

SIKKIM GOVERNMENT COLLEGE, NAMCHI, SOUTH SIKKIM



Affiliated to the Sikkim University

(A Central University established by an Act of Parliament of India, 2007)
(Assessed and Accredited by NAAC. Bangalore Grade-B CGPA: 2.16)



PROSPECTUS (2021-22)

For Under Graduate Degree Courses

(Arts, Commerce & Science)

The College Emblem

Our motto *Sa VidyaYaVimuktayeis* a Sanskrit axiom meaning to free people from all kinds of bondage -Social, Religious, Political, of Convention and Superstitions, of Caste and Communalism through Education.

The College Emblem comprises the lamp with flames at the centre with petals of lotus on either sides of the lamp set at the background of the high mountains with blue sky above and ocean below. The lofty mountain signifies our ideals and determination to achieve higher heights of wisdom. The vast blue sea signifies the unfathomable reservoir of knowledge and the blue sky points to our perseverance to achieve higher goals in life. Like the churning of sea by Devas and Danavas to produce Amrita-the ambrosia of deep knowledge, the burning lamp and the lotus stand in the centre of the emblem emerging from the ocean suggest that the burning lamp will lead people from darkness of ignorance to the light of knowledge and from the realm of unknown to the known. The lotus signifies the seat in which the deity *Saraswati* –the goddess of knowledge adores and blesses the humanity.

Admission Committee 2021

Chairperson:	Mr. Deepak Tewari, Principal
Convenor:	Dr. Kamal Poudyal, Dean of the (Students' Affairs)
Members:	Dr. Tshewang Gyatso Bhutia, Assistant Professor Mr. Yon Tshering Lepcha, Assistant Professor Mr. Manish Pradhan, Assistant Professor Mr. Saran Chettri, Assistant Professor Dr. Bishnu Sharma, Assistant Professor Ms. Kimla Bhutia, Assistant Professor

Office Staff:

Mrs. Pratima Lakhandri

Mr. Lokesh Chettri

Mr. Passang Bhutia

Mrs. Regina Rai

Mr. Pradeep Rai

Mr. Kalzang Bhutia

Mr. Tashi Bhutia

Librarian:

Mrs. Rama Katel

Ms. Sangita Rai

Mrs. Devika Tamang

Note: Candidates are advised to read the Prospectus thoroughly before submitting the filled in admission forms.

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Genesis of Sikkim Government College, Namchi

Sikkim Government College, Namchi was established on the 18th August 1995 to cater to the needs of higher education in particularly students of South and West District but at present we have admitting students of all Districts in Sikkim and other parts of the country in general. It was started in a rented building in Namchi Bazaar in the initial stages and was shifted to present campus at Kamrang on 18th August 1995 co-educational institute and is affiliated to the Sikkim University which is a central university established by an act of parliament of India.

The college is located at Kamrang, which is about four kilometers away from Namchi, the District Head Quarter of South District. The college has spacious rooms and quiet environment most apt for teaching and learning process. The college has a mammoth structure in three storey's consisting of classrooms, office, library, laboratories, separate common rooms for boys and girls and a spacious multipurpose Auditorium. Construction work of staff quarters and separate hostels for boys and girls with an intake capacity of more than seventy two students in each is completed and it is expected that those will soon come into function to serve the need of students as well as faculty members. A sports complex with a playground is being developed in the campus. With its ample area of land, there is always a chance of expansion of the college infrastructure in the near future.

The medium of teaching is English and the college follows the Semester system under the guidelines of Sikkim University. The college offers Honors courses in Science, Humanities and Commerce. The discipline of Journalism and Mass Communication is one of the unique aspects of College in Sikkim.

The college also has an IGNOU (*Indira Gandhi National Open University*) study centre (2404) within the campus facilitating a number of needy students with several undergraduate and postgraduate programmes besides those offered by the affiliating University.

The college also has a Career Counseling Cell formed as per the guidelines of the Department of Education to guide and motivate the students for various courses of higher studies and to expose them to various job opportunities.

TEACHING FACULTY

Principal:	Mr. Deepak Tiwari (M.A. NET) (Ph. D. Pursuing)
Vice Principal:	Dr. Tanka Prasad Dhungel (M.A., Ph.D)
Dean (Students' Affairs):	Dr. Kamal Poudyal (M.Sc., Ph.D.)
Department of English:	Mr. Tshering Namgyal Bhutia (HoD)(M.A.)(NET) Mrs. Laxmi Rai (M. A., M.Phil.) Mr. Yon Tshering Lepcha (M.A., M.Phil.) Dr. Yashoda Pradhan (M.A., Ph.D.)
Department of Bhutia:	Dr. Tsewang Gyatso Bhutia (HoD)(M.A., Ph.D.) Ms. Changa Doma Bhutia (M.A.) Mr. Karma Namgyal Bhutia (M.A.)
Department of Limboo:	Mrs. Hangma Subba (HoD)(M.A.) Mr. Bhim Psd. Limboo (M.A.) Ms. Dil Hangma Limboo (M.A.)
Department of Political Science:	Dr. Pano O. Pazo (HoD)(M.A. Ph.D. Post Doc.) Dr. Diki Bhutia (M.A., NET, Ph.D.) Mr. Rosden Tshering Bhutia,(M.A.,NET, SLET) Ms Maheswari Kharga (M.A., SLET)
Department of Sociology:	Mrs. Tshering Choden Bhutia (HoD) (M.A., NET) Mrs. Susmita Gurung (M.A, NET) Ms. Kimla D. Bhutia (M.A., M.Phil.,NET) Ms. Malavika Rai (M.A., M.Phil., NET)
Department of Education:	Ms.Binita Rai (HoD) (M.A., NET) Mr. Yugal K. Khanal (M.A., B.Ed., SLET) Mrs. Diki Ongmu Lepcha (M.A., B.Ed., SLET) Mrs. Anuradha Rai (M.A., NET, SLET) Mrs. Dawa Lhamu Bhutia (M.A., B.Ed.)

