



Estd. : 1965

CHANDRA KAMAL BEZBARUAH COMMERCE COLLEGE

JORHAT - 785 001, ASSAM

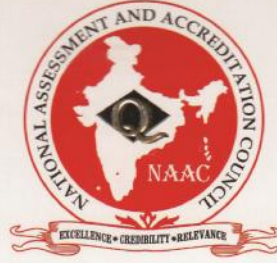
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Accredited with NAAC - B+



PROSPECTUS FOR HIGHER SECONDARY

Session: 2020-21



राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद
विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान
NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL
An Autonomous Institution of the University Grants Commission

Certificate of Accreditation

*The Executive Committee of the
National Assessment and Accreditation Council
on the recommendation of the duly appointed
Peer Team is pleased to declare the
Chandra Kamal Bezbaruah Commerce College
Jorhat, affiliated to Dibrugarh University, Assam as
Accredited
with CGPA of 2.54 on seven point scale
at B⁺ grade
valid up to December 15, 2021*

Date : December 16, 2016



Dilip
Director



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Principal's Message

Dear Students,

Congratulations to you all on the successful completion of Board examination. I welcome you to the Chandra Kamal Bezbaruah Commerce College- a premier higher educational institution in the Upper Assam. Our College has completed glorious 54 years of dedicated service. We are strategically located on a 6-acre campus in Jorhat with beautiful buildings and a wide range of specialized facilities and resources.

Our College plays a vital role in the livelihood and personality development of the students. The co-curricular and extracurricular activities are designed for active participation of the students and to instil a sense of self-motivated, lifelong learning. We impart the values of time management, discipline, punctuality and humanistic values for all-round development of students.

We are proud of the exceptional teaching staff that is engaging students in a wide range of exciting learning opportunities. We are committed to providing quality education by equipping our students with skills, confidence and a positive approach. The College is relentlessly striving to observe and maintain academic excellence. We believe in the overall growth of our students. We strive to impart knowledge and skill with an intermingling of values.

Keep in mind what you are doing now; you are doing for tomorrow. You are building a portfolio of knowledge and skills pertinent to your vision of your future in the world. Our staff and I will be pleased to assist you to realize that vision in every way we can. Nonetheless, training for tomorrow is about empowering yourself.

The prospectus introduces you to Chandra Kamal Bezbaruah College and provides detailed information of courses offered, fee structure, general rules and eligibility criteria etc. I advise you to read this document carefully, and once you join, I anticipate you to cooperate in our mission of providing a new dimension to education.

Finally, I would like to thank you for choosing our college for the building of your career.

Dr Ranjit Sarma

Principal



1. INTRODUCTION

Chandra Kamal Bezbaruah Commerce College, one of the premier provincialized institutions imparting Commerce Education in the North-East Region is situated at the heart of Jorhat town. This full-fledged Commerce College was started in 1965 with the vision of producing a good number of able commerce graduates to promote entrepreneurial activities and to shoulder various responsibilities in Trade, Industry and Commerce and also to provide them with the opportunity to build up their professional careers like Chartered Accountants, Cost and Management Accountants, M.B.A. etc. The College has celebrated its Glorious Golden Jubilee in the Year 2014-15.

The College always remembers the remarkable sacrifice of a few enthusiastic founder teachers who took all pains to translate the dream of the College into reality. Under the leadership and able guidance of founder principal Late Madhab Chandra Chakrabarty as well as the sincere devotion of founder teachers Late Dwijendra Nath Sarmah, Shri Anil Chandra Sarmah and Shri Khagendra Nath Sarmah Baruah Commerce education gradually flourished. In 1974 the College was brought under the Deficit Grant-in-Aid system, and in the same year, it was recognized by University Grants Commission. The Government of Assam from the year 2005 provincialized the College.

The College started with only 130 students. Till today this College has produced more than 3,000 graduates, and most of them are well placed in society. Presently more than 1,000 students are studying in this College. Moreover, this College has a dedicated teaching staff with 26 members. The College has a rich computerized library with nearly 25,000 books in addition to journals, magazines and newspapers.

