

NONGSTOIN COLLEGE
Nongstoin – 793119, West Khasi Hills
Meghalaya



BACHELOR OF ARTS, SCIENCE & COMMERCE
PROSPECTUS 2021-2022



Affiliated to the North-Eastern Hill University under 2 (f) and 12-B of the UGC Act 1956

NAAC: B Grade with 2.60 CGPA

NATIONAL ANTHEM

JANA- GANA- MANA ADHINAYAKA JAYA HE,
BHARATA- BHAGYA-VIDHATA,
PUNJABA, SINDHU GUJARATA, MARATHA, DRAVIDA
UTKALA BANGA
VINDHYA, HIMACHALA, YAMUNA, GANGA,
UCHCHALA-JALADHI-TARANGA,
TAVA SUBHA NAME JAGE,
TAVA SUBHA ASISA MAGE,
GAHE TAVA JAYA-GATHA.
JANA-GANA MANGALA DAYAKA, JAYA HE,
BHARAT BHAGYA-VIDHATA,
JAYA HE, JAYA HE, JAYA HE,
JAYA, JAYA, JAYA, JAYA HE.

COLLEGE ANTHEM

LEARN TO SERVE

We come to your Portals of learning,
Oh glorious promise of light;
For wisdom and hope that abounding resides, Transforming
the gloom of the night.
So brighter and stronger and onward,
And striving ahead to go forward;
As loudly we hear, the call oh! So dear,
That echo the hills and valleys below.
Though doubts and fears assail,
Though oft our spirit fail,
We learn to serve We learn to serve
To serve our God and our land

About College

The Nongstoin College is a Co-educational Institution which was set up by a group of sensible and enlightened persons of Nongstoin on 1st August, 1978. It is located at the District Headquarter of West Khasi Hills, Meghalaya. The Nongstoin Syiemship was initially the sponsoring Body of the College. A year later, the Nongstoin Youth Welfare Organisation (NYWO) took over from the Syiem of Nongstoin. This is a Premier College in the West Khasi Hills District of Meghalaya. It is now Permanently Affiliated to the North Eastern Hill University, Shillong and granted with a Deficit status from the Government of Meghalaya since April 1996. It was included under 2 (f) and 12-B of the UGC Act. 1956 in December, 2005.

Initially, the College functioned at the Block Information Centre, West Khasi Hills. In April, 1984, the College shifted to a hired building of Dr.S.Dkhar at New Nongstoin. With the acquisition of land by the Nongstoin Youth Welfare Organisation (NYWO) at Nongpyndeng, the College has been functioning at this beautiful permanent site since January, 1994. It is about 5km (by road) from the heart of the Town and well connected by public Transport system. The Motto of the College is "Learn to Serve". The College was accredited by **NAAC with B Grade. Vision:**

- To in still a spirit of full commitment and devotion among students at the mental and spiritual level so that they become good citizens who would serve the society as enshrined with our motto.
- To produce leaders who will be agents of social change, primarily among the communities they live in, so that they can contribute to the nation as a whole; by providing quality human resource, intellectually sound, ethically sensitive and socially compassionate graduates. **Mission:**
- To promote social unity, religious tolerance and community development to Foster national Integration with a thrust on achieving academic ambience.
- Our Mission is to achieve the vision of the founder by establishing and managing educational institutions based on the four cardinal principles of discipline, sound education, sports & service.

The mission and vision statement defines the institution's distinctive characteristics in terms of addressing the needs of the society and the students wherein it endeavours to promote the following objectives:

- To prepare students with unflinching faith and determination for better avenue of job opportunities with an impetus on spiritual values in life.
- To provide a conducive ambience for students from all sections of society to acquire quality education.
- To evolve an innovative and suitable curriculum to make graduates employable and get them placement.
- To inculcate service-mindedness through service learning programmes.
- To develop sound sportsmanship by promoting sports and games.
- To foster the spirit of toleration in a pluralistic society.
- To make students leaders, entrepreneurs and job-creators not job seekers; and
- To equip them to face any challenge, anywhere, with self-confidence and self-discipline.

