



OFFICE OF THE REGISTRAR :: DIBRUGARH UNIVERSITY :: DIBERUGARH

No. DU/JR-A/Certificate/22/741

Dated: 13.07.2022

To Whom It May Concern

This is to certify that the Golaghat Commerce College, Jyoti Nagar, Golaghat affiliated to Dibrugarh University has implemented the Choice Based Credit System in the Under Graduate Academic Programmes of Dibrugarh University from the academic session 2019-2020 as per the Notification vide No. DU/DR-A/6-1/18/1426 dated 27.11.2018.


(Dr. B. C. Borah)
Joint Registrar (Academic)
Dibrugarh University
Joint Registrar (Academic)
Dibrugarh University
Dibrugarh



OFFICE OF THE REGISTRAR :: DIBRUGARH UNIVERSITY :: DIBRUGARH

No. DU/RG/IOC/2022/CBCS/GCC/1465

Date: 15/7/2022

CERTIFICATE

(To whom it may concern)

Certified that based on information provided by the authority of **Golaghat Commerce College, P.O Jyoti Nagar, Dist: Golaghat, Assam** the following list of Programmes have been implemented under CBCS mode in the college in the last academic year:

Sl No.	Name of the Programme	Name of the CBCS Course	With Effect from
1.	Bachelor of Commerce	Accounting & Finance	2019 till last Academic Year
		Banking & Insurance	2019 till last Academic Year
		Marketing	2019 till last Academic Year
		Human Resource Management	2019 till last Academic Year
		International Business	2019 till last Academic Year
2.	Bachelor of Arts	English	2019 till last Academic Year
		Assamese	2019 till last Academic Year
		Political Science	2019 till last Academic Year
		History	2019 till last Academic Year
		Geography	2019 till last Academic Year
		Education	2019 till last Academic Year
		Economics	2019 till last Academic Year
3.	M.Com Programme	Finance	2017 till last Academic Year
		Marketing	2017 till last Academic Year


Registrar 15/7/22

Dibrugarh University



Registrar
Dibrugarh University
Dibrugarh



OFFICE OF THE REGISTRAR:: DIBRUGARH UNIVERSITY:DIBRUGARH

Memo No.: DU/DR-A/PG-CBCS/18/1334

Date: 07.11.2018

NOTIFICATION

As recommended by the Committee constituted to finalize the draft of the New Dibrugarh University Regulations for the Post Graduate Programmes in the Choice Based Credit System (CBCS), the Hon'ble Vice-Chancellor is pleased to approve the following Format in preparing the Syllabi of the Courses of various Post Graduate Academic Programmes in the CBCS, Dibrugarh University-

1. Course Code
2. Course Title
3. Nature of the Course (Core/ DSE/ GE/ AECC/SEC)
4. Total Credit assigned
5. Distribution of Credit (Lecture + Practical/ Tutorial)
6. Course Objectives (in 3 to 8 sentences)
7. Unit-wise distribution of Course contents with Unit-wise distribution of Weightage and Contact hours
8. Mode of Assessment/ Assessment Tools
9. Expected Learner Outcome (in 3 to 6 sentences)
10. Recommended Readings-

Any standard style should be followed in preparation of the list of textbooks or other reading materials. The style adopted should be common to all syllabi.

Issued with due approval.

(Dr. B.C. Borah)
Joint Registrar (Academic)
Dibrugarh University

Copy to:

1. The Vice-Chancellor, Dibrugarh University.
2. The Deans, Dibrugarh University
3. The Registrar, Dibrugarh University.
4. The Controller of Examinations, Dibrugarh University.
5. The Director, IQAC, Dibrugarh University
6. All Heads and Chairpersons of the Teaching Departments/ Centres for Studies, Dibrugarh University. They are requested to prepare the Syllabi through the concerned Boards of Studies as per the New Regulations and the above prescribed format.
7. File.

(Dr. B.C. Borah)
Joint Registrar (Academic)
Dibrugarh University



OFFICE OF THE REGISTRAR:: DIBRUGARH UNIVERSITY:DIBRUGARH

Memo No.: DU/DR-A/PG-CBCS/18/1430

Date: 21.11.2018

NOTIFICATION

As recommended by the 148th Meeting of the Post Graduate Board held on 19.11.2018, the 115th Meeting of the Academic Council held on 21.11.2018 vide Resolution No. 09 has approved the ***Dibrugarh University Regulations for the Post Graduate Programmes in the Choice Based Credit System, 2018***, which will come into effect from the academic session 2019-2020. The Regulations (modified) enclosed herewith as ***Annexure A*** supersedes all earlier editions of same.

Further, the same Meeting of the Academic Council vide Resolution No.10 has advised the concerned to take necessary measures for smooth implementation of the Choice Based Credit System in the Post Graduate Academic Programmes of the University conducted by various Teaching Departments, Centres for Studies and Affiliated/ Permitted Colleges of Dibrugarh University w.e.f. 2019-2020 academic session.

Issued with due approval.

(Dr. B.C. Borah)
Joint Registrar (Academic)
Dibrugarh University

Copy to:

1. The Vice-Chancellor, Dibrugarh University.
2. The Deans, Dibrugarh University.
3. The Registrar, Dibrugarh University.
4. The Controller of Examinations, Dibrugarh University.
5. The Director, College Development Council, Dibrugarh University.
6. The Heads/ Chairpersons of the Teaching Departments/ Centres for Studies, Dibrugarh University for the needful.
7. The Principals/ Directors of the Colleges/ Institutes affiliated to/ permitted by Dibrugarh University conducting the Post Graduate Programmes of Dibrugarh University.
8. The Programmer, Dibrugarh University with a request to upload the Notification in the website for all concerned.
9. File.

(Dr. B.C. Borah)
Joint Registrar (Academic)
Dibrugarh University

**New Dibrugarh University
Regulations for the
Post Graduate Programmes in the
Choice Based Credit System,
2018**



(As recommended by the 148th Meeting of the Post Graduate Board held on 19.11.2018 and approved the 115th Meeting of the Academic Council, Dibrugarh University held on 21.11.2018)

Notified vide Memo No.: DU/DR-A/PG-CBCS/18/1430 dated 21.11.2018



DIBRUGARH UNIVERSITY REGULATIONS FOR THE ACADEMIC PROGRAMMES UNDER THE CHOICE BASED CREDIT SYSTEM (CBCS), 2018

(As recommended by the 148th Meeting of the Post Graduate Board held on 19.11.2018 and approved the 115th Meeting of the Academic Council, Dibrugarh University held on 21.11.2018)

1 Introduction:

Choice Based Credit System is a flexible system of learning. ‘Credit’ defines the quantum of contents/ syllabus prescribed for a course and determines the number of hours of instruction required. This system permits students to-

- learn at their own pace
- choose electives from a wide range of elective courses offered by the Departments/ Centres
- undergo additional courses and acquire more than the required number of credits
- adopt an inter-disciplinary approach in learning
- make best use of the expertise of available faculty.

2 Short Title, Definitions and Commencement:

2.1 These Regulations shall be called the Dibrugarh University Regulations for the Academic Programmes under the Choice Based Credit System (CBCS), 2018, hereinafter referred to as DUCBCS PG Regulations.

2.2. The Regulations shall be applicable to the students enrolled in different Post Graduate Academic Programmes conducted under CBCS by the various Departments, Centres for Studies and Colleges/ Institutes affiliated to/ permitted by Dibrugarh University from the Academic year 2019-2020.

2.3 Definitions:

a) Department : The term ‘Department’ is used to mean a Department of Dibrugarh University or that of a College affiliated to the Dibrugarh University conducting different academic programmes under the PG- CBCS.

b) Centre : The term ‘Centre’ is used to mean a Centre for Studies of Dibrugarh University conducting a Post Graduate programme under the CBCS.

c) Programme: The term ‘programme’ is used to mean the whole learning experience or combination of courses in a particular field of study.

c) Course: Programme is divided into a number of courses. A course may be considered as a paper in conventional education system.

- d) Academic Year: An academic year means a period of twelve months consisting of two semesters.
- e) Semester: The word “semester” is used to mean a half-yearly term or term of studies including examinations, vacations and semester breaks.
- f) Semester Duration: A semester normally extends over a period of 16 class weeks. Each week has 30 hours of instruction spread over the week.
- g) In – semester: The word “in-semester” is used to refer to the continuous evaluation within the half-yearly term.
- h) End-semester: The word “end-semester” is used to refer to the continuous processes of examinations and evaluations at the end of a Semester but within the half-yearly term.
- i) Credits: *Credit* defines the quantum of contents/ syllabus prescribed for a course and determines the number of hours of instruction required per week. Thus, normally in each of the course, credits will be assigned on the basis of the number of lectures/ tutorials/ laboratory work and other forms of learning required to complete the course contents in a 16 week schedule:
- i) 1 Lecture per week = 1 Hour duration per week =1 Credit
 - ii) 1 Tutorial per week = 1 Hour duration per week =1 Credit
 - iii) 1 Practical per week = 2 Hours duration per week =1 Credit

Note: *The lecture sessions and tutorials shall not be substituted with any other activities like seminars, group discussions etc.*

- j) Course teacher: A Professor/ Associate Professor/ Assistant Professor or any person engaged by the University for teaching a Course shall be called a Course teacher. He/ she shall perform the following functions:
- i) Preparing and teaching a Course with due approval from the statutory authorities.
 - ii) Preparing and/or teaching the Core Courses along with other faculty members, wherever necessary.
 - iii) Maintaining attendance and performance records of all the students registered for the Course(s) he/she offers.
 - iv) Conducting In-Semester Assessment and End-Semester Examinations
 - v) Involving himself/ herself in preparation and moderation of question papers, evaluation, scrutiny and finalization of results of the course(s) etc. whenever needed.
- k) Student Advisor: The Departmental/ Centre CBCS Board shall appoint a Student Advisor from amongst the faculty members for each group of maximum of 15 students of the Department/Centre concerned. A Student Advisor shall perform the following functions:

- i) Counsel the students in choosing Elective and Ability Enhancement Courses.
 - ii) Recommend students for course registration.
 - iii) Offer all possible student support services relevant to the programmes of study including redressal of the grievances of the students.
- l) CBCS Board for Department/Centre: The CBCS Board for the Department/Centre shall be constituted as below:
- i) Head of the Department/ Chairperson of the Centre for Studies
- Chairperson.
 - ii) All course teachers
- Members
- m) Dibrugarh University PG-CBCS Board: There shall be a Dibrugarh University CBCS Board to be constituted as below:
- i) Vice Chancellor - Chairperson
 - ii) Registrar - Member
 - iii) Deans of the Schools - Members
 - iv) Dean, Students' Affairs - Member
 - v) Dean, Research & Development - Member
 - iv) Controller of Examinations - Member
 - v) Director, IQAC - Member
 - vi) One Joint/ Deputy Controller of Examinations - Member
Nominated by the Vice-Chancellor
 - vii) Joint/ Deputy Registrar (Academic) - Member Secretary

2.4 Semester Duration:

- i) Odd Semesters: July - December (including end-semester examinations and semester breaks)
- ii) Even Semester: January -June (including end-semester examinations and semester breaks)

Any change in the Academic Calendar/Schedule may be made by the University whenever necessary.

3 Admission Process:

- 3.1 Newspaper Notices inviting applications for admission into the different academic programmes shall be issued by the Registrar or any other person authorized for the purpose at least six weeks in advance of the date of admission. Each applicant shall have to submit the Application in the prescribed Form with the requisite documents.
- 3.2 The minimum qualification for admission into various Programmes under the CBCS shall be fixed by the Academic Council from time to time.
- 3.3 No student shall be eligible for admission to an Academic Programme in any Department unless he/she has successfully passed the qualifying examination fulfilling the minimum eligibility criteria from a University /Institute recognized by Dibrugarh University.

4 Course Structure:

4.1 The Course Structure of the Academic Programmes under the CBCS shall be as follows:

a) Core Courses: Compulsory components of an Academic Programme. These Courses are to be compulsorily studied as a core requirement for the programme. All Core Courses shall be of 4 (four) credits each.

b) Elective Courses: Elective courses shall be chosen by each student from a pool of courses. The Courses shall be of 4 (four) credits each. The Elective Courses shall be of two kinds as below:

(i) **Discipline Specific Elective (DSE):** These courses shall be intra-departmental. These courses shall be:

- (i) supportive to the discipline of study
- (ii) provide an expanded scope
- (iii) enable an exposure to some other discipline/ domain
- (iv) nurture student proficiency/ skill

(ii) **Generic Elective (GE):** These Courses shall be interdepartmental/ inter-disciplinary. The students shall have to opt at least 2 (two) courses from other departments according to his/ her area of interest.

c) Ability Enhancement Courses (AEC): The Ability Enhancement Courses shall be inter-disciplinary in nature. These courses shall be of 2 (two) credits. However, 1 (one) AEC in M.Tech. in Petroleum Exploration and Production Programme shall be of 4 (four) Credits.

The AECs may be either Ability Enhancement Compulsory Course (AECC) or Skill Enhancement Course (SEC) in nature.

Besides, there shall be few courses conducted under the UGC's Programmes on Massive Open Online Course (MOOC)s like SWAYAM. The University may time to time fix the criteria for MOOCs as per the relevant UGC Guidelines on digital education.

5. Distribution of Courses

5.1

Semester	Courses with Credits				
	Core (fixed)	Elective (minimum)		AEC (minimum)	Total
		DSE	GE		
I	3 Courses X 4 Credit= 12	1 Course X 4 Credit= 4	---	1 Course X 2 Credit= 2	18
II	3 Courses X 4 Credit= 12	1 Course X 4 Credit= 4	1 Course X 4 Credit= 4	—	20
III	3 Courses X 4 Credit= 12	1 Course X 4 Credit= 4	1 Course X 4 Credit= 4	1 Course X 2 Credit= 2	22
IV	3 Courses X 4 Credit= 12	1 Course X 4 Credit= 4	--	--	16

* Credits earned through MOOCS are not covered in this course structure.

** For M.Tech. in Exploration Geophysics and M.Tech. in Petroleum Exploration and Production Programmes, the following distribution of Courses shall be applicable:

M.Tech. in Exploration Geophysics (to be incorporated)

M.Tech. in Petroleum Exploration and Production

Semester	Courses with Credits				
	Core (fixed)	Elective (minimum)		AEC (minimum)	Total
		DSE	GE		
I	6 Courses X 4 Credit= 24	---	---	1 Course X 2 Credit= 2	26
II	7 Courses X 4/3 Credit= 24	--	--	1 Course X 2 Credit= 2	26
III	3 Courses X 4 Credit= 12	1 Course X 4 Credit= 4	1 Course X 4 Credit= 4	1 Course X 4 Credit= 4	24
IV	1 Course (Dissertation for 6 months in OIL industries)				20

5.2 A course may also take the form of a Dissertation/ Project work/ Practical training/ Field work/ Seminar, internship, etc.

5.3 The number and credits of the Courses shall be determined by the Departmental CBCS Board subject to the approval of the Board of Studies and/or statutory bodies concerned.

5.4 A student shall have to study an Academic Programme as per the scheme of the Programme. Even if a candidate earns the required number of credits before completion of the full duration of the Programme, he/she shall not be entitled for the degree, until completion of the specified duration for completion of the Programme.

6. Course Registration

6.1 Every student must register (in consultation with his/her student advisor) for the courses he/she intends to undergo in a semester by applying in the prescribed

proforma duly signed by the candidate and student advisor. The Office of the Head/Director/Chairperson of the Department/Centre concerned shall enroll the students for the relevant course within the stipulated time notified by the Department/ Centre/ University.

- 6.2 The minimum and maximum credits to be registered by a student shall be as follows:

Duration	Per semester		Total	
	Minimum	Maximum	Minimum	Maximum
One Year	16	26	32	52
Two Year	16	26	64	104
Three Year	16	26	96	156
Four Year	16	26	128	208
Five Year	16	26	160	260

- 6.3 Late Registration may be permitted by the University on recommendation of the Head/ Director/Coordinator/ Chairperson of the Department/Centre up to two weeks after the commencement of the semester.
- 6.4 Withdrawal and change from an 'Elective' or an 'Ability Enhancement Course (AEC)/ Skill Enhancement Course (SEC) may be permitted up to one week from the date of commencement of classes. Withdrawal and change from a course shall not be permitted for those who take late registration.

7 Attendance

- 7.1 The course teacher shall be responsible for maintaining a record of attendance of students who have registered for the course.
- 7.2 All course teachers shall intimate the Head/Director/Chairperson of the Department/Centre (*at least fifteen calendar days before the last instruction day in the semester*), the particulars of all students who have less than 85% attendance.
- 7.3 A student who has less than 80% attendance shall not be permitted to sit for the End-semester examination in the course in which the shortfall exists.
- Provided that it shall be open to the University to grant exemption to a student who has attended a minimum of 75% classes but failed to obtain the prescribed 80% attendance for valid reasons on recommendation of the Head/Director/ Chairperson of the Department/ Centre on payment of a prescribed fee(s).
- 7.4 The Head / Director/Centre in charge of a Department/Centre shall announce the names of all students who shall not be eligible to take the End-semester examinations in the various courses and send a copy of the same to the Controller of Examinations. Registrations of such students for those courses shall be treated as cancelled and they shall have to repeat the course when it is offered next.
- 7.5 A student declared as discollegiate shall not be allowed to proceed to the next higher Semester. He/ She shall need to pursue the Semester a fresh in which he/ she was declared as discollegiate along with the next fresh batch.