Dr. Kriti Gurung (M.A., Ph.D.)

Ms. Diki Choden Bhutia (M.A. NET)

Department of Physical Education:

Mr. Jonah Rai (HoD) (M.Pd., NET.)

Dr. Chewang Doma Bhutia (M. Ped., P.hD., NET)

Mr. Tshering W. Bhutia (M.Ped.)

Mr. Bishwa Hang Subba (M.Ped., NET,)

Department of Commerce:

Mr. Sanjay Kr. Subba (HoD) (M.Com., NET.)

Dr. Sabita Sapkota (M.Com., Ph. D., NET)

Mr. Dewan Rai (M.Com. M.A., B.Ed, NET)

Mrs. Chang Doma Sherpa (M.Com., MBA, NET)

Ms. Tshering C. Lachunpa (M.Com., NET)

Mr. Shekar Khatiwara (M.Com., NET)

Department of Nepali:

Mr. Tilak Berdewa (HoD) (M.A., NET)

Mr. Shiva Kr Nepal (M.A., NET)

Mr. Dilli Ram Sharma (M.A.)

Mr. Durga Prsd. Gautam (M.A)

Department of Lepcha:

Ms. Lhadum Lepcha (HOD) (M.A.)

Ms. Nimkit Lepcha (M.A.)

Mr. Karma p. Lepcha (M.A.)

Department of Economics:

Mrs. Shanti Tamang (HoD) (M.A., M.Phil., NET)

Dr. Bikash Sharma (M.A., Ph. D.)

Dr. Tej Kumar Siwakoti (M.A.,Ph.D.)

Mr. Kunzang T. Shangderpa (M.A., NET)

Mr. Tshering W. Bhutia (M.A. NET)

Mr. Phurba Lepcha (M.A.)

Department of History:

Dr. Gracy Maria Subba (HoD) (M.A.)(Ph.D.)

Ms. Uden Lhamu Bhutia (M.A., NET)

Mr. Pintso Lepcha (M.A.)

Ms. Gnudup S. Bhutia, (M.A.)

Department of Geography

Mr. Royal Rai (HoD)(M.A. M.Phil.)

Dr. Tanka Prasad Dhungel (M.A. M.Phil., Ph.D.)

Dr. Ajay Chettri (M.A. SLET, M.Phil., Ph.D.)

Dr. Pankaj Kumar Das (M.A., Ph.D.)

Mrs Sushma Rai (M.Sc., SLET)

Dr. Dilliram Sharma (M.A., NET, Ph.D.)

Ms. Akila Bhutia (M.A. NET)

Department of JMC:

Ms Cherrila W. Bhutia (HOD)(M.A, NET)

Mr. Mahindra P. Gurung (M.A. NET)

Mrs Pranita Gurung (M.A., NET)

Ms. Bindhya Rai (M.A.)

Department of EHS/EVS:

Ms. Prativa Subba (HoD)(M.A.)

Mr. Saran Kumar Chettri (M.A.)(B.Ed)

Department of Physics:

Mr. Sabat Rai (HoD) (M.Sc., NET)

Dr. C.P. Khatiwada (M.Sc., Ph.D.)

Mr. Rajesh Dhungel (M.Sc.)

Mr. Pema Chida Sherpa (M.Sc., NET)

Department of Mathematics:

Mr. Depend Subba (HoD) (M.Sc. SLET)

Ms. Sweta Tewari (M.Sc.)

Mr. Manish Pradhan (M.Sc. B.Ed.)

Mr. Suraj Limboo (M.Sc.)

Mr. Lakpa C. Sherpa (M.Sc., NET)

Department of Zoology:

Ms. Ananta Rai (HoD) (M.Sc., SLET)

Dr. Kamal Poudyal (M.Sc., Ph.D.)

Ms Yangchen Bhutia (M.Sc., NET)

Ms Jacinta Sharma (M.Sc.)

Department of Chemistry:

Ms. Dawa Doma Bhutia (HoD) (M.Sc.)

Mr. Devendra Chettri (M.Sc.)

Dr. Govind Psd. Luitel (M.Sc., Ph.D.)

Mr. Sonam Wangchuk Lepcha (M.Sc.)

Department of Botany:

Dr Bishnu Kr. Sharma (HoD) (M.Sc., Ph.D.)

Mrs. Yeden Bhutia (M.Sc., SLET)

Mrs. Pratima Rai (M.Sc.)

Mr. Chuzing Lepcha (M.Sc.) (NET)

ADMINISTRATION AND OFFICE STAFF

D&DO: Mr Dewan Rai

Sl No.	Names	Designation
1	Mrs. Chhaya Mukhia	O.S.
2	Mr. Bhim Bdr Thapa	H.A
3	Mrs. Rama Katel	Librarian
4	Mr. Robin Rai	U.D.C
5	Mr. Ashis Rai	Accountant
6	Mrs. Neelam Sharma	U.D.C
7	Mr. Roshan Mani Pradhan	Lab. Assistant
8	Mr. Samir Tamang	U.D.C
9	Mrs. Rekha Bhandari	L.D.C
10	Mr. Kalchen Bhutia	Peon
11	Mr. Katok lepcha	Peon
12	Mr. Tashi Sherpa	Peon
13	Mr. Devi Maya Gurung	Safai Karmachari
14	Mrs. Shova Rai	Safai Karmachari
15	Mr. Ram Iquabal Ram	Safai Karmachari
16	Mr. Dawa Tsh Lepcha	Office Assistant
17	Mrs. Sangita Rai	L.D.C
18	Mrs. Bina Limboo	L.D.C