Academic Instruction

1. Students are to follow the Examination Rules laid down by the NEHU (ordinance) during the Examination as printed on the reverse of the Admit Card strictly.
2. Academic Examination is mandatory for all Students.
3. Identity card is mandatory for students and to produce it if asked for at any time
4. All Annual Fees (and University Enrolment Fee for Degree) are to be paid at the time of Admission.
5. English is a Compulsory Language for communication inside the College Campus.
6. A minimum of 75% attendance is required for each subject in every Semester
7. The College Authority recognizes the danger of one's health in the use of tobacco Products, Hard Drugs and Alcohol. Therefore, these bad habits are strictly prohibited in and around the College Campus. Violation of this rule will subject to Heavy Fine/Expulsion.
8. Breakage of any article material like Furniture, Glass Panes, Doors and Windows etc., of the College premises, the cost of which will be realized from concerned student at the prevailing market price.
9. Duplicate Identity card will be issued only in genuine cases on payment of prescribed fee.
10. It is the responsibility of all the students to see that Cleanliness is maintained inside the class room and within the Campus. One must not throw any rubbish or do anything to deface the building or the ground.
11. Students who do not co-operate with the College authorities in enforcement of discipline and who do not show evidence of regular attendance and seriousness in studies are liable to be struck off the rolls of the College after watching their behaviour for two months.
12. Any student found misusing, disturbing the atmosphere of the College, he/she is liable to be penalised accordingly.
13. Using of foul language is prohibited.
14. Eve teasing is Punishable under law.
15. Students should wear decent dress when coming to College.

Criteria for Admission:

The application form for admission will be issued irrespective of caste or creed to the different Streams if one has passed Class XII Examination from the recognized Board. Forms are available at the College office on Payment.

Admission Procedures:

1. Attested Copy of Mark sheet & Certificate of Class X and class XII
2. Two Passport Size Photographs.
3. Passed-cum-Character Certificate from the Head of Institution last attended (for students coming from other Institutions).
4. Character Certificate from the Headman (for students coming from other Institution).
5. Schedule Tribe / OBC Certificate
6. Migration Certificate (to be submitted by student passing from other Board / University only after getting permission from the Principal).

N.B.: The College Authority reserves the right to refuse an admission without assigning any reason.

Internal Evaluation System:

- Internal Evaluation under Semester system is based as per NEHU guidelines
- For Arts and Commerce, Internal Test (15 marks) and Assignments (10 marks). For Internal Test, the students are to sit for three tests as mentioned in the 'Academic Schedule'.
- For Science students (Honours & Electives) Theory Internal assessment (19 marks) Test 10 marks, assignment 9marks;practicalInternal assessment (6marks)
- For students taking Geography (Honours & Electives) Theory Internal assessment (19 marks) Test 10 marks, assignment 9marks;practicalInternal assessment (6marks)
- For students taking DTP (elective), internal test(12 marks), practical (12 marks)

A. BACHELOR OF ARTS (BA)

Compulsory Subjects

1. English in 4th and 5th Semester
2. M.I.L / Alt in 4th Semester
3. EVS in 6th Semester

Elective Honours Course (anyone)

- a) English, b) Khasi, c) Political Science, d) Economic, e) Education, f) History, g) Sociology, h) Geography.