8. Examination

- 8.1 Examination and evaluation shall be done on a continuous basis, at least three times during each semester. For the purpose of uniformity, particularly for interdepartmental transfer of credits, there shall be a uniform procedure of examination to be adopted by all Departments/ Centres. The Examination of all courses shall have two parts-
- a) In-Semester Assessment
 - b) End Semester Examinations
- 8.2 There shall be at least two in-semester assessments and one End-semester examination in each Course during every semester. The result of in-semester assessment shall be notified by the concerned course teacher(s) within seven days of the examination.
- 8.3 40% of the total marks of each Course shall be allotted for in-semester evaluations or internal assessment.
- 8.4 In in-semester assessments, two sessional tests shall have to be conducted for each course, which shall carry 50% of the total marks allotted for in-semester assessment. For the remaining 50% of total marks allotted for in-semester assessment, Course teachers may employ **two or more** assessment tools such as Concept Note, Group Discussion, Objective Tests, Home Assignment, Paper Presentation, Laboratory Work, Project Work, Field Report or any other assessment tool suitable to the Courses as decided by the Course Teacher. The students are to be informed in advance about the nature of assessment. Students shall compulsorily attend the two In-semester examinations, failing which they will not be allowed to appear for the End-semester examination.
- 8.5 The tools of Internal Assessment adopted by a Course Teacher must be endorsed by the Departmental/ Centre CBCS Board at the beginning of the Semester.**
- Ordinarily, a student cannot repeat in-semester assessment. However, the Course Teacher may arrange an in-semester assessment beyond the regular schedule under special circumstances as deemed valid by the Course Teacher (with due information to the HOD/Director/Chairperson of the Department/Centre). The in-semester assessment must be completed before the end-semester examinations.
- 8.6 There shall be one End semester examination carrying 60% Marks in each course covering the entire syllabus of the course. The End semester examination is normally a written/ laboratory-based examination/Project Work/Dissertation.
- 8.7 The mode of end-semester examination and evaluation of the Course shall be specified in the Course Structure.
- 8.8 End-semester Practical examinations shall normally be held before the theory examinations.
- 8.9 The mode of the conduct and evaluation of the end-semester examinations of the theory courses shall be partially external as below:
- a) The question papers of at least 50% of the Core Courses shall be set by external experts.
 - b) The question papers shall be moderated by the Board of Moderators appointed by the Controller of Examinations.

- c) At least 50% of the Core Courses shall be evaluated by the examiners other than the course teachers recommended by the Departmental/ Centre CBCS Board. In extraordinary circumstances, the CoE shall take necessary action as deemed to be fit subject to approval from the authority.
- 8.10 The mode of the conduct of the End-Semester Examinations of the Practical/ Dissertation courses shall be partially external as below:
- The end-semester examinations of all practical/ dissertation courses shall be conducted by a Board of Examiners consisting of the internal examiner (the concerned course teacher) and an external examiner appointed by the Controller of Examinations. The external examiner may be from the concerned Department/ Centre or from outside of the Department/ Centre/ University.
- 8.11 The End semester Examinations shall be conducted as per the Dibrugarh University Examination Ordinances (amended upto date).
- 8.12 The end-semester examination schedule shall be notified by the Controller of Examinations in consultation with the Deans of the Schools of Studies. The date and schedule shall be notified at least fifteen days in advance.
- 8.13 A student shall not be allowed to take more than one project work in a single semester.

9. Result and Progression

- 9.1 A candidate shall be declared as passed a course, provided he/ she secures-
- at least 45% of marks in each Course in the End Semester Examinations.
 - at least 'P' grade in the 10 point scale combining both the in-semester and End Semester Examination performance.
 - There shall be no separate pass mark for Internal Assessment.
- 9.2 A candidate shall be declared as passed a Semester/ Programme, provided he/ she secures at least 'P' grade in the 10 point scale in all the Courses separately.
- 9.3 A candidate who fails or does not appear in one or more courses of any end semester examinations up to the final Semester shall be provisionally promoted to the next semester with the failed course(s) as carry over course(s). Such candidates will be eligible to appear in the carry over course(s) in the next regular examinations of those courses.
- 9.4 If a candidate clears the final semester examination before clearing all the courses of the previous semesters, the result of the final semester examination of that candidate shall be kept withheld and his/ her results shall be announced only after he/ she clears the courses of the previous semesters.

- 9.5 A student must clear all his/her semester examinations within the stipulated duration shown as below irrespective of number of chances to appear in an end semester examination:

Number of Semesters	Maximum duration for completion of the Programme from the date of admission to the programme
2 (two) Semesters	3(Three) years*
4 (four) Semesters	5 (five) years
6 (six) Semesters	6 (six) years
8 (eight) Semesters	7 (six) years
10 (ten) Semesters	8 (eight) years

10. Evaluation and Declaration of Results

- 1.1 The examiners shall evaluate the answer scripts and submit the marks as well as letter grades to the Chairperson of the Departmental/ Centre CBCS Board.
- 1.2 The Departmental/Centre CBCS Board shall finalize the results of each examination/semester and notify the same before sending to the Controller of Examinations for preparation of Grade sheet and declaration of results.
- 1.3 The distribution of marks for periodical presentation, dissertation and viva-voce shall be decided by the Course Teacher/Supervisor as per recommendation of the Board of Studies and duly approved by the statutory Bodies of the University.
- 1.4 Project report/ Dissertation shall be evaluated jointly by the Supervisor and another Examiner from within the Department/ Centre/ University or from outside the University, appointed by the Controller of Examinations, on the recommendation of the concerned Course teacher, through the Chairperson of the Department/Centre CBCS Board. The modalities and timing of Presentation, Interview etc. shall be decided by the concerned Departmental/Centre CBCS Board.
- 1.5 Before declaring the results of end semester examinations, the Controller of Examinations shall convene a meeting of the Dibrugarh University CBCS Board to scrutinize the results of both in and end semester examinations. The Board may seek clarification or call for answer scripts if it feels necessary from the course teacher(s) concerned in the matters of over marking or under marking during examination(s).
- 1.6 The Dibrugarh University CBCS Board shall recommend the results of the Departments/ Centres and recommend for declaration of results by the Controller of Examinations.
- 1.7 The Controller of Examinations shall declare the results of the DU CBCS programmes and issue Grade-sheets within one month from the last date of the examination.

- 1.8 The first rank holder of a programme may be decided on the basis of Overall Weighted Percentage of Marks (OWPM) of the core and elective courses considered for calculation of CGPA.

2. Grading System

- 2.1 The absolute grading system shall be applied in evaluating performance of the students.
- 2.2 A candidate shall have to secure at least 'P' grade to pass a course, taking into consideration the In-semester and End-semester marks together.
- 2.3 The marks of in-semester examinations obtained shall be carried over for evaluating the grade of a course.
- 2.4 The following scale of grading system shall be applied to indicate the performances of students in terms of letter grade and grade points as given below:

Letter Grade with meaning		Grade Point
O	Outstanding	10 (Marks securing above 95%)
A+	Excellent	9 (Marks securing 85%-95%*)
A	Very Good	8 (Marks securing 75% -85%)
B+	Good	7 (Marks securing 65% -75%)
B	Above Average	6 (Marks securing 55% -65%)
C	Average	5 (Marks securing 50% -55%)
P	Pass	4 (Marks securing 45% -50%)
F	Fail	0 (Marks securing below 45%)
Abs	Absent/ Incomplete	0

Note: **Exclusive class interval is used here. For example, the class interval 55-65 includes candidates scoring percentage of marks starting from 55 upto any percentage less than 65.*

- 2.5 The Letter Grade 'B⁺' and above shall be considered as First Class; and Letter Grade(s) 'B' to 'P' shall be considered as Second Class. However, Letter Grade 'B' shall be considered as Second Class, with minimum of 55% marks.
- 2.6 A student is considered to have completed a course successfully and earned the prescribed credits if he/she secures a letter grade other than F (Failed) or 'Abs' (Absent/ Incomplete).
- 2.7 If a candidate secures 'F' grade in a Course, he/she shall have to reappear in the Course in the next legitimate chance.

- 2.8 If a student secures **F** grade in Project Work/ Dissertation/ assignment etc., he/she shall have to re-submit it after necessary revisions as suggested by the examiners/Course Teacher within 45 days after the declaration of the results.
- 2.9 ‘**Abs**’ grade shall be awarded to a candidate if he/she has not fulfilled the following requirements:
- (i) If a candidate fails to appear in any Course(s) in an end semester examination.
 - (ii) If a candidate fails to submit the project work/dissertation / assignment of an End Semester Examination within the regulatory specified period.
 - (iii) If a candidate is certified as not eligible to appear in any course(s) in an end semester examination by the Course Teacher(s) due to insufficient attendance in lectures, tutorials, practical or field works.
- 2.10 Results of the candidates appeared in the ‘Compartmental/Betterment examinations shall not be counted for the award of Prizes/Medals, Rank or Distinction.
- 2.11 A candidate shall have to pay a prescribed fee to appear in the ‘Compartmental/Betterment examinations’ fixed by the University from time to time.
- 2.12 Any candidate who falls short of the required number of credits for the award of the degree may be permitted to re-register in the Course(s) concerned, by paying the prescribed re-registration fee for the required number of Courses (core and/ or elective) when it is offered. However, that must be completed within the stipulated programme duration.
- 2.13 The total performance within a semester and the continuous performance from the second semester onwards shall be indicated by a Semester Grade Point Average (SGPA) and Cumulative Grade Point Average (CGPA). Hence, CGPA is the real indicator of a student’s performance. It shall be calculated by the formula given below:

$$\text{SGPA} = (\sum C_i G_i) / (\sum C_i)$$

$$\text{CGPA} = (\sum \sum C_{ni} G_{ni}) / (\sum \sum C_{ni})$$

Where,

- C_i - number of credits for the i^{th} course,
 G_i - grade point obtained in the i^{th} course,
 C_{ni} - number of credits of the i^{th} course of the n^{th} semester,
 G_{ni} - grade points of the i^{th} course of the n^{th} semester

*SGPA and CGPA shall be rounded off to 2 decimal points and reported to the Grade Sheet and Transcript.

2.14 **Conversion Formula**

Ordinarily, the CGPA earned by a student may be converted to percentage of Marks by following the formula mentioned as below:

$$\text{CGPA} \times 10 = \text{Percentage of Marks}$$

11.15 Grade sheet:

The Grade Card issued at the end of the semester to each student will contain the following:

- a. The credits earned for each course registered for that semester
- b. The performance in each course indicated by the letter Grade
- c. The Semester Grade Point Average (SGPA) and
- d. The Cumulative Grade Point Average (CGPA).
- e. The Conversion Formula

11.16 Transcript

The University may issue consolidated Transcript on request to Controller of Examinations which shall contain Letter grades, grade points and SGPA and CCPA mentioning the Course Titles in details, medium of instruction and programme duration.

12 Student Redressal

12.1 A candidate may apply to the Departmental/Centre CBCS Board for scrutiny/revision of the grades awarded in any of the Courses within one week on payment of a prescribed fee may be fixed by the University from time to time after notification of results by the concerned departments/ centres.

Provided that revision should be done before the document reaches the Controller of Examinations.

12.2 The Departmental/Centre CBCS Board may have the answer scripts of the aggrieved candidates re-examined by the course teacher, if the appeal of the candidate(s) is found to be genuine.

12.3 An aggrieved candidate may be allowed to have a look on his/her answer script(s) by the Departmental/Centre CBCS Board, if the appeal of the candidate(s) is found to be genuine.

13 Credit Transfer

Inter- Institutional transfer of Credits may be considered by the Dibrugarh University CBCS Board on recommendation of the CBCS Board of the Department/Centre concerned.

14 General

14.1 It shall be ensured that the University shall maintain fundamental code of professional ethics in implementing these Regulations.

14.2 For any other matter not covered under these Regulations for the DU CBCS Programmes, the existing Dibrugarh University Rules, Ordinances and the Dibrugarh University Act, 1965 (as amended) shall be applicable.

14.3 The Examination Committee of the University shall remove any difficulty, which may arise in the course of operations relating to execution of the DU CBCS programmes.



OFFICE OF THE REGISTRAR:: DIBRUGARH UNIVERSITY:DIBRUGARH

Ref. No: DU/DR-A/6-1/19/412

Date: 02.05.2019

NOTIFICATION

As recommended by the 121th Meeting of the Under Graduate Board held on 25.04.2019, the 116th Meeting of the Academic Council held on 30.04.2019 vide **Resolution No. 24** has approved partial modifications in **Clauses 2(i)(m), 2.5(i)(a), 3.1(c)(i) and 8.2** of the **Dibrugarh University Regulations for the Under Graduate Programmes in the Choice Based Credit System, 2018**, which will come into effect from the **academic session 2019-2020**. The Regulations (modified) enclosed herewith as **Annexure A** supersedes all earlier editions of same.

The Choice Based Credit System going to be implemented in the B.A., B.Sc. and B.Comm. Programmes of Dibrugarh University w.e.f. academic session 2019-2020 shall be governed by these Regulations.

Issued with due approval.

(Dr. B.C. Borah)
Joint Registrar (Academic)
Dibrugarh University

Copy to:

1. The Vice-Chancellor, Dibrugarh University.
2. The Deans, Dibrugarh University.
3. The Registrar, Dibrugarh University.
4. The Controller of Examinations, Dibrugarh University.
5. The Director, College Development Council, Dibrugarh University.
6. The Principals/ Directors of the Colleges/ Institutes affiliated to/ permitted by Dibrugarh University conducting the B.A., B.Sc. and B.Comm. Programmes, Dibrugarh University with a request to download the Regulations from the website: **dibru.ac.in**
7. The Programmer, Dibrugarh University with a request to upload the Notification in the website for all concerned.
8. File.

(Dr. B.C. Borah)
Joint Registrar (Academic)
Dibrugarh University

**Dibrugarh University Regulations for
the
Under Graduate Academic Programmes
in the Choice -Based Credit System,
2018**



UG CBCS Regulations amended by 116th AC



DIBRUGARH UNIVERSITY REGULATIONS FOR THE UNDER GRADUATE ACADEMIC PROGRAMMES IN THE CHOICE BASED CREDIT SYSTEM (CBCS), 2018

(With modifications in 2016 Regulations as recommended by the 120th Meeting of the Under Graduate Board held on 19.11.2018 and approved the 115th Meeting of the Academic Council, Dibrugarh University held on 21.11.2018)

(1) Short title, definitions and commencement:

These Regulations shall be called the Dibrugarh University Regulations for the Under Graduate Academic Programmes in the Choice Based Credit System, 2018. These Regulations shall be effective for the Courses of Study leading to the Bachelor Degree(s) in Arts (BA), Science (B.Sc.) and Commerce (B.Com), which shall be of three years duration comprising of six semesters. Hereinafter, it will be referred to as DU-UGCBCS Regulations, 2018.

The Regulations shall come into effect from the Academic Session, 2019-2020.

The Regulations shall be applicable to the students enrolled in the aforementioned Academic Programmes under CBCS conducted by the Colleges/ Institutes affiliated to/ permitted by Dibrugarh University from the Academic session 2019-2020.

2 Short Title, Definitions and Commencement:

2.1 Definitions:

- a) CBCS: CBCS means Choice Based Credit System. Choice Based Credit System is a flexible system of learning. 'Credit' defines the quantum of contents/ syllabus prescribed for a course and determines the number of hours of instruction required. This system permits students to-
 - learn at their own pace
 - choose electives from a wide range of Elective Courses offered for the programme
 - undergo additional courses and acquire more than the required number of credits
 - adopt an inter-disciplinary approach in learning
 - make best use of the expertise of available faculty.
- b) College: The term 'College' means the Colleges and Institutes affiliated to or permitted by Dibrugarh University for conducting different academic programmes.
- c) Department: The term 'Department' is used to mean a Department of a College/ Institute affiliated to/ permitted by Dibrugarh University.

- d) Programme: The term ‘programme’ is used to mean the whole learning experience or combination of courses in a particular field of study.
- e) Course: A Programme is divided into a number of courses. A course is a unit of instruction or segment of subject area under any programme. The traditional concept ‘paper’ is replaced by ‘course’.
- f) Academic Year: An academic year means a period of twelve months consisting of two semesters.
- g) Semester: The word “semester” is used to mean a half-yearly term or term of studies including examinations, vacations and semester breaks.
- h) Semester Duration: A semester normally extends over a period of 15 class weeks. Each week has 30 hours of instruction spread over the week.
- i) In – semester: The word “in-semester” is used to refer to the continuous evaluation within the half-yearly term.
- j) End-semester: The word “end-semester” is used to refer to the terminal processes of examinations and evaluations at the end but within the half-yearly term.
- k) Credit: ‘Credit’ defines the quantum of contents/ syllabus prescribed for a course and determines the number of hours of instruction required per week. Thus, normally in each of the course, credits will be assigned on the basis of the number of lectures/ tutorials/ laboratory work and other forms of learning required to complete the course contents in a 14-15 week schedule:

i) 1 Lecture per week = 1 Hour duration per week =1 Credit

ii) 1 Tutorial per week = 1 Hour duration per week =1 Credit

iii) 1 Practical per week = 2 Hours duration per week =1 Credit

Note: *The lecture sessions and tutorials shall not be substituted with any other activities like seminars, group discussions etc.*

- j) Course teacher: A teacher or any person engaged by the University/ College for teaching a Course shall be called a Course teacher. He/ she shall perform the following functions:
 - i) teaching a course approved by the statutory authorities.
 - ii) maintaining attendance and performance records of all the students registered for the Course(s) he/she teaches.
 - iii) conducting In-semester Assessment (Internal Assessment)
 - iv) involving himself/ herself in preparation and moderation of question papers, evaluation, scrutiny and finalization of results of the course(s) etc. whenever needed.
 - v) Participating in various curricular and co-curricular activities as and when necessary.
- l) College CBCS Board: There shall be a College CBCS Board to monitor and supervise the implementation of the CBCS, which shall be constituted as below:

- i) The Principal of the College - Chairperson
- ii) The Vice-Principal of the College - Vice-Chairperson
- iii) The Heads of the Departments - Members
- iv) The Coordinator, IQAC - Member
- v) A Senior Teacher of the College nominated by the Principal of the College - Member Secretary

m) Dibrugarh University CBCS Board: There shall be a Dibrugarh University CBCS Board to be constituted as below:

- i. Vice Chancellor - Chairperson
- ii. The Registrar -Member
- iii. The Deans - Members
- iv. The Controller of Examinations -Member
- v. The Director, IQAC, D.U. - Member
- vi. The Director, College Development Council - Member
- vii. Five Principals of the colleges to be nominated by the Vice-Chancellor - Members
- viii. One Joint/ Deputy Controller of Exams to be nominated by the Vice-Chancellor - Member
- ix. The Joint Registrar (Academic) J- Member Secretary

Joint Registrar (Academic) is entrusted the task of Member Secretary

2.2 Semester Duration:

- i) Odd Semesters: June –November (including end-semester examinations and semester breaks)
- ii) Even Semester: December -May (including end-semester examinations and semester breaks)

Any change in the Academic Calendar/Schedule may be made by the University whenever necessary.