Sl No.	Names	Designation
19	Mr. Rakesh Rai	Lab. Attendant
20	Mrs. Sabina Chhettri	Lab. Attendant
21	Mrs. Rojita Subba	Lab. Attendant
22	Mrs. Harka Lachi Rai	Lab. Attendant
23	Mr. Suraj Gurung	Lab. Attendant
24	Mrs. Mumtaz Rai	Lab. Attendant
25	Mrs. Hema Gurung	Lab. Attendant
26	Ms. Sarala Limboo	Multi Task
27	Ms. Marin Darnal	Multi Task
28	Mr. Lokesh Chhettri	Lab. Instructor
29	Ms. Sinha Manger	Lib. Attendant
30	Mr. Milan Rai	Office Assistant
31	Mrs. Devika Tamang	Office Assistant
32	Mr. Madan Kr Chhettri	Peon
33	Mr. Pradeep Kr Rai	Peon
34	Mr. Harka Bdr Chhettri	Gardner
35	Mr. Jeet Man Rai	Night Guard
36	Mr. Ram Rup Rai	Driver
37	Mr. Meeraj Rai	Gate keeper
38	Mr. Passang Bhutia	Computer Operator
39	Ms. Aruna Manger	Safai Karmachari
40	Mrs. Priyadarshini Gurung	Office Assistant
41	Mr. Dawa Tsh Bhutia	Senior driver
42	Mr. Dal Bdr Das	Senior driver
43	Mr. Arun Rai	L.D.C
44	Mr. Lako Tsh. Bhutia	Chowkidar
45	Mr. Pratima Lakhandri	Office Assistant
46	Ms. Sarmila Gurung	Office Assistant
47	Ms. Regina Rai	Safai Karmachari
48	Mrs. Alina Darnal	Lab Attendant
49	Mrs. Kamala Chettri	Safai Karmachari
50	Mrs. Phurmit Lepcha	Safai Karmachari

COURSES OFFERED

As per the existing norms of the Sikkim University, Honours Courses are offered in three disciplines – humanities, commerce and science in the college. Accordingly, the undergraduate study will comprise of three different programmes – B.A. (Hons.), B.Sc. (Hons.) and B.Com. (Hons.). After successful completion of three years of study, earning adequate credits and grades, a student will be declared to have awarded with the B.A. (Hons.), B.

Sc. (Hons.) and B. Com. (Hons.) degree as the case may be.

COURSE STRUCTURE

The course of Bachelors' Degree (Honors) in Humanities, Commerce and Science will comprise of six semesters. A semester will be of six months duration followed by a University examination at the end of each semester. After successful completion of 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 admitted to B.A. /B.Sc. Honours Course will have to study three compulsory subjects as well as two optional/elective subjects along with Honours subject in the course of six semesters (three years) for a total of 1800 marks as demonstrated in the table below.

TOTAL NUMBER OF PAPERS, MARKS AND CREDITS: B.A./B.Sc. HONORS

Subject	Total no. of Papers	Total Marks	Total Credits
Elective/Optional 1	3	300	18
Elective/Optional 2	3	300	18
Honours	9	900	54
Compulsory English*	1	100	6
Environmental Science (EVS)*	1	100	6
Eastern Himalayan Studies (EHS)*	1	100	6
Total	18	1800	108

***Compulsory Subjects

A student taking admission in the Commerce stream will have to read 18 papers including the compulsory ones in the course of six semesters (three years) for a total of 1800 marks as demonstrated in the table below.

TOTAL NUMBER OF PAPERS, MARKS AND CREDITS: B.COM HONOURS

Subject	Total no. of Papers	Total Marks	Total Credits
Optional 1 to 21 (6 credits each)	15	1500	90
Compulsory English*	1	100	6
Environmental Science(EVS)*	1	100	6
Eastern Himalayan Studies (EHS)*	1	100	6
Total	18	1800	108

***Compulsory Subjects

A DETAILED ACADEMIC SCHEDULE AND VACATION

Each academic year has been divided into two semesters-Monsoon (ODD) and Spring (EVEN). Monsoon Semester spreads from 10thJuly to 30thNovember whereas spring semester from 1st Feb to 14th June of every year (There is changes in this regard with the ongoing Pandemic).

ACADEMIC SESSION OF THE COLLEGE

Semester	Academic Session	Examination Starts
Monsoon (odd)	15th Sept.-15th December	15th December
Spring (even)	1th February- 15th June	16th June

SEMESTER BREAKS

Vacation	Duration	No. of days
Summer Break	1st July-14th July	15
Winter Break	17thDecember-31stJanuary	46

(This is subject to change due to covid 19 pandemic)

Note:

- In the event of the starting day of each semester being a holiday, the same will start on the immediate next working day.**
- The academic session and semester break schedules are given according to the Academic Calendar 2021 of Sikkim University as notified on the University Website.**

GUIDELINES OF ADMISSION PROCEDURE-2021

ADMISSION ELIGIBILITY:

1. Students seeking admission into B.A., B.Sc. and B.Com. Honours courses must have cleared Class XII of SSC/ICSC/CBSE or any other equivalent degree in (10+2) pattern from recognized institutions. **Students seeking admission into B.Com course must have a Commerce/Science background.**
2. Honors and other elective Subjects will be provided as per the subject wise intake capacity of the college.
3. Merit list will be based on the policy of best of four subjects in case of ISC and best of five subjects in case of CBSE and other state boards.
4. The 85% of the Intake capacity of the college will be reserve for local candidates having COI/SSC and 10% will be allotted for Residential Certificate (RC holders) as define by new notification, children of Central Government Employees, Army Personals, CPMF transfer and working in Sikkim.
5. 5 % of the total intake capacity meant for COI/SSC holders will be reserved for students for economically backward of the society. 5% of the total intake capacity of each programme will be reserved for differentially abled students.
6. Vocational students seeking admissions should have minimum of 60% for B.A. and will not be given admission in B.Sc. / B.Com.