Eligibility for subject Combinations:-

- | | |
|----------------------------|---|
| 1. Honours (English) | Elective Group
A) History, Pol. Science
B) Pol. Science, DTP
C) History, DTP
D) Education, DTP |
| 2. Honours (Khasi) | A) Sociology, Education.
B) Education, DTP.
C) Sociology, DTP.
D) History, Pol. science
E) History, DTP.
F) Pol. Science, DTP. |
| 3. Honours (Education) | A) History, Pol. Science
B) Sociology, Elective Language
C) History, Sociology
D) Sociology, Political Science |
| 4. Honours (History) | A) Economics, Pol. Science
B) Sociology, Education
C) Political Science, Sociology
D) Economics, Sociology
E) |
| 5. Honours (Political Sc.) | A) Sociology, Education
B) History, Economics C) Education, Economics
D) History, Sociology |
| 6. Honours (Economics) | A) Pol. Science, History
B) Pol. Science, Sociology |

- C) Sociology, History
7. Honours (Sociology)
- A) Geography, Elective Language
B) Education, Elective Language
C) History, Elective Language
D) Education, Geography
E) History, Geography
8. Honours (Geography)
- A) Economics, Political Science
B) Political Science, Sociology
C) Economics, Sociology

B. BACHELOR OF COMMERCE (BCOM) 1ST SEMESTER

B COM (HONOURS) SYLLABUS. Course Structure 2013 Paper	First Semester	Marks	Paper	Second Semester	Marks
BC 101	Business Environment	100	BC 201	Business Economics	100
BC 102	Principles & Practice of Management	100	BC 202 or	Fundamental Mathematics or	100
BC 203	Information Technology in Business				100
BC 103	Financial Accounting	100	BC 204	Indian Financial System	100
Total	300		Total		300
Paper	Third Semester	Marks	Paper	Fourth Semester	Marks
BC 301	Business Statistics	100	BC 401	Modern Indian Language/Alt. English	100
BC 302	Business Law	100	BC 402	Financial Management	100
BC 303 – 305	Optional Group: A, B, C, or D	100	BC 403 – 406	Optional Group: A, B, C, or D	100
Total		300	Total		300
Paper	Fifth Semester	Marks	Paper	Sixth Semester	Marks
BC 501	Compulsory English	100	BC 601	Environmental Studies	100
BC 502	Cost Accounting	100	BC 602	Entrepreneurship Development	100
BC 503 – 506	Optional Group: A, B, C, or D	100	BC 603 – 606	Optional Group: A, B, C, or D	100
Total		300	Total		300
Grand Total					1800
<i>The papers mentioned in bold letters are honours papers. The students shall be required to choose a group (A, B, C, or D) of their choice in the Third Semester and they would continue with the group in the rest of the semesters.</i>					
A	Accounting & Finance Group		B	Management Group	
BC 303	Corporate Accounting		BC 304	Marketing Management	
BC 403	Auditing		BC 404	Human Resource Management	
BC 503	Financial Service		BC 504	Service Management	
BC 603	Direct Tax Laws & Practice		BC 604	Small Enterprise Management	
C	Banking & Insurance Group		D	Marketing Group	
BC 305	Fundamental of Banking		BC 304	Marketing Management	
BC 405	Fundamental of Insurance		BC 406	Sales & Advertisement Management	
BC 505	Bank Management		BC 506	Rural & Agricultural Marketing	
BC 605	Insurance Management		BC 606	Services Marketing	

Course Structure:

Distribution of Papers:

Distribution of Paper							
Semester/ Subject/paper	Semester I	Semester II	Semester III	Semester IV	Semester V	Semester VI	Total Marks
English	-	-	-	100	100	-	200
EGFC	-	-	-	-	-	100	100
MIL	-	-	-	100	-	-	100
Elective-1	100	100	100	-	-	-	300
Elective-2	100	100	100	-	-	-	300
Elective(Hons)	100	100	100	100	200	200	800
Total Marks	300	300	300	300	300	300	1800

1	TUITION FEES @ Rs 120 P M	1440
2	ADMISSION FEES	50
3	COLLEGE EXAMINATION FEES	300
4	LIBRARY FEES	300
5	SESSION FEES	10800
6	SPORTS/CURRICULAR ACTIVITIES	400
7	NAAC	100
8	STUDENTS WELFARE	20
9	IDENTITY CARD	50
10	ANNUAL MAINTENANCE	500
11	COLLEGE DEVELOPMENT	700
12	BUILDING FUND	500
13	COLLEGE MAGAZINE	200
14	NSS FEES	20
15	NCC FEES	10
16	IQAC FEES	200
17	ICT FEES	100
	GRAND TOTAL	15690