2.3 Extent of Application:

The Regulations shall be applicable to the students enrolled for the Courses of Study leading to the Bachelor degrees in Arts (BA), Science (B.Sc.) and (B.Com), which shall be of three years duration distributed into six semesters.

2.4 Academic Schedule:

The Academic Schedule of the Bachelor degrees in Arts (BA), Science (B.Sc.) and (B.Com) Programmes under the CBCS shall be administered as per the Academic Calendar of the University published for every academic session.

2.5 Admission Notice and Admission Criteria:

(i) Newspaper Notice inviting applications for admission into the different programmes shall be issued by the Principals of the colleges/ institutes as per the Academic Calendar of the University. The minimum eligibility for admission into the following Programmes shall be as below:

- a. **Bachelor of Arts (B.A.):** A student passed the Higher Secondary Examination (10+2) of the Assam Higher Secondary Education Council, or an equivalent examination (10+2) recognized as such by the University.

~~For admission into the BA in Economics Honours, a candidate should have preferably passed the Higher Secondary Examination (10+2) of the Assam Higher Secondary Education Council or an equivalent examination with passing Mathematics as a subject.~~

These two paragraphs are deleted.

~~In case a student of Economics Honours, have not pursued and passed Mathematics in the Higher Secondary level; he/ she shall have to opt an Ability Enhancement Compulsory Course of Mathematics of 2 credits.~~

- b. **Bachelor of Science (B.Sc.):** A student passed the Higher Secondary Examination (10+2) in Science stream of the Assam Higher Secondary Education Council, or an equivalent examination (10+2) recognized as such by the University.

For admission into the B.Sc. in Chemistry, Physics and Geology Honours, a candidate must pass the Higher Secondary Examination (10+2) in Science stream of the Assam Higher Secondary Education Council or an equivalent examination with passing Mathematics as a subject.

- c. **Bachelor of Commerce (B.Com.):** A student passed the Higher Secondary Examination (10+2) in Commerce stream of the Assam Higher Secondary Education Council, or an equivalent examination (10+2) recognized as such by the University. A student passed the Higher Secondary Examination (10+2) in Arts or Science stream with Mathematics and/or Statistics is also eligible to apply for admission.

(ii) The admission or eligibility criteria shall be fixed by the Academic Council from time to time whenever necessary. The University/ colleges/ institutes may also adopt own policy for admission or selection of eligible candidates for admission complying with the eligibility criteria prescribed in the clause 2.5(i).

(iii) No student shall be eligible for admission to an Academic Programme in any discipline unless he/she has successfully passed the qualifying examination fulfilling the minimum eligibility criteria from a University /Institute recognized by Dibrugarh University.

(iv) Statutory reservation policy of the government shall be followed in case of selection of eligible candidates for admission.

3. Course Structure:

3.1 The Course Structure of the Academic Programmes under the CBCS shall be as per the Course Structure given in *Annexure I*. The nature of the Courses for all Under Graduate Academic programmes shall be as below:

a) **Core Courses:** Compulsory components of an Academic Programme. These Courses are to be compulsorily studied as a core requirement for the programme. The contents of the Core Courses shall be as per the UGC Model Curriculum for the subject/ discipline concerned. However, the Boards of Studies concerned may recommend maximum of 20% deviation from the UGC Model Syllabi wherever requires.

In case, UGC does not provide model Syllabi/ Curriculum, the Board of Studies shall propose their own Core Courses keeping parity of total numbers of credits/ courses with other similar subjects/ disciplines.

b) **Elective Courses:** Elective courses shall be chosen by each student from a pool of courses. These courses may be intra-departmental, i.e. Discipline Specific Elective (DSE) as well as inter-departmental, i.e., Generic Elective (GE). The students shall have to choose minimum number of DSE and GE in every semester as prescribed in the Course Structure. These courses shall be:

- (i) supportive to the discipline of study
- (ii) providing an expanded scope
- (iii) enabling an exposure to some other discipline/ domain
- (iv) nurturing student proficiency/ skill

There shall be a basket of at least eight Elective Courses having equal number of credits. For the students of the same discipline/ subjects these elective courses shall be intra-disciplinary and shall be called DSE Courses. If the students of other discipline/ subjects (*within the Programme*) opt these electives shall be considered as inter-disciplinary and shall be called GE courses.

Further, there may be few courses conducted under the UGC's Programmes on Massive Open Online Course (MOOC)s. The University may time to time fix the criteria for MOOCs as per the relevant UGC Guidelines on digital education.

c) **Ability Enhancement Courses (AEC):** The Ability Enhancement Courses shall be of two kinds- 'Ability Enhancement Compulsory Courses' and 'Skill Enhancement Courses'. These courses shall be inter-disciplinary (*within the Programme*) in nature. 'AEC' Courses are the courses based upon the content that leads to Knowledge enhancement.

- i. Ability Enhancement Compulsory Courses (AECC):(a) Environmental Science (2 Credit), (b) Communicative English (2 Credit) and (c) Alternative English/Communicative Hindi /MIL (2 Credit).

The term 'Non-Honours) is inserted

For BA and B.Com (Non-Honours) Programmes, there shall be a Multi-disciplinary Course of 4 Credits.

- ii. Skill Enhancement Courses (SEC): (minimum 4 credits): These courses may be chosen from a pool of courses designed to provide value-based and/or skill-based knowledge and should contain both theory and lab/hands-on/training/fieldwork. The main purpose of these courses is to provide students life-skills in hands-on mode so as to increase their employability. The list provided under this category are suggestive in nature and each University has complete freedom to suggest their own papers under this category based on their expertise, specialization, requirements, scope and need.

The List of Skill Enhancement Courses (SEC) are given as ***Annexure II***.

3.2 A Course may also take the form of a Dissertation/ Project work/ Practical training/ Field work/ Seminar, etc.

3.3 A student shall have to study the academic programme as per the scheme of the Programme. Even if a candidate earns the required number of credits before completion of the full duration of the programme, he/she shall not be entitled for the degree.

4. Course Enrolment

4.1 The minimum and maximum credits to be opted by a student for qualifying of a graduate degree shall be as per the Course Structure given as Annexure I.

4.2 Change of Courses shall not be permitted after sending the records of the students to the University for registration.

5. Attendance

5.1 The course teacher shall be responsible for maintaining a record of attendance of students who have enrolled for the course.

5.2 All course teachers shall intimate the Principal/ Director of a college/ Institute through the Head of the Department concerned at least thirty calendar days before the last instruction day in the semester, the particulars of all students who have less than 80% of attendance during the total number of class days.

5.3 A student who has less than 80% attendance in average shall not be permitted to sit for the End-semester examination.

Provided that it shall be open to the University to grant exemption to a student who has attended a minimum of 70% classes but failed to obtain the prescribed 80% attendance for valid reasons, on recommendation of the Head/Chairperson/ Principals of the Department/ Centre/ College on payment of a prescribed fee(s).

The Principals of the Colleges shall announce the names of all students who shall not be eligible to take the End-semester examinations in the various courses and send a copy of the same to the Controller of Examinations. Such candidates shall have to repeat the concerned course (s) when it is offered next.

5.4 A student declared as discollegiate shall not be allowed to proceed to the next higher Semester. He/ She shall need to pursue the Semester afresh in which he/ she was declared as discollegiate along with the next fresh batch.

6. Examination and Evaluation:

- (a) Examination and evaluation shall be done on a continuous basis, at least three times during each semester.
- (b) There shall be 20% marks for internal assessment and 80% marks for End-semester examination in each course during every semester.
- (c) ***There shall be no provision for re-evaluation of the answer-scripts of the end-semester examinations. However, a candidate may apply for re-scrutiny.***

(d) Internal Assessment:

- (i) In internal assessment, different tools such as objective tests, written tests, assignments, paper presentation, laboratory work, etc. suitable to the courses may be employed. The Procedure for Internal Assessment is prescribed in ***Annexure III.***
- (ii) The students shall be informed in advance about the nature of assessment. Students shall be required to compulsorily attend internal assessment including appearing the Sessional Tests, failing which they will not be allowed to appear for the End-semester examination. A Student cannot repeat In-semester examinations. The department may arrange special in-semester examination whenever necessary.

(e) End Semester Examination:

- (i) There shall be one End semester examination carrying 80% Marks in each course of a Semester covering the entire syllabus prescribed for the Course. The End semester examination is normally a written/ laboratory-based examination/Project Work/Dissertation.
- (ii) The Controller of Examinations shall make necessary arrangements for notifying the dates of the End semester examinations and other procedures as per Dibrugarh University Rules (at least 20 days in advance) and the Academic Calendar notified by the University.
- (iii) Normally, the End-semester examination for each course shall be of three hour duration.

(f) ***Confidential Works:*** Setting of question papers, moderation of question papers, evaluation of answer scripts, scrutiny, tabulation of marks, etc. and announcement of results, shall be governed by the Dibrugarh University Examination Ordinance.

- (g) The mode of the conduct of the end-semester examinations of the practical/ dissertation courses shall be partially external as below:
1. The end-semester examinations of all practical/ dissertation courses shall be conducted by a Board of Examiners consisting of the internal examiner (the concerned course teacher) and an external examiner appointed by the Controller of Examinations.
 2. A student shall not be allowed to take more than one project work in a single semester.
- (h) The mode of end-semester examination and evaluation of the Course shall be specified in the detailed syllabus of the Course concerned.
- (i) End-semester Practical examinations shall normally be held before the theory examinations.
- (k) **Betterment Examination:**
- (i) A student shall be entitled to take the “betterment examinations” in any two theory courses of any of the six semesters after passing the Sixth Semester examination only once. In this case, the higher marks secured by the student shall be retained. The candidates shall have to apply for betterment examination within one year of passing the Sixth Semester examination.
 - (ii) No betterment shall be allowed in the practical examinations.

7. Results and Progression:

- a) A candidate shall be declared as passed a course, provided he/ she secures-
 - (i) at least 40% of marks in each Course in the End Semester Examinations.
 - (ii) at least ‘P’ grade in the 10 point scale combining both the in-semester and End Semester Examination performance.
 - (iii) There shall be no separate pass mark for Internal Assessment.
- b) A candidate shall be declared as passed a semester/ programme, provided he/ she secures at least ‘P’ grade in the 10 point scale (given in clause) in all the Courses separately.
- c) There may be moderation of Internal Assessment marks/End Semester marks as and when necessary.
- d) The marks of In-semester examinations obtained by the candidate shall be carried over for declaring any result.
- e) A candidate who fails or does not appear in one or more courses of any end semester examinations up to Sixth Semester shall be provisionally promoted to the next higher semester with the failed course as carry over course(s). Such candidates will be eligible to appear in the carry over course in the next regular examinations of those courses.

- f) If a candidate clears the sixth semester examination before clearing all the courses of the previous semesters, the result of the sixth semester examination of that candidate shall be withheld and his/ her results shall be announced only after he/ she clears the courses of the previous semesters.

A student must clear all his/ her Semester Examinations within Six (6) years from the dates of admission to the First Semester of any Programme irrespective of the number of examinations appeared by the student, viz. First and Second Semester Examinations shall have to be cleared in six consecutive chances, Third and Fourth Semester Examinations shall have to be cleared in five consecutive chances and Fifth and Sixth Semester Examinations in four consecutive chances.

However, after the first chance of the Fifth and Sixth Semester Examinations, the candidate shall be considered as a non-regular candidate.

- g) Since the Semester system involves continuous assessment, there shall be no scope for a student to appear as a private candidate in any programme in this system.
- h) A candidate shall be declared to have passed the Bachelors Degree in the concerned discipline provided he/she has passed all the Semesters and in all the Courses separately.
- i) The Controller of Examinations shall declare the results of the DU-UG CBCS Examinations and issue Grade-sheets.
- j) The first rank holder of a programme shall be decided on the basis of the CGPA. However, the Overall Weighted Percentage of Marks (OWPM) of a candidate shall be considered in case of tie in CGPA.

8. Grading System

8.1 The absolute grading system shall be applied in evaluating performance of the students.

8.2 The following scale of grading system shall be applied to indicate the performances of students in terms of letter grade and grade points as given below:

Letter Grade with meaning		Grade Point*
O	Outstanding	10 (Marks securing above 90%)
A+	Excellent	9 (Marks securing 80%-90%)
A	Very Good	8(Marks securing 70% -80%)
B+	Good	7(Marks securing 60% -70%)
B	Above Average	6(Marks securing 50% -60%)
P	Pass	5 (Marks securing 40% -50%)
F	Fail	0(Marks securing below 40%)
Abs	Absent/ Incomplete	0

Grade Point 4 is replaced)

* Exclusive Class Interval technique shall be followed in calculation of Grade Point.

- 8.3 The Letter grade 'B⁺' and above shall be considered as First Class and Letter grade 'B' shall be considered as Second Class.
- 8.4 A student is considered to have completed a course successfully and earned the prescribed credits if he/she secures a letter grade other than F (Failed) or 'Abs' (Absent/Incomplete).
- 8.5 If a candidate secures 'F' grade in a Course, he/she shall have to reappear in the Course in the next legitimate chance.
- 8.6 If a student secures 'F' grade in Project Work/ Dissertation/ assignment etc., he/she shall have to re-submit it after necessary revisions. The Result shall be declared with next regular batch.
- 8.7 'Abs' grade shall be awarded to a candidate if he/she has not fulfilled the following requirements:
- (i) If a candidate fails to appear in any Course(s) in an end semester examination.
 - (ii) If a candidate fails to submit the project work/dissertation / assignment of an end semester examination.
 - (iii) If a candidate is certified as not eligible to appear in any course(s) in an end semester examination by the Course Teacher(s) due to insufficient attendance in lectures, tutorials, practical or field works.
- 8.8 The candidates not appearing in a Semester Examination shall be considered as an 'Abs' candidate **and** that will be reflected in the Grade Sheet of the candidate. These candidate shall have to convert the 'Abs' grade by appearing in the next examination on the Course (provided he/ she has legitimate chance to appear the Course) concerned or by submitting project work/dissertation/ assignment etc.
- 8.9 Results of the candidates appeared in the Betterment or Backlog Examinations shall not be counted for the award of Prizes/Medals, Rank or Distinction.

9. Transcript

The University may issue consolidated Transcript on payment of a prescribed fee which shall contain Letter grades, grade points and SGPA and CGPA mentioning the Course Titles in details, medium of instruction and programme duration.

10. Credit Transfer

Inter- Institutional transfer of Credits may be considered by the Dibrugarh University on reciprocal basis or in compliance with the relevant Guidelines of the UGC.

11. Rules for Admission on Transfer from other University:

- (a) The University shall allow admission on transfer of students from other Universities. However, such transfer shall be permissible provided that-
- (i) both the Universities conduct the same degree programmes under the CBCS.
 - (ii) the course structure along with the nomenclature of the courses are similar between the two Universities,
 - (i) the combination of courses opted by the candidate are not changed.
- (b) In fulfillment of the conditions as laid down in clause 11 (a), a candidate may be allowed to get admission on transfer from other Universities on production of transfer certificate, proof of classes attended, migration certificate, etc. not later than 1 (one) month from the commencement of the classes of the semester concerned. The records of class attendance, performance in internal assessment in his/her credit shall be carried over on admission and shall be computed for the purpose of examination.
- With such permission of transfer, the Credits earned by the student shall also be accepted by the University.
- (c) A candidate shall have to apply for transfer in the prescribed format of the University.

12. General:

- a. It shall be ensured that the University shall maintain fundamental code of professional ethics in implementing these Regulations.
- b. For any matter not covered under these Regulations for the DU UGCBCS Programmes, the existing Dibrugarh University Rules, Ordinances and the Dibrugarh University Act, 1965 (as amended) shall be applicable.
- c. The Dibrugarh University CBCS Board and/or the Examination Committee of the University shall remove any difficulty, which may arise in the course of operations relating to execution of the DU CBCS programmes.

Detailed Course Structure of the Under Graduate Academic Programmes under CBCS of Dibrugarh University

A. Details of courses under B.Sc. (Honors)

Course	*Credits	
	Theory+ Practical	Theory + Tutorial
I. Core Course (6 Credits)		
(14 Courses)	14X (4+2)= 84	14X (5+1)=84
Core Course Practical / Tutorial*		
II. Elective Course (6 Credits)		
(8 Courses)		
A.1. Discipline Specific Elective	4X (4+2) =24	4X (5+1) =24
(4 Courses)		
Discipline Specific Elective		
Practical/ Tutorial*		
B.1. Generic Elective/Interdisciplinary	4X (4+2)= 24	4X (5+1)= 24
(4 Courses)		
Generic Elective		
Practical/ Tutorial*		

*** Optional Dissertation or project work in place of one Discipline Specific Elective Course (6 credits) in 6thSemester**

III. Ability Enhancement Courses

AECC		SEC	
Course Title	Credit	Course Title	Credit
Environmental Science	2	SEC I	4 (2+2)
Communicative English	2		
MIL/ Communicative Hindi/ Alternative English	2		
Total= 6 Credit		Total= 4 Credit	

Total Credit Structure (Minimum)

Core	DSE	GE	AECC	SEC	Total
14 Courses of 6 Credit	4 Courses of 6 Credit	4 Courses of 6 Credit	3 Courses of 2 Credit	1 Subject of 4 Credits (2 Credit in each course)	26 Courses
84	24	24	6	4	142

* Institute should evolve a system/policy about ECA/ General Interest/Hobby/Sports/ NCC/NSS/related courses on its own.