University Registration

As per the directives of Sikkim University, after the completion of admission procedure students have to undertake online registration to the Sikkim University at the specified time and date failing to do the same the students shall not be counted as the registered student of the College and the University.

WITHDRAWAL AND TRANSFER

Students wishing to discontinue and withdraw in the mid-session must apply to the Principal in writing. Subsequently, their names will permanently be removed from the college register. In doing that, they must surrender the

Identity Card and Library Membership Card issued to them.

Students applying for Transfer Certificate must submit an application to the Principal at least three days before along with a transfer fee of Rs. 100/. In such cases, only the caution deposits will be refunded and all other money will be forfeited to the college. The caution deposits have to be claimed within one month of leaving the college otherwise no claim will be entertained later on.

THE COMBINATION OF SUBJECTS

The students taking admission in the B.A. and B. Sc. Honours Courses will have to choose any of the available subjects as their Honours subject and two others as their optional/Elective subjects. In addition to Honours and Optional subjects, students will also have to study three compulsory subjects- Compulsory English, Eastern Himalayan Studies and Environmental Studies. **THE HONOURS AND ELECTIVE SUBJECTS WHICH ARE ALLOTTED DURING THE TIME OF ADMISSION WILL NOT BE CHANGED DURING THE COURSE OF THE PROGRAMME.**

The following are the subject offered for B.A. (Honors) Course at Namchi Government College. The students are advised to select any of the following subjects as Honors and possible elective subject will be provided at the time of admission.

Group A	Group B	Group C
1.English	1. Geography	1.Political science
2.Nepali	2.History	2.Sociology
3.Bhutia	3.Physical Education	3.Education
4.Limboo	4.Journalism and Mass Communication	4.Economics
5.Lepcha		

Subject Combination for B.Sc. Honours:

Honours	Combination 1	Combination 2
Physics	Chemistry	Mathematics
Chemistry	Physics	Mathematics
Mathematics	Physics	Chemistry
Botany	Zoology	Chemistry
Zoology	Botany	Chemistry

This is to be noted that Honours subject as well as rest of the Subject Combination will be allotted at the time of admission as per the availability of seats.

INTAKE CAPACITY

- 1. The total number of available seats in B.Sc. (Hons.): 250**
- 2. The total number of available seats in B.Com. (Hons.): 120**
- 3. The total number of available seats in B.A. (Hons.): 620**

Subject Wise Intake Capacity

S.No	Subject	Intake	Total
1	English	60	B.A. 620
2	Nepali	50	
3	Bhutia	40	
4	Lepcha	40	
6	Limboo	40	
7	Education	60	
8	Sociology	60	

S.No	Subject	Intake	Total
9	Economics	60	
10	Political Science	60	
11	Geography	50	
13	Physical Education	60	
14	J.M.C	40	
14	Botany	40	B.Sc. 200
15	Zoology	40	
16	Chemistry	40	
17	Mathematics	40	
18	Physics	40	
19	Commerce	120	B.Com. 120
TOTAL			940

EXAMINATION AND SEMESTER WISE SUBJECT PATTERN

The college, in accordance with the guidelines laid down by the Sikkim University follows the Semester pattern. The course structure followed semester-wise is depicted in the following table:

SEMESTER WISE DISTRIBUTION OF THE SUBJECTS:-

1. B.A. HONOURS

I Sem (M)	II Sem (S)	III Sem (M)	IV Sem (S)	V Sem (M)	VI Sem (S)
OPTIONAL 1 Paper I	OPTIONAL 1 Paper II	OPTIONAL 1 Paper III	Compulsory English	E.V.S.	E.H.S.
OPTIONAL 2 Paper I	OPTIONAL 2 Paper II	OPTIONAL 2 Paper III	Honours Paper IV	Honours Paper VI	Honours Paper VIII
OPTIONAL 3 Paper I	OPTIONAL 3 Paper II	OPTIONAL 3 Paper III	Honours Paper V	Honours Paper VII	Honours Paper IX

M: Monsoon Semester (Odd); S: Spring Semester (Even);EVS: Environmental Studies; EHS: Eastern Himalayan Studies

2. B.Sc. HONOURS

I Sem(M)	II Sem (S)	III Sem(M)	IV Sem (S)	V Sem(M)	VI Sem(S)
OPTIONAL 1 Paper I	OPTIONAL 1 Paper II	OPTIONAL 1 Paper III	Compulsory English	E.H.S.	E.V.S.
OPTIONAL 2 Paper I	OPTIONAL 2 Paper II	OPTIONAL 2 Paper III	Honours Paper IV	Honours Paper VI	Honours Paper VIII
OPTIONAL 3 Paper I	OPTIONAL 3 Paper II	OPTIONAL 3 Paper III	Honours Paper V	Honours Paper VII	Honours Paper IX

M: Monsoon Semester (Odd); S: Spring Semester(Even);EVS: Environmental Studies; EHS: Eastern Himalayan Studies

4. B.COM. HONOURS

I Sem(M)	II Sem(S)	III Sem(M)	IV Sem(S)	V Sem(M)	VI Sem (S)
Compulsory English	E.V.S.	E.H.S.	Business Maths & Statistics	Functional Areas of Business	Direct Tax Law & Practice
F.A. I	F.A. II	C. Accounting	Intl. Business	Auditing	Entrepreneurship Development
M. Economics	Business Law	Business Mgmt.	Indian Financial System	Cost and Mgmt. Accounting	Financial Mgmt.