FEES ARE TO BE PAID IN THREE INSTALMENTS:

- 1.1ST INSTALMENT – Rs5, 230/- To be paid at the time of Admission
- 2.2ND INSTALMENT -Rs5, 230/- To be paid in 1st week November 2021
3. 3RD INSTALMENT –Rs5, 230/- To be paid in 1st week February 2022

SCHEDULE OF FEES FOR BA AND B COM3RD & 4TH SEMESTER

1	TUITION FEES @ Rs 120 P M	1440
2	ADMISSION FEES	50
3	COLLEGE EXAMINATION FEES	300
4	LIBRARY FEES	300
5	SESSION FEES	10800
6	SPORTS/CURRICULAR ACTIVITIES	400
7	NAAC	100
8	STUDENTS WELFARE	20
9	IDENTITY CARD	50
10	ANNUAL MAINTENANCE	500
11	COLLEGE DEVELOPMENT	700
12	BUILDING FUND	500
13	COLLEGE MAGAZINE	200
14	NSS FEES	20
15	NCC FEES	10
16	IQAC FEES	200
17	ICT FEES	100
	GRAND TOTAL	15690

FEES ARE TO BE PAID IN THREE INSTALMENTS:

- 1.1ST INSTALMENT – Rs5, 230/- To be paid at the time of Admission
- 2.2ND INSTALMENT -Rs5, 230/- To be paid in 1st week November 2021
3. 3RD INSTALMENT –Rs5, 230/- To be paid in 1st week February 2022

SCHEDULE OF FEES FOR BA AND B COM 5TH& 6TH SEMESTER

1	TUITION FEES @ Rs 120 P M	1440
2	ADMISSION FEES	50

3	COLLEGE EXAMINATION FEES	300
4	LIBRARY FEES	300
5	SESSION FEES	10800
6	SPORTS/CURRICULAR ACTIVITIES	400
7	NAAC	100
8	STUDENTS WELFARE	20
9	IDENTITY CARD	50
10	ANNUAL MAINTENANCE	500
11	COLLEGE DEVELOPMENT	700
12	BUILDING FUND	500
13	COLLEGE MAGAZINE	200
14	NSS FEES	20
15	NCC FEES	10
16	IQAC FEES	200
17	ICT FEES	100
	GRAND TOTAL	15690

FEES ARE TO BE PAID IN THREE INSTALMENTS:

- 1.1ST INSTALMENT – Rs5, 230/- To be paid at the time of Admission
- 2.2ND INSTALMENT -Rs5, 230/- To be paid in 1st week November 2021
3. 3RD INSTALMENT –Rs5, 230/- To be paid in 1st week February 2022

C. BACHELOR OF SCIENCE (BSc)

Compulsory Subjects

1. English in 4th and 5th Semester
2. M.I.L / Alt in 4th Semester
3. EVS in 6th Semester

Elective Honours Course (anyone)

- a)Chemistry b) Physics c) Mathematics d) Botany e) Zoology f) Bio-Chemistry

Eligibility for subject Combinations:-

1. Honours in Chemistry **Elective Group**
 - a) Physics,mathematics
 - b) Physics,Botany
 - c) Botany .Zoology
 - d) Mathematics,Zoology
 - e) Mathematics,Botany
2. Honoursin Physics a) Mathematics,Chemistry
3. HonoursinMathematics a) Physics,,Chemistry
4. Honours in Botany a)Chemistry,Zoology
5. Honours in Zoology a) Chemistry,Botany
6. Honours in Bio-Chemistry
 - a) Chemistry,Zoology
 - b) Chemistry,Botany
 - c) Zoology,Botany

