

# SONADA DEGREE COLLEGE

## PROSPECTUS

ESTD. 1985



**SONADA DEGREE COLLEGE**

**P.O. SONADA, DIST. : DARJEELING—734209(W.B.)**

**PHONE:9434308442**

**Website: [www.sonadadegreecollege.org.in](http://www.sonadadegreecollege.org.in)**

# SONADA DEGREE COLLEGE

**SONADA-734209**

**Established by the**

Government of West Bengal

**Affiliated to the**

University of North Bengal

**Recognized by the**

University Grants Commission

Government of India

## **SONADA DEGREE COLLEGE**

P.O. Sonada, District: Darjeeling-734209

Phone No.:

Email: [sonadadegreecollege@gmail.com](mailto:sonadadegreecollege@gmail.com)

Website [www.sonadadegreecollege.org.in](http://www.sonadadegreecollege.org.in)

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**SONADA-734209**

Name	
Class	
Honours/Programme	
Roll No	
Whatsapp No	
Aadhaar no	
Blood Group	
father's Name	
Contact No	
Mother's Name	
Contact No	
Email	
Permanent Address	

## **SONADA DEGREE COLLEGE:**

The College is situated in Sonada, Darjeeling less than 1 KM from Sonada Railway Station. Sonada Degree College is a co-educational degree college established in the year 1985. It is a Government established college under the pay packet system and the other financial assistance from the Government of West Bengal. The college campus is spread over approximately 2.66 acres of land in an ideal natural environment and very congenial atmosphere for study, sports and other curricular activities. The college has a permanent affiliation with the University of North Bengal. The University Grants Commission (U.G.C) Govt. of India, New Delhi has enlisted this college under section 2(f) and 12 (B) of the UGC Act 1956. Thus this college is eligible to receive financial and other assistance from the UGC, ICSSER, CSI, Ministry of Human Resource Development . Govt. of India and other Central Govt. organisation in addition to the Govt. of West Bengal. The College imparts higher education leading for the award of Bachelor Degree in both Honours General (Programme) and course under the University of North Bengal. The permanent faculty members of the college are recruited only on the recommendation of the College Service Commission (CSC) Govt. of West Bengal for the number of teaching posts actually sanctioned by the Department of Higher Education and Directorate of Public Instruction.

## **COLLEGE RULES AND REGULATIONS:**

**Keeping in view of the aims and objectives** the students who are admitted in this college are to follow its rules and regulations.

1. 75% attendance is absolutely necessary. Every student shall have to attend at least 75% of the classes actually held in a semester to sit for university examination (semester- I/II/III).
2. ALL STUENTS must conduct themselves in a good manner both in and outside the college.
3. The students concerned must pay for damage of any kind of college property.
4. Smoking or the use of alcohol and drugs in the college is strictly forbidden.
5. Mobile phones should not be used in the classrooms and in the examination halls.
6. Students are required to carry with them their identity card bearing their photographs. Identity card without photograph, college seal and signature of the principal will not be valid.
7. Students are to follow strictly the dress code of the college. Students must attend classes with college uniform.

8. Ragging in any form is strictly prohibited. Action shall be taken against ragging as per existing rules of college/university/government/VGCSC. An undertaking must in this convention be taken by every student as per Annexure I of UGC Regulations.
9. Special award for studies are given to the best students.
10. Change of subject shall not be granted after the filling of the registration forms by the candidate.
11. A student must abide by such other rules and regulations made and enforced by the college/university/government from time to time
12. If a student remain absent in five consecutive classes in a subject, he/she shall not be allowed to attend the class in the same subject without the permission of the principal.