M: Monsoon Semester (Odd); S: Spring Semester(Even);EVS: Environmental Studies; EHS: Eastern Himalayan Studies

EXAMINATION AND EVALUATION MECHANISM

In the present system, a student will be continuously evaluated through University First Sessional Test, Second Sessional Tests and University End Term Examination. The marking for every individual paper in each semester will be done in the following way:

Pattern of Evaluation	Weight age(Marks/ Percentage)
University I Sessional Test	25
University II Sessional Test	25
University Term-End Examination	50
Total	100

PROMOTION AND COMPLETION OF THE COURSE:-

1. The minimum pass mark at the end-semester examination shall be 30.0% of the total score in each paper/subject. The aggregate qualifying marks for being declared to have duly cleared a semester shall, however, stand at a minimum of 33.0% of the total score in that semester. The minimum pass marks for a practical paper shall be the same as that of the theory paper and inability to score the minimum prescribed pass mark in a practical paper would make the candidate fail in that paper. Practical papers shall not be re-evaluated.
2. Students who fail to appear in either of the two sessional tests or both will be debarred from sitting in the University End Term Examination.
3. After successful completion of the First Semester, students shall have to take admission to the Second Semester and subsequently to the Third, Fourth, Fifth

and Sixth Semesters.

4. After successful completion of each semester, students have to take subsequent admission into the next semesters and fill up the semester programme cards on the stipulated dates notified by the college authority failing to which they might be debarred from sitting in the University examination.

5. The maximum number of allotted semesters to complete and duly clear the course in order to be eligible to be awarded the degree shall be 10 (ten) semesters.

6. A student shall be eligible for the award of Honours Degree provided the student appears in and successfully clears all the prescribed 18 papers within the stipulated number of semesters securing an aggregate of 45.0% or above in the chosen Honours subject. Students securing an aggregate score of less than 45.0% but duly clearing all the papers shall, however, only be eligible for a simple pass degree.

7. A student who is unable to clear the end semester papers at one go shall be allowed to repeat the failed papers in the next relevant semester, subject to the provisions of the University and shall be allowed to repeat one or more papers, as the case may be, during the relevant end semester examination

8. A student seeking to improve his /her result may do so by duly applying for the same within 12 days from the date of publication of result and this improvement chance can be availed only once in a course subject to the condition that the result of such examination shall not be counted towards the award of rank/medal or any other prize available at the disposition of the University.

9. In order to repeat paper or for more improvements, the concerned student must apply to the office of the Controller of Examination through the proper channel and if permitted shall pay the prescribed fee at least one month before commencement of the examination.

ATTENDANCE REGULATION

As per the University Regulations, 75% of attendance of the total classes held in each.Subject/paper in a particular semester is a must. Not attaining this mark, a student will be debarred from sitting in the examination. In such case, a student has to repeat the entire examination for the subject in the next subsequent semester applicable.

GRADING SYSTEM

The Sikkim University has introduced and implemented the Grading System of evaluation at examinations of all the students. Following this, students are given *GRADES* in lieu of percentage and divisions which will enhance the transparent nature of the Examination and Evaluation pattern lowering the chances of students' narrow trailing from the better result. The Grading System is as follows:

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

DETAILS OF FEE WHEREVER APPLICABLE

The following is the structure of the fee (s) to be paid at the time of Admission wherever applicable.

The Government of Sikkim had relaxed Fees for students hailing from Sikkim (SSC/COI/RC) till Academic Session 2014-2015. However, as per the

Notification No. 58/DIR(HE)HRDD dated 20/05/2015 and its partial modification dated 27/05/2016 by the Office Order No:25/Dir(HE)/HRDD, Sikkim Government College, Namchi in conformity with the regulation informs the students(SSC/COI/RC Holders) pursuing Undergraduate Course, to submit fees of Rs 700/- to the affiliating University in favour of Sikkim University from the Academic year 2015-2016, 2016-2017 and onwards.

1. FEES TO BE PAID BY STUDENTS POSSESSING SSC/COI/RC HOLDERS TO THE UNIVERSITY:

Registration Charges Marks Sheet Charges

Degree Certificate Charges Total

Rs. 200 Rs. 200 Rs. 300 Rs. 700

Note: SSC- Sikkim Subject Certificate, COI: Certificate of Identification RC: Residential Certificate issued by Competent Authority.

2. FEES PAYABLE AT THE TIME OF ADMISSION BY STUDENTS FROM OTHER STATES AND FOREIGN NATIONALS INTO I SEMESTER

Sl. No.	Course of Study	Amount Payable (in Rupees)	
		Students from other States	Foreign Nationals
1	B.A./B.Com Honours	3071.00	4271.00
2	B.A. (Geography Honours)	3171.00	4371.00
3	B.Sc. Honours	3171.00	4371.00

3. FEES PAYABLE AT THE TIME OF ADMISSION BY STUDENTS FROM OTHER STATES AND FOREIGN NATIONALS INTO SUBSEQUENT SEMESTERS=

Sl. No	Course of Study	Amount Payable (in Rupees)	
		Students from other States	Foreign Nationals
1	B.A. Honours	2121.00	3321.00
2	B.Com. Honours	2221.00	3421.00
3	B.Sc. Honours	2221.00	3421.00

1. Fees payable at the time of filling up of Examination forms for students from other states and foreign nationals.

a) Examination Fee: Rs. 300.00

b) Practical Examination Fee: Rs. 250.00

(For practical based subjects only)

c) Centre Fee: Rs. 300.00

TOTAL: Rs. 850.00

NOTE:

1. Rs. 300.00 p.m. as Tuition Fee for students from outside Sikkim.

2. Rs. 500.00 p.m. as Tuition Fee for students from outside India (Foreign Nationals).

LIBRARY AND OTHER CENTRES OF THE COLLEGE

The college library is equipped with Text Books, Reference Materials, Magazines, Periodicals and Newspapers. The students are to possess membership cards in order to avail the facilities of the library. There is large and spacious reading arena for the students. Within the library, all students must maintain complete silence and discipline. Each student is expected to abide by the following rules strictly.