Course Structure:

Distribution of Papers:

Distribution of Paper							
Semester/ Subject/paper	Semester I	Semester II	Semester III	Semester IV	Semester V	Semester VI	Total Marks
English	-	-	-		100	-	100
EGFC	-	-	-	-	-	100	100
Elective-1	100	100	100	100	-	-	400
Elective-2	100	100	100	100	-	-	400
Elective(Hons)	100	100	100	100	200	200	800
Total Marks	300	300	300	300	300	300	1800

SCHEDULE OF FEES FOR B SC1ST& 2ND SEMESTER

1	TUITION FEES @Rs 120 P M	1440
2	ADMISSION FEES	50
3	COLLEGE EXAMINATION FEES	300
4	LIBRARY FEES	300
5	SESSION FEES	14400
6	SPORTS/CURRICULAR ACTIVITIES	400
7	NAAC	100
8	STUDENTS WELFARE	20
9	IDENTITY CARD	50
10	ANNUAL MAINTENANCE	500
11	COLLEGE DEVELOPMENT	700
12	BUILDING FUND	500
13	Laboratory and Practical fees	700
14	Lab Expendable fees	2000
15	COLLEGE MAGAZINE	200
16	NSS FEES	20
17	NCC FEES	10
18	IQAC FEES	200
19	ICT FEES	100
	GRAND TOTAL	21,990

FEES ARE TO BE PAID IN THREE INSTALMENTS:

- 1.1ST INSTALMENT – RS 7,330/- To be paid at the time of Admission
- 2.2ND INSTALMENT -RS 7,330/- To be paid in 1st week November 2021
3. 3RD INSTALMENT -RS 7,330/- To be paid in 1stweek February 2022

SCHEDULE OF FEES FOR B SC 3RD& 4THSEMESTER

1	TUITION FEES @ Rs 120 P M	1440
2	ADMISSION FEES	50
3	COLLEGE EXAMINATION FEES	300
4	LIBRARY FEES	300
5	SESSION FEES	14400
6	SPORTS/CURRICULAR ACTIVITIES	400
7	NAAC	100
8	STUDENTS WELFARE	20
9	IDENTITY CARD	50
10	ANNUAL MAINTENANCE	500
11	COLLEGE DEVELOPMENT	700
12	BUILDING FUND	500
13	Laboratory and Practical fees	700
14	Lab Expendable fees	2000
15	COLLEGE MAGAZINE	200
16	NSS FEES	20
17	NCC FEES	10
18	IQAC FEES	200
19	ICT FEES	100
	GRAND TOTAL	21,990

FEES ARE TO BE PAID IN THREE INSTALMENTS:

- 1.1ST INSTALMENT – RS 7,330/- To be paid at the time of Admission
- 2.2ND INSTALMENT -RS 7,330/- To be paid in 1st week November 2021
3. 3RD INSTALMENT -RS 7,330/- To be paid in 1stweek February 2022

SCHEDULE OF FEES FOR B SC 5TH& 6TH SEMESTER

1	TUITION FEES @ Rs 120 P M	1440
2	ADMISSION FEES	50
3	COLLEGE EXAMINATION FEES	300
4	LIBRARY FEES	300
5	SESSION FEES	14400
6	SPORTS/CURRICULAR ACTIVITIES	400
7	NAAC	100
8	STUDENTS WELFARE	20
9	IDENTITY CARD	50
10	ANNUAL MAINTENANCE	500
11	COLLEGE DEVELOPMENT	700
12	BUILDING FUND	500
13	Laboratory and Practical fees	700
14	Lab Expendable fees	2000
15	COLLEGE MAGAZINE	200
16	NSS FEES	20
17	NCC FEES	10
18	IQAC FEES	200
19	ICT FEES	100
	GRAND TOTAL	21,990

FEES ARE TO BE PAID IN THREE INSTALMENTS:

