Pol.Sc  |
| 6       | Eng/Nep/Bhu/Lep/Lim | His     | Edu     | Soc     |
| 7       | Eng/Nep/Bhu/Lep/Lim | His     | Eco     | Pol.Sc  |

|    |                     |         |     |        |
|----|---------------------|---------|-----|--------|
| 8  | Eng/Nep/Bhu/Lep/Lim | His     | Eco | Soc    |
| 9  | Eng/Nep/Bhu/Lep/Lim | Ph.E    | Edu | Pol.Sc |
| 10 | Eng/Nep/Bhu/Lep/Lim | Ph.E    | Edu | Soc    |
| 11 | Eng/Nep/Bhu/Lep/Lim | Ph.E    | Eco | Pol.Sc |
| 12 | Eng/Nep/Bhu/Lep/Lim | Ph.E    | Eco | Soc    |
| 13 | Eng/Nep/Bhu/Lep/Lim | Tourism | Edu | Pol.Sc |
| 14 | Eng/Nep/Bhu/Lep/Lim | Tourism | Eco | Pol.Sc |
| 15 | Eng/Nep/Bhu/Lep/Lim | Tourism | Edu | Soc    |
| 16 | Eng/Nep/Bhu/Lep/Lim | Tourism | Eco | Soc    |

B.A. & B.T.S. Course in Honours will comprise of six semesters of regular study. A semester will be of 6 months duration followed by a University Examination at the end of each semester. After successful completion of the first semester, students are promoted to the second semester and subsequently to the third, fourth, fifth and sixth semester and they need to take admission accordingly. A student undergoing B.A. Course will have to study two optional subjects along with his/her Honours subject and three compulsory subjects in the course of Six Semesters (Three Years) for a total of 1800 Marks.

| <b>1<sup>st</sup> Semester (Monsoon)</b>                             | <b>2<sup>nd</sup> Semester (Spring)</b>                                 | <b>3<sup>rd</sup> Semester (Monsoon)</b>                                   |
|--|---|--|
| Optional I, paper-I<br>Optional II, paper-I<br>Optional III, paper-I | Optional I, paper-II<br>Optional II, paper-II<br>Optional III, paper-II | Optional I, paper-III<br>Optional II, paper-III<br>Optional III, paper-III |

| <b>4<sup>th</sup> Semester (Spring)</b>         | <b>5<sup>th</sup> Semester (Monsoon)</b> | <b>6<sup>th</sup> Semester (Spring)</b> |
|---|--|---|
| Compulsory English<br>Honours(IV)<br>Honours(V) | EVS<br>Honours(VI)<br>Honours(VII)       | EHS<br>Honours(VIII)<br>Honours(IX)     |

A Student undergoing B.T.S. Course will have to study two optional subjects along with Tourism Subject and three compulsory subjects in the course of six semesters ( Three Years ) for a total of 1800 marks

| <b>1<sup>st</sup> Semester (Monsoon)</b>                        | <b>2<sup>nd</sup> Semester (Spring)</b>                            | <b>3<sup>rd</sup> Semester (Monsoon)</b>                              |
|---|--|---|
| Optional I, paper-I<br>Optional II, paper-I<br>Tourism, paper-I | Optional I, paper-II<br>Optional II, paper-II<br>Tourism, paper-II | Optional I, paper-III<br>Optional II, paper-III<br>Tourism, paper-III |

| <b>4<sup>th</sup> Semester (Spring)</b>                         | <b>5<sup>th</sup> Semester (Monsoon)</b>                         | <b>6<sup>th</sup> Semester (Spring)</b>                               |
|---|--|---|
| Compulsory English<br>Tourism, Paper (IV)<br>Tourism, Paper (V) | Eastern Himalayas<br>Tourism, Paper (VI)<br>Tourism, Paper (VII) | Environmental Science<br>Tourism, Paper (VIII)<br>Tourism, Paper (IX) |