1. One book for general subject and two books for honors subject will be issued at a time subject to the availability of sufficient copies.
2. Reference books, periodicals, and newspapers are not borrowed out; hence the students have to study them at the library itself.
3. Books have to be refunded on or before the last date mentioned on the date-sheet.
4. A fine of Rs. 5/ per day shall be levied for delay in returning the books.
5. Books must be handled with care. Students must not write any remark on the pages or mutilate them.
6. Books should be returned on or before the last date mentioned in the date sheet. If a book is lost, it must be replaced by paying three times the original cost of the book.
7. Students must produce the identity card/ library card on demand by the Librarian for availing the services of the reference materials, question papers and syllabus etc.
8. Students have to return library books, library cards and identity cards and procure clearance for Certificate before every university examination.
9. If a Library card/Identity card is lost, duplicate card will be issued on request on a payment of a fine of Rs.50/.
10. No library book will be issued during the winter and the summer vacations. Students should submit the library books issued before the winter vacation for necessary stock verification.

11. Library Membership Cards and College Identity cards need to be renewed after successful completion of each semester.

EXTRA CURRICULAR ACTIVITIES

NATIONAL CADET CORPS (NCC)

The College has college besides NCC. This helps in promoting self-confidence, character building and well-disciplined career. Interested students may submit their application for enrolment in the prescribed form available with the Programme Officer, NCC.

NATIONAL SERVICE SCHEME (NSS) and RED RIBBON CLUB (RCC)

The college unit of the NSS looks forward for a healthy physical and psychological atmosphere. It is funded by the State Government as well as by the Central Government. Mass awareness programmes in various fields, Cleanliness Drive, Blood Donation Camp and many other social concerns are the main features of the NSS. Interested students may join their hands in nation building through the services of the NSS and promote their zeal of constructive social works. The college under the supervision of NSS also functions the responsibilities of Red Ribbon Club (RCC), which organizes various awareness programmes about HIV/AIDS and Sexually Transmitted Diseases and Blood Donation Camps.

GAMES AND SPORTS

Games and Sports are the inevitable parts of a student's life. Realizing this, the college pays utmost heed 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 Sports Meet, the college also organizes various sporting activities from time to time. The sole aim of all these is to cultivate the trend of competition, physical proficiency and brotherhood amongst the students and to give them a chance to mingle with the universal platform. Eminent students of this field are also felicitated.

The college has separate Common Rooms for Boys and Girls with facilities like Table-Tennis, Carom Board, and Chess etc. Besides, the college also conducts other outdoor games like Volley Ball and Badminton. Presently, the

college playground is under construction and it is expected to come into function by this semester.

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, Seminars are held from time to time in the college. Cultural Programmes like Dance, Songs and enactment of Plays are also organized to feature in various occasions. The college auditorium is best used in these programmes. The college also publishes its annual magazine which provides ample opportunities to the students for an exposure of their talents.

SCHOLARSHIP SCHEME

Scholarship to the needy and authenticated students as permissible under the norms of the State and The Central Government will be offered and notifications in this regard will be given from time to time. This includes the scholarships given to the students of SC, ST, OBC, MBC and BPL categories. For this, the concerned students have to fill up the prescribed forms available at the college office in due time. From academic session 2016, Chief Minister Scholarship fund has been introduced to acknowledge the best performing student of the year based on various parameters such as academic and co-curricular activities.

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 Honorable Supreme Court of India, in its ruling on the Writ Petition (Criminal) Visakha and others versus the State of Rajasthan and others [JT 1997(7) SC 384] on the prevention and deterrence of sexual harassment of women at the work place. The prior objective of the GSU is to provide an environment for work and study free from sexual harassment, intimidation, discrimination or exploitation. The students who face any problem of this kind will always be looked after and safeguarded by the college Gender Sensitisation Unit (GSU).

IGNOU

The College has a full-fledged study centre of the *Indira Gandhi National Open University* (IGNOU). It offers various Bachelor's and Master's Degree, Diploma and Certificate programmes through Distance mode to the needy students who could not pursue the study on a regular basis. The centre bears the code-2404.

CAREER COUNSELLING CELL

The college has formed a Career Counselling Cell as per the instructions of the Human Resource Development Department, Government of Sikkim. This cell aims at guiding and motivating the students for various courses of higher studies. It also counsels the students about the various job opportunities on local, national and international levels which they might get benefitted with. Conductance of Campus Recruitment Interviews is also an aim of the Cell. Organizing various influential talk and guidance session, it aims at the complete exposure of the students. The Career Counselling Cell, Sikkim Government College, Namchi in collaboration with South District Administration has started organizing campus placement programme in the college with various industrial firms in Sikkim from 2016.

LEGAL ADVISORY CLUB

The college has formed a legal advisory club to facilitate the students with various issues related to legal aspects. It orients the students towards various legal suggestions through awareness and counseling sessions in coordination with the district legal authorities.