**COURSE COMBINATION /BASKET:**

(The following Discipline Specific Course subject and Generic Elective Course Subject combination are to be strictly followed)

**B. A. HONOURS ROGRAMME COURSE**

(Select any one course)

NEPALI
ENGLISH
HISTORY
POLITICAL SCIENCE

**Two Generic Elective Course (GE)** to be select as any ONE from each basket below for B.A. Honours programme and **SEC** course will be same as DSC course

English	Political science
Nepali	Education
History	Philosophy

**MERIT POINT CALCULATION FORMULA (FOR HONOURS COURSE):**

Merit Point = BEST 4 SUBJECT ÷ 4

**Compulsory subjects for Honours and General Courses:-**

- A) Compulsory Nepali /Alternative English
- B) Environmental Studies

**B. A. PROGRAMME COURSE:**

(Discipline Specific Course (DSC) subject and Generic Elective (GE) Course Subject)

Select any three courses Subject taking any one course subject from any TWO group as DSC and any ONE Course subject from remaining from one group as GE course subject.

DSE-1 and SEC-1 Course Subject will be the same as DSC-1 Course subject DSE-2 and SEC-2 Course Subject will be the same as DSC-2 Course subject)

Group -A	Group - B	Group- C
English	History	Political science
Nepali	Philosophy	
	Education	

## PAYMENT OF FEES:

1. Fees paid on the day of admission including Admission fee, Registration Fee, Yearly Fees and other fees.
2. The 3<sup>rd</sup> and 5<sup>th</sup> semester students must pay their annual fees within 15 days from the date of publication of University results of previous examination. After that defaulters will be fined at the rate of 100/- per annum/semester.
3. College fees and late fees cover 12 months viz from the month of June to the month of May of the following year. No deduction is made for Holidays, vacations & failure in the examination. C. C. Candidates must pay Rs. 100/- towards C. C. examination.
4. Admission on transfer shall not be permitted other than in the 1<sup>st</sup> Semester of Degree Classes (Honours/Programme) and within 6 months of commencement of classes. Students must offer the same subject as he/she studied in the previous college.
5. No transfer is permitted once the admission is taken

**Fee structure for 1<sup>st</sup> Semester Admission for Session 2022-23 for Sonada Degree College** Candidates have to pay their admission fees in S.B.I., Sonada Branch.

Tuition fee for <b>Programme</b> Course(per month)	600
Tuition fee for <b>Honours</b> Course(per month)	900
Development Fee (per month)	2400
Library Fee (per annum)	200
Games/Sports (per annum)	50
Students Association (per annum)	50
Extra-Curricular Activities(per annum)	50
Admission Fee ( <b>one Time</b> in the first semester)	200
Session fee	100
Maintenance Fee	200
Magazine Fee(per annum)	100
University Registration Fee( <b>one time</b> in the first semester)	250
Internal Evaluation fee	150
Contingency (per annum)	100
Affiliation (per annum)	100
Identity Card ( <b>one Time</b> in the first semester)	50
Semester fee	200
Field	150
Total Fee( <b>Honours</b> )	5250
Total Fee( <b>Programme</b> )	4950

## **FUNCTIONARIES**

**Principal** - Dr. Lalan Prashad Gupta

### **TEACHING STAFF**

#### **DEPARTMENT OF NEPALI**

Dr. Ragini Thapa (Asso. Prof. HOD)  
Mr. Megnath Chettri ( Asst. Prof.)  
Mr. Anil Kumar Biswakarma (Asst. Prof.)  
Mr. Parbat Rasaily( SACT)

#### **DEPARTMENT OF ENGLISH**

Mr. Bishal Thapa(Asst. Prof., HOD)  
Mrs. Rathika Subba (Asst. Prof.)  
Ms. Laden Sherpa(Asst. Prof.)  
Mrs. Bindiya Gurung( SACT)  
Mrs. Prabina Lohar ( SACT)  
Mrs. Dechen Lamu Yolmo (SACT)

#### **DEPARTMENT OF HISTORY**

Mr. Mr. Pramod Chettri (Asso. Prof., HOD)  
Mrs. Illora Sharma( SACT)  
Mr. Subhas Dewan(guest Lecturer)

#### **DEPARTMENT OF POLITICAL SCIENCE**

Dr. Lalan Prashad Gupta(Principal)  
Mrs. Sushila Baraily (Asst. Prof., HOD)  
Ms. Anupama Tamang(Asst. Prof.)  
Dr. Komal Kousik Boral(Asst. Prof.)