** Wherever there is a practical there will be no tutorial and vice-versa

B. SEMESTER-WISE DISTRIBUTION OF COURSES IN B.Sc. HONOURS (CBCS)

Sem	CORE COURSE (14)	Ability Enhancement Compulsory Course (AECC) (2)	Skill Enhancement Course (SEC) (2)	Elective: Discipline Specific DSE (4)	Elective: Generic (GE) (4)
I	C 1 (6C)	AECC 1 Communicative English (2 C)			GE-1(6C)
	C 2 (6C)	AECC 2 MIL/ Communicative Hindi/ Alternative English (2C)			
II	C 3 (6C)	AECC 3 Environmental Science (2C)			GE-2(6C)
	C 4 (6C)				
III	C 5(6C)		SEC-1.1 (2C)		GE-3(6C)
	C 6(6C)				
	C 7(6C)				
IV	C 8(6C)		SEC-2.1 (2C)		GE-4(6C)
	C 9(6C)				
	C 10(6C)				
V	C 11(6C)			DSE-1 (6C)	
	C 12 (6C)			DSE-2(6C)	
VI	C 13(6C)			DSE-3(6C)	
	C 14(6C)			DSE-4(6C)	

C. Details of courses under B.A./B.Com. (Honors)

Course	*Credits	
	Theory+ Practical	Theory + Tutorial

I. Core Course (6 Credits)

(14 Courses) 14X (4+2)= 84 14X (5+1)= 84

Core Course Practical / Tutorial*

II. Elective Course (6 Credits)

(8 Courses)

A.1. Discipline Specific Elective 4X (4+2)= 24 4X (5+1)= 24

(4 Courses)

Discipline Specific Elective

Practical/ Tutorial*

B.1. Generic Elective/Interdisciplinary 4X (4+2)= 24 4X (5+1) =24

(4 Courses)

B.2. Generic Elective

Practical/ Tutorial*

- **Optional Dissertation or project work in place of one Discipline Specific Elective Course (6 credits) in 6th Semester**

III. Ability Enhancement Courses

AECC		SEC	
Course Title	Credit	Course Title	Credit
Environmental Studies/ Science	2	SEC I- Course I	2
Communicative English	2	SEC I- Course II/ SEC II	2
MIL/ Communicative Hindi/ Alternative English	2		
Total= 6 Credit		Total= 4 Credit	

Total Credit Structure (Minimum)

Core	DSE	GE	AECC	SEC	Total
14 Courses of 6 Credit	4 Courses of 6 Credit	4 Courses of 6 Credit	3 Courses of 2 Credit	4 Credits (2+2)	26 Courses
84	24	24	6	4	142

* Institute should evolve a system/policy about ECA/ General Interest/Hobby/Sports/ NCC/NSS/related courses on its own.

** Wherever there is a practical there will be no tutorial and vice-versa.

SEMESTER-WISE DISTRIBUTION OF COURSES IN BA/ B.COM**HONOURS (CBCS)**

Sem	CORE COURSE (14)	Ability Enhancement Compulsory Course (AECC) (2)	Skill Enhancement Course (SEC) (2)	Elective: Discipline Specific DSE (4)	Elective: Generic (GE) (4)
I	C 1 (6C)	AECC 1 Communicative English (2 C)			GE-1(6C)
	C 2 (6C)	AECC 2 MIL/ Communicative Hindi/ Alternative English (2C)			
II	C 3 (6C)	AECC 3 Environmental Science/ Studies (2C)			GE-2(6C)
	C 4 (6C)				
III	C 5(6C)		SEC-1.1 (2C)		GE-3(6C)
	C 6(6C)				
	C 7(6C)				
IV	C 8(6C)		SEC-2.1 (2C)		GE-4(6C)
	C 9(6C)				
	C 10(6C)				
V	C 11(6C)			DSE-1 (6C)	
	C 12 (6C)			DSE-2(6C)	
VI	C 13(6C)			DSE-3(6C)	
	C 14(6C)			DSE-4(6C)	

D. DETAILS OF COURSES OF TH B.SC. NON-HONOURS PROGRAMME IN CBCS

Course	*Credits	
	Theory+ Practical	Theory + Tutorials

I. Core Course (6 Credits)

(12 Courses)

04 Courses from each of the
03 disciplines of choice

12X (4+2)= 72

12X (5+1) =72

Core Course Practical / Tutorial*

II. Elective Course (6 Credits)

(6 Courses)

Two Courses from each discipline of choice
including Course of interdisciplinary nature.

6X (4+2)= 36

6X (5+1)=36

Elective Course Practical / Tutorials*

Optional Dissertation or project work in place of one Discipline elective paper (6 credits) in 6th Semester.

III. Ability Enhancement Courses

AECC		SEC	
Course Title	Credit	Course Title	Credit
Environmental Studies/ Science	2	SEC 1.1	2
Communicative English	2	SEC 2.1	2
MIL/ Communicative Hindi/ Alternative English	2	SEC 1.2	2
		SEC 2.2	2
Total= 6 Credit		Total= 8 Credit	

Total Credit Structure (Minimum)

Core	DSE	GE	AECC	SEC	Total
12 Courses of 6 Credit (4 Courses from 3 disciplines)	6 Courses of 6 Credit (2 Courses from 3 disciplines)		3 Courses of 2 Credit	4 Courses of 2 Credits (two different skill subjects)	25 Courses
72	36		6	8	122

E. SEMESTER-WISE COURSE STRUCTURE OF B.Sc. NON-HONOURS PROGRAMME IN CBCS

Sem	CORE COURSE (12)	Ability Enhancement Compulsory Course (AECC) (3)	Skill Enhancement Course (SEC) (2)	Discipline Specific Elective DSE (6)
I	DSC- 1 A (6C)	AECC 1 Communicative English (2C)		
	DSC- 2 A(6C)	AECC 2 Communicative Hindi/MIL/ Alternative English (2C)		
	DSC- 3 A(6C)			
II	DSC- 1 B(6C)	AECC 3 Environmental Science/ Studies (2C)		
	DSC- 2 B(6C)			
	DSC- 3 B(6C)			
III	DSC- 1 C(6C)		SEC-1.1 (2C)	
	DSC- 2 C(6C)			
	DSC- 3 C(6C)			
IV	DSC- 1 D(6C)		SEC-2.1(2C)	
	DSC- 2 D(6C)			
	DSC-3 D(6C)			
V			SEC-1.2(2C)	DSE-1 A (6C)
				DSE-2 A(6C)
				DSE-3 A(6C)
VI			SEC-2.2(2C)	DSE-1 B (6C)
				DSE-2 B(6C)
				DSE-3 B(6C)

F. Details of Courses of the B.A./B.Com. Non-Honours Programmes in CBCS

Course	*Credits	
	Course + Practical	Course + Tutorial
<u>I. Core Course (6 Credits)</u> (12 Courses)	12X (4+2)= 72	12X (5+1)= 72
Two Courses – English		
Two Courses – Hindi/MIL		
Four Courses- Discipline 1.		
Four Courses- Discipline 2.		

II. Elective Course (6 Credits)

(6 Courses)	6X (4+2)= 36	6X (5+1)=36
Two Courses- Discipline 1 specific		
Two Courses- Discipline 2 specific		
Two Courses- Inter disciplinary		
Two Courses from each discipline of choice and two Courses of interdisciplinary nature.		

Elective Course Practical / Tutorials

Optional Dissertation or project work in place of one elective Course (6 credits) in 6th Semester

III. Ability Enhancement Courses

AECC		SEC	
Course Title	Credit	Course Title	Credit
Environmental Studies/ Science	2	SEC 1.1	2
Multi-disciplinary Course	4	SEC 2.1	2
		SEC 1.2	2
		SEC 2.2	2
Total= 6 Credit		Total= 8 Credit	

Total Credit Structure (Minimum)

Core	DSE	GE	AECC	SEC	Total
12 Courses of 6 Credit (2 Eng+ 2 Hindi/MIL/ Alt. Eng. + 8 DSC)	4 Courses of 6 Credit (2 Courses from 2 DSE)	2 Courses of 6 Credit	1 Course of 2 Credit + 1 Course of 4 Credit	4 Courses of 2 Credits (two different skill subjects)	24 Courses
72	24	12	6	8	122

G. SEMESTER-WISE COURSE STRUCTURE OF THE B.A./B.Com. PROGRAMME IN CBCS

	CORE COURSE (12 Courses of 6 Credits each)	Ability Enhancement Compulsory Course (AECC) (2)	Skill Enhancement Course (SEC) (2)	Discipline Specific Elective DSE (4)	Generic Elective GE (2)
I	General English 1.1	Multi-disciplinary Course (4C)			
	DSC- 1 A				
	DSC- 2 A				
II	Comm. English- 1.2	Environmental Science (2C)			
	DSC- 1 B				
	DSC- 2 B				
III	Comm Hindi/MIL/ Alt. Eng. 1.1		SEC-1.1 (2C)		
	DSC- 1 C				
	DSC- 2 C				
IV	Comm. Hindi/MIL/ Alt. Eng. 1.2		SEC-2.1(2C)		
	DSC- 1 D				
	DSC-2 D				
V			SEC-1.2(2C)	DSE-1 A	GE-1
				DSE-2 A	
VI			SEC-2.2(2C)	DSE-1 B	GE-2
				DSE-2 B	

Skill Enhancement Courses (SEC) for the BA/B.Sc./ B.Com Programmes in the CBCS

1. Creative Writings
2. Teaching in Elementary Level
3. Entrepreneurship Development
4. Retail Management
5. Desktop Publishing
6. Travel and Tourism Management
7. Photoshop and Web Design
8. Maintenance and Repairing of Electrical and Electronic Appliances
9. Sericulture
10. Floriculture and Landscaping
11. Vermicompost
12. Photoshop
13. Web Design
14. Human Rights
15. Wildlife Photography
16. Intellectual Property Rights
17. Health and Sanitation Practices

UG CBCS Regulations amended by 116th AC

Rules for Internal Assessment in B.A./B.Sc./ B.Com. Programmes in Semester System

1. The marks allotted for Internal Assessment (20%) in each course shall be based on the following:
 - a) Sessional Examination I (Written): 25% of the marks allotted for internal assessment.
 - b) Sessional Examination II (Written): 25% of the marks allotted for internal assessment.
 - c) Seminar/ Group Discussion: 25 % of the marks allotted for internal assessment.
 - d) Attendance: 25 % of the marks allotted for internal assessment.
2. Each sessional examination shall be conducted by the concerned teacher(s) of the course. The setting of question paper, invigilation duty, evaluation of answer scripts for each paper shall be done by the concerned teacher(s) as a part of his/her/their normal duty. The teacher concerned shall fix the date of the sessional examination of each course complying with the Academic Calendar of the University.
3. The students shall have to write the answers in the scripts provided and duly authenticated by the college/ institute concerned.
4. After evaluation, the answer scripts should be shown to the students and corrections should be made if necessary. After this, the answer scripts should be collected back from the students.
5. There shall be no provision for “repeat”/ “betterment” in the sessional examination. If a student misses any sessional examination for unavoidable reasons, the concerned teacher may allow the student to appear in a separate examination at his/her own discretion.
6. The marks of internal assessment secured by a candidate shall be carried over to next legitimate chances.
7. If a course is taught by more than one teacher then the concerned teachers shall conduct the process of internal assessment together.
6. If any student fails to appear in internal assessment, he/she shall not be eligible to appear in the end semester examinations of the course(s) concerned. The colleges/ institutes shall notify the same prior to filling up forms for examinations.
7. At the end of the semester (before the end-semester examinations begin) the concerned College shall submit the internal assessment marks in proper format to the University.
8. The University may call the answer scripts from the colleges/ institute at any time during the academic sessions.



OFFICE OF THE REGISTRAR:: DIBRUGARH UNIVERSITY:DIBRUGARH

Memo No.: DU/DR-A/6-1/19/625

Date: 21.06.2019

NOTIFICATION

As recommended by the Chairpersons of the Boards of Studies concerned, the Hon'ble Vice-Chancellor is pleased to approve the draft of the Syllabus for the Multi-Disciplinary Course of the B.A. and B.Com. Non-Honours Programmes in the Choice Based Credit System of Dibrugarh University given as Annexure A. This Syllabus shall be offered as an Ability Enhancement Compulsory Course (AECC) in the First Semester Classes of the B.A. and B.Com. Non-Honours Programmes in the Choice Based Credit System with effect from the academic session 2019-2020.

Issued with due approval.

(Dr. B.C. Borah)
Joint Registrar (Academic)
Dibrugarh University

Copy to:

1. The Vice-Chancellor, Dibrugarh University.
2. The Deans, Dibrugarh University
3. The Registrar, Dibrugarh University.
4. The Controller of Examinations, Dibrugarh University.
5. The Principals/ Directors of the Colleges affiliated to/ permitted by Dibrugarh University offering B.A. and B.Com. Programmes, Dibrugarh University.
6. The Programmer, Dibrugarh University for information and with a request to upload the notification in the D.U. Website for all concerned.
7. File.

(Dr. B.C. Borah)
Joint Registrar (Academic)
Dibrugarh University

SYLLABUS FOR THE MULTI-DISCIPLINARY COURSE OF THE B.A. AND B.COM. PROGRAMMES (NON-HONOURS) IN THE CHOICE BASED CREDIT SYSTEM

The multi-disciplinary course is prescribed in the 1ST Semester Class of the B.A. and B.Com. Non-Honours Programmes in the Choice Based Credit System as one of the Ability Enhancement Compulsory Courses. The primary objective of this course is to acquaint the students of the B.A. and B.Com. Programmes about the basic foundations of the expansion of various disciplines/ subjects, which will help them in preparing for acquiring lateral knowledge of the relevant disciplines after being graduated. In general, students of the B.A. and B.Com. Non-Honours Programmes need to study not more than two subjects of the multi-faceted disciplines to complete a bachelor's degree, although he/ she will require at least some basic ideas of different areas of knowledge in future. The proposed course endeavors to cover these areas with an inter-disciplinary approach.

Course Structure:

The Multi-disciplinary Course shall cover the following areas with **9 (nine)** units. The students shall have to attempt any four of the following units:

1. Main Currents of Indian History (20 Marks)
2. Indian Polity & Human Rights (20 Marks)
3. Major Features of Indian Economy (20 Marks)
4. Basics of Education & Pedagogy (20 Marks)
5. Indian Society and Social Institutions (20 Marks)
6. Geography of India, Physical, Economic & Political (20 Marks)
7. Tribes of India & Tribal Development (20 Marks)
8. Logical Reasoning & Numerical Ability (20 Marks)
9. Commerce and Management (20 Marks)

Total: Credit 4, Marks100

Transaction of the Course:

A. The faculty of the concerned subject shall teach the concerned unit(s) of the syllabus. They will also contribute questions to the Question Bank of the University with the key answers.

B. For convenience of the transaction of the course, the following table may be followed:

Unit(s)	Title of the Units	Marks	Credit
1	Main Currents of Indian History	20	1
2	Major Features of Indian Economy	20	1
3	Indian Polity & Human Rights	20	1
4	Basics of Education & Pedagogy	20	1
5	Sociology & Indian Society	20	1
6	Geography of India, Physical, Economic & Political	20	1
7	Tribes of India & Tribal Development	20	1
8	Logical Reasoning & Numerical Ability	20	1
9	Commerce and Management	20	1

C. The Colleges/ Institutes may adopt the policy of faculty exchange within the cluster or amongst the neighbouring colleges/ institutes for the transaction of the units, where some departments do not exist.

Examination & Evaluation:

A. There shall be no internal assessment for this course. However, the course teacher(s) may conduct class test(s).

B. The end semester examination for the course shall be conducted for 100 marks.

C. The pattern of the questions for this course shall be multiple Choice objective-type covering all the areas of the prescribed syllabus. The question paper shall be comprised of 50 questions carrying 2(two) marks each.

D. Candidates shall have to attempt any 4 (four) Units of the prescribed syllabus. The examiners shall evaluate the first 4 (four) units if a student attempts more than 4 (four) units.

COURSE CODE: MDC 101

Course Title: _____ **Syllabus for the -Multi-Disciplinary Course of the B.A. and B.COM. Programmes (Non-Honours) in the Choice Based Credit System**

Credit Assigned: _____ **4**

_____ **Course Type:** _____ **Ability Enhancement Compulsory Course (AECC)**

Evaluation: _____ **End Semester Examination only**

Unit I: Main Currents of Indian History (15 Classes or Credit 1, Marks 20)

Indus and the Vedic Culture- Basic Features States in Early India- Mahajanapadas and Empires- Maurya and Gupta Religious Movements- Basic Teachings of Buddhism and Jainism Medieval India- Sultanate and the Mughal rule- State and Administration Colonial Times-19th century reforms and Constitutional Developments till 1935 Freedom Struggle of India- Major Phases

Unit II: Indian Polity & Human Rights (15 Classes or Credit 1, Marks 20)

Constitutional Developments, Framing of the constitution, Features of the Indian Constitution, Preamble, Citizenship, Fundamental Rights and Duties, The Directive Principles of State Policy, Structure of the Government, Features of Federalism in India, Party System in India
Meaning and Development of Human Rights, International conventions- UDHR, International Covenant on Civil and Political Rights, International Covenant on Socio- Economic and Cultural Rights, Institutional mechanisms- National Commission for Human Rights, State Commission for Human Rights

Unit III: Major Features of Indian Economy (15 Classes or Credit 1, Marks 20)

Main Features of Indian Economy Natural and Human resources Overview of Indian agriculture- broad features- Cropping Pattern, Land Reforms, Green Revolution, Agricultural Finance & Marketing, Agriculture price policy, Shifting cultivation. Industry & Tertiary sectors in India- Achievements and failures of industrial sector, Industrial policy, Causes of slow pace of industrial growth, problems & prospects of Small-Scale Industries and Cottage Industries- Development in tourism sector. Economic planning & Economic Reforms-, Major objectives of Five-Year Plans, Development strategies and experiences of Indian economy during the plan era, NITI Ayog, Economic Reforms since 1991- Liberalization, Privatization and Globalization.