LITERARY SOCIETY

The college has a literary society, which focuses on conducting various literary activities within the college on a multilingual basis. It aims at conducting monthly literary activities for promoting talents and exploring hidden potentials amongst the students.

Besides, the college also has the following committees to cater to the needs of the students as well as the staff.

- COLLEGE MANAGEMENT COMMITTEE
- PROJECT MONITORING UNIT (UNDER RUSA)
- ANTI RAGGING COMMITTEE
- GRIEVANCE REDRESSAL CELL
- JOURNAL PUBLICATION COMMITTEE
- NATURE CLUB
- INTERNAL COMPLAIN COMMITTEE

TRANSPORT AND COMMUNICATION

The college has its own two buses for the transportation of the students as well as the staff members from Namchi Bazar to the College and vice versa. Students may avail this opportunity by paying the bus fare per trip as prescribed by the college authority. The time schedule of the plying of the bus is notified from time to time.

RULES AND REGULATIONS OF THE COLLEGE

For smooth and effective function of the College, students shall abide to the following code of conduct for the maintenance of stability, discipline and decorum within the college premises. Strict action will be taken for any discrepancy observed.

A) Students will follow and observe the College culture, tradition, rules and regulations.

B) Students will carry out all orders of the Principal and the members of the Staff. They shall be directly answerable to the Principal for their behavior in general and their conduct in the premises in particular.

- C) Students shall behave politely with the Principal and the staff of the college. They will also behave cordially with the fellow students.
- D) Any act of disobedience, improper conduct or indecent remarks, writing of posters will be viewed very seriously and measures may be resorted to, in order to deter such behavior.
- E) Students shall ensure that they use classrooms, common rooms, furniture, laboratory, library books and all other college properties with utmost care.
- F) The cost of any damage done will be recoverable from students either individually or collectively as the case may be.
- G) Students are expected to acquaint themselves with the information displayed on the notice boards from time to time.
- H) Change in local or permanent address of a student should be immediately intimated to the college office in writing.
- I) No money shall be collected for any purpose what so ever without an authenticated and prior permission of the Principal.
- J) Students will not hold any meeting or gathering without the prior approval of the Principal.
- K) Smoking, gambling, use of substance abuse and drugs, ragging and eve-teasing are strictly prohibited and punishable under the governing norms.
- L) All Students should have functional email ID (mandatorily)
- M) Students shall not be involved in any illegal activities outside the college premises.

Fines for Misconduct of Behaviour:

1. Those students who do not adhere to the prescribed uniform code will be fined a sum of Rs 300/-.
2. Students found smoking, chewing tobacco, gutka, pan masala, will be fined a sum of Rs. 500/-.
3. A student found using unfair means during examination will be debarred from writing examination.
4. Students who engage in any kind of illegal activities outside campus in college uniform shall be immediately suspended from the college.
5. No apologies shall be accepted after the third time of misconduct of behavior.
6. The College Disciplinary committee shall be responsible to take stern action against the students who is found going against the decorum and discipline of the college.
7. In special case parents of the offender will be summoned for taking disciplinary action by the members of the discipline committee.

Principal
Sikkim Government College, Namchi
Namchi

Dean of Students Affairs
Sikkim Government College,

COLLEGE UNIFORM:

- **SHIRT:** Off White in Colour
- **TROUSER:** Dark Green in Colour
- **BLAZER:** Dark Green with College Monogram
- **SWEATER: (BOYS)** Black Full/Half Sweater with College Monogram
- **SWEATER: (GIRLS)** Black Half/Full Open Sweater with College Monogram
- **TIE:** Dark Green with Off White Star Dots
- **SOCKS:** White
- **BELT:** Black
- **SHOES:** Black Formal Leather Shoes without Heels
- **TRACK SUITS (ONLY FOR THE STUDENTS OF PHYSICAL EDUCATION WITH THE DESIGN/COLOUR PRESCRIBED BY THE COLLEGE.)**

Uniform Rules

- a) Uniform is a college obligation. It can only be used for college activities and misuse of the same may invite serious penalty.
- b) One should always adhere to the prescribed uniform pattern. The disciplinary provisions of the college will strictly monitor disobedience to this.
- c) Untidy haircut, naughty boy style haircut and shoes, exaggerated application of cosmetics and highlighted colour application on hair will be strictly taken action against.
 - d) Be tidy and disciplined.
 - e) Girls should wear trousers mandatory.

Documents to be submitted with application form:

1. Photocopies of:

- a) Class XII Mark sheet (two copies)**
- b) Class X Certificate**
- c) Class XII Admit Card (Pvt. Candidate)**
- d) SC/ST/OBC/MBC Certificate**
- e) Sikkim Subject /Domicile/ Other relevant documents**

2. Originals of:

- a) Transfer Certificate**
- b) Character Certificate**
- c) Migration Certificate**
- d) Blood Group Certificate**

3. Four Passport Sized Photographs (Photos in school uniform will not be accepted)

Note:

- 1. Originals of all the testimonials have to be produced at the time of admission for verification.**
- 2. The Migration and the Transfer Certificates have to be submitted in original.**
- 3. All photocopies must have to be attested by a Gazetted Officer.**

NOTE: THE PARENTS OR THE GUARDIANS OF THE CANDIDATES MUST BE PRESENT AT THE TIME OF ADMISSION.

LITERARY ACTIVITIES INVOLVING ALL THE DEPARTMENTS TO BE CONDUCTED EVERY MONTH AND NOTICE REGARDING THIS WILL BE SERVED FROM TIME TO TIME.