At present, the College offers speciality courses in Accounting & Finance, Marketing, Banking & Insurance and Human Resource Management. Catering to the need of job-oriented courses for the students, the College introduced the BBA course under Dibrugarh University. The College is also having a well-equipped computer laboratory, Digital Class Rooms, computerized Administrative Block and number of other facilities besides scopes for extracurricular activities. The students can also take advantage of oral coaching centre of the Institute of Cost Accountants of India, IGNOU study centre and DDEDU study centre. With the gaining popularity of Commerce Education, it is hoped that this College will fulfil the needs and aspirations of the younger generation of the Region.

Vision

To establish itself as a centre of excellence for ensuring quality in higher education, by shaping the human resource in the right way and thereby contribute towards the upliftment of the society and development of the Nation.

Mission

- # To offer innovative, career-oriented programmes.
- # To inculcate independent thinking in learners.
- # To ensure competence building and employability to serve society.
- # To empower stakeholders by exploring their hidden potential.
- # To contribute towards growth and preservation of heritage, culture and congenial academic atmosphere by creating awareness incoming generation.



2. PROGRAMMES OFFERED :

The College imparts instructions in the following courses in under-graduate and post-graduate level:

- a) Three year Degree course in Commerce (B.Com.) both B.Com. (Hons) and B.Com in the CBCS of DU.
- b) Three years Bachelor of Business Administration (B.B.A.) course of the Dibrugarh University.
- c) Two year Higher Secondary course of Assam Higher Secondary Education Council.
- d) Certificate, Diploma, Degree, Master Degree, P.G., Diploma Programme under IGNOU
The programmes are open for all.
- e) B.Com / M.Com under Directorate of Distance Education under Dibrugarh University.

The College has only Day shift and admission in the Day Shift is open for both male and female students.

3. SESSION / WORKING HOURS

Academic session from June to May every year.

Classes are held from 9:00 AM to 3:00 PM.

4. MEDIUM / COURSE OF STUDY

4.1 MEDIUM OF INSTRUCTION

Both in English and Assamese.

4.2 HIGHER SECONDARY (COMMERCE)

a) CORE SUBJECTS (COMPULSORY)

- i) English
- ii) M.I.L. (Assamese, Bengali, Hindi) / Alt. English
- iii) Business Studies
- iv) Accountancy

b) OPTIONAL ELECTIVE SUBJECTS

A student has to choose one of the groups being First Elective and Second Elective subjects from the following list. Selection of First Elective is compulsory.

- | | |
|------------------|--|
| Group - A | i) Commercial Mathematics & Statistics / Mathematics |
| | ii) Economics / Swadesh Adhyan |
| Group - B | i) Commercial Mathematics & Statistics |
| | ii) Banking / Mathematics |
| Group - C | i) Insurance |
| | ii) Economics / Swadesh Adhyan / Mathematics |
| Group - D | i) Insurance / Mathematics |
| | ii) Banking |

PATTERN OF EXAMINATION

Higher Secondary 1st Year Examination and Final Examinations are conducted by the Assam Higher Secondary Education Council on the basis of the distribution of marks as follows:



iii) Identity Card	Rs.	50.00
iv) College Development Fund	Rs.	500.00
v) Electricity Fee	Rs.	500.00
vi) Students' Support Facilities (Cycle Shed+ Drinking Water)	Rs.	300.00
vii) Commerce Forum	Rs.	50.00
viii) Transfer Certificate	Rs.	20.00
ix) Career Counselling	Rs.	50.00
x) Academic Calendar	Rs.	40.00
xi) Bharat Scout & Guide, NCC & NSS	Rs.	30.00
xii) Publication Fee	Rs.	50.00
xiii) Contingency	Rs.	200.00
xiv) Annual Health Insurance Premium	Rs.	30.00
Total	Rs.	2,420.00