### **TOTAL NUMBER OF PAPERS TO BE STUDIED AND THEIR CREDIT**

| <b>Subject</b>              | <b>Total Number of Papers</b> | <b>Total Marks</b> | <b>Total Number of Credits</b> |
|-----------------------------|-------------------------------|--------------------|--------------------------------|
| Compulsory English          | 1                             | 100                | 6                              |
| Environmental Studies (EVS) | 1                             | 100                | 6                              |
| Eastern Himalayas (EHS)     | 1                             | 100                | 6                              |
| Optional I                  | 3                             | 300                | 18                             |
| Optional II                 | 3                             | 300                | 18                             |
| Honours Paper(I to IX)      | 9                             | 900                | 54                             |
| <b>Total</b>                | <b>18</b>                     | <b>1800</b>        | <b>108</b>                     |

When a student complete the programme after three years of regular attendance in the college earning specific number of credits and the required minimum grade she/he will be declared to have the B.A(Honours)/B.T.S.(Honours) degree as the case may be.

### **ACADEMIC VACATION FOR STUDENTS AND TEACHERS**

| <b>Vacation</b> | <b>Duration</b> | <b>No. of Days</b> |
|-----------------|-----------------|--------------------|
|-----------------|-----------------|--------------------|

|              |                  |    |
|--------------|------------------|----|
| Summer Break | 21 June – 9 July | 18 |
| Winter Break | 11 Dec – 3 Feb   | 55 |

### **EXAMINATION SCHEDULE**

| <b>Sl. No.</b> | <b>Academic Activity</b>                   | <b>Spring Semester</b> | <b>Monsoon Semester</b> |
|----------------|--|------------------------|-------------------------|
| 1              | Commencement first Semester                | 04 Feb                 | 10 July                 |
| 2              | Mid Term/ First Sessional Test             | 20 March               | 20 August               |
| 3              | Term Paper/Second Sessional Test           | 20 April               | 20 September            |
| 4              | End of Classes                             | 25 May                 | 10 November             |
| 5              | Filling of Examination Form                | 26 May                 | 14 November             |
| 6              | End Semester Examination Begins            | 05 June                | 15 November             |
| 7              | Semester Break/Winter Vacation             | 21 June                | 20 November             |
| 8              | Central Evaluation Begin ( for<br>College) | 10 June                | 01 December             |
| 9              | Publication of Result                      | 05 July                | 10 December             |

### **FEE STRUCTURE**

Vide notification no: 58/DIR (HE)/HRDD Dated:20/05/2015, the State Government has waived all fees including examination fees from the academic session 2014-15 for the students having Sikkim Subject or Certificate of Identification. The students who do not possess Sikkim Subject or Certificate of Identification shall pay the college fees as under:

- i. At the time of admission (1<sup>st</sup> Semester) Rs. 1271/- for students of B.A. & B.T.S.

Rs. 1371/- for students of B.A (Geo. Hons.).

- ii. Subsequent Semester Rs. 321/-
- iii. Foreign Nationals Rs. 500/- per month as tuition fee and other fees as mentioned above (i) and (ii).

### UNIVERSITY EXAMINATION FEES

Examination fees are to be paid in each semester before filling up the forms to appear in the End Term Examination. Students having Sikkim Subject or Certificate of Identification are exempted from payment. However, students who do not have the above mentioned documents are required to pay as follows:

| Payable to College |                         |            |               | Payable to the University through the College. | Total |
|--------------------|-------------------------|------------|---------------|--|-------|
| Sl. No.            | Course                  | Centre Fee | Practical Fee |  |       |
| 1                  | B.A. (Hons.)            | Rs.400/-   | Nil           | Rs.150/-                                       | 550   |
| 2                  | B.A. (Geo. Hons.)       | Rs.400/-   | Rs.250/-      | Rs.150/-                                       | 800   |
| 3                  | B.A. (Tourism Hons.)    | Rs.400/-   | Rs.100/-      | Rs.150/-                                       | 650   |
| 4                  | B.A. ( Phy. Edn. Hons.) | Rs.400/-   | Rs.100/-      | Rs.150/-                                       | 650   |

### UNIVERSITY REGISTRATION

Fee must be paid on the day of admission. The fee includes Tuition Fees, Admission Fees, Library Fees, Laboratory Caution Deposits and University Registration Fees.