Unit IV: Basics of Education & Pedagogy (15 Classes or Credit 1, Marks 20)

Types of education: Formal, Informal, and Non-formal. Recent modes of education: Continuing, Distance and Adult education. Understanding concepts of developmental psychology: Physical, Mental, Social and Emotional development at various stages of human life, viz., Infancy, Childhood & Adolescence. Factors affecting human development: Home, School, and Society. Role of heredity and environment and its developmental implications. Concept and Factors of Learning: Cognitive, Affective and Psycho-motor learning. Adjustment: Concept, Nature, Problems of Adjustment and Mechanisms of Adjustment. Principles of Teaching and Learning, Methods and Approaches of Teaching: Play-way method, Activity method, Learner-centred approach, Structural approach. Significance and Uses of Educational Technology in modern classroom teaching: Audio-Visual methods like OHPs, CAI, Seminars and Group discussions.

Unit V: Sociology & Indian Society (15 Classes or Credit 1, Marks 20)

Basic Concepts of Sociology: Society, norms, value, role, status, structure, institution.
Indian Society: i) Tradition: Caste system, joint family and village community. ii) Continuity and Change: Inheritance, Persistence and Challenges.

Unit VI: Geography of India, Physical, Economic & Political (15 Classes or Credit 1, Marks 20)

Physical Geography of India: Geological Structure, Physiographic framework and drainage system, Climate, Soil-types and spatial distribution, Vegetation- types and spatial distribution

Economic Geography of India: Mineral and power resources – production and spatial distribution; Industries : iron and steel, textiles, chemicals, tea – growth and development : problem & prospects; Indian agriculture – spatial distribution and production of major crops– rice, wheat, cotton, tea and coffee; Green revolution, White revolution and Blue revolution, Transport System in India.

Political Geography of India: International boundaries of India and related issues, Geopolitical issues of the Indian ocean, Inter-state issues; geo-political situations of North-East India, SAARC and ASEAN countries in the new International Economic order.

Unit VII: Tribes of India & Tribal Development (15 Classes or Credit 1, Marks 20)

Concept of Tribe and Primitive Tribal Groups (PTG) – Habitat, Distribution, Economy.

Tribal Development: Concept and policies – Colonial and Post Independence Period, Tribal Development Programme and Functionaries: Five-Year Plans, Tribal Sub-Plan, Hill Area Development Programme; Development Authority, Directorate of Tribal Welfare, Integrated Tribal Development Programme. Emerging Issues and Areas: Tribal Movement – Genesis and status; Tribes and Shifting Cultivation; Tribes and Displacement

Unit VIII: Logical Reasoning & Numerical Ability (15 Classes or Credit 1, Marks 20)

Logical Reasoning: Numbers & letter series, Calendar clocks, Venn-diagrams, Binary logic, Seating arrangement, Logical sequence, Logical matching, Power of reasoning, Logical thinking, relationship, data accuracy, missing numbers

Numerical Ability: Number system, Percentage, Profit & loss, Interest, Speed, Time & distance, Time & work, Averages, Ratio & proportions, Quadratic equation, Logarithm, Progression, Probability, Logic puzzles, Division algorithm, Divisibility, Test of prime numbers.

Unit IX: Commerce and Management (15 Classes or Credit 1, Marks 20)

Business: Definition and Types, Forms: Sole Proprietorship, Partnership and Company, Meaning and Nature of Trade, Commerce and Industry, Legal entity, Ownership: Proprietor, Partner and Promoters, significance of Shareholders and Directors in corporate setup.

Definition, scope and significance of Management, Types of Management: by size, by hierarchy, by functions, span of control, management approaches.



OFFICE OF THE REGISTRAR : DIBRUGARH UNIVERSITY : DIBRUGARH

Ref. No. DU/DR-A/6-1/19/887

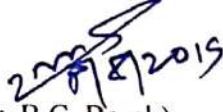
Date: 08.08.2019

NOTIFICATION

The 149th Meeting of the Post Graduate Board, Dibrugarh University held on 24.04.2019 vide Resolution No (03) has approved the drafts of the Course Structures and Syllabi of the following Post Graduate Programmes, which are prepared in compliance with the New Dibrugarh University Regulations for the Post Graduate Programmes in the Choice Based Credit System, 2019 giving effect from the academic session 2019-2020. The Syllabi may downloaded from the website www.dibru.ac.in:

- i. M.A in Assamese
- ii. M.A./M.Sc Programme in Anthropology
- iii. M.Sc. in Applied Geology
- iv. M.A. in Applied Psychology
- v. M.A in Bodo
- vi. M.Sc. in Chemistry
- vii. M.Com (Finance and Marketing)
- viii. M.A in English
- ix. M.A in Economics
- x. M.A in Education
- xi. M.A./ M.Sc. in Geography
- xii. M.A in History
- xiii. M.Sc. in Life-Sciences (Botany and Zoology)
- xiv. M.A./ M.Sc. in Mathematics
- xv. M.A in Philosophy
- xvi. M.A. in Mass Communication (MAMC)
- xvii. M.A in Political Science
- xviii. M.Sc. in Physics
- xix. M.A./ M.Sc. in Statistics
- xx. M.A. in Sociology
- xxi. M.A. in Performing Arts (Vocal, Theatre and Satriyya Dance)
- xxii. M.Tech. in Petroleum Exploration and Production
- xxiii. M.Tech. in Exploration Geophysics
- xxiv. Master of Social Work (MSW)
- xxv. Masters Programme in Communication for Sanitation, Hygiene and Health

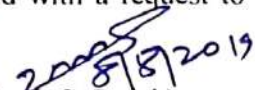
Issued with due approval.


(Dr. B.C. Borah)
Joint Registrar (Academic)
Dibrugarh University.

Copy to:

1. The Vice-Chancellor, Dibrugarh University for favour of information.
2. The Deans of Schools, Dibrugarh University, for favour of information.
3. The Registrar, Dibrugarh University for favour of information.

4. The Head/Directors of the Teaching Department/Centres of Dibrugarh University, for favour of information and necessary action.
5. The Controller of Examinations, Dibrugarh University. The copy of the syllabus is enclosed herewith.
6. The Director, College Development Council, Dibrugarh University.
7. The Programmer, Dibrugarh University for kind information and with a request to upload the Notification in the University website.
8. File.


(Dr. B.C. Borah)
Joint Registrar (Academic)
Dibrugarh University.



OFFICE OF THE REGISTRAR : DIBRUGARH UNIVERSITY : DIBRUGARH

Ref. No. DU/DR-A/6-1/19/87

Date: 24.01.2020

NOTIFICATION

In compliance with the approved Course Structure of the B.A. and B.Com Non-Honours Programmes in the Choice Based Credit System, a minor modification in the Course Structure of English Courses has been brought as below.

As per this modification, the 6 Credit Core Course in General English {**Writing skills II (ENGG-2)**} shall be offered in the Second Semester instead of Third Semester as shown in the Course Structure notified earlier.

The Syllabus is attached with this Notification as Annexure-A.

Issued with due approval.

(Dr. B.C. Borah)

Joint Registrar (Academic)
Dibrugarh University

Copy to:

1. The Vice-Chancellor, D.U. for favour of information.
2. The Registrar, D.U. for favour of information.
3. The Controller of Examinations, D.U., for favour of information and necessary action.
4. The Director, College Development Council, D.U. for favour of information.
5. The Head, Department of English, D.U. for favour of information and necessary action.
6. The Deputy/Joint Controller of Examinations (A, B &C), D.U., for favour of information and necessary action.
7. The Principals/ Directors of the Colleges/ Institutes conducting the B.A and B.Com Programmes (Non-Honours) in the Choice Based Credit System for favour of information and necessary action.
8. The Programmer, Dibrugarh University, with a request to upload the notification with the annexure in DU website.
9. File.

(Dr. B.C. Borah)

Joint Registrar (Academic)
Dibrugarh University

Approved Syllabus for the 6 Credit Core Course in General English

Semester II

Course Title: General English

(English: Writing skills -2)

Total Credit: 6 (5+1 credits)

1. Interview
2. Feature article
3. Questionnaire/ Survey
4. Essay/Speech writing
5. Report writing
6. Dialogue writing

Internal assessment (20 marks)

Speaking skills, Listening/ comprehension
Project work

Suggested projects

Creative writing, Theatre Action Group (TAG)/ other theatre groups, *Billy Elliot*, Translating a poem, Arranged marriages, Interviewing a celebrity, Writing a newspaper article on a current topic, Today's youth and youth icons, Leadership and politics, Examination system and benefits of reform, The *Mahabharata*, Communalism, Gender discrimination, Social activism.

MODE OF ASSESSMENT:

Internal Assessment: 20 marks

(Sessional test 1: 5marks, Sessional test 2: 5 marks, Presentation/viva voce/Group discussion/projects: 5 marks, Attendance: 5 marks)

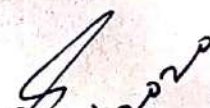
Total: 20 marks

Final Examination: 80 marks

Unit 1 to 6: 6 long answer questions (one from each unit) x 10 marks each = 60 marks

Unit 1 to 6: 4 short answer questions (out of six) + 5 marks each = 20 marks

Total: =80 marks



Recommended Readings

Fluency in English Part II, Delhi: Oxford University Press, 2015.

El Dorado: A Textbook of Communication Skills, Orient Blackswan Private Limited, Hyderabad, 2014, Units 6-10.

Interchange, Workbook III, Fourth Edition, Cambridge University Press, Delhi, 2015, Units 9 - 16.

New Headway, Intermediate Student's Book, 3rd Edition, Oxford University Press, 2012, Units 6-12.

Write to be Read: Reading, Reflecting & Writing, Cambridge University Press, Delhi, First South Asian edition 2014, Units 5-7

2020/01/2020



OFFICE OF THE REGISTRAR:: DIBRUGARH UNIVERSITY: DIBRUGARH

Memo No.: DU/DR-A/8-1/20/1089

Date: 18.12.2020

NOTIFICATION

Under Report to the Under Graduate Board, Dibrugarh University, the Hon'ble Vice-Chancellor, Dibrugarh University is pleased to approve the following Syllabi as the 2 Credit Skill Enhancement Courses (SECs) for the B.A., B.Sc. and B.Com. Programmes in the CBCS with immediate effect:

1. Floriculture & Landscaping
2. Sericulture Technology
3. Vermi-compost Technology
4. Entrepreneurship Development
5. Retail Management
6. National Service Scheme (NSS)

In context of the above, the following points are notified for all concerned for the perusal and needful-

- a) The SECs notified as above may be offered for all Subjects of the B.A., B.Sc. and B.Com. Programmes in the CBCS irrespective of Honours and Non-Honours as per the prescribed Course Structure.
- b) All Subjects of the SECs consist of 2 Courses with 2 Credit each. Course 1 should be offered either in 3rd Semester or in 5th Semester, whereas Course 2 should be offered in 4th or 6th Semester Classes.
- c) The Colleges/ Institutes shall offer the SECs according to their strength and feasibility.
- d) The Approved Syllabi of the remaining SECs will be sent by the University very soon.

Issued with due approval.

(Dr. B.C. Borah)
Joint Registrar (Academic)
Dibrugarh University

1. The Vice-Chancellor, D.U. for favour of information.
2. The Deans, Dibrugarh University.
3. The Registrar, D.U. for favour of information.
4. The Controller of Examinations, DU, for favour of information and necessary action.
5. The Director, IQAC, Dibrugarh University for information and needful.
6. The Director, College Development Council, D.U. for favour of information.

7. The Director i/c, Directorate of Open and Distance Learning, D.U. for favour of information.
8. All Heads and Chairpersons of the Teaching Departments and Centres for Studies, D.U. for favour of information.
9. The Principals/ Directors of the Colleges/ Institutes affiliated to/ permitted by Dibrugarh University offering BA, B.Sc. and B.Com. Programmes in CBCS for information and needful.
10. The Joint Registrar (Admn.) D.U. for favour of information and needful.
11. The Joint/Deputy Controllers of Examinations (C & A), D.U. for favour of information.
12. The Academic Officer, Dibrugarh University, for information.
13. The Programmer, D.U. for kind information and with a request to upload the Notification in the University website for all concerned.
14. File



(Dr. B.C. Borah)
Joint Registrar (Academic)
Dibrugarh University



OFFICE OF THE REGISTRAR:: DIBRUGARHUNIVERSITY:DIBRUGARH

**The Syllabuses of the
Skill Enhancement Courses for the BA, B.Sc. and B.Com Programmes in the CBCS
(For All Subjects of All Streams including both Honours and Non-Honours)**

(Approved by the Hon'ble Vice-Chancellor, Dibrugarh University under report to the Under Graduate Board, Dibrugarh University)

Reference: D.U. Notification vide Memo No.: DU/DR-A/8-1/20/1089 dated 18.12.2020

This Notification contain Syllabuses of-

1. Floriculture & Landscaping
2. Sericulture Technology
3. Vermi-compost Technology
4. Entrepreneurship Development
5. Retail Management
6. National Service Scheme (NSS)

1. Subject: Floriculture & Landscaping

Course Structure

Course Code	Title	Type	Marks		
			I.A.	End Sem.	Total
SEC -I	Basics of Floriculture	Theory	10	40	50
SEC- II	Harvesting, Post Harvesting and Commercial Floriculture	Theory	10	40	50
Total					100

Course Title: Basics of Floriculture (Theory)

Course Code: SEC – I

Credit: 2

Total Marks: 50 (10 for Internal Assessment & 40 for End Semester Examination)

Unit I: Origin of floriculture, definition, history, principles, scope and significance; nomenclature and identification of floricultural plants

Unit II: Methods of propagation: seeds and vegetative (cutting, layering and grafting). Cut flowers, its arrangement, vase life and concept of Bonsai.

UnitIII: Nutrient & pest management: Micro and macro nutrients, media for propagation- soil, sand, peat, sphagnum moss, vermiculite, soil moisture and nursery beds, Manure: organic and inorganic; Irrigation and watermanagement; Identification of major insect pests and diseases of floricultural crops and their control by chemicals and bio-control agents.

Course Title: Harvesting, Post Harvesting and Commercial Floriculture

Course Code: SEC II

Credit: 2

Total Marks: 50 (10 for Internal Assessment & 40 for End Semester Examination)

UnitI: Post harvest handling- crop loading, maturity indices, harvesting methods, grading and sorting, preservation and packing methods for different flowers, quarantine and regulatory measures.

Unit II: Commercial floriculture- cultivation practices of common floricultural crops – Gladioli, rose, Canna, Marigold, Dahlia, Tube rose, Chrysanthemum. *In vitro* culture and floriculture.

Unit III: Post harvest technology- transportation and marketing, commercialization of the products; propagation, storage and transport of flowers (e.g. Rose, Lilium, Anthurium etc.), seeds and buds.

Books recommended for Floriculture:

1. Gardening in India - Bose T. K. and Mukherjee
2. Text-Book of Horticulture - Rao K.M.
3. Floriculture in India - Randhawa, G.S. & Mukhopadhyay.
4. Des Raj (2002). Floriculture and Landscaping. 1st Edition, Kalyani Publishers, Ludhiana, India.
5. Complete Gardening in India – 2009- Gopaldaswami Iyenger ICAR, New Delhi.
6. Introduction to Ornament Horticulture by Dr. J.S. Arora.
7. Flowers and Trees- 2008- M.S. Randhawa - National Book Trust – New Delhi.
8. Hartmann, H.D., Kester, D.E., Davies Jr. F.T., and Geneve, R.L., (1997). Plant Propagation. Principles and Practices. Prentice-Hall India Pvt. Ltd. New Delhi.

Basic requirements for conducting the Skill Based Course on Floriculture:

a. Tools & Equipments:

1. Kassi /Spade
2. Khurpi.
3. Handhoe
4. Saw
5. Watering Can.
6. Rose Can.
7. Grass Cutter.
8. Budding & Grafting Knives
9. Secateur
10. Forceps
11. Buckets
12. Edge Cutter
13. Tree Pruner

b. Farm Structures

1. Small plot of land for nursery
2. Green House 01no.(Small)
3. Poly House 01no.(Small)
4. Farm Equipment
5. Hand Sprayer (Small).
6. Hand Gloves
7. Balance 01no.
8. Sieve / Stainer 02nos.
9. Grass Mower 01no.

c. Laboratory Equipment

1. Refrigerator 01no.
2. Glass Wares Beakers 05 nos.
3. Measuring Cylinder 05nos.
4. Chemicals
5. Growth regulators:
6. Accessories for flower arrangement
7. Different types of flower containers as required
8. Flower vases as required
9. Pin holder as required, etc.

2. Subject: Sericulture Technology

Course Structure

Course Code	Title	Type	Marks		
			I.A.	End	Total
SEC - I	Introduction to Sericulture and pre Harvest technology.	Theory	10	40	50
SEC - II	Post Harvest Technology and Entrepreneurship in Sericulture.	Theory	10	40	50
Total					100

Course Code: SEC-I

Credit: 2

Subject: Sericulture and Pre Harvest Technology

Total Marks: 50 (10 for Internal Assessment & 40 for End Semester Examination)

Unit I:

Meaning, aspects and scopes of Sericulture.

Origin of Sericulture, Sericulture practices- India and abroad.