II. For Students' Activities

i) Union Fee	Rs.	100.00
ii) Major Games Fee	Rs.	300.00
iii) Minor Games & Boys' Common Room Fee	Rs.	150.00
iv) Girls' Common Room Fee	Rs.	50.00
v) Magazine Fee	Rs.	80.00
vi) Cultural Fee	Rs.	100.00
vii) Debating Fee	Rs.	50.00
viii) Festival Fee	Rs.	200.00
ix) Social Service	Rs.	30.00
x) DU Sports Affiliation Fee	Rs.	30.00
Total	Rs.	1,090.00

(Applicable for admission in Odd-Semesters and H.S. Classes)

Total amount payable at the time of admission

H.S. First Year (Boys)	Rs.	4,520.00	(includes 1 Year Tuition Fee)
H.S. First Year (Girls)	Rs.	3,920.00	(excludes 1 Year Tuition Fee)
H.S. Second Year (Boys)	Rs.	4,520.00	(includes 1 Year Tuition Fee)
H.S. Second Year (Girls)	Rs.	3,920.00	(excludes 1 Year Tuition Fee)

**** NOTE : Students need not pay any fees for this academic session.**

6. ATTENDANCE IN CLASSES

The required attendance of students in classes will be calculated on the basis of the guidelines issued by AHSEC council from time to time.



7. AWARDS

- a) Students are awarded both merit and other scholarships as provided by the State Govt./Central Govt. Besides, the College provides free studentship to brilliant students.
- b) Best Library User Award (Student)

8. STUDENTS' AID FUND

Financial assistance is provided to the economically disadvantaged and deserving students from the Students' Aid Fund.

9. IDENTITY CARD

The identity card is issued to every student to be possessed by him / her during the college hours.

10. UNIFORM FOR STUDENTS

Students must come to the College in **UNIFORM**

- Boys** : White Shirt and Black Formal Pant. (Jeans not allowed)
- Girls** : White Mekhela Chaddar with Pink border and Pink Blouse.
Or White Salwar Kurta with Pink Dupatta. (Leggings not allowed)
- For Winter Season** : Navy Blue coloured Sweater for both Boys & Girls.

11. LIBRARY FACILITY

The College has a computerized and digital library with a rich collection of textbooks, reference books, periodicals, journals, news-papers etc. and is desired to be used regularly by the students.

Students are to follow the Library rules strictly. The library remains open from 10 AM to 5 PM on all working days.

12. HOSTEL

The College has a secured and well-furnished Girls' Hostel with 35 seats. Admission to the hostel will be on merit basis.

13. STUDENTS' CO-CURRICULAR ACTIVITIES

The College provides facilities for indoor and outdoor games for both Boys and Girls. Willing students can join the National Cadet Corps (N.C.C.), National Service Scheme (N.S.S.) and Bharat Scout & Guide unit of the College.

14. CAREER COUNSELLING

A Committee of teachers headed by the Principal is involved in constant monitoring of students' academic interest and in helping them to opt for a career that suits their needs, interest and aptitudes. To develop the personalities of the students; programmes like quiz, debating, eloquence, seminars, group discussions, lectures etc. are organized among the students from time to time.



15. WOMEN'S CELL

The College has a Women's Cell 'Aastha' formed under the Centre for Women's Studies, Dibrugarh University. Since its inception, the Cell has been undertaking several activities for women empowerment.

16. ALUMNI ASSOCIATION

The College has an Alumni Association which keeps a good relationship with the alumni of the College in and around the country.

17. PARENTS-TEACHERS' ASSOCIATION

The College has a Parents-Teachers' Association. It conducts regular interactive sessions for the overall development of the students.

- 18.** The College has Gender Sensitization Committee, Grievance Redressal Committee and Anti-Ragging Committee formed as per UGC guidelines.

19. B.COM / BBA COURSE

The college offers B.COM and BBA course under Dibrugarh University. Admission, eligibility, curriculum, the pattern of examinations etc. are followed as per Dibrugarh University's rules and regulations.