Important committees of SIKKIM GOVERNMENT COLLEGE, NAMCHI

CO-ORDINATORS AND CONVENORS OF DIFFERENT CENTRES OF THE COLLEGE

Internal Quality Assessment Cell (IQAC)	: Dr. Kamal Paudyal
RUSA Co-ordinator	: Dr. Diki Bhutia
Co-ordinator, IGNOU	:Mr Dilli Ram Sharma
Convenor, Gender Sensitization Unit	:Mrs Laxmi Rai
Programme Officer, NSS	:Dr Kamal Poudyal
ANO NCC (Girls)	:Dr. Sabita Sapkota & Ms, Malavika Rai
NCC(Boys)	:Dr.Bikash Sharma,
Convenor, Research Cell	:Dr. Panu O. Pazo
Convenor, Career Counselling Cell	: Ms. Cherrila Bhutia

College Management Committee:-

Principal:	Mr. Deepak Tewari- Chairperson
Vice Principal:	Dr. Tanka Prasad Dungel- Member
Dean:	Dr. Kamal Poudyal- Member
Members:	Mrs. Chhaya Mukhia, O.S. - Member
	Dr. Tsewang G. Bhutia- Member
	Mr. Shiva Kr. Sharma- Member
	Mr. Royal Rai- Member
	Ms. Anuradha Rai- Member
	Dr. Ajay Chettri- Member

Mr. Sanjaya Kr. Subba- Member

Mrs. Shanti Tamang- Member

Mr. Yugal Kishore Khanal- Member

Mr. Saran Kr. Chettri- Member

Mrs. Rama Katel, Librarian-Member

Mr. Asish Rai, Accountant-Member

Internal Quality Assurance Cell (IQAC):

1. Dr. Kamal Poudyal (Coordinator)

2. Dr. Panu O. Pazo

3. Dr. Ajay Chettri

4. Dr Diki Bhutia

5. Dr. Bishnu Sharma

6. Mr. Deepand Subba

7. Ms. Yangchen Bhutia

Project Monitoring Unit (PMU&RUSA)

1. Principal: Mr. Deepak Tewari- Chairperson

2. Vice-Principal: Dr. Tanka Prasad Dhungel-Member

3. Dean (SA): Dr. Kamal Poudyal- Member

4. Dr. Diki Bhutia (RUSA Co-ordinator)- Member

5. Mrs. Chhya Mukhia, O.S.- Member

6. Dr. Tshewang G. Bhutia- Member

7. Dr. Panu O. Pazo- Member
8. Mr. Royal Rai- Member
9. Mr. Dewan Rai- Member
10. Dr. Sabita Sapkota (Technical Support)
11. Dr. Bidhnu Sharma- Member
12. Mrs. Rama Katel, Librarian- Member
13. Mr. Ashsis Rai, Accountant- Member
14. Mr. Sanjay Rai, Students Representative

Career Counselling

Co-ordinator: Mrs Cherrila Bhutia

1. Mr Dewan Rai
3. Mr. Shekar Khatiwara
4. Kimla Dorjee Bhutia

College Research Cell:

Co-ordinator: Dr Pazo D.Pano

1. Dr. Kamal Poudyal
2. Dr Pankaj Kr. Das
3. Mr.Shiva Kr. Nepal
4. Dr. C.P Khatiwada
5. Dr. Diki Bhutia
6. Dr. Gracy Maria Subba

Anti Ragging Cell:

Co-ordinator: Ms Diki O. Lepcha

1. Mr Tshering W.Bhtia
2. Mr Sabat Rai

3. Ms Uden Bhutia

Discipline Committee:

Co-ordinator: Dr. Kamal Poudyal

1. Mrs Laxmi Rai
2. Mr Sanjay Kr. Subba
3. Mr Biswas Hang Subba
4. Mr Jonah Rai
5. Mrs. Sushmita Gurung
6. Ms. Kimla Bhutia

Gender Sensitization Unit:

Co-ordinator: Mrs Laxmi Rai

1. Ms Sweta Tiwari
2. Dr Yasoda Pradhan
3. Mr Tshering Bhutia
4. Ms Tshering C. Iachungpa
5. Ms Yangchen Bhutia

Red Ribbon Club:

Modal Officer: Dr Diki Bhutia

1. Ms Maheswari Kharga

Literary Cell:

1. Mrs. Laxmi Rai- Convenor
2. Mr. Durga P. Sharma
3. Mr. Tshering Namgyal Bhutia

4. Mr. Karma Namgyal Bhutia

5. Mr. Bhim Psd. Limboo

6. Mrs. Lhadum Lepcha

7. Mr. Tilak Berdewa

8. Mr. Bhim Bdr. Thapa

Hostel Committee (Boys):

1. Mr. Saran Kr. Chettri – Convenor
2. Mr. Royal Rai
3. Dr. Tshewang G. Bhutia
4. Mr. Depand Subba
5. Mr. Tshering W. Bhutia

Hostel Committee (Girls):

1. Dr. Chewang D. Bhutia – Convenor
2. Ms. Bindhya Rai
3. Ms. Cherrila W. Bhutia
4. Ms. Malvika Rai
5. Ms. Yangchen Bhutia

UNDERTAKING

I, do hereby promise to abide by the rules and regulations of Sikkim Government College, Namchi. I assure that I shall attend the classes regularly. I also understand the norms, which govern the Promotion and eligibility for appearing in the University Examination.

.....

Signature of Parent/Guardian Signature of Applicant

Date:..... 2021

***** The Parent/Guardian of the applicant must have to be present at the time of admission. For Office Use Only**

Mr./ Ms..... is hereby admitted to the

B.A./B.Com/B.Sc. First Semester Honours Course for the academic session 2021-22.

Convenor
Admission Committee
Sikkim Government College, Namchi

Principal
Sikkim Government College, Namchi

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