Unit II:

Types and Cultivation practices of Mulberry and non-mulberry host plants in India. Methods of propagation of host plants: (Mulberry, Som, Castar, kesseru) seeds and vegetative (cutting, layering and grafting). Identification, classification, symptom and management of pests and diseases of host plants: Red rust, Root knot, Gall insects, Aphids. Soil preparation: Micro and macro nutrients, Manure: organic and inorganic; moisture content, irrigation and water management .Establishment of sericulture garden: Raising & Maintenance of Nursery & Garden, Mechanization of sericulture farming.

Unit III:

Silkworm species, Life cycle of silkworms (Eri, Muga, and Mulberry).

Silkworm Diseases: Types (Protozoan, Viral, fungal and bacterial) symptoms, prevention and management.

Silkworm Pests: Parasitoids dismested beetles, mammals symptoms and management. Rearing technology of mulberry and non-mulberry silkworms: Preparation and maintenance of Silkworm Rearing House, disinfection. Seed preparation, Incubation, Chawki Rearing, Late Age Rearing.

Course Code: SEC-II

Credit: 2

Subject: Post Harvest Technology and Entrepreneurship in Sericulture.

Total Marks: 50(10 for Internal Assessment & 40 for End Semester Examination)

Unit I:

Post harvest technology: Cocoon quality, classification, sorting, price fixing storage, deflossing and cooking of cocoons. Cocoon processing and reeling operation: Reeling, re-reeling, spinning, silk examination, bleaching, dyeing; reeling appliances – charaka, cottage basin, multi-end silk reeling machine byproducts of reeling, silk fabrics

Unit II:

Employment & Entrepreneurship in sericulture, - Scopes of employment in sericulture; Women in sericulture, Sericulture & Rural Economy. Sericulture organization in India and Assam; role of state departments of Sericulture, Central silk Board, Universities and NGOs in Sericulture development.

Unit III:

Preparation of viable project: skill to plan and develop, and startup.

Books recommended:

1. FAO Agricultural service Bulletin.
2. Muga silk Industry, by S. Choudhury. Directorate of Sericulture, Assam.
3. Eri silk Industry, by S. Choudhury, Directorate of Sericulture, Assam.
4. Mulberry silk Industry. Directorate of Sericulture, Assam.
5. Applied Entomology, by G. Fenemore and Alka Prakash. New Age International (P)

Limited, publishers.

6. Principles of Insect pest management, by G.S.Dhaliwal and Ramesh Arora. Kalyani Publishers.
7. The silkworm biology, genetics and breeding, by Dilip De Sarker. Vikash Publishing House PVT.LTD.
8. Economic Zoology, by Shukla and Upadhaya. Rastogi publications.
9. Report on the diseases of Silkworms in India, by A. Pringle Jamson. International Books & Periodicals SupplyService.
10. Sericulture and Pest Management. Sathe, A. Jadhav, T.V. Sathe, T V & A D Jadhav. Daya Books.
11. Handbook on Pest and Disease Control of Mulberry and Silkworm. Pradip Kumar, Murthuza Baig, K. Sengupta, Govindaiah, UN.ESCAP.

3. Subject: VERMICOMPOST TECHNOLOGY

Course Structure

Course Code	Title	Type	Marks		
			I.A.	End Sem.	Total
SEC-I	Basics of Vermicomposting	Theory	10	40	50
SEC-II	Vermicompost Technology	Theory	10	40	50
Total					100

Course Title: Basics of Vermicompost

Course Code: SEC-I

Credit: 2

Total Marks: 50 (10 for Internal Assessment & 40 for End Semester Examination)

Unit I:

Introduction to vermiculture: history, economic importance including environmental issues. The matter and humus cycle (product, qualities). Ground population, transformation process in organic matter. important, their value in maintenance of soil structure, role as four r's of recycling reduce, reuse, recycle, restore.

Unit II:

The species of earthworms; local species of earthworms, choosing the right and useful earthworm. Biology of *Eisenia fetida*: a) taxonomy anatomy, physiology and reproduction of Lumbricidae. b) Vital cycle of *Eisenia fetida*: alimentation, fecundity, annual reproducer potential and limiting factors (gases, diet, humidity, temperature, P^H, light, and climatic factors). Complementary activities of auto evaluation.

Unit III:

Biology of *Eudrilus eugeniae*:
a) taxonomy anatomy, physiology and reproduction of Eudrilidae.
b) Vital cycle of *Eudrilus eugeniae*: alimentation, fecundity, annual reproducer potential and limiting factors (gases, diet, humidity, temperature, P^H, light, and climatic factors). Complementary activities of autoevaluation.

Course Title: Vermicompost Technology

Course Code: SEC-II

Credit: 2

Total Marks: 50 (10 for Internal Assessment & 40 for End Semester Examination)

Unit I:

Small scale Vermicomposting for home gardens, vermicomposting in commercial scale- vermiculture, harvest, vermicomposting harvest and processing

Unit II:

Nutritional composition of vermicompost, comparison with other fertilizers, Vermiwash collection, composition & use. Enemies and sickness of earthworms, frequent problems of earthworms, identification of problems and their remedies. Complementary activities of auto evaluation.

Unit III

Key to identify different types of earthworms.
Preparation of vermibeds, maintenance of vermin compost & climatic conditions.
Harvesting, packaging, transport and storage of Vermicompost and separation.

Books recommended:

1. Vermis & Vermitechnology by Arvind Kumar, A.P.H.Pub., New Delhi-110002.
2. Earthworms-Vermi culture & Vermicomposting by R. K. Bhatnagar & R. K. Palta, Kalyani Pub, New Delhi, Kolkotta, Hyderabad.
3. A hand book of organic farming by A. K. Sharma, Agrobios (India), Jodhpur
4. A handbook of soil, fertilizer and manure by P. K. Gupta, Agrobios (India), Jodhpur
5. Organic farming in India-problems and practice by U. Thapa & P. Tripathy, Agro pub. Academy, Udaipur-313002
6. Organic Farming for sustainable agriculture by A. K. Dahama, Agrobios(India), Jodhpur
7. Organic Farming – theory and practice by SP. Palaniappan & K. Annadurai, Scientific Pub. (India), Jodhpur.
8. Organic Farming in India by S. S. Purohit & Dushyant Gehlot, Agrobios (India), Jodhpur
9. Role of earthworms in agriculture by J.V.Bhatt & S.R. Khambata, ICAR, New Delhi.
10. Quantitative analysis of waters, fertilizers, plants and soils by U.S.Sree Ramulu, Scientific Pub. Jodhpur.

4. SUBJECT: ENTREPRENEURSHIP DEVELOPMENT

Course Title: Entrepreneurship Development-I

Course Code: SEC-I

Credit: 2

Total Marks: 50 (10 for Internal Assessment & 40 for End Semester Examination)

Unit – I : The Entrepreneur:

1.5 Definitions

1.6 Who is an entrepreneur?

1.7 Functions of an Entrepreneur 10

Unit – II : Entrepreneur and Entrepreneurship: 2.1 Entrepreneur vs. Manager

2.3 Traits of entrepreneurs

2.4 Entrepreneur and enterprise 10

Unit – III : Theories of Entrepreneurship:

3.1 Theories of Entrepreneurial origin

3.2 Theory of Invisible cost

3.3 Theory of Transition cost. 15

Unit – IV : Entrepreneurial Development Programmes in India:

4.1 Relevance and achievements*

4.2 Role of Government*

4.3 Role of NGOs.* 15

* The discussion should be with special reference to North East India in general and Assam in particular.

Suggested Reading:

1. Khanka S.S. : Entrepreneurial Development, S.Chand & Company, New Delhi.
2. Desai Vasant : Dynamics of Entrepreneurial Development, Himalaya Publishing House, Mumbai.
3. Bezborah P. & Barman M.C. : Udyamita Bikas. Ashok Book Stall, Panbazar Guwahati

Course Title: Entrepreneurship Development-II

Course Code: SEC-II

Credit: 2

Total Marks: 50 (10 for Internal Assessment & 40 for End Semester Examination)

Unit – I : Promotional Agencies

- 1.1 Types of Entrepreneurial Development Promotional Agencies
- 1.2 Ideologies of these agencies
- 1.3 Governmental vs Non governmental Agencies 10

Unit – II : Institutional Support:

- 2.1 Micro, Small and Medium Enterprises Development Organization (MSMEDO)
- 2.2 Micro, Small and Medium Enterprises Development Institution (MSMEDI)
- 2.3 District Industries and Commerce Centre (DICC)
- 2.4 Khadi and Village Industries Commission/Board (KVIC/KVIB) 20

Unit – III : Role of other Supporting Institutions:

- 3.1 NEDFi*
- 3.2 SIDBI/IDBI*
- 3.3 IIE* 3.4 Micro Finance Institutions* 20

* The discussion should be with special reference to North East India in general and Assam in Particular.

Suggested Reading:

1. Khanka S.S. : Entrepreneurial Development, S.Chand & Company, New Delhi.
2. Desai Vasant : Dynamics of Entrepreneurial Development, Himalaya Publishing House, Mumbai.
3. Bezborah P. & Barman M.C. : Udyamita Bikas. Ashok Book Stall, Panbazar Guwahati

5. SUBJECT: RETAIL MANAGEMENT

Course Title: Retail Management I

Course Code: SEC-I

Credit: 2

Total Marks: 50 (10 for Internal Assessment & 40 for End Semester Examination)

Unit – I Retailing –

1.1 Concept and Evolution,

1.2 A Comparison between Global and Indian Scenario.

1.3 Nature and Importance of Retailing 10

Unit – II Retailing & Distribution Channels-

2.1 Retailing and Wholesaling.

2.2 Position of Retailing in the Channels of Distribution.

2.3 Role and Scope of Retailing. 10

Unit – III Types of Retailing –

3.1 Store based and Non-store based.

3.2 Vertical Marketing System.

3.3 Retailing Life Cycle. 20

Unit – IV Retailing in India-

4.1 Growth and Status of Retailing in India.

4.2 Successful Retailing Formats in India. 10

Suggested Reading:

1. Bhalla : Retail Management, DVS Publications, New Delhi.
2. Kapoor & Kansal : Basics of Distribution Management- A logistical Approach, PHI Learning, New Delhi.

Course Title: Retail Management II

Course Code: SEC-II

Credit: 2

Total Marks: 50 (10 for Internal Assessment & 40 for End Semester Examination)

Unit – I Inventory and Merchandising-	
1.1 Supply Chain Management in Retailing,	
1.2 Product Assortment Decisions.	
1.3 Merchandise Forecasting.	
1.4 Buying and Handling Merchandise.	
1.5 Merchandise Labelling.	
1.6 Pricing and Packaging.	
1.7 Inventory Management.	20
Unit – II Financial Management-	
2.1 Credit Management,	
2.2 Finance and Accounts in Retailing,	
2.3 Modes of Payment.	10
Unit – III Promotion Management-	
3.1 Retail Store Promotion Schemes.	
3.2 Building Retail Store Image.	
3.3 Offers, Discounts and Schemes.	
3.4 Customer Relationship Management.	
3.5 Retail Promotion Mix.	10
Unit – IV Controlling-	
4.1 Controlling Retail Operations,	
4.2 Trade Licenses	
4.3 Legal Implications of Retailing.	10

Suggested Reading:

1. Bhalla : Retail Management, DVS Publications, New Delhi.
2. Kapoor & Kansal : Basics of Distribution Management- A logistical Approach, PHI Learning, New Delhi.

SUBJECT: NATIONAL SERVICE SCHEME (NSS)

The NSS subject will be offered in the undergraduate programmes of Dibrugarh University as skill based courses with two courses. The total credits will be 4 (each course will be of 2 credits each). It has been developed on the lines of the UGC regulations for Skill Based Courses. The objectives of the NSS (Skill Based Courses) are:

1. To enable NSS volunteers at the undergraduate level to undergo a formal course of study so as to supplement their voluntary work.
2. To equip NSS volunteers with some necessary skills to volunteer better.
3. To help NSS volunteers to look for other avenues of livelihood in the form of entrepreneurial ventures.

Course Code: NSS01

Credit: 2

Course Title: NSS and Youth Development

Objectives : The main objectives of this course are:

1. To help learners know about NSS in the context of youth, community and voluntary service.
2. To appreciate the importance of health, hygiene and sanitation for a healthy nation.
3. To propagate Yoga as a way of healthy living.

Credit : 2 (1 – 0 – 1)

Outcome : Learners will have the knowledge about NSS and its role in the fields of health, hygiene and sanitation so as to build a strong country. They will be able to use Yoga for healthy living.

Unit	Topics	Contact Hours		
		Lectures	Tutorials	Practical
1	Introduction to NSS History, philosophy, aims and objectives of NSS; NSS Insignia, Organization of NSS, Funding; Regular Activities; Special Camping; Adopted village; Maintaining records, Collaboration with other Govt. agencies, NGOs	2	0	0
2	Life Competencies & Youth Leadership Definition and importance of life competencies; communication and soft skills; Using the Internet; Youth leadership	3	0	0
3	Health, Hygiene and Sanitation Importance of health, hygiene and sanitation; Various Govt. programmes	2	0	5
4	Youth Health Healthy lifestyles; HIV/AIDS, drugs and substance abuse; First aid	2	0	5
5	Youth and Yoga History and philosophy of yoga; Yoga for healthy living	2	0	12

Total Lectures: 11

Project: 22 hours of community/volunteer work promoting the issues as mentioned in Units 3, 4 and 5. *The internal assessment will be based on the project.*

Suggested Readings:

1. NSS Manual
2. National Youth Policy Document
3. National Service Scheme - A Youth Volunteers Programme For Under Graduate Students As Per UGC Guidelines by J D S Panwar, A K Jain & B K Rathi (Astral)
4. Communication Skills by N Rao & R P Das (HPH)
5. Light on Yoga by B K Iyenger (Thorsons)

Course Code: NSS02
Credit: 2
Course Name: NSS in Social-economic Development

Objectives : The main objectives of this course are:
 1. To help learners know about environmental issues and disaster management.
 2. To understand the role of entrepreneurship in social development.
 3. To learn documentation and reporting.

Credit : 2 (1 – 0 – 1)

Outcome : Learners will learn to appreciate the concerns regarding the environment. They will have the background information to start a venture. They will also be able to prepare a socio-economic development plan.

Unit	Topics	Contact Hours		
		Lectures	Tutorials	Practicals
1	Environment Issues Environment conservation, Enrichment and Sustainability; Climate Change; Waste Management; Natural Resource Management	2	0	0
2	Disaster Management Introduction; Classification of disasters; Role of NSS in disaster management with more emphasis on disasters specific to NE India; Civil defence	3	0	0
3	Entrepreneurship Definition and meaning; Qualities of a good entrepreneur; Risks; Various policies aiding an entrepreneur	2	0	0
4	Funding a Venture Sources of funding and formalities	2	0	0
5	Documentation and Reporting Collection and analysis of data; Documenting, reporting and their dissemination	2	0	22

Total Lectures: **11**

Project: Developing a socio-economic development plan for a selected locality requiring at least **22 hours** of work. *The internal assessment will be based on the document that is prepared.*

Suggested Readings:

1. Biodiversity, Environment and Disaster Management by Shamna Hussain (Unique Publishers)
2. Environmental Studies by P K Pandey (Mahaveer Publications)
3. Fundamentals of Entrepreneurship by H Nandan (PHI)
4. Guide to Report Writing by Michael Netzley and Craig Snow (Pearson)



OFFICE OF THE REGISTRAR : DIBRUGARH UNIVERSITY : DIBRUGARH

Ref. No. DU/DR-A/6-1/21/354

Date: 17.03.2021

NOTIFICATION

As recommended by the Board of Studies in Commerce, Dibrugarh University, the 123rd Meeting of the Under Graduate Board, Dibrugarh University held on 02.03.2021 vide Resolution No. 04 has approved the draft Syllabi of the B. Com. 4th Semester in CBCS and B. Com. 4th Semester in CBCS (Honours) with effect from the academic session 2020-2021.

The Syllabuses approved as above are enclosed herewith Annexure-A.

Issued with due approval.

(Dr. B.C. Borah)
Joint Registrar (Academic)
Dibrugarh University.

Copy to:

1. The Vice-Chancellor, Dibrugarh University for favour of information.
2. The Deans of Schools, Dibrugarh University, for favour of information.
3. The Registrar, Dibrugarh University for favour of information.
4. The Controller of Examinations, Dibrugarh University. The Copies of the syllabuses are enclosed herewith.
5. The Head, Department of Commerce, Dibrugarh University for favour of information and the needful.
6. The Principals of Colleges offering the B.Com. Programme for information and needful.
7. The Programmer, Dibrugarh University for kind information and with a request to upload the Notification in the University website.
8. File.

(Dr. B.C. Borah)
Joint Registrar (Academic)
Dibrugarh University.