20. ICAI: CMA SUPPORT

The College runs an ICAI recognized Oral Coaching Centre for CMA course which is second such centre in the North-East Region. As professional degree holders have more demand in the Job market than commerce graduates, H.S/10+2 passed students can take advantage of this ICAI Support Centre in the College for pursuing CMA Course along with B.Com. Course. Their sincere effort may make it possible to earn B.Com. and CMA both the degree at a time.

21. IQAC

The College has an Internal Quality Assurance Cell, structured as per the guidelines of National Assessment of Accreditation Council, which ensures quality control and its sustainability.

22. OTHER FACILITIES

Besides imparting regular course of Commerce Education, the College also provides the following facilities to the students, and some of those are available for outsiders also:

- 22.1 UGC sponsored remedial coaching scheme** for scheduled caste and scheduled tribe students pursuing B.Com.

22.2 Certificate Course in Computing

The College also provides a certificate course in Computer Basics.

Eligibility : Passed H.S.L.C. or Equivalent

(The course is open for outsiders also).



22.3 IGNOU Study Centre

A study centre of Indira Gandhi National Open University (Code-0410) is running in the College having as many as 32 programmes including M.B.A., M.Com., M.LIS, M.A.H., M.S.O., M.H.D., B.D.P., B.C.A. and M.C.A. The IGNOU Jorhat Regional Centre is operating from the College campus.

22.4 DEDU Study Centre

A study centre of Directorate of Distance Education, Dibrugarh University is running in the college with two programmes B.Com and M.Com.

22.5 CKBCC CINE CLUB

The College has a Cine Club which aims to develop an atmosphere for the appreciation of Cinema as serious art.

22.6 Health and Sanitation Club

The College has a Health and Sanitation club which favourably influences attainment of optimum health and hygiene.

22.7 Information and Career Guidance Cell (ICGC)

The College provides information and counselling to the unemployed youth of the locality besides its students for self-employment through its Information and Career Guidance Cell.

22.8 Indian Accounting Association (IAA) Branch

The College is also having a branch of Indian Accounting Association (Affiliated to International Accounting Associations for Education & Research, New York), an academic forum for promoting research and development in the field of accounting.

22.9 Internet Facility

Internet facility is provided to the students and employees on all working days.

22.10 Book Bank

Book Bank facility, in the College Central Library, is provided to the economically disadvantaged students of the College.

22.11 Xerox Facility

Xerox facility is provided to the students and employees at a subsidized rate.

22.12 Canteen Facility

The College provides canteen facility during the college hours.

22.13 Games & Sports

The college has its playground, and both indoor and outdoor games facilities are extended to the students within the campus. An Indoor stadium, with all modern amenities, is under construction and the college has the provision to provide a well-equipped gymnasium hall to the students.

22.14 Parking Facility

The College provides in campus two-wheeler and four wheeler parking facility for both students and employees.



23. TEACHING & NON-TEACHING STAFF OF THE COLLEGE

Principal	:	Dr. Ranjit Sarma, M.Sc., M.Phil., Ph.D.
Vice-Principal	:	Dr. Umen Dutta, M.Com., M.Phil., Ph.D.
Academic Vice-Principal	:	Dr. Purabi Borthakur, M.A., PhD.

DEPARTMENTS :

Accountancy

1. Dr. Umen Dutta, M.Com., M.Phil., Ph.D., Vice-Principal.
2. Dr. Horeswar Das, M. Com., M.Phil., Ph.D. Associate Professor (HOD)
3. Dr. Nitu Konwar, M.Com., Ph.D. Assistant Professor
4. Ms. Mayurakshi Chakrabarty, M.Com. (Tutor)

Business Management

1. Dr. Sarat Borah, M.Com., Ph.D., Associate Professor (HOD)
2. Ms. Barsha Borah, M.Com., M.Phil., PGDBM, Assistant Professor
3. Ms. Priya Baheti, M.Com. (Tutor)