Ms. Sweta Proadhan(SACT)

#### **DEPARTMENT OF PHILOSOPHY**

Mrs. Pamchuila Bhutia ( Asst. Prof., HOD)  
Mr. Partha Sarathi Das( Asst. Prof.)

#### **DEPARTMENT OF EDUCATION**

Mr. Abu Bakkar Siddiqui(Asst. Prof., HOD)

#### **DEPARTMENT OF ENVIRONMENTAL STUDIES**

Ms. Darshika Tamang(Guest Lecturer)

#### **LIBRARY Librarian (To be filled up by CSC)**

Temporary Library Staff- Ms. Anushia Sharma  
Mr. Omprakash Rai

OFFICE STAFF	
<b>Head Clerk-</b>	<b>(Vacant)</b>
<b>Accountant -</b>	<b>- (Vacant)</b>
<b>Cashier</b>	Ms. Uttama Sundas
<b>Lower division clerk</b>	Mrs. Aruna Thapa
<b>Female Office Bearer</b>	Mrs. Anju Pradhan
<b>Male Office bearer</b>	Mr. Gautam Subba
<b>Lady Attended</b>	Mrs. Roma Rai
<b>Day Guard</b>	Mr. Rajen Gurung
<b>Night Guard</b>	Vacant
<b>Safai Karmi</b>	Vacant
TEMPORARY STAFF	
<b>DEO</b>	Mr. Ritesh Subba
<b>Mali</b>	Mr. Sudarshan Chettri
<b>Day guard</b>	Mr. Lakhpa Sherpa
<b>Safai Karmi</b>	Mr. Bipesh Biswakarma

# ONLINE ADMISSION 2022-2023:

As per the order no. 396-Edn (CS)/10M-95/14, dated 29.04.2016 of Higher Education Department, Govt. of West Bengal, from the Academic year 2016-2017, admission to Under Graduate (Honours & General) in State-Aided Higher Educational Institutions in West Bengal (except institutions recognized as minority institutions) shall be through online-merit-based admission system. Students passing H.S. (10+2) Examination from WBCHSE or other Recognised Boards Provided he/she has passed with at least Four subjects with English as Compulsory subject, excluding Environmental studies/Science/Education are eligible to get application forms from the college website ([www.sonadadegreecollege.org.in](http://www.sonadadegreecollege.org.in)) Intending and eligible candidates are to submit separate application forms for Honours and / or General Stream. Admission is made strictly on the basis of merit and as per procedure laid down by the Admission Committee of the college. The dates of Registration, Publication of Merit lists, Admission will be uploaded time to time. If any candidate fails to get himself/herself admitted by the specified date he/she will forfeit his/her claim for admission. Reservation of Seats: As per Govt. order vide Memo no. 905-TW/EC, dated 12 Sept.-1995, 22% are reserved for SC, 6% for S.T. candidates and as per Govt. order vide memo no. 83-Edn/(T) 10M-48/14, dated 28/02/2014, 10% are reserved for OBC –A, and 7 % for OBC-B candidates including 3% of reservation for Disable students of all categories. All such candidates are required to have the S.C./S.T./OBC-A, OBC-B ( , Disability Certificate in support of their claim for admission

Those students who obtain either (i) 55% marks in aggregate or (ii) 50% in aggregate and 60% in subject are eligible to apply for the admission to Honours Course in the subject concerned.

The SC and ST candidates who obtain (i) 50% marks in aggregate and or (ii) 45% in aggregate and 60% in subject are eligible to apply for the admission to Honours Course in the subject concerned. Separate Merit List shall be prepared for Honours Course (Subject wise) and General Course. Candidates will be selected according to their Merit Point for each course. Calculation Formula for Merit Point (Honours & General courses) and other necessary information's and schedule for admission are mention above and other necessary information for admission are given below.