1. The Fee covers one semester.
2. Students must renew their Admission, Identity card and Library card after paying the fees within 7 days of their promotion to the next semester. Students should apply for the renewal of University Registration in every semester by filling up of Semester

Programme Card designed by the University failing which their admission to the relevant semester will not be confirmed.

### **WITHDRAWAL AND TRANSFER**

Student's wishing to discontinue and withdraw in the mid-session must apply to the Principal in writing. Subsequently, their names will be permanently removed from the college register. Students applying for Transfer Certificate must submit an application to the Principal at least three days before along with a transfer fee of Rs. 50/-. In such cases, only the caution deposits will be refunded and all other money will be forfeited to the college. Students admitted to the First Semester, who desire to withdraw their admission, should apply for withdrawal within 20 days from the date of their admission. For Migration Certificate, students should apply in the prescribed form to the University through the Head of the Institution. The form may be collected from the office of the Dean of Students' Affair.

**NOTE:** Refundable Deposits to be claimed within a month after the date of leaving the institution or on completion of the University Examination. After the expiry of the month, the deposits will be forfeited.

### **RULES AND REGULATION**

1. Every student must strictly observe and follow all the rules, regulation and traditions of the College.
2. All students must conduct themselves befitting their status as student of the college both within and outside the campus. Students should carry out all the orders of the Principal and the member of staff. They shall be answerable to the Principal for their behaviour in general and their conduct in the premises in particular.
3. Insubordination or misconduct of any kind, indecent gestures or remarks, offensive graffiti or pestering will be viewed as a serious breach of discipline. Such cases will be dealt with severely and the defaulter will be expelled from the institution without any notice.



4. Smoking, gambling, use of alcohol/drugs by the students is prohibited at all times. Such cases, regardless of circumstances, will result in immediate expulsion without any further appeal for readmission.
5. Students are expected to acquaint themselves regularly with the information displayed on the College notice board.
6. No fund collection for any purpose whatsoever shall be allowed in the college without the explicit permission of the Principal.
7. Students are not allowed to hold any meetings or rallies, invite guests or arrange for any person to address any gathering in the camps, without prior permission of the Principal.
8. Students must carry their Identity Card with them at all times as they may be asked to produce the same at any time.
9. Any person, people or students other than the authorised official/staff, if found mishandling the college gate and property will be automatically subjected to law and the Police.
10. Students are prohibited to take part in ragging, political activity or any activity which is detrimental to the dignity of the college. Any student found violating the rules and bringing disrepute to the institute will be expelled from the college.
11. It is compulsory for the students to attend functions/activities organized by the college on various occasion, in proper college uniform, whether the function falls on a working day or on holidays unless notified otherwise. Absence from such functions without valid reasons will invite disciplinary action.
12. Use of cell phones is strictly prohibited in all academic areas of the campus. Use of cell phones would entail confiscation of the handset. It would be returned only:
  - a) at the end of the course or,
  - b) after the settlement with Principal, Discipline Committee along with defaulter's Parents.
13. Without prejudice to the generality of power to enforce discipline under the ordinances, the following shall mount to acts of gross indiscipline:
  - Coming to college without proper college uniform.
  - Coming to college with indecent hair style or long hairs (for boys).
  - Ragging in any form in the premises of the college.
  - Physical assault or threat to use physical force against any member of the teaching, non-teaching staff and students of the college.

- Carrying or threats to use any weapon with an intention to cause injury to any student/staff/visitor of the college.
- Any violation of the provisions of the Civil Rights Protection Act, 1976, violation of the status, dignity and honour of any student.
- Any practice, whether verbal or otherwise, derogatory to women.
- Any attempt of bribery or corruption in any manner.
- Wilful destruction of the college property.
- Creating ill will or intolerance on religious or communal grounds.

Any of the above listed offence attracts mandatory punching of the Identity Card by the Discipline Committee. If the number of punches reaches 3(three) then he/she shall be suspended from attending the classes for three weeks.

14. At the time of admission, every students are required to sign a declaration that he/she submits himself/herself to the disciplinary jurisdiction of the Discipline Committee and other authorities of the college who may be vested with the authority to exercise discipline under rules and regulations that have been framed by the College.