Banking

1. Dr. (Ms.) Beauty Bhattacharyya, M.Com., Ph.D., Associate Professor (HOD)
2. Dr. Raju Roy, M.Com. (Double), LL.B., Ph.D. Assistant Professor
3. Ms. Rakhi Sandilya, M.Com. (Tutor)

Economics & Human Resource Management

1. Dr. Purabi Borthakur, M.A., Ph.D., Associate Professor
2. Dr. Gautam Kumar Bordoloi, M.A., Ph.D., Associate Professor (HOD)
3. Ms. Mallika Das, M.A., Associate Professor

Commerce

1. Dr. Sanjib Baruah, M.Com., Ph.D., Associate Professor (HOD)
2. Dr. Satya Deka, M.Com., Ph.D. Associate Professor

Statistics & Mathematics

1. Mr. Sobham Saikia, M.Sc., M.Phil., Associate Professor (HOD)
2. Mr. Rupam Sarmah, M.Sc., Associate Professor

Computer Applications

1. Mr. Rubul Saikia, M.Sc., M.C.A., M.Phil., Assistant Professor

English

1. Dr. (Ms.) Neeta Lagachu, M.A., Ph.D., Associate Professor (HOD)
2. Ms. Rupasree Dutta, M.A., B.Ed., Assistant Professor
3. Dr. Kironmoy Chetia, M.A., M.Phil., Ph.D., Assistant Professor

Assamese

1. Ms. Gitali Hazarika, M.A., Associate Professor (HOD)
2. Vacant



Bengali

1. Mr. Prosanto Mandal, M.A., M.Phil., Assistant Professor

Hindi

1. Mr. Dimbeswar Bora, M.A., M.Phil., Assistant Professor

Environmental Studies

1. Ms. Bornali Kalita (Tutor)

CKBCC SCHOOL OF MANAGEMENT

1. Mr. Sarangapani Phukan, MBA, Co-ordinator
2. Ms. Munmi Bordoloi, M.Com., M.Phil.
3. Mr. Pervez Ahmed, MCA (Tutor)
4. Mr. Arpan Saikia, MA (Tutor)

LIBRARY STAFF

1. Ms. Runjun Borthakur, M.LIS. (Librarian)
2. Ms. Munmi Borah (Casual Employee)
3. Mr. Shyam Neog (Casual Employee) Grade IV
4. Mr. Prakash Bhojel (Casual Employee) Grade IV

OFFICE STAFF

1. Mr. Bikiran Borthakur
2. Mr. Prodeep Chandra Dutta
3. Mr. Nitul Saikia
4. Mr. Monoj Kr. Borah
5. Mr. Koustav Kachari
6. Ms. Tridisha Mahanta
7. Vacant

SYSTEM ADMINISTRATOR

1. Mr. Himangshu Bhorali

GRADE-IV STAFF

1. Mr. Atul Saikia
2. Mr. Tilak Hazarika
3. Mr. Tinku Saikia
4. Vacant
5. Mr. Pankaj Borah (Casual Employee)
6. Mr. Rijut Dutta (Casual Employee)
7. Mr. Nitul Borah (Casual Employee)

Date : 03-06-2020

Sd/- Dr. Ranjit Sarma
Principal



COVID - 19

SPREAD

- Airborne
- Wild animals
- Social Contact

PREVENTION

- Wash hands for at least 20 sec.
- Wear medical masks
- Refrain from traveling to risk areas
- Avoid crowded places
- Do not stand close to people with cold symptoms
- Avoid contact with wild and domestic animals

SYMPTOMS

- cough, sore throat
- diarrhea
- headache
- difficulty breathing
- runny nose
- fever

COVID-19
Novel Coronavirus

WUHAN

In case of ailment, seek medical attention immediately!

CORONAVIRUS PREVENTION

AVOID **KEEP CLEAN** **DISINFECTANT** **SYMPTOMS AWARE**

COVID-19 PRECAUTION

DON'T

CROWDING AT ENTRY / EXIT POINT

DO

MAINTAIN SOCIAL DISTANCING