DEPARTMENT OF COMMERCE: DIBRUGARH UNIVERSITY

Structure of B.Com Course

Under Choice Based Credit System (CBCS)

Semester	Course	Course Code	Title	Credit	Remarks
I	Core	CC 101	General English	6	Compulsory
		CC 102	Financial Accounting	6	Compulsory
		CC 103	Business Organisation and Management	6	Compulsory
	Ability Enhancement Compulsory	AEC 101	Multi-Disciplinary Course	4	Compulsory
Total Credit				22	
II	Core	CC 201	Communicative English	6	Compulsory
		CC 202	Business Law	6	Compulsory
		CC 203	Business Mathematics and Statistics	6	Compulsory
	Ability Enhancement Compulsory	AEC 201	Environmental Science	2	Compulsory
Total Credit				20	
III	Core	CC 301	MIL/Communicative Hindi/Alternative English	6	Compulsory
		CC 302	Company Law	6	Compulsory
		CC 303	Income Tax Law and Practice	6	Compulsory
	Skill Enhancement Elective Course	SEC 301	Computer Applications in Business	2	Compulsory
Total Credit				20	
IV	Core	CC 401	MIL/Communicative Hindi/Alternative English	6	Compulsory
		CC 402	Corporate Accounting	6	Compulsory
		CC 403	Cost Accounting	6	Compulsory
	Skill Enhancement Elective Course	SEC 401/SEC 401 A	E-Commerce/ Entrepreneurship-I	2	


CHAIRPERSON
Board of Studies in Commerce
Dibrugarh University

**DEPARTMENT OF COMMERCE: DIBRUGARH
UNIVERSITY**

Structure of B.Com (Hons.) Course

Under Choice Based Credit System

(CBCS)

Semester	Course	Course Code	Title	Credit	Remarks
I	Core	C 101	Financial Accounting	6	Compulsory
		C 102	Business Law	6	
	Generic Elective	G 101	Micro Economics	6	Compulsory
	Ability Enhancement	AE 101	Communicative English	2	Compulsory
AE 102		MIL/ Communicative Hindi/ Alternative English	2	Compulsory	
Total Credit				22	Compulsory
II	Core	C 203	Corporate Accounting	6	Compulsory
		C 204	Corporate Law	6	
	Generic Elective	G202	Macro Economics	6	Compulsory
	Ability Enhancement	AE 202	Environmental Science/Studies	2	Compulsory
Total Credit				20	Compulsory
III	Core	C 305	Human Resource Management	6	Compulsory
		C 306	Income Tax Law and Practice	6	
		C 307	Management Principles and Application.	6	
	Generic Elective	G 303	Business Statistics	6	Compulsory
Skill Enhancement	SE 302	E-Commerce	2	Compulsory	
Total Credit				26	Compulsory
IV	Core	C 408	Cost Accounting	6	Compulsory
		C 409	Business Mathematics	6	
		C 410	Computer Application in Business	6	
		G 404	Indian Economy	6	Compulsory
		SE 403/ 403A	Entrepreneurship-I/Retail Management-I	2	Compulsory
Total Credit				26	

Note : Those students who have opted Entrepreneurship-I in the 3rd Semester as SE, they cannot opt for Entrepreneurship-I in the 4th Semester. They have to undergo the Course SE 403 A Retail Management- I.


CHAIRPERSON
 Board of Studies in Commerce
 Dibrugarh University

B.Com.: (CBCS)
Semester- IV
CC402: CORPORATE ACCOUNTING(6 Credit)

Marks: 100 (Internal Assessment 20+ Term-end 80)
Lectures: 60 Tutorials: 5

Objectives: To enable the students to acquire the basic knowledge of the corporate accounting and to learn the techniques of preparing the financial statements.

Unit 1. Accounting for Share Capital & Debentures

Issue, forfeiture and reissue of forfeited shares: concept & process of book building; Issue of rights and bonus shares; Buy back of shares; Redemption of preference shares; Issue and Redemption of Debentures

Unit 2. Final Accounts

Preparation of profit and loss account and balance sheet of corporate entities, excluding calculation of managerial remuneration, Disposal of company profits

Unit 3. Valuation of Goodwill and Valuation of Shares

Concepts and calculation: simple problem only.

Unit 4. Amalgamation of Companies

Concepts and accounting treatment as per Accounting Standard: 14 (ICAI) (excluding intercompany holdings). Internal reconstruction: concepts and accounting treatment excluding scheme of reconstruction.

Unit 5. Accounts of Holding Companies/Parent Companies

Preparation of consolidated balance sheet with one subsidiary company; Relevant provisions of Accounting Standard: 21 (ICAI).

Unit 6. Accounts of Banking Companies

Difference between balance sheet of banking and non-banking companies; Prudential norms; Asset structure of a commercial bank; Non-performing assets (NPA).

Unit 7. Cash Flow Statement 7 Lectures

Concept of funds, Preparation of cash flow statement as per Indian Accounting Standard (Ind-AS): 7.

Note:

1. The relevant Indian Accounting Standards in line with the IFRS for all the above topics should be covered.

2. Any revision of relevant Indian Accounting Standard would become applicable immediately.

B.Com.: CBCS Scheme

Suggested Readings:

1. J.R. Monga, *Fundamentals of Corporate Accounting*. Mayur Paper Backs, New Delhi.
2. M.C. Shukla, T.S. Grewal, and S.C. Gupta. *Advanced Accounts*. Vol.-II. S. Chand & Co., New Delhi.
3. S.N. Maheshwari, and S. K. Maheshwari. *Corporate Accounting*. Vikas Publishing House, New Delhi.
4. Ashok Sehgal, *Fundamentals of Corporate Accounting*. Taxman Publication, New Delhi.
5. V.K. Goyal and Ruchi Goyal, *Corporate Accounting*. PHI Learning.
6. Jain, S.P. and K.L. Narang. *Corporate Accounting*. Kalyani Publishers, New Delhi.
7. Bhushan Kumar Goyal, *Fundamentals of Corporate Accounting*, International Book House
8. P. C. Tulsian and Bharat Tulsian, *Corporate Accounting*, S.Chand
9. Amitabha Mukherjee, Mohammed Hanif, *Corporate Accounting*, McGraw Hill Education
10. Compendium of Statements and Standards of Accounting. The Institute of Chartered Accountants of India, New Delhi.

Note: Latest edition of text books may be used.

B.Com.: (CBCS)
Semester- IV
CC403: COST ACCOUNTING (6 Credit)

Marks: 100 (Internal Assessment 20+ Term-end 80)
Lectures: 60 Tutorials: 5

Objective: To acquaint the students with basic concepts used in cost accounting, various methods involved in cost ascertainment and cost accounting book keeping systems.

Unit 1: Introduction

Meaning, objectives and advantages of cost accounting; Difference between cost accounting and financial accounting; Cost concepts and classifications; Elements of cost; Installation of a costing system; Role of a cost accountant in an organisation.

Unit 2: Elements of Cost: Material and Labour

a. *Materials:* Material/inventory control techniques. Accounting and control of purchases, storage and issue of materials. Methods of pricing of materials issues — FIFO, LIFO, Simple Average, Weighted Average, Replacement, Standard Cost. Treatment of Material Losses

b. *Labour:* Accounting and Control of labour cost. Time keeping and time booking. Concept and treatment of idle time, over time, labour turnover and fringe benefits. Methods of wage payment and the Incentive schemes- Halsey, Rowan, Taylor's Differential piece wage.

Unit 3: Elements of Cost: Overheads

Classification, allocation, apportionment and absorption of overheads; Under- and over-absorption; Capacity Levels and Costs; Treatments of certain items in costing like interest on capital, packing expenses, bad debts, research and development expenses; Activity based cost allocation.

Unit 4: Methods of Costing

Unit costing, Job costing, Contract costing, Process costing (process losses, valuation of work in progress, joint and by-products), Service costing (only transport).

Unit 5: Book Keeping in Cost Accounting

Integral and non-integral systems; Reconciliation of cost and financial accounts.

Suggested Reading:

1. Charles T. Horngren, Srikant M. Datar, Madhav V. Rajan, *Cost Accounting: A Managerial Emphasis*, Pearson Education.
 2. Jawahar Lal, *Cost Accounting*. McGraw Hill Education
 3. Nigam, B.M. Lall and I.C. Jain. *Cost Accounting: Principles and Practice*. PHI Learning
 4. Rajiv Goel, *Cost Accounting*. International Book House
 5. Singh, Surender. *Cost Accounting*, Scholar Tech Press, New Delhi.
 6. Jain, S.P. and K.L. Narang. *Cost Accounting: Principles and Methods*. Kalyani Publishers
 7. Arora, M.N. *Cost Accounting – Principles and Practice*. Vikas Publishing House, New Delhi.
 8. Maheshwari, S.N. and S.N. Mittal. *Cost Accounting: Theory and Problems*. Shri Mahavir Book Depot, New Delhi.
 9. Iyengar, S.P. *Cost Accounting*. Sultan Chand & Sons
 10. H.V. Jhamb, *Fundamentals of Cost Accounting*, Ane Books Pvt. Ltd.
- Note: Latest edition of text books may be used.**

B. Com. (CBCS)
Semester -IV
Skill Enhancement Elective Course
SEC 401-E-COMMERCE(2 Credit) Lectures:30
Full Marks: 50 (Internal Assessment 10 + 40 End-Term)

Objectives: To enable the student to become familiar with the mechanism for conducting business transactions through electronic means.

Unit 1: Introduction: (8 Lectures)

Meaning, nature, concepts, advantages, disadvantages and reasons for transacting online, types of E-Commerce, e-commerce business models (introduction, key elements of a business model and categorizing major E-commerce business models), forces behind e-commerce.

Technology used in E-commerce: The dynamics of world wide web and internet(meaning, evolution and features); Designing, building and launching e-commerce website (A systematic approach involving decisions regarding selection of hardware, software, outsourcing vs. in-house development of a website)

Unit 2: Security and Encryption:

Need and concepts, the e-commerce security environment: (dimension, definition and scope of e-security), security threats in the E-commerce environment (security intrusions and breaches, attacking methods like hacking, sniffing, cyber-vandalism etc.), technology solutions (Encryption, security channels of communication, protecting networks and protecting servers and clients).

Unit 3: IT Act 2000 and Cyber Crimes

IT Act 2000: Definitions, Digital signature, Electronic governance, Attribution, acknowledgement and dispatch of electronic records, Regulation of certifying authorities, Digital signatures certificates, Duties of subscribers, Penalties and adjudication, Appellate Tribunal, Offences and Cyber-crimes.

Unit 4: E-payment System:

Models and methods of e-payments (Debit Card, Credit Card, Smart Cards, e-money), digital signatures (procedure, working and legal position), payment gateways, online banking (meaning, concepts, importance, electronic fund transfer, automated clearing house, automated ledger posting), risks involved in e-payments.

Unit 5: On-line Business Transactions:

Meaning, purpose, advantages and disadvantages of transacting online, E-commerce applications in various industries like {banking, insurance, payment of utility bills, online marketing, e-tailing (popularity, benefits, problems and features), online services (financial, travel and career), auctions, online portal, online learning, publishing and entertainment} Online shopping (amazon, snapdeal, alibaba, flipkart, etc.)

Unit 6: Website designing

Introduction to HTML; tags and attributes: Text Formatting, Fonts, Hypertext Links, Tables, Images, Lists, Forms, Frames, Cascading Style Sheets.

Note:

1. There shall be 3 Credit Hrs. for lectures + One Credit hr. (2 Practical periods per week per batch) for Practical Lab

2. Latest edition of text books may be used.

B.Com.: CBCS Scheme

Suggested Readings

1. Kenneth C. Laudon and Carlo Guercio Traver, *E-Commerce*, Pearson Education.
2. David Whiteley, *E-commerce: Strategy, Technology and Applications*, McGraw Hill Education
3. Bharat Bhaskar, *Electronic Commerce: Framework, Technology and Application, 4th Ed.*, McGraw Hill Education
4. PT Joseph, *E-Commerce: An Indian Perspective*, PHI Learning
5. KK Bajaj and Debjani Nag, *E-commerce*, McGraw Hill Education
6. TN Chhabra, *E-Commerce*, Dhanpat Rai & Co.
7. Sushila Madan, *E-Commerce*, Taxmann
8. TN Chhabra, Hem Chand Jain, and Aruna Jain, *An Introduction to HTML*, Dhanpat Rai & Co.

B.Com.: (CBCS)
Semester- IV
SEC 401- A: Entrepreneurship Development-I

Total Marks: 50 (10 for Internal Assessment & 40 for End Semester Examination)

Unit – I : The Entrepreneur:

- 1.5 Definitions
- 1.6 Who is an entrepreneur?
- 1.7 Functions of an Entrepreneur 10

Unit – II : Entrepreneur and Entrepreneurship:

- 2.1 Entrepreneur vs. Manager
- 2.3 Traits of entrepreneurs
- 2.4 Entrepreneur and enterprise 10

Unit – III : Theories of Entrepreneurship:

- 3.1 Theories of Entrepreneurial origin
- 3.2 Theory of Invisible cost
- 3.3 Theory of Transition cost. 15

Unit – IV : Entrepreneurial Development Programmes in India:

- 4.1 Relevance and achievements*
- 4.2 Role of Government*
- 4.3 Role of NGOs.* 15

* The discussion should be with special reference to North East India in general and Assam in particular.

Suggested Reading:

1. Khanka S.S. : Entrepreneurial Development, S.Chand & Company, New Delhi.
2. Desai Vasant : Dynamics of Entrepreneurial Development, Himalaya Publishing House, Mumbai.
3. Bezborah P. & Barman M.C. : Udyamita Bikas. Ashok Book Stall, Panbazar Guwahati


CHAIRPERSON
of Studies in Commerce
Barh University

B.Com. (Hons.): (CBCS)
Semester - IV
C 408-COST ACCOUNTING (6 Credit)
Lectures: 60 Tutorial 5
Full Marks: 100 (Internal Assessment 20 + 80 End-Term)

Objective: To acquaint the students with basic concepts used in cost accounting, various methods involved in cost ascertainment and cost accounting book keeping systems.

CONTENTS:

Unit 1: Introduction

Meaning, objectives and advantages of cost accounting; Difference between cost accounting and financial accounting; Cost concepts and classifications; Elements of cost; Installation of a costing system; Role of a cost accountant in an organisation

Unit 2: Elements of Cost: Material and Labour

a. *Materials:* Material/inventory control techniques. Accounting and control of purchases, storage and issue of materials. Methods of pricing of materials issues — FIFO, LIFO, Simple Average, Weighted Average, Replacement, Standard Cost. Treatment of Material Losses

b. *Labour:* Accounting and Control of labour cost. Time keeping and time booking. Concept and treatment of idle time, over time, labour turnover and fringe benefits. Methods of wage payment and the Incentive schemes- Halsey, Rowan, Taylor's Differential piece wage.

Unit 3: Elements of Cost: Overheads

Classification, allocation, apportionment and absorption of overheads; Under- and overabsorption; Capacity Levels and Costs; Treatments of certain items in costing like interest on capital, packing expenses, bad debts, research and development expenses; Activity based cost allocation.

Unit 4: Methods of Costing

Unit costing, Job costing, Contract costing, Process costing (process losses, valuation of work in progress, joint and by-products), Service costing (only transport).

Unit 5: Book Keeping in Cost Accounting

Integral and non-integral systems; Reconciliation of cost and financial accounts

Suggested Reading:

1. Charles T. Horngren, Srikant M. Datar, Madhav V. Rajan, *Cost Accounting: A Managerial Emphasis*, Pearson Education.
2. Drury, Colin. *Management and Cost Accounting*. Cengage Learning.
3. Jawahar Lal, *Cost Accounting*. McGraw Hill Education
4. Nigam, B.M. Lall and I.C. Jain. *Cost Accounting: Principles and Practice*. PHI Learning
5. Rajiv Goel, *Cost Accounting*. International Book House
6. Singh, Surender. *Cost Accounting*, Scholar Tech Press, New Delhi.
7. Jain, S.P. and K.L. Narang. *Cost Accounting: Principles and Methods*. Kalyani Publishers
8. Arora, M.N. *Cost Accounting – Principles and Practice*. Vikas Publishing House, New Delhi.
9. Maheshwari, S.N. and S.N. Mittal. *Cost Accounting: Theory and Problems*. Shri Mahavir Book Depot, New Delhi.
10. Iyengar, S.P. *Cost Accounting*. Sultan Chand & Sons
11. H.V. Jhamb, *Fundamentals of Cost Accounting*, Ane Books Pvt. Ltd.

Note: Latest edition of text books may be used.

B.Com. (Hons.): (CBCS)
Semester - IV
C 409-BUSINESS MATHEMATICS(6 Credit)
Lectures: 60 Tutorial 5
Full Marks: 100 (Internal Assessment 20 + 80 End-Term)

Objective: The objective of this course is to familiarize the students with the basic mathematical tools, with an emphasis on applications to business and economic situations.

Unit 1: Matrices and Determinants

- a. Algebra of matrices. Inverse of a matrix, Matrix Operation – Business Application
- b. Solution of system of linear equations (having unique solution and involving not more than three variables) using matrix inversion Method and Cremer's Rule.

Unit 2: Calculus I

- a. Mathematical functions and their types- linear, quadratic, polynomial, exponential,
- b. Logarithmic function Concepts of limit, and continuity of a function
- c. Concept and rules of differentiation, Maxima and Minima involving second or higher order derivatives.
- d. Concept of Marginal Analysis, Concept of Elasticity, Applied Maximum and Minimum Problems including effect of Tax on Monopolist's optimum price and quantity, Economic Order Quantity.

Unit 3: Calculus II

- a. Partial Differentiation: Partial derivatives up to second order; Homogeneity of functions and Euler's theorem; Total differentials; Differentiation of implicit functions with the help of total differentials
- b. Maxima and Minima: Cases of two variables involving not more than one constraint including the use of the Lagrangian multiplier.

Unit 4: Mathematics of Finance

- a. Rates of interest-nominal, effective– and their inter-relationships in different compounding situations.
- b. Compounding and discounting of a sum using different types of rates.
- c. Types of annuities, like ordinary, due, deferred, continuous, perpetual, and their future and present values using different types of rates of interest. Depreciation of Assets. (*General annuities to be excluded*)

Unit 5: Linear Programming

- a. Formulation of linear programming problem (LPP). Graphical solution to LPP. Cases of unique and multiple optimal solutions. Unbounded solutions, infeasibility, and redundant constraints.


C. I. I. P. E. K. S.
Board of Studies in Commerce
Dibrugarh University

Note:

1. In addition the students will work on software packages (Spreadsheet, *Mathematica*, etc) for solving linear programming problems and topics listed in Unit 4 above and analyze the results obtained there from. This will be done through internal assessment.
2. There shall be 4 Credit Hrs. for Lectures + one Credit hr. (Two Practical Periods per week per batch) for Practical Lab + one credit Hr for Tutorials (per group)
3. Latest edition of text books may be used.