### **LIBRARY AND OTHER ASSOCIATIVES OF THE COLLEGE**

1. Students are not allowed in the library without valid Identity Card.
2. Every student is entitled to borrow one book at a time.
3. Books are issued only on Friday afternoon and must be returned on Monday before noon.
4. Books must be handled with care. Students must not write any remark on the pages or mutilate them.
5. For loss or damage of books students will either have to replace the same book of latest edition or will have to pay triple the amount of the book.
6. A student who loses a Library Card and Identity Card shall make a written application to the Dean of Students' Affairs with an FIR document. A duplicate card shall be issued only on payment of Rs. 50/-
7. Library membership card and identity card need to be promptly renewed after successful completion of each semester.
8. Within the library, all students must maintain complete silence and discipline.
9. Reference book, periodicals and newspapers are not borrowed out; hence the students have to study them at the library itself.

10. Students have to return library books, library cards and identity cards and procure no due certificate before every University examination.
11. No library books will be issued during summer and winter vacation.

### **STUDENTS SLIP CUM IDENTITY CARD**

All the College students will be issued Students' Slip cum Identity Card. This Card is to be carried by the student every day and shall produce it, as and when required by the College Administration, Management, Academician and the College Discipline Committee. Students shall renew this card every time he/she is promoted to the next semester by producing relevant admission fee slip to the college library.

### **UNIVERSITY REGISTRATION CARD**

Sikkim University will issue University Registration card to all students who apply for University Registration through submission of prescribed filled in form and on completion of other necessary formalities. Students shall renew this Registration Card every time he/she is promoted to the next Semester, by filling up the relevant Semester Programme Card.

- *Students are advised to maintain attendance diary.*

### **COLLEGE UNIFORM**

Students shall come to the college in proper college uniform. It is mandatory in all official affairs of the college (academic and administration). Student coming to the college without uniform will be subjected to strict disciplinary action.

|                 |          |   |                                   |
|-----------------|----------|---|-----------------------------------|
| Uniform Colour: | Coat     | = | Turkish blue                      |
|                 | Cardigan | = | Light grey with dirty green strip |
|                 | Pants    | = | Turkish blue                      |
|                 | Shoes    | = | Black                             |
|                 | Shirt    | = | Off white                         |

Shocks = Black

*Note: It is mandatory that the Girl student's are required to wear pants. Tunic is not allowed.*

## **EXTRA CURRICULAR ACTIVITIES**

### ***NATIONAL SERVICES SCHEME (NSS)***

The college unit of the NSS is sponsored by the Ministry of Human Resource Development, Government of India. Students interested in constructive social activities are encouraged to join this unit.

### ***RED RIBBON CLUB***

The College has introduced 'Red Ribbon Club (RRC)' as a part of extra-curricular activity. This will enhance social attachment in students which is also an important part of education. This type of activity will give opportunity to the students to serve all humanity. Programmes will be organised in timely basis.

### ***ECO-CLUB***

The College has introduced the "Eco-Club". It will help to promote, monitor and operate the environmental activities of the college through the involvement of the whole college for the projection of clean environment. The entire College Community need to fully understand the true importance and value of the club and the programmes they undertake.

The College Environment Club should be seen as the driving force behind all environmental and sustainable activities at the College by organizing, publicizing, promoting, monitoring all environmental/sustainability events, activities and programmes. The students should be the driving force behind the Eco-Club.

### ***INTELLECTUAL PROPERTY RIGHTS***

Intellectual Property Rights Cell was established on 4<sup>th</sup> April, 2012 and has been working since then. The Cell has been working under the supervision of the Patient Information Centre (PIC), Sikkim State Council of Science and Technology, Government of Sikkim. The main aim of the Cell is to create awareness among the people regarding IPR, provide information on Patent

Rights and help in the process of registration if desired. It is one of the basic rights like all other property rights which is unknown to many and which has been violated.

### ***GAMES AND SPORTS***

Games and sports are the inevitable parts of a student's life. Realizing this, the college pays utmost need to this sector in many ways. The department of physical education of the college looks after the activities in this arena. Besides organizing the Annual Sport Meet, the college also organizes various sporting activities from time to time. The sole aim of all these are to cultivate the trend of competition, physical proficiency and brotherhood amongst the student and to give them a chance to mingle with the universal platform. Eminent students of this field are also felicitated. The college conduct outdoor game like Football, Volley Ball and Badminton. Presently, the college does not have its own play ground and is using Kyongsa play ground for the purpose.