- 1.1ST INSTALMENT – RS 7,330/- To be paid at the time of Admission
- 2.2ND INSTALMENT -RS 7,330/- To be paid in 1st week November 2021 3.
- 3RD INSTALMENT -RS 7,330/- To be paid in 1stweek February 2022

HOSTEL FEES

Sl no	Particulars	Fees
1.	Admission Fee	Rs 200/-
2.	Maintenance Fee	Rs 1200/-
3.	Seat rent	Rs 400/-
	Grand Total	Rs 1800/-

Note:

1. 1st Instalment-Rs 1000/- at the time of Admission
2. 2nd Instalment – Rs800/- February 2022

University Rules and Regulation

1. Any Students who could not attend 75% of Classes in any semester will not be allowed to appear in their respective Semester Examination.
2. Examination and evaluation shall be conducted according to the Ordinances / Regulations of the University.
3. A students shall be declared successful with “Honours” if he/she passes (i.e. obtain at least 30% marks) in all Compulsory Courses / Papers as specified for the subjects (s) concerned, securing at least 45% marks in the Elective Honours Papers in aggregate, i.e. all Honours Papers taken together (from I to VI Semesters) and as stipulated in the relevant (revised) NEHU Ordinances (OC-8).
4. A students shall be declared successful with “Simple pass” if he/she passes (i.e. obtain at least 30% marks) in all Compulsory Courses / Papers as specified for the subjects (s) concerned, securing not less than33% but less than 45% marks in the Honours Papers in aggregate, i.e. all Elective Honours Papers taken together (from I to VI Semesters) and as stipulated in the relevant (revised) Ordinances (OC-8).Thus at the UG level, the University shall declare two types of successful students as per the following table:-

Conditionality for Certification of Completion of Under-Graduate Courses		
Course	Necessary Conditions for Successful Completion of the Course and Certification	
Honours	>H. 1 >H. 2 >H. 3	<p>>The student passes in each and every Compulsory Paper.</p> <p>>The student passes in each and every Elective Paper.</p> <p>>The student secures in aggregate at least 45% of marks in the honours Papers (opted by him/her) taken together (not necessary in each of the Honours Papers).</p> <p>Further, it is clarified that for a student to obtain Honours it is necessary to pass (i.e. obtain at least 30% marks) in each of the Compulsory, Elective as well as Honours Papers, but it is not necessary to secure 45% marks in each Honours Papers. This percentage (i.e. 45%) will be computed at the End Semester.</p>
Simple Pass	>HP. 1 > HP.2 > HP.3	<p>>The student passes in each and every Compulsory Paper.</p> <p>>The student passes in each and every Elective Paper.</p> <p>> The student secures in aggregate not less than 33% but less than 45% of marks in the Honours Papers (chosen by him/her) taken together (not necessary in each of the Honours Papers).</p> <p>Further, it is clarified that for a student to obtain Simple pass it is necessary to pass (i.e. obtain at least 30% marks) in each of the Compulsory as well as Honours Papers. However, the student must secure not less than 33% but less than 45% marks in the Honours Papers all taken together. These percentages (i.e. 33% and 45%) will be computed at the End Semester.</p>
Fail	>F.1 > F. 2	<p>If a student shall be declared to have 'failed' if he/she</p> <p>>Fails to secure at least 30% marks in any of the Compulsory, Elective (1 or two) or Elective Honours or</p> <p>>Fails to secure 33% marks in aggregate.</p>

5. A student shall have to clear the Degree within 5 (five) academic years or 10 (ten) Semesters.
6. Students are eligible to proceed to the next Semester Course, regardless of passing or failing in any one or more subject of the first five end Semester Examination (s). Such candidates will be required to appear and pass the failed (or within 5 years) during Regular Semesters.
7. Students appearing for improvement examination will be required to appear after completion the regular semester governed under the same provision but required to surrender their original mark sheet. Marks obtained consequent upon improvement examination will be retained.