Suggested Readings:

1. Mizrahi and Sullivan. *Mathematics for Business and Social Sciences*. Wiley and Sons.
2. Budnick, P. *Applied Mathematics*. McGraw Hill Education.
3. R.G.D. Allen, *Mathematical Analysis For Economists*
4. Ayres, Frank Jr. *Schaum's Outlines Series: Theory and Problems of Mathematics of Finance*. McGraw Hill Education.
5. Dowling, E.T., *Mathematics for Economics*, Schaum's Outlines Series. McGraw Hill Education.
6. Wikes, F.M., *Mathematics for Business, Finance and Economics*. Thomson Learning.
7. Thukral, J.K., *Mathematics for Business Studies*.
8. Vohra, N.D., *Quantitative Techniques in Management*. McGraw Hill Education.
9. Soni, R.S., *Business Mathematics*. Ane Books, New Delhi.
10. Singh J. K., *Business Mathematics*. Himalaya Publishing House.

Note: Latest edition of text books may be used.


CHAIRPERSON
Board of Studies in Commerce
Dibrugarh University

B.Com. (Hons.): (CBCS)
Semester - IV
C 410-COMPUTER APPLICATION IN BUSINESS (6 Credit)
Lectures: 60 Tutorial 5
Full Marks: 100 (Internal Assessment 20 + 80 End-Term)

Objectives: To provide computer skills and knowledge for commerce students and to enhance the student understands of usefulness of information technology tools for business operations.

Unit 1: Word Processing Introduction to word Processing, Word processing concepts, Use of Templates, Working with

word document: Editing text, Find and replace text, Formatting, spell check, Autocorrect, Autotext; Bullets and numbering, Tabs, Paragraph Formatting, Indent, Page Formatting, Header and footer, Tables: Inserting, filling and formatting a table; Inserting Pictures and Video; Mail Merge: including linking with Database; Printing documents

Creating Business Documents using the above facilities

Unit 2: Preparing Presentations

Basics of presentations: Slides, Fonts, Drawing, Editing; Inserting: Tables, Images, texts, Symbols, Media; Design; Transition; Animation; and Slideshow.

Creating Business Presentations using above facilities

Unit 3: Spreadsheet and its Business Applications

Spreadsheet concepts, Managing worksheets; Formatting, Entering data, Editing, and Printing a worksheet; Handling operators in formula, Project involving multiple spreadsheets, Organizing Charts and graphs

Generally used Spreadsheet functions: Mathematical, Statistical, Financial, Logical, Date and Time, Lookup and reference, Database, and Text functions

Unit 4: Creating Business Spreadsheet

Creating spreadsheet in the area of: Loan and Lease statement; Ratio Analysis; Payroll statements; Capital Budgeting; Depreciation Accounting; Graphical representation of data; Frequency distribution and its statistical parameters; Correlation and Regression

Unit 5: Database Management System

Database Designs for Accounting and Business Applications: Reality- Expressing the Application; Creating Initial design in Entity Relationship(ER) Model; Transforming ER Model to Relational data model concepts; Implementing RDM design using an appropriate DBMS.

SQL and Retrieval of Information: Basic Queries in SQL; Embedded Queries in SQL; Insert, Delete and Update statements in SQL

DBMS Software: Environment; Tables; Forms; Queries; Reports; Modules; Applying DBMS in the areas of Accounting, Inventory, HRM and its accounting, Managing the data records of Employees, Suppliers and Customers.

Note:

1. The General Purpose Software referred in this course will be notified by the University Departments every three years. If the specific features, referred in the detailed course above, is not available in that software, to that extent it will be deemed to have been modified.



2. There shall be a practical examination of 100 Marks (Practical-80 Marks, Viva-10 Marks and Work Book- 10 Marks) and duration of Examination shall be 3 Hrs.

3. Teaching arrangement need to be made in the computer Lab

4. There shall be four lectures per class and 4 Practical Lab periods per batch to be taught in computer Lab.

Suggested Readings:The suggested readings and guidelines shall be notified by the university department at least once in three years based on the selected software.

B.Com. (Hons.): (CBCS)
Semester - IV
Paper – G 404: INDIAN ECONOMY
Lectures: 60 Tutorial: 5
Full Marks: 100 (Internal Assessment 20 + 80 End-Term)

Objective: This course seeks to enable the student to grasp the major economic problems in India and their solution.

Unit 1: Basic Issues in Economic Development

Concept and Measures of Development and Underdevelopment; Human Development

Unit 2: Basic Features of the Indian Economy at Independence

Composition of national income and occupational structure, the agrarian scene and industrial Structure

Unit 3: Policy Regimes

- a. The evolution of planning and import substituting industrialization.
- b. Economic Reforms since 1991.
- c. Monetary and Fiscal policies with their implications on economy

Unit 4: Growth, Development and Structural Change

- a. The experience of Growth, Development and Structural Change in different phases of growth and policy regimes across sectors and regions.
- b. The Institutional Framework: Patterns of assets ownership in agriculture and industry; Policies for restructuring agrarian relations and for regulating concentration of economic power;
- c. Changes in policy perspectives on the role of institutional framework after 1991.
- d. Growth and Distribution; Unemployment and Poverty; Human Development; Environmental concerns.
- e. Demographic Constraints: Interaction between population change and economic development.

Unit 5: Sectoral Trends and Issues

- a. *Agriculture Sector:* Agrarian growth and performance in different phases of policy regimes i.e. pre green revolution and the two phases of green revolution; Factors influencing productivity and growth; the role of technology and institutions; price policy, the public distribution system and food security.
- b. *Industry and Services Sector:* Phases of Industrialisation – the rate and pattern of industrial growth across alternative policy regimes; Public sector – its role, performance and reforms; The small scale sector; Role of Foreign capital.
- c. *Financial Sector:* Structure, Performance and Reforms. Foreign Trade and balance of Payments: Structural Changes and Performance of India's Foreign Trade and Balance of Payments; Trade Policy Debate; Export policies and performance; Macro Economic Stabilisation and Structural Adjustment; India and the WTO, Role of FDI, Capital account convertibility.

Suggested Readings:

1. Mishra and Puri, *Indian Economy*, Himalaya Publishing House
2. IC Dhingra, *Indian Economics*, Sultan Chand & Sons
3. Gaurav Dutt and KPM Sundarum, *Indian Economy*, S. Chand & Company.
4. Bhagwati, J. and Desai, P. *India: Planning for industrialization*, OUP, Ch 2.

5. Patnaik, Prabhat. *Some Indian Debates on Planning*. T. J. Byres (ed.). The Indian Economy: Major Debates since Independence, OUP.
 6. Ahluwalia, Montek S. *State-level Performance under Economic Reforms in India* in A. O. Krueger. (ed.). *Economic Policy Reforms and the Indian Economy*, The University of Chicago Press.
 7. Dreze, Jean and Amartya Sen. *Economic Development and Social Opportunity*. Ch. 2. OUP.
 8. Khanna, Sushil. *Financial Reforms and Industrial Sector in India*. *Economic and Political Weekly*. Vol. 34. No. 45.
 9. Uma Kapila (ed), "*Indian Economy since Independence*", Relevant articles.
 10. Rangarajan, C. and N. Jadhav. *Issues in Financial Sector Reform*. Bimal Jalan. (ed). *The Indian Economy*. Oxford University Press, New Delhi.
- Note: Latest edition of text books may be used.**

B.Com. (Hons): (CBCS)
Semester- IV
SEC 403: Entrepreneurship Development-I

Total Marks: 50 (10 for Internal Assessment & 40 for End Semester Examination)

Unit – I : The Entrepreneur:	
1.5 Definitions	
1.6 Who is an entrepreneur?	
1.7 Functions of an Entrepreneur	10
Unit – II : Entrepreneur and Entrepreneurship:	
2.1 Entrepreneur vs. Manager	
2.3 Traits of entrepreneurs	
2.4 Entrepreneur and enterprise	10
Unit – III : Theories of Entrepreneurship:	
3.1 Theories of Entrepreneurial origin	
3.2 Theory of Invisible cost	
3.3 Theory of Transition cost.	15
Unit – IV : Entrepreneurial Development Programmes in India:	
4.1 Relevance and achievements*	
4.2 Role of Government*	
4.3 Role of NGOs.*	15

* The discussion should be with special reference to North East India in general and Assam in particular.

Suggested Reading:

1. Khanka S.S. : Entrepreneurial Development, S.Chand & Company, New Delhi.
2. Desai Vasant : Dynamics of Entrepreneurial Development, Himalaya Publishing House, Mumbai.
3. Bezborah P. & Barman M.C. : Udyamita Bikas. Ashok Book Stall, Panbazar Guwahati


CHAIRPERSON
Board of Studies in Commerce
Dibrugarh University

B.Com. (Hons): (CBCS)
Semester- IV
SEC 403 A: Retail Management-I

Total Marks: 50 (10 for Internal Assessment & 40 for End Semester Examination)

Unit – I Retailing –

1.1 Concept and Evolution,

1.2 A Comparison between Global and Indian Scenario.

1.3 Nature and Importance of Retailing

10

Unit – II Retailing & Distribution Channels-

2.1 Retailing and Wholesaling.

2.2 Position of Retailing in the Channels of Distribution.

2.3 Role and Scope of Retailing.

10

Unit – III Types of Retailing –

3.1 Store based and Non-store based.

3.2 Vertical Marketing System.

3.3 Retailing Life Cycle.

20

Unit – IV Retailing in India-

4.1 Growth and Status of Retailing in India.

4.2 Successful Retailing Formats in India.

10

Suggested Reading:

1. Bhalla : Retail Management, DVS Publications, New Delhi.
2. Kapoor & Kansal : Basics of Distribution Management- A logistical Approach, PHI Learning, New Delhi.


Board of Studies in Commerce
Dibrugarh University



OFFICE OF THE REGISTRAR : DIBRUGARH UNIVERSITY : DIBRUGARH

Ref. No. DU/DR-A/6-1/21/1000

Date: 09.09.2021

NOTIFICATION

As recommended by the Board of Studies (BOS) in Commerce, Dibrugarh University, Hon'ble Vice-Chancellor, Dibrugarh University is pleased to approve the Syllabuses of the 5th and 6th Semester Courses of the B. Com. Programmes in Choice Based Credit System (CBCS) (both Honours and Non-Honours) with immediate effect.

The above is notified under report to the next meeting of the Under Graduate Board, Dibrugarh University.

Attached:

Annexure A: 5th and 6th Semester Courses of the B. Com. Programmes in CBCS (Honours)

Annexure B: 5th and 6th Semester Courses of the B. Com. Programmes in CBCS (Non-Honours)

Issued with due approval.

(Dr. B.C. Borah)
Joint Registrar (Academic)
Dibrugarh University.

Copy to:

1. The Hon'ble Vice-Chancellor, Dibrugarh University for favour of information.
2. The Deans, Dibrugarh University, for favour of information.
3. The Registrar, Dibrugarh University, for information.
4. The Controller of Examinations, Dibrugarh University, for favour of information. A copy of the Syllabi is enclosed herewith.
5. The Director, College Development Council, Dibrugarh University, for information.
6. The Head, Department of Commerce, Dibrugarh University for information.
7. The Joint Controller of Examinations (C), Dibrugarh University, for information.
8. The Deputy Controller of Examinations (A), Dibrugarh University, for information
9. All the Principals of the Colleges/Institutes affiliated to/permitted by Dibrugarh University offering B.Com. Programme in CBCS, for information and needful.
10. The Academic Officer, Dibrugarh University, for information and needful.
11. The Programmer, Dibrugarh University for kind information and with a request to upload the Notification in the University website.
12. File.

(Dr. B.C. Borah)
Joint Registrar (Academic)
Dibrugarh University.



OFFICE OF THE REGISTRAR :: DIBRUGARH UNIVERSITY :: DIBRUGARH

Ref. No. DU/DR-A/6-1/22/225

Date: 14.03.2022

NOTIFICATION

As recommended by the Board of Studies (Under Graduate), meeting held on 09.03.2022, Centre for Studies in Geography, Dibrugarh University, the Hon'ble Vice-Chancellor i/c, Dibrugarh University is pleased to approve the minor modifications in the existing syllabus of B.A. / B. Sc. (Honours) Programme in Geography under CBCS with immediate effect.

Changes has been made as under –

1. Modification of distribution of Credits and Marks (from Page 5 to page 10).
2. Content of Political Geography (**DSE3 (6C) GGRM DSE 601BT6**) included in page 44.
3. Modification of the Course No: C-14: GGRM602T6

This Course is divided into theory and practical in the following marks pattern

Theory : 53+13=66

Practical 27+7=34

The new Paper name and codes are as follow:


Disaster Management (Theory): C-14: GGRM602T6

Disaster Management based Project Work (Practical): C-14:GGRM602P6

The above is notified under report to the next meeting of the Under Graduate Board, Dibrugarh University.

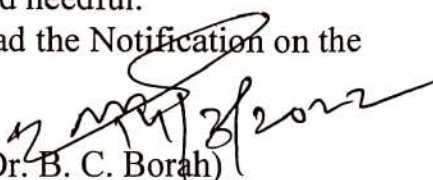
Issued with due approval.

Modified Syllabus is attached herewith as **Annexure – I**.


(Dr. B. C. Borah)
Joint Registrar (Academic),
Dibrugarh University.

Copy to:

1. The Hon'ble Vice-Chancellor i/c, Dibrugarh University.
2. The Deans, Dibrugarh University.
3. The Registrar, Dibrugarh University.
4. The Chairperson, Centre for Studies in Geography, Dibrugarh University, for information and needful.
5. To All Principals / Directors of the Colleges / Institutions affiliated to / permitted by the Dibrugarh University, for information please.
6. The Controller of Examinations, Dibrugarh University, for information and needful.
7. The Academic Officer, Dibrugarh University, for information and needful.
8. The Programmer, Dibrugarh University. He is requested to upload the Notification on the D.U. Website accordingly.
9. Files.


(Dr. B. C. Borah)
Joint Registrar (Academic),
Dibrugarh University.



NOTIFICATION

As recommended by the Meeting of the DU PG-CBCS Board, Dibrugarh University held on 07.03.2022, the Hon'ble Vice-Chancellor i/c, Dibrugarh University is pleased to approve the following modification in clause 10(1.5) of the Dibrugarh University Regulations for the Post Graduate Programmes in the CBCS, 2018 (amended up to date) under report to the Post Graduate Board and Academic Council giving immediate effect-

Clause	Existing	Modification proposed
10.1.5	<i>Before declaring the results of end semester examinations, the Controller of Examinations shall convene a meeting of the Dibrugarh University CBCS Board to scrutinize the results of both in and end semester examinations. The Board may seek clarification or call for answer scripts if it feels necessary from the course teacher(s) concerned in the matters of over marking or under marking during examination(s).</i>	<i>Before declaring the results of end semester examinations, the Controller of Examinations shall advise the Member-Secretary to convene a meeting of the Dibrugarh University CBCS Board to scrutinize the results of both in and end semester examinations. The Board may seek clarification or call for answer scripts if it feels necessary from the course teacher(s) concerned in the matters of over marking or under marking during examination(s).</i>

Issued with due approval.


(Dr. B.C. Borah)
Joint Registrar (Academic)
Dibrugarh University

Copy to:

1. The Hon'ble Vice-Chancellor i/c, Dibrugarh University.
2. The Deans, Dibrugarh University, for information.
3. The Registrar, Dibrugarh University, for kind information.
4. The Heads of the Teaching Departments, Chairpersons of the Centres for Studies and Director, DUIET, Dibrugarh University for information and needful.
5. The Director, IQAC, Dibrugarh University, for information.
6. The Controller of Examinations, Dibrugarh University, for information and needful action.
7. The Directors of the Research Centres offering the Ph.D. Programmes of Dibrugarh University.
8. The Director, Office of the International Affairs, Dibrugarh University for information.
9. Joint Controller of Examinations 'C', Dibrugarh University for information and needful action.
10. The Joint Registrar (Administration), Dibrugarh University, for information.
11. The Academic Officer, Dibrugarh University, for information and needful.
12. The Programmer, Dibrugarh University, requesting him to upload the notification in the website.
13. File.


(Dr. B.C. Borah)
Joint Registrar (Academic)
Dibrugarh University



OFFICE OF THE REGISTRAR:: DIBRUGARH UNIVERSITY:DIBRUGARH

Ref. No: DU/DR-A/6-1/18/1426

Date: 27.11.2018

NOTIFICATION

As recommended by the 120th Meeting of the Under Graduate Board held on 19.11.2018, the 115th Meeting of the Academic Council held on 21.11.2018 vide Resolution No. 03 has approved the *Dibrugarh University Regulations for the Under Graduate Programmes in the Choice Based Credit System, 2018*, which will come into effect from the academic session 2019-2020. The Regulations (modified) enclosed herewith as *Annexure A* supersedes all earlier editions of same.

Further, the same meeting of the Academic Council vide Resolution No.21 has approved implementation of the Choice Based Credit System in the Under Graduate Academic Programmes offered by the affiliated/ permitted Colleges/ Institutes of Dibrugarh University w.e.f. 2019-2020 academic session in view of the Feasibility Report on the Ground Status of the affiliated colleges of Dibrugarh University in terms of parameters like human resources, infra-structure, ICT facilities, etc.

Issued with due approval.


27/11/2018

(Dr. B.C. Borah)
Joint Registrar (Academic)
Dibrugarh University

Copy to:

1. The Vice-Chancellor, Dibrugarh University.
2. The Deans, Dibrugarh University.
3. The Registrar, Dibrugarh University.
4. The Controller of Examinations, Dibrugarh University.
5. The Director, College Development Council, Dibrugarh University.
6. The Principals/ Directors of the Colleges/ Institutes affiliated to/ permitted by Dibrugarh University conducting the B.A., B.Sc. and B.Comm. Programmes, Dibrugarh University.
7. The Programmer, Dibrugarh University with a request to upload the Notification in the website for all concerned.
8. File.


27/11/2018

(Dr. B.C. Borah)
Joint Registrar (Academic)
Dibrugarh University