### **LITERARY AND CULTURAL ACTIVITIES**

Literary and cultural activities are also promoted and encouraged by the college. Programmes like debate, quiz, extempore speech, elocution, essay writing, and seminars are held from time to time in the college. Cultural programmes like dance, songs and skits are also organized to feature in various occasions. The college hall is best used in these programmes. The college also publishes its annual magazine 'Golsimal'. Ample opportunities are given to the students for an espousal of their talents.

### **SCHOLARSHIP SCHEMES**

The college offers scholarship to the needy authenticated students as permissible under the norms of the state and the central government. This includes the scholarship given to the students of SC, ST, OBC and BPL categories. For this, the concerned student are directed to keep in touch with the Dean of students' Affairs of the College and the Social Justice and Welfare Department, Govt. of Sikkim, Tikjuk, West Sikkim.

### **GENDER SENSITISATION UNIT**

Gender Sensitisation Unit (GSU) at college level has been constituted from May 2011 under the Sikkim University Policy against Sexual Harassment and in accordance with the guidelines laid down by the Hon'ble Supreme Court of India, in its ruling under the Writ Petition Criminal, Visakha and other versus the state of Rajasthan and other (JT1997(7) SC384) on the prevention and deterrence of sexual harassment at work and study. The student's who face any problem of this kind will always be looked after and safeguarded by the College Gender Sensitization Unit.

### **ANTI-RAGGING COMMITTEE AND ANTI-RAGGING SQUADS**

In accordance with the direction of the Supreme Court of India and UGC Regulations vide Letter No. F.1-16/2009(CPP-II) dated 21<sup>st</sup> October, 2009 and paragraph 7.1.1 of Sikkim University Anti-Ragging Rules, 2009 the College has constituted Anti-Ragging Committee and Anti-ragging Squads with the basic objectives to co-ordinate, monitor and regulate Anti-Ragging activities in College (Hostels, Library and Canteens).

Principal is the ex-officio Chairman of the Anti-Ragging Committee and the Dean of Students' Affairs is the ex-officio Chairman of Anti-Ragging Squad. The aggrieved students can lodge complain in the office of the Principal/Dean of Student' Affairs/Head of the Department of the concerned subject.

### **CORRESPONDENCE**

1. Correspondence regarding students must include Name, Class, Roll Number and Mobile number (if any) of the student concerned.
2. Requests for character certificates and similar recommendation must be made in writing to the Principal with full College Bio-Data of the concerned student and submitted in advance.
3. Student should contact the Principal/Vice-Principal for University related queries and clarifications. Similarly, they should contact the Dean of Students Affairs for other internal matters.

*\*Consumption of tobacco either in chewable or smoking form is strictly prohibited in the campus. Any defaulter will be fined Rs. 200/- on the spot or imprisonment upto 6 months and may lead to termination from the college.*

***IMPORTANT DAY TO REMEMBER***

**Sikkim Govt. College Gyalshing**

**Foundation Day 28th June 2011**

## **DOCUMENTS TO BE SUBMITTED ALONG WITH THE APPLICATION FORM**

- 1.** Photocopies of:
  - a. Class XII Marksheet and Certificate (two copies)
  - b. Class X Marksheet and Certificate (two copies)
  - c. Class XII Admit Card (Private Candidate)
  - d. Sikkim Subject/Domicile/Residential Certificate
  - e. SC/ ST/OBC/MBC Certificate.
- 2.** In original
  - a. Migration Certificate.
  - b. Transfer Certificate
  - c. Character Certificate.
- 3.** Six (6) Nos. of recent Passport size Photographs.

### **N.B.**

1. Original of all photocopies has to be produced at the time of admission.
2. All photocopies must be attested by a Gazetted Officer.

**Rs. 300/-**

**(Prospectus once sold will not be taken back)**

**Last date for the submission of the form: 6<sup>th</sup> July 2015.**