Category wise number of seats of different Honours Subjects:-

Honours Subject	Total Seat
NEALI	43
ENGLISH	43
POLITICAL SCIENCE	43
HISTORY	43



The following documents are to be verified at the **College after Admission**

1. On-line Bank Payment/ Challan receipt. On-line Bank Payment/ Challan receipt.
2. Hard copy of the application form.
3. Original of Admit Card of Madhyamik / Equivalent Examination.
4. Original Mark sheet of H.S. / Equivalent Examination.
5. Original Migration certificate in respect of students coming from outside the jurisdiction of West Bengal Council of Higher Secondary Examination (W.B.C.H.S.E.)
6. Original School Leaving certificate.
7. Original S.C. / S.T. / O.B.C./ Disable certificate from S.D.O. for S.C. / S.T. / O.B.C. /Disable students.

The following Self-Attested copies are to be submitted by the applicant at the time of Verification

1. Copy of On -line Bank Payment/Challan receipts.
2. Bank challan (College copy)
3. Attested copy of Admit Card of Madhyamik / Equivalent Examination.
4. Both side attested copy of Mark sheet of H.S. / Equivalent Examination.
5. Migration certificate in original for the students from the Boards other than W.B.C.H.S.E.
6. School Leaving certificate in Original.
7. Attested copy S.C. / S.T. / O.B.C./ Disable certificate for S.C. / S.T. / O.B.C. /Disable students.
8. Two copies of passport size(recent & unsigned) Photographs of the Applicant.

### Attendance in Classes:

As per University rules, a student is required to attend at least 75% of classes held in each subject. Otherwise the student will not be eligible to appear at the University Examinations.

In honours course the attendance of Honours students in each subject is to be followed more strictly. The concerned department may take necessary step against the defaulter.

### Facilities provided by the College:

**Library:** The College has a rich Library with more than Five thousand books of different subjects including references. Students are provided with a Reading card for the Reading Room of the Library and a Borrowers Card which enable them to take out books on loan. These cards are not transferable and must be returned at the end of the session. Computerization of the Library is under processing. The students are required to submit requisition slips according to their dates in the counter within 1.00 p.m. All the rules and regulations of the Library are clearly described in the Notice Board of the Library.

For any kind of information or help students are required to contact the Library Staff or official in-charge in the Library. The Library remains open from 11.00 a.m. to 3.30 p.m. during

Email: Sonadadegreecollegelibrary@gmail.com

### National Service Scheme (N.S.S.):

Sonada Degree College has two (2) units, and one (1) is going to be opened soon with the affiliation of North Bengal University. N.S.S. volunteers under the guidance of Programme Officers try their best to maintain NSS motto: **NOT ME BUT YOU** with their full potentiality. Besides holding special camps in the outskirts villages, regular activities include tree plantation, organization of free Eye Examination Camp, Blood Donation Camp, Organization of Health Awareness Program Science Awareness Program, AIDS Awareness Program etc. In special camps, N.S.S. volunteers distribute free medicine, arrange free medicinal check-up and also organize cultural competition and many other social activities. The N.S.S. activities help to integrate college education with the needs and demands of its social environment.



Willing students are advised to contract Prof. Mrs. Rathika Subba and Mr. Parbat Rasaily Programme Officers of Unit- I.

### **National Cadet Corps (N.C.C.):**

Sonada Degree College has one NCC unit under 61 Bengal Bn. All able bodies student (both boys & girls) are encouraged to join the NCC unit of the college. Over the years NCC Cadets of the college participate in NCC Camps, Social work, Cultural activities etc. and earn distinction through their commendable performance. Willing students are advised to contract Prof. Bishal Thapa.

### **Cell for Anti- Sexual Harassment of Women and Internal Complaint cell**

Sonada College has a cell for Anti-Harassment of women and the college will instantly stand for help and necessary steps or action.

### **Anti-Ragging Cell:**

The college has an Anti-ragging cell to protect any type of ragging if found that any student is involved in ragging another student in the college premises the cell must take necessary steps of punishment against the student involved.

### **Games & Sports:**

The College has very infrastructure for Games & Sports. There is a large playground within the college campus. Games and Sports are both conducted by the Games committee of the college.

### **Infirmary:**

The students are provided First-Aid facility from the college.

### **College Canteen:**

The College has a Canteen which remains open during college hours. It caters to the need of students and Employees of the College.

### **Common Room:**

The college provides separate common room with wash room facilities to both the boys and the girls students.

## STEP-BY-STEP PROCESS

